

FY 2023
**ERIE COUNTY NON-ENTITLEMENT MUNICIPALITIES COMMUNITY
DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM GUIDELINES**

Erie County 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 (HUD) pursuant to the provisions of Title I of the Housing and Community Development Act of 1974, as amended. Since 1998, the County has received approximately \$14.5 million in CDBG monies. The amount the County will receive at this time, \$317,412.

The County’s entitled monies are to be used to assist non-entitlement boroughs and townships undertake housing and community development projects which principally benefit low-to-moderate income persons. A non-entitlement is a municipality which does not receive an annual CDBG allocation from the state or HUD. Of the 38 municipalities in Erie County, 29 are non-entitlement.

<u>Albion Borough</u>	<u>Greenfield Township</u>	<u>Summit Township</u>
<u>Amity Township</u>	<u>Harborcreek township</u>	<u>Nion Township</u>
<u>Concord Township</u>	<u>Lake City Borough</u>	<u>Union City Borough</u>
<u>Cranesville Borough</u>	<u>Lawrence Park Township</u>	<u>Venango Township</u>
<u>Elgin Borough</u>	<u>Leboeuf Township</u>	<u>Waterford Borough</u>
<u>Elk Creek Township</u>	<u>McKean Borough</u>	<u>Waterford Township</u>
<u>Fairview Township</u>	<u>Mill Village Borough</u>	<u>Wattsburg Borough</u>
<u>Franklin Township</u>	<u>North East Township</u>	<u>Wayne Township</u>
<u>Girard Borough</u>	<u>Platea Borough</u>	<u>Wesleyville Borough</u>
<u>Greene Township</u>	<u>Springfield Township</u>	

FY 2023 ALLOCATION

The County is currently entitled to \$317,412. Around 18% of the grant will be set aside for administration. The County’s request to HUD for the funds is due on or before October 27th, 2023.

DEADLINE TO APPLY FOR A SHARE OF THE COUNTY’S CDBG FUNDS

Agencies, groups, organizations and County departments that assist residents of Erie County can apply for a share of the grant dollars. Enclosed are Program Guidelines and Application form to request funding.

The deadline to submit an application for funding consideration is Monday, September, 18th 2023. Please submit your application as a WORD document to acunningham@eriecountypa.gov. Also, mail a hard copy of the application to:

Erie County Department of Planning
150 East Front Street, Suite 300
Erie, PA 16507
Attn: Tony Cunningham

CITIZEN PARTICIPATION

In accordance with the Final Rule for revised program regulations, 24 CFR, Parts 91, et. al. and the adopted Erie County Citizen Participation Plan, the County intends to conduct a minimum of two (2) public hearings regarding its CDBG program - - the first to obtain information related to housing and community development needs and the second to obtain comments on proposed activities to address these needs with FY 2023 funding.

The first of these hearings is tentatively scheduled for Wednesday, August 9, 2023 at 1:00 PM at Erie County Planning and Economic Development office. A hearing notice will be advertised in the Erie Times News at least 10 days prior to the day of the hearing.

GENERAL PROGRAM REQUIREMENTS

To qualify for CDBG funding consideration an applicant must show that its project is:

- (1) An “Eligible Activity”;
- (2) A “Fundable Activity” in that it meets a National Objective of the program; and
- (3) Addresses a need of the community as identified in the Three Year Consolidated Plan (CP)

1. Eligible Activities

CDBG funds can be used to undertake a wide array of activities that include, but are not limited to:

- water, sanitary sewer, and storm sewer construction
- street rehabilitation/reconstruction
- sidewalk and curb replacement including removal/replacement of curb-cut ramps for ADA compliance
- park/recreation improvements
- removal of architectural barriers to provide handicapped accessibility
- housing rehabilitation
- homeownership assistance
- fair housing activities
- public services *(not to exceed 15% of the grant allocation)*
- program administration *(not to exceed 20% of the grant allocation)*

2. Fundable Activities - Meeting a National Objective

Each “Eligible” activity must meet one (1) of the following three (3) “National Objectives”:

- Principally benefit low-to-moderate income (LMI) persons.
- Aid in the prevention or elimination of slums or blight.
- 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.

A LMI person is an individual whose income is no more than 80% of median income for the area as determined by HUD, based on a four-person family and adjusted upward or downward for larger or smaller families. The *current* Income Limits are as follows:

FY 2023 Income Limits (Effective April 2023)	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low-to-Moderate (80% of Median Income)	\$44,450	\$50,800	\$57,150	\$63,500	\$68,600	\$73,700	\$78,750	\$83,850

Of the three (3) objectives, the primary one is to Principally Benefit Low-to-Moderate Income (LMI) persons and at least 70% of the allocation must be used for this effort. An applicant considering submitting an application under the other two objectives must contact County Planning before proceeding.

2 (a) Criteria On How An Activity May be Considered to Benefit LMI Persons

The criteria for how an activity may be considered to benefit Low-to-Moderate Income persons can generally be categorized as follows:

Low Mod Area Benefit (LMA)

An “area benefit” activity is one that benefits all residents in a particular area, where at least 51% (*) of the residents are LMI persons. The area benefit category is the most commonly used National Objective for activities that benefit a residential neighborhood. Typical area benefit activities include street rehabilitation, sidewalk removal/replacement, and water/sewer line construction.

(*) HUD permits an exception to the LMI area benefit requirement that an area contain at least 51% LMI residents. This exception applies to entitlement communities like Millcreek that have few, if any, areas with high concentrations of LMI persons. These communities are allowed to use a percentage less than 51% to qualify activities under the LMI Benefit category. This exception is referred to as the “exception criteria” or the “upper quartile”.

Concentrations of LMI persons can be determined in one of two ways - - HUD Census Data and Income Surveys. **ATTACHMENT A (including Map)** identifies the number and percentage of LMI persons in each of the Township’s census tracts and block groups. If the service/benefit area of a project *generally* coincides with a block group or census tract that is = to or > 38.41%, the project would qualify as meeting the LMI National Objective and can be funded with CDBG monies. In those cases where a project’s benefit area is smaller in scope and/or does not coincide with a census area that is = to or > 38.41%, then an income survey would need to be undertaken of the residents who would benefit from the proposed project to determine if the LMI National Objective is met. County Planning must be contacted for assistance in undertaking a survey.

Low Mod Limited Clientele (LMC)

The “limited clientele” category is a second way to qualify specific activities under the LMI National Objective. LMC generally refers to a clientele who are *presumed by HUD to be principally low-to-moderate income persons*. This presumption covers *abused children, battered spouses, elderly persons, severely disabled adults, homeless persons, illiterate adults, persons living with AIDS and migrant farm workers*. Activities that would be expected to qualify under the LMI Limited Clientele category include installation of ADA curb-cut ramps; construction/renovation of a senior center; and public services for the homeless and elderly, etc.

Low Mod Housing Activities (LMH)

The “Housing” category of LMI National Objective qualifies activities that are undertaken for the purpose of improving permanent residential structures which, upon completion, will provide the family with a safe, decent, sanitary, and energy efficient place to live. The most common LMH activity is single-family housing rehabilitation.

SELECTION OF PROJECTS for FUNDING

The County supervisors and County Planning will review the applications according to the aforementioned criteria. Afterwards the supervisors will rank the projects and then tentatively select the activities they would like to fund, a decision which is expected to be made by Early September. Shortly thereafter a notice will be published in the paper identifying the projects proposed to be funded, a time period for people to submit written comments, and setting a date for the final public hearing.

