

**MILLCREEK TOWNSHIP, PA
FY 2020
“DRAFT” ACTION PLAN**

**THIRD PROGRAM YEAR
Of
FIVE YEAR CONSOLIDATED PLAN
(FY’s 2018, 2019, 2020, 2021 & 2022)**

**30 DAY REVIEW/COMMENT PERIOD
March 18 to April 17, 2020**

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AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

Millcreek Township, PA is “entitled” to apply for and receive an annual allocation of Community Development Block Grant funds from the U.S. Department of Housing and Urban Development pursuant to Title I of the Housing and Community Development Act of 1974, as amended.

The Township became a HUD entitlement municipality in 1998 when it surpassed 50,000 in population and since then has received approximately \$5.7 million in CDBG funding. It is not entitled to receive HOME, ESG or HOPWA funding. The Township’s CDBG program is administered by the Erie County Department of Planning.

CDBG funds are to be used to develop more viable communities by providing decent housing, a suitable living environment, and economic opportunities.

“Eligible” activities which can be undertaken with CDBG monies include but are not limited to housing rehabilitation, homeownership assistance, removal of architectural barriers, construction or renovation of public facilities, infrastructure improvements, public services, assistance to homeless persons and families, program administration and planning.

Each eligible activity must meet the “fundability” requirement of the program by meeting one of three “National Objectives”: (1) Principally benefit low-to-moderate income persons; (2) Aid in the prevention or elimination of slums or blight; and (3) Meet a community development need having a particular urgency because existing conditions pose a serious and immediate threat to the health and welfare of the community and other financial resources are not available to meet the need. Of the three (3) objectives, *the primary objective is to Principally Benefit Low-to-Moderate Income (LMI) persons.*

“Eligible” and “fundable” activities are to address high priority needs as identified in the Five Year Consolidated Plan (CP). The Township’s most current plan was completed in 2018 and covers Fiscal Years 2018, 2019, 2020, 2021 and 2022. *This document represents Millcreek Township’s “Year 3” Action Plan of the Five Year CP.*

HUD informed the Township that its FY 2020 CDBG allocation will be \$260,982. This is \$16,421 more than last year’s grant of \$244,561 which represents a 6.71% increase. The application requesting the Township’s entitlement funds will be submitted to HUD on or before May 15, 2020.

Agencies, groups, organizations and township departments which assist residents of Millcreek were able to apply for a share of the grant dollars. A solicitation letter with program guidelines and application form was forwarded on January 1, 2020 to several entities that could assist the Township in addressing its priority needs and meeting its goals and objectives as stated in the Five Year CP. Four (4) applications were eventually submitted to the Township for funding consideration but only three (3) could realistically be considered as the *CNA Scholarship Program Assistance Project* would not be able to be undertaken without a “Substantial Amendment” to the Township’s Five Year CP as “employment training” was never identified in the plan as a community need. The applicants, projects, funding requests, project rankings and funds allocated (excluding Administration) by the Township are as follows:

APPLICANT	PROJECT	FUNDING REQUEST	PROJECT RANKING	AMOUNT ALLOCATED
Millcreek Township	Sidewalk Accessibility Project – Phase IX	\$230,000	1	\$230,982
Erie Center on Health & Aging, dba LECOM Center on Health and Aging	Health Promotion and Improvement in the Older Adult Population Project	\$ 10,000	3	\$0
H.A.N.D.S	Supportive Services for Seniors Project	\$ 20,932	2	\$0
HVA Senior Living Alliance	CNA Scholarship Program Assistance Project	\$ 19,770	-	\$0
Erie County Department of Planning	General Program Administration	\$ 30,000	Set Aside	\$30,000
TOTAL		\$280,702		\$260,982

2. Summarize the Objectives and Outcomes Identified in the Plan

As a HUD entitlement community the Township is required to develop a Five Year Consolidated Plan (CP) which identifies the community's needs and a strategy for addressing those needs. The Township's most current plan was completed in 2018 and covers Fiscal Years 2018, 2019, 2020, 2021 and 2022. This current application is for FY 2020 or Year 3 of the Five Year CP.

A summary of the high priority needs and proposed CDBG funding over the 5 year period as identified in the Plan is as follows:

- \$520,000 - Continue to remove/replace curb-cut ramps at various locations throughout the township. Millcreek is under a Consent Decree to remove/replace approximately 1,400 curb-ramps by 2022.
- \$140,000 - Park Improvements
- \$100,000 - Street Rehabilitation/Reconstruction
- \$ 50,000 - Senior Services
- \$ 50,000 - Sewer Improvements
- \$125,000 - Residential Rehabilitation (Rehabilitation of single-family owner-occupied units and home modifications for persons with disabilities)
- \$ 5,000 - Fair Housing
- \$ 10,000 - Planning study to determine market viability for affordable housing
- \$150,000 - Program Administration

It should be noted that a year after the CP was completed HUD issued the 2011-2015 ACS Census Data which resulted in changes in the LMI populations of several Block Groups -- for example, some BG's that were LMI no longer meet the threshold and vice versa. This will likely impact the Township's desire to undertake park/recreation improvements as the one park the Township hoped to improve no longer falls within an LMI area. On the other hand, several streets which are in need of reconstruction now fall within a LMI block group which provides the Township with an opportunity to improve more streets than originally considered by its Streets Department.

3. Evaluation of Past Performance

In FY 2018 (Year 1) the Township received \$253,850 in CDBG funds and undertook the following activities:

- Sidewalk Accessibility Project- Phase VII: CDBG funds totaling \$176,430 provided for the removal, design, and replacement of one-hundred forty six (146) curb-cut ramps. There remains \$37,420 in this activity line item which will be used to supplement the FY 2019 funded Phase VIII Sidewalk Accessibility Project which is anticipated to be bid/constructed in the summer of 2020.
- Regional Senior Center Operational Support Project: CDBG funds in the amount of \$10,000 was used to help underwrite salary and fringe benefit expenses of "LifeWorks Erie" employees who provided health screenings, health education/workshops, and flu vaccinations for senior citizens in Millcreek. Of note, a total of 2,723 persons were assisted -- 351 persons received health screenings; 284 persons attended health related talks; flu shots were administered to 1,923 individuals, and 165 persons attended "Matter of Balance" workshops.
- General Program Administration - CDBG funds in the amount of \$29,000 or 11.8% of the allocation was utilized by County Planning for general management, oversight and coordination of the Township's CDBG program.

In FY 2019 (Year 2) the Township received a CDBG allocation of \$244,561 of which \$215,561 was set aside for the Phase VIII Sidewalk Accessibility Project and \$29,000 for General Program Administration. Administration of the Township's program is currently being administered by Erie County Planning. Bids for the Sidewalk Accessibility Project (i.e. curb-ramps) are scheduled to be opened on March 25, 2020 with a construction contract anticipated to be signed by the May 1st and work to be substantially completed by August 31, 2020. The project will consist of the removal, design and replacement of 152 sidewalk ramps divided among 38 locations along 17 roads.

4. Summary of Citizen Participation Process

The schedule of events is as follows:

January 23, 2020: Notice of First Public Hearing published in the Classified Ads Section under Public Notices of the Erie Times-News.

January 21, 2020: Program Guidelines /Application emailed to interested agencies, groups, organizations, and township departments serving Millcreek Township residents informing them of the availability of CDBG funds for FY 2020.

February 13, 2020: Public Hearing #1 was held to provide an overview of the CDBG program and application process; discuss community needs; and solicit input on potential projects.

February 25, 2020: Deadline for applications for FY 2020 funding consideration to be submitted to County Planning.

March 3, 2020: Applications forwarded to the Township supervisors for review and funding prioritization/selection.

March 5, 2020: Supervisors select the projects they wish to undertake and the amounts to be allocated to each activity.

March 17, 2020: Notice of Draft Action Plan, Comment Period, and Final Public Hearing published in the Classified Ads Section under Public Notices of the Erie Times-News.

March 18 to April 17, 2020: Draft Action Plan made available for public review/comment.

April 1, 2020: Public Hearing #2/Final held to take comment on how the Township proposes to utilize its FY 2020 CDBG allocation.

On or before May 15, 2020: Township supervisors pass Resolution approving the FY 2020 Action Plan and authorize County Planning to submit the application to HUD.

5. Summary of Public Comments

To date the Township has conducted one of two public hearings in preparation of the FY 2020 Action Plan. The first hearing was held on February 13, 2020 at the Township Municipal Building located at 3608 West 26th Street, Erie PA 16506. The hearing notice was advertised in the Erie Times-News and posted on the Township's website (www.millcreektownship.com). The second/final hearing is tentatively scheduled for April 1, 2020.

First Public Hearing

One (1) person attended the public hearing - Ms. Anne Sokol, Township Engineer, who stated that she would be submitting an application on behalf of the Township for funding to once again remove/replace curb-cut ramps. She indicated that this would likely be the last year to request funding for this effort as the Township is nearing full compliance with the 2011 Consent Decree Order.

Final Public Hearing

Tentatively scheduled for April 1, 2020

Draft Action Plan

This Draft Action Plan is being made available for public viewing from March 18 to April 17, 2020 on the Township's website, at the Millcreek Township Municipal Building, and at the Erie County Department of Planning.

6. Summary of comments or views not accepted and the reasons for not accepting them.

Not applicable as all questions and concerns expressed at the public hearings were addressed by the CDBG program administrator.

7. Summary

This document represents Millcreek Township's Third Year Action Plan which identifies the activities the Township proposes to undertake with its FY 2020 CDBG funds and other resources to address its high priority needs as identified in its Five Year Consolidated Plan. As with the previous two Action Plans (Year 1/FY 2018 and Year 2/ FY 2019), the majority of the CDBG funds will be used to replace curb-cut ramps pursuant to a 2011 Consent Decree Order.

PR-05 Lead & Responsible Agencies – 91.200(b)

Describe the agency/entity responsible for preparing the Plan and those responsible for administration of each grant program and funding source.

The Erie County Department of Planning is the lead agency for the preparation of Millcreek Township's Five Year Consolidated Plan (CP) and Annual Action Plans, as well as the administration of the Township's CDBG program. The Township provides administrative funds to County Planning through a sub-recipient Agreement.

Consolidated Plan Public Contact Information

County of Erie, c/o Erie County Department of Planning
150 East Front Street, Suite 300

Erie, PA 16507

Contact Person: Joseph T. Berdis, CDBG Administrator

Phone: (814) 451-7330

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Email: jberdis@eriecountypa.gov.

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The entities consulted in preparation of the Action Plan (Year 3) consisted of those who realistically could assist the Township in addressing its priority needs and meeting its goals and objectives as stated in the Five Year CP. See #2 for list.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

Social service agencies are the link between the provision of housing and the populations such housing is intended to serve. These agencies work directly with providers of services to persons with needs related to mental health, intellectual and developmental disabilities, aging, drug and alcohol addiction, and homelessness. These agencies direct housing efforts where needed and are integral in the planning of housing and services for target populations. Housing providers who were sent application packets to request funding included the Erie Redevelopment Authority, Erie County Housing Authority, and H.A.N.D.S.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

A Continuum of Care (CoC) is a community’s plan to organize and deliver housing and services to meet the specific needs of people who are homeless. The “Home Team” is the coordinated group in Erie County that works to eradicate the problem of homelessness. It consists of local government representatives, service providers, business owners, consumers, and concerned citizens.

All of the providers in the homeless delivery system sit on the CoC. The CoC’s priority populations are women and children, families, and people with disabilities. The CoC developed specialized outreach for people with and without disabilities. Emergency shelters include options for people with disabilities, domestic violence survivors, and families; transitional housing includes options for female victims of domestic violence and for veterans; permanent housing includes options for people with disabilities, chronic homeless, and families.

The ESG project managers from the City of Erie sit on the CoC, and the City retains its authority to allocate funds as it deems appropriate. The CoC developed the program standards with the City during the Executive Committee meetings. Evaluation and outcomes processes benefit from the fact that all of the providers, except for domestic violence, routinely input data to the HMIS. The CoC set similar standards for the HPRP.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS.

To date the Township’s role with the Continuum of Care has been limited to being invited/attending meetings of the Home Team. The Township has not played any role in determining how to allocate ESG funds; develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds; nor develop funding, policies and procedures for the operation and administration of HMIS. This is primarily due to the fact that no information is available identifying Millcreek Township’s homeless population or subpopulations. The nature and extent of homelessness in Millcreek Township is unknown.

2. Describe agencies, groups, organization and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

As stated in the Introduction to this section, the entities consulted in preparation of the Action Plan (Year 3) included those who realistically could assist the Township in addressing its high priority needs and meeting its goal and objectives as stated in the Five Year CP. The following departments, agencies, groups, and organizations were emailed a packet containing the CDBG program guidelines and an application to apply for a share of the Township's CDBG monies:

- Millcreek Township officials and staff
 - Supervisors Morgan, Bock, and Ouellet
 - Township Engineer - Anne Soklol, P.E.
 - Director of Parks and Recreation - Ashley Marsteller
 - Director of Planning & Community Development - Matthew Waldinger
 - Director of Public Works (Streets, Traffic, and Sewers) - Sean Kern
 - Director of Public Services - Judy Zelina
 - LECOM Center on Health and Aging- Kristen Gehrlein, Director
 - Erie Redevelopment Authority - Scott Henry, Executive Director
 - Erie County Housing Authority - Beverly Weaver, Director
 - Housing and Neighborhood Development Service (H.A.N.D.S) - Matthew Good, CEO
 - St. Martin Center, Inc. - David Gonzalez, CEO
 - Voices for Independence - Shona Eakin, CEO and Rick Hoffman, Director of Home Modifications

Name --Agency/Group/Organization	Millcreek Township staff- Engineering; Public Works; Planning & Development; Parks & Recreation; Public Services
Type --Agency/Group/Organization	Other government- Local
What Section of the Plan was addressed by Consultation?	Non-Housing Community Development Needs-- ADA ramps, streets, sidewalks, sewers, parks, senior services
How was the Agency/Group/Organization consulted?	Phone, Email, in-person discussions
What are the anticipated outcomes of the consultation or areas for improved coordination?	Everyone was cognizant of the fact that the Township would once again be utilizing its funding for removal/replacement of curb-cut ramps.

Name --Agency/Group/Organization	LECOM Center on Health and Aging
Type --Agency/Group/Organization	Services-Elderly persons Services-Health
What Section of the Plan was addressed by Consultation?	Non-Homeless Special needs
How was the Agency/Group/Organization consulted?	Email
What are the anticipated outcomes of the consultation or areas for improved coordination?	Information on needs of senior citizens

Name --Agency/Group/Organization	Erie Redevelopment Authority
Type --Agency/Group/Organization	Housing
What Section of the Plan was addressed by Consultation?	Housing Needs Assessment
How was the Agency/Group/Organization consulted?	Phone and email
What are the anticipated outcomes of the consultation or areas for improved coordination?	Discuss Township's plans to potentially use Years 4 & 5 CDBG funding for single family housing rehabilitation. The ERA would provide delivery/legal services associated with a housing rehabilitation project.

Name --Agency/Group/Organization	Erie County Housing Authority
Type --Agency/Group/Organization	Housing
What Section of the Plan was addressed by Consultation?	Housing Needs Assessment
How was the Agency/Group/Organization consulted?	Phone and email
What are the anticipated outcomes of the consultation or areas for improved coordination?	Leveraging weatherization services of the ECHA

Name --Agency/Group/Organization	Housing and Neighborhood Development Service
Type --Agency/Group/Organization	Housing/Affordable Housing
What Section of the Plan was addressed by Consultation?	Housing Needs Assessment
How was the Agency/Group/Organization consulted?	Email
What are the anticipated outcomes of the consultation or areas for improved coordination?	Possible Market Study to determine need for affordable housing development

Name --Agency/Group/Organization	St. Martin Center
Type --Agency/Group/Organization	Services- Housing and Housing Counseling
What Section of the Plan was addressed by Consultation?	Housing Needs Assessment Non-Homeless Special Needs
How was the Agency/Group/Organization consulted?	Email
What are the anticipated outcomes of the consultation or areas for improved coordination?	Understanding of services currently provided including those which are no longer undertaken due to staff capacity and funding constraints.

Name --Agency/Group/Organization	Voices for Independence
Type --Agency/Group/Organization	Services- Persons with Disabilities
What Section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
How was the Agency/Group/Organization consulted?	Email
What are the anticipated outcomes of the consultation or areas for improved coordination?	The need to modify homes of disabled individuals

3. Identify any Agency Type not consulted and provide rationale for not consulting

The one agency that was not consulted this year or in 2019 was the Erie County Human Relations Commission (ECHRC) which had previously undertaken fair housing activities on behalf of the Township to “affirmatively further fair housing”. The HRC is still trying to regain its footing after being restructured / reorganized. In lieu of consulting with the ECHRC, County Planning will for the foreseeable future consult with the South Western Pennsylvania Legal Services, Inc. regarding fair housing matters/issues.

AP-12 Participation – 91.105, 91.200(c)

Summary of citizen participation process/efforts made to broaden citizen participation. Summarize citizen participation process and how it impacted goal-setting

To date the Township has conducted one of two required public hearings in preparation of the FY 2020 Action Plan. The first hearing was held on February 13, 2020 at the Township Municipal Building located at 3608 West 26th Street, Erie PA 16506. The hearing notice was advertised in the Erie Times-News and posted on the Township's website (www.millcreektownship.com). The second/final hearing is tentatively scheduled for April 1, 2020.

One (1) person attended the First Public Hearing - Ms. Anne Sokol, Township Engineer - who stated that she would be submitting an application on behalf of the Township for funding to once again remove/replace curb-cut ramps. She indicated that this would likely be the last year the Township will request funding for this effort as it is nearing full compliance with the 2011 Consent Decree Order.

The Final Public Hearing is tentatively scheduled for April 8, 2020.

This Draft Action Plan is being made available for public viewing from March 18 to April 17, 2020 on the Township's website, at the Millcreek Township Municipal Building, and at the Erie County Department of Planning.

Millcreek Township does not have a significant number of minorities or non-English speaking persons so consequently no special outreach efforts are required nor undertaken to contact these groups during the development of the Action Plan. Efforts to reach persons with disabilities were made by consulting with Voices for Independence, an agency that advocates for and provides services to people with disabilities.

The ECDP forwarded a packet containing program guidelines and application to interested agencies, groups and organizations serving Millcreek Township residents informing them of the availability of CDBG funds for the upcoming fiscal year and how to apply for a share of the grant dollars. Application packets were e-mailed to those agencies/departments most likely to assist the Township in addressing its high priority needs as identified in the Five Year CP

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

Of the four (4) CPD formula block grants - CDBG, HOME, ESG and HOPWA - Millcreek Township is only entitled to receive assistance under the CDBG program. The FY 2020 CDBG grant of \$260,982, while 6.7% more than last year’s allocation and the highest allocation since 2010, is still miniscule compared to the many needs of the community. As such, the Township will seek to partner with agencies and organizations to leverage other resources, especially those agencies that can assist the Township in addressing some of its unmet housing needs.

The foremost partner in this regard is the Erie County Housing Authority (ECHA) which receives federal and state monies to provide an array of weatherization programs that are available to income eligible Erie County residents, including those in Millcreek Township. It is anticipated that during the program year 2020, \$91,579 in ECHA resources will be available to assist approximately fifty-nine (59) Millcreek families.

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.

The anticipated leveraged ECHA weatherization sources, amounts, and estimated number of families to benefit are as follows:

- PA Weatherization Assistance Program
Estimated funding- \$23,000
Estimated Beneficiaries – 6 families

- PA Low Income Energy Assistance Program (LIHEAP) - Crisis Component
Estimated funding- \$16,870
Estimated Beneficiaries – 15 families

- National Fuel Gas (NFG) Low Income Usage Reduction Program (LIURP)
Estimated funding - \$0
Estimated Beneficiaries- 0 families

- First Energy (Warm Program)
Estimated funding- \$38,937
Estimated Beneficiaries – 28 families

- First Energy (Warm Plus Program)
Estimated funding- \$12,772
Estimated Beneficiaries – 10 families

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.

NOT APPLICABLE

AP-20 Annual Goals and Objectives - 91.420, 91.220 (c) (3) & (e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Infrastructure: Sidewalks	2020	2021	Non-Housing Community Development	Community-wide	Infrastructure- Sidewalks-ADA ramps	CDBG \$230,982	Public Facility or Infrastructure Activities other than Low/Mod Income Housing Benefit: 6,297 persons assisted

Goal Descriptions

1	Goal Name	Infrastructure: Sidewalks
	Goal Description	The Township is setting aside \$230,982 in FY 2020 funds to continue with its multi-year/multi-phase program of removing, designing, and replacing curb-cut ramps for ADA accessibility. Millcreek is under a 2011 consent decree to replace approximately 1,400 ramps by 2022.

2	Goal Name	Administration
	Goal Description	The Township is setting aside \$30,000 in FY 2020 funds for the general management, oversight and coordination of its CDBG program which will be provided by the Erie County Department of Planning.

AP-35 Projects – 91.220(d)

Millcreek Township proposes that it's FY 2020 CDBG monies totaling \$260,982 be used for the following projects:

PROJECT	CDBG FUNDING
Sidewalk Accessibility Project – Phase IX	\$230,982
General Program Administration	\$ 30,000
TOTAL	\$260,982

AP-38 Project Summary
Project Summary Information

1	Project Name	Sidewalk Accessibility Project – Phase IX
	Target Area	Community-wide
	Goals Supported	Infrastructure: Sidewalks
	Needs Addressed	Infrastructure: Sidewalks/ADA ramps
	Funding	CDBG: \$230,982
	Description	<p>FY 2020 CDBG funds in the amount of \$230,982 will provide for the removal, design, and replacement of approximately 150 handicapped accessible curb-cut ramps, as well as temporary asphalt transitions from the ramps to the roadway, at various locations throughout the Township</p> <p>The project is the ninth phase of a multi-phase effort to make pedestrian crossings accessible to people with disabilities. The Township is under a consent decree to install approximately 1,400 ramps by 2022. To date 1,223 ramps have been completed utilizing CDBG and local monies with another 152 to be installed in the summer of 2020 utilizing FY 2019 CDBG funds.</p> <p>The project meets the LMI National Objective of the CDBG program in that it will benefit disabled persons that are presumed by HUD to be generally low/mod income persons. Additionally, funding of the activity will address a high priority Non-Housing Community Development Need (Infrastructure/Sidewalk Accessibility Improvements) as identified in the Township’s Five Year CP.</p>
	Target Date	08/31/2021
	Estimate the number and type of families that will benefit from the proposed activity	The project will benefit disabled individuals who are presumed by HUD to be of low-to-moderate income. According to the most current census information, there are 6,297 persons with a disability in Millcreek Township.
	Location Description	The specific locations (streets/intersections) where the curb-cut ramps will be removed/replaced have not yet been determined, but no ramps will be constructed in a floodplain area.

	Planned Activities	The ramps will be designed in the field to accommodate existing conditions and sidewalks. They will conform to ADA standards regarding running slope and cross slope as well as the inclusion of detectable warning surfaces (truncated domes). A level landing will be required at the transition between the existing sidewalk and new ramp for a turning area. Each ramp will be thoroughly inspected once completed. Additionally, an asphalt transition area connecting the newly installed ramp to the existing roadway surface will be constructed to ensure sidewalks are truly accessible. These asphalt transitions will be removed when the roadway is resurfaced by the township at which time compliant crosswalks will be installed.
2	Project Name	Program Administration
	Target Area	Non-Site Specific
	Goals Supported	Administration
	Needs Addressed	Administration of the Township's CDBG program
	Funding	CDBG: \$30,000 (11.5% of allocation)
	Description	FY 2020 CDBG funds in the amount of \$30,000 will be set aside for the general management, oversight, and coordination of Millcreek Township's CDBG Program. Administration will be provided by the Erie County Department of Planning.
	Target Date	06/30/2021
	Estimate the number and type of families that will benefit from the proposed activity	Not Applicable
	Location Description	Non-Site Specific
	Planned Activities	Management, coordination and oversight of Millcreek's Township's CDBG program.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed.

Millcreek Township has not identified any geographic priority areas for its FY 2020 CDBG funding as all funding with the exception of Administration is being allocated for the Phase IX Sidewalk Accessibility Project the location of which is community-wide.

Rationale for the priorities for allocating investments geographically

NOT APPLICABLE

AP-55 Affordable Housing – 91.220(g)

The Township will not be providing any affordable housing opportunities using FY 2020 CDBG funds.

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

One Year Goals for the Number of Households Supported Through:	
Rental Assistance	0
The production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
TOTAL	0

AP-60 Public Housing – 91.220(h)

Introduction

Public housing in the Township consists of a three-story elderly apartment complex known as the Gerald S. Salisbury Building. The building is located at 4004 Pacific Avenue and is owned and managed by the Erie County Housing Authority (ECHA). The facility was constructed in 1981 under the Public Housing Program. The complex is comprised of 63 one-bedroom units and 2 two-bedroom units, all of which are occupied.

In addition to conventional public housing, the Housing Authority administers approximately 861 Section 8 vouchers throughout the County (excluding the City of Erie), approximately 258 of which were being utilized in the Millcreek as of January 2020. Approximately, one-third of these vouchers are being used at the following apartment complexes: The Reserve at Millcreek (42 vouchers); Paul J. Martin Complex (28 vouchers); Cider Mill Apartments (8 vouchers); and Tanglewood Apartments (4 vouchers).

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

No FY 2020 CDBG funding is being allocated to address the needs of public housing. The Housing Authority annually receives Capital Funds from HUD to undertake improvements at its public housing developments. This past year at the Salisbury Building the Authority replaced the P-TAC units on the 1st floor units. Planned improvements for the program year at Salisbury include: replace gutters, soffits, fascia; paint stucco columns on exterior of building and replace all common area flooring on the 1st floor.

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

The Housing Authority encourages tenants to attend the annual “Tenant Meetings” held in late spring early summer. These tenant meetings are held so that the Tenants can inform the Housing Authority of their concerns and wishes for upgrades and repairs to the buildings. These Meetings are held at each of our Public Housing Buildings to make it easier for the tenants to attend the meetings and no travel is involved.

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

NOT APPLICABLE. The ECHA is not designated as a troubled agency.

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

Most if not all social service agencies that serve Millcreek Township residents are located outside of the township, chiefly in the City of Erie. No homeless or housing providers are located in Millcreek. Additionally, there is no information available identifying Millcreek Township's homeless population or subpopulations. Consequently, the nature and extent of homelessness in Millcreek is unknown. The Township supports the efforts of the City of Erie and County CoC to provide homeless services and emergency, transitional, and permanent housing for homeless individuals and families, including veterans, those with special needs, persons with disabilities, HIV/AIDS, and victims of domestic violence.

Describe the jurisdiction's one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.

Erie County Care Management (ECCM) implements a coordinated entry system for all homeless individuals to have a single touch point through which to access the area's suite of shelters and supportive services. Because this access point is available through a single phone number, ECCM can now more effectively spread the word about the new system among homeless populations. Much of the information regarding resources available to the homeless travels by word of mouth, so it is critical to ensure that awareness of how to access coordinated entry is widespread. Through the new system, ECCM is responsible for screening all individuals who enter the homeless system. The screening allows administrators to assess the needs of each individual or family and direct them to a facility that both fits their needs and has capacity. Service and shelter providers are engaged in an ongoing effort to help ECCM understand the unique programs that they offer so that coordinated entry administrators are better able to match the homeless to programs that fit their needs.

Addressing the emergency shelter and transitional housing needs of homeless persons

In addition to improving the coordination and use of resources as described above, shelter providers that serve Erie County are dedicated to providing sufficient space to accommodate those in need of emergency shelter. Overflow shelter beds are seasonally provided at local churches and other community partner sites.

The County and some of its nonprofit shelter providers have moved away from a transitional housing model and towards a model of rapid rehousing, using national research to affirm that permanent housing is the best way to end homelessness. Transitional housing continues to be provided for female victims of domestic violence and their families, as well as for veterans.

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 ultimate goal of area shelter providers is to help the homeless secure permanent housing and minimize the amount of time spent by individuals and families in the shelter system. The coordination of a broad range of social service providers helps to ensure that the homeless and formerly homeless receive the support necessary to become and remain stably housed. The Township will continue to work with housing and social service providers to meet the housing needs of homeless persons.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and

corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

While the Township does not intend to undertake activities specifically targeted toward preventing homelessness, it will continue to rely on and support the work of local agencies working toward this goal.

AP-75 Barriers to Affordable Housing – 91.220(j)

The Regional Analysis of Impediments to Fair Housing Choice included a fair housing action plan for Millcreek Township that includes the following elements that pertain to affordable housing:

1. Establish a rental registration program to regularly ensure code compliance of privately owned rental residential units.
2. Have the Erie County Housing Authority conduct marketing to recruit additional landlords in Millcreek Township to accept Section 8 vouchers.
3. Apply a minimum set-aside requirement of accessible units to all assisted housing projects, including those financed with non-federal funds.
4. Participate in Erie Metropolitan Transit Authority's (EMTA) long range planning efforts to promote the expansion of public transit services, particularly ride-to-work routes and work with EMTA to solve service gaps that separate low/moderate income residents from major employment centers.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The Township is considering undertaking the following actions that impact affordable housing:

1. The Township has a draft rental registration program and has received a grant from PA DCED for implementation of administration software that could support such a program. There is currently no proposed implementation date but work on the program progresses.
2. Mackin Engineering, Inc. has been hired by the Township to update the Zoning Code and SALDO. Work on the zoning code is ongoing and minimum set-asides will be considered at the appropriate time.
3. HUD sets the Fair Market Rent every year for Erie County. The Authority's payment standards are set based on the fair market rents established by HUD. HUD allows payments standards to be between 90% - 110% of the fair market rent without HUD approval. The ECHA uses 110% of the fair market rent for its payment standard for any Section 8 units rented in Millcreek as a way of encouraging more landlords in the Township to participate in the program.
4. The Township remains open to working with EMTA leadership to enhance ride-to-work routes and eliminate service gaps for LMI persons.

AP-85 Other Actions – 91.220(k)

Introduction

Millcreek's FY 2019 CDBG allocation of **\$244,561** is miniscule compared to the identified needs of the community. In addition the Township is not entitled to receive HOME, ESG or HOPWA funding. The Township will continue to partner with agencies/organizations where feasible to leverage resources and maximize outcomes.

Actions planned to address obstacles to meeting underserved needs

An underserved need of the Township is LMI single family housing rehabilitation along with home modifications for disabled individuals. Millcreek is hopeful that it will be able to commit some of its 4th or 5th year CDBG funding for these activities once it completes the multi-year/multi-phase program of the curb-cut removal/ replacement. In the interim, the Township will continue to partner with the Erie County Housing Authority which provides weatherization assistance to residents of Erie County (excluding the Erie City) including Millcreek Township. For the upcoming year (July 1, 2020 to June 30, 2021) it is anticipated that \$91,579 in ECHA resources will be available to assist approximately fifty-nine (59) Millcreek families.

Actions planned to foster and maintain affordable housing

The Township will not be providing any affordable housing opportunities using FY 2020 CDBG funds.

Actions planned to reduce lead-based paint hazards

No FY 2020 CDBG funds have been set aside for single family housing rehabilitation. In the event that funding is made available in the future, each unit built before 1978 would be tested for the presence of lead-based paint, and if found, surfaces would be removed or the material encapsulated to prevent exposure. Upon conclusion of the rehabilitation work, the housing unit would have to pass a lead clearance test.

Actions planned to reduce the number of poverty-level families

According to 2017 census estimates, 6.7% of all families in Millcreek Township live below the poverty level compared to 3.9% in 2010. Unfortunately the Township has very little control over the factors that cause poverty and very little it can do on its own to address the problem. What is needed most to break the cycle of poverty in Millcreek and Erie County as a whole is equal access to quality education starting in early childhood and the development of, and access to, job training and good paying jobs as well as affordable health care. This can only be accomplished by a community/regional effort.

One group working to address the problem is "Erie Together", a collaboration of 3 agencies - the Greater Erie Community Action Committee [GECAC], United Way of Erie County, and Mercyhurst University which was formed in 2009 to help better align local resources to prevent and reduce poverty which will ultimately help strengthen the area's local economies.

Erie Together's efforts address three different vantage points, by (1) working directly with families; (2) working within specific neighborhoods; and (3) working through four county-wide action teams. The four action teams are developing and implementing strategies related to: (a) early childhood readiness and success; (b) preparing students for life after high school whether that means a job, or successful completion of post-secondary education or training; (c) bolstering individual and family stability to reduce dependence on outside assistance to meet their needs; and (d) aligning workforce and economic development so job seekers have the skills they need to secure and retain family-sustaining employment.

Specific issues that Erie Together teams are currently working on include: 1) Early Childhood Readiness and Success; 2) Aligning Education to Careers; 3) Individual and Family Stability; and 4) Balancing Economic and Workforce Development.

Actions planned to develop institutional structure

No changes are anticipated in the present institutional structure.

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

Millcreek Township will continue to actively work with regional housing and social service providers to identify opportunities to enhance coordination between the Township and such providers. Millcreek will accomplish this through regular communication between Township representatives and housing and service providers that address the needs of its residents.

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

Introduction:

Projects expected to be undertaken with CDBG funds during the program year are identified on pages 15 -17 of this Application (**AP-35 Projects – 91.220(d) and AP-38 Project Summary**). No program income is available for use on any proposed project(s).

**Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(I) (1)**

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|--|---|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed. | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements. | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan. | 0 |
| 5. The amount of income from float-funded activities. | 0 |

1. The amount of Urgent Need activities **[0]**

2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. **[100%]**

3. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan- 2020, 2021 and 2022.