

# Consolidated Annual Performance and Evaluation Report (CAPER)

Program Year 2018

July 1, 2018 to June 30, 2019



BUCKS COUNTY, PENNSYLVANIA

HOUSING SERVICES AND COMMUNITY & ECONOMIC DEVELOPMENT

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## 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.

Bucks County has continued to focus on the goals and objectives as outlined in the five year Consolidated Plan and the Annual Action Plan for its Program Year 2018. During Program year 2018, the County continued the process of reevaluation of all programs and initiatives in order to ensure that the benchmarks outlined in the five Year Consolidated Plan for services through 2019 can be met. The departments of Housing Services (HSD) and Community and Economic Development (CED) have worked collaboratively to achieve goals outlined in the County's 2015-2019 Consolidated Plan and 2018 Action Plan. An ongoing initiative is the continued implementation of recommendations and goals as stated in the *Housing Services Action Plan*. The recommendations, as approved by the Commissioners, continue to drive strategic initiatives to accomplish Consolidated and Action Plan goals, as well as, make innovative system changes to improve capabilities and efficiencies within the County housing service system. The County's Continuum of Care has been actively engaged in implementing homeless system changes, promoting collaboration, creating operational policies and pursuing diversified funding sources to meet the needs of those at-risk and homeless who are not eligible for other services. The County has key development projects that have moved forward in Program Year 2018 that will increase the supply and quality of affordable housing. Various new funding sources newly introduced in Program Years 2017 and 2018 have improved and enhanced public services and filled in the service delivery gaps for many persons who are homeless and at-risk of homelessness. Both HOME 4 Good and PHARE funding have increased the capacity of the housing service delivery system. Additionally, over three million dollars' worth of expenditures were directly related to meeting the goals established for the CDBG, HOME, and ESG program areas.

The changes made to the housing service delivery system are having a positive impact on the process and can be expected to continue. The County has continued to work closely with our partner agencies and municipalities to ensure continued progress on all projects. Additionally, as previously noted key development projects that had previously been stalled have moved forward in Program Year 2018. Also of great importance is the County achieving its timeliness goal for the second consecutive year in Program Year 2018. The process to solicit applications, perform appropriate reviews, enter into contracts, and fully implement projects has been and will continue to be modified to enhance the quality of projects proposed, ensure compliance with objectives and encourage timely use of funded expenditures. The County also has strengthened efforts to ensure that all expenditures are for eligible projects, fit national objectives, and clearly meet identified community needs. There have been additional modifications to the way in which the County solicits input for projects as well as applications for funding, further expediting the development of needed projects and services for the community.

In Program Year 2018, the County funded a new partner to increase the capacity of the owner occupied rehabilitation program. Other notable accomplishments in 2018 include: acquisition to increase the capacity of services to victims of crime, a rehabilitation for the County's Community Action Agency to increase available services for families and individuals pursuing economic self sufficiency, a metal works job training program that supported job growth opportunities for low to moderate income students, enhancements to the housing crisis response system to better support families and individuals experiencing homelessness and playground accessibility improvements for Williamson Park in Morrisville. Both the Housing Services Department and the Office of Community and Economic Development will continue to assist our non profit parnters and our municipalities to ensure adequate capacity to implement and manage existing projects. Several Program Year 2017 and 2018 projects will be completed in the next program year. This growth in beneficiaries served will be pronounced in the upcoming program year. Development projects are anticipated to be completed within the next Consolidated Plan.

Please refer to Appendices A, B, and C for the detailed listing of expenditures as follows:

Appendix A - HOME program

Appendix B - ESG Program

Appendix C - CDBG Program

**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.

**See attached Con Plan Goals and Accomplishments for Outcomes**

**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.**

*To Build Inclusive and Sustainable Communities, Improve Existing Housing Stock, Improve the Housing Crisis Response System, Increase Affordable Housing Opportunities* are the primary goals of the current Bucks County Consolidated Plan (2015-2019). While activities supported with ESG funds are generally designed to address the Housing Crisis System, all other activities are focused on addressing the other three areas. CDBG program activities range from infrastructure improvements to owner occupied

rehabilitation including job creation efforts, revolving business loans, public infrastructure enhancements and public service operations. Housing activities include the development of new units, rehabilitation of current affordable housing units and client based rental assistance. A review of outcome indicators for the Goal area of *Build Inclusive and Sustainable Communities* yields that has exceeded its projected outcome of ‘Public Facility or Infrastructure Other Than L/M Income Housing Benefit’ for both the Program Year 2018 and the 2015-2019 Consolidated Plan. Public Service benefit for non-homeless and low-moderate income beneficiaries is over halfway to the target goal for the Consolidated Plan and exceeded the projection for Program Year 2018. Job Creation and Businesses assisted will likely not meet the targeted projections for this goal of the Consolidated Plan. However, a minimal number of projects and limited funding has been dedicated to this effort. It is likely that these goals will be better achieved in a new Consolidated Plan should economic development be emphasized as a priority goal. Activities designed to *Improve the Existing Housing Stock* are those supported by the County’s Low-Income Homeowner and Rental Rehabilitation Program. Homeowner Rehabilitation is at slightly over halfway to its outcome over the course of the Consolidated Plan. While it is unlikely that it will achieve its Consolidated Plan goal as projected, an added partner in this endeavor may result in increased rehabilitations that come closer to the numbers expected. These efforts did achieve 90% of what had been projected for the Program Year 2018. It is not expected that the rental rehabilitation goal for the Consolidated Plan will be achieved but it did attain 90% of its projected outcome for the program year. To further address the goal area of *Improving the Housing Crisis Response System*, the County has continued the Tenant Based Rental Assistance Program. This goal is nearly attained over the course of the Consolidated Plan as Program Year 2018 reflects over 80% of the benchmark achieved. Current Year volume, as reflected in Table One, nearly met expectations but the challenge for this program is to continue to maximize participation and to focus on long term successful outcomes for all participating households. A narrow rental vacancy rate consistently impacts the ability of program participants to effectively select and reside in safe affordable housing. With respect to the goal of *Improving the Housing Crisis Response*, the outcome of serving low moderate income housing benefit has far exceeded the projections for the Program Year 2018 and the Consolidated Plan. With respect to the overnight homeless beneficiaries, it is projected that this outcome will be met at 100% within the current Consolidated Plan. The Housing Services Department has enhanced the existing system for centralized intake and coordinated assessment by launching a system wide implementation of a diversion strategy (locally known as housing planning). The Continuum of Care continues to refine its method of prioritization and continues to strategize how to address service delivery gaps in the housing crisis response system. In Program Year 2018, the County has successfully better integrated a domestic violence response into the Bucks County Housing Link. The Housing Services Department, in partnership with its continuum of care, continued to make it a priority to locate, maintain, and fund housing for families facing a housing crisis, including homelessness, while ensuring that consideration is given to abused women and their children, disabled persons (physically or mentally disabled), and minority populations. The County has also increased investment in rapid rehousing and street outreach to prioritize the most vulnerable for services and ensure homeless families, as well as, individuals return to permanent housing more quickly. Data gathered through HMIS continues to be used to determine where system changes should be made and funds should be allocated to most effectively address the

needs of those facing a housing crisis.

A primary area of activities targeted to address the goal area of *Increased Affordable Housing Opportunities* are those which actually would develop homeownership or rental units. The greatest variance between proposed outcomes and the ones outlined above were the development of affordable housing goals. Despite the County’s best efforts, the development of new units has not been substantial within the current consolidated plan but several development projects are moving forward despite being previously stalled. Growth with respect to this effort will be reflected in the next consolidated plan period.

Overall, the County's proposed outcomes were largely achieved in Program Year 2018. Many of the outcomes are anticipated to be met at the end of the Consolidated plan with the exception of the rental and homeowner development projections. Those will be achieved in the span of the next Consolidated Plan.

**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)**

	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>
White	17,940	21	381
Black or African American	5,930	7	278
Asian	152		
American Indian or American Native	131		41
Native Hawaiian or Other Pacific Islander	43		2
<b>Total</b>	<b>31,400</b>	<b>28</b>	<b>661</b>
Hispanic	2,275	4	96
Not Hispanic	29,125	24	565

**Table 1 – Table of assistance to racial and ethnic populations by source of funds**

**Narrative**

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	2,179,179.71	2,079,012.68
HOME	HOME	2,990,558.73	579,369.32
HOPWA	HOPWA	0	0
ESG	ESG	160,345.00	167,835
Other	Other	0	0

Table 2 - Resources Made Available

### Narrative

The variance in amount spent from the prior year CDBG allocation reflects an increased number of projects in process versus number in process this time last year. The Office of Community and Economic and Housing Services Departments are now fully staffed and anticipate increased expenditures in program year 2019. The timely expenditures, the increased number of projects and the increased implementation of projects have also assisted the County in meeting it's annual timeliness test.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Bucks County - Non Site Specific	98	100	General Population of Bucks County
Bucks County Enterprise Zone	2		Residents residing in the designated zone

Table 3 – Identify the geographic distribution and location of investments

### Narrative

## 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.**

As noted below, the HOME program has continued to carry a significant excess match through to this Program Year. In addition, funded projects have had a match of funds (often from the local Housing Trust Fund and the County's Children and Youth State grant funds) to meet and exceed the matching requirements for PY 2018. Although no matching funds are statutorily required under the CDBG program, project applicants are encouraged to leverage funding from private, federal, state and local sources. During the program application process, applicants for CDBG funding are asked to identify proposed sources of funds beyond the requested CDBG assistance. Matching funding requirements totaling \$348,381 were met for the ESG program through private, other federal and state funding sources.

No publicly owned land or property was used to address the needs identified in the Action Plan.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	7,920,716
2. Match contributed during current Federal fiscal year	143,407.07
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	8,046,123.07
4. Match liability for current Federal fiscal year	291,465.15
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	7,754,657.92

**Table 4 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match

Table 5 – Match Contribution for the Federal Fiscal Year

**HOME MBE/WBE report**

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
\$11,070	\$262,463.92	\$11,070	0	\$262,463.92

Table 6 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Dollar Amount	0	0	0			
Number	0	0	0			
<b>Sub-Contracts</b>						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 7 - Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</b>						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 8 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		1		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	\$277,450	0	0	0	0	0

**Table 9 – Relocation and Real Property Acquisition**

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## 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	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	0	0

Table 10 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	39	22
Number of households supported through The Production of New Units	71	0
Number of households supported through Rehab of Existing Units	19	19
Number of households supported through Acquisition of Existing Units	3	0
<b>Total</b>	132	41

Table 11 – Number of Households Supported

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

As previously mentioned, the County's largest variance in performance versus expected outcomes is in the goal of developing affordable housing. More than one development project did not move forward as anticipated within this Consolidated Plan. The variance between performance and projected outcomes with respect to rehabilitation of rental and owner occupied units is attributable to staffing transitions and lack of organization capacity for the primary partners in these endeavors. In Program Year 2018, a new partner was awarded funding to rehabilitate owner occupied rehabilitation. The goal is to continue

to have significant improvement in the rehabilitation of rental and owner occupied units. With better technical support provided and stronger oversight by both departments it is projected that our number and quality of favorable outcomes will increase.

As also noted previously, the department formerly known as the Housing and Community Development exists as two separate departments: the Office of Community and Economic Development and the Housing Services Department. During the transition, staff positions were vacant and thus there was a delay in issuing contracts for PY2017. This delay affected the ability of partnering agencies to move forward with all affordable housing projects. This and the lack of capacity from the rehabilitation entities led to the deliverables not being met. Throughout PY 2018 our Office of Community and Economic Development has been managing 2017 and 2018 rehabilitation projects. We anticipate improved outcomes in 2019 as projects from two program years are completed and we anticipate growth in affordable housing development in the next consolidated plan.

**Discuss how these outcomes will impact future annual action plans.**

It is anticipated that in PY2019, the County will be better equipped to evaluate the capacity of the partner agencies to implement projects with the timely expenditure of funding with positive outcomes. It is also anticipated that reasonable and realistic goals will be set in future action plans. It is anticipated that both economic development and affordable housing development will be areas of focus in the next consolidated plan. The need for increased affordable housing in Bucks is well documented and demonstrated with a history of lack of development in recent years. Both the Office of Community and Economic Development and the Housing Services Departments with the increased infrastructure are positioned to better facilitate growth in both endeavors in the upcoming program years. Additionally, collaboration with the County’s Planning Department will continue to be crucial to developing incentives for inclusionary zoning that provides for the opportunity for affordable housing development.

**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 Households Served	CDBG Actual	HOME Actual
Extremely Low-income	11,068	21
Low-income	21,041	2
Moderate-income	1,283	1
<b>Total</b>	<b>23,607</b>	<b>24</b>

**Table 12 – Number of Households Served**

**Narrative Information**

Note that the total number of persons served by the activities may differ from those listed in other tables. There may be activities completed for congregate living settings, such as group homes, where not all residents are low mod income but there are a sufficient number of Low Mod households to meet the required percentage under the funding source. In addition, the information reported for households supported through rental assistance includes those households assisted through ESG Rapid Rehousing funding. The number of households served by level of income does not include ESG funding so the total numbers are not identical.

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## **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 County has continued to outreach to unsheltered homeless persons mainly through the Pennel Mental Health Center PATH program and The Valley Youth House Synergy Project (youth outreach) with assistance from faith-based groups, social service agencies, and the County Departments of: Mental Health/Developmental Programs, Corrections, Behavioral Health Systems, and the Bucks County Drug and Alcohol Commission. In Program Year 2018, the Bucks County Opportunity Council sustained its expanded street outreach efforts as the result of a funded partnership with Bucks County's United Way. Goals for outreach to homeless persons this year included increasing the number of contacts to homeless persons, increasing the number of appropriate referrals to mental health residential intake, increasing the number of "document ready" households, increasing the number of referrals to rapid rehousing and permanent supportive housing as well as decreasing the number of homeless runaway youth. With an influx of PHARE and HOME 4 Good funding, the County has a goal of funding a SOAR staff member while increasing funding for diversion and rapid exit strategies to support the most vulnerable in both stabilizing their housing and exiting the shelter more quickly. In Program Year 2018, the homeless crisis response system fully implemented its diversion program in order to ensure the most vulnerable could be prioritized for supportive housing program services including shelter admission. This integral change in the system necessitates collaboration and communication among providers. Case conferencing has been facilitated in an effort to best prioritize homeless individuals and families to the program that best meets their needs. The County and the CoC have continued to fund a youth street outreach program and have established performance measures to increase connections of youth to supportive or housing services, and increased collaboration between the PATH program and shelters that serve chronically homeless individuals. Changes in prioritization of street homeless for shelter admission and increased use of rapid rehousing has allowed for a 9.6 percent decrease in the literally homeless population from 2018 as indicated in the Annual Point in Time County (PIT). Additionally, efforts to reach Veterans experiencing housing crisis have been enhanced and the County has convened veteran's case conferencing meeting to ensure that veterans who are street homeless are appropriately referred to housing programs and are connected to supportive services as necessary. The County's Housing Link system has fully integrated the referral process specifically for veterans.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The County and the CoC have established goals to address the emergency shelter and transitional housing needs of homeless persons throughout Bucks County. These goals include reducing the length

of stay at an emergency shelter for families and individuals, increasing the number of persons who exit all housing programs to permanent housing destinations, and increasing the number of persons employed at exit from all housing programs. Bucks County utilizes its entitlement Emergency Solutions Grant (ESG), along with competitive funding through the Pennsylvania ESG program, to support emergency shelter operations, as well as, rapid re-housing programs. CDBG funds support emergency shelter operations and case management services for homeless individuals and families. Additionally, CoC program funding is allocated to support the Housing Link and numerous Rapid Re-Housing programs.

The County has addressed the length of time in shelter by prioritizing grant funding for Rapid Re-Housing projects that serve emergency shelter clients and the literally homeless. Additionally, in Program Year 2018 the County implemented a “Rapid Exit” Program in collaboration with its emergency shelter provider. The goal was to administer flexible one-time assistance to emergency shelter residents who have the ability to exit shelter more quickly. The CoC monitors progress towards increasing the number of persons exiting to permanent housing destinations through quarterly reviews of HMIS data, and agencies with these projects have formed internal task forces to implement solutions specific to their target populations. The CoC has found that increased collaboration between agencies during the discharge process and the submission of joint applications for housing funding have helped to create more positive outcomes for residents leaving these housing programs. In 2018, PHARE funding increased call center staff, increased rapid rehousing dollars, increased rapid rehousing resources for survivors of domestic violence and enhanced outreach efforts. Consequently, ensuring that the appropriate families and individuals are prioritized for services and that those households return to permanent housing more quickly. The CoC has continued to reduce the length of time households spend in shelter and transitional housing by prioritizing the most vulnerable families in those housing programs for Section 8 Local Preference Vouchers, Mainstream Vouchers and Family Unification Vouchers according to eligibility. Lastly, the CoC is continuing to address increased employment at program exit and is working on implementing solutions such as improving partnerships with community colleges, increasing on-the-job training opportunities, and increasing collaboration with all County work force development entities. In Program Year 2018, an employment navigator was funded specifically to support homeless and at-risk individuals facing high barriers to employment navigate the local Careerlink services.

**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**

Bucks County coordinated with multiple systems to reduce the number of residents that experience

homelessness. Additionally, the County fully integrated diversion resources into the housing system to assist households in avoiding homelessness.

First, The Bucks County Housing Link, the County's homeless crisis response system is focused on ensuring homelessness is avoided through supportive resources. It has included a broad marketing and outreach campaign to landlords, district judges, other institutions, and renters so that residents are aware of and can take advantage of diversion and prevention options before becoming homeless. Secondly, Homeless Assistance Program (HAP) funding from Pennsylvania Department of Public Welfare continues to be targeted towards preventing evictions and helping homeless persons move into permanent housing. HAP program parameters have been modified in order to provide assistance to more residents as the demand increases.

Third, discharge planning from institutions is a cross-systems issue that has been explored through new housing projects and collaboration on service-based training in 2018. For example, Corrections is increasing collaboration with the CoC in order to provide more housing opportunities for persons who would be homeless upon discharge and has participated in CoC-wide SOAR training. A pilot has been designed through collaboration with the Housing Services Department and a local non-profit to assist the forensic population that has difficulty transitioning out of the prison due to a lack of stable housing and the barriers to attaining that housing. The mental health system has employed a diversion staff position to support individuals with mental health diagnoses in avoiding residential admission. Additionally, mental health has funded a transition navigator position to assist individuals in residential programs in moving into safe affordable housing with community based mental health supports. The CoC is continuing to emphasize the importance of collaboration and is evaluating strategies as well as potential funding for individuals that may have barriers to achieving housing stability upon exiting certain institutions. Local hospitals have a history of collaborating with non-profit housing providers in order to offer supportive housing for homeless and at-risk residents. One local hospital was the first to fund diversion efforts in the County and was a key partner in the development of the Housing Link. The Department of Children and Youth Social Services is engaged in providing housing opportunities for homeless and at-risk families with children as a diversion from foster care, as well. Children Youth has consistently administered a community based supportive housing program and funded project based supportive housing for thirty years. Additionally in Program Year 2018, Children and Youth received Family Unification Vouchers to assist families with Children and Youth involvement with attaining safe, affordable permanent housing to prevent foster care placement.

**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 County and the CoC maintain established goals to increase the number of persons who move from emergency shelter and transitional housing to permanent housing and independent living. A rapid re-housing program targeting transition-age youth continues to provide rental assistance and intensive case management and employment counseling to increase the likelihood that participants will maintain permanent housing upon exiting the program.

The CoC has recently prioritized permanent housing programs when allocating its annual funding. CoC-funded permanent supportive housing programs provided housing and support services to chronically homeless individuals with mental health/substance abuse issues. Special populations, including chronically homeless, mental health, substance abuse, domestic violence victims, veterans, and youth also have been targeted for permanent housing programs.

Bucks County has prioritized rapid re-housing programs that provide short, medium and long term rental assistance and case management to increase the number of households obtaining and maintaining permanent housing. The goal is specifically to make homelessness in Bucks County brief, rare and non-recurring. Diversion resources and flexible rapid exit funding administered by the emergency shelter support the aforementioned goal. The expansion of housing locators in Program Year 2018 has also led to households enrolled in rapid rehousing to locating housing more promptly despite a narrow rental vacancy rate.

The non-profit youth services partner Valley Youth House continues to administer a rapid re-housing program for youth, operates shelter and conducts street outreach for them as well. In addition, the CoC's coordinated entry process, Valley Youth House, is using the Youth VI-SPDAT to better target and address the contributing factors that led to homelessness providing a blueprint for case management services. Use of the VI-SPDAT for homeless individuals in the emergency shelter has allowed for more targeted case management services in the areas where clients are the most vulnerable in order to reduce the rate of returns to homelessness. Effective case management is essential to ensure that individuals exit homelessness while addressing factors that may have led to the episode.

Additionally, the CoC recognizes that individuals need to earn a livable wage to avoid future episodes of homelessness. For low income earning families in Bucks County affording the high cost of housing is nearly impossible without a long term subsidy. The pursuit and distribution of mainstream and family unification vouchers has secured a vital resource to support long term housing stability for these families. For those with the ability to increase earned income potential, CoC partners are better coordinating with work force development supports to ensure those enrolled in homeless service programs receive targeted support from the workforce navigator position. The local Careerlink is planning to implement a web based application that will allow for those who have barriers to interface with Career link services and trainings remotely which certainly increases opportunity for those enrolled in homeless programs. There has been increased efforts to fund, develop and administer workforce development programs at Bucks County Community College, the Office of Community and

Economic Development and in the local non-profit sector. In Program Year 2018, the Office of Community and Economic Development invested CDBG funds in a metal works training program that created 5 employment opportunities. Our local Community Action Agency also launched a culinary training program targeting households enrolled in rapid rehousing. Bucks County Community College is strategically working towards developing Workforce and Economic Center to further increase its commitment to continuing to develop and administer workforce education and training.

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

### **Actions taken to address the needs of public housing**

The Bucks County Housing Authority (BCHA) manages 648 Public Housing units and administers 3,415 tenant and project-based vouchers. The BCHA is continually challenged with high demands for housing, funding concerns for public housing and extensive waiting lists.

In 2018, the County, in partnership with the BCHA obtained family unification vouchers and mainstream vouchers to ensure eligible households receive an appropriate permanent housing opportunity. The Housing Services Department and the Office of Community and Economic Development anticipate continuing to strengthen its partnerships with the BCHA to further expand housing options for Bucks County residents. In 2018, the BCHA outlined a strategic planning process for the following year with the intention of exploring how the organization can best achieve the goal of meeting the community's need for increased public housing.

The County has worked closely with the BCHA to obtain additional VASH vouchers to provide housing assistance to Veterans. Additionally, in collaboration with the housing services providers, the BCHA has continued to make Local Preference Vouchers available to households with high barriers to housing stability to achieve housing permanency. The BCHA has also initiated a Family Self Sufficiency program to assist qualified residents in maintaining their housing status in an effort to achieve permanent housing and economic self sufficiency. This program is operated through a collaborative partnership with the Bucks County Opportunity Council.

The County and BCHA will continue to partner with public and private organizations to improve services and address the needs of Public Housing residents including the Area Agency on Aging, Family Service Association, and the Bucks County Opportunity Council.

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

The County works with BCHA to identify projects that serve residents of public housing, including supporting and encouraging public/private partnerships to increase housing availability utilizing project-based vouchers. The BCHA is a valued participant in the CoC. This interaction creates an increased understanding of the needs of the larger community in the context of public housing and the problems faced by a lack of available units.

The BCHA Board of Directors includes a Public Housing resident and the PH developments have organized Resident Councils in order for resident input to be integrated into BCHA administration and policies. The BCHA also operates a Family Self Sufficiency (FSS) Program in coordination with the Bucks

County Opportunity Council. The FSS Coordinator works closely with participants to identify their goals and action steps necessary to achieve self-sufficiency. Residents are encouraged to participate and many complete their goals, including achieving homeownership over the course of the 5-year program.

### **Actions taken to provide assistance to troubled PHAs**

The PHA is not designated as troubled

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## **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 Housing Services Department and Community Economic Development in conjunction with the Bucks County Planning Commission (BCPC) continues working with municipalities across Bucks County to reduce barriers to affordable housing and provide guidance and expertise on commerce, land-use planning, smart growth initiatives, transportation planning, and zoning. The BCPC prepares the Bucks County Comprehensive Plan which serves as a guide for local officials, residents, developers, business owners, and interested agencies. This plan seeks to set forth a common vision of the future of Bucks County and to coordinate, educate, and guide development and preservation in appropriate areas of the county. In Program Year 2018, the Bucks County Planning Commission began to strategically outline the process for updating their Comprehensive Plan.

The Housing Services Department worked to encourage the development of affordable housing to the greatest extent possible and regularly disseminates fair housing information to municipalities and local landlords. The Housing Services Department is continuing its collaboration with the BCPC to implement the recommendations of the county's Assessment to Impediments to Fair Housing report (AI). In that effort, the Housing Services Department and the Bucks County Planning Commission are exploring strategies to promote the development of "attainable" housing.

In addition to the efforts described above, the Housing Services Department coordinated with various housing and service providers and with the CoC to ensure residents who need affordable housing are able to access it. This included supporting the scattered site and focused housing units for low income and formerly homeless families.

The homeownership program enabled low/moderate income families to become homeowners and the homeowner rehabilitation program enabled current homeowners to remain in their home when code issues jeopardize their ability to do so. The Tenant Based Rental Assistance (TBRA) program continued to provide rental assistance to homeless families while participating in a two year self-sufficiency program, allowing them to maintain housing and earn a sustainable wage after completing the program.

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

Actions taken to address obstacles to meeting underserved needs included the allocation of funding to support the following activities: emergency shelter operations, centralized intake and assessment services, housing legal services, Homeless Information Management System (HMIS) implementation,

senior center operations, rehabilitation of group home facilities, rehabilitation of low to moderate single family housing and rapid re-housing programs.

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

In Program Year 2018, Bucks County updated its policies regarding lead safe practices for all housing related projects. CDBG funded lead safe initiatives in its owner and rental occupied programs. The County assisted its sub-recipients in recruiting lead safe certified contractors. Previously, remedial actions were taken to ensure all rental units and homeowner rehab units built prior to 1978 have a lead hazard evaluation completed by a certified lead inspector as chosen by the developer to determine the presence of lead-based paint or lead-based paint hazards. In the past, developers have been urged to include the cost of the inspection and clearance activities into the development of the property. Due to the prevalence of lead and its costly intervention, the County applied for the second time to obtain lead hazard reduction funding in Program Year 2018.

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

Both the Office of Community and Economic Development and the Housing Services Department are committed to rehabbing and developing affordable housing with the understanding that families throughout the community need to be able to attain “liveable wages.” The Housing Services Department and the Office of Community and Economic Development coordinated with the Bucks County Opportunity Council (BCOC), the County’s designated Community Action Agency to implement strategies to reduce the number of poverty-level families. In Program Year 2018, CDBG funding supported the rehabilitation and expansion of BCOC’s Opportunity Center at which the agency intends to provide increased and diversified supportive services to an increased number of households with the goal promoting economic self-sufficiency. Additionally, CDBG funds were granted to the Community College to support a metal works training program. The Housing Services Department also continued to participate with the CoC and Housing Link to ensure programs and policies to achieve this goal are coordinated through the wide network of housing and service providers throughout Bucks County.

Funding allocated as part of the 2018 Action Plan to address these goals includes tenant-based rental assistance, emergency shelter, housing crisis services, public services, economic development and facilities improvements for special needs populations, and the development of additional affordable housing units.

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

The County conducted an assessment within the current consolidated plan which included an evaluation of the processes and tools used to determine need, develop plans, and allocate funding. The County also enlisted the aid of outside consultants to reexamine the structure of County functions for the Department of Community and Business Development with a goal of ensuring quality and complete compliance with all funding requirements. One of the first actions was to restructure the staffing of the Department and to change the name to the Department of Housing and Community Development to refocus on areas aside from business development. In Program Year 2017 the County further restructured the Department. The two newly created departments (the Office of Community and Economic Development and the Housing Services Department) have completed the first Program Year 2018 fully staffed.

The County reassessed and completed an update of the Multi Year Non Site Specific Environmental Review, including historic preservation considerations. The Citizen Participation Plan was finalized to ensure that it encourages the highest level of community involvement in the most efficient and effective manner. Additionally, the County restructured its application process to better equip sub-recipients to understand national objectives and encourage eligible stronger, more innovative projects. Additionally, the County evaluated project management software with the intention of integrating the software to enhance both department's ability to better manage, as well as, monitor funded projects. In Program Year 2018, the County's IT staff are working with Keymark to develop a web based application process for ESG, HOME and CDBG programs. Finally, several operating policies and procedures are being and have been developed. The CoC and ESG programs had finalized policies and procedures in Program Year 2018. The CDBG Owner Occupied Program Manual was also finalized in Program Year 2018.

All these activities serve to strengthen the County's community development initiatives, to provide strategic planning for priority actions and to develop a structure and enhance the County's capacity to implement needed and effective programs.

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

The Housing Services Department continues to work closely with public and assisted housing providers, health and mental health organizations, and social service agencies to enhance coordination of services throughout the jurisdiction.

The Housing Services Department is also the lead agency for the Housing Continuum of Care of Bucks County (CoC), the organization responsible for the planning and implementation of housing and homeless programs in Bucks County. The CoC membership includes representation by housing providers, mental health and drug and alcohol treatment providers, emergency shelters and outreach organizations, faith-based organizations, youth services, and other interested organizations. The Director of Housing Services, the Community Economic Development Program Coordinator, the HMIS

Administrator and the ESG Administrator all serve on CoC Executive Committee to implement and evaluate the housing services delivery system including Emergency Solutions Grant (ESG) funded programs.

The Housing Services Department continues to support the efforts of the Bucks County Housing Link, the central point of information, assessment, and referral services for all Bucks County residents experiencing a housing crisis. The Housing Link has been the genesis for enhanced collaboration between public and non-profit partners in the community. The HSD continues to assess the scope of an enhanced housing link, measuring the functions and costs to operate the Housing Link for the entire system of services for those facing a housing crisis. A number of collaborative initiatives were launched in Program Year 2018 that necessitated partnerships including: a landlord remediation program, housing location services coordinated with rapid rehousing, mental health diversion staff coordinated with the Housing Link and a housing re-entry pilot proposal.

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

In March 2014, the County finalized the review and acceptance of the Analysis of Impediments (AI) to Fair Housing Choice. A plan to update the Analysis to Impediments was formulated to ensure completion in Program Year 2019 ahead of the County's new Consolidated Plan. The County has followed earlier guidance provided through the recommendations contained in its 2014 AI. All plans developed and projects considered were reviewed in the context of furthering fair housing and ensuring equitable distribution of resources for the County. The County enlisted the services of our program partners, including the Bucks County Planning Commission and the Housing Equality Center, in these activities. Additionally, in Program Year 2018 the County funded and facilitated a Fair Housing Training series in partnership with its Housing Equality Center for all member organizations of the CoC. The County also enhanced outreach efforts and application materials to encourage and maximize fair housing engagement by members of protected classes and those beneficiaries in areas of racial and ethnic concentration. Affirmative fair housing marketing has also been required for all housing programs.

There has been an enhanced emphasis on achieving balance relative to the siting of projects in areas considered to have a concentration of low income housing/services versus non-concentrated areas. At the same time the overview has also recognized the available resources for the program participants within the area. As a result, projects have been considered which are of benefit to the project client base and beneficiaries, while being distributed throughout the County to the maximum reasonable extent.

## **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**

**ESG:** Housing Services Department (HSD) continues to lead the CoC to develop performance standards for implementation of the ESG program. HSD monitors all recipients of ESG funding to ensure compliance with the performance standards and HUD regulations as well as to evaluate performance. The County regularly creates and shares performance reports for all system participants. These are reviewed to ensure programs accomplish outcomes that meet and exceed HUD's standards. The CoC regularly reviews outcomes and performance measures to assess unmet needs and guide program development. (Specific information regarding the activities for the CDBG, HOME, and ESG Programs is contained in Appendices A, B, and C.) **HOME:** DHCD performed monitoring assessments throughout the life of all projects to ensure that each project meets local building standards, is managed to HUD's funding regulations, and helps attain the objectives outlined in the Consolidated Plan. DHCD tracked the implementation progress of each project including ongoing review of project expenditures, monitoring of all sites, and regular meetings with project representatives. Funding recipients were required to provide a detailed description of activities and progress with each invoice for reimbursement. DHCD also closely monitored any projects that had no significant activity on at least a quarterly basis. DHCD strives to regularly evaluate the performance and progress of each project and immediately address any issues or barriers to successful project completion. Additionally, DHCD conducted annual site visits, property inspections, and monitoring of tenant files of all affordable housing developments assisted with entitlement funds to ensure compliance with program goals and federal regulations. **CDBG:** Generally, CDBG monitoring takes place in three phases: the initial review of the project, monitoring during its implementation phases, and post-completion follow-up. Initially, the County has to ensure that the project meets a national objective and that target beneficiaries are eligible. Once approved, the monitoring ensures that the funding recipient implements the program in compliance with applicable regulations (e.g., procurement, Davis-Bacon, Fair Housing). The monitoring includes on-site meetings (e.g., pre-development, bid award, project completion), and desk monitoring of documentation provided with each payment request. For construction, the County conducts a completion visit. The County follows this final visit with annual monitoring to ensure that the project continues to benefit the target population for a minimum period of five years. Public Services programs have different metrics of and much of the monitoring (both initial and ongoing) focuses on ensuring that the funding is being expended for an eligible activity and benefits an eligible target population.

## **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.**

Bucks County followed its established Citizen Participation Plan by encouraging a broad range of citizen participation in the development of program reports and plans. Citizens were given reasonable notice and an opportunity to comment on performance reports for a period of no less than 15 days before any reports were submitted to HUD. This was accomplished via local news outlet and web postings.

The County made a copy of the PY 2018 CAPER available to the public for review and comment. The availability of the draft CAPER was announced in two advertisements carried in local papers on August 30, 2019. The advertisements made known the holding of a public hearing and the County's solicitation and acceptance of comments through September 18th.

The public hearing was held on the CAPER on September 18, 2018 at the Almshouse Building in the Neshaminy Manor Center, 1260 Almshouse Road, Doylestown, PA 18901. Interested residents were encouraged to attend through Public Notice posted in local newspapers and provide comment on the report. A printed copy of the CAPER draft was available for review. In attendance were the following staff from the Housing Services and Community Economic Development Departments, Jeff Fields, Director of Housing Services, Margie McKeivitt, Director of Community and Planning Services and Meghan Kincade, Community Economic Development Coordinator. No residents were in attendance. No comments were received. No comments were received via phone, mail or email throughout the comment period.

Attachment 4 includes documents related to the public notification process.

The County of Bucks has a thorough and extensive community involvement process that is employed for all projects and activities. The County consistently seeks to include the input of local residents in all phases and aspects of its Community Development initiatives, from the initial planning, to program and activity implementation, all the way to the reporting and assessment of accomplishments. The effectiveness of this process is key in delivering the proper services and programs to the County's residents, while ensuring that the overall direction of the Housing Services and Community and Economic Development Departments' work is consistent with residents' expectations and concerns.

**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.**

There were no changes in program objectives during Program Year 2018. In the first full year of both Departments functioning as fully staff has provided for better management of funded projects, ensured timeliness goals were met and provided for planning for increased economic development initiatives.

In addition, the County is encouraging projects that envision a greater, more expansive outcome. The County is actively seeking projects, whether municipal, public facilities, non-profit, or housing, that will impact a large area and number of people, perhaps taking more than one year to complete. As these types of large-scale projects require more planning than the single-year discrete projects that had previously been funded, it is anticipate that this will require greater preparation and planning with municipal and non-profit partners.

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

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

## **CR-50 - HOME 91.520(d)**

### **Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

As part of its ongoing HOME Program monitoring process, the Department prepares an annual listing of all projects that need to be inspected, outlining basic information about the project, along with target dates for record review and property inspection. Upon completion, each of the individual owners is notified in writing indicating the Department's monitoring findings and or concerns if any. Rental properties participating in the Tenant Based Rental Assistance (TBRA) program are regularly inspected by the agency staff and the prospective tenant prior to occupancy and on an annual basis. For all site visits, extensive written records document the activity. Whenever concerns and/or findings are noted, staff works with the agencies, tenants and property owners to ensure that remediation efforts are taken to address all problems identified. From the 'Housing Project Record Monitoring' listing, the HOME projects required to be inspected on-site during the program year are those which contain 26 or more units ( New Hope Manor and Somerton Court). All others are on a 2-3 year schedule. The County has been challenged this past year in efforts to allocate staff time to conduct on-site visits for every project. However, a risk assessment of projects, based upon a number of years of monitoring visits, did not demonstrate a high risk situation for any of these projects. In addition, each project completed a yearly compliance report which identified all rental clients, income levels, and rental rates. Each of these reports was thoroughly reviewed to ensure compliance with program requirements. No Findings resulted from these reviews. The County is anticipating that reorganization activities will enable staff to conduct additional on-site visits in Program Year 2019 to comply with HUD requirements. TBRA participating households have the proposed rental units inspected prior to first occupancy and then annually thereafter. The number of inspections may not coincide with the number of participating households as reported because of the timing of client entry into the program. The results of each TBRA inspection differ because of the unique characteristics of community rental housing. However, common issues are faulty smoke detectors, windows that do not lock, non-functioning stove burners, off track sliding doors, and sanitation concerns. As noted, each issue is identified in writing and confirmation of corrective action is required.

### **Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

Bucks County includes an affirmative marketing requirement in all its affordable housing agreements. An

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

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

The County has instituted a process to review municipal comprehensive plans and zoning ordinances to ensure that they contain no language or provisions that would constitute a violation of the Fair Housing Act. All municipalities with deficient plans are required to address the deficiency and bring their documents in full compliance with the Fair Housing Act. As part of the application process, the County has also begun asking municipalities for information on the actions they have taken to communicate the availability of their programs to local minority populations.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

HOME Program income is receipted in IDIS as soon as it is received. During Program Year 2018, \$262,463.92 was received as HOME Program Income in IDIS. The TBRA program expended funds to support rental and utility assistance for clients in the County's Home Stabilization Program. During Program Year 2018, Program Income was drawn on Habitat's project IDIS # 1513. As noted in Appendix A, a total of 22 households comprised of 111 individuals were served during the program year under the TBRA program. Of these households, 21 were at or below 30% of the MFI and 1 was at or below 50% of MFI. \$11,070 in Program I was expended by Habitat for Humanity for homeownership IDIS Project #1513. A total of 4 households, comprised of 9 persons, were assisted with Program Income through the Habitat homeownership program. Three households were at or below 80% MFI and one household was at or below 60% MFI.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

Bucks County continues working with an underperforming agency to ensure that the organization can

remain fiscally and managerially sound and that all properties under their purview are occupied and compliant. In so doing, Bucks County has taken an active role in preserving the affordability of rental housing for the community.

## CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

### 1. Recipient Information—All Recipients Complete

#### Basic Grant Information

Recipient Name	BUCKS COUNTY
Organizational DUNS Number	073735979
EIN/TIN Number	236003044
Identify the Field Office	PHILADELPHIA
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Bristol/Bensalem/Bucks County CoC

#### ESG Contact Name

Prefix	Ms
First Name	Deborah
Middle Name	A
Last Name	Kirkner
Suffix	0
Title	Project Administrator

#### ESG Contact Address

Street Address 1	1260 Almshouse Road
Street Address 2	0
City	Doylestown
State	PA
ZIP Code	18901-
Phone Number	2153453840

CAPER

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**Extension** 0  
**Fax Number** 0  
**Email Address** dakirkner@buckscounty.org

**ESG Secondary Contact**

**Prefix** Ms  
**First Name** Deborah  
**Last Name** Robison  
**Suffix** 0  
**Title** Project Administrator  
**Phone Number** 2153453841  
**Extension** 0  
**Email Address** dmrobison@buckscounty.org

**2. Reporting Period—All Recipients Complete**

**Program Year Start Date** 07/01/2017  
**Program Year End Date** 06/30/2018

**3a. Subrecipient Form – Complete one form for each subrecipient**

**Subrecipient or Contractor Name:** YWCA Bucks County  
**City:** Trevoise  
**State:** PA  
**Zip Code:** 19053, 6526  
**DUNS Number:** 028347953  
**Is subrecipient a victim services provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 42759

**Subrecipient or Contractor Name:** A Woman's Place  
**City:** Doylestown  
**State:** PA  
**Zip Code:** 18901, 0299  
**DUNS Number:** 085248792  
**Is subrecipient a victim services provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 5000

**Subrecipient or Contractor Name:** Bucks County Housing Group

**City:** Warminster

**State:** PA

**Zip Code:** 18974, 4872

**DUNS Number:** 131113870

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 25000

**Subrecipient or Contractor Name:** Family Service Association

**City:** Langhorne

**State:** PA

**Zip Code:** 19047, 1314

**DUNS Number:** 183093533

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 70000

DRAFT

## CR-65 - Persons Assisted

### 4. Persons Served

#### 4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 16 – Household Information for Homeless Prevention Activities

#### 4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 17 – Household Information for Rapid Re-Housing Activities

#### 4c. Complete for Shelter

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 18 – Shelter Information

DRAFT

#### 4d. Street Outreach

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 19 – Household Information for Street Outreach

#### 4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	365
Children	296
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>661</b>

Table 20 – Household Information for Persons Served with ESG

#### 5. Gender—Complete for All Activities

	Total
Male	290
Female	371
Transgender	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>661</b>

Table 21 – Gender Information

**6. Age—Complete for All Activities**

	<b>Total</b>
Under 18	296
18-24	38
25 and over	327
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>661</b>

**Table 22 – Age Information**

**7. Special Populations Served—Complete for All Activities**

**Number of Persons in Households**

<b>Subpopulation</b>	<b>Total</b>	<b>Total Persons Served – Prevention</b>	<b>Total Persons Served – RRH</b>	<b>Total Persons Served in Emergency Shelters</b>
Veterans	0	0	0	0
Victims of Domestic Violence	0	0	0	0
Elderly	0	0	0	0
HIV/AIDS	0	0	0	0
Chronically Homeless	0	0	0	0
<b>Persons with Disabilities:</b>				
Severely Mentally Ill	0	0	0	0
Chronic Substance Abuse	0	0	0	0
Other Disability	0	0	0	0
Total (Unduplicated if possible)	0	0	0	0

**Table 23 – Special Population Served**

## CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

### 10. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	52,780
Total Number of bed-nights provided	47,091
Capacity Utilization	89%

Table 24 – Shelter Capacity

### 11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

Bucks County, through the CoC, has developed processes to review and assess all ESG programs based upon performance measurements. Performance oversight includes assessment of the following factors: Clients moving to permanent housing upon program exit; Clients increasing earned and other income upon program exit; assessment of special populations served (veterans, Persons with MH/DP issues, etc); timely expenditure of ESG program funds. All agencies report client-based information through HMIS in a timely and complete manner. The DV service provider enters data into a comparable database. With the aid of the HMIS Administrator, client outcome indicators are examined at least quarterly and are measured against HUD as well as CoC performance standards. Output measures are reviewed with both the Outcomes Committee and the CoC Executive Committees to assess system performance as a whole and identify any potential problem areas.

In PY 2018 the ESG programs produced the following outcomes based on the above performance measurements:

- 43% of clients exited to PH
- 29% of clients increased earned and other income
- Programs served: 11 Veterans, 193 Persons with Mental Health and 142 adults DV

## CR-75 – Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2016	2017	2018
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Homelessness Prevention</b>	<b>0</b>	<b>0</b>	<b>0</b>

Table 25 – ESG Expenditures for Homelessness Prevention

#### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2016	2017	2018
Expenditures for Rental Assistance	0	2,828	29,928
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	10,322
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	10,469
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Rapid Re-Housing</b>	<b>0</b>	<b>2,828</b>	<b>50,719</b>

Table 26 – ESG Expenditures for Rapid Re-Housing

#### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2016	2017	2018
Essential Services	0	0	0
Operations	80,319	51,232	105,091
Renovation	0	0	0

Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	<b>80,319</b>	<b>51,232</b>	<b>105,091</b>

Table 27 – ESG Expenditures for Emergency Shelter

**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	2016	2017	2018
Street Outreach	0	0	0
HMIS	0	0	0
Administration	11,466	0	12,025

Table 28 - Other Grant Expenditures

**11e. Total ESG Grant Funds**

Total ESG Funds Expended	2016	2017	2018
28,406	91,785	54,060	167,835

Table 29 - Total ESG Funds Expended

**11f. Match Source**

	2016	2017	2018
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	7,145
State Government	0	0	50,032
Local Government	0	51,232	164,547

Private Funds	0	0	113,350
Other	0	4,494	13,307
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>0</b>	<b>55,726</b>	<b>348,381</b>

**Table 30 - Other Funds Expended on Eligible ESG Activities**

**11g. Total**

<b>Total Amount of Funds Expended on ESG Activities</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
34,999	91,785	109,786	516,216

**Table 31 - Total Amount of Funds Expended on ESG Activities**