

EXECUTIVE SUMMARY

Bucks County, as an Entitlement Jurisdiction, is eligible to receive funding through the U.S. Department of Housing and Urban Development (HUD).

This Consolidated Annual Performance and Evaluation Report (CAPER) provides an overview of programmatic accomplishments and the progress made toward meeting the priority needs and specific objectives identified in Bucks County's 2005-2009 Consolidated Plan.

Bucks County's housing and community development programs are carried out through a combination of public, private and non-profit organizations. Through its Department of Community and Business Development, the County acts as the lead agency of the Consortium and is the primary entity responsible for coordinating and implementing the CDBG, HOME, and ESG programs.

ACTIVITY BY GRANT

The FY 2008 grant year covers the period from April 1, 2008 through March 31, 2009. The charts and narrative that follow summarize the total amount of federal funds expended by major grant program and individual activities, discussed in more detail in the body and attachments to the document.

Community Development Block Grant Program (CDBG)

A total of \$2,395,144.53 was expended over 73 activities, which resulted in benefits for an estimated 121,112 persons, and as follows:

Projects	Number of Activities	Expended	Estimated Beneficiaries
Public Facilities	43	\$1,160,634.51	113,657
Public Services	13	\$255,602.64	7,120
Housing	6	\$108,021.24	305
Economic Development	5	\$351,631.30	30
Planning/Administration	6	\$519,254.84	-
TOTAL:	73	\$2,395,144.53	121,112

- Public Facilities

These initiatives are aimed primarily at the stabilization of low/mod areas through physical improvements to ameliorate the capacity and quality of local infrastructure. A total of \$1,160,634.51 was expended for 43 activities, encompassing group homes, homeless shelters, senior centers, neighborhood facilities, parks, flood drain, street, and sidewalk improvements. The activities benefitted a reported 113,657 persons.
- Public Services

The County funded an array of Public Service programs intended to improve the quality of life of its residents, particularly populations at risk. The programs served a Limited Clientele {as defined in 24CFR 570.208(a)(2)(i)(A)(B)} of low and moderate-income individuals and families and were part of the County's Continuum of Care initiative, which provides comprehensive services to its homeless and at-risk individuals and families. A total of \$255,602.64 was expended to support 13 activities,



including homeless operations, senior services, fair housing, child care, and health care services. The activities benefitted 7,120 persons.

- Housing
Affordable housing activities encompassed the rehabilitation of rental properties occupied by low and moderate persons. A total of \$108,021.24 was expended for 6 activities, benefitting 305 persons.
- Economic Development
The County’s primary economic development objectives have been to cultivate a supportive environment for local business and entrepreneurship with particular emphasis on micro-enterprises, return to productive and active use vacant sites that used to house discontinued manufacturing operations, and support efforts to sustain a diverse array of employment opportunities accessible to low/mod income residents. Total expenditures for economic development were \$351,631.30, including 4 loans totaling \$250,885.50 and \$90,745.80 for the provision of technical assistance to businesses wanting to locate or expand in Bucks County. Ongoing economic development activities generated 30 jobs.
- Planning/Administration
Planning activities were related to the preparation of comprehensive plans for the County and local municipalities. The administration expenditures were related to the implementation of the CDBG program. A total of \$519,254.84 was disbursed for 6 activities.

HOME Program

Similar to the CDBG, the County’s HOME program activities are implemented by a number of nonprofit organizations. The principal programs included the implementation of a Tenant-Based Rental Assistance Program (TBRA), the development of rental and ownership housing, funding support for Community Housing Development Organizations (CHDOs), and program administration.

Projects	Expended	Units
Rental Projects	\$500,436.43	28
Rental Assistance (TBRA)	\$196,580.64	28
Ownership Projects	\$504,250.25	44
CHDO Operations	\$35,000.00	-
Administration	\$106,954.46	-
TOTAL:	\$1,343,221.78	100

Total expenditures encompassed \$1,343,221.68 which resulted in support of 100 units for renters and homeowners, and persons with special needs. As in the past, the County continued to use its Housing Trust Fund in conjunction with HOME program funds.

Emergency Shelter Grant Program (ESG)

In **FY 2008**, the County expended \$98,652.82 in ESG funding. The money was used to support the operations of 3 organizations operating homeless shelters throughout the County. A total o 549 homeless persons benefited from the funding.
\$616,729.08

Program Income

The program generated \$616,652.82 in CDBG program income. This resulted from repayment of loans associated with economic development activities and the owner-occupied rehab program.



FY 2008 CDBG Program Expenditures

Matrix #	IDIS #	County #	Activity Name	Description	Expenditures
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PUBLIC FACILITIES

03 Public Facilities and Improvements (general)

506	00-28	Durham Township	Water Wheel Restoration		\$10,000.00
548	01-11	Big Brothers/Big Sisters	Accessibility Improvements (Entrance & Bathroom)		\$20,999.96
626	02-26	Lower Southampton Twp.	Carriage House (Playwicki Farm) Restoration		\$62,108.35
784	05-04	Bucks County	Accessibility Improvements to County Facilities		\$39,862.05
810	05-30	Lenape Valley Foundation	Acute Respite Care House Rehab		\$3,348.00
860	06-04	Bucks County	Accessibility Improvements to County Facilities		\$75,626.85

03A Senior Centers

957	04-49	Northampton Township	Senior Center Improvements		\$15,500.00
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03B Handicapped Centers

866	06-10	BARC	Rehab of 3 Group Homes		\$31,337.32
919	07-06	BARC	Production Center Water System Upgrade		\$6,000.00
921	07-08	BARC	Chubb Group Home Rehab		\$3,385.24
927	07-14	Indian Creek	Group Home Accessibility Improvements		\$2,000.00
928	07-15	CO-MANS	Group Home Rehab and Accessibility Improvements		\$25,619.99
931	07-18	Aldie Foundation	Group Home Rehab		\$32,238.60
938	07-25	Lenape Valley Foundation	Psychological Rehab Center Interior Renovation		\$26,000.00
994	08-12	Indian Creek Foundation	Group Home Rehab and Accessibility Improvements		\$10,435.15
998	08-16	BEELONG	Equipment Purchase for 3 Adult Care Centers		\$8,800.00
1002	08-20	Lenape Valley Foundation	Psychological Rehab Center Exterior Rehab		\$24,500.00
1007	08-25	Libertae	Group Home Rehab and Accessibility Improvements		\$24,500.00
1012	08-30	Delta Community Supp.	Group Home Rehab and Accessibility Improvements		\$5,880.00

03C Homeless Facilities (not operating costs)

786	05-16	Housing Group	Rehab of 3 Emergency Shelters		\$465.97
926	07-13	Housing Group	Milford Square Rehab		\$9,161.154

03E Neighborhood Facilities

888	06-32	Morrisville Borough	Library Rehab (Roof and Parking Lot Reconstruction)		\$38,688.68
934	07-21	Bucks County Library	Accessibility Improvements to 6 Libraries		\$58,835.00
947	07-34	Morrisville Borough	Library Furnace Replacement		\$47,726.13

03I Parks and Recreational Facilities

893	06-37	Tullytown Borough	Playground Equipment		\$20,200.00
946	07-33	Penndel Borough	Playground Equipment		\$7,809.08

03I Flood Drain Improvements

973	05-37	Morrisville Borough	Flood Drain Improvements Williamson Park		\$58,833.90
1023	08-41	Warrington Township	Flood Drain Improvements (Neshaminy Garderns)		\$35,000.00

03J Stormwater Improvements

897	06-41	West Rockhill Township	Stormwater Improvements (three locations)		\$13,481.45
949	07-36	Warminster Township	Replacement of 16 inlets at Warminster Heights		\$21,507.31

03K Street Improvements

895	06-39	Warminster Township	Street Reconstruction (Jupiter & Sunnemead)		\$38,241.94
941	07-28	Doylestown Borough	Street Reconstruction (3 streets)		\$21,832.25
943	07-30	Middletown Township	Street Reconstruction (4 streets)		\$98,417.82
948	07-35	Warminster Township	Street Reconstruction (Speedway Section)		\$14,188.05
1024	08-42	Warminster Township	Street Reconstruction (Warminster Heights)		\$40,942.43
1025	08-43	Warminster Township	Street Reconstruction (5 streets)		\$61,862.71

03L Sidewalks

942	07-29	Middletown Township	Accessibility Improvements (90 curb cuts)		\$21,661.29
951	07-38	Doylestown Township	Accessibility Improvements		\$26,500.00

03S Facilities for AIDS Patients (not operating costs)

867	06-11	Family Services	Bucks Villa Public Water Connection		\$8,357.35
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HISTORIC PRESERVATION

16B Non-Residential Historic Preservation

952	07-39	Lower Makefield Twp.	Rehab of Satterthwaite House		\$46,700.00
563	01-26	Durham Township	Durham Mill Restoration		\$15,000.00
794	05-14	Heritage Conservancy	Lindsay Farm Barn Restoration		\$12,700.00
830	05-50	Buckingham Township	Lingquist Farm Restoration		\$29,100.00



FY 2008 CDBG Program Expenditures (Cont'd)

Matrix #	IDIS #	County #	Activity Name	Description	Expenditures
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PUBLIC SERVICES

05 Public Services (General)

720	04-02	Bucks County	HMIS		\$22,882.48
940	07-27	SCORE	Upward Mobility Project		\$7,765.38
1004	08-22	Red Cross	Shelter Operations		\$128,026.67
1013	08-31	SCORE	Upward Mobility		\$2,238.66

05A Senior Services

890	06-34	EUBSC	Senior Center Operations		\$12,050.00
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05L Crime Awareness

876	06-20	NOVA	Telephone System Upgrade		1,059.76
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05J Fair Housing

859	06-03	Consumer Protection	Fair Housing		\$1,041.57
861	06-05	OET	Fair Housing		\$5,131.12
939	07-26	Legal Aid	Fair Housing		\$7,798.00
1008	08-26	Legal Aid	Fair Housing		\$19,151.00

05K Tenant/Landlord Counseling

923	07-10	Housing Group	Tenant/Landlord Counseling		\$17,122.00
990	08-08	Housing Group	Tenant/Landlord Counseling		\$16,236.00

05L Child Care Centers

871	06-15	Foxwood Afford. Housing	After School Program		\$15,100.00
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05M Health Services

HOUSING

14B Multi-Unit Residential

924	07-11	Housing Group	Fountainville Apartments Rehab		\$24,396.25
925	07-12	Housing Group	Duplex Rehab		\$21,440.17
970	07-13	Housing Group	Bristol Apartments Rehab		\$12,942.15
993	08-11	Housing Group	Robert Morris Apartments Rehab		\$9,032.52

14G Acquisition for Rehabilitation

1014	08-32	Interfaith Housing	Predevelopment Costs		\$17,210.15
793	05-13	Habitat for Humanity	Predevelopment Costs		\$23,000.00

ECONOMIC DEVELOPMENT

18A Direct Financial Assistance for-Profits

864	06-08	RDA	Small Business Loan		\$75,000.00
-	-	RDA	Revolving Loan Fund Small Business Loans		\$185,885.30

18B Economic Development Technical Assistance

918	07-05	RDA	Revolving Loan Fund Administration		\$22,719.42
986	08-04	RDA	Revolving Loan Fund Administration		\$68,026.38

PLANNING/ADMINISTRATION

20 Planning

561	01-24	Bridgeton Township	Planning Study		\$1,125.00
828	05-48	Bedminster Township	Comprehensive Plan Update		\$5,076.25
917	07-04	BC Planning Commission	Comprehensive Plan Update		\$3,598.11
985	08-03	BC Planning Commission	Comprehensive Plan Update		\$49,000.00

21A Administration

914	07-01	Bucks County	CDBG Program Administration		\$275,425.56
983	08-01	Bucks County	CDBG Program Administration		\$185,029.92

Total CDBG Expenditures: \$2,395,144.53



FY 2008 HOME Program Expenditures

Matrix #	IDIS #	County #	Activity Name	Description	Expenditures
13 Direct Homeowner Assistance					
		904-28	American Dream Downpayment Initiative (ADDI)	First-Time Homebuyer Dowpayment/Closing Cost Assistance to Low/Mod Persons	\$23,116.80
14B Ownership Housing					
		906-11	RDA Owner-Occupied Program	Rehab Assistance to Low/Mod Income Homeowners	\$255,702.45
		908-12	RDA Owner-Occupied Program		\$55,712.00
	1042	908-17	Interfaith Lease-to-Purchase		\$169,719.00
14G Acquisition for Rehab					
	711	904-13	Interfaith Bridgewater	Acquisition & Rehab of Housing for Rental to Low/Mod	\$6,965.54
	712	904-10	Interfaith Scattered Site	Acquisition & Rehab of Housing for Rental to Low/Mod	\$2,070.46
	913, 959	907-12	Interfaith Scattered Site	Acquisition & Rehab of Housing for Rental to Low/Mod	\$30,050.00
	963	908-10	BARC Fern Road	Acquisition & Rehab of Housing for Rental to Low/Mod	\$120,000.00
	969	908-11	Interfaith Scattered Site	Acquisition & Rehab of Housing for Rental to Low/Mod	\$264,350.33
	1047	908-16	Growth Horizons	Acquisition of Housing for Rental to Low/Mod	\$77,000.00
19A Administration					
	958	907-01	HOME Program Administration	HOME Program Administration	\$74,603.76
	1043	908-01	HOME Program Administration	HOME Program Administration	\$22,350.70
	982	907-02	HOME TBRA Admin	Administration of TBRA Program	\$10,000.00
19B CHDO Operating					
	976	907-03	CHDO Operating	Interfaith Operating Funds	\$35,000.00
21F Rental Housing Assistance					
	902	906-06	Tenant-Based Rental Assistance	Implementation of Self-Sufficiency TBRA Program	\$21,965.00
	962	907-06	Tenant-Based Rental Assistance	Implementation of Self-Sufficiency TBRA Program	\$169,537.84
	1044	908-06	Tenant-Based Rental Assistance	Implementation of Self-Sufficiency TBRA Program	\$5,077.80

Total HOME Expenditures: \$1,343,221.68

FY 2008 ESG Program Expenditures

Matrix #	IDIS #	County #	Activity Name	Description	Expenditures
	955	07-62	A Woman's Place	Shelter Operations	\$5,000.00
	954	07-63	Housing Group	Shelter Operations	\$5,477.31
	953	07-64	American Red Cross	Shelter Operations	\$76,053.45
	1066	08-63	Housing Group	Shelter Operations	\$12,122.06

Total ESG Expenditures: \$98,652.82

Summary of Objectives/Outcomes

Based on the HUD-established Outcome Performance Measurement System, overall the majority of grant expenditures were used to create a suitable living environment (**35.9 percent**), followed by Housing (**54.0 percent**) and economic opportunities (**10.1 percent**) objectives.

Funding Leveraging

The program successfully leveraged all of the funding under its administration. A total of **\$6,791,682** was leveraged **\$3,723,368** in other public and private funding. In other words, each **\$1** of program funding resulted, on average, in nearly **\$2** of additional investment from other sources.

Fair Housing

The County continued the implementation of the Fair Housing program outlined in its 2005 Analysis of Impediments. Under the leadership of the Bucks County Fair Housing Committee, a number of activities were planned and implemented. Examples included education, training, legal services, mediation, and



referral to HUD and/or the Pennsylvania Human Rights Commission of potential violations of the Fair Housing Act.

HUD Monitoring

In **FY 2008**, HUD conducted an on-site monitoring of the County’s economic development programs. The County was found to be in compliance with HUD regulations.

Training and Technical Assistance

Staff provided training and technical assistance throughout the year to funding recipients to help increase understanding of specific program requirements and regulations. In addition, staff conducted workshops for potential CDBG applicants and numerous one-on-one sessions for CDBG and HOME program applicants.

Energy Star

The County requires that all new-construction or rehabilitation of affordable rental and homeownership units meet energy efficiency standards.

Lead Paint

A total of 7 housing units were tested by the County’s Redevelopment Authority for the presence of lead. No unit tested required lead hazard reduction.

Document Organization

The organization of this document follows that outlined in the CPMP tool, available from HUD’s website. The narrative throughout the document is supported by a comprehensive set of tables included as attachments.

Additional Copies

Copies of this report can be obtained by contacting:

Bucks County Department of Community & Business Development
Neshaminy Manor Center
1260 Almshouse Road
Doylestown, PA 18901
215/345-3840



GENERAL QUESTIONS

- I. *Assessment of the one-year goals and objectives:*
 - a. *Describe the accomplishments in attaining the goals and objectives for the reporting period.*
 - b. *Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.*
 - c. *If applicable, explain why progress was not made towards meeting the goals and objectives.*

Funding for housing objectives encompassed **54 percent**. The activities encompassed the development and rehabilitation of new and existing housing for both renters and homeowners. The funding benefited nearly **487** low/moderate income persons.

Funding for the creation of a suitable living environment (**35.9 percent**). This included activities such as the rehab of group homes, parks, senior centers, accessibility, sidewalk and curb, operational support for homeless shelters, and street improvements. The expenditures translated into benefits for over persons.

The remainder of the expenditures (**10.1 percent**) occurred for economic development activities. These included the provision of technical assistance to businesses wanting to locate or expand in Bucks County, funding assistance, and assist persons (particularly minorities and women) who desired to become entrepreneurs. As a result of ongoing activities, a total of **30** jobs were created during **FY 2008**.

Objective/Outcome	Availability/Accessibility	Affordability	Sustainability	Total
Create a Suitable Living Environment	18.3%	-	17.6%	35.9%
Provide Decent Housing	31.6%	22.4%	-	54.0%
Create Economic Opportunities	2.8%	7.3%	-	10.1%
Total:	52.7%	29.7%	17.6%	100.0%

The tables that follow provide a more detailed summary of expenditures and beneficiaries for each objective, including expenditures for planning (under the CDBG program) and the administration of the CDBG, HOME, and ESG programs.

In the aggregate, the program has already exceeded its objectives for the 2005-2009 period. However, when it comes to individual targets, there is significant variation. While some targets have been significantly exceeded, others still need significant progress. Part of the reason for the variability has to do with the way the program is set up. Other than overall program administration, the County does not implement programs directly. Furthermore, a good portion of the CDBG program (**60 percent**) is allocated to formula communities. Therefore, progress on the objectives greatly depends on the projects submitted each year by municipalities and nonprofit organizations.

The implementation of the CDBG, HOME, and ESG programs has produced very meaningful results in improving the quality of life of local communities and in creating housing and job opportunities for local residents. Specific successes and their magnitude are detailed in the pages that follow.



CORE OUTCOME STATEMENTS	OUTCOME STATEMENTS – FY 2008
<p>SL-1 Accessibility for the purpose of creating a suitable living environment</p>	<p>The CDBG program provided funding for the purpose of creating a suitable living environment under the following:</p> <ul style="list-style-type: none"> • Expended \$28,200.00 for 2 activities for playground equipment benefitting children in low/moderate income areas. • Disbursed \$15,500.00 for improvements at 1 senior center. • Disbursed \$86,394.81 for 2 activities involving the rehabilitation of a community facility benefitting low/mod income areas. • Provided \$245,485.15 for 6 activities involving accessibility improvements at 169 locations. • Paid out \$1,059.76 for 1 activity benefitting over 4,000 victims of domestic violence. • Expended \$150,909.15 for 2 activities supporting the operations of the County HMIS program and the intake homeless facility in the county. • Disbursed \$12,050 to support the operations of 1 senior center. • Paid out \$15,100 to support the operations of 1 after school program at residential complex serving low/mod income persons. • Disbursed \$128,026.67 in CDBG funding and \$98,652.82 in ESG funding to support the operations of 3 Emergency Shelters.
<p>DH-1 Accessibility for the purpose of providing decent affordable housing</p>	<p>The CDBG program provided access to affordable housing under the following:</p> <ul style="list-style-type: none"> • Disbursed \$311,414.45 to rehab housing belonging to lower income homeowners • Dispensed \$67,811.09 for the rehab of 56 rental units benefitting 165 persons. • Expended \$154,729.25 for 10 activities involving the rehab of group homes, benefitting 343 persons with disabilities. • Disbursed \$33,121.69 for 4 fair housing activities, which resulted in benefits for 306 persons. • Spent \$33,358.00 for 2 landlord/tenant counseling activities assisting 151 persons. • Disbursed \$35,000.00 in Community Housing Development Organization (CHDO) funding to support the operations of Interfaith.
<p>EO-1</p>	<p>The CDBG program provided access to jobs under the following:</p> <ul style="list-style-type: none"> • Expended \$78,030.42 for 3 activities benefitting 1,107 individuals interested in going into business.



CORE OUTCOME STATEMENTS	OUTCOME STATEMENTS – FY 2007 (Cont'd)
DH-2 Affordability for the purpose of providing decent affordable housing	<p>The program provided funding to ensure the provision of affordable housing under the following:</p> <ul style="list-style-type: none"> • Provided \$23,116.80 for downpayment or closing cost assistance to 3 first-time homebuyers. • Expended \$169,719 for the acquisition and rehab of 4 housing units for sale to first time homebuyers under the County’s scattered site program. • Paid out \$40,210.15 for 2 predevelopment cost activities benefitting 140 persons. • Disbursed \$303,436.33 to acquire and rehab 21 housing units for rental to lower income persons. • Expended \$197,000 for the acquisition and Rehab of two housing units to serve 7 persons with mental disabilities. • Disbursed \$196,580.64 to provide rental assistance to 28 families under the County’s self-sufficiency Tenant-Based Rental Assistance program.
EO-2	<p>The CDBG program created economic development opportunities under the following:</p> <ul style="list-style-type: none"> • Expended \$97,719.42 to provide loans to small businesses which will result in the creation of 9 jobs, 5 of which will target low/mod persons.
SL-3 Sustainability for the purpose of creating a suitable living environment	<p>The CDBG program provided assistance for the purpose of ensuring a suitable living environment under the following:</p> <ul style="list-style-type: none"> • Expended \$175,608.35 for 6 historic preservation activities. • Disbursed \$261,297.15 for 5 activities involving the reconstruction of streets in low income areas, benefitting an estimated 7,695 persons. • Dispensed \$143,010.71 for 5 activities involving storm water management improvements. • Paid out \$50,600 to conduct improvements at facilities involved in the delivery of services to low/mod income and special needs persons.
O-1 Planning/ Administration	<p>The program expended the following in planning and administration activities:</p> <ul style="list-style-type: none"> • Paid out \$460,455.48 to cover the administration of the CDBG program. • Expended \$58,799.36 for planning activities. • Expended \$106,954.46 for the Administration of the HOME program.

2. *Describe the manner in which the recipient would change its program as a result of its experiences.*

There are two major issues under consideration:

HOME/Housing Trust Fund Application Procedure

The County’s Housing Finance Board has decided to revamp its application process to bring it into line with HUD’s new performance measurements requirements. Part of the objective is to explore a move from a fixed amount of assistance per unit to one that would vary, based on how well each project would help the County meet the highest priorities outlined in the Consolidated Plan. The



Board has appointed a committee to explore options and make recommendations for review and consideration by the full Board.

First-Time Homebuyer Program

During the past few years, the first-time homebuyer program has assisted a very limited number of families. Therefore, analysis is under way to investigate some of the potential issues, along with options to increase participation.

3. Affirmatively Furthering Fair Housing:

a. Provide a summary of impediments to fair housing choice.

In 2005, Bucks County completed the preparation of a new Analysis of Impediments (AI) to Fair Housing. The update was based on the 2000 Census data and information gathered from various other sources. A copy was made part of the 2005-2009 Consolidated Plan and submitted to HUD in February of 2005. The AI outlines the major impediments to fair housing, along with target actions to address the same.

The greatest impediment to furthering fair housing is the lack of affordable units in sufficient number to address the needs of lower income groups. The problem is perhaps more acute when it comes to larger rental units, both in terms of availability and price. In **2008**, Bucks County continued using its HOME and Housing Trust Fund resources to maximize leverage of other public and private funding in supporting and maximizing the production of affordable housing units (both rental and ownership).

Another issue relates to the general public knowledge about Fair Housing issues and programs available to address the same.

b. Identify actions taken to overcome effects of impediments identified.

The County undertook a number of initiatives to address the above impediments. The activities involved the participation and coordination among various organizations which are amply familiar with the County and local community needs. The principal efforts included:

- Fair Housing Committee Activities

One of the initiatives outlined in the County's AI was the establishment of a fair housing committee. The Bucks County Fair Housing Committee met on monthly basis throughout the year to discuss and organize initiatives to implement the recommendations outlined in the AI. Throughout the year, membership in the committee increased to encompass organizations that could facilitate the implementation of initiatives (e.g., services) and provide access to local minority communities, including those hard to reach. A listing of membership is listed on the next page.

- Distribution of Affirmative Marketing Plan and Statement of Policy

A copy of the County's Affirmative Marketing Plan and Statement of Policy was included with every contract for program funding, which outlines the duties and responsibilities of funding recipients under the Fair Housing Act and related requirements.

- Fair Housing Brochures

Continued to distribute brochures (English and Spanish) to the general public and at public events (e.g., fairs, workshops). The brochures provide basic information about Fair Housing, types of activities that constitute violations, and contact information to report the same.

BUCKS COUNTY FAIR HOUSING COMMITTEE MEMBER ORGANIZATIONS

Organization	Type	Services	Service Area
Bensalem Township Office of Community Development	Entitlement Jurisdiction	Grant Administration	Bensalem Township
Bristol Township Office of Community Development	Entitlement Jurisdiction	Grant Administration	Bristol Township
Bucks County Department of Community & Business	County Government	Grant Administration	Bucks County
Bucks County Department of Consumer Protection	County Government	Consumer Rights/ Fair Housing Education	Bucks County
Bucks County Office of Employment and Training	County Government	Employment	Bucks County
Bucks County Area Agency on Aging	County Government	Services for the Elderly	Bucks County
HUD Office of Fair Housing	Federal Government	Fair Housing Education & Enforcement	Region
American Red Cross, Lower Bucks Chapter	Private Nonprofit	Homeless	Bucks County
Bucks County Human Relations Council	Private Nonprofit	Civil Rights	Bucks County
Bucks County Latino Leadership Alliance	Private Nonprofit	Social Services/Rights	Bucks County
American Red Cross, Lower Bucks Chapter	Private Nonprofit	Homeless	Bucks County
Bucks County Opportunity Council	Private Nonprofit	Self-Sufficiency	Bucks County
Bucks County Housing Group	Private Nonprofit	Housing Services/Counseling	Bucks County
Center for Independent Living	Private Nonprofit	Services for the Disabled	Bucks County
Fair Housing Council of Suburban Philadelphia	Private Nonprofit	Fair Housing	Region
Fair Housing Rights Center of Southeastern PA	Private Nonprofit	Fair Housing	Region
Credit Counseling Center	Private Nonprofit	Counseling Services	Bucks County
Community Impact Legal Services	Private Nonprofit	Legal Services	Region
Interfaith Housing	Private Nonprofit	Housing Services/Developer	Bucks County
Habitat for Humanity	Private Nonprofit	Housing Services/Developer	Bucks County
Legal Aid of SE Pennsylvania (Bucks County Office)	Private Nonprofit	Legal Services/Fair Housing Education	Bucks County
Regional Housing Legal Services	Private Nonprofit	Legal Services	Region



- Housing Services & Funding Directory
Continued to distribute copies of this directory to nonprofit organizations and the general public. The document outlines housing programs available, potential funding sources, and Fair Housing requirements.
- Fair Housing Training
 - *Fair Housing Newsletter*
Legal Aid began the preparation and distribution of a Fair Housing newsletter, targeting local organizations (e.g., professional, nonprofit), owners/managers of rental units, and the general public to educate them on the Fair Housing Act and the availability of training opportunities available at no cost.
 - *On-Site Training*
In **FY 2008**, Legal Aid began offering on-site training on Fair Housing requirements for the benefit of staff, as well as clients of local organizations, such as Interfaith Housing and the Red Cross.
 - *Workshops for the General Public*
Throughout the year, the Bucks County Housing Group, the Credit Counseling Center, Bucks County Department of Consumer Protection, and Legal Aid held workshops to educate the public on housing issues and programs, along with fair housing issues, particularly those related to tenancy and homeownership. A total of **38** workshops were conducted throughout the County at different times of the week and weekday, so as to make it convenient for working people. A total of **265** persons attended workshops. The following tables provide information about the workshops conducted, along with the racial/ethnic characteristics of attendees.

	Month	Number of Workshops	Number of Attendees
2008	April	5	31
	May	1	11
	June	2	3
	July	2	12
	August	3	25
	September	4	37
	October	5	45
	November	1	5
	December	2	7
	2009	January	3
February		5	24
March		5	30
TOTAL:		38	265



	Month	White		Black/African American		Other		Race/Ethnicity Not Reported	Total
		Non-Hispanic	Hispanic	Non-Hispanic	Hispanic	Non-Hispanic	Hispanic		
2008	April	11	2	12	-	8	-	-	31
	May	4	-	5	-	2	-	-	11
	June	3	-	-	-	-	-	-	3
	July	2	-	-	-	-	-	-	2
	August	13	1	3	-	1	-	8	25
	September	18	2	13	-	7	-	-	38
	October	44	-	10	-	-	-	1	55
	November	3	-	2	-	-	-	-	5
	December	5	-	2	-	-	-	-	7
	January	5	2	5	-	1	-	25	36
2009	February	11	-	8	-	6	-	-	25
	March	18	1	-	-	3	-	12	33

Total:	137	8	60	-	28	-	46	271
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- Complaint Investigation

One of the Department of Consumer Protection's mandates is to investigate housing complaints and help mediate a resolution. In the case of fraud or abuse the Department refers the case to the appropriate entity (e.g., Bucks County District Attorney, US Attorney, HUD, PA Human Rights Commission) for further investigation and prosecution (if appropriate).

During **FY 2008**, the Bucks County Department of Consumer Protection, Legal Aid of Southeastern PA, and the Fair Housing Council of Suburban Philadelphia handled **124** complaints alleging discrimination. Although many of the complaints involved legitimate housing issues, they did not qualify as a Fair Housing violation. Of the total **34 percent** were referred for further investigation and action.

Complaint Type	Activity Type		
	Number of Complaints	Number Resolved	Number Referred
Safety	5	5	-
General Tenant/Landlord	32	-	32
Infestation	1	1	-
Foreclosure	3	-	3
Discrimination	33	16	-
Security Escrow	2	1	-
Rent Lease/Renewal	9	9	-
Eviction	11	-	6
Reasonable Accommodation	5	-	-
Miscellaneous	13	10	1
Total:	124	42	42

- Legal Services

In **2008**, the program began providing support to Legal Aid to ensure the provision of legal services to low/moderate income persons, particularly those suffering from unfair Housing practices and violations of the law, including those being evicted or denied access to housing. A total of **16 persons** received legal assistance under the program.



- Public Education

There were a total of **10** articles trying to educate the public on fair housing issues. In addition, the Fair Housing Council also distributed pamphlets to an estimated **1,660** people, and **6** fair housing newsletters were distributed to an estimated **2,000** people, including the general public, lawyers, judicial officers, and social workers.

Medium	Number of Events	Target Audience	Estimated Reach (People)
Newspaper Articles	10	General Public	201,843
Pamphlets	1	Local Organizations	1,660
Own Newsletter	6	Local Organizations	2,000

Total:	17
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205,503

As required by regulation, Bucks County ran advertisements on local media announcing meetings, hearings, and other events, as well as inviting public scrutiny and comment on the program. The Department also worked with the local press to share information about the program, its process for funding, project eligibility and national objectives, along with projects funded. In addition, the program encouraged funding recipients to publicize the implementation of their programs.

- Relationship with Non-Profit Organizations

One of the primary methods for marketing programs involved the maintenance of relationships with all of the nonprofit organizations that develop, operate, or sponsor the creation of housing. This was accomplished through periodic meetings and phone conversations, as well as site visits to monitor progress, provide technical assistance, and discuss funding available.

- Relationship with the Lending Community

The County continued meeting with local lenders (both banks and mortgage companies) to discuss the types of programs available, particularly for homeownership. One of the objectives was to educate lenders about its housing programs and assess the interest of local lenders in participating in the financing of program assisted housing. Further work needs to take place, particularly in the development of partnerships between nonprofit organizations and the lending community.

- Periodic Meetings

In **2008**, the County continued meeting with agencies interested in developing housing for low/moderate income groups. The meetings served as a good forum to obtain progress reports from each agency, provide information on the availability and potential use of funds, explore partnership opportunities among agencies, clarify administrative process and procedure, and discuss technical issues of interest to all of the agencies.

- Don't Borrow Trouble Campaign

In **2008**, Bucks County continued its partnership with Montgomery, Chester, and Delaware counties on a "Don't Borrow Trouble Campaign" initiative. Each county contributed resources to support a predatory lending hotline, provide legal assistance, and educate the public on predatory lending, as well as other related issues. Bucks County committed **\$31,000** for one year.



Category		Cases
Total		585
Gender		
	Female	364
	Male	221
Race/Ethnicity		
	White	377
	Black/African American	180
	Hispanic	13
	Other	13
Age		
	Under 40 Years	139
	41-to-60 Years	327
	Over 60 Years	119

4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.

Other actions taken related to improving public facilities and infrastructure in low and moderate income areas. In addition to relieving gaps and underserved needs, the actions also ensured the provision of equitable service delivery and living standards.

Funding of Rental Housing

The County, in partnership with various other non-profit agencies, continued to make it a priority to locate, maintain, and fund housing for abused women and children, disabled persons (physically or mentally disabled), minorities, and low and moderate income families.

Tenant Based Rental Assistance (TBRA) Program

In 2008, Bucks County continued to support its Tenant Based Assistance Program. The Bucks County program is run in partnership with the Bucks County Department of Children and Youth and the Bucks County Office of Employment and Training. The program pays security deposit, rent, and utilities for a period of two years. While in the program, participants are required to actively take part in a custom designed program providing education, training, and job life skills to place the family on the path toward self-sufficiency.

Scattered Site Housing Rehabilitation

In 2008, the County continued to support its scattered site program. The program encompasses both the rehabilitation of dilapidated units and the stabilization of neighborhoods, while creating housing that is affordable to lower income first-time homebuyers. The initiative also addresses one of the biggest barriers to homeownership: the building of savings for downpayment and closing costs. Families that do not have the required savings enter into a lease-to-purchase program, whereby a portion of the rent is set aside as down payment savings to allow them to buy the unit within 36 months (3 years). During the period of tenancy, the families receive financial counseling and instruction on various ownership matters.

Low-Income Homeowner Rehabilitation Program

Bucks County has operated a program to assist low-income homeowners to bring their properties up to local code. The program provides up to \$15,000 per qualified homeowner to conduct a variety of eligible housing improvements. The amount increases to \$25,000 if accessibility improvements are needed, and to \$50,000 for lead paint mitigation. A review of the program revealed that many



homeowners requesting assistance were wrestling with a variety of issues, of which housing was merely the tip of the crest. Based on the assessment, Bucks County decided to offer program participants financial counseling at no cost.

Lead-Based Paint Testing/Mitigation/Abatement

The Bucks County Health Department continued to support a County initiative designed to test children at-risk for elevated blood levels. In addition, the Bucks County Redevelopment Authority also continued to provide services to homeowners (e.g., inspection, technical assistance, abatement) of lead paint. As part of the Low-Income Homeowner Rehab Program, the Authority regularly assists homeowners with the identification, and remediation and abatement of lead paint hazards.

Accessibility Needs Assessment for County-Owned Property

Many of Bucks County facilities have been made accessible to persons with disabilities, including persons who use wheelchairs. During **2008**, Bucks County continued to evaluate its facilities, identifying which properties that have been made accessible for persons with disabilities and which have not. In addition, the County also conducted a number of improvements including those around the Courthouse (using bond funding) to improve accessibility.

Mortgage Assistance

Bucks County has instituted a mortgage assistance program to make housing more affordable for first-time homebuyers. The program provides assistance of up to \$10,000 in the form of a second mortgage, carrying no interest and no fixed repayment term to assist with closing costs and/or down payment. In addition to this funding, Bucks County has also supported a mortgage-counseling program, operated by the Bucks County Housing Group and the Credit Counseling Center. The program provides financial analysis, credit and budget counseling, and assistance in helping applicants obtain a mortgage from a private lender, as well as financial assistance under the First Time Homebuyer Program. The counseling program has been expanded to guide program participants through the process of refinancing for purposes of benefiting from declining interest rates.

Other Activities Supported by the Bucks County Housing Trust Fund

The County's Housing Trust Fund was set up under PA Act 137 (1993), It allows the provision of funding for the creation of housing (new or rehab) for people with earnings below the county's median household income. The program has been used to provide the required local match for federal (e.g., HOME program), state (e.g., Brownfield for Housing) housing programs, and to supplement other funding sources to make projects financially viable.

Activities by Other Organizations

The Bucks County Opportunity Council helps families and individuals overcome barriers that prevent them from becoming economically self-sufficient. In **2008**, the Opportunity Council assisted over **500** people in housing crisis with financial assistance and counseling. This included assistance to families facing eviction from their homes or a utility shut-off, and also homeless families finding decent and affordable housing.

5. Leveraging Resources

a. Identify progress in obtaining "other" public and private resources to address needs.

Bucks County leverages its formula grant funds with a number of other local, state, federal, and private sources. All of the HOME program activities have involved some sort of public/private match. Furthermore, the County has begun encouraging CDBG funding applicants to secure alternate and/or complementary funding sources. Please see table below for a breakdown by source.

b. How Federal resources from HUD leveraged other public and private resources.

Every effort is made to leverage financial support from other sources in addition to using federal funds to complete the projects undertaken. The **\$3,652,743** in program expenditures leveraged an estimated **\$6,791,682**, of which nearly **\$3,723,368** were other public funding (e.g., state, county) and over **\$3,068,315** were private investments (e.g., foundations, donations, private loans). Overall, the program expenditures leveraged other public/private funding on a nearly **\$ 2-to-\$1** basis.

Prgram	FY 2008 Expenditures	Other Public Funding	Private Funding	Total Leveraged Funding	Leverage Ratio
CDBG	\$2,209,259	\$2,482,443	-	\$2,482,443	1 : 1
HOME	\$1,343,222	\$296,581	\$2,848,619	\$3,145,199	3 : 1
ESG	\$100,261.88	\$944,344	\$219,696	\$1,164,040	10 : 1
TOTAL:	\$3,652,743	\$3,723,368	\$3,068,315	\$6,791,682	2 : 1

c. How matching requirements were satisfied.

The HOME program requires a 25 percent local match for any funds drawn. The Emergency Shelter Grant (ESG) requires matching funds at least equal to the amount of the annual ESG allocation. The total amount of matching funds for both programs far exceeded the minimum requirements. The County attempts to fulfill the matching requirements on an individual project basis. Please refer to the narrative sections on the HOME and ESG grants for information on how the match requirements were met.



MANAGING THE PROCESS

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

The Bucks County Department of Community and Business Development has been designated as the lead entity responsible for the development of the Consolidated Plan and oversight of all aspects of the process. The Department is responsible for the administration of the Community Development Block Grant, HOME, ESG, and the County's own Housing Trust Fund. It works closely with various county departments and organizations in the identification of needs and allocation of funding to address the same.

- CDBG Funding

The vast majority of funding is allocated to municipalities and nonprofit organizations to address the needs of low/moderate income persons and to stabilize neighborhoods. Funding proposals are solicited once a year, and allocated fully to funding recipients. This program is administered by a Project Administrator who interacts directly with each of the funding recipients in helping implement their activities.

- HOME

With the exception of the Housing Rehab and the TBRA program, funds are allocated on a competitive basis to nonprofit housing developers. The County has three CHDO organizations: Interfaith Housing, Habitat, and Better Homes Inc. This program is directly overseen by the Department's Administrator, who works with each funding recipient both in the review and approval of housing development proposals, as well as their implementation.

- Emergency Shelter Grant

The ESG funds are allocated to three organizations which operate homeless shelters: The Red Cross, Bucks County Housing Group, and A Woman's Place. The funding is used primarily to support operations of each organization's shelter. This program is overseen by the Department's Administrator, who also sits on the County's Continuum of Care.

Significant Aspects of Developing the Plan

Whether it is the development of the Consolidated Plan or the annual Action Plan, the Department works closely with County agencies and local nonprofit organizations to identify needs, and review goals and priorities. The program also has two boards. The Community Development Advisory Board oversees all aspects of the CDBG program. The Housing Finance Board has jurisdiction over all housing funding and projects. In addition to help develop the required plans and reports, each of the boards represents different local constituencies (e.g., municipalities, neighborhood groups, nonprofit organizations) and advises the County Commissioners on goals and priorities and the implementation of the programs.

Collaboration and Outreach

Throughout the year, Department staff worked closely with funding recipients and other local organizations (particularly those in the Continuum of Care) in developing goals, initiatives, and strategies that could best address the needs of local low/moderate income residents. The approach also included consultation with the County's Community Development Advisory Board and the County's Housing Finance Board. Both boards are made of municipal representatives, nonprofit organization officials, and citizen representatives.

CITIZEN PARTICIPATION

1. *Provide a summary of citizen comments.*

The County made a draft version of the **FY 2008** CAPER available to the public for review and comment. The availability of the draft CAPER was announced in two advertisements carried in local papers on **June 5, 2009**. The advertisements announced the County's acceptance of comments by **June 26, 2009**. In addition, a **public hearing** was held on the CAPER on **June 22, 2009**. No comments were received.

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

The County of Bucks has a thorough and extensive community involvement process that is employed for all activities and projects. The County consistently seeks to include the input of local residents in all phases and aspects of its Community Development initiatives, from the initial planning, to project and program implementation to the reporting and assessment of accomplishments. The effectiveness of this process is key in delivering the proper services and programs to the County's residents, while ensuring that the overall direction of the Community Development Department's work is consistent with residents' expectations and is responsive to neighborhood concerns. Some of the principal activities are as follows:

- Participation

From the drafting of the Consolidated Plan to the filing of the annual Performance Evaluation Report the County hosts Public Meetings, provides draft copies of the Plan before approval by the County Commissioners and subsequent submission to HUD. At all stages, the County openly solicits citizen input and feedback.

The County also works with key non-profit organizations in encouraging the participation of the citizens they work directly with, including many of the low and moderate-income residents who are the primary targets of funded programs. This relationship ensures maximum availability of County staff to the residents and transparency of County policies and initiatives.

- Public Meetings

The County hosts a Public Meeting during each phase of the funding cycle: preparation for the Consolidated Plan, its annual update through the One-Year Action Plan, and the preparation of the Consolidated Annual Performance Evaluation Report. These meetings give the residents an opportunity to comment on all aspects of the CDBG, HOME, and ESG program administration, as well as all substantial activities undertaken by the County. Meetings are well publicized and are held at a facility that is safe, served by public transportation, and is accessible to persons with disabilities.



Public Meeting Advertisement

For all Public Meetings concerning CDBG, HOME & ESG federal funding, the County runs two advertisements in local papers of general circulation. These advertisements ran 15 days prior to the meeting.

- Public Access to Information

The County has all Consolidated Plan, Annual Action Plan and Consolidated Annual Reports available to the public. Draft versions of all Plans are made available to citizens, public agencies and other interested parties to view and comment upon. Copies of draft and final reports are available for no fee at the County's Department of Community and Business Development. The staff is also available to assist anyone understanding the Plan, the preparation/submission of comments, and the preparation for requests of funding.

- CAPER Review by Advisory Boards

A draft of the **FY 2008** CAPER was presented to and reviewed by both the Bucks County Housing Finance Board on **June 15, 2009** and the Bucks County Community Development Advisory Board on **June 22, 2009**. Both Boards approved the CAPER for submission to HUD by the end of the fiscal year.

- Substantial Amendments

The County's Citizen Participation Plan outlines the definition of a Substantial Amendment and prescribes the actions and steps that need to be undertaken. The Plan calls for the notification of residents through the publication of advertisement in papers of general circulation and the opportunity for residents to comment on the same.

- Funds Made Available

The draft of the **FY 2008** CAPER made available to the public displayed the total amount of funds committed and then expended for each activity, along with the accomplishments and the geographic location of each activity. The information is contained throughout this document.

- Funding Concentration

The vast majority of all funding available targeted low/mod persons and those with special needs.

- *CDBG Funding*

60 percent of the County's annual CDBG funding is allocated to municipalities. A total of 21 municipalities have eligible Census Block Groups which qualify as low/mod areas, pursuant to HUD's determination following the 2000 Census. Each of the eligible Block Group has a minimum of 38.9 percent of the residents qualifying a low/mod.

- *HOME/HTF Funding*

The funding is using to promote decent, quality and affordable housing. The program encourages the development of units (new construction or acquisition/rehab) of units in areas that have higher concentration of lower income persons and minorities. The overall objectives have been to improve the quality of housing available to lower income persons, while building community assets.

- *ESG Funding*: The funding was allocated and used to support the operations of three nonprofit organizations, running homeless shelters in the County.

IDIS #	County #	Funding Recipient	Activity	Census		Number of Low/Mod Persons	Low/Mod % Total BG Persons	Minority % of Total Block Group Persons	Hispanic % of Total Block Group Persons
				Tract	Block Group				
888	06-32	Morrisville Borough	Library Roof	1057.02	1	857	48.3%	11.7%	3.7%
					2	159	39.9%	10.0%	5.8%
					3	195	40.7%	7.3%	1.8%
				1057.04	1	151	19.7%	6.3%	1.6%
					2	815	49.2%	15.8%	4.6%
					3	851	57.7%	26.9%	6.8%
					4	794	50.6%	64.7%	6.8%
947	07-34	Morrisville Borough	Library Furnace	1057.02	1	857	48.3%	11.7%	3.7%
					2	159	39.9%	10.0%	5.8%
					3	195	40.7%	7.3%	1.8%
				1057.04	1	151	19.7%	6.3%	1.6%
					2	815	49.2%	15.8%	4.6%
					3	851	57.7%	26.9%	6.8%
					4	794	50.6%	64.7%	6.8%
893	06-37	Tullytown Borough	Playground Equipment	1059.00	1	213	48.0%	3.3%	2.9%
					2	408	47.0%	2.6%	1.0%
					3	153	37.5%	1.1%	0.5%
946	07-33	Pennel Borough	Playground Equip.	1011.00	1	455	61.9%	15.0%	3.2%
					2	503	47.1%	1.7%	0.8%
973	05-37	Morrisville Borough	Storm Sewers	1057.02	2	159	39.9%	10.0%	5.8%
				1057.04	2	815	49.2%	15.8%	4.6%
1023	08-41	Warrington Township	Flood Drain	1018.03	2	309	39.5%	1.7%	1.2%
897	06-41	W. Rockhill Township	Road Reconstruction	1027.00	1	628	45.7%	1.7%	0.2%
949	07-36	Warminster Township	Storm Sewers	1016.05	1	150	44.9%	9.4%	2.7%
					2	1,033	61.5%	41.5%	28.0%
					3	958	81.1%	33.7%	26.7%
895	06-39	Warminster Township	Road Reconstruction	1016.03	2	264	53.6%	5.3%	2.5%
941	07-28	Doylestown Borough	Road Reconstruction	1047.01	2	1,278	46.1%	4.8%	0.6%
943	07-30	Middletown Township	Road Reconstruction	1008.11	3	1,060	54.2%	20.7%	6.1%
948	07-35	Warminster Township	Road Reconstruction	1016.03	2	264	53.6%	5.3%	2.5%
1024	08-42	Warminster Township	Road Reconstruction	1016.05	2	1,033	61.5%	41.5%	28.0%
					3	958	81.1%	33.7%	26.7%
1025	08-43	Warminster Township	Road Reconstruction	1016.07	1	488	47.0%	4.3%	1.8%



INSTITUTIONAL STRUCTURE

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

The housing delivery structure in Bucks County is complex, involving public, private and nonprofit participants at the local, state, and federal levels.

Public Institutions

The public sector side of the housing delivery system in Bucks County involves the federal, state, and county government.

- Federal Government

The principal federal entity is HUD, which provides a variety of grants to the County through a number of entities, including the Department of Community and Business Development and the Bucks County Housing Authority. HUD also provides CDBG entitlement funding directly to two communities in Bucks County, which are large enough to qualify for direct allocation: Bensalem and Bristol townships.

- State Government

The Commonwealth of Pennsylvania provides a variety of grants to the County and its nonprofit organizations, including the annual Emergency Shelter Grant, along with funding for the weatherization program implemented by the Bucks County Opportunity Council. Through the Pennsylvania Housing Finance Agency (PHFA), the Commonwealth implements the federal Low-Income Housing Tax Credit, which helps fund the development of housing, such as the Cornwells Heights senior project in Bensalem Township and Interfaith's Sellersville Court for low and very low income families. PHFA also provides loans to first-time homebuyers, along with other funding for a variety of housing initiatives through its Department of Community and Economic Development (DCED).

- County Government

At the local level, the County Department of Community and Business Development is the principal entity in the administration of the CDBG, HOME, and ESG funding.

- *Bucks County Department of Community & Business Development*

The County is involved in the housing delivery system through its Department of Community and Business Development. Supported activities include

- Housing Development

Development of rental housing for families, seniors, special needs populations, and first-time homebuyers.

- Housing Rehabilitation

Rehabilitation of housing occupied by low and moderate income tenants, special needs populations, and owners.

- Financial Literacy Counseling

Provision of housing counseling for low and moderate income first-time homebuyers and tenants.

- Fair Housing Counseling
Provision of fair housing counseling to local housing delivery organizations and individuals to advise them on their rights under federal and Pennsylvania laws.
- Technical Assistance
The Department of Community and Business Development also provides technical assistance and administrative support relating to the application and use of funding for the acquisition, rehab, or development of housing for lower income groups. In addition, the department provides assistance to funding recipients on the administration of the units in compliance with the appropriate regulations (e.g., tenant eligibility).
- Housing Trust Fund
In the early 1990s, Bucks County established a Housing Trust Fund, allowed under Pennsylvania Act 137. The funds are administered by the Department of Community and Business Development and the County's Housing Finance Board. The Housing Trust Fund plays an important role in leveraging other financing for affordable housing projects. Since inception, the Fund has made significant contributions to increasing affordable housing funds available, or well in excess of **\$13 million**. The Housing Trust Fund money is typically used in combination with the HOME program funding to supply the required funding match. However, it can be used separately. For instance, the Fund is the major source of funding for Fair Housing activities and the provision of additional funding to supplement the County's weatherization program, the ownership rehab program, and the provision of subsidies to keep units affordable to lower income seniors.
- *Bucks County Housing Authority*
The County's Housing Authority is responsible for the administration and delivery of public housing. The Authority is a stable and efficient public housing entity, with a reputation for excellence in its management and services for public housing tenants. By statute, it has the right of eminent domain and the ability to bond. The Authority operates a full range of federal and state housing programs, conventional and leased, for low-income elderly and disabled families and individuals, including public housing units and the Housing Voucher (Section 8) program.
- *Bucks County Industrial Development Authority*
The Bucks County Industrial Development Authority can provide funding at discounted rate, typically at 60-to-70 percent of prime for the acquisition, development, or rehabilitation of housing serving low and moderate income groups.
- Nonprofit Organizations
A key partner of the Bucks County housing delivery system encompasses the local nonprofit organizations. All of the agencies have significant experience in dealing with a wide spectrum of needs and the implementation of housing programs and services. Some of the principal functions performed include:
 - New Development of rental or ownership units
 - Acquisition and/or rehab of existing units
 - Management of multi-family housing units serving families, individuals and special needs
 - Management of shelters and transitional housing
 - Tenant advocacy, homeless prevention, and fair housing education services
 - Legal and mediation services



- Private Organizations

The housing delivery system in Bucks County also encompasses several private entities. These include:

- Lenders

This group involves not only local lenders who supply private funding for the development of housing, as well as mortgages. A consortium of banks has created a fund earmarked for the provision of loans for the development of housing for low and moderate income persons and families. The Federal Home Loan Bank of Pittsburgh has also been an active player in providing grants to local nonprofits for the development of affordable housing.

- Developers

Some of the nonprofit housing developers have partnered with private developers in the implementation of their projects. Examples of assistance have included funding, technical expertise, and work at cost.

- Churches and Other Private Groups

Many churches and private businesses routinely have their members donate goods and services to individual organizations implementing projects for the specific benefit of low and moderate income persons and those with special needs. One example involves the volunteer labor provided for the construction of a project being developed by Habitat for Humanity in Milford Township for the benefit of first-time homebuyers.

Actions to Further Develop Institutional Structure

In the coming years, Bucks County will continue its efforts to further develop its institutional structure and ongoing commitment to affordable housing, community services, and a healthy economic base.

- HMIS Administrator

The County hired a Homeless Management Information System (HMIS) Administrator in 2007. The HMIS Administrator will be working closely with various County departments (e.g., Division of Human Services) and nonprofit organizations to implement the system, better assess needs and programs available, and plan for and implement programs in a more coordinated and integrated fashion.

- 10 Year Plan to End Homelessness

The County's Continuum of Care is in the process of developing a 10 Year Plan to End Homelessness. The plan will provide a policy framework for the review and implementation of various programs under the County's Continuum of Care.

- Fair Housing

In 2004, the County created a Fair Housing Committee to better help identify and address issues and coordinate Fair Housing activities and initiatives. Membership in the committee encompasses a number of local organizations serving clients that are most often the target of illegal practices. Committee membership has expanded over time, as have its activities. Please refer to the "General Questions" section above.

- Funding and Affordability Declines

During the past decade, housing prices have continued to escalate out of reach of low and moderate income families, and at a pace far faster than rises in income. The County has provided assistance to housing developers in identifying and pursuing funding for the development of



affordable housing to support the implementation of the housing priorities, identified in the 2005-2009 Consolidated Plan.

- Outreach

The County continues to study methods to improve outreach to residents, businesses, and organizations to obtain input on its One Year Action plans and CAPER activities.

- CHDO Funding

Under the HOME program rules, the County is required to set aside a minimum of 15 percent of its funding allocation to support the projects of Community Housing Development Organizations (CHDOs). In **FY 2008**, the County allocated **\$303,346** or **25 percent** of the total grant. This is consistent with the County’s funding allocation to support CHDO projects in recent years.

	Allocation	Requirement	Committed	Percent
Cumulative from Prior Years	\$18,559,889	\$2,559,889	\$3,650,769	19.8%
FY 2008	\$1,212,607	\$181,891	\$303,436	25.0%
Cumulative Forward	\$19,772,496	\$2,965,874	\$3,954,205	20.0%

- CHDO Operations

Annually, the County allocates funding to support the operations of its Community Housing Development Organizations (CHDOs). The funding is intended to help build up the capacity of CHDOs as developers of housing for lower income residents. In **FY 2008**, the County disbursed **\$35,000** to CHDO operations.



MONITORING

1. Describe how and the frequency with which you monitored your activities.

Housing

To ensure that each project continues to meet local building standards, is managed in a way that conforms to HUD's funding regulations, and helps the County attain the objectives outlined in the 2005-2009 Consolidated Plan, the Department of Community and Business Development performs monitoring assessments throughout the life of all projects and programs.

- Project Review

Every year, the Department reviews applications for specific project funding. Projects are considered using the following criteria:

- addressing of rental and ownership objectives outlined in the Consolidated Plan
- compliance with regulatory funding and implementation requirements
- financial feasibility
- leveraging of other public and private financing
- creation of preservation of long-term affordability
- design quality and use of energy-efficient materials;

- Ongoing Monitoring

Department staff also keeps track of each individual project implementation progress. This involves an ongoing review of project expenditures, monitoring of all sites under construction, and regular meetings with the managers of each project representatives through all phases of development.

- Progress Reports

With each invoice, funding recipients must provide a detailed description of activities and progress in the implementation of the project. This reporting enables the Department to have a consistent understanding of the performance and product of each program. Staff also conducts inquiries on projects with no significant activity on at least a quarterly basis. The overall intent is to identify any barriers and provide any assistance to get the project on track.

- Annual Monitoring

Annually, the County conducts regular ongoing site visits as well as tenant file monitoring of all affordable housing developments to ensure compliance with program goals and federal regulations. Site visits include property inspections, which are part of our service delivery system and are conducted as prescribed by HUD and as follows:

Number of Units	Minimum Inspection Frequency
1-to-4 Units	Every 3 Years
5-to-25 Units	Every 2 Years
26 or more Units	Every Year

- Project Development Monitoring and Technical Assistance

The County provides technical assistance to all funding recipients throughout the fiscal year and through all phases of project development, from design to construction. Projects being



developed are inspected during the various phases of construction, as well as at completion of the work, to ensure that all units have been developed or rehabilitated in accordance to local code. In addition, staff conducted periodic site visits. The site visits allow staff the opportunity to interact with project sponsors and provide technical assistance where appropriate. A progress report is filled out following each site visit and the final completion inspection and at the completion of the project.

- CDBG Program

- *Public Facilities and Infrastructure*

For the most part, public facilities and infrastructure projects are implemented for the benefit of areas with qualifying concentrations of low/mod income persons or providing direct benefit to persons meeting this income qualification. At the outset, each program recipient is provided with a copy of the CDBG program Handbook, outlining both general and specific project implementation requirements.

In general, monitoring takes place in three phases: the initial review of the project, during its implementation phases, and post-completion follow-up. Initially, the County has to ensure that the target beneficiaries are eligible. Where appropriate, the County may request documentation as to the income of the beneficiaries. Once the project is approved, the monitoring ensures that the funding recipient implements the program in compliance with the various applicable regulations (e.g., procurement, Davis-Bacon, Fair Housing). The monitoring includes on-site meetings (e.g., pre-development, bid award, project completion), and desk monitoring of documentation requested from the funding recipient or provided with each invoice drawdown. For projects involving construction, the County also conducts a completion monitoring visit to ensure that the project was implemented in the way described in the application. The County follows this final visit with annual monitoring to ensure that the project continues to benefit the target population for a minimum period of five years.

Project	Number of Events
Pre-Bid Meetings	11
Pre-Construction Meetings	15
General Technical Assistance	53
Site Visits/Monitoring/Davis-Bacon	61

- *Public Services*

Public Services programs, which provide services to individuals and families have different metrics of success than other CDBG funded activities. Most of the monitoring (both initial and ongoing) focuses on ensuring that the funding is being expended for an eligible activity and benefits an eligible target population, in accordance with program requirements.

- *Economic Development Monitoring*

- *HUD Monitoring Visit*

In **FY 2006**, the County received a monitoring visit from HUD’s CPD Office. The visit involved a review of the Section 108 Loan and BEDI activity. The program was found to be running in conformance with the applicable regulations and other requirements



- *Ongoing Activity Review*
On an ongoing basis, Department staff reviews both the RDA's and EDC's requests for funding drawdowns. The EDC does not charge the County for any program administration. Therefore, ongoing review was limited to reviewing the documentation provided for the review of each loan for compliance with program requirements. However, the County provides funding to the RDA for the implementation of its economic development program. Therefore, the ongoing monitoring also encompassed a review of invoices and supporting documentation for expenditures associated with project delivery.

Emergency Shelter Grant (ESG) Program

During **FY 2008**, ongoing review of activities were conducted for the three organizations operating homeless shelters. All three organizations were found to be in compliance with HUD regulations and were deemed to be performing their services and achieving their goals as contractually agreed with the County.

2. Describe the results of your monitoring including any improvements.

The following were the major problems encountered:

Non-Implementation

Funding was taken away from **11** recipients for failure to implement their activities in a timely fashion. The action followed a defined process of notification to each funding recipient. Some funding recipients opted to return the money to the program. Each case was presented to and reviewed by the CDBG Board, which ultimately took action to take the funding away and make it available for allocation under the **FY 2010** program. A combined total of **\$118,125** was involved. This action was duly advertised in local papers (as per Citizen Participation Requirements) and noted in the Action Plan for **FY 2009**.

Timeliness

Although the program has consistently met its timeliness test run by HUD at the end of January each year, it continued to struggle in ensuring that all applicants implement their projects in a timely fashion. Some projects involve different sources of funding. Often program funding is the first one requested and it takes funding recipients time to get all of the necessary funds to implement their activities. In addition, construction projects typically tend to be implemented in the fall. This causes a great deal of expenditures to occur toward the end of the calendar year. Finally, the rise in construction materials also presented challenges to various applicants who were confronted with increasingly higher costs of implementation. This left many of them with the choice of either securing additional funding from other sources and/or scaling back the activity. Nonetheless, each funding recipient was contacted on multiple occasions and using different communication means (e.g., telephone, e-mail, regular mail) to urge them to complete their projects in a timely fashion.

Lack of Understanding of Program Requirements

Annually, the Department dedicates significant staff time to provide assistance to each funding recipient on the implementation of their activities. Due to a number of factors (e.g., lack of funding recipient professional staff familiar with program requirements), the Department must pay special attention and effort to a number of regulatory areas. Some of the most common problem areas are Davis-Bacon and Procurement compliance. All of the issues were satisfactorily resolved.

3. *Self Evaluation*

a. Describe the effect programs have in solving neighborhood and community problems.

Public Facilities & Infrastructure

- Construction of roads and other similar improvements helped ensure safe access in and out of lower income areas, eliminate blight, maintain stable and viable communities, and improve response by emergency services.
- Rehab of group homes, shelters, and other similar facilities helped ensure that the facilities are up to local code, provide a safe and healthy environment for population at risk being served, and facility improvements in the quality of service being delivered.
- Accessibility improvements allowed for improved accessibility to housing and services
- Rehab of historic structures allowed for the elimination of blighting conditions and the preservation of the historic and cultural character of many a community.

Public Services

Funding for public services allowed for addressing unmet needs, and increasing both the level of service delivered and/or as the number of people served.

Economic Development

Economic development activities resulted in the creation of business opportunities, expansion of existing establishments, and the creation of jobs for local residents, particularly low and moderate income persons.

Housing

The housing program helped both preserve and expand the current housing stock. For instance, it helped many residents, particularly seniors, stay in their homes, younger families purchase their first home, along with the preservation of the existing rental stock and the creation of new rental opportunities for lower income persons.

b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.

The projects assisted during **FY 2008** met the Community Development and Housing Goals outlined in the 2005-2009 Consolidated Plan and the specific objectives of the Annual Action Plan. Tables at the back of this document detail the number of persons and households assisted. Maps in the HOME/ADDI and CDBG sections illustrate the disbursement of funding throughout the County.

c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.

Bucks County uses a combination of HOME and its Housing Trust Fund to provide decent, quality, and affordable housing and suitable living environments through programs such as:

- First-Time Homebuyer Assistance
- First-Time Homebuyer Counseling
- Owner Occupied Rehabilitation Assistance
- Ownership Unit Development Assistance
- Rental Unit Development Assistance
- Rental Units Rehab Assistance
- Tenant-Based Rental Assistance
- Group Homes Rehab Assistance
- Tenant Counseling Assistance
- Fair Housing Counseling and Legal Assistance



In **FY 2008**, the County created a second revolving loan fund to provide small loans (up to \$75,000) for businesses locating in older areas of the County. As a condition of the assistance borrowers are required to create new jobs. In addition, the County also encourages each funding recipient to hire local firms and women and minority owned businesses. These activities are reported in other sections of this document.

d. Indicate any activities falling behind schedule.

The vast majority of projects are being implemented within the time period specified in their respective contracts. The Department takes a pro-active approach to ensuring that activities are completed on-time, by monitoring and providing the appropriate technical assistance to funding recipients as discussed above.

e. Describe how activities and strategies made an impact on identified needs.

Activities implemented during **FY 2008** provided decent, safe and affordable housing; assisted homeless children and at-risk families; and, improved public facilities, infrastructure and services necessary to close gaps and underserved needs, provide equitable service delivery and eliminate physical conditions detrimental to health, safety and welfare and improve living conditions.

f. Identify indicators that would best describe the results.

The Performance Measurement Indicators used to help measure the impact federal funding made on the needs identified in the 2005-2009 Consolidated Plan are as follows:

- Public facilities rehabilitated
- Rental units constructed
- Rental units rehabilitated
- Homeownership units constructed or acquired with rehabilitation
- Owner occupied units rehabilitated
- Direct financial assistance to homebuyers
- Tenant Based Rental Assistance households assisted
- Homeless persons assisted
- Persons assisted with services

g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.

None identified.

h. Identify whether major goals are on target and discuss reasons for those that are not on target.

A review of expenditures and accomplishments to the goals and priorities of the five-year Consolidated Plan and Annual Action Plan indicate that funds are being directed to meet the priority needs and goals. Goals are on target and, in many instances, exceed the estimate.

i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

The program provided notice to funding recipients of training opportunities, particularly those involving HUD-sponsored events (e.g., Davis-Bacon, Energy Efficiency).

LEAD-BASED PAINT

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

The CDBG, HOME and Emergency Shelter Grant programs adhere to Lead Safe Practices as outlined in 24CFR 35.1320 for all rehabilitation, rental assistance, operation and acquisition activities. Specifically, the County strives to achieve two major policy goals:

- preventing the lead poisoning of children and,
- increasing access to affordable lead-safe housing for low income families.

To this end, all funding recipients of program funding are required to conduct the appropriate assessment to establish whether lead paint is present in structures being funded by the program and to maintain the appropriate documentation.

- Lead Paint Poisoning

The Bucks County Health Department is the recipient of information on lead-screening conducted primarily by local pediatricians, testing children who may be at high risk of having elevated levels of lead in their blood (i.e., elevation of 20 Mcg/Dl or higher). Anytime there is a case of lead poisoning, the Department coordinates with the Bucks County Redevelopment Authority (RDA) to conduct an on-site risk assessment. Out of the 3,232 children tested in **2008**, a total of 12 reported elevated lead levels.

- Lead Paint Testing/Abatement

The RDA staff is qualified risk assessors and work with staff on activities that have potential lead-based paint issues. In addition to the referrals from the Bucks County Health Department, the RDA conducts lead-based paint testing on all of properties built prior to 1978 that are part of the Owner Occupied Rehab Program, along with other properties being rehabilitated by other organizations. If lead paint is found, the RDA will oversee the appropriate abatement work. During **FY 2008**, the RDA tested 7 units for the presence of lead paint. None of the units required any form of lead-based paint abatement.



HOUSING NEEDS

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

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

Bucks County used a combination of funding sources to provide decent, quality, and affordable housing, along with suitable living arrangements for low/mod income residents and populations with special needs.

- Purchase Assistance
Down-payment and closing cost assistance was offered to families earning up to 80 percent of Median Family Income (MFI), using ADDI funding. Given the significant appreciation in housing prices, the County began providing assistance to families earning between 81 and 100 percent of MFI, using its own Housing Trust Fund.
- Owner Occupied Rehabilitation
The program assisted homeowners with rehabilitation of substandard housing to remediate code and health/safety issues.
- Weatherization
Assisted lower income homeowners (including mobile homeowners) with improvements to replace malfunctioning heating/cooling systems and make their housing units more energy efficient (Housing Trust Fund).
- Rental Subsidies
Provided rental subsidies (up to two years) to homeless families selected for participation in the County's self-sufficiency program.
- Financial Counseling
The program supported financial counseling for the benefit of first-time homebuyers and those participating in the Owner-Occupied Rehab Program. Financial counseling is mandatory for families receiving downpayment/closing cost assistance. The program covers the basics of homeownership, budgeting, maintenance, predatory lending and fair housing education to help ensure that assisted households are able to maintain and afford their home. In addition, the program makes available financial counseling to existing homeowners being assisted under the County's rehab program.
- Fair Housing Counseling
This involved support for the Fair Housing Committee, whose members implemented a number of activities, including fair housing education, training of local organizations, investigation, referral, and legal services to low moderate income individuals.
- Development of Rental Units
Activities encompassed the development of rental units for low/mod families and seniors.
- Rehabilitation of Rental Units
Activities involved the interior and exterior rehabilitation of housing units that have been developed with some form of program assistance that are still serving low/mod income families.



- Rehabilitation of Transitional Housing and Group Homes
Annually, the CDBG program allocates funding for the improvement of facilities serving populations with special needs.
- Rehabilitation of Homeless shelters
During **FY 2008**, the program continued to assist organizations operating homeless shelters to bring their properties up to code, improve the living environment, and eliminate any blight vestiges.

See Housing needs table



SPECIFIC HOUSING OBJECTIVES

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.

Activity	Priority	Measurement	2008 Goal	2008 Result
Rental Housing Development	High	Units	10	21
Rehab of Rental Units	High	Units	30	78
Rental Assistance	High	Households	26	28
Senior Housing Development	High	Units	28	80
Direct Homeownership Assistance	High	Households	20	6
Rehab Single Unit Residential	High	Units	25	32
Ownership Housing Development	High	Units	10	9
Special Needs Housing	High	Facilities	15	56

The primary objectives associated with the County's Housing Program include increasing the supply and quality of for-sale and rental housing for low income residents, preserving and increasing homeownership, eliminating unsafe buildings and blighted areas, and continuing to move towards achieving the goal of eradicating lead poisoning with CDBG, HOME and ADDI funds. Please refer to the Attachments, particularly the Summary of Specific Objectives and the Housing Needs.

Rental Housing

- Rental Housing Development (DH-2)

The program provided funding for the development of units, targeting lower income renters.

IDIS #	Funding	Recipient	Activity	Priority	Measurement	Units	VLow	Low	Mod
712	HOME HTF	Interfaith	Scattered Site	High	Units	1	1	-	-
711	HOME HTF	Interfaith	Bridgewater Ct.	High	Units	4	4	-	-
913 959	HOME HTF	Interfaith	Scattered Site	High	Units	4	2	2	-
969	HOME HTF	Interfaith	Scattered Site	High	Units	12	6	6	-

- Rental Housing Rehab (DH-1)

The County expended funding for the rehabilitation of rental projects to ensure their continued affordability for lower income families. A total of 78 units were rehabilitated.

IDIS #	Funding	Recipient	Activity	Priority	Measurement	Units	VLow	Low	Mod
924	07-11	BCHG	Fountainville Apts.	High	Units	12	6	4	2
925	07-12	BCHG	Duplex Rehab	High	Units	2	3	-	-
970	07-13	BCHG	Bristol Apts.	High	Units	24	12	12	-
993	08-11	BCHG	Robert Morris Apts.	High	Units	40	20	20	-

- Rental Housing Assistance (DH-2)

The County continue its self-sufficiency Tenant Based Rental Assistance (TBRA) program. The program is implemented by two nonprofit organizations: The Buck County Housing Group and the Bucks County Opportunity Council. This program pays for rents up to two years for selected homeless families who seem to have the best prospects to return to self-sufficiency.

A total of 28 households were assisted in **FY 2008**.

IDIS #	Funding	Recipient	Activity	Priority	Measurement	Units	VLow	Low	Mod
902 1044	HOME	BCHG BCOC	Tenant Based Rental Assistance	High	Units	28	28	-	-

- Senior Housing

The program expended Housing Trust Fund money for to ensure that rents remained affordable to the lower income seniors at the property owned and operated by the Bucks County Housing Development Corporation in New Hope.

County #	Funding	Recipient	Activity	Priority	Measurement	Units	VLow	Low	Mod
902-23 904-24	HTF	BCHDC	New Hope Manor Rent Subsidy	High	Units	80	30	50	-

Ownership Housing

- Direct Homeownership Assistance: First-Time Homebuyer Program (DH-2)

Bucks County's first-time homebuyer assistance program was instituted based on the documented need of lower income households to meet cash-on-hand requirements for home purchase. The program has been supported with Housing Trust Fund dollars. Since 1996, the program has assisted a total of 6 families acquiring their first home. The program provides up to \$10,000 to homeowners meeting the eligibility of program guidelines, to assist with downpayment or closing costs. The guidelines are consistent with HOME program regulations. The program continued to use funding from the Housing Trust Fund in **2008**. The First-Time Homebuyer Program provides assistance based on individual household needs. The assistance carries no interest or principal payments, and has no fixed repayment term. However, the program requires that the assistance be repaid whenever one of the following three events occurs: property is being sold, title being transferred, or the incurrence of additional debt. The program makes some exceptions which include when the property is being sold/transferred to another qualified household or the homeowner is trying to take advantage of favorable interest rates and does not have out-of-pocket money to pay for reasonable refinancing costs.

IDIS #	Funding	Recipient	Activity	Priority	Measurement	Units	VLow	Low	Mod
Various	HOME	Direct Assistance	First-Time Homebuyer	High	Units	3	-	-	3
-	HTF	Direct Assistance	First-Time Homebuyer	High	Units	3	-	-	3

- Ownership Housing Development: Scattered Site Program (DH-2)

Habitat for Humanity continued the implementation of its first-time homebuyer development in Milford/Trumbauersville under its sweat equity model. The program provided over \$1 million in Housing Trust Fund dollars for the development of 36 units targeting low and moderate income households. In **FY 2008**, 5 units were completed.



Similarly, Interfaith continued the implementation of its scattered site and lease-to-purchase programs. During the program year, it acquired and rehabilitated a total of **4 units**. The program also provided CDBG funding for pre-development costs for the development of rental and ownership units by Interfaith. The units produced are counted under the HOME program assistance provided.

IDIS #	Funding	Recipient	Activity	Priority	Measurement	Units	VLow	Low	Mod
1042	HOME	Interfaith	Lease-to-Purchase	High	Units	4	1	2	1
1014	CDBG	Interfaith	Pre-Development	High	Units	-	-	-	-
793	CDBG	Interfaith	Pre-Development	High	Units	-	-	-	-

- **Rehab Single Unit Residential: Owner-Occupied Rehab (DH-1)**

The Rehab Program is intended to keep lower income homeowners in their houses. The program provided assistance for the rehabilitation of **32** owner-occupied units and bring them up to code.

IDIS #	Funding	Recipient	Activity	Priority	Measurement	Units	VLow	Low	Mod
Various	HOME	RDA	Owner-Occupied Rehab	High	Units	32	10	10	12

Housing for Persons with Special Needs (DH-2)

The program continued to provide funding for housing that services homeless persons and those with disabilities. This included both the acquisition and rehab of **2** properties by BARC and Growth Horizons to be used as group homes for persons with mental disabilities. The two units are anticipated to benefit **7** individuals. In addition, the program expended funding for an additional **11** activities involving the rehab of existing group homes, and **2** activities focusing on the rehab of **3** shelters housing homeless families.

IDIS #	Funding	Recipient	Activity	Priority	Measure	Units	VLow	Low	Mod
867	06-11	Family Services	Bucks Villa Water Conn.	High	Units	1	5	-	-
963	908-10	BARC	Fern Road Purchase	High	Units	4	4	-	-
1047	908-16	Growth Horizons	Group Home Purchase	High	Units	3	3	-	-
833	06-10	BARC	Rehab of 3 Group Homes	High	Units	3	3	-	-
921	07-08	BARC	Chubb Group Home Reh.	High	Units	1	1	-	-
927	07-14	Indian Creek	Group Home Rehab	High	Units	1	1	-	-
928	07-15	COMANS	Group Home Rehab	High	Units	3	3	-	-
931	07-18	Aldie Found.	Group Home Rehab	High	Units	12	12	-	-
994	08-12	Indian Creek	Group Home Rehab	High	Units	1	1	-	-
1007	08-25	Libertae	Group Home Rehab	High	Units	1	1	-	-
1012	08-30	Delta	Group Home Rehab	High	Units	1	1	-	-
796	05-16	BCHG	Rehab of 3 Shelters	High	Units	19	19	-	-
926	07-13	BCHG	Milford Square Rehab	High	Units	6	6	-	-

2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.

All of the housing assisted by the County pretty much follows the requirements of the HOME program for both rental and ownership. Please see above narrative and Section below on HOME/ADDI. The greatest difficult continued to be the development of units targeting lower levels



of income, particularly those for larger families, in a manner that financially viable and adequately meets local demand for both rental and ownership units. Overall, the program fairly met its targets for both types of housing.

3. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

Many lower income families live from paycheck to paycheck with no savings to sustain them in case of emergencies. Unforeseen events such as a medical problem, job lay-off or emergency house repair can threaten a family’s self-sufficiency.

“Worst-Case Housing Needs

- **Permanent Housing**

There are over 7,500 existing subsidized rental units in Bucks County, over 4,500 of which are available to qualified families. The County is actively adding to this stock using HOME, CDBG, and Housing Trust Fund money, and encouraging the use of Commonwealth of Pennsylvania funding (e.g., DCED, PHFA) including grants, loans, and tax credits, as well as the employment of other financing sources (e.g., foundations and private). All of the efforts to expand the supply of affordable rental units are designed to allow people to move away permanently from homelessness, and thus help alleviate the homeless condition in the County.

- **Local Preference**

The Bucks County Housing Authority sets aside 10 percent of the turnover in housing vouchers for homeless families, or single homeless individuals who are severely disabled. Although the turnover varies from period to period, on average there are **30 vouchers** set-aside annually. Agencies in the Continuum of Care select the candidates for this program.

- **Tenant-Based Rental Assistance**

The program Tenant-Based Rental Assistance pays for up to two years in rent for families that participate in a program leading to self-sufficiency. A companion program is the County Bridge Program funded by the Pennsylvania Department of Welfare. Both programs are administered by the Bucks County Department of Children and Youth, together with the Bucks County Housing Group and the Bucks County Opportunity Council. The programs are used to pay rent for homeless persons who are in the County’s self-sufficiency program. The program provides intensive case management services and requires participation in a training program which will lead to a job paying a life-sustaining wage. Participants receive the equivalent of a Voucher Certificate for up to two years.

- **Shelter Funding**

As noted throughout this report, the program provides funding for both operation of homeless shelters serving families and individuals, and to make improvements to bring facilities up to code and maintain a good quality living environment.

- **Rehabilitation of Rental and Transitional Housing**

The program also provides funding to make improvements to housing units and group homes serving lower income persons and those suffering from disabilities (e.g., mental, dual diagnosis).

- **Public Service Funding**

The program provides funding to a number of organizations serving primarily low and very low moderate income families.



- Housing Assistance Program
Three basic services are provided through the Bucks County Opportunity Council to low-income families and individuals to help them during a crisis.
 - *Housing Assistance Program (HAP)*
The objective of this program is to provide permanent, adequate, and stable housing for low income individuals or families facing eviction or who are homeless.
 - *Heat/Utility Assistance Program*
The purpose of this program is to prevent the termination of electricity for persons facing a utility shut-off.
 - *Weatherization*
The Weatherization Program helps low and very low income homeowners (including mobile homeowners) with improvements to help them save energy, have reliable heating/cooling systems, and reduce overall utility costs.
- The Federal Emergency Management Agency (FEMA) program
FEMA provides funding to social service groups throughout the County to supplement food, rent, utility assistance, and other programs for low-income persons with non- disaster related issues. In **FY 2008**, agencies in the County were awarded a combined **\$300,994** in FEMA funds.
- Homeless Hotline
Bucks County has a homeless hotline operated by the American Red Cross Homeless Shelter. In **2008**, the Red Cross was approved for **\$ 80,905** in SHP funding to operate a homeless toll-free hotline (800/810-4434). In **2008**, the hotline handled over **4,900** calls.
- Other Individual Assistance Programs
The Salvation Army and other private groups provide a significant amount of assistance to the homeless on a charitable basis. Many of the social service agencies in the County offer assistance to the homeless within their areas of expertise. These agencies network with one another to provide comprehensive program of assistance.
- Housing Needs for Persons with Disabilities
 - *New Construction*
The program requires assisted projects to incorporate housing that is accessible for persons with disabilities, including physically, hearing, or vision-impaired
 - *Multi-Unit Housing Rehab*
All assisted multi-unit projects are required to make them accessible to persons with disabilities.
 - *Owner-Occupied Housing Rehab*
The program provides up to **\$15,000** to make improvements to bring properties up to code. However, this amount is increased to **\$25,000** if accessibility improvements are also required.

See Summary of specific annual objectives

See Housing needs table

See Non-homeless needs table



PUBLIC HOUSING STRATEGY

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

Bucks County Housing Authority owns and administers public housing throughout the County. The Authority also administers the Housing Choice Voucher Program.

Public Housing

The Bucks County Housing Authority operates 1,259 housing units.

Housing Units Type	Number of Units
Public Housing Units	648
New Section 8 Construction Units	396
USDA Units	28
Tax Credit Units	60
Own Units	127
Total Units:	1,259

The preservation and modernization of public housing are key elements of the Authority's affordability strategy. In **FY 2008**, the Housing Authority received approximately **\$800,000** in Capital Fund Program funding which it used to continue the upgrade and maintain of its public housing.

- **Housing Vouchers**

- Current Number

Based on the current grant amount, the Housing Authority can only issue a maximum of **3,000** vouchers. This is down from a high of 3,200 in 2003.

- Waiting List

The needs of Public Housing are well documented in the required Housing Authority Plan submitted and on file with HUD. The Authority has nearly **3,000** households (families and seniors) on its waiting list. The needs for Housing Choice Vouchers on the part of County residents is well in excess of any resources made available by the Federal Government.

- **Initiatives**

- Partnerships

In **FY 2008**, the Authority continued to be an active participant in the Bucks County Continuum of Care and to try to establish partnerships with local social services and housing developers.

- Resident Councils

The Authority supports Resident Councils which provide advice on a variety of issues of interest to public housing residents, including the preparation of its annual plan.



Funding Program	Funding Received	Notes
HUD Public Housing Capital Fund Program	\$800,000	Capital grant for modernization of public housing.
HUD Operating Subsidy for Public Housing	\$1,168,000	Public housing operating subsidy provided to the Housing Authority.
HUD Section 8 Vouchers	\$22,000,000	The funding paid rents for approximately 3200 units for one year.
Section 8 New Construction	\$2,270,000	For Venice Ashby I (Bristol), Grundy Hall (Doylestown), and Sellersville Heights (Sellersville), and Grundy House (Quakertown)

Despite the strong record of performance, diminishing HUD and State funding threaten to undermine the progress that has been made in serving the public housing needs of lower income residents in Bucks County.



BARRIERS TO AFFORDABLE HOUSING

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

An Analysis of Impediments to Fair Housing was completed late in the 2005 program year. In the analysis, impediments to Fair Housing identifies and makes recommendations for a number of needs. Central recommendations of the analysis revolve around the following:

Land Use Development and Approval

- The Bucks County Planning Commission provided technical assistance to communities in ensuring the provision of housing for all income groups.

Accessibility

- All of the funding projects were reviewed for compliance with the Section 504 requirements.
- Funding was provided to lower income homeowners to make their units accessible.
- Funding was used to make a wide array of facilities accessible to persons with disabilities.

Transportation and Mobility

- The Bucks County Planning Commission and the Bucks County Transportation Association (TMA) worked toward finding public transportation solutions to link residential areas with job centers.
- The Bucks County Planning Commission organized and participated in committees and task forces to improve transportation infrastructure.

Public Attitudes

- Bucks County continued to support the activities of its Fair Housing Committee, including organization of Fair Housing education events and training of housing services providers

Rental Housing Practices

- Required all assisted development to implement an affirmative action plan.
- Supported Legal Aid to provide legal assistance, investigation, and counseling services to low income residents facing housing evictions and discrimination
- The Housing Authority gave preference to persons who are unable to work due to a disability and those participating in a training program leading to self-sufficiency.

Lead-Based Paint

- Required that all assisted units be evaluated for the lead paint and applicable abatement

Federal Funding Decreases

- Continue to use its Housing Trust Fund to help abate federal funding cuts on the development of housing opportunities for low income persons and those with disabilities

Lending Practices

- Continue to support a four county joint initiative to combat predatory lending.
- Continue to provide financial literacy to low income renters and first-time homebuyers to help them enter the path to self-sufficiency and require fair housing as an education component.



HOME/ AMERICAN DREAM DOWN PAYMENT INITIATIVE (ADDI)

1. *Assessment of Relationship of HOME Funds to Goals and Objectives*
 - a. *Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.*

The County continued to make progress toward accomplishing the objectives outlined in its five year (2005-2009) Consolidated Plan. Please refer to Summary of Specific Annual Objectives and Housing Needs tables included as attachments. The following describes the individual accomplishments by type of housing needs.

Homeownership Housing

The County continued to support the development of housing for first-time homebuyers. This included a scattered site program and the construction of new housing.

- *First-Time Homebuyer Assistance*

The County provides American Dream Downpayment Initiative (ADDI) and its own Housing Trust Fund money to assist first-time homebuyers with downpayment or closing cost assistance. In **FY 2008**, **3 families** were assisted with **\$23,116.80** in ADDI funding and another **3 families** with **\$20,905.00** in Housing Trust Fund dollars.
- *Acquisition/Rehab*

Under the scattered site program, the County disbursed **\$169,719.00** for the acquisition/rehab of **32** units for sale to first-time homebuyers. The program involves a lease-to-purchase facet, whereby eligible applicants have up to three years to live in the unit as tenants, while receiving financial and homeownership counseling. On an agreed upon date, the unit is transferred to the occupant for an upfront agreed upon price. If the occupant is not ready to become a homeowner, s/he continues as a tenant until ready to become a homeowner. The lease-to-purchase requires about \$1,000 in homeowner equity contribution, and allows many a family the only opportunity they would likely would ever have to become homeowners.
- *Mortgage Credit Certificates*

No activity.
- *Financial & Housing Counseling*

The first-time Homebuyer Program requires that participants undergo financial counseling. The program is implemented by the Bucks County Housing Group. In **FY 2008**, the program expended **\$33,358.00** in the provision of counseling services and fair housing education for the benefit of **186** families.
- *Owner-Occupied Rehab*

A total of **\$ 311,414.45** were expended in HOME funding and **\$53,810.20** in Housing Trust Fund money to rehabilitate **32** units owned by lower income families. A total of **18** units assisted had a female as head of the household.



Family Size	Income			Race/Ethnicity (Head of Household)				Not Reported	Female Head of Household	Total Persons
				White		Black/African American				
	< 30%	31% to 50%	51% to 80%	Non-Hispanic	Hispanic	Non-Hispanic	Hispanic			
Small Families (2-to-4 persons)	10	7	5	18	3	-	-	1	14	66
Large Families (5+ Persons)	-	3	7	3	4	2	-	1	4	50

Total:	10	10	15	21	7	2	-	2	18	116
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Rental Housing

- Senior Housing Development

The program continued to provide a subsidy to the New Hope project providing housing for lower income seniors. The assistance encompassed **\$289,290.61** in County Housing Trust Fund and was intended to continue subsidize rents for very low income seniors.

- Family Housing Development

The program supported the following activities

- Bridgewater Court

Interfaith Housing is completing this **4** unit rental project. In **FY 2008** the County expended **\$6,965.54** for the acquisition and rehabilitation. The units were occupied, benefiting four families, encompassing **12** persons.

- Scattered Site

Interfaith Housing continued the implementation of its Scattered Site program, whereby it acquires dilapidated housing throughout the County, conducts the necessary rehabilitation work to bring the property up to local code, and sells the property to low/mod income families. One of the program key aspects is its lease-to-purchase facet, whereby homeowners can become tenants in their own homes, with a portion of their “rent” being set into an escrow account to build funds for downpayment and closing costs. During this period, homeowners receive financial counseling and various aspects of homeownership. In **FY 2008**, the program expended **\$303,436.33** to assist with the acquisition and rehabilitation of **21** units. Out of these, **13** units were completed. Most of the units (**9**) targeted households earning less than 50% of median family income and over half of the units (**7**) benefitted households headed by a female. The vast majority of the beneficiaries (**10**) had a head of household that was Black/African American.

Family Size	Income			Race/Ethnicity (Head of Household)				Female Head of Household	Total Persons
				White		Black/African American			
	< 30%	31% to 50%	51% to 80%	Non-Hispanic	Hispanic	Non-Hispanic	Hispanic		
Small Families (2-to-4 persons)	5	2	3	2	1	7	-	6	35
Large Families (5+ Persons)	-	2	1	-	-	3	-	1	11

Total:	5	4	4	2	1	10	-	7	46
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➤ *Tenant-Based Rental Assistance*

The County continued to support its rental assistance program for homeless persons who are selected for participation in its Path to self-sufficiency program. The program expended **\$196,580.64** to assist **28 families**, encompassing **89 persons**.

Family Size	Income			Race/Ethnicity				Total Persons
	< 30%	31%-50%	51%-80%	White		Black/African American		
				Non-Hisp.	Hispanic	Non-Hisp.	Hispanic	
Small Families (2-to-4 persons)	25	2	-	46	6	27	4	83
Large Families (5+ persons)	1	-	-	6	-	-	-	6
Total:	16	2	-	52	6	27	4	89

➤ *Special Needs Housing*

The program provided funding for the following activities:

See Summary of specific annual objectives
See Housing needs table

2. HOME Match Report

a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.

Under Section 220 of the HOME regulations, the County is required to demonstrate compliance with the match requirements on a Federal fiscal year basis. The match contributions must total no less than 25 percent of the funds drawn from the HOME Investment Trust Fund Treasury account in that fiscal year, excluding certain expenditures (e.g., administrative/planning costs; CHDO operating expenses). For most of the housing development activities, the County typically matches HOME program funding with its own Housing Trust Fund dollars. The County's Housing Trust Fund was created under PA Act 137 and authorizes counties to increase Deed and Mortgage Recording Fees to fund a permanently dedicated fund to promote the development of affordable housing for lower income persons.

During **FY 2008**, the County expended **\$1,308,221.68** in HOME program funding. Of this total, **\$1,201,267** fell under the program's match requirements, and created a match liability of **\$300,317**. The value of the combined match contribution was **\$378,875**, or about **31 ½%** for each **\$1** of HOME funding.

	Allocation
Cumulative from Prior Years	\$5,298,467
Match Liability for FY 2008	\$300,317
Match Contributed in FY 2008	\$378,875
Cumulative Forward	\$5,377,026

Funding match credit can be carried over from one fiscal year to the next. At the beginning of **FY 2008**, the County had a total excess match of **\$5,298,467**. At the end of the fiscal year, the cumulative excess match increased to **\$5,377,025**. It should be noted that the County only counts other public/private funding used in any given project for purposes of illustrating leveraged funding. If such funding was counted toward the match, the County's surplus would far exceed the listed excess match. The completed HOME Match Report form HUD 40107-A is attached.

See Attachment IDIS Report CO4PR33
See Match Report (HUD-40107-A)

3. HOME MBE and WBE Report

a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).

As stipulated by the HOME program, the County includes in its contract agreements requirements that developers make a good faith effort to involve minority and women owned businesses as contractors and subcontractors when working on federally funded projects. During annual monitoring and at the close of a project, documentation must be provided to demonstrate that efforts were made to include minorities and women in the bidding process. In **FY 2008**, all HOME Projects completed in the past five years were monitored to ensure that M/WBE Reports, in addition to other required documents, were completed.

See Attachment: Annual Performance Report HOME Program (HUD-40107)

4. Assessments

a. Detail results of on-site inspections of rental housing.

Each year the Department prepares a listing of all projects that need to be inspected, outlining basic information about the project, along with target dates for record review and property inspection. Upon completion, each of the individual owners is notified in writing indicating the Department's monitoring plans along with a description of the activities that will take place. Overall, the Department inspects approximately up to 25 percent of the affordable units in each property.

Rental properties participating in the Tenant Based Rental Assistance (TBRA) program are regularly inspected by the agency staff and the prospective tenant prior to occupancy at completion of the monitoring visit, and a written report is sent to the County. During **2008**, a total of 15 units serving new participants in the program were inspected.

Municipal Location	Units
Bensalem Township	4
Bristol Borough	1
Bristol Township	4
Dublin Borough	1
Lower Southampton Township	1
Quakertown Borough	1
Sellersville Borough	2
Upper Southampton Township	1

Total:	15
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FY 2008 HOUSING UNITS MONITORING ACTIVITIES

Project	Const. Date	Program Funding	Fund. Source	Units	Project Type	Target Group	Date Monitored	Monitoring Type
Bensalem Presbyterian Apt.	2001	\$591,000	HOME	53	Rental	Seniors	June 2008	<input type="checkbox"/> Desk Monitoring <input checked="" type="checkbox"/> Project Compliance Report <input type="checkbox"/> On-Site Records Review
BHI – Buckley St. Renovations	1997	\$124,000	HOME	2	Rental	Low Income Families	May 2008	<input type="checkbox"/> Desk Monitoring <input checked="" type="checkbox"/> Project Compliance Report <input type="checkbox"/> On-Site Records Review
BHI – Coleman Court	2001	\$225,000	HOME	5	Rental	Low Income Families	May 2008	<input type="checkbox"/> Desk Monitoring <input checked="" type="checkbox"/> Project Compliance Report <input type="checkbox"/> On-Site Records Review
BHI – Towpath Apts.	1995	\$495,000	HOME	17	Rental	Low Income Families	May 2008	<input type="checkbox"/> Desk Monitoring <input checked="" type="checkbox"/> Project Compliance Report <input type="checkbox"/> On-Site Records Review
BCHDC Andalusia Senior Housing	1997	\$500,000 \$250,000	HOME HTF	36	Rental	Seniors	January 2009	<input type="checkbox"/> Desk Monitoring <input checked="" type="checkbox"/> Project Compliance Report <input type="checkbox"/> On-Site Records Review
BCHDC – Olde Towne Manor	1996	\$590,000 \$195,000	HOME HTF	15	Rental	Seniors	January 2009	<input type="checkbox"/> Desk Monitoring <input checked="" type="checkbox"/> Project Compliance Report <input type="checkbox"/> On-Site Records Review
BCHG – Fountainville Apartments	1997	\$774,000	HOME	11	Rental	Low Income Families	Ongoing	<input checked="" type="checkbox"/> Desk Monitoring <input type="checkbox"/> Project Compliance Report <input type="checkbox"/> On-Site Records Review
Co-Mans Group Home	1998	\$352,667	HOME	5	Rental	Special Needs	July 2008 March 2009	<input type="checkbox"/> Desk Monitoring <input checked="" type="checkbox"/> Project Compliance Report <input checked="" type="checkbox"/> On-Site Records Review
Libertae House	2000	\$60,000	HOME	3	Rental	Special Needs	February 2009	<input type="checkbox"/> Desk Monitoring <input type="checkbox"/> Project Compliance Report <input checked="" type="checkbox"/> On-Site Records Review
Libertae House	1997	\$384,000 \$100,000	HOME HTF	16	Rental	Special Needs	February 2009	<input type="checkbox"/> Desk Monitoring <input type="checkbox"/> Project Compliance Report <input checked="" type="checkbox"/> On-Site Records Review
Penn Foundation	1995			8	Group Home	Special Needs	February 2009	<input type="checkbox"/> Desk Monitoring <input checked="" type="checkbox"/> Project Compliance Report <input type="checkbox"/> On-Site Records Review
BCHDC – New Hope Manor	2003	\$1,950,000 2,655,000	HOME HTF	100	Rental	Seniors	January 2009	<input type="checkbox"/> Desk Monitoring <input checked="" type="checkbox"/> Project Compliance Report <input type="checkbox"/> On-Site Records Review
IHDC Sellersville Court	2006	\$602,500 \$277,500	HOME HTF	20	Rental	Low Income Families	Ongoing July 2008 September 2009	<input checked="" type="checkbox"/> Desk Monitoring <input checked="" type="checkbox"/> Project Compliance Report <input checked="" type="checkbox"/> On-Site Records Review
BCHDC Cornwells Heights	2006	\$1,170,000 \$1,330,000	HOME HTF	60	Rental	Seniors	February 2009	<input type="checkbox"/> Desk Monitoring <input checked="" type="checkbox"/> Project Compliance Report <input type="checkbox"/> On-Site Records Review
IHDC – 2003 Scattered Site	2006	\$200,000 \$100,000	HOME HTF	10	Rental	Low Income Families	Ongoing	<input type="checkbox"/> Desk Monitoring <input checked="" type="checkbox"/> Project Compliance Report <input type="checkbox"/> On-Site Records Review
IHDC 2004 Scattered Site	2007 2008	\$240,000 \$360,000	HOME HTF	20	Rental	Low Income Families	Ongoing Ongoing	<input checked="" type="checkbox"/> Desk Monitoring <input checked="" type="checkbox"/> Project Compliance Report <input type="checkbox"/> On-Site Records Review
IHDC Bridgewater Ct,	2007 2008	\$540,000	HOME	4	Rental	Low Income Families	Ongoing	<input checked="" type="checkbox"/> Desk Monitoring <input type="checkbox"/> Project Compliance Report <input type="checkbox"/> On-Site Records Review
Galilee Pavillion	1992	\$318,000	HOME	50	Rental	Seniors	November 2008 November 2008	<input type="checkbox"/> Desk Monitoring <input checked="" type="checkbox"/> Project Compliance Report <input checked="" type="checkbox"/> On-Site Records Review
Aldie	1999	\$309,000	HOME	8	Transitional	Special Needs	Ongoing	<input checked="" type="checkbox"/> Desk Monitoring <input type="checkbox"/> Project Compliance Report <input type="checkbox"/> On-Site Records Review



b. Describe the HOME jurisdiction's affirmative marketing actions.

Bucks County includes an affirmative marketing requirement in all its affordable housing agreements. An Affirmative Marketing Plan must be prepared by each the affordable housing developer and approved by the County. The Plan must be designed to attract potentially eligible households who may not otherwise be likely to apply for the housing units. The Plan (Affirmative Marketing Plan) may include major newspapers, minority newspapers and apartment guides. The Plan must also include some form of outreach to social service and disabled advocacy agencies. Notifications need to include the rental price range, incomes (maximum and minimum) and notice that Housing Choice Vouchers are accepted.

Relationship with Non-Profit Organizations

One of the primary methods for marketing programs lied upon the maintenance of relationships with all of the nonprofit organizations that develop, operate, or sponsor the development of housing. This was accomplished through periodic meetings and phone conversations, as well as site visits to monitor progress and discuss assistance available.

Relationship with the Lending Community

The County continued meeting with local lenders (both banks and mortgage companies) to discuss the types of programs available, particularly for homeownership. One of the objectives was to educate lenders about its housing programs and assess the interest of local lenders in participating in the financing of program assisted housing. Further work needs to take place, particularly in the development of partnerships between nonprofit organizations and the lending community.

Periodic Meetings

In **2008** the County continued meeting with all agencies that have developed (or plan to develop) housing for low/moderate income groups. The meetings served as a good forum to obtain progress reports from each agency, provide information on the availability and potential use of funds, explore partnership opportunities among agencies, clarify administrative process and procedure, and discuss technical issues of interest to all of the agencies.

Housing Information Dissemination

Throughout the year, information is disseminated to the general public and target groups about the County's housing program, including services available and requirements.

Monthly Workshops

Throughout the year, the Bucks County Housing Group held housing workshops to educate public on fair housing matters, along with issues on fair housing issues, particularly those related to tenancy and homeownership.

c. Describe outreach to minority and women owned businesses.

Efforts continued to be expended to reach out to these Minority and Women Business Enterprises (MBE/WBE), not only to inform them of contract opportunities, but also to discuss economic development available assistance available through both the Economic Development Corporation and the Redevelopment Authority.



ACTION	Discussion of	
	Available Assistance	Contract Opportunities
Meetings with Minority Entrepreneurs (number)	30	2
Meetings with Women Entrepreneurs (number)	32	4
Presentation to Groups Representing Minority & Women	1	-
TOTAL:	63	6

MBE/WBE Certified Firms List

In **2008**, the Department continued an initiative to identify businesses owned by minorities and women. Specifically, the County prepared a booklet providing information on how to become a certified MBE/WBE with the Commonwealth of Pennsylvania, along with a listing of state and SBA certified MBE/WBE firms located in Bucks County. The booklet was provided to each funding recipient with a request that any of the MBE/WBE firms providing the services needed be including in any procurement search for goods or services.

MBE/WBE Events

In partnership with different county agencies and private organizations (e.g., chambers of commerce), the County sponsored **11** workshops in **FY 2008** for the benefit of MBE/WBE firms. The workshops focused on how this group of firms could become certified with the Commonwealth as an MBE/WBE, along with opportunities to do business with the County and the Commonwealth. A total of **294** individual small business owners attended the workshops.

Event Attendance

Staff was invited to present information about the program by chambers, business alliances, and non-profit organizations. The activities included participation in **8** business expos, and **6** roundtables and forums geared to women and minority interests, particularly those of entrepreneurs. Special displays were prepared showcasing the program, its mission, and the various projects and activities. The Department used the County's website to communicate with the public about the various funding available (e.g., CDBG and HOME) and program requirements. Moreover, all of the projects that were funded by the program (e.g., CDBG, HOME, or ESG) were duly advertised and presented at public meetings of the Bucks County Commissioners for their consideration and approval, as well as review by the public and scrutiny by the local media.

Section 3

All funding recipients are requested to ensure that they provide equal opportunity for contract participation by Section and Minority/Women Owned Enterprises (MBEs/WBEs). Specifically, funding recipients are requested to include known Section 3 and MBEs/WBEs in their mail-out listings soliciting bids for projects supported with program funding. The following actions took place in **FY 2008**:

- Presentation of Section 3 and MBE/WBE requirements at **all** pre-bid and preconstruction meetings, and the provision of forms as part of the preconstruction packet provided by the program.
- Inclusion of MBE/WBE and Section 3 language in **all** contracts with funding recipients.
- Semi-annual advertisement in local papers with general circulation describing Section 3 program and soliciting participation.



HOMELESS NEEDS

1. *Identify actions taken to address needs of homeless persons.*

During **FY 2008**, staff continued participation in the Bucks County Continuum of Care (CoC). This involved both general meeting attendance and active participation in the various committees. The County's CoC is made up of representatives from various county departments, nonprofit housing developers, service provider, housing provider, law enforcement, business, homeless and general communities to develop an ongoing Continuum of Care planning process for Bucks County region.

The County recognizes that homelessness crosses geographic boundaries and the result of loss of housing requires specific programs and coordinated services directed to specific target populations. The CoC analyzes gaps in the County's continuum of care system and includes the specific goals and action steps to be undertaken during each 12-month period.

During **FY 2008**, the CoC continued working to achieve the Continuum goals. One of its main tasks was the preparation of an application for funding under the 2006 SuperNOFA for McKinney-Vento funding. The Continuum of Care submission for 2006 was endorsed by all CoC participants. A description of the activities for which Supportive Housing Program (SHP) funding was used during **FY 2008** by the County is included below.

In **2008**, the CoC launched the preparation of a 10-year Action Plan to End Chronic Homelessness in Bucks County, a process that will be completed in **2010**. The goal of the plan is that no individual or family lacks access to decent, affordable housing. The plan calls for a multi-pronged approach, outlining strategies and action steps related to permanent affordable housing, transitional programs, supportive services, prevention, and access to employment and training opportunities. It is based on best practices that take a comprehensive approach to addressing the various needs of homeless individuals and families.

2. *Identify actions to help homeless persons make the transition to permanent housing and independent living.*

Increase the current stock of transitional and permanent housing for the homeless

During **FY 2008** the following activities took place:

- *Acquisition of and Rehabilitation of Property*

The program continued the implementation of a project involving over **\$400,000** in state funding (Brownfields for Housing), matched with **\$600,000** in HOME and Housing Trust Fund money, to create up to **20 units** to be used as transitional units by persons with special needs. The project is being implemented by Interfaith Housing in partnership with local organizations, addressing the needs of the homeless, victims of domestic violence, and persons with disabilities.

- *Rental Assistance*

The County provided approximately **\$216,048** through its Children and Youth Department support rental payments of homeless families selected for participation in its self-sufficiency program. **\$196,580.64** were allocated from the HOME program and the rest from funds received emanated through the County's Department of Children and Youth. This funding assistance helped **28 families**.



Remove material and architectural barriers that restrict the movement or access of elderly and severely disabled persons.

- *New Housing Construction*
All new housing construction is required to follow program requirements regarding the minimum number of accessible units for persons with disabilities, and hearing or vision impairment.
- *Owner-Occupied Accessibility Improvements*
Under the Owner Occupied Rehab Assistance program, the County provides funding to help address the accessibility needs of owners and their families. Typically, the program provides up to \$15,000 per unit. However, this cap can go up to \$25,000 if accessibility improvements are needed. Each homeowner’s needs are addressed on an individual basis.
- *Public Facility Improvements*
The County expended \$316,617.60 in CDBG funding to make various facilities accessible to persons with disabilities. The funding supported a total of 10 projects and benefited an estimated 103,046 persons with disabilities.

3. Identify new Federal resources obtained from Homeless SuperNOFA.

In FY 2008, the Bucks County CoC received \$599,421 in Supporting Housing Funding. Funded agencies included the Penn del Mental Health Center, Penn Foundation, the Bucks County Housing Group, the American Red Cross, and the County to implement the HMIS.

SHP Funding Recipient	Amount
Penndel Mental Health Center	\$81,959
Penndel Mental Health Center, Inc.	\$71,670
Penn Foundation, Inc.	\$66,273
Bucks County Housing Group, Inc.	\$160,407
Bucks County HMIS	\$108,797
American Red Cross, Lower Bucks County Chapter	\$80,905
Keystone Upper Bucks Transitional	\$29,410
TOTAL:	\$599,421



SPECIFIC HOMELESS PREVENTION ELEMENTS

1. *Identify actions taken to prevent homelessness.*

Coordination

During **FY 2008**, considerable efforts have continued to address the needs of homeless persons and the special needs of many who are not homeless but require supportive housing. The efforts were coordinated by the Bucks County Continuum of Care (CoC). The CoC is a broad-based community planning body with a charge of looking at both short-term and long-range strategies regarding homelessness prevention and interventions, as well as long-term strategies for creation and retention of affordable housing. Since inception, CoC leadership has been provided by the Bucks County Human Services Division. The CoC has wide representation from local mainstream resources and decision makers.

The CoC has the following seven committees:

- BCHC Executive Committee
The Executive Committee is comprised of the chairs of each of the BCHC subcommittees and functions to make any recommendations for policy changes, plan development and the SHP review and project selection process.
- Local Housing Option Team (LHOT)
LHOT provides the most insight into what is needed to develop for Permanent Supportive Housing (PSH) and permanent housing and how the clients can move through the transitional settings to get this level of housing, including the clients with mental health issues who make up the majority of the special needs homeless.
- Resources Sub Committee
The fiscal resources available to best serve the agencies and consumers of the BCHC are the focus of the Resources subcommittee. The subcommittee assists in the identification of funding opportunities to address the needs determined by the other subcommittees.
- HMIS Sub Committee
The HMIS subcommittee deals with the specific issues related to HMIS and will expand its functions and refine its focus as the HMIS systems become a more integrated part of the Continuum.
- Homeless Action Team for Bucks County
The Homeless Action Team functions as an overview committee to not only develop a long range plan but to also monitor goals, objectives and refine the plan as need be. It is also the lead subcommittee to recommend focus areas and potential projects to address the identified problem areas and to review and assess the Annual Performance Reports (APRs) submitted by the recipients of SHP funding.



- Homelessness Prevention Sub-Committee
The focus of the committee is to enhance opportunities for services designed to prevent homelessness including employment and educational services. The Committee also oversees the coordination of discharge planning from prisons, foster care, health care, and mental health institutions to prevent homelessness after release.
- Advocacy Sub Committee
The Advocacy subcommittee monitors the current activities (legislative, public policy, practical) and brings to the BCHC those items which are of interest and concern to the members.

Other Programs/Funding Sources

There are a number of programs implemented by local organizations, intended to help local lower income residents from becoming homeless. Below is a summary of such programs and a table outlining different funding sources.

- Heating and Energy Assistance
The Bucks County Opportunity Council received from the U.S. Department of Energy in excess of **\$751,694** to support energy conservation and its Low Income Heating and Energy Assistance Program (LIHEAP). The program provides assistance to very low and low income homeowners. Overall, a total of **292** households were assisted, encompassing **719** persons.
- Emergency Shelter Program Operations
A number of local organizations secured funding through FEMA to support their operations and services to homeless populations and others at risk. At total of **\$300,994** were received. Some of the principal awardees included A Woman's Place (**\$27,540**), American Red Cross (**\$49,649**), Housing Group (**\$51,224**), Catholic Social Services (**\$40,703**), Bux/Mont, and Salvation Army (**\$120,358**). In addition, Bensalem Township (**\$27,500**) and Bristol Township (**\$5,663**) also provided funding to support homeless prevention and operations. Private donations exceeded **\$568,215**.
- Financial Crisis Counseling Program
The Bucks County Opportunity Council provided financial crisis assistance to **476** households, representing **1,009** persons. The program included financial counseling along with other assistance, such as follows:
- Self-Sufficiency
The Opportunity Council implements a program intended to move very low income persons from poverty into self-sufficiency. In **FY 2008**, the program expended **\$262,604** to assist **549 individuals** and **813 families**.

EMERGENCY SHELTER GRANT (ESG)

- 1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).*

Homeless Shelter Operations

The County provides both ESG and CDBG funds to help offset the operational costs at local emergency homeless shelters. The three organizations funded in **FY 2008** were: the Red Cross, the Housing Group, and A Woman's Place. These organizations provide essential services to the homeless, including helping them find permanent housing, rent and utility deposits, case management, counseling, transportation, and referrals to supportive services and treatment.

Homeless Hotline

The American Red Cross, Lower Bucks Chapter operates a homeless hotline, funded with Supportive Housing Program funding. The hotline number is posted all throughout the County, particularly with social service organizations, serving a wide array of populations at risk of becoming homeless.

- 2. Assessment of Relationship of ESG Funds to Goals and Objectives*

- a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.*

The County continued to implement strategies outlined in the 2005-2009 Consolidated Plan, relating to the homeless and chronic homeless. The strategies included:

- Development of permanent affordable housing for very low income families
- Coordinated planning and provision of supportive services (CoC)
- Implementation of the Homeless Management Information System (HMIS) to track needs, services, performance, and improve quality of data collection to support planning and accountability
- Continued rehabilitation of the shelters to ensure they provide safe and adequate living environments.
- Continue network of organizations providing assistance and link to mainstream resources (e.g., housing, jobs).

Finally, as part of the annual NOFA process the CoC reviewed its achievements for the year and created and updated goals to advance its efforts to eliminate homelessness in Bucks County.

- b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.*

The three organizations operating shelters in Bucks County are one, but a vital, component of the County's Continuum of Care, intended to move people from homelessness to self-sufficiency. The ESG funds are allocated to each organization to support the operations of their shelters. No portion of the funds was awarded for the benefit of specific individuals. Information about the population served is included in the next page. Please refer to Paragraph 5 below.



3. Matching Resources

- a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.*

The ESG program requires a dollar-for-dollar match. This requirement is passed on to the funding recipients. Each of them fulfills and reports on this requirement annually, based on the other public and private funding received. For **FY 2008**, the organizations reported the following:

IDIS #	County #	Funding Recipient	Amount	Funding Match	Amount
953	07-64	American Red Cross	\$76,053.45	PA Dep. of Public Welfare, PA Crime Commission, Bucks County, Foundations, and Donations	\$1,080,307
955	07-62	A Woman’s Place	\$5,000.00	-	-
954 1066	07-63 08-63	Housing Group Housing Group	\$5,477.31 \$12,02.06	PA Dep. of Public Welfare, PA Crime Commission, Bucks County, Foundations, and Donations	\$1,164,040
Total Expenditures:			\$98,652.82	Funding Match Total:	\$2,244,347.00

4. State Method of Distribution

- a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.*

Not applicable.

5. Activity and Beneficiary Data

- a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESG expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.*

Three organizations operate shelters in the County. They are the Red Cross, Housing Group, and A Woman’s Place. The services proved included emergency shelter, unsheltered services, and homeless prevention.

Emergency Services

The Red Cross Shelter works as the intake facility for homeless persons in the County. In addition this shelter is the only one that takes homeless individuals. The other two serve families and their children. The tables that follow provide information about the total number of persons (individuals and families served by the shelters).



Single Persons	Population	Sheltered					
		Male		Female		Children	
		Total	Hispanic	Total	Hispanic	Total	Hispanic
	White	54	4	52	4	-	-
	African-American	18	-	28	-	-	-
	Other	1	-	3	1	-	-

Total:	73	4	83	4	-	-
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Homeless Families (Number of Persons)	Population	Sheltered					
		Male		Female		Children	
		Total	Hispanic	Total	Hispanic	Total	Hispanic
	White	41	7	87	19	36	8
	African-American	38	-	80	-	12	-
	Other	4	2	8	-	9	-

Total:	83	9	175	19	57	8
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Unsheltered

The shelters also provide funding to homeless persons not staying in a shelter. One example includes persons staying at a local motel. The charts that follow outline the number of unsheltered people served.

Homeless (Number of Persons)	Population	Unsheltered					
		Male		Female		Children	
		Total	Hispanic	Total	Hispanic	Total	Hispanic
	White	12	2	34	5	-	-
	African-American	5	-	25	-	-	-
	Other	1	1	1	-	-	-

Total:	18	3	60	5	-	-
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The condition of homelessness can be triggered by many factors. While some of them can be associated with economic conditions and the ability of individuals and families to adjust to economic adversity, others have to do with disease or disability. Based on the information reported, **one-third** (or 157 persons) of the homeless population is a victim of illness, substance abuse, domestic violence, suffers from HIV/AIDS, is a veteran. The

table that follows outlines some of the conditions reported by homeless persons and families.

	White		Black/African/American	
	Male	Female	Male	Female
Severe Mental Illness	36	11	14	17
Chronic Substance Abuse	26	6	9	8
Veterans	11	4	3	1
Persons w/ HIV/AIDS	2	-	-	-
Domestic Violence	-	3	-	-
Other	-	-	-	6
	75	24	32	26

b. Homeless Discharge Coordination

As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.

Due to the minimal amount of ESG funding grant, funds are used for the operation of homeless shelters and no federal funding received from the CDC is used for assistance to individuals after release from shelters.

c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

The Bucks County CoC continues to discuss policies and protocols that can be successfully implemented to ensure that, to the extent practicable and where appropriate, the discharge of persons from publicly funded institutions or systems of care does not immediately result in homelessness. More specifically, the CoC will continue to work with all publicly funded organizations to request that they comply with state guidelines for release of individuals into the community. Namely, before a person is discharged or placed on outpatient status, a discharge plan is formulated in consultation with the person’s designated case manager.



COMMUNITY DEVELOPMENT

1. *Assessment of Relationship of CDBG Funds to Goals and Objectives*

a. *Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.*

Bucks County primarily uses CDBG funds to support a wide array of community development projects being implemented by both municipalities and non-profit organizations. The vast majority of the activities funded involved construction, which implementation was hampered by significant price increases in the cost of materials. Nevertheless, the program was implemented in accordance to the goals and objectives outlined in the 2005-2009 Consolidated Plan.

b. *Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.*

In FY 2008, Bucks County used CDBG funds for the following activities:

Multi-Family Rehabilitation

The program makes available funding for the rehabilitation of properties providing affordable rents to lower income families. During FY 2008, a total of \$67,811.09 were used to fund 4 activities, resulting in the rehab of 56 rental units.

Special Needs Housing

In FY 2008, the program provided \$518,507.71 for the rehabilitation of 10 group homes housing persons with mental, alcohol/drug dependencies, and other disabilities.

Pre-Construction Cost

The program provided \$40,210.15 in funding to assist a nonprofit housing developer acquire property to develop two homeownership units for lower income families.

Counseling

A total of \$33,358 were expended for counseling activities which benefited 198 persons.

c. *Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.*

The vast majority of funding was used to benefit persons who qualified as low/moderate income. Over 90 percent of the CDBG funding was used for activities that benefited low/mod persons.

2. *Changes in Program Objectives*

a. *Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.*

There were no changes in program objectives during FY 2008.

3. *Assessment of Efforts in Carrying out Planned Actions*

a. *Indicate how grantee pursued all resources indicated in the Consolidated Plan.*

Bucks County used all resources identified in the FY 2009 one-year action plan, including CDBG, HOME, ESG, SHP, and its own Housing Trust Fund, to carry out the programs and projects planned.



b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.

The County supported efforts by nonprofit entities in their applications for funding to state and federal entities and provided certifications of consistency with the Consolidated Strategy and Plan to each applicant that requested them.

c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.

Bucks County has taken no action or willful inaction to hinder the implementation of its 2005-2009 Consolidated Plan.

4. For Funds Not Used for National Objectives

a. Indicate how use of CDBG funds did not meet national objectives.

b. Indicate how did not comply with overall benefit certification.

All CDBG funds were used to meet the national objectives and complied with the benefit certification.

5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property

a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.

The County includes displacement/relocation provisions in all contracts with funding recipients. Funding recipients of activities involving acquisition, rehabilitation, or demolition of occupied property are provided with a copy of its Displacement/Relocation Policy (as an attachment to their contract). Funding recipients are required to develop an appropriate displacement/relocation plan (short or long-term) and present it to the Department of Community & Business Development for review and approval. The plan must outline the specific process, including units involved, notifications, costs, and the source of funding to pay the same. No funding is disbursed prior to approval of the plan by the Department.

b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.

There were no households, businesses, farms, or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or the Community Development Act of 1974.

c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.

Not applicable (see previous question).

6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons

a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.

All recipients of economic development assistance must create a minimum of one job for every \$35,000 of assistance. Furthermore, a minimum of 51 percent of the jobs created must be filled by individuals who are low/moderate income.

b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.

All funding recipients are required to create and fill permanent full-time the jobs over a period of, typically, three years from the date the loan was made. Below is the distribution of jobs created by job category, by company for both the RDA and the EDC.

Job Category	RDA	EDC	Total
Officials and Managers	3	-	3
Professional	4	-	4
Technicians	7	-	7
Sales	9	1	1
Office & Clerical	4	-	4
Craft Worker (skilled)	-	1	1
Operatives (semi-skilled)	1	-	1
Service Workers	2	-	2
Unskilled	-	1	1
TOTAL:	30	3	33

(1) RDA – Revolving Loan Fund

Company	Total Job Requirements		Jobs Created Prior to FY 2008	
	Low/Mod Jobs	Market Rate Jobs	Low/Mod Jobs	Market Rate Jobs
Mazzocchi Development	2	1	-	-
Sign Edge Group	2	1	2	-
Advanced Home Solutions	2	1	1	-
Bristol Tree Busters	2	-	-	-
RDA	4	2	-	-
Island View Crossing-Section 108	51	49	15	47
Advent Design Corporation	2	1	-	-
Rapid Circuits	2	1	-	-
Action Pak	2	1	2	-
TOTAL:	69	57	20	47

Company	Total Jobs Remaining to Be Filled		Jobs Created in FY 2008		# of Jobs w/ Health Care Benefits	# Unemployed Prior to Taking Created Job	Jobs Remaining to be Filled	
	Low/Mod Jobs	Market Rate Jobs	Low/Mod Jobs	Market Rate Jobs			Low/Mod Jobs	Market Rate Jobs
Mazzocchi Development	2	1	3	-	3	2	-	-
Sign Edge Group	-	1	-	-	-	-	-	1
Advanced Home Solutions	1	1	-	-	-	-	1	1
Bristol Tree Busters	2	-	-	-	-	-	2	-
RDA	4	2	-	-	-	-	4	2
Inland View Crossing-Section 108	36	2	6	17	23	9	30	-
Advent Design Corp.	2	1	-	-	-	-	2	1
Rapid Circuits	2	1	-	-	-	-	2	1
Action Pak, Inc.	-	1	-	-	-	-	-	1
NEW LOANS ISSUED IN FY 2008								
A Taste of Philly	2	-	1	1	2	-	1	-
IMET Corp.	2	1	2	0	2	2	-	1
Schuchert Shoes	2	1	-	-	-	-	2	1
Penn United Corp.	2	1	-	-	-	-	2	1
TOTAL:	57	13	12	18	30	13	46	10



(2) EDC – Revolving Loan Fund

Company	Total Job Requirements		Jobs Created Prior to FY 2008	
	Low/Mod Jobs	Market Rate Jobs	Low/Mod Jobs	Market Rate Jobs
Pizza Equipment	3	1	2	1
Leonard Zeek	4	2	-	-
DIJAS Capital	4	2	4	-
Total:	11	5	6	1

Company	Total Jobs Remaining to Be Filled		Jobs Created in FY 2008		# of Jobs w/ Health Care Benefits	# Unemployed Prior to Taking Created Job	Job Requirements to be Fulfilled	
	Low/Mod Jobs	Market Rate Jobs	Low/Mod Jobs	Market Rate Jobs			Low/Mod Jobs	Market Rate Jobs
Pizza Equipment	1	-	-	-	-	-	1	-
Leonard Zeek	4	2	1	-	-	-	3	2
DIJAS Capital	-	2	2	-	2	1	-	-
NEW LOANS ISSUED IN FY 2008								
No loans Issued	-	-	-	-	-	-	-	-
Total:	5	4	3	-	2	1	4	2

(3) EDC – Coastal Zone Fund

This loan was established with \$250,000 funding granted by the Delaware River Port Authority to the County. The County entered into a cooperative agreement with the Bucks County Economic Development Corporation (EDC) to administer the funding as a revolving loan fund. One loan was issued to EKL Machine Company, following similar terms and conditions, including job creation, that apply for the other two revolving loan funds. The job creation requirements were met in 2007.

- c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.*

Not Applicable. All funding assistance must result in the creation of jobs with no special skills required.

7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit

- a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.*

With the exception of Administration/Planning and Blight Elimination, all activities were restricted to persons with incomes below 80 percent of the HUD Area Median Income or persons who HUD recognizes by definition to be low/mod income. Funding recipients were required to provide information about the clientele served, maintain detailed information on their files, and make available upon request to Department staff (or HUD) the files for appropriate review and monitoring.



8. Program income received

a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.

In **FY 2008**, the County received payments from a variety of loans issued in prior years for both housing rehabilitation and economic development. The total program income received from all sources, totaled **\$627,351.26**. The following summarizes balances and activity, including program income received.

Activity	Implementing Agency	Amount
Owner Occupied Rehab Program	RDA	\$101,841.95
Loan Repayments	RDA	\$187,042.48
RDA Revolving Loan Fund	RDA	\$1,226.43
Section 108 (Dial Property) Interest Payments	RDA	\$76,821.97
Section 108 (Dial Property) 1% Premium	RDA	\$25,000.00
Section 108 1% Premium Account Interest	RDA	\$966.73
EDC Revolving Loan Fund	EDC	\$223,829.52

TOTAL:	\$616,729.08
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Owner Occupied Rehab Program

The County's assistance is in the form of a mortgage carrying no interest, payments, or fixed term. However, the assistance is due and payable when the property is sold, title transferred, and prior to the assisted homeowner incurring additional debt. In **FY 2008**, a total of **10** homeowners repaid the CDBG loan assistance provided by the County. The repayments totaled **\$101,841.95**.

RDA Revolving Loan Fund

During **FY 2008**, a total of **\$187,042.48** in program income was generated. The breakdown is as follows:

Name of Borrower	Purpose of Loan	Loan Date	Term	Loan Amount	FY 2008 Begin Bal.	FY 2008 Payments	Principal Amount	Interest Amount	FY 2008 End Balance
Tom Antonelli, Inc.	Working Cap.	5/27/03	5 Years	\$25,000	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	\$0.00
Grundy Industrial	Equip. Acquis.	9/4/03	5 Years	\$50,000	\$6,582.54	\$6,640.32	\$6,582.54	\$57.78	\$0.00
Mazzocchi Devmt.	Working Cap.	10/14/04	5 Years	\$75,000	\$40,033.01	\$12,054.06	\$11,332.14	\$721.92	\$28,700.87
Maples Landscape	Working Cap.	11/15/04	5 Years	\$70,000	\$30,337.18	\$8,946.73	\$8,298.93	\$647.80	\$22,038.25
Sign Edge Group	Working Cap.	2/17/05	5 Years	\$75,000	\$37,500.00	\$0.00	\$0.00	\$0.00	\$37,500.00
Adv. Home Solutions	Working Cap.	7/18/05	5 Years	\$75,000	\$46,470.83	\$8,005.11	\$7,438.71	\$566.40	\$39,032.12
Bristol Tree Busters	Equip. Acquis.	8/9/05	5 Years	\$50,000	\$32,006.34	\$11,148.67	\$9,979.36	\$1,169.31	\$22,026.98
RDA	Acquisition	9/2/05	5 Years	\$200,000	\$200,000.00	\$0.00	\$0.00	\$0.00	\$200,000.00
Custom Finishers	Working Cap.	12/7/05	5 Years	\$70,000	\$49,093.00	\$18,689.65	\$17,351.13	\$1,338.52	\$31,741.87
Policrom, Inc.	Working Cap.	12/21/05	5 Years	\$70,000	\$49,093.00	\$18,685.80	\$17,347.16	\$1,338.64	\$31,745.84
B-Tech Solutions	Working Cap.	3/29/06	5 Years	\$75,000	\$57,152.79	\$21,688.81	\$18,435.99	\$3,252.82	\$38,716.80
Advent Design Gr.	Working Cap.	5/29/07	5 Years	\$75,000	\$63,392.15	\$6,444.35	\$4,462.91	\$1,981.44	\$58,929.24
Rapid Circuits	Working Cap.	5/30/07	5 Years	\$75,000	\$64,567.69	\$15,009.48	\$13,128.14	\$1,881.34	\$51,439.55
Action Pak	Equip. Acquis.	8/31/07	5 Years	\$75,000	\$66,910.09	\$15,008.18	\$13,050.73	\$1,957.45	\$53,859.36
NEW LOANS FY 2008									
A Taste of Philly	Working Cap.	4/3/08	5 Years	\$35,000	\$35,000.00	\$1,983.00	\$1,551.95	\$431.05	\$33,448.05
IMET Corp.	Working Cap.	8/28/08	5 Years	\$75,000	\$75,000.00	\$9,550.76	\$8,089.91	\$1,460.85	\$66,910.09
Schuckert Shoes	Working Cap.	10/24/08	5 Years	\$75,000	\$75,000.00	\$5,458.80	\$4,603.89	\$854.91	\$70,396.11
Penn United Corp.	Working Cap.	12/29/08	5 Years	\$75,000	\$75,000.00	\$2,728.76	\$2,294.60	\$434.16	\$72,705.40
TOTAL:				\$1,320,000	\$1,028,138.62	\$187,042.48	\$168,948.09	\$18,094.39	\$859,190.53



The following summarizes **FY 2008** activities for the Revolving Loan Fund implemented by the RDA:

1. Total Loans Outstanding at Beginning of FY 2008 (4/1/08):	\$768,138.62
2. Plus Funds On-Hand at the Beginning of FY 2008 (4/1/08):	
a. Funds On-Hand in RDA Revolving Loan Fund Account	\$250,378.03
b. Funds On-Hand from Section 108 1% Interest Rate Charge (unrestricted) ¹	\$44,497.62
c. Funds On-Hand from Section 108 1% Interest Rate Charge (restricted) ²	\$121,128.81
d. Funds On-hand with County (Unallocated Funds)	\$646,049.13
Total Funds On-Hand at Beginning of Fiscal Year:	\$1,052,053.59
3. Plus Loan Repayments Received by the RDA during FY 2008:	
a. Principal	\$168,948.09
b. Interest	\$18,094.39
Total Repayments Received by RDA:	\$187,042.48
4. Plus Other Payments Received from Section 108-Related Activities	
a. 1% Interest Charge on Outstanding Dial Section 108 Loan of \$2,500,000 ³	\$25,000.00
b. Bank interest earned on unrestricted 1% Premium Funds ⁴	\$233.63
c. Bank interest earned on restricted 1% Premium Funds (Dial Property) ⁵	\$733.10
Total Other Payments Received:	\$25,966.73
5. Plus Repayments Received by County (FY 2008):	
a. Funding Contributed by the County from Program Income Received	\$101,841.95
b. Passive interest earned on federal funds	\$1,226.43
Total Repayments Received by County:	\$ 103,068.38
6. Total Cash Funding Available in FY 2008 (2+3+4+5):	\$1,368,131.18
7. Expenditures	
a. Total Amount of Loans Made During FY 2008:	\$260,000.00
b. Passive Interest Paid to HUD for 2007 Fiscal Year:	\$2,955.25
c. EZ Loans Recording and Legal Fees Paid:	\$885.50
	\$263,840.75
8. Equal: Balance of Funds at end of FY 2008 (3/31/09)	
a. Total Cash Funding Available (line 6 minus line 7)	\$1,104,290.43
b. Less Restricted Funds (2b + 4a +4c)	\$146,861.91
Total Unrestricted Funds Available (3/31/09):	\$957,428.52
9. Plus Outstanding Loan Balance at end of FY 2008 (3/31/09):	\$859,190.53
10. Total Fund Assets at end of FY 2008 (lines 8 plus line 9):	\$1,816,619.05
(3/31/09)	

¹ Balance of premium charged to the borrower of Section 108 and BEDI funding for the redevelopment of former Eastern State School and Hospital in Bensalem Township. The funding is intended to make additional loans.

² Balance of annual 1 percent interest rate premium charged to the borrower of Section 108 funding for the development of the former Dial Property in Bensalem. The funding must be used as additional collateral until the Section 108 is fully repaid. The balance reflects amount collected in prior years and passive interest earned.

³ 1 percent annual premium received from Developer of former Dial property.

⁴ Passive interest earned in FY 2008 on balance of funding collected from developer of former Eastern State School & Hospital.

Economic Development Corporation Revolving Loan Fund

During **FY 2008**, a total of **\$233,829.52** in program income was generated from the repayments of previously made loans. The breakdown is as follows:

Name of Borrower	Purpose of Loan	Loan Date	Term	Loan Amount	FY 2008 Beginning Bal.	FY 2008 Payments	Principal Payments	Interest Payments	FY 2008 Year-End Balance
TJM Electronics	Bldg. Acquis.	10/2/97	10 Years	\$200,000	\$77,591.01	\$18,979.08	\$15,444.78	\$3,534.30	\$62,146.23
Keystone Ref (Paul Lef)	Bldg. Acquis.	6/30/99	10 Years	\$150,000	\$76,269.96	\$13,048.09	\$9,757.68	\$3,290.41	\$66,512.28
Lester Block/ACME	Equip. Purch.	4/24/01	7 Years	\$102,600	\$35,368.38	\$10,882.29	\$9,559.17	\$1,323.12	\$25,809.21
Pizza Equipment	Bldg. Acquis.	7/22/02	10 Years	\$82,500	\$58,294.39	\$60,867.75	\$59,128.91	\$1,738.84	-
Mangar Industries, Inc.	Equip. Acquis.	4/05/04	7 Years	\$200,000	\$95,011.74	\$32,832.12	\$29,542.36	\$3,289.76	\$65,469.38
Leonard Zeek (Schw& S)	Bldg. Acquis.	2/04/05	10 Years	\$200,000	\$170,121.92	\$25,818.07	\$12,086.29	\$13,731.78	\$158,035.63
IUCP/PUCI*	Bldg. Acquis.	7/28/05	10 Years	\$200,000	\$174,442.96	\$18,979.11	\$10,495.31	\$8,483.80	\$163,947.65
Ace Design*	Bldg. Acquis.	10/22/05	10 Years	\$140,000	\$124,466.59	\$12,160.98	\$6,597.34	\$5,563.64	\$117,869.25
Halcyon Nesting (Pilot E)	Working Cap.	3/19/07	10 Years	\$200,000	\$186,234.80	\$26,644.92	\$15,903.45	\$10,741.47	\$139,585.42
DIJAS Capital	Bldg. Acquis.	5/10/07	7 Years	\$150,000	\$145,454.95	\$13,617.11	\$5,869.53	\$7,747.58	\$86,721.58
TOTAL:				\$1,625,100	\$1,143,256.70	\$233,829.52	\$175,255.91	\$58,573.61	\$969,706.40

The following table summarizes the activities of the EDC's Revolving Loan Fund for **FY 2008**.

1. Total Loans Outstanding at Beginning of FY 2008 (4/1/08)	\$1,143,256.70
2. Starting Cash on Hand at Beginning of FY 2008 (4/1/08)	\$1,104,819.97
3. Plus: Total Principal Repaid in FY 2008 (April 1, 2008 – March 31, 2009)	\$175,255.91
4. Plus Total Loan Interest Paid in FY 2008 (April 1, 2008 – March 31, 2009)	\$58,573.61
5. Total Funding Available (sum of 2+3+4)	\$ 1,338,649.49
6. Less Loans Made in FY 2008 (April 1, 2008 – March 31, 2009)	\$0
7. Less Passive Interest to Be Returned to HUD in FY 2008	(\$18,456.91)
8. Cash on Hand at end of FY 2008 (3/31/09)	\$1,230,192.58
9. Plus Total Amount of Loans Outstanding at End of FY 2008 (3/31/09)	\$969,706.40
10. Total Value of Revolving Loan Fund Assets at end of FY 2008 (3/31/09)	\$2,289,898.98

The following table summarizes the activities of the EDC's Coastal Zone Revolving Loan Fund for **FY 2008**.

Name of Borrower	Purpose of Loan	Loan Date	Term	Loan Amount	FY 2008 Beginning Bal.	FY 2008 Payments	Principal Payments	Interest Payments	FY 2008 Year-End Balance
EKL Machine Company	Equipment	11/01/05	10 Years	\$250,000	\$203,068.88	\$32,900.46	\$21,900.46	\$10,622.18	\$181,168.42

Passive Interest – Requiring Return to HUD

The County earned and returned to HUD a total of **\$40,619.87** in passive interest. Every effort was made to minimize the earning of program interest. However, due to timing issues (i.e., funding drawdown and actual cashing of checks and time loan funds are repaid and re-loaned, there is always the inevitability that some passive interest will be earned. As in the past, the County will continue to make every effort to keep passive interest earnings to a minimum. The breakdown of passive interest was as follows:

Implementing Agency w/ Passive Interest	Amount
Bucks County Program Administration	\$3,505.53
Economic Development Corporation (EDC) Revolving Loan Fund	\$34,119.09
RDA Revolving Loan Fund	\$2,995.25
Total:	40,619.87

a. Detail the amount repaid on each float-funded activity.

There were no float loans outstanding.

b. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.

In 2003, the County secured a Section 108 loan for the acquisition of the former Dial property by a private developer and its return to productive and active use. Altogether, the County secured a \$2.5 million loan, with a four year term, annual interest payments only, with full repayment of principal due and payable at the term of the loan. The following table summarizes the activities that took place during **FY 2008**.

1. Total Loan Amount	\$2,500,000.00
2. Starting Loan Balance at Beginning of FY 2008 (April 1, 2008)	\$2,500,000.00
3. Total Principal Repaid in FY 2008 (April 1, 2008 – March 31, 2009)	\$0
4. Total Loan Interest Paid in FY 2008	\$76,821.97
7. Total Payments Made in FY 2008	\$76,821.97



In addition, the County charges an annual 1 percent loan premium. Based on HUD requirements, the proceeds are placed in a separate escrow account and used as additional collateral until the Section 108 loan is fully repaid. Any passive interest earned is kept and also used as collateral. Once the loan is fully repaid, the funding in this account will be used to provide additional loans to local small businesses.

1. 1% Interest Rate Premium Account Balance at Beginning of FY 2008 (April 1, 2008)	\$121,128.81
2. 1% Interest Rate Premium Payments Made in FY 2008 (April 1, 2008 – March 31, 2009)	\$25,000.00
3. Amount of Passive Interest Earned on Fund Balances in FY 2008 (April 1, 2008 – March 31, 2009)	\$733.10
4. 1% Interest Rate Premium Account Balance at End of FY 2008 (March 31, 2009)	\$146,861.90

c. Detail the amount of income received from the sale of property by parcel.
Not applicable. There were no property sales.

6. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:

- a. The activity name and number as shown in IDIS;*
- b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;*
- c. The amount returned to line-of-credit or program account; and*
- d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.*

Not applicable. There were no prior period adjustments or disallowed expenditures.

7. Loans and other receivables

a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.

Not applicable. There were no float loans outstanding.

b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.

Not applicable. There were no float loans outstanding.

c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.

Not Applicable. There were no loans deferred or forgiven.



- d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.*

Not applicable. There were no loans deferred or forgiven.

- e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.*

Not Applicable. There were no parcels acquired or improved available for sale.

8. Lump sum agreements

- a. Provide the name of the financial institution.*
b. Provide the date the funds were deposited.
c. Provide the date the use of funds commenced.
d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

Not Applicable. There were no lump sum agreements.

9. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year

- a. Identify the type of program and number of projects/units completed for each program.*
b. Provide the total CDBG funds involved in the program.
c. Detail other public and private funds involved in the project.

The County's Owner-Occupied rehab is implemented by the Bucks County Redevelopment Authority. The objective of the program is to bring properties up to local code, while improving the quality of life for low/mod homeowners, keep their homeownership costs affordable, and help them stay in their homes. In **FY 2008**, the County switched program implementation from CDBG to HOME funding. Please refer to the HOME section.

10. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies

- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.*

Not Applicable. There were no HUD-approved neighborhood revitalization plans outstanding.

Attachment: Community development needs table

Attachment: Summary of commitments, expenditures and balance by program (PR03)

Attachment: Summary of specific annual objectives

Attachment: Housing needs table

ANTIPOVERTY STRATEGY

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

Bucks County continued to support and implement two-tier programs to prevent poverty and move those in poverty into self-sufficiency. Throughout this document, various initiatives implemented in **FY 2008** are identified and described. Some of these include activities supported by HOME, CDBG, ESG, and other funding (e.g., County's Housing Trust Fund).

Many of the initiatives are intended to create opportunity and a more supportive environment to prevent the germination of poverty conditions. These include improving the overall quality of the living environment, support services, and create housing and economic opportunities. The overall objective is to guide and support families to empower themselves and take control of their lives, so as to become independent, productive members of the community. Examples of initiatives include:

- Employment and Training Services
- TANF
- Headstart
- Financial Counseling
- Public Housing
- Housing Vouchers (Section 8)
- Housing Vouchers Local Preference
- First-Time Homebuyer Program
- Bridge/Transitional Program
- CHIP
- Job Creation

However, those struggling with mental or physical disabilities, substance addition and abuse problems have more intensive and extensive needs. Many require sustained long-term (or even life-time) supportive services as they can not live independently.

The County's Continuum of Care is made up of agencies representing a wide variety of populations at risk. The County's strategy is to work with all agencies to identify barriers and issues related to poverty and implement comprehensive programs that address all of the individual needs as opposed to just one problem.

As a result, the County's anti-poverty strategy involves the implementation of solutions involving housing, training, employment, and services to place to prevent persons from going into poverty or to move out of poverty into a path to self-sufficiency.



NON-HOMELESS SPECIAL NEEDS

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

Persons with special needs are the elderly and frail elderly, persons with severe mental illness, persons with disabilities, persons with addiction disorders, persons with HIV/AIDS and related diseases, families, single custodial parents and youth.

These groups are not necessarily at risk of becoming homeless but may require supportive housing and services. The income of these individuals are below the level of moderate-income (80 percent of Median Family Income) and, because of particular social, economic or health related circumstances, may have greater difficulty acquiring or maintaining affordable housing.

The greatest need expressed by all of the agencies the County works with, is insufficient funding for supportive services. Each agency has a large waiting list for needed services, and some subpopulations, have no services (e.g., counseling, treatment) available to them. Supportive housing funds are also a priority issue. Agencies providing these services state that there is a much greater need than what the existing funds allow them to assist.

The County collaborates with and supports several local organizations that carry out such activities. The County will continue to support these organizations. No significant changes have been made to the process. In **FY 2008**, the County provided funding for the rehabilitation of **10** group home facilities, serving **431** individuals.

Another area of need, relate to employment. The program provided funding to BARC to rehabilitate its production facility. A total of **98** individuals with severe mental disabilities work at the facility.

A third and final area, relates to the accessibility needs of persons with disabilities. A total of **\$245,845.15** were provided for **7** activities, which benefited and estimated **30,785** persons.

See Attachment Non-homeless Special Needs Table



SPECIFIC HOPWA OBJECTIVES

HOPWA funds are awarded to metropolitan areas with populations of 500,000 or more that have at least 1,500 AIDS cases, based on data from the Centers for Disease Control and Prevention (CDC). These funds can be used for housing assistance and related supportive services for persons with HIV/AIDS.

In the Philadelphia metropolitan area, the HOPWA funding administering agency is the City of Philadelphia, which is responsible for the application, implementation, and reporting of the grant. Bucks County has representation on the planning committee for this program. However, the County does not have final approval authority. Other than the activities listed for “Special Needs Populations Expenditures, Bucks County has not used CDBG funding to directly support the provision of services to persons with HIV/AIDS.

Bucks County has one facility serving persons with HIV/AIDS, located in New Hope Borough. The facility is operated by the Bucks County Family Services. The facility was originally established with program funding. From time to time, Family Services has requested CDBG funding to make improvements to the facility to ensure that it is up to code and the quality of its living environment. All of the funding requested has been approved. The County plans to continue supporting this facility.

