
MUNICIPALITY OF PENN HILLS, PA

Penn Hills Municipal Building, 102 Duff Road, Penn Hills, PA

FY 2017 CONSOLIDATED ANNUAL PERFORMANCE & EVALUATION REPORT (C.A.P.E.R.)

*For Submission to HUD for the
Community Development Block Grant Program*





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CR-00 - Executive Summary

In accordance with the Federal Regulations found in 24 CFR Part 570, the Municipality of Penn Hills, Pennsylvania has prepared this Consolidated Annual Performance and Evaluation Report (CAPER) for the period of July 1, 2017 through June 30, 2018. The CAPER reports and analyzes the progress the Municipality of Penn Hills made during the FY 2017 Program Year towards achieving the municipality's strategic plan goals through funding from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) Program. The projects/activities and accomplishments described in this CAPER principally benefit low- and moderate-income persons and the funding has been targeted to neighborhoods where there is the highest percentage of low- and moderate-income residents in the municipality. The following is the overall program narrative based on the FY 2017 Annual Action Plan. This CAPER covers the third year of the FY 2015-2019 Five Year Consolidated Plan.

Funds Received –

The Municipality of Penn Hills has received the following funds during the time period of July 1, 2017 through June 30, 2018:

	CDBG	Total
FY 2017 Entitlement Grants	\$ 625,978.00	\$ 625,978.00
Program Income	\$ 53,614.68	\$ 53,614.68
Total Funds Received:	\$ 679,592.68	\$ 679,592.68

This chart only includes funds received during July 1, 2017 through June 30, 2018. Any previous program year funds are not included.

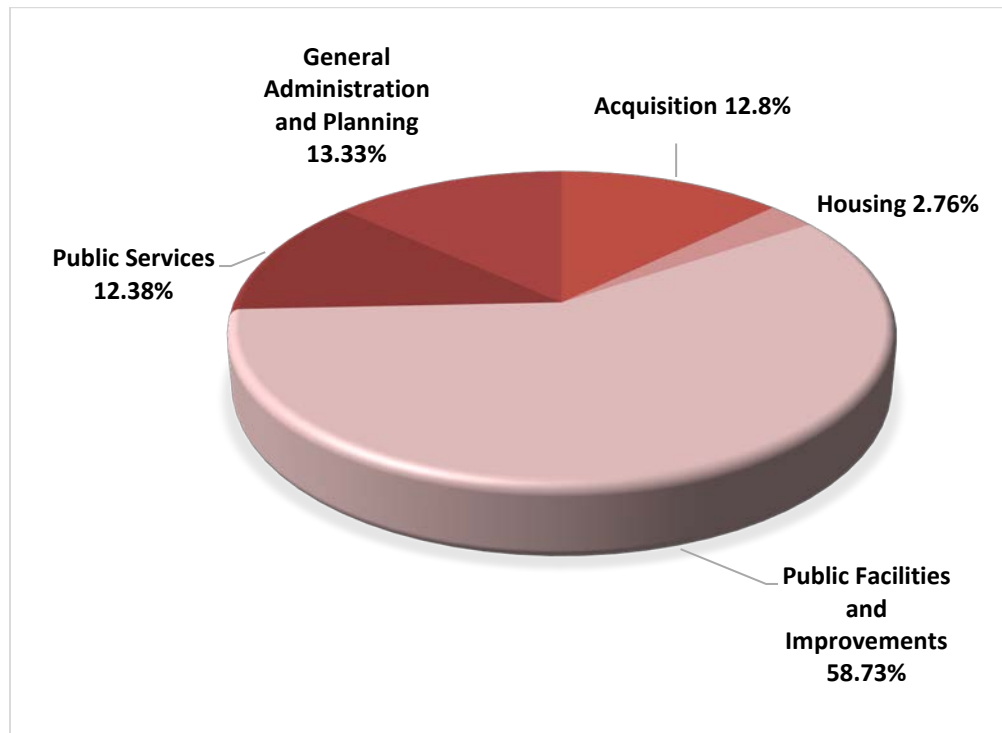
Funds Expended –

The funds shown in the following chart were expended during the time period of July 1, 2017 through June 30, 2018. These expenditures consist of current and previous program year funds that were drawn down during this CAPER period.

Funding Sources	Total Funds Expended
Community Development Block Grant (CDBG)	\$ 724,054.95
Total:	\$ 724,054.95



The CDBG expenditures by activity type are shown below.



Type of Activity	Expenditure	Percentage
Acquisition	\$ 92,704.53	12.80%
Housing	\$ 20,003.40	2.76%
Public Facilities and Improvements	\$ 425,225.43	58.73%
Public Services	\$ 89,606.75	12.38%
General Administration and Planning	\$ 96,514.84	13.33%
Total:	\$ 724,054.95	100.00%



Regulatory Caps –

The following statutory spending limitations have been calculated below.

Program Administration Expense Cap:

	CDBG
FY 2017 Entitlement Grant	\$ 625,978.00
FY 2017 Program Income	\$ 53,614.68
Administrative Cap Allowance	20%
Maximum Allowable Expenditures	\$ 135,918.53
Total Administration Obligations	\$ 96,514.84
Administrative Percentage:	14.20%

The Municipality of Penn Hills' CDBG administrative expenditures were \$96,514.84, which is 14.20% of total CDBG expenditures; below the 20% cap for CDBG administrative expenditures.

CDBG Public Service Activity Cap:

	CDBG
FY 2017 Entitlement Grant	\$ 625,978.00
Prior Year Program Income	\$ 37,058.67
Public Service Cap Allowable	15%
Maximum Allowable Expenditures	\$ 99,455.50
Total Public Services Funds Obligated	\$ 92,674.88
Public Service Percentage:	13.98%

The Municipality of Penn Hills expended and obligated \$92,674.88 in funds for public services, which was 13.98% of the allowable expenditures and under the 15% cap for public services.



Summary of Priority Goals and Expenditures:

The following six (6) priorities and goals/strategies were established in the FY 2015-2019 Consolidated Plan. The purpose of this report is to measure and analyze the progress made towards achieving these strategic plan goals during the FY 2016 program year.

1) HOUSING PRIORITY

There is a need to improve the quality of the housing stock in the community by increasing the amount of decent, safe, sound, and accessible housing for homeowners, renters, and homebuyers that is affordable to low- and moderate-income persons and families.

Goals/Strategies:

- **HS-1 Housing Rehabilitation** - Continue to provide financial assistance to low- and moderate-income homeowners to rehabilitate their existing owner-occupied housing.
- **HS-2 Rental Rehabilitation** – Provide financial assistance to landlords to rehabilitate housing units that are rented to low- and moderate-income tenants.
- **HS-3 Housing Construction** - Increase the supply of decent, safe, sound, and accessible housing that is affordable to owners and renters in the community through rehabilitation of vacant buildings and new construction.
- **HS-4 Fair Housing** - Promote fair housing choice through education, testing, and outreach in the community.
- **HS-5 Home Ownership** - Assist low- and moderate-income households to become homeowners by providing down payment assistance, closing cost assistance, and requiring housing counseling training.

2) HOMELESS PRIORITY

There is a need for housing and support services for homeless persons, and persons who are at-risk of becoming homeless.

Goals/Strategies:

- **HO-1 Continuum of Care** – Continue to support the Allegheny County Continuum of Care’s (CoC) efforts to provide emergency shelter, transitional housing, and permanent supportive housing to persons and families who are homeless or who are at risk of becoming homeless.
- **HO-2 Operation/Support** - Assist providers in the operation of housing and support services for the homeless and persons at-risk of becoming homeless through the partnership with the Continuum of Care.
- **HO-3 Prevention and Housing** – Continue to support the prevention of homelessness and programs for rapid rehousing, including the development of permanent supportive housing for homeless individuals and families through the partnership with the Continuum of Care.



3) OTHER SPECIAL NEEDS PRIORITY

There is a continuing need for affordable housing, services, and facilities for persons with special needs and the disabled.

Goals/Strategies:

- **SN-1 Housing** - Increase the supply of affordable, decent, safe, sound, and accessible housing for the elderly, persons with disabilities, and persons with other special needs through rehabilitation of existing buildings and new construction.
- **SN-2 Social Services** - Support social service programs and facilities for the elderly, persons with disabilities, and persons with other special needs.
- **SN-3 Accessibility** – Improve the accessibility of owner occupied housing through rehabilitation and improve renter occupied housing by making reasonable accommodations for the physically disabled.

4) COMMUNITY DEVELOPMENT PRIORITY

There is a need to improve the public and community facilities, infrastructure, public services, and the quality of life for all residents in the community.

Goals/Strategies:

- **CD-1 Community Facilities** - Improve the parks, recreational centers, trails, libraries, and all public and community facilities in the municipality.
- **CD-2 Infrastructure** - Improve the public infrastructure through rehabilitation, reconstruction, and new construction.
- **CD-3 Public Services** - Improve and increase public safety, municipal services, public transportation, and public service programs throughout the community.
- **CD-4 Accessibility** – Improve the physical accessibility of community facilities, infrastructure, and public buildings.
- **CD-5 Public Safety** - Improve the public safety facilities, equipment, and ability to respond to emergency situations.
- **CD-6 Code Enforcement** – Enforce the local codes and ordinances to bring buildings into compliance with the standards through systematic code enforcement.
- **CD-7 Clearance** – Remove and eliminate slum and blighting conditions through demolition of vacant, abandoned and dilapidated structures.
- **CD-8 Revitalization** – Promote neighborhood revitalization in strategic areas through acquisition, demolition, rehabilitation, code enforcement, infrastructure improvements, housing construction, public and community facilities improvements, etc.

5) ECONOMIC DEVELOPMENT PRIORITY

There is a need to increase employment, self-sufficiency, education, job training, technical assistance, and economic empowerment of low and moderate income residents in the community.



Goals/Strategies:

- **ED-1 Employment** - Support and encourage new job creation, job retention, employment, and job training services.
- **ED-2 Financial Assistance** - Support business and commercial growth through expansion and new development through technical assistance programs and low interest loans.
- **ED-3 Financial Incentives** – Support and encourage new economic development through local, state and Federal tax incentives and programs such as Tax Incremental Financing (TIP), tax abatements (LERTA), Enterprise Zones/Entitlement Communities, Section 108 Loan Guarantees, Economic Development Initiative (EDI) funds, etc.

6) ADMINISTRATION, PLANNING, AND MANAGEMENT PRIORITY

There is a continuing need for planning, administration, management, and oversight of Federal, state, and local funded programs.

Goal/Strategy:

- **AM-1 Overall Coordination** - Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.

FY 2017 CDBG Budget -

The chart below lists the FY 2017 CDBG activities that were funded:

Project Title/Description	2017 CDBG Funded	2017 CDBG Expenditures
Contingencies	\$ 0.00	\$ 0.00
YMCA Scholarship Program	\$ 9,718.00	\$ 9,718.00
Lincoln Park Community Center Food Pantry	\$ 12,633.00	\$ 8,624.00
Jefferson Manor Food Pantry	\$ 8,746.00	\$ 3,591.64
Western Penn Hills Community Action Beautification	\$ 19,436.00	\$ 19,436.00
Penn Hills Service Association	\$ 33,041.00	\$ 26,764.82
Penn Hills Service Association Roof	\$ 0.00	\$ 0.00



Neighborhood Stabilization Team	\$ 2,915.00	\$ 1,535.21
Single Family Rehabilitation Program	\$ 34,012.00	\$ 0.00
Senior Aid Rehabilitation	\$ 9,717.00	\$ 806.43
Senior Handrail Program	\$ 9,717.00	\$ 0.00
Townwide Demolition	\$ 104,094.00	\$ 9,704.53
Street Improvements	\$ 140,876.00	\$ 88,139.60
Sidewalk Improvements	\$ 0.00	\$ 0.00
Senior Service Center Improvements	\$ 56,331.37	\$ 0.00
William McKinley Center Improvements	\$ 79,436.00	\$ 5,841.53
Multi-Purpose Center Improvements	\$ 49,436.00	\$ 0.00
Lincoln Park Community Center Improvements	\$ 49,436.00	\$ 0.00
Senior Service Center Vehicles	\$ 9,425.44	\$ 0.00
Accessible Building Improvements	\$ 48,950.00	\$ 0.00
General Program Administration	\$ 87,461.00	\$ 53,413.08
Total:	\$ 765,380.81	\$ 227,574.84

The Municipality of Penn Hills spent \$227,574.84 of its \$679,592.68 FY 2017 CDBG allocation (\$625,978) and anticipated program income (\$53,614.68), which is 33.49% of the proposed FY 2017 CDBG budget. Additionally, during the 2017 CAPER period, the Municipality expended an additional \$496,480.11 in previous fiscal years' CDBG funds.

Substantial Amendment:

The Municipality of Penn Hills prepared the following amendments during this CAPER period.



July 2017 – A total of \$174,264.78 was reduced from the following projects: FY 2013 Project Sidewalk Improvements budget reduction of \$14,784.19 (cancelled project); FY 2013 LPCC Improvements budget reduction of \$50,000.00 (cancelled the project); and FY 2014 Project Sidewalk Improvements budget reduction of \$109,480.59 (cancelled the project). A total of \$174,264.78 was allocated into the following projects: FY 2014 Project Townwide Demolition budget increase of \$24,264.78; and FY 2014 Project Street Reconstruction budget increase of \$150,000.00.

July 2017 – A total of \$275,569.00 was reduced from the following projects: FY 2015 Project Sidewalk Improvements budget reduction of \$33,000.00 (cancelled project); FY 2016 Project Sidewalk Improvements budget reduction of \$42,500.00 (cancelled the project); and FY 2017 Project Sidewalk Improvements budget reduction of \$200,069.00 (cancelled the project). A total of \$275,569.00 was allocated into the following projects: FY 2015 Project Street Reconstruction budget increase of \$33,000.00; FY 2016 Project Street Reconstruction budget increase of \$42,500.00; FY 2017 Project Street Reconstruction budget increase of \$7,104.63; FY 2017 Project Townwide Demolition budget increase of \$36,069.00; FY 2017 Project Senior Service Center budget increase of \$36,895.37; FY 2017 William McKinley budget increase of \$60,000.00; FY 2017 Multi-Purpose Center budget increase of \$30,000.00; and FY 2017 LPCC Improvements budget increase of \$30,000.00.

October 2017 – FY 2014 Project Senior Service Center Improvements' budget of \$23,325.55 was reduced by \$12,500 to a new budget balance amount of \$10,825.55. The \$12,500 was allocated to FY 2014 Project General Program Administration to a new budget balance amount of \$15,841.11. FY 2013 Project Sidewalk Improvements was reduced by \$17,500 to a new budget amount of \$15,841.11. The \$17,500 was allocated to FY 2013 Project General Program Administration to a new budget balance of \$17,500.

November 2017 – FY 2015 Project Senior Service Center Improvements' 2015 budget of \$20,000 was reduced by \$5,000 to a new budget balance amount of \$15,000. The \$5,000 was allocated to FY 2015 Project Townwide Demolition to a new budget balance amount of \$5,000.



CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

This is the Municipality of Penn Hills' third year of the FY 2015-2019 Five Year Consolidated Plan and covers the time period from July 1, 2017 to June 30, 2018. The Consolidated Plan was created to address the housing, economic development, and community development needs of Penn Hills' residents. The CAPER reports and analyzes the actions and accomplishments the Municipality achieved in Program Year 2017.

The CDBG Program and activities outlined in the FY 2017 CAPER principally benefited low- and moderate-income persons and funding was targeted to neighborhoods where there was the highest percentage of low- and moderate-income residents.

The Municipality of Penn Hills, during this CAPER period, budgeted and expended CDBG funds on the following strategies:

- **Housing Priority – HS** - Budgeted \$34,012.00, expended \$0.00.
- **Homeless Priority – HO** - Budgeted \$0.00, expended \$0.00.
- **Other Special Needs Priority – SN** - Budgeted \$19,434.00, expended \$806.43.
- **Community Development Priority – CD** - Budgeted \$621,558.81, expended \$171,820.12.
- **Economic Development Priority – ED** - Budgeted \$0.00, expended \$0.00.
- **Administration, Planning, and Management Priority – AM** - Budgeted \$90,376.00, expended \$54,948.29.



Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
AM-1 Overall Coordination	Administration, Planning, and Management	Other	Other	5	4	80.0%	1	0	0.0%
CD-1 Community Facilities	Non-Housing Community Development	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	75,440	19,047	25.25%	17,440	7,414	42.51%
CD-1 Community Facilities	Non-Housing Community Development	Other	Other	0	4	-	-	-	-
CD-2 Infrastructure	Non-Housing Community Development	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	16,000	22,087	138.04%	8,600	6,055	70.41%
CD-3 Public Services	Non-Housing Community Development	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	20,349	19,527	95.96%	4,424	5,449	123.17%



CD-4 Accessibility	Non-Housing Community Development	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	17,440	21,740	124.66%	17,440	2,485	14.25%
CD-4 Accessibility	Non-Housing Community Development	Other	Other	3	0	0.00%	-	-	-
CD-5 Public Safety	Non-Housing Community Development	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0	-	-	-	-
CD-6 Code Enforcement	Non-Housing Community Development	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	0	0	-	-	-	-
CD-7 Clearance	Non-Housing Community Development	Buildings Demolished	Buildings	40	33	82.50%	8	6	75%
CD-8 Revitalization	Non-Housing Community Development	Other	Other	5	0	0.00%	-	-	-
ED-1 Employment	Non-Housing Community Development	Jobs created/retained	Jobs	0	0	-	-	-	-
ED-2 Financial Assistance	Non-Housing Community Development	Facade treatment/business building rehabilitation	Business	0	0	-	-	-	-
ED-2 Financial Assistance	Non-Housing Community	Businesses assisted	Businesses Assisted	0	0	-	-	-	-



	Development								
ED-3 Financial Incentives	Non-Housing Community Development	Businesses assisted	Businesses Assisted	0	0	-	-	-	-
HO-1 Continuum of Care	Homeless	Homeless Person Overnight Shelter	Persons Assisted	0	0	-	-	-	-
HO-1 Continuum of Care	Homeless	Homelessness Prevention	Persons Assisted	0	0	-	-	-	-
HO-2 Operation/Support	Homeless	Homeless Person Overnight Shelter	Persons Assisted	0	0	-	-	-	-
HO-2 Operation/Support	Homeless	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0	-	-	-	-
HO-3 Prevention and Housing	Homeless	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0	-	-	-	-
HO-3 Prevention and Housing	Homeless	Homelessness Prevention	Persons Assisted	0	0	-	-	-	-
HO-3 Prevention and Housing	Homeless	Housing for Homeless added	Household Housing Unit	0	0	-	-	-	-
HS-1 Housing Rehabilitation	Affordable Housing	Homeowner Housing Rehabilitated	Household Housing Unit	25	7	28.00%	5	0	0.00%
HS-2 Rental Rehabilitation	Affordable Housing	Rental units rehabilitated	Household Housing Unit	0	0	-	-	-	-
HS-3 Housing Construction	Affordable Housing	Rental units constructed	Household Housing	0	0	-	-	-	-



			Unit						
HS-3 Housing Construction	Affordable Housing	Homeowner Housing Added	Household Housing Unit	0	0	-	-	-	-
HS-4 Fair Housing	Affordable Housing	Other	Other	3	0	0.00%	-	-	-
HS-5 Home Ownership	Affordable Housing	Direct Financial Assistance to Homebuyers	Households Assisted	6	0	0.00%	-	-	-
SN-1 Housing	Non-Homeless Special Needs	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	-	-	-	-
SN-1 Housing	Non-Homeless Special Needs	Housing for People with HIV/AIDS added	Household Housing Unit	0	0	-	-	-	-
SN-2 Social Services	Non-Homeless Special Needs	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0	-	-	-	-
SN-3 Accessibility	Non-Homeless Special Needs	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	-	35	0	0.00%
SN-3 Accessibility	Non-Homeless Special Needs	Homeowner Housing Rehabilitated	Household Housing Unit	130	87	66.92%	0	32	-

Table 1 - Accomplishments – Program Year & Strategic Plan to Date



Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The following were the FY 2017 CDBG activities undertaken during the 2017 program year that addressed the needs identified in the FY 2015-2019 Consolidated Plan's List of Strategic Initiative Goals and Objectives:

HOUSING PRIORITY

Goals/Strategies:

HS-1 Housing Rehabilitation - Continue to provide financial assistance to low- and moderate-income homeowners to rehabilitate their existing owner-occupied housing. The Municipality created the following FY 2017 Project to address the need:

- **CD-17-09 - Single Family Rehabilitation Program:** This activity provided funding for rehabilitation loans for up to \$15,000 at 0 or 6% to low and moderate income home owners for the rehabilitation of their single-family home.

The Municipality of Penn Hills proposed to rehabilitate five (5) housing units during this CAPER period but instead rehabilitated eleven (11) housing units using previous years' funds. This project is not yet complete and will be completed during the FY 2018 Program Year.

OTHER SPECIAL NEEDS PRIORITY

Goals/Strategies:

SN-3 Accessibility – Improve the accessibility of owner occupied housing through rehabilitation and improve renter occupied housing by making reasonable accommodations for the physically disabled. The Municipality created the following FY 2017 Project to address the need:

- **CD-17-10 - Senior Aid Rehabilitation:** This activity provided \$1,000 grants to low income senior citizens to assist them with improvements to their homes, making them safer and accessible. Funds from this activity were used to provide handrails, grab bars, electrical service upgrades, and other construction services.
- **CD-17-11 - Senior Handrail Program:** Funds from this activity were used to install handrails and grab bars in the homes of low income senior citizens to improve safety and allow them to remain in their homes longer.

The Municipality of Penn Hills proposed to rehabilitate thirty-five (35) housing units during this CAPER period and rehabilitated forty-four (44) housing units using previous years' funds. This project is not yet complete and will be completed during the FY 2018 Program Year.



COMMUNITY DEVELOPMENT PRIORITY

Goals/Strategies:

CD-1 Community Facilities - Improve the parks, recreational centers, trails, libraries, and all public and community facilities in the municipality. The Municipality created the following FY 2017 Project to address the need:

- **CD-17-14 - Senior Service Center Improvements:** Funds from this activity were used to provide improvements to the Senior Service Center. Improvements this year include an upgrade of the existing fire alarm system and installation of a new generator.
- **CD-17-15 - William McKinley Center Improvements:** The William McKinley Center provides residents of the Verona Hill Top area with a variety of services. CDBG funds will be used to make improvements to the interior of the building in order to meet the Uniform Federal Accessibility Standards.
- **CD-17-16 - Multi-Purpose Center Improvements:** CDBG funds will be used for Uniform Federal Accessibility Standards improvements to the interior and exterior of the building.
- **CD-17-17 – Lincoln Park Community Center Improvements:** CDBG funds will be used to make improvements to the electrical upgrades that are necessary to support the future heating, cooling, and ventilation upgrades, as well as Uniform Federal Accessibility Standards improvements to the exterior and interior of the building. In addition, CDBG funds will be used to replace existing windows, doors, and equipment for the food pantry.

The Municipality of Penn Hills proposed to improve four (4) public facilities during this CAPER period and expended funds from FYs 2014, 2015, 2016, and 2017 to improve the Senior Service Center, William McKinley Center, Multi-Purpose Center, and Lincoln Park Community Center. The projects proposed to assist 3,000 persons and benefitted 6,887 persons. This project is ongoing and will continue in FY 2018.

CD-2 Infrastructure - Improve the public infrastructure through rehabilitation, reconstruction, and new construction.

- **CD-17-01 - Contingencies:** Program regulations allow for a portion of annual CD budgets to be set aside for contingencies and local options. These funds were used to supplement the remaining projects when necessary. They were also available to Council to fund a project during the program year should an unforeseen situation have developed.
- **CD-17-21 - Street Improvements:** Funds from this activity will be used to reconstruct streets in low income areas of Penn Hills from curb to curb.



Contingency funds were allocated to CD-17-21 Street Improvements and were used for public infrastructure improvements in the Municipality of Penn Hills. The Municipality of Penn Hills proposed to assist 4,600 persons with Street Improvements and Sidewalk Improvements. The Municipality expended FY 2017, as well as previous year CDBG funds, on the projects to benefit 10,057 persons. The Municipality will continue these projects in FY 2018.

CD-3 Public Services - Improve and increase public safety, municipal services, public transportation, and public service programs throughout the community.

- **CD-17-02 - YMCA Scholarship Program:** CDBG funds will be used to assist youth from low- and moderate-income households with tuition assistance for participation in YMCA programs that they couldn't otherwise afford to attend. These programs include after school day care and summer camp. None of the funds are expended on recreation programs.
- **CD-17-03 - Lincoln Park Community Center Food Pantry:** CDBG funds will be awarded to the Lincoln CDBG Park Community Center Food Pantry to provide low- and moderate-income households of the Lincoln Park area with food and a variety of other services.
- **CD-17-04 - Jefferson Manor Food Pantry:** CDBG funds will be used to provide food and other items to the low-income residents of the Jefferson Manor. All of the residents at Jefferson Manor are low-income senior citizens.
- **CD-17-05 - Western Penn Hills Community Action Beautification:** CDBG funds will be used to hire low-income youth to clean up areas that are littered with debris, clear vacant lots, and provide workshops to train them for entry into the workforce. This is not to be confused with a typical jobs creation program. The intent is to eliminate slums and blight and to employ low-income youth.
- **CD-17-07 - Penn Hills Service Association:** CDBG funds will be awarded to the Penn Hills Service Association to provide food, clothing, and medical supplies to low-income residents and families.

The Municipality of Penn Hills proposed to assist 4,424 persons with Public Service Projects. The Municipality expended FY 2017, as well as previous year CDBG funds, on the projects to benefit 5,449 persons. The Municipality will continue these projects in FY 2018.

CD-4 Accessibility – Improve the physical accessibility of community facilities, infrastructure, and public buildings.

- **CD-17-18 - Accessible Building Improvements:** CDBG funds will be used to make accessibility improvements to the following Municipality owned buildings: the Penn Hills Municipality Building, the McKinley Community Center, the Senior Citizens Center, the Penn Hills Multi-Purpose Center, and the Lincoln Park Community Center.



The Municipality of Penn Hills proposed to improve three (3) public facilities during this CAPER period and expended funds from previous years to make accessibility improvements to the Penn Hills Municipal Building, the McKinley Community Center, the Penn Hills Multi-Purpose Center, and the Lincoln Park Community Center. This project is ongoing and will continue through FY 2018.

CD-7 Clearance – Remove and eliminate slum and blighting conditions through demolition of vacant, abandoned and dilapidated structures.

- **CD-17-12 - Townwide Demolition:** CDBG funds were used to demolish unsafe structures that are not suitable for rehabilitation or renovation.

The Municipality of Penn Hills proposed to demolish eight (8) housing units during this CAPER period and demolished thirty-six (36) housing units using mostly previous years' funds. This activity is ongoing and will continue in FY 2018.

ADMINISTRATION, PLANNING, AND MANAGEMENT PRIORITY

Goal/Strategy:

AM-1 Overall Coordination - Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing, and compliance with all Federal, state, and local laws and regulations. The Municipality created the following FY 2017 Project to address the need.

- **CD-17-08 - Neighborhood Stabilization Team:** The Neighborhood Stabilization Team is a group of stakeholders that worked together to stabilize the neighborhood. PNCIS from the University of Pittsburgh University Center for Social and Urban Research worked closely with various neighborhoods throughout the greater region to study foreclosures, at risk neighborhoods, property values, at risk banking practices, predatory lending and blight. The Municipality used their assistance and guidance to study and develop a plan to stabilize this and other neighborhoods in Penn Hills. The area benefits were improved access and availability of safe, decent, suitable and affordable housing.
- **CD-17-19 - General Program Administration:** Funds from this activity were used to pay for the administration of the CDBG program including office supplies, education, vehicle expenses, and salaries.

The Municipality of Penn Hills proposed to assist two (2) organizations and assisted two (2) organizations during the FY 2017 Program Year.



CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).
91.520(a)

	CDBG
White	5,439
Black or African American	7,180
Asian	36
American Indian or American Native	6
Native Hawaiian or Other Pacific Islander	8
American Indian/Alaskan Native & White	2
Other mutli-racial	778
Total:	13,449
Hispanic	101
Not Hispanic	13,348

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The Municipality of Penn Hills’ programs benefitted 5,439 (40.44%) White households, 7,180 (53.39%) Black or African American households, 36 (0.27%) Asian households, 6 (0.04%) American Indian or American Native households, 8 (0.06%) Native Hawaiian or Other Pacific Islander households, and 2 (0.01%) American Indian/Alaskan Native and White households. Additionally, 101 beneficiary households (0.75%) were Hispanic and 13,348 beneficiary households (99.25%) were not Hispanic.



CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Year	Amount Committed During Program Year	Amount Expended During Program Year
CDBG	FY 2017	\$ 679,592.68	\$ 227,574.84
CDBG	Previous	\$ 779,739.85	\$ 496,480.11
TOTAL		\$ 1,459,332.53	\$ 724,054.95

Table 3 – Resources Made Available

Narrative

The Municipality of Penn Hills received the following grant amounts during the time period of July 1, 2017 through June 30, 2018:

- CDBG Allocation - \$625,978.00
 - CDBG Program Income - \$53,614.68
- Total Funds Received - \$679,592.68**

Under the FY 2017 Program Year, the Municipality of Penn Hills received the above amounts of Federal Entitlement Grants. These funds were made available to the Municipality after September 22, 2017 when the HUD Field Office Director, Ms. Jane E. Miller, signed the FY 2017 CDBG Grant Agreement.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Community Wide	100%	100%	The Municipality of Penn Hills funded 18 projects during this CAPER period in this Target Area.

Table 4 – Identify the geographic distribution and location of investments

Narrative

The following guidelines were utilized by the Municipality to allocate CDBG funds throughout the Municipality:

- The Public Facilities Improvements activities were either located in a low- and moderate-income census area or had a low- and moderate-income service area benefit or clientele.
- The Single-Family Rehabilitation Program has an income eligibility criterion; funds were restricted to benefit low- and moderate-income households in the Municipality.



- The Public Services activities were for social service organizations serving low- and moderate-income clients.

The Municipality of Penn Hills had a low/mod public benefit ratio of 85.23% during the program year. The Municipality allocated its CDBG funds to those geographic areas where over 51% of the population was comprised of low- and moderate-income individuals. Activities under the FY 2017 CDBG Program were targeted in areas with the highest percentages of low- to moderate-income and minority persons in the Municipality.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The Municipality of Penn Hills received a HOME allocation from the Allegheny County HOME Consortium in the amount of \$79,524, which includes a \$71,571 HOME project allocation and \$7,953 in HOME Administration. The Municipality did not expend any FY 2017 HOME funds during the CAPER period but did expend FY 2015 HOME funds in the amount of \$57,208 through its Homebuyer Assistance Program.

The Allegheny County Housing Authority (ACHA) received funds for the Section 8 Housing Choice Voucher and Public Housing Capital funds to correct physical and management deficiencies in the public housing developments to achieve efficiency and economy. ACHA received a Capital funds allocation for 2017 in the amount of \$3,377,000. These funds were spent on management improvements, administration, fees and costs, site improvements, dwelling structures, relocation, and collectivization of debt services. However, none of these physical improvement funds were spent directly in the Municipality of Penn Hills.

Homeless assistance providers serving the City also received funds through the McKinney Continuum of Care Grant in order to provide administrative oversight in the development and provision of housing for the homeless. In addition, these organizations also provided supportive services through the use of McKinney funds. The providers worked cooperatively through the Allegheny County Homeless Alliance Continuum of Care (which includes the County, Penn Hills, McKeesport, and Pittsburgh). The Homeless Alliance's role included the formulation and monitoring of goals and action steps, the identification and analysis of unmet needs, the determination of regional priorities, and the review and ranking of all regional projects submitted for McKinney-Vento funds under the CoC. The CoC received \$17,804,312.00 from its FY 2017 SuperNOFA Application.



CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	5	11
Number of special-needs households to be provided affordable housing units	35	44
Total	40	55

Table 5- Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	40	55
Number of households supported through the acquisition of existing units	0	0
Total	40	55

Table 6 - Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

During the FY 2017 CDBG Program Year, the Municipality of Penn Hills did not have any projects that were dedicated to addressing homeless needs. Due to limited resources, the Municipality did not fund any rental assistance, production of new units, or acquisition of existing units activities. Through the Municipality's Single Family Rehabilitation Program eleven (11) units were rehabilitated. This exceeds the Municipality's goal of five (5) units. Through the Municipality's Senior Aid Rehabilitation Program sixteen (16) senior units were rehabilitated and twenty-eight (28) senior units were assisted with handrails through the Senior Handrail Program. This exceeds the Municipality's goal of thirty-five (35) units. The difference is based on the timing of project completion using previous years' CDBG funds and the completion of units that were expected to be completed during the FY 2016 CAPER period.



Discuss how these outcomes will impact future annual action plans.

The Municipality of Penn Hills continued to work toward achieving its goal of providing decent, safe, sound, and affordable housing for its low- and moderate-income residents. The Municipality did not see the need to change its estimated future accomplishments. It is expected that over the long term the estimated accomplishments will equal the actual accomplishments.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual
Extremely Low-income	6
Low-income	24
Moderate-income	2
Total	32

Table 7 – Number of Persons Served

Narrative Information

During this CAPER period, the Municipality of Penn Hills used its CDBG funds to assist 32 households; all (100%) of the beneficiary households were Low-Income.

The Municipality of Penn Hills provided CDBG and HOME funds to develop or rehabilitate housing in the Municipality. The results are from the activities funded in FY 2017 CAPER period as required in HUD Table 2-A:

- **Rehabilitation of existing owner-occupied units** - FY 2017 = 11 existing units; and Five Year Total = 18 existing units
- **Rehabilitation of existing owner-occupied senior housing** - FY 2017 = 44 existing units; and Five Year Total = 99 existing units
- **Housing Unit Demolitions** - FY 2017 = 36 housing units; and Five Year Total = 63 housing units

Section 215 Affordable Housing

The Municipality of Penn Hills did not participate in any Section 215 Affordable Housing activities during the FY 2017 Program Year.



Addressing Worst Case Housing

During this CAPER period Penn Hills funded two activities that assisted seniors and the disabled:

- **CD-17-10 - Senior Aid Rehabilitation:** This activity provided \$1,000 grants to low income senior citizens to assist them with improvements to their homes, making them safer and accessible. Funds from this activity were used to provide handrails, grab bars, electrical service upgrades, and other construction services.
- **CD-17-11 - Senior Handrail Program:** Funds from this activity were used to install handrails and grab bars in the homes of low income senior citizens to improve safety and allow them to remain in their homes longer.

During this CAPER period, Penn Hills demolished 36 structures.



CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through: Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Municipality of Penn Hills is part of the Pittsburgh/McKeesport/Penn Hills/Allegheny County Continuum of Care (CoC). This is a regional initiative staffed by the Allegheny County Department of Human Services (DHS). As a member of the Continuum of Care, the Municipality of Penn Hills supports the efforts of the regional Continuum of Care.

The chart below illustrates a Point-In-Time Survey taken of the homeless population by the Continuum of Care and the Allegheny County Department of Human Services on January 31, 2018. The Point-In-Time Survey was performed at the following locations: hospitals, soup kitchens, day programs, street outreach, shelters, transitional housing of various types, and permanent housing which addresses the needs of the homeless.

Unsheltered:

- Individuals – 56
- Persons in Families with Children – 0
- **Total – 56**

Transitional Housing:

- Individuals – 124
- Persons in Families with Children – 22
- **Total – 146**

Safe Haven:

- Individuals – 6
- Persons in Families with Children – 0
- **Total – 6**

Emergency Shelter:

- Individuals – 323
- Persons in Families with Children – 252
- **Total - 575**

During this CAPER period, homeless organizations located in the Municipality did not receive any County ESG funds.



Addressing the emergency shelter and transitional housing needs of homeless persons

Specific to Penn Hills, it appears that the services and housing options provided by the County are addressing the homeless needs in the municipality.

There is a need for more transitional and permanent supportive housing. The CoC is short beds for the street population and those that are in shelters. In addition, the CoC is striving to move towards Rapid Re-Housing. As a result, the CoC has reduced the number of Transitional Housing projects in this Housing Inventory County (HIC), which impacts the PIT. DHS still believes there is a place and a need for transitional housing, particularly for people returning from prison and health care facilities, youth aging out of foster care, and people getting back on their feet after a crisis. DHS' transitional housing program has reported good success rates as a result of transitional housing. The time limit for emergency shelter stay is a maximum of 60 days, whereas the limit for transitional housing can be up to two (2) years. DHS continued its efforts to reduce the maximum length of stay for transitional housing.

To better serve clients with the highest needs and longest length of homelessness, the CoC has adopted the HUD CPD 14-012 Notice "Prioritizing Persons Experiencing Chronic Homelessness in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status." The implementation of this prioritization at Coordinated Entry (CE) has resulted in the need for the CoC to increase dedicated beds to end chronic homelessness. Projects with high barriers are required to decrease barriers and adopt a housing first model to support and serve vulnerable individuals and families. Additionally, projects awarded in previous years have opted to increase dedicated chronic homeless beds. New PSH projects are dedicated solely to chronic homeless. Together these strategies have increased the CoC's total dedicated Chronic Homeless beds.

The Allegheny County Department of Human Services has a policy to never leave a child on the street or unsheltered for the night. In order to fill this need, they use funds for overflow shelter, such as extended stay hotels. The CoC typically has about 3-6 families at a time in hotels, and will provide the rooms until a shelter or transitional housing unit opens. The CoC has taken concrete steps to rapidly house families with children within 30 days. The Coordinated Entry system ensures only those with no other resources access the system and uses the Vulnerability Index - Service Prioritization Decision Assistance Tool (VISPDAT) to identify families and refer them to Rapid Re-Housing or Permanent Supportive Housing, as appropriate. Once in the shelter work begins immediately with families through the shelter case managers and homeless services and supports coordinators. The Coordinated Entry system is adding an additional staff to expedite and facilitate the referral process for families from Emergency Shelter to Rapid Re-Housing or Permanent Housing quickly. CoC is working jointly with ESG to utilize Rapid Re-Housing resources and to increase the number of Rapid Re-Housing through the reallocation of Transitional Housing in 2017 NOFA. CoC has also adopted a housing first approach across the CoC. Rapid Re-Housing providers maintain lists of landlords/units willing to participate in Rapid Re-Housing and continue to engage new landlords on an ongoing basis which is a key strategy to Rapid Re-Housing. CoC has committed child welfare funding to programs serving families so they can rapidly move from Emergency Shelter to Rapid Re-Housing or Permanent Housing within 30 days.



There is a severe cold weather shelter for single men and women that operates from November 15th until March 15th each year. There are typically 100 people in the cold weather shelter at any given time. The CoC is also thinking about starting a “wet” shelter, where people are able to come in out of severe weather even if they are under the influence of drugs and/or alcohol and plan to continue to use that night. The CoC believes this is necessary because on the day/night of the Point In Time Count, when the weather was severe enough for the cold weather shelter to open, there were still 56 unsheltered people on the street.

The priority homeless needs in the CoC are as follows:

- **Emergency Shelters Family beds** – low priority; individual beds – medium priority
- **Transitional Housing Family beds** – low priority; individual beds – medium priority
- **Permanent Supportive Housing Family beds** – medium priority; individual beds – medium priority
- **Safe Haven Family beds** – low priority; individual beds – medium priority

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Continuum of Care has recently shifted their focus to increase the number of permanent housing units to address unmet needs in the community. In the past year, new beds were added for families, individuals, and larger families.

The CoC’s ten-year plan includes a comprehensive approach to ending chronic homelessness. Over the past several years, the CoC has effectively increased the number of permanent housing beds available to the chronic homeless, with more beds planned to be available in the coming years. Persons who are chronically homeless and housed in permanent housing are also connected with available public services in order to stabilize income and increase access to mental health, drug, and alcohol support services. The total number of chronically homeless people decreased in the past year. Street Outreach teams meet regularly to discuss and compare location, case conference on specific clients and to track clients. These meetings occur at least monthly but more frequently when specific issues surface (e.g. street sweeps). Inputting into HMIS has enabled the CoC to better track chronic homeless status.

The CoC has worked with the Veterans Administration (VA) and Veteran’s Leadership Program (VLP) since 1984 to reach out to veterans, provide housing, and to prevent homelessness. As a result, there are numerous beds available for homeless veterans. Efforts are made to also provide services to assist veterans in finding permanent housing. The Coordinated Entry (CE) system incorporates VA funded programs, including Grant per Diem, VASH, Supportive Services for Veteran Families (SSVF) and some



private funded programs for veterans, so that veterans who call Coordinated Entry can still be referred to VA funded services. CE staff also ask each veteran their discharge status and try to direct those who are eligible for VA services to access VA services. If the veteran cannot or will not call the VA for housing or homeless resources, CE staff will refer to the CoC funded system. The VA and the CoC regularly meet to share information on available resources. VA staff also go directly to shelters, drop in centers and participate in street rounds to identify and engage veterans who are eligible for VA funded services. VA is a member of Homeless Advisory Board (HAB).

The CoC has several service providers to assist homeless youth by connecting them to employment training and other public benefits in order to stabilize and break the cycle of homelessness. Multiple youth service providers are a part of and inform the work of the CoC. Further, the Unaccompanied Youth Task Force meets monthly to identify gaps in the availability of youth services, plan new services, forge connections among existing services, and improve quality of services. Through the efforts of this Task Force, an annual YOUth Count survey is administered each summer, seeking to identify all youth in the County who are unstably housed. In 2017, over 35 agencies engaged in the YOUth Count, including homeless providers, youth service providers, street outreach teams, and community organizations (i.e. libraries, churches and employment centers). The survey is designed so that counts can be compared to the annual PIT results for homeless youth, in addition to also identifying youth who are more broadly unstable, such as those who are doubled-up or staying in an unsafe location.

The CoC has a long-term goal of increasing the number of homeless moving from transitional housing to permanent housing. In order to achieve this objective, the CoC meets regularly with providers to monitor and review their progress. The CoC also works toward strengthening relationships with affordable housing providers (such as housing authorities) to assist a consumer to transition into permanent housing. Effective services and support while in transitional housing are critical to the effective move into permanent housing.

The CoC also has a goal of maintaining or increasing the percentage of participants remaining in permanent housing for at least six months. In order to meet this objective, the CoC holds regular sessions with providers to discuss best practices to engage consumers in permanent housing, and trouble shoot as necessary. Individuals and families residing in permanent housing facilities are taught life skills in order to improve the likelihood that they will successfully retain housing and not become homeless again.

The Municipality and the Continuum of Care Organization have adopted the following strategy to prevent homeless for individuals and families with children who are at imminent risk of becoming homeless:

- Identify any barriers to accessing housing.
- Prevent homelessness through effective discharge planning for youth exiting the child services system.
- Expand children and youth use of transitional living programs and supervised independent living programs to prevent homeless youth leaving the foster care system.



- Support the Pittsburgh Community Reinvestment Group through its foreclosure and client services program.
- Support housing counseling services.
- Support employment and training programs.
- Support utility company funds to provide emergency aid.

Allegheny County Department of Human Services, through its service providers, will implement the following strategies for helping extremely low- and low-income individuals and families who are at imminent risk of becoming homeless:

- Provide support to prevent evictions, or move the family to a more affordable housing unit if necessary.
- Provide financial literacy programs to educate the homeowners or renters.
- Provide family case management, life skills training, and job training.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The Continuum of Care has outlined its discharge policy for assisting persons aging out of foster care, and being released from health care facilities, mental health facilities, and correctional facilities.

Foster Care:

The CoC has adopted a process to transition youth from the foster care system. This process includes life skills classes and housing options. The Housing Authority works with Children Youth and Families (CYF) to transition some youth into their system and with is working with the Allegheny County Housing Authority to designate vouchers for families. CYF provides housing for youth who choose to remain in CYF until the age of 21 and seek additional education. Transitional housing programs have been established for those who may become homeless. These programs include strong employment and training support, as well as connections to other useful services.

Health Care:

The Health Committee and Mercy's Operational Safety Net (OSN) have developed and implemented a protocol between the major hospitals to identify homeless consumers, share information between entities, and coordinate the discharge plan. When a hospital identifies a homeless person upon discharge, it contacts OSN to transition the person to appropriate housing.



Mental Health:

The Office of Behavioral Health (OBH) has developed and implemented a housing plan to ensure consumers discharged from mental health facilities are placed in appropriate housing. This plan utilizes public housing, private units, and personal care homes. OBH received a grant from the Department of Justice to train police on mental health procedures and issues. This program has successfully diverted persons from the jail to the Central Recovery Center which appropriately addresses their needs. OBH has partnered with the CoC to provide services to homeless consumers within the CoC housing network and provide matching supportive service funds for these consumers in many of the OBH programs.

Corrections:

As a partner in the CoC, the Allegheny County Jail Collaborative (ACJC) is involved in addressing homelessness of persons discharged from jail. ACJC has developed a strategic plan to reduce recidivism, promote stable housing, and increase employment opportunities for those released from jail. ACJC has received grants to fund fulltime caseworkers to work with inmates in advance of their release date to secure employment, housing, and other services. Additionally, the jail has a database of local affordable housing providers and landlords to assist inmates. ACJC also runs a renter program for inmates. Upon completion of the program, inmates receive a certificate to show landlords. Additional programs to ease the transition out of correctional facilities include a program to reunite inmates with families living in units owned by the Allegheny County Housing Authority, transitional housing units, and employment training and rental assistance through Goodwill Harbor.



CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

Each year, the Allegheny County Housing Authority (ACHA) receives an allocation from HUD under the Capital Fund Program for the development, financing, and modernization of public housing developments and for management improvements. ACHA received a FY 2017 Capital funds allocation in the amount of \$3,377,000. These funds were spent on management improvements, administration, fees and costs, site improvements, dwelling structures, relocation, and collectivization of debt services. None of these funds were spent directly in Penn Hills as there are not any public housing units located in the municipality.

The Allegheny County Housing Authority also manages one Low Income Housing Tax Credit development and one affordable elderly housing community (not public housing) in Penn Hills.

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

The Allegheny County Housing Authority (ACHA) encouraged resident participation in management decisions through the Resident Advisory Board (RAB) Meetings. These meetings offered an opportunity for residents to comment on the needs in the Public Housing Communities and to voice concerns regarding the communities in which they live.

Actions taken to provide assistance to troubled PHAs

The Allegheny County Housing Authority is not designated as "troubled" by HUD and is considered to be a "High Performer" according to HUD guidelines and standards.



CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The Municipality of Penn Hills entered into a five (5) year Voluntary Compliance Agreement (VCA) with HUD on June 15, 2015. As part of the agreement, the Municipality agreed to work to address handicap accessibility issues and to work to bring public buildings and facilities into compliance with Section 504 of the Rehabilitation Act. According to the Quarterly VCA Accessibility Reports, during the FY 2017 CAPER period, the Municipality of Penn Hills accomplished the following actions:

Quarter 3, 2017 – During the 3rd Quarter of 2017, \$63,645.32 was expended on exterior UFAS improvements at various buildings. The Multi-Purpose Center UFAS improvements project was completed. The Lincoln Park Community Center Exterior UFAS project was underway.

Quarter 4, 2017 – During the 4th Quarter of 2017, \$32,671.27 was expended on exterior UFAS improvements at various buildings. The exterior Lincoln Park Community Center UFAS improvements project was completed and the William McKinley Parking lot was re-graded, reconstructed, and striped.

Quarter 1, 2018 – During the 1st Quarter of 2018, \$4,232.25 was expended on engineering and design for interior UFAS improvements at the designated buildings. The exterior improvements were completed and interior renovations were prepared.

Quarter 2, 2018 – During the 2nd Quarter of 2018, \$5,297.65 was expended on engineering and design for interior UFAS improvements the designated buildings. The exterior improvements were completed and interior renovations were prepared.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

During this Program Year the Municipality funded the following activities:

- **CD-17-02 - YMCA Scholarship Program:** Funds from this activity were used to assist youth from low to moderate income households with tuition assistance for participation in YMCA programs that they couldn't otherwise have afforded to attend. These programs included after school day care and a summer camp. For FY 2017 \$9,718 was allocated and \$9,718 was expended.
- **CD-17-03 - Lincoln Park Community Center Food Pantry:** The Lincoln Park Community Center Food Pantry provided low and moderate income households of the Lincoln Park area with food and a variety of other services. For FY 2017 \$12,633 was allocated and \$8,624.04 was expended.
- **CD-17-04 - Jefferson Manor Food Pantry:** Funds from this activity were used to provide food and other items to the low-income residents of the Jefferson manor. All of the residents at



Jefferson Manor are low income senior citizens. For FY 2017 \$8,746 was allocated and \$3,591.64 was expended.

- **CD-17-05 - Western Penn Hills Community Action Beautification:** Funds from this activity were used to hire low income youths to clean up areas that were littered with debris, clear vacant lots, and provide workshops to train them for entry into the workforce. This is not to be confused with a typical jobs creation program. The intent was to eliminate slums and blight and to employ low income youths. For FY 2017 \$19,436 was allocated and \$19,436 was expended.
- **CD-17-07 - Penn Hills Service Association:** The Penn Hills Service Association provided services to low income residents of Penn Hills. Funds from this activity provided food, clothing, and medical supplies to low income residents and families. For FY 2017 \$33,041 was allocated and \$26,764.82 was expended.
- **CD-17-08 - Neighborhood Stabilization Team:** The Neighborhood Stabilization Team is a group of stakeholders that worked together to stabilize the neighborhood. PNCIS from the University of Pittsburgh University Center for Social and Urban Research worked closely with various neighborhoods throughout the greater region to study foreclosures, at risk neighborhoods, property values, at risk banking practices, predatory lending and blight. The Municipality used their assistance and guidance to study and develop a plan to stabilize this and other neighborhoods in Penn Hills. The area benefits were improved access and availability of safe, decent, suitable and affordable housing. For FY 2017 \$2,915 was allocated and \$ 1,535.21 was expended.

Additionally, the Municipality coordinated with local service providers to limit the duplication of services in Penn Hills and to increase efficiencies by encouraging collaborative efforts between providers. This originated from the need to provide additional services in the current environment of funding reductions.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

During the CAPER period, the Municipality of Penn Hills evaluated homes for lead based paint and reduced the occurrence of lead based paint hazards through its Single-Family Rehab Program. The Single-Family Rehab Program approved contractors were required to be certified in lead based paint abatement procedures and were required to follow proper procedures should the contractor encounter lead based paint instances. The Penn Hills Housing Coordinator was trained and certified in the elimination of lead based paint hazards, as well. The Municipality did not require a lead based paint inspection as part of the building permit procedures but all rehab loan recipients receiving funding over \$2,500 for interior renovations were required to have their home inspected for lead based paint hazards and were required to have the paint hazard abated as a condition of receiving a loan. The Municipality paid for the LBP testing; however, the loan recipient was required to pay for the abatement as a part of the rehabilitation project. For FY 2017, none (0) of the single-family rehab activities warranted LBP inspection and remediation.



Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

According to the U.S. Census 2012-2016 ACS Five-Year Estimates, approximately 11.1% of the Municipality of Penn Hills residents live in poverty, which is lower than Allegheny County where 12.7% of residents live in poverty, and lower than the Commonwealth of Pennsylvania where 13.3% of residents live in poverty. Female-headed households with children are particularly affected by poverty at 36.7%, and 21.1% of all youth under the age of 18 were living in poverty. The Municipality's goal is to reduce the extent of poverty by actions the Municipality can control and through work with other agencies/organizations.

Poverty is a function of income. Factors that affect income include education, job training, and employment. The Municipality of Penn Hills, by itself, has very little control over the factors that cause poverty. Such factors include unemployment, lack of education, substance abuse issues, and lack of transportation options to get to and from work.

Virtually all of the Municipality's housing activities, programs, and projects were intended to benefit low-to-moderate income persons, and moreover, to reduce the number of poverty-level families. One of the Municipality's primary anti-poverty components of the CDBG program was to provide safe and sanitary housing for the low and moderate income individuals residing in the Municipality. Because three-quarters of Municipal residents own their home, a high percentage in comparison with State and National figures, maintaining low-to-moderate-income residents in their own home was a primary component of the Municipality's antipoverty program. The Municipality addressed this through its ongoing single-family housing rehabilitation program.

Providing safe and affordable housing opportunity for the low-to-moderate income population was a major deterrent to poverty.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

Coordination and collaboration between agencies was important and essential to ensuring that the needs within the Municipality were addressed. The key agencies that were involved in the implementation of the Plan and additional resources that may be available to address identified needs were described below.

PUBLIC SECTOR:

- **Municipality of Penn Hills** – The Planning and Economic Development Department was responsible for the administration of the CDBG program and other programs that assist LMI residents. The Department of Planning and Economic Development's responsibilities included the management and implementation of the Municipality's CDBG program, including the Five Year Consolidated Plan and Annual Action Plans. In addition, the following Departments served an integral role in meeting the Five-Year Plan Priorities: Code Enforcement; Controller; Finance; Fire Marshal; Parks and Recreation; Public Works; Purchasing Department; Senior Services Center; and Water Pollution Control.



- **Allegheny County Housing Authority (ACHA)** – ACHA was one of the primary owners and providers of affordable housing in the Municipality. ACHA administers the Section 8 Housing Choice Voucher Program. In addition, ACHA also provided affordable housing to low-income families, elderly residents, and persons with disabilities in its various public housing communities.
- **Other Housing and Development Agencies** – The Municipality continued to partner with the following government-related agencies in meeting the Five Year Consolidated Plan: Penn Hills Community Development Corporation; Western Penn Hills Community Action; and various nonprofit housing providers.

NON-PROFIT AND COMMUNITY AGENCIES:

There were several non-profit and community agencies that served LMI residents in the Municipality. These agencies provided housing, feeding programs, recreational programs, senior programs, counseling, workforce development, and other related services to LMI residents. The Municipality collaborated with these essential service providers on various projects, programs, and services.

PRIVATE SECTOR:

The private sector was also an important collaborator and partner in the services and programs associated with the Municipality's Five Year Consolidated Plan. The private sector brought additional resources and expertise that were used to supplement existing services or fill gaps in the system. Lending institutions, affordable housing developers, business and economic development organizations, and private service providers offered a variety of assistance to residents such as health care, small business assistance, home loan programs, and assisted housing. The Municipality of Penn Hills worked with the following: Federal Home Loan Bank of Pittsburgh; Local Banks; Local Board of Realtors; and Private Foundations.

COORDINATION:

The Municipality continued its participation and coordination with federal, state, county, and local agencies, as well as with the private and non-profit sectors, to more effectively serve the needs of LMI individuals and families living in the Municipality of Penn Hills. Penn Hills continued to work with organizations like the County Department of Human Services, Allegheny County Housing Authority, Penn Hills Community Development Corporation, World Changers, and Habitat for Humanity to address housing, community development, and homeless needs in the Municipality.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The primary responsibility for the administration of the CDBG program was assigned to the Department of Planning and Economic Development in the Municipality of Penn Hills. This Department coordinated activities among the public and private organizations, in their efforts to implement different elements



and to realize the prioritized goals of the Annual Action Plan. The Municipality was committed to continuing its participation and coordination with public, housing, and social service organizations. The Municipality solicited applications for CDBG funds. In addition, the Municipality sent out applications to a list of agencies, organizations, and housing providers that previously submitted an application or which expressed an interest in submitting an application. The applications were reviewed by the Department of Planning and Economic Development staff and they discuss any questions with the applicant.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The Municipality of Penn Hills completed an Analysis of Impediments to Fair Housing Choice (AI) for 2015. This AI identified the following impediments in the Municipality of Penn Hills:

Impediment 1: Housing Affordability

Decent, safe, sound, and affordable housing remains a high priority to ensure fair housing choice, quality of life, and attractive neighborhoods.

Goal: Maintain the supply of decent, safe, sound, and affordable housing targeted to lower income households, both renters and owners.

Accomplishments – During the FY 2017 Program Year, the Municipality of Penn Hills remained the leader in home sales while remaining one of the most affordable communities in the nation. Each time there is a change in tenant, owner, or occupant, the Municipality issues an Occupancy permit ensuring that the property is decent, safe, and sound.

Impediment 2: Housing Accessibility

There appears to be an unmet need for housing that is accessible to the older population, and persons with disabilities.

Goal: Increase the supply of housing that meets the accessibility, visitability, and quality of life needs of the older population and persons with disabilities.

Accomplishments – During the FY 2017 Program Year, the Municipality of Penn Hills installed accessibility handrails in twenty-eight (28) senior units. The Municipality also made improvements to sixteen (16) senior units. These improvements could include the installation of electrical service upgrades, paving, retaining walls and paving driveways.

Impediment 3: Fair Housing Education, Advocacy, Monitoring, and Enforcement

As in any community, there is a lack of awareness of the rights and responsibilities under the Fair Housing Act and a need to continually monitor and enforce the Fair Housing Act.



Goal: Increase the knowledge and awareness of the rights of individuals and the responsibilities of building owners in regard to the Fair Housing Act through educational advocacy, monitoring, and enforcement to eliminate discrimination in housing and providing fair housing choices for all individuals and families.

Accomplishments – The Municipality of Penn Hills advertised Fair Housing Month and promoted Fair Housing Programs by posting flyers throughout the community to raise awareness to fair housing rights and responsibilities. The Municipality held an affordable housing meeting with area realtors, financial institutions, and housing providers, as well as actively building a network of housing related contacts to promote housing choice.

Impediment 4: Concentration of Low-Income and Minority Groups

Many communities with high percentages of low-income persons, minorities, and female headed households find that these groups are concentrated in certain areas within the community.

Goal: Promote policies and actions effecting housing choices that will provide low-income households and minorities in concentrated neighborhoods, with housing choices both inside and outside these areas.

Accomplishments - A recent review of the census data reveals that the Municipality of Penn Hills is increasingly more diverse. The Municipality was one of the most diverse communities in Allegheny County. The abundance of affordable housing in Penn Hills, encourages minority populations to move to the Municipality.

Impediment 5: Accessibility of Public Facilities

The accessibility of public facilities remains a fundamental quality of life issue for most communities, especially for the older population, and persons with disabilities.

Goal: Maintain and continue to upgrade municipal facilities, public spaces, and subrecipient facilities to make them accessible to persons with disabilities.

Accomplishments - The Municipality of Penn Hills entered into a five (5) year Voluntary Compliance Agreement (VCA) with HUD on June 15, 2015. The Municipality agreed that it was its duty and obligation to affirmatively further fair housing. As part of the agreement, the Municipality will work to address issues of handicap accessibility and will work to bring public buildings and facilities into compliance with Section 504 of the Rehabilitation Act. According to the Quarterly VCA Accessibility Reports, during the FY 2017 CAPER period, the Municipality of Penn Hills spent \$105,846.92 during the program year on accessibility improvements in compliance with the VCA. Exterior UFAS improvements are complete and the Municipality will continue interior UFAS Improvements to ultimately complete the requirements of the VCA in a timely manner.



CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Municipality of Penn Hills monitored its own progress and activities to ensure long-term compliance with the program requirements and the comprehensive plan, eligibility, and timeliness.

The Municipality reviewed all community development projects to make sure environmental reviews were completed, as well as all other required steps. Periodically, the Five Year Consolidated Plan was reviewed to determine if the Municipality was on target in terms of timeliness in carrying out projects.

Each month the Municipality reported on its spending by submitting a Drawdown Performance Report to local HUD representatives and focused on the draw down rate. These resulted in increased spending and budget amendments to transfer funds from slow, stagnant projects into more active projects. Each entitlement community has no more than 1.5 times their grant within 60 days of the end of the program year. April 30 was approximately 60 days prior to the end of the Municipality of Penn Hills' program year, and as a result, the Municipality has established April 30 as its deadline date.

The IDIS timeliness report was monitored with each draw down. The Municipality strove to consistently increase spending to 100% of the available funding or greater each year. Spending 100% of the available funding would improve the Municipality's overall performance evaluation substantially.

The rehab program was monitored through monthly reports provided by PNC Bank and the Municipality's own rehab check list. The check list included the program year, account number, name of the participant, contractor, the type of work provided, when it was completed, and when the contractor was paid. The Municipality also checked this information against the PNC account numbers to see that the loan was processed properly and for the correct amount. The program income received as loans are paid back goes back into the CDBG budget.

Each subrecipient was monitored by the Department of Planning and Economic Development staff throughout the program year. The staff reviewed each request for payment for compliance and eligibility. The staff also visits each sub-recipient for the review of files and compliance. All of the sub-recipients were familiar with the program requirements as they have been funded with CDBG funds for many years, some as many as ten.

All notices to bidders were sent to local newspapers. For minority business outreach, the Municipality advertised projects that were out to bid in the Courier, a minority newspaper; and the Municipality sent direct notices to the Director of Communication of the Minority Enterprise Corporation of Southwestern Pennsylvania. In addition, bid notices were available on the web at www.pennhills.org.

During this CAPER period, the Municipality performed on-site or desk monitoring for all of its sub-recipients. The level of review for each sub-recipient conformed to the specific CDBG activity based on



the eligibility and national objective of each activity. There were no findings or concerns during the FY 2017 monitoring.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

In preparation of the FY 2018 Annual Action Plan, the Municipality of Penn Hills held a Public Hearing on Thursday, February 22, 2018 to discuss the needs of the Municipality, the coming year's budget, receive proposals and requests for funding, and past performance under the CDBG Program. The Municipality used this information to develop its Annual Action Plan. A Second Public Hearing was held on Thursday, May 24, 2018 to discuss the Draft Annual Action Plan and the planned budget for the coming year.

The Municipality of Penn Hills placed the FY 2017 CAPER document on public display for a period of 15 days beginning on Monday, September 10, 2018 through Monday, September 24, 2018. A copy of the Public Notice was published in the Pittsburgh Post-Gazette Local Xtra on Friday, September 7, 2018. A copy of the ad can be found in the Citizen Participation section of this CAPER.

The "Draft" FY 2017 CAPER was on display at the following locations in the Municipality of Penn Hills:

- **Department of Planning and Economic Development**
Penn Hills Municipal Building
12245 Frankstown Road
Penn Hills, PA 15235

In addition, the Municipality placed the "Draft" FY 2017 CAPER on the Municipality's website: <http://pennhills.org/>.

No comments were received during the period the draft was on public display.



CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

This is the CAPER for the third year of the FY 2015-2019 Five Year Consolidated Plan. The Municipality of Penn Hills has not made any changes to the FY 2015-2019 Five Year Consolidated Plan or to its program objectives during this reporting period.

Describe accomplishments and program outcomes during the last year.

During this CAPER period, the Municipality of Penn Hills expended CDBG funds on the following activities:

- **Acquisition** - \$92,704.53; which is 12.80% of the total expenditures.
- **Housing** - \$20,003.40; which is 2.76% of the total expenditures.
- **Public Facilities and Improvements** - \$425,225.43; which is 58.73% of the total expenditures.
- **Public Services** - \$89,606.75; which is 12.38% of the total expenditures.
- **General Administration and Planning** - \$96,514.84; which is 13.33% of the total expenditures.

Total: \$724,054.95

The Municipality of Penn Hills' Timeliness Ratio of unexpended funds as a percentage of the FY 2017 CDBG allocation is 1.23, which is below the maximum 1.5 ratio.

During this CAPER period, the CDBG program targeted the following with its funds:

- **FY 2017 Percentage of Expenditures Assisting Low- and Moderate-Income Persons and Households Either Directly or On an Area Basis** – 85.23%
- **FY 2017 Percentage of Expenditures that Benefit Low- and Moderate-Income Areas** – 55.06%
- **FY 2017 Percentage of Expenditures that Aid in the Prevention or Elimination of Slum or Blight** – 14.77%

During this CAPER period, the income level beneficiaries' data are the following:

- **Extremely Low Income (<=30%)** – 7.36%
- **Low Income (30-50%)** – 85.34%
- **Moderate Income (50-80%)** – 7.30%
- **Total Low- and Moderate-Income (<=80%)** – 100.00%
- **Non Low- and Moderate-Income (>80%)** – 0.00%

During this CAPER period, the Municipality had the following CDBG accomplishments:



- **Actual Jobs Created or Retained - 0**
- **Households Receiving Housing Assistance - 38**
- **Persons Assisted Directly, Primarily by Public Services and Public Facilities – 6,887**
- **Persons for Whom Services and Facilities were Available – 10,057**
- **Units Rehabilitated - Single Units - 32**
- **Units Rehabilitated - Multi Units Housing - 0**

During this CAPER period, the Municipality leveraged \$348,647.08 for CDBG Activities based off the PR54 CDBG Community Development Block Grant Performance Profile Report.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No



CR-50 - HOME 91.520(d)

During the FY 2017 CAPER period, the Municipality of Penn Hills did not receive a direct HOME allocation, however, the Municipality was a member of the Allegheny County HOME Consortium. The Municipality of Penn Hills received a HOME allocation from the Allegheny County HOME Consortium in the amount of \$79,524. The Municipality spent FY 2015 HOME funds in the amount of \$57,208 to assist six (6) households with downpayment assistance through its Homebuyer Assistance Program during the FY 2017 CAPER period.



CR-55 - ESG 91.520(g)

The Municipality of Penn Hills did not receive an Emergency Solutions Grant (ESG) entitlement allocation in FY 2017. Therefore, agencies have to apply to the State of Pennsylvania for ESG funds. Not Applicable.



CR-60 – HOPWA CAPER Report

The Municipality of Penn Hills did not receive a Housing Opportunities for People with AIDS (HOPWA) Grant as an entitlement community in FY 2017. Not Applicable.



CR-65 – Section 3 Report

Attached is the Section 3 Summary Report from SPEARS for the Municipality of Penn Hills' FY 2017 CDBG program.



Section 3 Summary Report

Economic Opportunities for Low- and Very Low-Income Persons

U.S. Department of Housing and Urban Development

Office of Fair Housing and Equal Opportunity

OMB Approval No. 2529-0043
(exp. 11/30/2018)

Disbursement Agency
Municipality of Penn Hills
12245 Frankstown Road, Pittsburgh, PA 15235
25-6002419

Reporting Entity
Municipality of Penn Hills
12245 Frankstown Road, Pittsburgh, PA 15235

Dollar Amount	\$668,393.16
Contact Person	Christopher C Blackwell
Date Report Submitted	08/08/2018

Reporting Period		Program Area Code	Program Area Name
From	To		
7/1/17	6/30/18	CDB1	Community Devel Block Grants

Part I: Employment and Training

Job Category	Number of New Hires	Number of New Hires that Are Sec. 3 Residents	Aggregate Number of Staff Hours Worked	Total Staff Hours for Section 3 Employees	Number of Section 3 Trainees
The expenditure of these funds did not result in any new hires.					

Total New Hires	0
Section 3 New Hires	0
Percent Section 3 New Hires	N/A
Total Section 3 Trainees	0
The minimum numerical goal for Section 3 new hires is 30%.	

Part II: Contracts Awarded

Construction Contracts	
Total dollar amount of construction contracts awarded	\$431,304.56
Total dollar amount of contracts awarded to Section 3 businesses	\$0.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	0.0%
Total number of Section 3 businesses receiving construction contracts	0
The minimum numerical goal for Section 3 construction opportunities is 10%.	

Non-Construction Contracts	
Total dollar amount of all non-construction contracts awarded	\$0.00
Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$0.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	N/A
Total number of Section 3 businesses receiving non-construction contracts	0
The minimum numerical goal for Section 3 non-construction opportunities is 3%.	

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing.

Yes	Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
Yes	Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
Yes	Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
No	Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
No	Other; describe below.

Although the covered contracts awarded totalling \$171,201.03 did not result in any new hires, all contracts no matter how small are advertised and bid out and contain Section 3 paperwork and policies to ensure that contractors are aware of Section 3 requirements. Our staff attends Section 3 training when offered and will continue to solicit bids from Section 3 contractors and businesses.



CR-70 – IDIS Reports

Attached is the PR26 - CDBG Financial Summary IDIS Report for the period from July 1, 2017 through June 30, 2018.



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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	779,739.85
02 ENTITLEMENT GRANT	625,978.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	53,614.68
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,459,332.53

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	627,540.11
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	627,540.11
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	96,514.84
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	724,054.95
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	735,277.58

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	534,835.58
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	534,835.58
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	85.23%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	89,606.75
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	25,951.85
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	22,883.72
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	92,674.88
32 ENTITLEMENT GRANT	625,978.00
33 PRIOR YEAR PROGRAM INCOME	37,058.67
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	663,036.67
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	13.98%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	96,514.84
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	96,514.84
42 ENTITLEMENT GRANT	625,978.00
43 CURRENT YEAR PROGRAM INCOME	53,614.68
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	679,592.68
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	14.20%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2014	15	379	6061952	ACCT 04-462-40-6419	03A	LMC	\$770.00
2014	15	379	6072333	ACCT 04-462-40-6419	03A	LMC	\$389.16
2014	15	379	6118631	ACCT 04-462-40-6419	03A	LMC	\$217.50
2014	15	379	6127416	ACCT 04-462-40-6419	03A	LMC	\$2,236.88
2014	15	379	6136675	ACCT 04-462-40-6419	03A	LMC	\$222.00
2015	15	400	6101840	ACCT 04-462-41-6419	03A	LMC	\$180.50
					03A	Matrix Code	\$4,016.04
2013	15	358	6061952	ACCT 04-462-39-6420	03E	LMA	\$5,678.50
2014	18	382	6106246	ACCT 04-462-40-6710	03E	LMA	\$32,076.00
2014	18	382	6118631	ACCT 04-462-40-6710	03E	LMA	\$137.50
2015	16	401	6061952	ACCT 04-462-41-6420	03E	LMA	\$3,047.52
2015	17	402	6061952	ACCT 04-462-41-6421	03E	LMA	\$8,748.05
2015	17	402	6072333	ACCT 04-462-41-6421	03E	LMA	\$687.50
2015	18	403	6072333	ACCT 04-462-41-6710	03E	LMA	\$188.66
2015	18	403	6078716	ACCT 04-462-41-6710	03E	LMA	\$2,109.94
2015	18	403	6084616	ACCT 04-462-41-6710	03E	LMA	\$17,293.00
2015	18	403	6087995	ACCT 04-462-41-6710	03E	LMA	\$6,233.20
2015	18	403	6095714	ACCT 04-462-41-6710	03E	LMA	\$154.35
2015	20	399	6061952	ACCT 04-462-41-6409	03E	LMA	\$8,729.65
2016	16	421	6072333	Acct 04-462-00-642042	03E	LMA	\$1,358.32
2016	16	421	6084616	Acct 04-462-00-642042	03E	LMA	\$137.50
2016	16	421	6095714	Acct 04-462-00-642042	03E	LMA	\$225.06
2016	16	421	6106246	Acct 04-462-00-642042	03E	LMA	\$10,000.00
2016	16	421	6118631	Acct 04-462-00-642042	03E	LMA	\$192.50
2016	16	421	6121811	Acct 04-462-00-642042	03E	LMA	\$180.00
2016	16	421	6127416	Acct 04-462-00-642042	03E	LMA	\$1,461.97
2016	17	422	6078716	Acct 04-462-00-642142	03E	LMA	\$5,445.91
2016	17	422	6084616	Acct 04-462-00-642142	03E	LMA	\$1,318.50
2016	17	422	6106246	Acct 04-462-00-642142	03E	LMA	\$996.50
2016	17	422	6118631	Acct 04-462-00-642142	03E	LMA	\$137.50
2016	17	422	6127416	Acct 04-462-00-642142	03E	LMA	\$210.00
2016	17	422	6136675	Acct 04-462-00-642142	03E	LMA	\$1,619.25
2016	17	422	6151497	Acct 04-462-00-642142	03E	LMA	\$2,985.71
2016	18	423	6095714	Acct 04-462-00-671042	03E	LMA	\$173.65
2016	18	423	6101840	Acct 04-462-00-671042	03E	LMA	\$295.00
2016	18	423	6118631	Acct 04-462-00-671042	03E	LMA	\$3,319.20
2016	18	423	6127416	Acct 04-462-00-671042	03E	LMA	\$392.00
2016	18	423	6136675	Acct 04-462-00-671042	03E	LMA	\$2,326.52
2016	18	423	6141070	Acct 04-462-00-671042	03E	LMA	\$1,810.81
2016	18	423	6151497	Acct 04-462-00-671042	03E	LMA	\$283.00
2017	15	440	6127416	Acct 04-462-00-642043	03E	LMA	\$1,294.28
2017	15	440	6136675	Acct 04-462-00-642043	03E	LMA	\$1,368.75
2017	15	440	6141070	Acct 04-462-00-642043	03E	LMA	\$986.25
2017	15	440	6151497	Acct 04-462-00-642043	03E	LMA	\$943.50
2017	15	440	6161677	Acct 04-462-00-642043	03E	LMA	\$1,248.75
					03E	Matrix Code	\$125,794.30
2014	13	377	6061952	ACCT 04-462-40-6317	03K	LMA	\$800.00



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2014	13	377	6106246	ACCT 04-462-40-6317	03K	LMA	\$150,000.00
2016	13	418	6061952	Acct 04-462-00-631742	03K	LMA	\$2,450.00
2016	13	418	6072333	Acct 04-462-00-631742	03K	LMA	\$1,300.00
2016	13	418	6078716	Acct 04-462-00-631742	03K	LMA	\$1,906.50
2016	13	418	6084616	Acct 04-462-00-631742	03K	LMA	\$844.29
2016	13	418	6087995	Acct 04-462-00-631742	03K	LMA	\$1,950.00
2016	13	418	6095714	Acct 04-462-00-631742	03K	LMA	\$1,300.00
2016	13	418	6101840	Acct 04-462-00-631742	03K	LMA	\$2,600.00
2016	13	418	6106246	Acct 04-462-00-631742	03K	LMA	\$5,459.24
2016	13	418	6118631	Acct 04-462-00-631742	03K	LMA	\$2,600.00
					03K	Matrix Code	\$171,210.03
2016	14	417	6118631	Acct 04-462-00-631342	03L	LMA	\$4,800.00
					03L	Matrix Code	\$4,800.00
2016	7	412	6061952	Acct 04-462-00-593142	03Z	LMC	\$1,164.56
2016	7	412	6072333	Acct 04-462-00-593142	03Z	LMC	\$1,430.00
2016	7	412	6078716	Acct 04-462-00-593142	03Z	LMC	\$2,603.50
2016	7	412	6091499	Acct 04-462-00-593142	03Z	LMC	\$9,873.00
2016	7	412	6095714	Acct 04-462-00-593142	03Z	LMC	\$47,918.50
2016	7	412	6101840	Acct 04-462-00-593142	03Z	LMC	\$165.00
2016	7	412	6106246	Acct 04-462-00-593142	03Z	LMC	\$5,254.00
2016	7	412	6118631	Acct 04-462-00-593142	03Z	LMC	\$275.00
2016	7	412	6161677	Acct 04-462-00-593142	03Z	LMC	\$721.50
2016	20	419	6061952	Acct 04-462-00-640942	03Z	LMA	\$44,108.30
2016	20	419	6106246	Acct 04-462-00-640942	03Z	LMA	\$5,891.70
					03Z	Matrix Code	\$119,405.06
2016	19	425	6061952	Acct 04-462-00-720042	05A	LMC	\$9,425.44
					05A	Matrix Code	\$9,425.44
2017	2	427	6161677	Acct 04-462-00-545143	05D	LMC	\$9,718.00
					05D	Matrix Code	\$9,718.00
2015	7	388	6072333	ACCT 04-462-41-5415	05W	LMC	\$650.00
2016	4	409	6061952	Acct 04-462-00-547142	05W	LMC	\$400.00
2016	4	409	6072333	Acct 04-462-00-547142	05W	LMC	\$400.00
2016	4	409	6078716	Acct 04-462-00-547142	05W	LMC	\$300.00
2016	4	409	6084616	Acct 04-462-00-547142	05W	LMC	\$300.00
2016	4	409	6091499	Acct 04-462-00-547142	05W	LMC	\$900.00
2016	4	409	6101840	Acct 04-462-00-547142	05W	LMC	\$500.00
2016	4	409	6121811	Acct 04-462-00-547142	05W	LMC	\$8.36
2017	3	428	6106246	Acct 04-462-00-546143	05W	LMC	\$1,079.73
2017	3	428	6121811	Acct 04-462-00-546143	05W	LMC	\$2,875.66
2017	3	428	6127416	Acct 04-462-00-546143	05W	LMC	\$477.37
2017	3	428	6136675	Acct 04-462-00-546143	05W	LMC	\$1,247.00
2017	3	428	6141070	Acct 04-462-00-546143	05W	LMC	\$781.50
2017	3	428	6161677	Acct 04-462-00-546143	05W	LMC	\$2,162.78
2017	4	429	6121811	Acct 04-462-00-547143	05W	LMC	\$1,391.64
2017	4	429	6136675	Acct 04-462-00-547143	05W	LMC	\$800.00
2017	4	429	6151497	Acct 04-462-00-547143	05W	LMC	\$800.00
2017	4	429	6161677	Acct 04-462-00-547143	05W	LMC	\$600.00
					05W	Matrix Code	\$15,674.04
2016	3	408	6072333	Acct 04-462-00-546142	05Z	LMC	\$1,215.35
2016	3	408	6078716	Acct 04-462-00-546142	05Z	LMC	\$1,966.89
2016	3	408	6084616	Acct 04-462-00-546142	05Z	LMC	\$3,480.66
2016	3	408	6091499	Acct 04-462-00-546142	05Z	LMC	\$468.44
2016	3	408	6095714	Acct 04-462-00-546142	05Z	LMC	\$555.88
2016	3	408	6101840	Acct 04-462-00-546142	05Z	LMC	\$821.14
2016	3	408	6106246	Acct 04-462-00-546142	05Z	LMC	\$80.09
2017	5	430	6106246	Acct 04-462-00-548043	05Z	LMC	\$8,000.00



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	5	430	6161677	Acct 04-462-00-548043	05Z	LMC	\$11,436.00
2017	7	431	6118631	Acct 04-462-00-593043	05Z	LMC	\$26,764.82
					05Z	Matrix Code	\$54,789.27
2015	9	393	6127416	ACCT 04-462-41-5960	14A	LMH	\$323.40
2015	10	394	6061952	ACCT 04-462-41-5990	14A	LMH	\$2,750.00
2015	10	394	6072333	ACCT 04-462-41-5990	14A	LMH	\$1,000.00
2015	10	394	6078716	ACCT 04-462-41-5990	14A	LMH	\$508.57
2015	10	394	6091499	ACCT 04-462-41-5990	14A	LMH	\$100.00
2016	10	414	6078716	Acct 04-462-00-599042	14A	LMH	\$491.43
2016	10	414	6087995	Acct 04-462-00-599042	14A	LMH	\$875.00
2016	10	414	6091499	Acct 04-462-00-599042	14A	LMH	\$900.00
2016	10	414	6095714	Acct 04-462-00-599042	14A	LMH	\$1,000.00
2016	10	414	6106246	Acct 04-462-00-599042	14A	LMH	\$1,850.00
2016	10	414	6127416	Acct 04-462-00-599042	14A	LMH	\$710.00
2016	10	414	6151497	Acct 04-462-00-599042	14A	LMH	\$2,980.00
2016	10	414	6161677	Acct 04-462-00-599042	14A	LMH	\$193.57
2016	11	415	6084616	Acct 04-462-00-599142	14A	LMH	\$2,121.00
2016	11	415	6095714	Acct 04-462-00-599142	14A	LMH	\$1,080.00
2016	11	415	6106246	Acct 04-462-00-599142	14A	LMH	\$1,922.00
2016	11	415	6118631	Acct 04-462-00-599142	14A	LMH	\$392.00
2017	10	434	6161677	Acct 04-462-00-599043	14A	LMH	\$806.43
					14A	Matrix Code	\$20,003.40
Total							\$534,835.58

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	19	425	6061952	Acct 04-462-00-720042	05A	LMC	\$9,425.44
					05A	Matrix Code	\$9,425.44
2017	2	427	6161677	Acct 04-462-00-545143	05D	LMC	\$9,718.00
					05D	Matrix Code	\$9,718.00
2015	7	388	6072333	ACCT 04-462-41-5415	05W	LMC	\$650.00
2016	4	409	6061952	Acct 04-462-00-547142	05W	LMC	\$400.00
2016	4	409	6072333	Acct 04-462-00-547142	05W	LMC	\$400.00
2016	4	409	6078716	Acct 04-462-00-547142	05W	LMC	\$300.00
2016	4	409	6084616	Acct 04-462-00-547142	05W	LMC	\$300.00
2016	4	409	6091499	Acct 04-462-00-547142	05W	LMC	\$900.00
2016	4	409	6101840	Acct 04-462-00-547142	05W	LMC	\$500.00
2016	4	409	6121811	Acct 04-462-00-547142	05W	LMC	\$8.36
2017	3	428	6106246	Acct 04-462-00-546143	05W	LMC	\$1,079.73
2017	3	428	6121811	Acct 04-462-00-546143	05W	LMC	\$2,875.66
2017	3	428	6127416	Acct 04-462-00-546143	05W	LMC	\$477.37
2017	3	428	6136675	Acct 04-462-00-546143	05W	LMC	\$1,247.00
2017	3	428	6141070	Acct 04-462-00-546143	05W	LMC	\$781.50
2017	3	428	6161677	Acct 04-462-00-546143	05W	LMC	\$2,162.78
2017	4	429	6121811	Acct 04-462-00-547143	05W	LMC	\$1,391.64
2017	4	429	6136675	Acct 04-462-00-547143	05W	LMC	\$800.00
2017	4	429	6151497	Acct 04-462-00-547143	05W	LMC	\$800.00
2017	4	429	6161677	Acct 04-462-00-547143	05W	LMC	\$600.00
					05W	Matrix Code	\$15,674.04
2016	3	408	6072333	Acct 04-462-00-546142	05Z	LMC	\$1,215.35
2016	3	408	6078716	Acct 04-462-00-546142	05Z	LMC	\$1,966.89
2016	3	408	6084616	Acct 04-462-00-546142	05Z	LMC	\$3,480.66
2016	3	408	6091499	Acct 04-462-00-546142	05Z	LMC	\$468.44
2016	3	408	6095714	Acct 04-462-00-546142	05Z	LMC	\$555.88



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	3	408	6101840	Acct 04-462-00-546142	05Z	LMC	\$821.14
2016	3	408	6106246	Acct 04-462-00-546142	05Z	LMC	\$80.09
2017	5	430	6106246	Acct 04-462-00-548043	05Z	LMC	\$8,000.00
2017	5	430	6161677	Acct 04-462-00-548043	05Z	LMC	\$11,436.00
2017	7	431	6118631	Acct 04-462-00-593043	05Z	LMC	\$26,764.82
					05Z	Matrix Code	\$54,789.27
Total							\$89,606.75

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	8	426	6161677	Acct 04-462-00-541643	20		\$1,535.21
					20	Matrix Code	\$1,535.21
2014	19	383	6095714	ACCT 04-462-40-6920	21A		\$12,500.00
2015	21	404	6061952	ACCT 04-462-41-6920	21A		\$1,931.49
2015	21	404	6078716	ACCT 04-462-41-6920	21A		\$5,737.83
2015	21	404	6084616	ACCT 04-462-41-6920	21A		\$102.00
2015	21	404	6087995	ACCT 04-462-41-6920	21A		\$0.20
2015	21	404	6091499	ACCT 04-462-41-6920	21A		\$639.60
2015	21	404	6095714	ACCT 04-462-41-6920	21A		\$2,177.31
2016	8	406	6061952	Acct 04-462-00-541642	21A		\$985.91
2016	21	424	6078716	Acct 04-462-00-692042	21A		\$262.17
2016	21	424	6095714	Acct 04-462-00-692042	21A		\$15,322.69
2016	21	424	6127416	Acct 04-462-00-692042	21A		\$1,613.35
2016	21	424	6151497	Acct 04-462-00-692042	21A		\$294.00
2017	19	443	6101840	Acct 04-462-00-692043	21A		\$30,000.00
2017	19	443	6106246	Acct 04-462-00-692043	21A		\$12,596.25
2017	19	443	6127416	Acct 04-462-00-692043	21A		\$9,160.63
2017	19	443	6161677	Acct 04-462-00-692043	21A		\$1,656.20
					21A	Matrix Code	\$94,979.63
Total							\$96,514.84



CR-80 – Fair Housing

Affirmatively Furthering Fair Housing Overview:

During this CAPER period, the Municipality completed the following affordable homeowner housing accomplishments:

- 11 existing owner-occupied housing units were rehabilitated with CDBG funds.
- 16 existing owner-occupied senior housing units were rehabilitated with CDBG funds.
- 28 accessibility handrails were installed in senior households.

Attached is the Fair Housing Month advertisement published in the Pittsburgh Post-Gazette Local Xtra on April 20, 2018.

The Municipality of Penn Hills entered into a five (5) year Voluntary Compliance Agreement (VCA) with HUD on June 15, 2015. As part of the agreement, the Municipality agreed to work to address handicap accessibility issues and to work to bring public buildings and facilities into compliance with Section 504 of the Rehabilitation Act. According to the Quarterly VCA Accessibility Reports, during the FY 2017 CAPER period, the Municipality of Penn Hills accomplished the following actions:

Quarter 3, 2017 – During the 3rd Quarter of 2017, \$63,645.32 was expended on exterior UFAS improvements at various buildings. The Multi-Purpose Center UFAS improvements project was completed. The Lincoln Park Community Center Exterior UFAS project was underway.

Quarter 4, 2017 – During the 4th Quarter of 2017, \$32,671.27 was expended on exterior UFAS improvements at various buildings. The exterior Lincoln Park Community Center UFAS improvements project was completed and the William McKinley Parking lot was re-graded, reconstructed, and striped.

Quarter 1, 2018 – During the 1st Quarter of 2018, \$4,232.25 was expended on engineering and design for interior UFAS improvements at the designated buildings. The exterior improvements were completed and interior renovations were prepared.

Quarter 2, 2018 – During the 2nd Quarter of 2018, \$5,297.65 was expended on engineering and design for interior UFAS improvements the designated buildings. The exterior improvements were completed and interior renovations were prepared.

The Municipality of Penn Hills prepared an Analysis of Impediments to Fair Housing Choice in 2015 to coincide with the Municipality's FY 2015-2019 Five Year Consolidated Plan. Below are the impediments, goals and strategies identified in the FY 2015 A.I.:

Impediment 1: Housing Affordability

Decent, safe, sound, and affordable housing remains a high priority to ensure fair housing choice, quality of life, and attractive neighborhoods.



Goal: Maintain the supply of decent, safe, sound, and affordable housing targeted to lower income households, both renters and owners.

Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- **1-A:** Maintain the supply of available decent, safe, and affordable housing through rehabilitation assistance and support of the creation of and capacity building of Community Housing Development Organizations (CHDOs), both locally and countywide.
- **1-B:** Maintain homeownership opportunities for LMI households by promoting available housing and housing counseling, as well as applying for funds through the Allegheny County HOME Consortium.
- **1-C:** Maintain and strengthen an effective property maintenance inspection and enforcement program.
- **1-D:** Promote programs for accessibility, weatherization, insulation, storm windows, energy audits, etc. to help reduce energy costs for LMI households that are cost overburden.

Accomplishments – *During the FY 2017 Program Year, the Municipality of Penn Hills remained the leader in home sales while remaining one of the most affordable communities in the nation. Each time there is a change in tenant, owner, or occupant, the Municipality issues an Occupancy permit ensuring that the property is decent, safe, and sound.*

Impediment 2: Housing Accessibility

There appears to be an unmet need for housing that is accessible to the older population, and persons with disabilities.

Goal: Increase the supply of housing that meets the accessibility, visitability, and quality of life needs of the older population and persons with disabilities.

Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- **2-A:** Increase the supply of accessible owner-occupied housing by continuing to provide assistance to support the removal of architectural barriers.
- **2-B:** Enforce building codes (I.B.C.) to ensure that new multifamily construction meets the accessibility provisions of the Fair Housing Act.
- **2-C:** Increase the supply of accessible renter-occupied housing by conducting an inventory of accessible units and what is needed to make units totally accessible.
- **2-D:** Study the feasibility of providing assistance to support the removal of architectural barriers in rental housing.
- **2-E:** Promote education and awareness of the requirements for reasonable accommodations for persons with disabilities and the elderly in rental housing.

Accomplishments – *During the FY 2017 Program Year, the Municipality of Penn Hills installed accessibility handrails in twenty-eight (28) senior units. The Municipality also made improvements to*



sixteen (16) senior units. These improvements could include the installation of electrical service upgrades, paving, retaining walls and paving driveways.

Impediment 3: Fair Housing Education, Advocacy, Monitoring, and Enforcement

As in any community, there is a lack of awareness of the rights and responsibilities under the Fair Housing Act and a need to continually monitor and enforce the Fair Housing Act.

Goal: Increase the knowledge and awareness of the rights of individuals and the responsibilities of building owners in regard to the Fair Housing Act; use educational advocacy, monitoring, and enforcement to eliminate discrimination in housing and provide fair housing choices for all individuals and families.

Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- **3-A:** Support educational and training programs concerning the rights and responsibilities covered by the Fair Housing Act.
- **3-B:** Support local and countywide efforts to strengthen efficient and effective fair housing monitoring, investigation, testing, and enforcement strategies.
- **3-C:** Support the delivery of fair housing advocacy services to at-risk groups and victims of housing discrimination.
- **3-D:** Promote the delivery of financial literacy counseling for LMI and minority households to combat predatory and subprime lending practices.

***Accomplishments** – The Municipality of Penn Hills advertised Fair Housing Month and promoted Fair Housing Programs by posting flyers throughout the community to raise awareness to fair housing rights and responsibilities. The Municipality held an affordable housing meeting with area realtors, financial institutions, and housing providers, as well as actively building a network of housing related contacts to promote housing choice.*

Impediment 4: Concentration of Low-Income and Minority Groups

Many communities with high percentages of low-income persons, minorities, and female-headed households find that these groups are concentrated in certain areas within the community.

Goal: Promote policies and actions affecting housing choice that will provide low-income households and minorities in concentrated neighborhoods with housing choices both inside and outside these areas.

Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- **4-A:** Obtain funding to provide a homeownership program to provide affordable housing opportunities to all persons in the community.
- **4-B:** Assess the social and economic trends that contribute to segregated neighborhoods and develop strategies to close the minority homeownership gap.



- **4-C:** Ensure that protected classes and economically distressed groups are represented on advisory bodies that oversee land use and housing policies.
- **4-D:** Undertake a neighborhood analysis study of impacted areas in the community to determine a strategy to improve and revitalize those areas.

***Accomplishments** - A recent review of the census data reveals that the Municipality of Penn Hills is increasingly more diverse. The Municipality was one of the most diverse communities in Allegheny County. The abundance of affordable housing in Penn Hills, encourages minority populations to move to the Municipality.*

Impediment 5: Accessibility of Public Facilities

The accessibility of public facilities remains a fundamental quality of life issue for most communities, especially for the older population and persons with disabilities.

Goal: Maintain and continue to upgrade municipal facilities, public spaces, and subrecipient facilities to make them accessible to persons with disabilities.

Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- **5-A:** Continue to fund improvements and upgrades at public and community facilities to remove architectural barriers.
- **5-B:** Continue to monitor any accessibility constraints in the municipal facilities and managed public spaces; utilize both Federal and capital improvement funds to remove any potential architectural barriers.
- **5-C:** Evaluate the accessibility constraints of all sub-recipient and allied organizational facilities and assist these organizations to obtain funds for capital improvements to remove any existing architectural barriers.

***Accomplishments** - The Municipality of Penn Hills entered into a five (5) year Voluntary Compliance Agreement (VCA) with HUD on June 15, 2015. The Municipality agreed that it was its duty and obligation to affirmatively further fair housing. As part of the agreement, the Municipality will work to address issues of handicap accessibility and will work to bring public buildings and facilities into compliance with Section 504 of the Rehabilitation Act. According to the Quarterly VCA Accessibility Reports, during the FY 2017 CAPER period, the Municipality of Penn Hills spent \$105,846.92 during the program year on accessibility improvements in compliance with the VCA. Exterior UFAS improvements are complete and the Municipality will continue interior UFAS Improvements to ultimately complete the requirements of the VCA in a timely manner.*



CR-90 – Citizen Participation

The Municipality of Penn Hills placed the FY 2017 CAPER document on public display for a period of 15 days beginning on Monday, September 10, 2018 through Monday, September 24, 2018. A copy of the Public Notice was published in the Pittsburgh Post-Gazette Local Xtra on Friday, September 7, 2018. In addition, the Municipality placed the “Draft” FY 2017 CAPER on the Municipality’s website: <http://pennhills.org/>.

The following pages include the public display notices. The Municipality did not receive any comments while the draft CAPER was on display.

C-9

Legal Notices

Legal Notices

Legal Notices

**MUNICIPALITY OF PENN HILLS, PENNSYLVANIA
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

NOTICE OF DISPLAY OF THE C.A.P.E.R.

**FY 2017 CONSOLIDATED ANNUAL PERFORMANCE
AND EVALUATION REPORT (C.A.P.E.R.)**

IN ACCORDANCE WITH TITLE I OF THE NATIONAL AFFORDABLE HOUSING ACT OF 1990, P.L. 101-625, THE MUNICIPALITY OF PENN HILLS HAS PREPARED ITS FISCAL YEAR 2017 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (C.A.P.E.R.) FOR ITS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG). THIS REPORT DESCRIBES THE LEVEL OF HOUSING ASSISTANCE AND OTHER COMMUNITY DEVELOPMENT ACTIVITIES DESIGNED TO BENEFIT LOW- AND MODERATE-INCOME PERSONS AND HOUSEHOLDS THROUGH VARIOUS FEDERAL FUNDING PROGRAMS DURING FISCAL YEAR 2017 (JULY 1, 2017 THROUGH JUNE 30, 2018).

THE MUNICIPALITY OF PENN HILLS INTENDS TO SUBMIT THE FY 2017 C.A.P.E.R. TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT ON OR BEFORE SEPTEMBER 28, 2018.

COPIES OF THE FY 2017 C.A.P.E.R. ARE AVAILABLE FOR PUBLIC VIEWING BEGINNING MONDAY, SEPTEMBER 10, 2018 THROUGH MONDAY, SEPTEMBER 24, 2018 ONLINE AT (WWW.PENNHILLS.ORG) AND AT THE FOLLOWING LOCATION:

DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT
PENN HILLS MUNICIPAL BUILDING
102 DUFF ROAD
PENN HILLS, PA 15235

ALL INTERESTED PERSONS ARE ENCOURAGED TO REVIEW THE FY 2017 C.A.P.E.R. WRITTEN COMMENTS ON THE C.A.P.E.R. WILL BE CONSIDERED UNTIL MONDAY, SEPTEMBER 24, 2018. WRITTEN COMMENTS SHOULD BE ADDRESSED TO MR. CHRIS BLACKWELL, DIRECTOR, DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT, MUNICIPALITY OF PENN HILLS, 102 DUFF ROAD, PENN HILLS, PA 15235. ORAL COMMENTS MAY BE MADE BY CALLING (412) 342-1174.

SARA J. KUHN, MAYOR