

**COUNTY OF CUMBERLAND**  
Community Development Block Grant (CDBG) Program  
Home Investment Partnerships (HOME) Program

**CONSOLIDATED ANNUAL PERFORMANCE & EVALUATION REPORT**  
Program Year 2020 (January 1, 2020 – December 31, 2020)

**SUMMARY OF ACCOMPLISHMENTS**

**Introduction**

Completion of the Consolidated Annual Performance and Evaluation Report (CAPER) is a requirement for Entitlement Community grantees receiving Community Development Block Grant (CDBG) Program funds and Home Investment Partnerships (HOME) Program funds. Cumberland County has held the “Urban County” Entitlement Community designation for CDBG and Participating Jurisdiction designation for the HOME Program since Program Year (PY) 2005. As an Entitlement Community, the County receives annual CDBG grants directly from HUD. The County prepared its fourth Five-Year Consolidated Plan (ConPlan) in 2020 that identified priority housing and community development needs and projected a plan to address those needs over the five-year period of 2020 – 2024.

On a yearly basis, Entitlement Communities prepare an Annual Action Plan (AAP) to implement housing and community development activities to address the goals stated in the ConPlan. The 2020 AAP established activities for the year January 1, 2020 – December 31, 2020, and therefore the PY 2020 CAPER reports on the wide range of community activities undertaken during PY 2020, as well as PY 2020 accomplishments.

For PY 2020, the County received a CDBG grant of \$1,236,511, and a HOME grant of \$526,241. The County projected \$6,500 in CDBG Program Income (PI) for the year, and the actual CDBG PI amount received was \$47,896.09, which was recently committed to activities. In PY 2020, there was no HOME Program Income received by the County.

The CAPER’s purpose is to report to the community and to the U.S. Department of Housing & Urban Development (HUD) on various aspects of the County’s use of its grant funds. The primary focus areas discussed in the CAPER are:

- Housing needs and how those needs were addressed with CDBG, HOME, and other funds;
- CDBG and HOME expenditures during the Program Year;
- Accomplishments during the Program Year; and
- How well goals and requirements were met with the funds expended.

## CDBG Programmatic Requirements

- **Timeliness:** Unexpended funds may not total more than 1.5 times the current year's grant amount as of November 2<sup>nd</sup> each year. In close consultation with HUD Region 3 staff, the County continues to expend CDBG funds per its most recently-approved Timeliness Workout Plan. The oldest grant funds and Program Income must be expended first. Slow-moving projects are identified, critical action steps for completion described, and a timetable for completion documented. The County continues to monitor these projects and ensure completion by remediation dates. As federal budgets continue to be delayed in passing, the County expects that the timeliness test will remain difficult to meet since our Program Year is effectively cut in half. Despite these challenges, the County is making progress.
- **Low- and Moderate-Income Benefit:** The requirement is that at least 70% of funds expended during the year (not including planning and administration expenditures), must benefit primarily low-/moderate-income (LMI) persons. Excluding Planning & Administration expenditures, the County expended 100% of its CDBG funds on activities that benefitted LMI persons.
- **Public Service Cap:** A maximum of 15% of the annual allocation of funds (in addition to the previous year's program income of \$0) may be spent for public service activities. The PY 2020 AAP allocated \$185,000 for public service activities, which represents 14.96% of the PY 2020 CDBG budget, in compliance with HUD regulations. In 2020, the County disbursed \$197,724.96, which included public services expenditures outstanding from four previous program years but did not include expenditures of CDBG-CV Phase 1 funds. (CDBG-CV Phase 1 funds are incorporated into the PY 2019 AAP.) The majority of the CDBG funds for PY 2020 public service activities have not yet been spent. Over the last four Program Years, some non-profit and local government subrecipients fell behind in expending their grant funds. The Redevelopment Authority continues to work with these partners to help them return to at least a quarterly fund expenditure schedule.
- **Administration & Planning Cap:** No more than 20% of the annual CDBG allocation, plus Program Income, may be used for administration and planning activities. The County obligated \$247,151 or 16.84% for these types of activities in 2020.

## HOME Programmatic Requirements

- **CHDO Reserve:** A formula grant recipient of HOME funds must reserve a minimum of 15% of its annual grant for use by CHDOs – Community Housing Development Organizations, which are non-profit, affordable housing developers. A recipient has 24 months to commit the required 15% to its CHDO. At present, the County's CHDOs include Tri-County Housing Development Corporation, Cumberland Valley Habitat for Humanity, Monarch Development, and Safe Harbour Inc.

The County's minimum reserve, based on its \$526,241 HOME grant awarded in 2020 was \$78,936.15. The County will reserve and commit the funds to a specific project within the 24-month commitment deadline (July 31, 2022) complying with the 15% CHDO Reserve requirement.

- **HOME Match Requirement:** For every dollar of HOME funds drawn (excluding administrative expenses), the grantee must permanently invest \$0.25 of non-federal funds in housing projects that are either HOME-assisted or eligible for HOME assistance. All HOME draws in PY 2020 were administrative in nature. Based on draws of \$0 of non-administrative HOME funds during the year, the County was obligated to expend \$0 in qualified matching funds. However, the County's Affordable Housing Trust Fund first-time homebuyer activities, totaling \$130,000, qualifies as a match for the County's HOME funds.
- **Administration & Planning Cap:** Expenditures for these activities are capped at 10% of the grant. The County satisfied this requirement with a \$52,517 HOME Planning & Administration allocation, representing 9.98%. \$13,402.32 of these funds were disbursed, and \$38,950.88 is left to spend.

### **Accomplishments**

A synopsis of the CDBG activities implemented during PY 2020 is listed below. The County did not disburse HOME funding for any housing or homeownership projects in PY 2020.

#### **Housing:**

The County spent CDBG grant funds on the following housing programs:

- **Homeownership:** There was no activity in PY 2020.
- **Owner-Occupied Rehabilitation (OOR) Program:** A total of \$26,314.28 was expended to assist two households. This includes a \$7,000 for delivery services associated with the program.
  - **OOR Racial/Ethnic Composition:** Hispanic – 0; White (non-Hispanic) – 2; Black (non-Hispanic) – 0.
- **Code Enforcement:** 1,327 inspections/re-inspections were completed in the Borough of Shippensburg, Shippensburg Township, and Newville Borough, where 5,100 residents benefited from the enforcement effort to identify and rectify deteriorating homeowner and rental units, as well as slum and blight influences within the jurisdictions. The County expended \$79,120.80 in CDBG funds on Code Enforcement during the year.

Other Accomplishments:

- **Economic Development/Shopsteading:** One loan totaling \$70,000 was issued in 2020 for the purpose of creating two (2) full-time equivalent jobs.
- **Façade Improvement:** There was one façade improvement activity completed.
- **Public Services:** The County disbursed \$197,724.96 in PY 2020, providing vital public services for at-risk Cumberland County residents, including LMI individuals and families, the homeless, elderly, and disabled. These disbursements covered Program Years 2017 – 2020.

Per the PY 2020 AAP, funds were invested in a wide range of public service activities:

- Safe Harbour’s James Wilson Emergency Shelter – homeless single men and women, families with children;
  - YWCA’s Grandview Afterschool Homework Club – academic, life skills, physical fitness, and other enrichment activities for elementary school-aged children residing in the Cumberland County Housing Authority’s Grandview Court Complex. The YWCA was awarded additional CDBG funds to expand the scope of this important program to assist parents with job and life skills, and families with nutritional education through the creation of a Grandview Court Community Garden for cultivation and use by all Grandview residents. The County expects that this program enhancement will be deployed in future Program Years;
  - Local Housing Options Team (LHOT) Coordinator (the position is now known as Manager, Community Partners for Change) who meets the housing needs of all disabled and homeless persons in Cumberland County and has recruited a spectrum of partners to assist at-risk populations in securing safe, decent, and sanitary housing;
  - Supportive Services Coordinator who assists the senior residents of multiple Cumberland County Housing Authority properties across the County; and
  - Enhanced police patrols in the LMI Census Block Group areas of Shippensburg Borough.
- **Public Facilities:** The County invested CDBG funds in several vital public facility projects in PY 2020 including:
    - Borough of Newville: resurfaced and removed architectural barriers at the Community Park Playground;
    - Borough of Mt. Holly Springs: completed Phase 1 of the North Baltimore Avenue ADA Improvements Project;
    - Borough of New Cumberland: completed Phase 1 of the Water Street Area ADA Improvements Project;
    - Borough of Lemoyne: completed Phases 1 and 2 of the Hummel Avenue ADA Improvements Project, starting at 1<sup>st</sup> Street and ending at 10<sup>th</sup> Street;

- Borough of Lemoyne: completed the reconstruction of the Negley Park Upper Pavilion, a popular venue for public and private events; and
- Borough of Shippensburg: purchased equipment related to the proposed LED Crosswalk Warning System installation at the intersection of Earl & Fort Streets. The project continues, and completion is anticipated during PY 2021.

### **Financial Summary**

The County's PY 2020 CDBG Program financial activity highlights were as follows:

- Unexpended Balance End of Previous Year – \$0
- PY 2020 Entitlement Grant - \$1,236,511.00
- PY 2020 CDBG Program Income - \$47,896.09
- Total Funds Available in PY 2020 - \$1,284,407.09
- PY 2020 Disbursements - \$1,204,762.83
- Unexpended Balance End of FY 2020 - \$79,644.26

### **Summary**

As in past years, Cumberland County focused its CDBG-funded activities in the Census Block Groups with the highest LMI concentrations and with the greatest deterioration of facilities and housing stock. The partnership between Cumberland County, CAEDC, and the Redevelopment Authority promises dynamic small business development expanding in a broad range of sectors. The forthcoming HOME affordable housing projects in the pipeline will provide safe, decent, and sanitary housing for many LMI first-time homebuyers.

The County values its strong partnerships with area local governments, economic development organizations, businesses, and non-profits. They work together through judicious grant and loan investments in housing programs, social services, economic development, job training, and facilities improvements to achieve the goals of safe, decent, and affordable housing; increased economic opportunities; elimination of blighted areas throughout the County, and quality of life enhancement for all Cumberland County citizens. The County anticipates upward trends in its HUD program performance and further diversification of its CDBG and HOME investments in order to assist even more LMI Cumberland County residents.