

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.

Highlighted in the FFY 2021-FFY 2025 Consolidated Plan and the FFY 2021 Annual Action Plan, the following items were noted as either low or high priority areas:

Housing Priority - (High Priority)

There is a need to improve the quality of the housing stock in the Borough of Berwick, and to increase the supply of affordable, decent, safe, sound, and accessible housing for homeowners, renters, and homebuyers.

- **HS-1: Fair Housing** – Support education, enforcement/reporting, and/or evaluation/study of Fair Housing rights and other housing related topics relevant to the public.
- **HS-2: Housing Stock** - Support efforts to create new units of affordable and/or accessible housing as well as maintain and improve the quality of older homes, including elimination of slum and blighting conditions.

Other Special Needs Priority - (Low Priority)

There is a need for services and facilities for the youth, elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, and persons with special needs.

- **SN-1 Public Safety** – Improvement in the ability to respond to emergency situations.
- **SN-2 Social Services** - Support social service programs and facilities for the youth, elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, and persons with other special needs.

Community and Economic Development Priority - (High Priority)

There is a need to improve the public and community facilities, infrastructure, employment, and the quality of life in the Borough of Berwick.

- **DV-1 Community Facilities** - Improve the parks, recreational centers, trails, bikeways, and public and community facilities through rehabilitation, new construction, and handicap accessibility improvements.
- **DV-2 Infrastructure** - Improve infrastructure through rehabilitation, reconstruction, and new construction of streets, sidewalks, ADA curb cut ramps, sewer, water, storm water management, flood protection, bridges, green infrastructure, etc.

- **DV-3 Employment** - Support and encourage job creation, job retention, and job training opportunities as well as entrepreneurship and small business development.

Administration, Planning, and Management Priority - (High Priority)

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

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

Assignment of Priority Discussion:

High Priority - Activities are assigned a high priority if the Borough of Berwick will likely utilize CDBG funds to finance activities during the Five-Year Consolidated Plan period.

Low Priority - Activities are assigned a low priority if the activity may not be funded by the Borough of Berwick during the Five-Year Consolidated Plan period. The Borough of Berwick may support applications for other funding if those activities are consistent with the needs identified in the Five-Year Consolidated Plan.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
AM-1 - Overall Coordination	Administration, Planning & Management	CDBG: \$286,670.00	Other	Other	5	0	0.00%	1	0	0.00%
DV-1 Community Facilities	Non-Housing Community Development	CDBG: \$61,334.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10,250	0	0.00%	10,900	0	0.00%
DV-2 Infrastructure	Non-Housing Community Development	CDBG: \$981,344.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10,250	0	0.00%	1495	0	0.00%
HS-1 Fair Housing	Affordable Housing Public Housing Homeless	CDBG: \$20,00.00	Other	Other	1	0	0.00%			
HS-2 Housing Stock	Affordable Housing Public Housing Homeless	CDBG: \$184,002.00	Buildings Demolished	Buildings	10	0	0.00%	3	0	0.00%

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

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

Community Development was given a high priority designation in the FFY 2021– FFY 2025 Consolidated Plan and FFY 2021 Annual Action Plan.

HS-2- The Borough did not close out the Removal of Blighted Structures-Berwick Phase III activity. The activity will be completed by spring of 2023. Seven buildings are expected to be demolished in the expected-program year column of “Buildings Demolished”.

DV-1 The Borough did not close out the Berwick Hand Washing/Sanitizing Restrooms activity. The activity will be completed by spring of 2023. 10,900 expected beneficiaries are reflected in the actual-program year column of “Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit.

DV-2 The Borough cancelled the Mack Street Reconstruction activity. The funding has been reallocated. 1,495 expected beneficiaries are in the expected-program year column of “Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit.”

DV-2 The Borough did not close out the Washington Street Reconstruction activity. The activity is expected to be closed out summer of 2023. 1,495 expected beneficiaries are in the expected-program year column of “Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit.”

DV-2 The Borough cancelled the Center Street Reconstruction activity. The funding has been reallocated. 1,495 expected beneficiaries are in the expected-program year column of “Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit.”

DV-2 The Borough cancelled the Dewey Street Reconstruction activity. The funding has been reallocated. 1,495 expected beneficiaries are in the expected-program year column of “Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit.”

AM-1: Administration funds were utilized for the continued operation of the borough’s CDBG program.

CR-10 - Racial and Ethnic composition of families assisted

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

	CDBG
White	0
Black or African American	0
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	0
Hispanic	0
Not Hispanic	0

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

Narrative

Berwick Borough did not fund any direct benefit activities in program year 2021.

The Borough of Berwick is not a HOME HUD entitlement. The Borough of Berwick does not receive HOPWA or ESG funding.

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	Public - Federal	\$311,189	\$61,927.15

Table 3 - Resources Made Available

Narrative:

- Removal of Blighted Structures-Berwick Phase III:**

Seven properties are set for demolition with multiple years of CDBG funding. An engineering firm has been procured and retained for this demolition effort. The activity was re-bid in August of 2022, bids have been opened and contracts were awarded in September of 2022. Construction is to commence November of 2022 and is to be completed by spring of 2023.

It is not anticipated that any further CDBG entitlement funds will be allocated to this activity.

- Berwick Handwashing/Sanitizing Restrooms:**

Construction on the activity began in the spring of 2022. Multiple years of CDBG, CDBG-CV, and program income funding has been allocated to the project. Due to supply chain issues the activity is expected to be closed out with beneficiaries met in spring of 2023.

It is not anticipated that any further CDBG entitlement funds will be allocated to this activity.

- Mack Street Reconstruction:**

The funds for the activity have been reallocated to the Berwick Handwashing/Sanitizing restrooms and Washington Street reconstruction activities. The Borough will explore refunding the activity with CDBG entitlement funding in program year 2023.

- Washington Street Reconstruction:**

Due to rising construction prices and a need for the Borough to fund currently underway activities this activity has been put on hold. The Borough is anticipated to allocate additional CDBG Entitlement funding to the activity in the FFY 2023 AAP.

- Center Street Reconstruction:**

The funds for the activity have been reallocated to the Berwick Handwashing/Sanitizing restrooms and Washington Street reconstruction activities. The Borough will explore refunding the activity with CDBG entitlement funding in the FFY 2023 AAP.

- Dewey Street Reconstruction:**

The funds for the activity have been reallocated to the Berwick Handwashing/Sanitizing restrooms and Washington Street reconstruction activities. The Borough will explore refunding the activity with CDBG entitlement funding in the FFY 2023 AAP.

- SEDA-COG Administration:**

Administration of the CDBG program is ongoing. Allocations are made annually by Berwick Borough.

The following activities were funded in the FFY 2016-2020 Consolidated Plan, but had activity in Program Year 2021.

- **Butternut Street Reconstruction:**
The Butternut Street Reconstruction activity is complete and was closed out in September of program year 2021. The remaining funding in the project is set to be re-allocated to activities needing additional funding.
- **North Street Reconstruction:**
An engineering firm has been procured and retained for this street reconstruction effort. Due to a funding short fall, the Borough has allocated additional funding to the activity in the FFY 2022 AAP. Construction is expected to start in program year 2022.
- **5th Avenue and North Street Reconstruction:**
An engineering firm has been procured and retained for this street reconstruction effort. Due to a funding short fall, the Borough has allocated additional funding to the activity in the FFY 2022 AAP. Construction is expected to start in program year 2022.
- **E. 4th Street Reconstruction:**
This activity was closed out in program year 2022. Remaining funding was allocated for the Berwick Handwashing/Sanitizing restroom activity.
- **Berwick Business Assistance Program:**
Five LMI qualifying and three urgent need businesses have been assisted through the program. All CDBG funds have been dispersed. Upon successful monitoring of the businesses, the activity will be closed out during the 2022 program year. No additional CDBG or CDBG-CV funds are anticipated for this activity.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Borough of Berwick	100%	100%	Allocation amounts are pre-determined by HUD.

Table 4 – Identify the geographic distribution and location of investments

Narrative:

The geographic locations for the FFY 2021 CDBG activities are as follows:

- Removal of Blighted Structures- Berwick Phase III (SBS)
- Berwick Hand Washing/Sanitizing Restrooms (LMA)
- Mack Street Reconstruction (LMA)
- Washington Street Reconstruction (LMA)
- Center Street Reconstruction (LMA)

- Dewey Street Reconstruction (LMA)
- Administration- Borough Wide

The Borough of Berwick has an overall low- and moderate-income percentage of 55.2%. LMA activities are assumed to benefit low to moderate income persons. SSB activities are a separate national objective.

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.

- **Removal of Blighted Structures-Berwick Phase III:**
At this time, it is not anticipated that other financing sources outside of CDBG are being utilized for this activity. These properties are privately owned.
- **Berwick Handwashing/Sanitizing Restrooms:**
No other financing sources outside of CDBG are being utilized for this activity. Public Works staff, which provide various levels of oversight and support on an activity such as this.
- **Mack Street Reconstruction:**
No other financing sources outside of CDBG are being utilized for this activity. Public Works staff, which provide various levels of oversight and support on an activity such as this, are paid in part through the Commonwealth of Pennsylvania's Liquid Fuels tax. This street is publicly owned.
- **Washington Street Reconstruction:**
No other financing sources outside of CDBG are being utilized for this activity. Public Works staff, which provide various levels of oversight and support on an activity such as this, are paid in part through the Commonwealth of Pennsylvania's Liquid Fuels tax. This street is publicly owned.
- **Center Street Reconstruction:**
No other financing sources outside of CDBG are being utilized for this activity. Public Works staff, which provide various levels of oversight and support on an activity such as this, are paid in part through the Commonwealth of Pennsylvania's Liquid Fuels tax. This street is publicly owned.
- **Dewey Street Reconstruction:**
No other financing sources outside of CDBG are being utilized for this activity. Public Works staff, which provide various levels of oversight and support on an activity such as this, are paid in part through the Commonwealth of Pennsylvania's Liquid Fuels tax. This street is publicly owned.
- **SEDA-COG Administration:**
The Borough utilizes its own general funds for miscellaneous CDBG efforts undertaken by its internal staff. Berwick Borough does own its own office facilities for its employees.

The following activities were funded in the FFY 2016-2020 Consolidated Plan, but had activity in Program Year 2021.

- **Butternut Street Reconstruction:**
No other financing sources outside of CDBG are being utilized for this activity. Public Works staff, which provide various levels of oversight and support on an activity such as this, are paid in part through the Commonwealth of Pennsylvania’s Liquid Fuels tax. This street is publicly owned.
- **North Street Reconstruction:**
No other financing sources outside of CDBG are being utilized for this activity. Public Works staff, which provide various levels of oversight and support on an activity such as this, are paid in part through the Commonwealth of Pennsylvania’s Liquid Fuels tax. This street is publicly owned.
- **5th Avenue and North Street Reconstruction:**
No other financing sources outside of CDBG are being utilized for this activity. Public Works staff, which provide various levels of oversight and support on an activity such as this, are paid in part through the Commonwealth of Pennsylvania’s Liquid Fuels tax. This street is publicly owned.
- **E. 4th Street Reconstruction:**
No other financing sources outside of CDBG are being utilized for this activity. Public Works staff, which provide various levels of oversight and support on an activity such as this, are paid in part through the Commonwealth of Pennsylvania’s Liquid Fuels tax. This street is publicly owned.

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	5	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	5	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	5	2
Number of households supported through Acquisition of Existing Units	0	0
Total	5	2

Table 6 – Number of Households Supported

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

During this Five-Year Consolidated Plan, the Borough of Berwick is not funding any affordable housing activities with CDBG funds. The Borough of Berwick will utilize HOME funds they receive from the Commonwealth of Pennsylvania, to do housing rehabilitation activities over the Five-Year Consolidated Plan period. The Borough of Berwick rehabilitated three homes with one pending closeout in IDIS, through HOME funding in program year 2021, which was short of its one-year goal outlined in the 2021-2025 Consolidated plan. The Borough expects to rehabilitate five more homes in the 2022 program year.

Discuss how these outcomes will impact future annual action plans.

The Borough of Berwick is anticipated to rehabilitate five housing units between 10/1/22 to 9/30/23 through the HOME program.

In accordance with the Borough's Analysis of Impediments and through collaboration with SEDA-COG.

Fair Housing Hub has been created on SEDA-COG's website. This Fair Housing Hub provides the public with

information concerning a variety of affordable housing programs, financial assistance, etc. The town will continue to publicize this information.

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	0	2
Low-income	0	0
Moderate-income	0	0
Total	0	2

Table 7 – Number of Households Served

Narrative Information

The Borough of Berwick provided funding to seven projects for the FFY 2021 CDBG program, none of which provided direct assistance to homeowners. HOME funding is provided to income, eligible applicants for housing rehabilitation purposes. The Borough of Berwick receives its HOME funding from PA DCED as opposed to HUD.

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 Borough's Citizen Participation Plan encourages consultation with local homelessness organizations during the development of various CDBG planning efforts. These organizations include:

- Beyond Violence, Inc.
 - Provides shelter for women and children that are victims of domestic violence.
 - Located in the Borough of Berwick.
- Columbia/Montour Transitional Housing and Care Center
 - Provides emergency shelter and transitional housing.
 - Located at the Gatehouse facility in the Borough of Danville.
 - This is a nine-mile drive between Bloomsburg and Danville and a twenty-two-mile drive from Berwick to Danville.
- Eastern Pennsylvania Continuum of Care
 - HUD program designed to promote regionwide commitment to the goal of ending homelessness.
- The Women's Center, Inc.
 - Provides shelter for women and children that are victims of domestic violence.
 - Located in the Town of Bloomsburg.

Beyond Violence, the Women's Center, and the Gatehouse all offer counseling programs to clients in an effort to assess their individual needs.

The Borough of Berwick participates in monthly Columbia County Human Service Coalition meetings, as a result of the Consolidated Planning effort. These meetings are also attended by the representatives of Beyond Violence, the Women's Center, and the Gatehouse, as well as other social service providers, to coordinate services, prevent duplication of efforts, share information, and promote networking. The town receives a monthly update from the providers listed above during the monthly Columbia County Human Service Coalition meetings about the status of their programs.

Additionally, a Homeless Task Force does also meet monthly concerning issues related to the homeless and "at risk" homeless. This group is made up of representatives from the Columbia County Housing Authority, religious organizations, women's shelters, the Gatehouse, CMSU, Central Susquehanna Opportunities, Inc. (the county's community action agency), the United Way of Columbia County, and the US Department of Agriculture. Currently, information updates regarding the Homeless Task Force are provided to the town of Bloomsburg at the meetings of the Columbia County Human Service Coalition.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Borough of Berwick's FFY 2020 - 2024 Analysis of Impediments Fair Housing Study provides the following strategies to address this housing need:

- Assess the need to provide additional emergency or transitional shelter, rapid rehousing, and homelessness prevention services in the Town and the region.
 - Key Partners: Continuum of Care, Community Strategies Group, SEDA-Council of Governments, Town of Bloomsburg
- Submit a regional competitive ESG (Emergency Solutions Grant) application to DCED to fund the needs and solutions identified in the assessment.
 - Key Partners: Continuum of Care, SEDA-Council of Governments

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

A variety of programs are established in Columbia County to help low-income individuals and families avoid becoming homeless. The Columbia County United Way and Berwick United Way, the Columbia County Family Center, Beyond Violence, and the Women's Center of Columbia/Montour Counties offer some form of budgeting or financial literacy class. The goals of these classes are for clients to learn how to earn money, manage it, and potentially invest it, and/or donate it to organizations or causes to help others. Successful money management is a critical skill for clients to develop in order to find and maintain housing which is affordable to their budget.

Numerous programs are also available for individuals and families recently discharged from a publicly funded institution or system of care. CMSU has established a Mental Health/Substance Abuse Housing Plan as required by the Pennsylvania Department of Public Welfare's Office of Mental Health and Substance Abuse Services (OMHSAS). This plan describes the status of and any modification to the county's efforts to enable adults and transition age individuals with serious mental illness to live, work, learn, and participate fully in their communities.

The county also has an established reentry program known as the Justice House program for prisoners who have been released back into the community. For individuals about to be released from a medical institution, hospitals must have written discharge policies that include evaluation of a patient's capacity for self-care and possibility of being cared for in "the environment from which he/she entered the hospital." The actual discharge varies with the individual being discharged, their primary and behavioral health needs, and resources and supports available. While planners try to send individuals home or to a

family member, sometimes they discharge to a nursing home, rehab hospital or as last resort, non-HUD funded shelter.

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 Borough of Berwick supports the efforts of local partner agencies to address the need for rapid rehousing.

CCHA's Homelessness Prevention and Rapid Re-Housing Program's aim is to provide financial assistance and services to minimize and prevent individuals and families from becoming homeless.

Beyond Violence in Berwick and the Women's Center of Columbia/Montour Counties in Bloomsburg both have counseling and programs to assist their clients with finding more permanent housing opportunities. The Women's Center of Columbia/Montour Counties holds focus groups on this topic and other related topics such as healthcare, budgeting, and parenting. The Gatehouse also lists "securing affordable housing" as one of their shelter's tenant goals for their residents.

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

Actions taken to address the needs of public housing

The Borough of Berwick does not manage any public housing complexes. In Pennsylvania, public housing complexes are generally governed by a municipal authority, which is a separate government entity from a local, municipal government.

The Columbia County Housing Authority oversees the public housing complexes located in Columbia County, which the Borough of Berwick is a part of. The Columbia County Commissioners, a higher tier government entity from the Berwick Borough Council, is the governing board which has established the Columbia County Housing Authority.

However, the Borough of Berwick has begun to participate in the monthly Columbia County Human Service Coalition meetings, as a result of the Consolidated Planning effort. These meetings are also attended by the Columbia County Housing and Redevelopment Authority, as well as other social service providers, to coordinate services, prevent duplication of efforts, share information, and promote networking.

In prior email correspondence with Lori Gordner, Deputy Director of the Columbia County Housing Authority, she described the improvement needs of their public housing units as minor and able to be updated with annual Capital Funds received from HUD.

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

The Borough of Berwick does not manage any public housing complexes. In Pennsylvania, public housing complexes are generally governed by a municipal authority, which is a separate government entity from a local, municipal government.

The Columbia County Housing Authority oversees the public housing complexes located in Columbia County, which the Borough of Berwick is a part of. The Columbia County Commissioners, a higher tier government entity from the Berwick Borough Council, is the governing board which has established the Columbia County Housing Authority.

As such, the Columbia County Housing Authority manages their own programs and provides opportunities for their residents to participate in management and encourage homeownership. The Columbia County Housing Authority maintains a website (<http://www.columbiacountyhousing.com/home.html>) to inform the public of the programs, projects, and housing opportunities that they provide. A public notice section is also located on this website to inform the public of any newsworthy developments at the Authority.

Due to the aftereffects of the COVID-19 pandemic, there has been no concerted effort to encourage public housing residents become more involved in management. The Columbia County Housing Authority does not administer a Public Housing Homeownership Program or a Section 8 Housing Choice Voucher Homeownership Program. These are voluntary programs that public housing authorities can choose to

establish by notifying HUD and the public in the Annual Agency Plan and by creating administrative guidelines that meet HUD requirements. HUD approval of these local option programs does not increase funding to the public housing authority.

Actions taken to provide assistance to troubled PHAs

The Columbia County Housing Authority currently does not have a troubled designation. Additionally, the Borough of Berwick does not manage any public housing authorities.

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 following strategies have been accomplished in an effort to maintain existing affordable housing and create opportunities for new units of affordable housing, per the Borough of Berwick's FFY 2020 - 2024 Analysis of Impediments Fair Housing Study:

- Create a link to the Fair Housing Hub on the Borough's website and promote the Fair Housing Hub through one mailing to inform residents and partners that it has been created.
- Change the zoning ordinance so that group care facilities are permitted by right in any single-family dwelling.
- Include tenant rights information on the Fair Housing Hub.
- Create a Fair Housing Hub on the SEDA-COG website and promote it to residents, municipalities, social services, government agencies, and housing and lending professionals.
- Ensure that CDBG/HOME subrecipients fulfill the obligation to affirmatively further fair housing by including a clause in the contract and technical support.
- Create a link to Columbia County's utility assistance resources page from the Fair Housing Hub.
- Create a link to SEDA-COG's weatherization program on the Fair Housing Hub.
- Include information about affordable housing programs on the Fair Housing Hub.
- Include information about accessible housing programs on the Fair Housing Hub.
- Continue to offer a housing rehabilitation program to income eligible homeowners.
- Continue to address blight by allocating CDBG funding.
- Have materials about utility assistance programs available at Borough Hall.

The following strategies are an ongoing effort to maintain existing affordable housing and create opportunities for new units of affordable housing, per the Borough of Berwick's FFY 2020 - 2024 Analysis of Impediments Fair Housing Study:

- Rezone underdeveloped land zoned R-1 to R-3 to allow for more density.
- Publicize and promote an annual fair housing hearing to provide residents with the opportunity to ask questions and/or share concerns related to fair housing.
- Consider accessible housing needs when allocating CDBG funding.
- Continue to submit an annual right-to-know request to the PHRC and address any complaints that are received.
- Participate in Berwick: The Next Step and support its projects.
- Assess the accessibility of sidewalks and other public spaces and identify other public spaces and identify other priority projects.

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

Borough of Berwick, social service providers, and other various public and private sector partners continue to collaborate to address underserved needs. With funding resources being scarce, funding becomes the greatest obstacle for the Borough of Berwick to meet its underserved needs. Insufficient funding lessens the ability to fund many worthwhile public service programs, activities, and agencies. The Borough of Berwick, through its planning efforts, has use its limited resources to address its greatest needs and improve the quality of life for its residents. The following obstacles and corresponding actions have occurred (Berwick Borough listed actions only) in order to meet underserved needs:

- Lack of decent, safe, sound, and affordable owner and renter housing
 - See actions listed immediately above concerning the borough's Analysis of Impediments
- High cost of rehabilitation work
 - The borough continues to pursue and administer housing rehabilitation projects through HOME and Weatherization funds
- Aging-in-place population who need accessibility improvements
 - The borough continues to examine how efforts can be addressed as prescribed in the borough's Analysis of Impediments
- The need for rehabilitation of the Borough of Berwick's aging housing stock
 - The borough continues to pursue and administer housing rehabilitation project funds through HOME and Weatherization funds
- Vacant and abandoned properties
 - The borough continues to pursue and administer demolition project through CDBG funds
- The unemployment rate and loss of household income, particularly as a result of the COVID-19 pandemic
 - The borough pursued and administered a business assistance program through CDBG-CV funds.
- Low wages in the service and retail sector job market
 - The borough pursued and administered a business assistance program through CDBG-CV funds.

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

For the CDBG and HOME Program rehab programs, all contracts entered after January 10, 2002, must comply with the Lead Based Paint Regulations dated September 15, 1999, for housing rehabilitation. These regulations include the requirement that all work performed on lead-containing surfaces must conform to lead-safe practices and be completed by workers who are either supervised by an EPA-certified abatement supervisor, or workers trained in lead-safe work practices. If abatement options are specified in the work writeup, then the contractor must hire an EPA-certified and state licensed abatement contractor and submit proof of the current state license.

The following requirements apply to federally funded housing rehabilitation:

Rehab where the costs range from \$1,000 to \$4,999:

- Provisions of the Protect Your Family From Lead in Your Home Pamphlet found at www.epa.gov/lead
- Paint testing
- Repair surfaces disturbed during rehabilitation
- Use lead safe work practices
- Clearance of the work site

Rehab where the costs range from \$5,000 to \$24,999:

- Provisions of the Protect Your Family From Lead in Your Home Pamphlet found at www.epa.gov/lead
- Paint testing and risk assessment
- Interim controls
- Use lead safe work practices
- Clearance of the unit

Rehab where the work exceeds \$25,000:

- Provisions of the Protect Your Family From Lead in Your Home Pamphlet found at www.epa.gov/lead
- Paint testing and risk assessment
- Abatement (interim controls on exterior surfaces not disturbed by rehab)
- Use lead safe work practices
- Clearance of the unit

Any housing rehabilitation projects undertaken by the Town, utilize DCED's Housing Rehabilitation Guidebook dated November 2020. This guidebook was specifically created for projects financed with CDBG and/or HOME funds. The actions listed above were obtained from this literature.

SEDA-COG periodically reviews Berwick Borough's policies and procedures utilized to operate the various aspects of the borough's CDBG program, including policies and procedure relating to lead-based paint reduction. For Program Year 2021, the Borough of Berwick did not undertake rehabilitation, tenant based rental assistance, and/or property acquisition, which was supported by the CDBG program. The Borough of Berwick does adhere to the Lead-Based Paint Poisoning Prevention Act.

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

Given the economic downturn associated with COVID-19, preserving local jobs and businesses has been as important as ever for the Borough of Berwick, so that the increase in poverty level families is minimized. In an effort to encourage a local economic recovery, economic empowerment of the Borough's residents also needs to occur. These efforts need to include but are not limited to new employment opportunities, employee education and job training, and business technical assistance efforts.

The resources and opportunities that the Borough of Berwick has for minimizing the number of families with incomes below the poverty line are limited. Since poverty is a function of income, its effect on housing opportunity and choice is apparent. Conversely, without adequate, stable housing, alleviating poverty is more difficult. Still, the means of addressing both issues are fragmented.

Several structural barriers to poverty are addressed through different local policies. For example, the Borough of Berwick has adopted a Section 3 Action Plan which requires the employment of Section 3 households in construction contracts when possible. Admittedly, contractors often already have the workforce necessary to complete a construction project though. However, the Town encourages contractors awarded CDBG funded contracts to hire Section 3 persons, makes all opportunities for contracts known to Section 3 businesses, and requires contractors to report on Section 3 labor hours for each project.

More direct efforts to alleviate poverty by combining case management, social services, job training, and housing assistance are more common through collaboration with the Columbia County Human Service Coalition. The Columbia Montour Chamber of Commerce also has developed relevant programming to include:

1. Facilitation of regular discussions between employers and educators to improve the teaching of real workplace skills; and
2. Foundational skills for unemployed and underemployed individuals with the potential expansion to include people on parole and/or leaving prison; and
3. A partnership with Bloomsburg University to develop team leadership and basic management skills in existing employees.

The goals of the FFY 2021-2025 Consolidated Plan concerning economic development include:

Community and Economic Development Priority - (High Priority)

There is a need to improve the public and community facilities, infrastructure, employment, and the quality of life in the Borough of Berwick.

- **DV-1 Community Facilities** - Improve the parks, recreational centers, trails, bikeways, and public and community facilities through rehabilitation, new construction, and handicap accessibility improvements.
- **DV-2 Infrastructure** - Improve infrastructure through rehabilitation, reconstruction, and new construction of streets, sidewalks, ADA curb cut ramps, sewer, water, storm water management, flood protection, bridges, green infrastructure, etc.
- **DV-3 Employment** - Support and encourage job creation, job retention, and job training opportunities as well as entrepreneurship and small business development.

Assignment of Priority Discussion:

High Priority - Activities are assigned a high priority if the Borough of Berwick will likely utilize CDBG funds to finance activities during the Five-Year Consolidated Plan period.

Low Priority - Activities are assigned a low priority if the activity may not be funded by the Borough of Berwick during the Five-Year Consolidated Plan period. The Borough of Berwick may support applications for other funding if those activities are consistent with the needs identified in the Five-Year Consolidated Plan.

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

The Borough of Berwick and SEDA-COG will coordinate activities amongst public and private agencies, and other organizations that serve the municipality. Due to the relatively small population of the Borough, many public and private agencies provide services on either a county or multi-county level. As a result of this administrative structure, the efforts to implement the strategies produced from this Five-Year Consolidated Plan will require greater cooperation across Columbia County.

In order to streamline efforts and promote greater local cooperation, the Borough will continue to collaborate with the Columbia County Human Service Coalition. This will facilitate and coordinate the linkages between these public/private partnerships, develop new partnership opportunities, and ensure that the goals and objectives of the Five-Year Consolidated Plan will be addressed by more than one agency.

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

Establishment of a public transportation system is the greatest improvement that can occur to facilitate coordination between public and private housing and social service agencies.

As of 2019, the Greater Susquehanna Valley United Way, the United Way of Columbia and Montour County, the Greater Susquehanna Valley Chamber of Commerce, Transitions PA, River Valley Transit, Rabbit Transit, Bucknell University, and SEDA-COG have continued efforts to get a \$300,000 fixed route pilot program funded by the Pennsylvania Department of Transportation. This fixed routed pilot program would cover much of the Route 11 and Route 15 corridor throughout the Susquehanna Valley.

Unfortunately, this effort has run into a funding challenge as a result of the COVID-19 pandemic. Per consultation correspondence with Steve Herman of SEDA-COG's Transportation Department, scaled back proposals are still being crafted for Pennsylvania Department of Transportation consideration in an effort to maintain political momentum for this needed service.

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

The following strategies have been accomplished in an effort to maintain existing affordable housing and create opportunities for new units of affordable housing, per the Borough of Berwick's FFY 2020 - 2024 Analysis of Impediments Fair Housing Study:

- Create a link to the Fair Housing Hub on the Borough Website and promote the Fair Housing Hub through.
- Change the zoning ordinance so that group care facilities are permitted by right in any single-family dwelling.
- Include tenant rights information on the Fair Housing Hub.
- Create a Fair Housing Hub on the SEDA-COG website and promote it to residents, municipalities, social service and government agencies, and housing and lending professionals.
- Ensure that CDBG/HOME subrecipients fulfill the obligation to affirmatively further fair housing by including a clause in the contract and technical support.
- Create a link to Columbia County's utility assistance resources page from the Fair Housing Hub.
- Create a link to SEDA-COG's weatherization program on the Fair Housing Hub.
- Have materials about utility assistance programs available at Borough Hall.
- Include information about affordable housing programs on the Fair Housing Hub.
- Continue to offer a housing rehabilitation program to income eligible homeowners.
- Continue to address blight by allocating CDBG funding.

The following strategies are an ongoing effort to maintain existing affordable housing and create opportunities for new units of affordable housing, per the Borough of Berwick's FFY 2020 - 2024 Analysis of Impediments Fair Housing Study:

- Rezone underdeveloped land zoned R-1 to R-3 to allow for more density.
- Publicize and promote an annual fair housing hearing to provide residents with the opportunity to ask questions.
- When opportunities arise, support public and private efforts to create new units of affordable housing.
- Consider affordable housing needs when allocating CDBG funding.
- Continue to submit an annual right-to-know request to the PHRC and address any complaints that are received.
- Participate in Berwick: The Next Step and support its projects.
- Access the accessibility of sidewalks and other public spaces and identify other public spaces and identify other priority projects.
- Ensure that new multi-unit developments include accessible housing as required by the ADA.

The following strategies are currently being evaluated for implementation in program year 2022, and beyond to maintain existing affordable housing and create opportunities for new units of affordable housing, per the Borough of Berwick's FFY 2020 - 2024 Analysis of Impediments Fair Housing Study:

- Update the PHA tenant guide to reflect protected classes and update the tenant guide as needed.
- Create an incentive to promote new units of affordable housing in this area.
- Change the definition of family in the zoning ordinance.
- Change the definition of disruptive conduct so that it excludes victims of domestic violence.
- Change the Landlord Registration Ordinance so that a license can be revoked after three violations involving the same occupant.
- Establish a relationship between code enforcement staff and social service agencies that encounter housing quality issues so that the Borough can address landlords that are reluctant to make needed repairs.
- Pass and enforce an Anti-Discrimination Ordinance.
- Establish a relationship with a HUD-approved housing counseling agency to offer financial education including improving credit and a first-time homebuyer's program in the region.
- Assess the need to provide additional emergency or transitional shelter, rapid rehousing, and homelessness prevention services in the Borough and the region.
- Establish a partnership between social service agencies and local banks to help them connect with, prepare, and assist first-time homebuyers.
- Submit a regional competitive ESG (Emergency Solutions Grant) application to DCED to fund the needs and solutions identified in the assessment.
- Explore feasibility of creating a program that provides resources to help older adults age in place.
- Explore the feasibility of incentivizing the creation of affordable and/or accessible housing on lots where blighted properties are razed.
- Ensure that municipal staff have access to and understand fair housing educational materials so that these can be shared with the public as needed.

- Inform the Local Center for independent Living (MyCIL) about new projects.
- Participate in the manufactured housing task force.
- Ensure that rentals owned by out-of-town landlords that have housing quality issues are addressed by code enforcement staff.
- Participate in Fair Housing Month to raise awareness about fair housing rights and how to file complaints.
- Report known hate group activity to the Southern Poverty Law Center which tracks such activity nationally.
- Issue an annual proclamation to recognize someone who has made a positive contribution to fair housing in the local community during Fair Housing Week.
- Provide funding to solutions that address predatory affordable housing options.
- Participate in Welcoming Week each September.
- Organize outreach with materials in Spanish to connect with local Hispanic or Latino(a) mortgage applicants.

CR-40 - Monitoring 91.220 and 91.230

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

The Borough of Berwick has entered into a formal legal agreement with SEDA-COG to provide administration of the grant(s). SEDA-COG Community Development Staff manage project development and application preparation responsibilities including citizen participation requirements, preparation of the Consolidated and Annual Action Plans, and satisfaction of federal regulatory requirements related to plan submission, including the Consolidated Action Plan Evaluation Report (CAPER).

Specific grant administration responsibilities include assistance in record keeping and financial management (including preparation and approval of invoice forms and IDIS draws), contract review and finalization of project scope, project coordination, procurement; regular review of required policies/plans, preparation, approval, and submission of progress reports, and close-out/monitoring. Specific project management responsibilities to be carried out on a project-by-project basis include Labor Standards Enforcement and completion of the required Environmental Review(s).

The Borough of Berwick retains control of grant funds and retains overall control of the financial management system through invoice drawdown and preparation of bank drafts. After final execution of the contract between the Department of Housing and Urban Development (HUD) and the Borough of Berwick, SEDA-COG assists the Borough of Berwick in preparing the necessary contract documents. SEDA-COG shall set up, maintain, and requisition funds through the IDIS system. The Borough of Berwick however has final authority on the actual issuance of payment.

The chief elected official shall serve as the contact person between the Borough of Berwick and SEDA-COG in order to assist in the coordination of grant management activities. The Borough of Berwick council may also utilize other necessary expertise, at their discretion. Specific activities may require certain delivery services over and above the activities listed. HUD funds may be utilized to support archaeological, architectural, and/or engineering services, in addition to legal consultation.

SEDA-COG is an established Council of Governments created by eleven (11) counties with a mandate to provide planning and development assistance services to governments within its region. The agency provides a variety of services and has a successful track record in community development, project development, and contract administration. SEDA-COG's Community Development Program is also an approved Commonwealth vendor under ITQ Solicitation No. 4400007410 and Vendor Contract No. 4400014141 for Technical Assistance – Federal Grant or Loan Programs. SEDA-COG is also a COSTARS Participating Member (No. 3186).

SEDA-COG's Community Development team consists of fifteen experienced professionals and numerous support personnel, including secretarial, word and data processing, and graphics staff.

Additional specialized technical expertise is available through other SEDA-COG program staff with credentials in business development, finance, accounting, design, construction management, inspection, and supervision.

SEDA-COG's Community Development team is comprised of the following individuals:

- Teri Provost, Chief
- Tyler Dombroski, Director
- Linda Sterling, Program Analyst
- Melissa Matthews, Program Analyst
- Mitzi Gallagher-Long, Program Analyst
- Nathand Carter, Program Analyst
- Jamie Shrawder, Program Analyst
- Aaron Crawford, Program Analyst
- Danielle Rippon, Fiscal Analyst
- Geralee Zeigler, Program Analyst
- Angie Kemberling, Program Analyst
- Sarah Biddle, Program Assistant
- Nadine Simpson, Program Assistant
- AJ McKenney, Program Assistant
- Kahla Lukens, Program Assistant

The grant is managed by Aaron Crawford, with supervision provided by Tyler Dombroski, Director of the Community Development Program at SEDA-COG. Collectively, team members have over 110 years of experience in the housing and community development field, successfully administering and completing over 1,000 federally funded projects.

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.

Notices were advertised in the *Press Enterprise*, the local newspaper of circulation, regarding review of the Program Year 2021 CAPER in order to invite public comments. The public hearing date of November 21, 2022, was also provided in the notice.

SEDA-COG notified all of the organizations that initially participated in the consultation process, during the development of the FFY 2021-FFY 2025 Consolidated Plan and FFY 2021 Action Plan, that comments for the FFY 2021 CAPER were being accepted.

The Borough of Berwick conducted its 15-day public comment period for its FFY 2021 CAPER between November 18, 2022, and December 12, 2022. No comments were submitted to the Borough of Berwick or SEDA-COG concerning the FFY 2021 CAPER. The Borough of Berwick provided a draft copy of the CAPER for public comments at the following locations:

1. Borough of Berwick
1800 North Market Street
Berwick, PA 18603
2. SEDA-COG's website:
<https://seda-cog.org/departments/community-development/hud-documentation/>

Please refer to the minutes of the public hearing, which provides comment documentation for the public hearing.

The Borough of Berwick does make every effort to make all programs and activities accessible to the learning, mobility, visually, hearing, language-impaired persons, and those with limited English proficiency. Therefore, persons with a disability or limited English proficiency that require an auxiliary aid, service, or accommodation to participate, are invited to contact SEDA-COG to discuss how to best accommodate needs. Translators are also made available at public meetings upon advance request.

Any complaints, grievances, or comments written and submitted to SEDA-COG are addressed within fifteen working days when practicable.

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.

Two substantial Amendments were approved by Berwick Borough Council for the FFY 2021 Annual Action Plan.

Substantial Amendment #1 involved the FFY 2018, 2019, 2020, and 2021 CDBG program. Additional funds were needed to complete the financing of the Berwick Handwashing/Sanitizing Restrooms and Washington Street Reconstruction projects due to project shortfalls. Excess demolition funds and Monroe and E 4th St funding are currently available. Mack Street, Center Street, and Dewey Street Reconstruction projects were abandoned. Income surveys for these projects have yet to be completed and may be funded again in the future. The activity national objective changes to the FFY 2019-CV funding and the FFY 2016-2018 Removal of Blighted Structures-Berwick. The following activities are to be changed from low to moderate income job creation/retention to the urgent need national objective, FFY 2019-CV: Business Assistance Program- Amici Italian Grille LLC, FFY 2019-CV: Business Assistance Program- George Zapata Inc., and FFY 2019-CV: Business Assistance Program- Crickets Inc. FFY 2016-2018: Removal of Blighted Structures-Berwick are to be changed from the low to moderate area benefit to the spot slum blight national objective.

Substantial Amendment #2 Involved the funding allocation changes to the FFY 2019, and 2020 CDBG program. Additional funds were needed to complete the Removal of Blighted Structures-Berwick Phase III financing of the due to project shortfalls. Funding was reallocated from the Berwick Hand Washing/Sanitizing Restrooms due to a budget surplus because of program income from satisfied liens. As well as, the moving of financing from the Butternut Street Reconstruction activity as it has been concluded with a surplus balance. SA #2 also discussed the creation of the Code Enforcement activity. This activity will be funded with the Borough's CDBG cash on hand.

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

N/A

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

N/A

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four-year educational institution.					

Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					
Other.					

Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

As per HUD’s guidance “Projects for which assistance or funds were committed by approval of the governing body, or have a HUD contract date between November 30, 2020, and July 1, 2021, are subject to the new Section 3 regulations found in 24 CFR Part 75, and it is expected that funding recipients will begin following this final rule’s requirements for new grants, commitments, and contracts. Recipients will be expected to maintain records of statutory, regulatory, and contractual compliance with Section 3 for these projects but will not be required to report to HUD on the requirements found in 24 CFR Part 75.”

The Borough of Berwick had two CDBG activities with activity during the 2021 program year that have a total of more than \$200,000 of HUD funding. Per the guidance above from HUD’s Section 3 Action Plan, any project for which assistance was committed before July 2021 will not be required to report to HUD on the New Section 3 requirements outlined in 24 CFR part 75.

The Berwick Handwashing/Sanitizing Restroom activity funds were originally committed to the project with the Borough’s 2019 CDBG-CV allocation, this was before July 1, 2021. The activity is currently in construction, due to supply chain issues caused by the COVID-19 pandemic the activity is taking longer than expected to be completed and closed-out in IDIS. Due to these delays the project is expected to be completed and closed-out in program year 2022.

The Butternut Street Reconstruction activity was funded under the 2016-2020 consolidated plan and was allocated assistance on June 1, 2020, which will exempt the project from the new Section 3 rule per the guidance stated above. The Butternut Street activity was closed out in program year 2021.