

## **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: \$290,894.00	Other	Other	5	0	0.00%	1	0	0.00%
DV-1 Community Facilities	Non-Housing Community Development	CDBG: \$562,238.00	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: \$905,805.00	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: \$20,295.00	Other	Other	1	0	0.00%			
HS-2 Housing Stock	Affordable Housing Public Housing Homeless	CDBG: \$186,713.00	Buildings Demolished Spot Blight	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 2022 Annual Action Plan.

HS-2- The Borough has completed the Removal of Blighted Structures-Berwick Phase III activity. The activity was begun during late spring 2023, having been largely completed during summer 2023.. Seven buildings 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 has been concluded during October 2023. Supply issues, water pressure and delayed change orders affected more timely completion. 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 did not close out the Washington Street Reconstruction activity. The activity is expected to be closed out prior to the end of FFY 2023. Current activity for Washington Street reflect engineering design work, with construction expected early spring 2024; completion by June 2024. 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 has concluded construction processes for the North Street Reconstruction project. Ending an active work zone during July 2023 (FFY 2022) project closure may be anticipated in the immediate months of December 2023 and January 2024, as DBRA requirements have been documented and accepted by SEDA-COG and Borough.

DV-2 The Borough has completed construction processes for the 5<sup>th</sup> Avenue and Arch Street Reconstruction project. Project closeout may be anticipated during the immediate upcoming months December 2023, January 2024 as DBRA requirements have been documented and accepted by SEDA-COG.

HS – 2 The Borough has continued ongoing efforts within the Borough Codes Enforcement Office to document improvements within Borough limits of housing stock, property additions and upgrades, as well as to oversee enforcement residential/ building codes and ordinances. Activities of Codes Enforcement Officers, hours and summaries of various neighborhood and site specific activities will continue. Such action will serve the Borough to both alleviate spot blight locations, improve qualitative housing stock and promote fair housing.

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 2022.

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	\$246,402	\$ 142,062.71

Table 3 - Resources Made Available

### Narrative:

- Removal of Blighted Structures-Berwick Phase III:**  
 Seven properties have undergone demolition utilizing multiple years of CDBG funding. A regional engineering firm had been procured and retained for services and oversight. Demolitions commenced during November 2022, completing with final payments during June 2023.

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

- Washington Street Reconstruction:**  
 Due to rising construction prices delayed implementation of construction has forced Washington Street to actual construction beginning Spring 2024, with completion anticipated during June 2024.
- SEDA-COG Administration:**  
 Administration of the CDBG program is ongoing. Allocations are made annually by Berwick Borough.
- North Street Reconstruction:**  
 Having procured via RFQ an engineering firm, design and planning has led to construction activity commenced and completed during summer 2023. Pending Labor Standard reviews and approvals, final payments ought be concluded during calendar 2023 with closeout.
- 5<sup>th</sup> Avenue and North Street Reconstruction:**  
 Having procured via RFQ an engineering firm, design and planning has led to construction activity commenced and completed during summer 2023 (August/September). Pending Labor Standard reviews and approvals, final payments ought be concluded during calendar 2023 with closeout thus falling during FFY 2023.

**Identify the geographic distribution and location of investments**

<b>Target Area</b>	<b>Planned Percentage of Allocation</b>	<b>Actual Percentage of Allocation</b>	<b>Narrative Description</b>
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 2022 CDBG activities are as follows (attached map)

- Removal of Blighted Structures- Berwick Phase III (SBS)
- North Street Reconstruction
- 5<sup>th</sup> & Arch Street Reconstruction
- 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:**  
Project completion during summer 2023 required no additional leveraged funding sources beyond HUD CDBG allocations. Project closure may be anticipated during FFY 2023; January 2024.
- **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. Current timelines denote early Spring 2024 construction with completion by June 2024.
- **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.

- 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. North Street project has been completed during summer 2023 (FFY 2022).
- 5<sup>th</sup> 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. 5<sup>th</sup> Avenue & Arch Street project has been completed during summer 2023 (FFY 2022).
- Berwick Borough Codes Enforcement:**  
 Ongoing activities within the Borough Codes Enforcement offices continue to illustrate appropriate application of both ordinances and documentation of housing stock improvements. Documentation of improvements within Borough limits, of housing stock, property additions and upgrades, afford increased taxable valuations; improving housing viability and fair housing. Oversight and enforcement of residential / building codes and ordinances conversely further identification of spot blight properties. Such legal processes, notifications and long term activity have resulted in demolitions of spot blight; availing properties for reuse and improving general valuations of neighborhoods. Activities of Codes Enforcement Officers, hours and summaries of various neighborhood and site specific activities will continue. Continued action will serve the Borough to both alleviate spot blight locations, improve qualitative housing stock and promote fair housing.



## 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.

**Table 5 – Number of Households**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	2	3
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>2</b>	<b>3</b>

**Table 6 – Number of Households Supported**

	<b>One-Year Goal</b>	<b>Actual</b>
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	2	3
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>2</b>	<b>3</b>

### 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 2022, which was short of its one-year goal outlined in the 2021-2025 Consolidated plan. The Borough expects to rehabilitate three more homes in the 2023 program year.

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

The Borough of Berwick is anticipated to rehabilitate three 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 updated programming and project development will be identified as promoting both Fair Housing initiatives and AFFH.

A 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, links to weatherization, LGBTQ concerns, housing discrimination complaints, etc. SEDA-COG and the Borough 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.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	0	2
Low-income	0	0
Moderate-income	0	0
<b>Total</b>	<b>0</b>	<b>2</b>

**Table 7 – Number of Households Served**

**Narrative Information**

The Borough of Berwick provided funding to five projects for the FFY 2022 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, Columbia County Human Services Coalition (CCHSC).
- 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.

SEDA-COG Fair Housing activities have included links and brief discussion for renter information, housing discrimination filings, potential levels of discrimination within protected classes being disseminated to over five-thousand points of contact within the SEDA-COG region. Additional Fair Housing informational outreach may include fundamental banking, realtor and home-ownership points.

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 social service and related social staffing organizations 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.

Recent overtures and investment opportunities from private housing rehabilitation ventures have taken root within the Borough. Housing capitalists (house flippers) opened lines of communications relating to potential CDBG funding avenues in efforts to rebuild/rehabilitate properties within Borough boundaries. As private venture housing capitalists, action projects and inclusion within CDBG programming will require potential shift in utilization of CDBG funds and program goals envisioned within Borough leadership. Continued discussion, building of business plans and use of private funds will enable expansion of, as well as site specific housing stock improvements. Said entrepreneurs have experience in purchasing properties which have been deemed dilapidated and overly expensive for personal rehabilitation. Several properties have been purchased and retrofitted (Zombie Houses) placing housing units/apartments in active roles. Notably, private investors have committed to LMI populations as being the focus of efforts and growth. These housing capitalists have set a target of 100 available units to be made available within ten years (2030).

## **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. Authorities within the Commonwealth operate as an independent body of government, serving a specific and designated function. Oversight of Authorities are governed by publicly selected governing board. Finances of authority's may be funded via grant, municipal taxation levies and bond issues.

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. At current the Evan Owen Memorial Apartments are the sole Columbia County Authority property. This property is located in Berwick.

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. Landlord rights and

responsibilities, Section 8 voucher programming and the Columbia County Redevelopment Authority are further evidence of housing outreaches. A public notice section is also located on this website to inform the public of any newsworthy developments at the Authority.

Due to the after effects 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.
- Distribution of SEDA-COG Fair Housing Activity "Toolkit" among CDBG recipient clientele, municipal governments, regional social service agencies as well as public posting and links.
- Create a link to Columbia County's utility assistance resources page from 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 City Hall.
- Codes Enforcement Offices of Berwick generating monthly updates and activities of property updates, construction, rehabilitation and renovations.

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 generating community ADA compliance.



- Prioritize ADA locations and project specific objectives within the Borough utilizing available CDBG funding.
- Explore a relationship within the Berwick Art Association to aesthetically enhance localized community facades, parks, gathering points building AFFH initiatives.
- Explore zoning and uses of abandoned community properties via public funding and/or support of private venture housing initiatives.

**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 constituencies. 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 detrimentally affected meeting the underserved needs:

- Lack of decent, safe, sound, and affordable owner and renter housing
  - Aging housing stock reflecting aging population base may be reflected in maintenance
  - Limited availability of apartments being controlled by relative few property owners
  - Limited local and county-wide public housing stock
- Limited dedicated personnel with Berwick Borough dedicated to research, identify and source multiple grant or funding programs to accentuate community development opportunities
  - SEDA COG and Borough staff reassess public infrastructure and housing prioritizations
- The borough continues to pursue and administer housing rehabilitation projects through HOME and Weatherization funds
- Aging-in-place population who need accessibility improvements
  - Continued Borough outreach resolving cost of living barriers toward rehabilitation improvements as described within the 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
  - Borough Council and Borough Codes department continue to identify properties which may be deemed unsafe, uninhabitable, foreclosures leading to spot blight activity
- 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 creating a Business Assistance Program targeting LMI populations
- Low wages in the service and retail sector job market
  - Borough has generated CDBG-CV Business Assistance Program in support of LMI workforce during the Covid-19 pandemic

## **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](http://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](http://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](http://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 Borough, 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 2022, 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 Borough encourages contractors awarded CDBG funded contracts to hire Section 3 persons, making all opportunities for contracts known to Section 3 businesses, and requires contractors to report on Section 3 labor hours for each project.

Recent and current trends in housing rehabilitation have produced several private sector venture capital housing rehab initiatives. Private sector rehab opportunities have fostered dilapidated property purchases, rehabilitation, and end-user renting/leasing specific to LMI and poverty level families. At current Borough wide properties are limited, however ownership goals to manage multiple dozens by 2030 exist as realistic business plan and community opportunities.

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.

**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, storm water management, recreational/park improvements, aesthetic art improvements, etc.
- **DV-3 Employment** - Support and encourage job creation, job retention, and job training opportunities as well as entrepreneurship and small business development. Developing a continued relationship with PA CareerLink, Chamber of Commerce and private staffing firms to identify and fill employment referrals.

**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.

Establishment of a public transportation system is among the greatest improvements that may occur to facilitate institutional and regional visibility of structures. Identified within the Borough's Analysis of Impediments as a potential hurdle limiting fair housing, growth of population as well as economic employment opportunities, a combined effort among regional non-profits has continued development of "RabbitTransit." Serving the Columbia County contiguous area, van-ride public transportation provides visibility, recognition of logo and knowledge of destination surety and safety.

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

Community Service organizations receive annual Fair Housing Activity offerings. During FFY 2022 a PUC SEDA-COG utility flyer had been distributed publicizing various avenues and points of contact for utilities. Distributed via Constant Contact (commercial email) the 2022 Fair Housing Utility Flyer covered the Columbia County region inclusive of Berwick Borough. Outreach included the Columbia County Human Services Coalition, Agape Fellowship, and Gatehouse; reach serving distinct population, yet reflective of LMI population bases.

Continued coordination between public and private services largely falls within currently identified agencies servicing the Columbia County contiguous region. Included within monthly and quarterly meetings have been Columbia County Family Center, Columbia County Children and Youth Services, Columbia County Juvenile Probation, Columbia Child Development Program/ Head Start, AGAPE, Gatehouse Shelter, Caring Communities, Central Susquehanna Opportunities Inc., Central Pennsylvania Workforce Development Corp. (CPWDC), The Women's Center Inc.

**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.
- Creation and distribution of Fair Housing Activity: "ToolKit" among Borough's service region directing links of FH discrimination, LGBTQ and protected class issues
- Develop involvement with regional transportation services, PA Department of Transportation to advance fixed and on-demand routes
- Updating and dissemination of 2022 Fair Housing Activity "Utility Belt" in conservation of energy, budgetary savings and sources of assistance

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.
- Rezone commercial blocks to allow potential 2<sup>nd</sup>/3<sup>rd</sup> floor residential accommodations.
- 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.
- Bring forward private housing rehabilitation endeavors within property rehabilitation efforts specifically affecting LMI populations.
- 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.
- Assess 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 2023-24, 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.
- Organize outreach with materials in Spanish to connect with local Hispanic or Latino(a) mortgage applicants.
- Implement site link within Borough website for Fair Housing, AFFH
- Develop a publicly accessible information point within Borough website and associated links highlighting steps toward family budgeting, savings, and goals of homeownership.
- Distribute annual Fair Housing and AFFH information, minimally during April FH initiatives

## **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:

- Tyler Dombroski, Director
- Jamie Shrawder, Senior Program Analyst
- Melissa Matthews, Program Analyst
- Geralee Zeigler, Program Analyst
- Angie Hunselman, Program Analyst
- Tonia Collins, Program Analyst
- Tanya Troup, Program Analyst
- Michael D. Burger, Project Analyst
- Amber Martin, Program Analyst
- Nicole Hogan, Fiscal Manager
- Tammy Richard-Moyer, Financial Analyst
- Sarah Biddle, Administrative Assistant
- Andrea Genovese, Administrative Assistant
- Susan Shaffer, Administrative Assistant

The grant is managed by Michael D. Burger, with supervision provided by Tyler Dombroski, Director of the Community Development Program at SEDA-COG. Collectively, team members have focused energies within the housing and community development field, successfully administering and completing over 1,000 federally funded projects during SEDA-COG's tenure and service agreements.

### **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 2022 CAPER in order to invite public comments. The public hearing date of during a regularly scheduled Borough Council agenda establishing December 4, 2023, 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 2022 Action Plan, that comments for the FFY 2022 CAPER were being accepted.

The Borough of Berwick conducted an 18-day public comment period for its FFY 2022 CAPER between December 1 and December 18, 2023. 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.**

While no Substantial Amendments were adopted during FFY 2022, prior years Substantial Amendments resulted in FFY project activities and project completion. During calendar FFY 2021 (November) Substantial Amendment successfully reallocated funds involving FFY 2018, 2019, 2020 and 2021 having goals of accumulating funds for the Berwick Handwashing/Sanitization Restrooms and Washington Street Reconstruction projects. Reallocations, due to project funding shortfall, escalating costs and post Covid-19 supply issues (inflationary) necessitated action.

Recent construction conclusion of the Berwick Handwashing/Sanitization Restrooms as well will be included within the forthcoming Substantial Amendment. Issues of water pressure, plumbing, standing water pressure tanks, door locking mechanisms have resulted in change orders, increasing budgeted amounts. Ongoing review of subcontractor DBRA filings has been rejected extending completion project completion. Again, delays by subcontractors have escalated project ending and final payment series.

Upcoming within FFY 2023 (December 2023/January 2024) a substantial amendment will be submitted, again reallocating funds toward Borough of Berwick DV-2 infrastructure rehabilitation. Currently carry over (excess) funds remain within FFY 2020 (IDIS 50-25) Butternut Parkway in the amount of \$ 4,847.63; within FFY 2021 (IDIS 58-25) Phase III Demolitions in the amount of \$23,008.54; and FFY 2022 Phase III Demolitions (IDIS 72-25) in the amount of \$ 42,000. Producing a total available and inclusive \$ 69,856.17.

Ongoing projects include final punch-list activities of two Borough Street projects (5<sup>th</sup> & North Arch and North St). Anticipated DBRA reviews and approvals will lead to project closeout during FFY 2023 (January 2024). Resultant from these infrastructure street projects will be financial surpluses; having estimated amounts of \$ 53,552.00, inclusive. Surplus funds, pending project completion/closeout will further be included in the upcoming Substantial Amendment.

While, in infancy, Washington Street reconstruction awaits Environmental clearances, completion of bid documents and engineering schematics. Washington Street will likely commence construction by April 2024, having completion (estimated) during June 2024.

Current discussion and short-term planning among Borough of Berwick Borough Council leadership, Borough Manager and previously involved Borough staff have identified a continued application of funds toward DV-2 Infrastructure endeavors, as well HS-2 identified projects.

**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 0 CDBG activities with activity during the 2022 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 has recently been concluded during October 2023 (FFY 2023).

Overall project completion during FFY 2022 included projects of North Street Reconstruction and the 5<sup>th</sup> Avenue & North Arch Street Reconstruction, with closeout occurring in FFY 2023.