

Executive Summary

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

1. Introduction

In compliance with HUD's regulations, the City of Williamsport has prepared this Annual Action Plan which will be utilized for FFY 2023. This Annual Action Plan highlights challenges and opportunities in focus areas such as housing, community development, and economic development within the City of Williamsport. The Annual Action Plan also establishes goals for the City of Williamsport over the next year by outlining initiatives the City of Williamsport will undertake to address identified needs. This FFY 2023 Annual Action Plan is a collaborative effort between the City of Williamsport, SEDA-Council of Governments (SEDA-COG), social service agencies, housing providers, community and economic development agencies, and the community at large. The planning process was accomplished through a series of public meetings and stakeholder consultation.

2. Summarize the objectives and outcomes identified in the Plan

The "vision" of this Plan is to serve as a planning document, an application, and a strategic plan for the City of Williamsport. As part of the Plan, the community must develop goals and objectives. The following goals, objectives and outcomes have been identified for the City of Williamsport for FFY 2023 for the CDBG and HOME programs.

Housing Priority:

There is a need to improve the quality of the housing stock in the City of Williamsport and to increase the supply of affordable, decent, safe, and accessible housing for homeowners, renters, and homebuyers. The specific objectives that support this goal are as follows: increase homeownership; reduce housing blight and deterioration among owner-occupied households; improve rental housing opportunities; and provide safe and accessible housing. Specifically, in FFY 2023, CDBG and HOME funds will be utilized towards the following identified goal:

- **Affordable Housing (High Priority):** The City seeks to provide affordable rental and home ownership opportunities for residents who earn equal to or less than 80% of the AMI. The existing housing stock of older homes needs significant investment in rehabilitation for both owner-occupied and rental units. The city will continue its homeowner rehabilitation programs to correct codes violations, offer emergency repairs, and complete accessibility modifications to owner-occupied households.

Homelessness Prevention Priority (low priority):

There is a need for housing services for homeless persons and persons at-risk of become homeless, as well as public education.

- Support emergency shelter and transitional housing services through local nonprofit organizations and social service agencies.
- Support services to assist homeless persons and families make the transition to permanent housing and independent living.

Other Special Needs Priority (high priority):

The accessibility-related housing rehabilitation and the installation and reconstruction of curb ramps in the city assist with improving the quality of life of persons considered special needs, specifically persons with disabilities and the elderly.

Community Development Priority

There is a need to improve the public and community facilities, infrastructure, public services, code enforcement, public safety, clearance, and the quality of life in the City of Williamsport.

Specifically, in FFY 2023 CDBG funds will be utilized towards the following identified goal:

- **Public Facilities (High Priority):** The City recognizes the need to improve its facilities and infrastructure throughout the city. This includes creating a safe and suitable living environment via street reconstruction and the improvement of parks and recreation facilities. The installation and/or reconstruction of ADA compliant curb ramps also meets the priority for special needs populations.
- **Blight Elimination (High Priority):** Blight elimination will be conducted on a spot and/or area basis; specifically, this will include the demolition of severely code-deficient structures that are a detriment to public health and safety.

Economic Development Priority (low priority)

There is a need to increase employment, self-sufficiency, education, job training, technical assistance, and economic empowerment of the residents of the city. However, this is often undertaken with funds other than CDBG or HOME.

Administration, Planning and Management Priority (high priority):

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

- 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.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects. The FFY 2021 Consolidated Annual Performance Evaluation Report (CAPER) has been submitted to HUD regarding how the City has expended its funds.

The FFY 2022 Consolidated Annual Performance Evaluation Report (CAPER) will summarize the use of FFY 2022 CDBG funds from January 1, 2022, to December 31, 2022, which has been submitted to HUD.

4. Summary of Citizen Participation Process and consultation process

In preparation for the FFY 2023 Annual Action Plan, a notice was mailed out on February 1, 2023, to community service and development providers, businesses, developers, nonprofit organizations, philanthropic organizations, and community and faith-based organizations regarding the initiation of the CBDG application preparation schedule. This notice announced the upcoming application cycle and provided guidance on submitting project proposals in accordance with HUD Citizen Participation requirements and the city's Citizen Participation Plan.

As a component of the planning process, the City of Williamsport held its first public hearing on February 16, 2023. The hearing provided residents, agencies, and organizations with the opportunity to discuss the community's CDBG program and provide suggestions for future CDBG program priorities and activities. The process for distribution of the Annual Action Plan was also provided.

The comment period for the City of Williamsport began on March 24, 2023 a period of 30 days. A copy of the Draft FFY 2023 Annual Action Plan was displayed at the following locations:

1. City of Williamsport 100 West 3rd Street, Williamsport, PA 17701
2. City of Williamsport Website <https://cityofwilliamsport.org/news/document-center/>
3. SEDA-COG's Website <http://www.sedacog.org/Pages/communitydevelopment.aspx>

A final public hearing was held on April 13, 2023. This meeting gave the public a final opportunity to comment on the plan. The comment period for the FFY 2023 Annual Action Plan ended on April 23, 2023. Please refer to the public comment summary, below, and the minutes of the public hearing for further comment documentation.

Please note that the Citizen Participation Comments and Final Public Hearing minutes attached to this plan incorrectly state that the comment period was March 22, 2023, through April 21, 2023. This was a typographical error.

On February 1, 2024, a public hearing was held regarding a proposed substantial amendment to the 2023 Annual Action Plan. The hearing provided residents, agencies, and organizations with the opportunity to discuss the community's CDBG program, provide suggestions for future CDBG program priorities and activities, and to comment on the proposed changes to the FFY 2023 Annual Action Plan.

SEDA-COG mailed all the agencies and organizations that were contacted as part of the Five-Year Consolidated Plan and Action Plan consultation process, to let them know that the proposed substantial amendment was on public display. The substantial amendment was released for public comment on January 17, 2024. A copy of the substantial amendment was placed on display at the following locations:

1. City of Williamsport
Trade and Transit Centre, 3rd Floor
Williamsport, PA 17701
2. SEDA-COG's website:
<https://seda-cog.org/departments/community-development/hud-documentation/>

The comment period was scheduled to end on February 16, 2024. Please refer to the minutes of the public hearing for further comment documentation.

On August 21, 2024, a public hearing was held regarding a second proposed substantial amendment to the 2023 Annual Action Plan. The hearing provided residents, agencies, and organizations with the opportunity to discuss the community's CDBG program, provide suggestions for future CDBG program priorities and activities, and to comment on the proposed changes to the FFY 2023 Annual Action Plan.

SEDA-COG mailed all the agencies and organizations that were contacted as part of the Five-Year Consolidated Plan and Action Plan consultation process, to let them know that the proposed substantial amendment was on public display. The substantial amendment was released for public comment on August 5, 2024. A copy of the substantial amendment was placed on display at the following locations:

3. City of Williamsport
Trade and Transit Centre, 3rd Floor
Williamsport, PA 17701
4. SEDA-COG's website:
<https://seda-cog.org/departments/community-development/hud-documentation/>

The comment period was scheduled to end on September 4, 2024. Please refer to the minutes of the public hearing for further comment documentation.

On March 13, 2025, a public hearing was held regarding a proposed third substantial amendment to the 2023 Annual Action Plan. The hearing provided residents, agencies, and organizations with the opportunity to discuss the community's CDBG program, provide suggestions for future CDBG program priorities and activities, and to comment on the proposed changes to the FFY 2023 Annual Action Plan.

SEDA-COG mailed all the agencies and organizations that were contacted as part of the Five-Year Consolidated Plan and Action Plan consultation process, to let them know that the proposed substantial amendment was on public display. The substantial amendment was released for public comment on February 19, 2025. A copy of the substantial amendment was placed on display at the following locations:

1. City of Williamsport

Trade and Transit Centre, 3rd Floor
Williamsport, PA 17701

2. SEDA-COG's website:

<https://seda-cog.org/departments/community-development/hud-documentation/>

The comment period was scheduled to end on March 21, 2025. Please refer to the minutes of the public hearing for further comment documentation.

5. Summary of public comments

Notices were advertised in the *Sun Gazette*, the newspaper of general circulation, regarding the public hearings, and to invite public comment. Other forms of public comment were also invited and accepted for thirty (30) days regarding the Annual Action Plan.

Comments received at the public hearings, as well as during the thirty (30) day comment period, are included as public hearing minutes, attached at the end of the Plan. No comments were received.

Comments regarding the substantial amendments are also attached. A 30-day comment period was utilized for the substantial amendments.

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

All comments and suggestions received to date have been accepted and incorporated into the FFY 2023 Annual Action Plan and substantial amendments. No comments were received.

7. Summary

The main goal of the FFY 2023 Annual Action Plan is to implement strategies and work toward goals related to challenges identified in the Five-Year Consolidated Plan. Through this Five-Year Consolidated Plan study effort, baseline goals were established to work toward improving the housing conditions, and address community and economic development needs.

For FFY 2023, the following allocations will be received:

- City of Williamsport CDBG: \$1,023,714
- City of Williamsport HOME: \$307,845

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

1. Agency/entity responsible for preparing/administering the Consolidated Plan

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

The following agencies and contacts are responsible for preparing the Consolidated Plan and the administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	Jamie Shrawder	SEDA-COG Community Development
CDBG Administrator	Tyler Dombroski	SEDA-COG Community Development
CDBG/HOME Administrator	Valerie Fessler	City of Williamsport Community Development

Table 1 – Responsible Agencies

Narrative (optional)

The mission of the Community Development Program at SEDA-COG is to work with local governments and their citizens to improve communities and the lives of community residents through infrastructure and community facility projects. SEDA-COG’s Community Development Program offers services to the region’s counties, communities, municipal authorities, and locally based organizations.

Success is assisting a community through the planning, development, design, funding, and construction of much needed public infrastructure or community facility projects. In the last 30 years, SEDA-COG’s Community Development Program has assisted with nearly 1,000 public

infrastructure and community facility projects, resulting in community investments of nearly half a billion dollars.

Consolidated Plan Public Contact Information

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

1. Introduction

The City of Williamsport and its CDBG Administrator, SEDA-COG, held a series of consultation meetings during February and March 2023. Public hearings were scheduled in accordance with the City's adopted Citizen Participation Plan to provide the public an opportunity to comment on the development of this Plan. Continuum of Care participants and other organizations were notified of the FFY 2023 Annual Action Plan process through an outreach letter and/or e-mail.

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

The City of Williamsport consulted with the Lycoming County Housing Authority to obtain data on the public housing inventory, including the Section 8 Housing Choice Voucher Program, and to discuss the Housing Authority's plans for public housing development activities.

The city has also solicited input by way of stakeholder meetings with affordable housing providers, homeless providers, and social services that provide housing assistance and related services to low- and moderate-income persons. These efforts assisted in preparing the FFY 2023 Annual Action Plan.

The City of Williamsport works with the following agencies to enhance coordination:

- a. Lycoming County Housing Authority
- b. Economic Development Agencies
- c. Social Service Agencies
- d. Philanthropic Funding Institutions

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

The City of Williamsport falls within the 33-county Eastern Pennsylvania Continuum of Care. This organization is broken into five regional homeless advisory board. The City of Williamsport and Lycoming County are part of the Northern Tier Region Homeless Advisory Board (RHAB). While the City of Williamsport does not receive ESG funds directly, the City is regionally represented by two board members that provide input on standards, policies, and procedures. Each year the Continuum of Care conducts a gaps analysis, using data from the homeless service system, to identify needs and gaps within the Continuum of Care. This analysis includes a review of needs both at the Continuum of Care level, but also at the region and county level. The Continuum of Care Funding Committee uses this analysis to inform funding decisions about the needs of people experiencing homelessness, including chronically homeless, families with children, veterans, and youth.

The Lycoming County Housing Authority provides public housing for Section 8 residents and is the main agency that serves individuals at risk of becoming homeless. Various social service institutions also provide supportive services for persons at risk of becoming homeless as well as address the needs of individuals who are currently homeless. This includes providing emergency, short- and long-term shelter options for individuals and families.

Many of the organizations consulted and notified of the FFY 2023 CDBG and HOME Annual Action Plans are members of the Coordinated Task Force. The purpose of the task force is to coordinate services, prevent duplication of efforts, share information, and promote networking.

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

The City of Williamsport is not a recipient of ESG funds. The ESG program is administered by the Pennsylvania Department of Community and Economic Development (DCED).

The Continuum of Care has three mechanisms by which local organizations may be involved in funding decisions, developing performance standards/evaluating outcomes, and developing funding policies/procedures.

- 1) Regional Homeless Advisory Board meetings - There are five regions in the Pennsylvania Continuum of Care, each represented by a Regional Homeless Advisory Board RHAB. The City of Williamsport and Lycoming County are part of the Northern Tier Region Homeless Advisory Board (RHAB). Local organizations are encouraged to participate in these meetings. These meetings serve to keep Continuum of Care members updated on what is going on in the Continuum of Care, solicit input from members on needs within the Continuum of Care, and allow members to connect with one another and share resources.
- 2) Funding Committee - Each Regional Homeless Advisory Board has two representatives on the Continuum of Care's Funding Committee. Each year the Continuum of Care conducts a gaps analysis, using data from the homeless service system to identify needs and gaps within the Continuum of Care. This analysis includes a review of needs both at the Continuum of Care level, but also at the region and county level. The Continuum of Care Funding Committee uses this analysis to inform funding decisions about the needs of people experiencing homelessness, including chronically homeless, families with children, veterans, and youth. The Funding Committee also leads the process of developing performance evaluation standards. All Continuum of Care funded projects are evaluated based on their performance annually, which informs which projects are renewed for ongoing funding.
- 3) Data Committee - Any Continuum of Care member can join the Data Committee. The Data Committee is charged with reviewing Continuum of Care level and project level data, developing performance benchmarks, and evaluating outcomes across the Continuum of Care.

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

1	Agency/Group/Organization	Lycoming Neighborhood Development Corporation
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The city consults with LNDC to plan for the construction and rehabilitation of affordable housing. LNDC is one of two within the City of Williamsport.
2	Agency/Group/Organization	Lycoming Housing Authority
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter; coordination to understand public housing and Section 8 needs.
3	Agency/Group/Organization	STEP BY STEP, INC.
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Education Services-Employment Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.

4	Agency/Group/Organization	Coordinated Task Force
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Coordinated Task Force is an organization that has representatives from many local social service agencies. This group meets once a month to discuss issues that their agencies and/or their clients are facing.
5	Agency/Group/Organization	Williamsport/Lycoming Chamber of Commerce
	Agency/Group/Organization Type	Services-Employment Regional organization Business Leaders Civic Leaders
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter. The city works closely with the organization on development projects and has consulted with the Chamber regarding the promotion of the designated Opportunity Zones in the City.
6	Agency/Group/Organization	YWCA
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter. discussion of projects, consultation regarding its request for FFY 2022 CDBG funding for building repairs. The organization is also a member of the Coordinated Task Force
7	Agency/Group/Organization	Williamsport Branch YMCA
	Agency/Group/Organization Type	Services-Health

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
8	Agency/Group/Organization	Firetree Place
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter; discussion of projects, consultation regarding its request for FFY 2022 CDBG funding for its After School program.
9	Agency/Group/Organization	UPMC Susquehanna
	Agency/Group/Organization Type	Services-Health Major Employer
	What section of the Plan was addressed by Consultation?	Lead-based paint hazards (Health Agency)
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
10	Agency/Group/Organization	Roads To Freedom Center for Independent Living
	Agency/Group/Organization Type	Services-Persons with Disabilities Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter. The Center for Independent Living is a member of the Coordinated task force, and the organization provides accessible housing assistance for income-eligible clients in partnership with the City.
11	Agency/Group/Organization	Veterans Affairs Williamsport Clinic
	Agency/Group/Organization Type	Services-Health Other government - Federal

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
12	Agency/Group/Organization	American Rescue Workers
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
13	Agency/Group/Organization	GREATER LYCOMING HABITAT FOR HUMANITY
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter. The City consulted with Habitat for Humanity regarding its request for FFY 2022 CDBG funds.
14	Agency/Group/Organization	SALVATION ARMY
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
15	Agency/Group/Organization	Sojourner Truth Ministries
	Agency/Group/Organization Type	Services-homeless Services-Health

	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
16	Agency/Group/Organization	James V. Brown Library
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
17	Agency/Group/Organization	Central Pennsylvania Food Bank
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter. Williamsport serves as one of two Healthy Food Hubs in the Central Pennsylvania Food 27-county jurisdiction.
18	Agency/Group/Organization	North Penn Legal Services
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter. North Penn Legal Services provides free legal representation in non-criminal matters including eviction from housing, discrimination, family law, and consumer protection issues.
19	Agency/Group/Organization	Eastern Continuum of Care
	Agency/Group/Organization Type	Publicly Funded Institution/System of Care Continuum of Care

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
20	Agency/Group/Organization	Family Promise of Lycoming County
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter. Family Promise of Lycoming County provides homeless services throughout the county. The City consulted with Family Promise regarding its request for FFY 2022 CDBG funds.
21	Agency/Group/Organization	HOPE ENTERPRISES
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
22	Agency/Group/Organization	PA Career Link
	Agency/Group/Organization Type	Services-Employment
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Non-housing Community Development Strategy Other Government - State
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the	Public advertisement and outreach letter.

	consultation or areas for improved coordination?	
23	Agency/Group/Organization	River Valley Health and Dental Center
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
24	Agency/Group/Organization	AIDS Resource Alliance
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter. This organization is a member of the Coordinated Task Force.
25	Agency/Group/Organization	UPMC - Community Health - LifeCenter
	Agency/Group/Organization Type	Services-Health Major Employer
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
26	Agency/Group/Organization	KidsPeace
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.

27	Agency/Group/Organization	Lycoming County SPCA
	Agency/Group/Organization Type	Regional organization nonprofit animal control
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter; attendance at public hearing. The organization was consulted regarding its request for FFY 2022 CDBG funding.
28	Agency/Group/Organization	Community Services Group
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter. Community Services Group is a member of the Coordinated Task Force.
29	Agency/Group/Organization	North Central Sight Services
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
30	Agency/Group/Organization	Williamsport Municipal Water Authority
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development Non-housing Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.

31	Agency/Group/Organization	Williamsport Sanitary Authority
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
32	Agency/Group/Organization	County of Lycoming Planning & Community Development
	Agency/Group/Organization Type	Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Agency - Emergency Management Other government - County Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter. The County provides PHARE funds for the housing rehabilitation programs. It also administers a supportive housing program for persons who are homeless or at risk of homelessness. The City of Williamsport coordinates with the County Planning department for Hazard Mitigation Planning and flooding mitigation strategies.
33	Agency/Group/Organization	Lycoming-Clinton Mental Health
	Agency/Group/Organization Type	Services-Persons with Disabilities Publicly Funded Institution/System of Care
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Health Agency
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.

34	Agency/Group/Organization	Big Brothers Big Sisters Lycoming County
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
35	Agency/Group/Organization	Hometown Internet LLC
	Agency/Group/Organization Type	Digital Divide
	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development Non-Housing Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
36	Agency/Group/Organization	River Valley Internet, LLC
	Agency/Group/Organization Type	Digital Divide
	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development Non-Housing Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
37	Agency/Group/Organization	Lycoming County United Way
	Agency/Group/Organization Type	Regional organization Civic Leaders
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Market Analysis Non-Housing Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the	Public advertisement and outreach letter.

	consultation or areas for improved coordination?	
38	Agency/Group/Organization	Lycoming County Visitors Bureau
	Agency/Group/Organization Type	Regional organization Business Leaders
	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development Non-Housing Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
39	Agency/Group/Organization	Lycoming-Clinton Joinder Programs
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Child Welfare Agency Publicly Funded Institution/System of Care Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Lycoming-Clinton Joinder Program is a social service agency responsible for providing State-mandated services and supports to residents in Lycoming County. The Joinder provides services including Children & Youth, Early Intervention, Health Choices (behavioral health), Mental Health & Intellectual Disabilities / Autism Services, Child & Adolescent Service System Program (CASSP), and Aging Services. They were provided a public advertisement and outreach letter. The organizations under the Joinder are members of the Coordinated Task Force.
40	Agency/Group/Organization	Susquehanna Greenway
	Agency/Group/Organization Type	Services-Health Business Leaders Civic Leaders Foundation
	What section of the Plan was addressed by Consultation?	Economic Development Non-Housing Community Development Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
41	Agency/Group/Organization	Lycoming Economic Development Foundation
	Agency/Group/Organization Type	Business Leaders Foundation
	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development Non-Housing Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
42	Agency/Group/Organization	First Community Foundation Partnership
	Agency/Group/Organization Type	Civic Leaders Foundation
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Market Analysis Non-Housing Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
43	Agency/Group/Organization	City of Williamsport
	Agency/Group/Organization Type	Agency - Managing Flood Prone Areas Agency - Emergency Management Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Lead-based Paint Strategy Non-housing Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letters were directed to the Bureau of Codes, Public Works, and Recreation Departments. The Community Development Department works regularly with these City departments to identify projects, including properties that are a health and safety hazard.

44	Agency/Group/Organization	River Valley Transit
	Agency/Group/Organization Type	Public Transportation
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Non-housing Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.
45	Agency/Group/Organization	Williamsport Area School District
	Agency/Group/Organization Type	Services-Education Other government - Local
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter. The School District is a member of the Coordinated Task Force.
46	Agency/Group/Organization	Central Pennsylvania Workforce Development
	Agency/Group/Organization Type	Services-Employment
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter. CPWDC, also known as Advance Central PA, serves as a workforce development resource for jobseekers and employers in central Pennsylvania.
47	Agency/Group/Organization	West Branch Drug and Alcohol
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter; this organization is a member of the Coordinated Task Force.

48	Agency/Group/Organization	Community Care Behavioral Health
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter; this organization is a member of the Coordinated Task Force.
49	Agency/Group/Organization	Clean Slate Center
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter; this organization is a member of the Coordinated Task Force.
	Agency/Group/Organization Type	Services – Housing Services – Children Services – Elderly Persons Services – Education Services – Employment Regional Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public advertisement and outreach letter.

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

All agency types were consulted and contacted during the planning process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
City of Williamsport Consolidated Plan 2020-2024	City of Williamsport	This is incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.
Greater Williamsport Comprehensive Plan, 2017	City of Williamsport	This is incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.
Lycoming County Community Needs Assessment, 2021	STEP, Inc.	This is incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.
FFY 2020 CDBG Annual Action Plan	City of Williamsport	This is incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.
FFY 2021 CDBG Annual Action Plan	City of Williamsport	This is incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.
FFY 2020/2021/2022 CDBG CAPER	City of Williamsport	This is incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.
Lycoming County Hazard Mitigation Plan, 2020	County of Lycoming	This is incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.
Williamsport Area Transportation Study, 2018	County of Lycoming	This is incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.
Comprehensive Economic Development Strategy	SEDA-COG	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The City of Williamsport has consulted and coordinated with various agencies and organizations, municipal-wide, county-wide, and Commonwealth-wide. A culmination of these efforts resulted in the development of the FFY 2020-2024 Five Year Consolidated Plan and the subsequent FFY 2023 Annual Action Plan.

AP-12 Participation – 91.105, 91.200(c)

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

The City of Williamsport followed its Citizen Participation Plan to develop its FFY 2023 Annual Action Plan including:

- Email and written notice outreaches to local organizations.
- Two public hearings at different stages of the application preparation schedule.
- Newspaper advertisements encouraging participation and comment.
- Public display of the draft FFY 2023 Annual Action Plan.

Through the citizen participation process, public input was used to identify what challenges and opportunities exist in Williamsport, as well as developing goals to mitigate these issues.

Citizen participation efforts for the substantial amendments were previously discussed in AP-05.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Notice to community organizations	Minorities People with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Sent via US mail and e-mail to community organizations and agencies	No comments received.	None.	N/A
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	All advertisements circulated in the local newspaper of general circulation, the <i>Sun Gazette</i>	No comments received.	No comments received.	https://www.sungazette.com/

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Minorities Non-English Speaking – Specify other language: assistance provided upon request Persons with disabilities Non-targeted/broad community Residents of Public Assisted Housing	Refer to attached sign-in sheets for attendance record.	Refer to attached minutes of public hearings for record of comments.	All comments were accepted.	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public display and comment period of the draft FFY 2023 Annual Action Plan	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Available during office hours of the Williamsport Department of Community and Economic Development and electronically on City and SEDA-COG website	See attached summary of comments.	All comments were accepted.	http://www.seda-cog.org/Pages/communitydevelopment.aspx

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City of Williamsport will receive \$1,023,714 of FFY 2023 CDBG funds and \$307,845 of FFY 2023 HOME funds. The program year is from January 1, 2023, through December 31, 2023.

The accomplishment of these projects/activities will be reported in the FFY 2023 Consolidated Annual Performance and Evaluation Report (CAPER).

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG City of Williamsport	Public-Federal	Public Facilities, Administration	\$1,023,714	\$0	\$0	\$1,023,714	\$1,000,000	Funds for housing and non-housing community development needs in accordance with 2020-2024 Consolidated Plan
HOME City of Williamsport	Public-Federal	Acquisition, Homebuyer Assistance, Housing rehabilitation Administration	\$307,845	\$0	\$0	\$307,845	\$300,000	Funds for housing community development needs in accordance with 2020-2024 Consolidated Plan

Table 5 - Expected Resources – Priority Table

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

In addition to the CDBG and HOME Entitlement funds, the City of Williamsport anticipates the following resources may be available to private

individuals/families and local non-profit organizations to undertake the strategies identified in the Five-Year Consolidated Plan:

- American Rescue Plan – State Local Fiscal Recovery Funds
- Emergency Solutions Grant
- First Time Home Buyers Assistance Program
- Infrastructure Investment and Jobs Act
- Low-Income Housing Tax Credit Program (LIHTC)
- Pennsylvania Department of Transportation Multi-Modal transportation Fund
- Pennsylvania Department of Conservation and Natural Resources grant programs
- Pennsylvania Assistive Technology Foundation
- Weatherization Program
- Pennsylvania Housing Finance Agency
- Pennsylvania Municipal Liquid Fuels Program
- Public Housing Developments
- Section 8 Rental Assistance Program
- U.S. Department of Agriculture (USDA) Rural Development single Family Housing Programs

Other resources that may be available to the City of Williamsport in FFY 2023 to address needs identified in the FFY 2020-2024 Five Year Consolidated Plan are listed below:

- FFY 2018-2022CDBG Funds
- Local general funds
- Pennsylvania Municipal Liquid Fuels Program

The City of Williamsport is considered a distressed community; the City is not required to provide a match for its HOME funds.

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

Publicly owned property will likely be utilized for any Public Facility or Infrastructure projects.

Discussion

The City of Williamsport will continue to work cooperatively with private, public, and non-profit agencies and partners to address the needs identified in the Consolidated Plan. The City of Williamsport anticipates that projects funded in FFY 2023 will require minimal additional matching funds. Other goals identified in the Consolidated Plan, and not funded utilizing CDBG or HOME funds in FFY 2023, may utilize other public or private funds, as necessary.

The chart below illustrates the funding reallocations to the FFY 2023 program as a component of this Substantial Amendment. The city has decided to concentrate on street improvement and RAB curb cut reconstruction on Little League Blvd. The city also needed to allocate additional funds to Administration to ensure the costs associated with administering the CDBG program are covered.

Project	Change	Current	New
2023 Street Reconstruction	(\$397,614)	\$397,614	\$0
Removal of Architectural Barriers – Curb Cuts	(\$81,300)	\$81,300	\$0
General Program Administration – Williamsport	\$63,200	\$141,500	\$204,700
Little League Blvd Reconstruction	\$415,714	\$0.00	\$415,714

The chart below illustrates the funding reallocations to the FFY 2023 program as a component of Substantial Amendment #2. The city has decided to reprogram funds from the City Offices Removal of Architectural Barriers project to the Memorial Park Exercise Facility project.

Project	Change	Current	New
City Offices Removal of Architectural Barriers	(\$90,700)	\$90,700	\$0
Memorial Park Exercise Facility	\$90,700	\$156,300	\$247,000

The chart below illustrates the funding reallocations to the FFY 2023 program as a component of Substantial Amendment #3. The city has decided to reprogram funds remaining in the Memorial Park Exercise Facility project to the Elm Park Improvements project.

Project	Change	Current	New
Memorial Park Exercise Facility	(\$19,052)	\$247,000	\$227,948
Elm Park Improvements	\$19,052	\$904,756.10	\$923,808.10

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Facilities and Infrastructure	2020	2024	Non-Housing Community Development	City-wide	Public Facilities	CDBG: \$819,014	Public facility or infrastructure; Activities other than low-moderate income housing benefit: 27,754 Persons Assisted; Other: 1
2	Housing Rehabilitation	2020	2024	Affordable Housing	City-Wide	Affordable Housing	HOME: \$172,061	Homeowner Housing Rehabilitation: Household Housing Unit 5; Other:1
3	Accessible Housing	2020	2024	Affordable Housing	City-Wide	Affordable Housing	CDBG: \$0	Homeowner Housing Rehabilitated: 3 Household Housing Unit Other: 1
4	Blight Elimination	2020	2024	Blight Elimination	City-Wide	Blight Elimination	CDBG: \$0	Buildings Demolished: 0 Other: 0
5	Home Ownership	2020	2024	Affordable Housing	City-Wide	Affordable Housing	HOME: \$75,000	Direct Financial Assistance to Homebuyers: 3 Household Assisted
6	Administration	2020	2024	Administration	City-Wide	Affordable housing; blight elimination; homelessness prevention; public facilities	CDBG: \$204,700 HOME: \$30,784	Other: 1
7	Construction of New Housing	2020	2024	Affordable Housing	City-Wide	Affordable Housing	HOME: \$30,000	Construction of single-family homes: 6 households assisted

Table 6 – Goals Summary
Annual Action Plan

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b): Through the use FFY 2023 HOME funds, the City of Williamsport expects to assist fourteen low- to moderate-income households: five homeowner households through Owner-Occupied Single-Family Rehabilitation and three prospective homebuyers through direct financial assistance and six homebuyers through construction of new housing through Habitat for Humanity.

Goal Descriptions

1	GOAL NAME	Public Facilities and Infrastructure
		Public facilities and infrastructure projects include street reconstruction and related improvements, curb ramp reconstruction, park and recreational facility improvement and installation of accessibility measures at city-owned facilities.
2	GOAL NAME	Housing Rehabilitation
	GOAL DESCRIPTION	This goal assists income eligible households to make code, safety, and other needed repairs to their homes.
3	GOAL NAME	Accessible Housing
		This program offers grants of up to \$5,000 for accessibility improvements for residential properties occupied by income eligible persons with disabling conditions.
4	GOAL NAME	Blight Elimination
	GOAL DESCRIPTION	Blight elimination activities include codes related demolition, codes enforcement activities and blight elimination on a spot and area basis.
5	GOAL NAME	Home Ownership

	GOAL DESCRIPTION	The homebuyer assistance program makes the purchase of homes more affordable for residents. The City offers a gap financing program to help eligible households purchase a single-family home in the City. The city offers up to 20% of the home purchase price as a deferred repayment, 0% interest loan. Applicants must meet federal household income limits.
6	GOAL NAME	Administration
	GOAL DESCRIPTION	The goal is to administer the CDBG and HOME programs according to HUD regulations.
7	GOAL NAME	Construction of New Housing
	GOAL DESCRIPTION	The city will also assist with home ownership activities working with one of its two CHDO's. The city will also work with a CHDO to construct six new single family homes with Habitat for Humanity.

Projects

AP-35 Projects – 91.220(d)

Introduction

The City is using FFY 2023 CDBG funds to address the following public facilities needs throughout the City:

- Reconstruction of streets located in low/moderate income areas – The city will abandon this activity and reallocate funds to the Little League Blvd Reconstruction project.
- Removal of Architectural Barriers - Curb Cuts - The city will abandon this activity and reallocate funds to the Little League Blvd Reconstruction project.
- City Offices Removal of Architectural Barriers - The city will abandon this activity and reallocate funds to the Memorial Park Exercise Facility project
- Brandon Park Bandshell Restoration
- Memorial Park Exercise Facility
- Elm Park Improvements

The City will continue its housing rehabilitation programs including the CDBG/HOME funded Owner-Occupied Single-Family Rehabilitation program. Previous year’s CBDG funds will be used to address emergency housing situations. HOME funds will be allocated to this activity in 2023. Previous year’s CDBG funds will also be used for the Accessibility Rehabilitation Program. The HOME CHDO activity will be for the construction of new housing and homebuyers’ assistance.

The city will address blight elimination through the Codes Related Blight Elimination activity utilizing previous year’s CDBG funding, which provides for the demolition of blighted properties.

Projects

#	Project Name
1	Street Reconstruction - ABANDONED
2	Removal of Architectural Barriers – Curb Cuts - ABANDONED
3.	Little League Blvd Reconstruction
4	Brandon Park Bandshell Restoration
5	City Offices Removal of Architectural Barriers - ABANDONED
6	Memorial Park Exercise Facility
7	Homebuyer Assistance

8	Habitat for Humanity Housing Construction
9	Owner-Occupied Single-Family Rehabilitation
10	General Program Administration
11	Elm Park Improvements

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

According to the 2011-2015 LMISD, the city has a 55.4% low- to moderate-income population. The main obstacle to addressing underserved needs in the city is lack of funding. The city continues to partner with other federal, state and local agencies to leverage funding to meet these needs.

STREET RECONSTRUCTION: ABANDONED

LITTLE LEAGUE BLVD RECONSTRUCTION: Little League Blvd has severe crowning and drainage issues, and the pavement/curbing has reached the end of its useful life and needs to be reconstructed. Street reconstruction includes curbing, street excavation, rebuild of subbase, new pavement, drainage improvements, and site restoration. Streets throughout the City are deteriorated due to use and limited general funds to finance street reconstruction. This can include lack of proper crowning, deteriorated subbase, inadequate curbing, and improper drainage. Through ongoing street inspections conducted by the City of Williamsport, it has been determined that the best investment of funds is the reconstruction of Little League Blvd between Walnut Street and Mulberry Street. The estimate of probable cost for this project is \$750,000 and will be covered with FFY 2023 and FFY 2024 CDBG funding.

Little League Blvd provides access to many social services, churches, businesses, and low-income housing options for city residents. Therefore, this street reconstruction project meets the National Objective of LMA benefit based on the city-wide LMI of 55.48%

REMOVAL OF ARCHITECTURAL BARRIERS – CURB CUTS – ABANDONED

CITY OFFICES REMOVAL OF ARCHITECTURAL BARRIERS: ABANDONED

BRANDON PARK BANDSHELL: The Brandon Park Bandshell Restoration project includes structural improvements to the dome, outside brick and flooring and handicapped accessibility improvements. The city has been awarded a grant of \$150,000 from the First Community Foundation for renovations to the Brandon Park Bandshell. The City has allocated \$110,000 of 2019 CDBG funds to that project. This project is also receiving \$20,000 from

Lycoming County. This park primarily serves the entire city and thus is located in a predominantly low- to moderate-income area and is eligible as recreation.

MEMORIAL PARK EXERCISE FACILITY: The National Fitness Campaign (NFC) program is partnering with the city to install an exercise pad that includes permanently affixed pieces to be used for outdoor physical fitness and recreation. The platform is designed for use by persons of all ages and abilities with the goal of improving quality of life for everyone in the community; to get people outdoors and build a wellness culture. The city has been awarded a \$30,000 grant through NFC for this project. This park primarily serves the entire city, and thus is located in a predominantly low- to moderate-income area and is eligible as recreation.

HOMEBUYER ASSISTANCE: The City offers a gap financing program to help eligible households purchase a single-family home in the City. The city offers up to 20% of the home purchase price as a deferred repayment, 0% interest loan. Applicants must meet federal household income limits.

HABITAT FOR HUMANITY NEW HOUSING CONSTRUCTION: The city will also assist with home ownership activities working with one of its two CHDO's. The city also intends to reprogram recaptured HOME funds as well as other program income into construction of new housing through Habitat for Humanity. Habitat for Humanity owns the property on which six new single-family homes will be constructed. Anticipated program income is included in this project but will actually be expended on first project invoice.

OWNER-OCCUPIED SINGLE-FAMILY REHABILITATION: Housing rehabilitation and preservation activities will improve accessibility and affordability of housing to Williamsport residents. This is especially for low- to moderate-income households who have difficulties maintaining their homes due to housing costs and the City's aging housing stock. According to the 2011-2015 ACS data, the median year of structures built in Williamsport is older than 1939. Homeowners who meet the income qualification criteria are eligible for various code-related improvements to their homes. HOME funding only in FFY 2023. Previous year's CDBG funds were to be used for an emergency repair program.

ELM PARK IMPROVEMENTS: The Elm Park recreation amenities need improvements to extend the useful life of the tennis courts and to ensure accessibility and safety for residents of all abilities. Improvements include resurfacing tennis courts and resetting of fence, installation of a prefabricated ADA restroom, construction of an ADA accessible walking path and parking spaces with signage and may include installation of security measures such as cameras and fences, and all related appurtenances. The project may be designed with the tennis courts as an alternate in the bid in case the bid comes in too high to complete the entire scope. This park primarily serves the entire city. Therefore, this park improvements project meets the National Objective of LMA benefit based on the city-wide LMI of 55.43%. While there are a few pocket parks located in the city, Elm Park is a larger city owned and maintained facility with features that are compliment, not duplicate, those in Brandon Park and Memorial Park, the other large parks in the vicinity. Additional years CDBG funding are allocated to this project from 2021, 2022 and 2024.

AP-38 Project Summary

Project Summary Information

1	Project Name	Little League Blvd Reconstruction
	Target Area	City-wide
	Goals Supported	Public facilities and infrastructure
	Needs Addressed	Public facilities
	Funding	CDBG: \$415,714
	Description	Street Reconstruction and Streetscape work
	Target Date	12/31/2025
	Estimate the number and type of families that will benefit from the proposed activities	27,754 – the street reconstruction projects have a City-wide benefit; the city has 55.48% LMI.
	Location Description	Little League Blvd between Mulberry Street and Walnut Street
	Planned Activities	Work will include curbing, street excavation, rebuild of subbase, new pavement, drainage improvements and site restoration. National Objective is Low/Mode Area Benefit (LMA). The matrix code is 03K, Street Improvements.

Annual Action Plan

2	Project Name	Brandon Park Bandshell Restoration
	Target Area	City-wide
	Goals Supported	Public facilities and infrastructure
	Needs Addressed	Public facilities
	Funding	CDBG: \$156,300
	Description	The Brandon Park Bandshell Restoration project includes structural improvements to the dome, outside brick and flooring and handicapped accessibility improvements.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	27,754 – Brandon Park is centrally located and may be utilized by all city residents; therefore, there is City-wide benefit; the city has 55.48% LMI.
	Location Description	Brandon Park
	Planned Activities	Upgrades to amenities and facilities at Brandon Park. The National Objective is Low/Mod Area Benefit (LMA). The Matrix Code is 03F, Parks, Recreation Facilities.
5	Project Name	Memorial Park Exercise Facility
	Target Area	City-Wide
	Goals Supported	Public facilities and infrastructure
	Needs Addressed	Public facilities
	Funding	CDBG: \$227,948
	Description	Installation of new outdoor exercise facility at Memorial Park for use by all city residents
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	27,754 – Memorial Park is centrally located and may be utilized by all city residents; therefore, there is City-wide benefit; the city has 55.48% LMI.
	Location Description	Memorial Park
	Planned Activities	Site work and installation of exercise facility. The National Objective is Low/Mod Area Benefit (LMA). The Matrix Code is 03F, Parks, Recreation Facilities.

6	Project Name	Homebuyer Assistance/CHDO
	Target Area	City-wide
	Goals Supported	Home Ownership
	Needs Addressed	Affordable Housing

	Funding	HOME: \$75,000
	Description	Homebuyer assistance program to help eligible households purchase a single-family home.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that 3 families will benefit from this project.
	Location Description	City-wide; locations to be determined by need and income eligibility
	Planned Activities	The program offers a maximum of 20% of the home purchase price as a deferred repayment, 0% interest loan
7.	Project Name	Habitat for Humanity Housing Construction
	Target Area	City-wide
	Goals Supported	Home Ownership
	Needs Addressed	Affordable Housing
	Funding	HOME: \$30,000
	Description	Construction of new housing through Habitat for Humanity
	Target Date	12/31/2028
	Estimate the number and type of families that will benefit from the proposed activities	Six families will benefit from construction of six homes
	Location Description	Scott Street, Williamsport
	Planned Activities	Construction of six single family homes

Project Name	Owner-Occupied Single-Family Rehabilitation
Target Area	City-wide
Goals Supported	Housing rehabilitation
Needs Addressed	Affordable Housing
Funding	HOME: \$172,061
Description	This project provides funds for the rehabilitation of income-qualified, owner-occupied single-family homes to a minimum code standard.
Target Date	12/31/2024
Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that 5 families will benefit from this project.
Location Description	City-wide; locations to be determined by need and income eligibility
Planned Activities	Housing rehabilitation activities for income-eligible owners of single-family homes in the City will be provided to ensure safe and decent housing. Eligible rehabilitation activities include, but are not limited to, electrical, roofing, spouting, sidewalks, insulation, and plumbing. Previous year's CDBG funds are used for emergency repairs.
Project Name	General Program Administration
Target Area	City-wide
Goals Supported	Administration
Needs Addressed	Affordable Housing Public Facilities Blight Elimination Public Services

Funding	CDBG: \$204,700 HOME: \$30,784
Description	Program Administration
Target Date	12/31/2030
Estimate the number and type of families that will benefit from the proposed activities	Not applicable
Location Description	City-wide
Planned Activities	This activity is for the administration of the CDBG and HOME programs. The project matrix code is 21A - General Program Administration.
Project Name	Elm Park Improvements
Target Area	City-wide
Goals Supported	Public facilities and infrastructure
Needs Addressed	Public facilities
Funding	CDBG: \$19,052
Description	Prefab handicap accessible restrooms, resurfacing tennis courts, installation of a walking path and accessible parking spaces, and installation of security measures such as fencing and cameras.
Target Date	12/31/2025
Estimate the number and type of families that will benefit from the proposed activities	27,754 – Elm Park is centrally located and may be utilized by all city residents; therefore, there is City-wide benefit; the city has 55.43% LMI.

	Location Description	City-wide
	Planned Activities	Improvements to Elm Park. The National Objective is Low/Mod Area Benefit (LMA). The Matrix Code is 03F, Parks, Recreation Facilities.

AP-50 Geographic Distribution – 91.220(f)

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

Generally, expenditures will be made on a City-wide basis, or in areas with predominant low- to moderate-income households.

Geographic Distribution

Target Area	Percentage of Funds
City-Wide	100%

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The entire City of Williamsport qualifies as a low-income area. Projects taking place within specific areas of the city are based on need, and the importance of the project to the City's goals and objectives.

Discussion

According to the 2011-2015 LMISD, 55.48% of the residents of Williamsport City are low- to moderate-income households. Many of the activities selected for funding are projects that benefit all city residents.

Additionally, Census Tract 4 in the City of Williamsport meets HUD's definition of racially/ethnically concentrated area of poverty (R/ECAP) HUD defines concentration of racial and ethnicity minorities as a census tract with a non-White population of 50% or more. A concentrated area of poverty is defined as a census tract with 40% or more individuals living at or below the poverty line. Census Tract 8 also meets the poverty threshold for HUD's definition of R/ECAP but does not have a non-White concentration of greater than 50%.

Selection of projects to be financed with CDBG and HOME funds is orchestrated by the City of Williamsport's adopted Citizen Participation Plan. Criteria necessary to have a project funded includes but is not exclusively limited to the project's eligibility, financial need, and consistency with the FFY 2020-2024 Five-Year Consolidated Plan. Service area of a project is also of great importance, particularly given that at least 70% of the City's CDBG project funds must be expended on low- to moderate-income benefit activities. The majority of the city's CDBG funds have a benefit to low- to moderate-income families or persons. The following geographic areas are predominately low- to moderate-income based on the 2011-2015 ACS data:

CENSUS TRACT	BLOCK GROUP	LMI %
3	3	64.00%
3	4	73.54%
3	6	59.88%

3	7	72.48%
4	1	80.37%
4	3	76.99%
4	4	79.19%
4	5	87.50%
5	2	59.60%
5	3	86.96%
6	1	52.44%
6	2	59.41%
6	3	71.43%
8	1	95.74%
8	2	91.14%
9	2	63.97%
10	3	58.77%

The geographic locations for the FFY 2023 activities are as follows:

Project Name	Primary Benefit Area	LMI
Little League Blvd Reconstruction	City-wide (LMC)	100%
Brandon Park Bandshell Restoration	City-wide (LMA)	55.48%
Memorial Park Exercise Facility	City-wide (LMA)	55.48%
Owner-Occupied Single-Family Rehabilitation	City-wide (LMH)	100%
Homebuyer Assistance	City-wide (LMH)	100%
Administration	City-wide	
Elm Park Improvements	City-wide (LMA)	55.48%

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City’s annual goals for affordable housing include the following:

1. Increasing home ownership opportunities for City residents.

The City of Williamsport sought to increase the percentage of homeowners in the community by assisting current City renters make the transition to home ownership. There is an overlap between low-income households and minority households. By continuing to pursue increased home ownership among low-income households, the City of Williamsport is also supporting increased home ownership by minority households in agreement with National goals.

2. Reduce housing blight and deterioration among owner-occupied households.

Older housing units that require significant maintenance occupied by households with limited incomes results in deferred maintenance leading to disinvestment, declining property values, and possibly abandonment. Supporting programs and activities to assist homeowners in the City of Williamsport to make improvements to housing will protect the existing stock in the community. Assisting households with maintaining their housing is also important to sub-populations, such as the elderly and disabled who have fixed and limited incomes, to continue to own their homes and avoid being institutionalized or becoming homeless.

3. Improve rental housing opportunities.

Improving rental housing opportunities will reduce the potential for renters to experience a housing crisis and allow them to improve the overall status of their lives. It will also assist households with avoiding homelessness. The older units in the City of Williamsport were developed without consideration of the need for access by the physically disabled and elderly. Persons aged 75 and over are an increasing portion of the population, and while many of the elderly and frail elderly desire to stay in their homes rather than move to apartments, this is not always feasible.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	14
Special-Needs	0
Total	14

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	6
Rehab of Existing Units	5
Acquisition of Existing Units	3
Total	14

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The city is working with a CHDO to construct six new single-family homes with Habitat for Humanity.

The city is expecting to assist five (5) families with its owner-occupied single-family rehabilitation activities using CDBG and HOME funds. The City program offers grants and low-interest loans for repairs to owner-occupied single-family homes to income eligible homeowners. CDBG funds will be used for emergency cases that are not permitted under the HOME program.

The city is expecting to provide homebuyer assistance to three (3) households in 2023. The City's Homebuyer program offers gap financing to assist eligible households purchase single-family homes. The program offers a maximum of 20% of the home purchase price as a deferred repayment, 0% interest loan.

Rental units in need of rehabilitation will utilize PHARE funds.

AP-60 Public Housing – 91.220(h)

Introduction

As of February 7, 2023, the Lycoming County Housing Authority (LCHA) provides 464 units of public housing and administers 675 Housing Choice Vouchers (HCVs). There are currently 1,884 families on the public housing waiting list and 951 families on the Section 8 waiting list. This list is currently closed.

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

Capital fund activities planned for 2023 include:

- Replace drain stacks at the William Hepburn High Rise.
- Renovate 8 public housing units to meet ADA standards at the William Hepburn High Rise, the Peter Herdic High Rise, and Robert Montgomery Homes.
- Repair and upgrade the elevator at the Mary Slaughter Apartments.
- Renovate one unit to meet ADA standards at the Mary Slaughter Apartments.

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

LCHA posts employment and housing opportunities on its website and in its quarterly newsletter that is distributed to all public housing residents and at each job site. Currently, LCHA employs one public housing resident in the maintenance department.

Housing opportunities are provided through the Section 32 Homeownership program and the Family Self-Sufficiency program. The Section 32 Homeownership program is intended to assist public housing or Section 8 participants in purchasing their own home through the disposition of public housing units. LCHA identified that the down payment is the primary barrier to homeownership for program participants. LCHA assists prospective homeowners by holding the note on the property and providing assistance and counseling to program participants. One Section 32 participant is in the process of obtaining financing to purchase a Section 32 home. Two families completed the program and purchased homes in 2022.

The Family Self-Sufficiency Program is a five-year program designed to assist families to become economically self-sufficient. Participants work with a case manager to identify goals and the steps needed to become free from welfare assistance. Escrow accounts are created for families that experience an increase in rent due to an increase in earned income. LCHA dispersed \$27,115.96 in escrow funds to families graduating from the program in 2022. Most families identify homeownership as their number one goal. Families on the Section 32 Homeownership program are encouraged to also participate in the FSS program to further their ability to successfully purchase a home through that program. LCHA has 26 families who participate in the FSS program.

In addition to the disposition program for LCHA participants, LCHA has a Resident Advisory Board that offers insight and feedback on its Annual and Five-Year Plan. The Board reviews the capital fund plan as

well as any programmatic changes, development plans or disposition plans. A Section 8 participant also has a reserved position on LCHA's Board of Directors. LCHA posts all changes to the administrative plans and policies at all development sites and welcomes resident comments and feedback.

LCHA has an active Resident Council that consists of five Board members. The role of the LCHA Resident Council is to improve the quality of life and resident satisfaction and participate in self-help initiatives to enable residents to create a positive living environment for families in public housing.

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

The PHA is not designated as troubled. LCHA received a High Performer designation for both Public Housing and Section 8.

Discussion

The City is not anticipated to use CDBG or HOME funds for public housing activities in FFY 2023. LCHA is a county authority.

While there was no loss of landlords in the last year, there appears to be a reduction in the number of available rental units in Lycoming County. This may be due to renters not relocating or moving during COVID, as well as the moratorium on evictions, and rental assistance programs that have been available as a result of the pandemic. LCHA is currently recruiting new landlords.

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

Introduction

Strategy, goals, and action steps for ending chronic homelessness are formulated at the Commonwealth. Each region has formed a Regional Homeless Advisory Board comprised of representatives of local entities involved in housing and homeless services. The City of Williamsport is in the Northern Tier of the PA Eastern Continuum of Care Collaborative.

The City's priority homeless objectives are to:

- Support emergency shelter and transitional housing services through local nonprofit organizations and social service agencies; and
- Support services to assist homeless persons and families make the transition to permanent housing and independent living.

The City's one-year goals to service the housing and supportive needs of homeless populations and non-homeless special needs populations include continued participation on the Coordinated Task Force and meetings and contact with agencies that serve special needs populations including the Office of Aging, Center for Independent Living, AIDS Resource, West Branch Drug and Alcohol and the Lycoming County Housing Authority. However, FFY 2023 CDBG funds from the City of Williamsport will not be used to support activities directly addressing homelessness.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The larger population of homeless people in the City of Williamsport does not meet HUD's definition of chronically homeless. The city is combating chronic homelessness by supporting the emergency shelters, transitional housing facilities, and permanent housing facilities. Wrap-around social services provided by these and other organizations help to break the cycle of chronic homelessness.

The city is a member of the Coordinated Services Task Force that meets once per month. The Task Force is comprised of approximately 80 organizations that meet to share information and resources. The Task Force's responsibilities include obtaining the information needed to apply for Continuum of Care and related Housing Assistance Program funding. The Coordinated Task Force shares information and resources regarding homeless individuals/households and their needs.

The most recent Point-in-Time survey for which data is available at the County level, which was

conducted in January 2023, found 0 unsheltered persons in Lycoming County.

Addressing the emergency shelter and transitional housing needs of homeless persons

Emergency shelter and transitional housing services are provided by a number of organizations in Williamsport.

The Point-In-Time survey conducted for Lycoming County over a period of one night in January 2023 found that there were 75 persons in emergency shelter and 50 persons in transitional shelter.

In 2023, the city will continue to support emergency shelter and transitional housing services through local nonprofit organizations and social service agencies by working closely with the Coordinated Task Force.

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

In 2023, the city will continue to support services to assist homeless persons and families make the transition to permanent housing and independent living. The city will continue assisting Lycoming County with any funding applications to PHFA for additional PHARE funding for the Master Leasing Program.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Homeless prevention services are administered by a combination of public and private agencies.

In 2023, the city will continue to participate in the Coordinated Task Force and the Lycoming County Housing Coalition to support the efforts of Lycoming County and social service providers in helping low-income individuals and families avoid becoming homeless.

Discussion

With the continued pandemic, a high demand for emergency shelter and rapid re-housing was identified. Emergency shelters have been at capacity and struggle to comply with changing CDC

guidelines including social distancing, quarantine, and isolation.

In addition, the City of Williamsport accepts requests from agencies of permanent supportive housing, particularly those that show results-oriented projects that address a gap in agreement with the Continuum of Care. The city provides letters of support and Certifications of Consistency with the Consolidated Plan for activities that expand housing choice and assist the homeless in making the transition to permanent housing. With funding limitations, the city does what is possible to support shelter and supportive services provided by social services and non-profit organizations.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

There are a variety of barriers to affordable housing. There are developmental barriers that include land acquisition costs, construction costs and permit fees. Often developers face timing obstacles that can delay projects due to public funding and financing requirements, municipal ordinance delays, delays in sewer and water approvals and NIMBY-ism. Land use barriers such as minimum lot sizes and other dimensional requirements affect density and can create a situation that makes affordable housing development uneconomical. The City of Williamsport requires Zoning Hearing Board approval for variances, conditional uses, and special exceptions, which can result in timing delays and additional engineering and design costs.

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

The City of Williamsport updated its Analysis of Impediments to Fair Housing Choice (AI) in 2020. The AI is a review of a jurisdiction's laws, regulations, and administrative policies, procedures and practices affecting the location, availability, and accessibility of housing, as well as an assessment of conditions, both public and private, affecting fair housing choice. The chart in the discussion includes recommended actions to affirmatively further fair housing choice planned through 2024, many of which are ongoing and will be taken into consideration for 2023. Additionally, as mentioned in the 2020-2024 Consolidated Plan, the city will continue to explore inclusionary options such as adjustment of minimum parking requirements for new units and incentives for or partnerships with developers to provide a variety of affordable housing options for low- to moderate-income households. A total of \$172,061 in HOME funds have been allocated toward housing rehabilitation activities. This will expand the availability of affordable housing to low-income renter households and improve the quality of life for these households.

Discussion:

#	Impediment	Action	Measurable Benchmark	Time Frame	Proposed Actions to Meet Goals
1	Racially/Ethnicity Concentrated Areas of Poverty (R/ECAPs)	Education of housing service providers and developers on fair and affordable housing needs.	Number of Program Participants	Ongoing	<ol style="list-style-type: none"> 1. Participate in Fair Housing Month to raise awareness about fair housing rights and how to file complaints. 2. Issue an annual proclamation to recognize someone who has made a positive contribution to fair housing in the local community during Fair Housing Week 3. Explore the feasibility of developing a mandatory landlord education program. 4. Ensure that CDBG/HOME subrecipients fulfill the obligation to affirmatively further fair housing by including a clause in the contract and technical support. 5. Continue to submit an annual right-to-know request to the PHRC and address any complaints that are received. 6. Pass and enforce an Anti-Discrimination Ordinance. 7. Ensure that municipal staff have access to and understand fair housing educational materials so that these can be shared with the public as needed.

					8. Include tenant rights information on the Fair Housing Hub.
					9. 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.
					10. 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.
2	Racially/Ethnicly Concentrated Areas of Poverty (R/ECAPs)	Continue funding existing housing programs	Number of Individuals/households assisted	Ongoing	<p>1. Inform the Local Center for independent Living (MyCIL) about new projects.</p> <p>2. Explore feasibility of creating a program that provides resources to help older adults age in place</p> <p>3. Have materials about utility assistance programs available at City Hall.</p> <p>4. Create a link to SEDA-COG's weatherization program on the Fair Housing Hub.</p> <p>5. Continue to address blight by allocating CDBG funding</p> <p>6. When opportunities arise, support public and private efforts to create new units of affordable housing.</p>

					7. Consider affordable housing needs when allocating CDBG funding
3	Access to opportunity	Continue funding public services targeted at vulnerable populations, such as low- and moderate-income households. Examples include after school programs, jobs and soft skills training, and childcare.	Number of individuals/households assisted	Ongoing	<p>1. Explore feasibility of creating a program that provides resources to help older adults age in place</p> <p>2. Support MyCIL outreach efforts by sharing information.</p> <p>3. Contribute to Seda-Cog's Transportation feasibility study and advocate for Williamsport's inclusion in the pilot route.</p> <p>4. Establish a partnership between social service agencies and local banks to help them connect with, prepare, and assist first-time homebuyers.</p>
4	Access to opportunity	Increase supply of housing.	Number of housing units added	Ongoing	<p>1. Inform the Local Center for independent Living (MyCIL) about new projects.</p> <p>2. Have materials about utility assistance programs available at City Hall.</p> <p>3. Create a link to SEDA-COG's weatherization program on the Fair Housing Hub.</p> <p>4. Organize outreach with materials in Spanish to connect with local Hispanic or Latino(a) mortgage applicants.</p>

					<p>5. Establish a relationship with a HUD-approved housing counseling agency to offer financial education including improving credit and a first-time homebuyer program in the region.</p> <p>6. Explore the feasibility of incentivizing the creation of affordable and/or accessible housing on lots where blighted properties are razed</p>
5	Community Health	Improve quality of existing housing, including home repairs and handicap accessibility modifications.	Number of individual/ households assisted	Ongoing	<p>1. Inform the Local Center for independent Living (MyCIL) about new projects.</p> <p>2. Have materials about utility assistance programs available at City Hall.</p> <p>3. Create a link to SEDA-COG's weatherization program on the Fair Housing Hub.</p> <p>4. Establish a relationship between code enforcement staff and social service agencies that encounter housing quality issues so that the City can address landlords that are reluctant to make needed repairs.</p> <p>5. Ensure that new multi-unit developments include accessible housing as required by the ADA.</p> <p>6. Ensure that rentals owned by out-of-town landlords that have</p>

					housing quality issues are addressed by code enforcement staff.
6	Community Health	Continue Funding health-related public services such as foodbanks, healthcare providers.	Number of individuals/households assisted	Ongoing	<p>1. Support MyCIL outreach efforts by sharing information.</p> <p>2. Establish a partnership between social service agencies and local banks to help them connect with, prepare, and assist first-time homebuyers.</p> <p>3. Explore feasibility of creating a program that provides resources to help older adults age in place</p>
7	Public Transit	Maintain key partnerships with STEP and RVT to ensure transit service is provided to lower opportunity areas to link LMI persons with employment and other amenities.	Ridership	Ongoing	<p>1. Contribute to Seda-Cog's Transportation feasibility study and advocate for Williamsport's inclusion in the pilot route.</p> <p>2. Assess the accessibility of sidewalks and other public spaces and identify other public spaces and identify other priority projects.</p>
8	Lending Discrimination	Continue supporting fair housing services offered by the City of Williamsport's Fair Housing Commission and continue partnership with West	Number of program participants-potential homebuyers, housing developers, landlords	Ongoing	<p>1. Establish a partnership between social service agencies and local banks to help them connect with, prepare, and assist first-time homebuyers.</p> <p>2. Ensure that municipal staff have access to and understand fair housing educational materials so that these can be</p>

		<p>Branch Valley Association of Realtors to promote fair housing throughout Lycoming County</p>			<p>shared with the public as needed.</p> <p>3. Create a link to the Fair Housing Hub on the City Website and promote the Fair Housing Hub through one mailing to inform residents and partners that is has been created.</p> <p>4. Participate in Fair Housing Month to raise awareness about fair housing rights and how to file complaints.</p> <p>5. Issue an annual proclamation to recognize someone who has made a positive contribution to fair housing in the local community during Fair Housing Week</p> <p>6. Establish a relationship with a HUD-approved housing counseling agency to offer financial education including improving credit and a first-time homebuyer program in the region.</p> <p>7. 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.</p>

9	Access to opportunity	Conduct four-factor analysis to ensure meaningful access to Limited English Proficiency persons.	Frequency with which LEP persons come into contact with public services	FFY2022	1. Organize outreach with materials in Spanish to connect with local Hispanic or Latino(a) mortgage applicants.

AP-85 Other Actions – 91.220(k)

Introduction:

The city will continue to seek additional funding sources to address underserved needs. The city will support activities that create a positive business climate, which encourages retention, expansion, and growth. The city pursues economic development opportunities through revitalization efforts. The City of Williamsport receives Act 13 funds and uses these funds for improvements to existing infrastructure.

Actions planned to address obstacles to meeting underserved needs

The City and the Lycoming County Housing Authority recently updated its Fair Housing Plan in 2020 to affirmatively further fair housing for vulnerable individuals and households such as seniors, the disabled, and at-risk youth.

Actions planned to foster and maintain affordable housing

CDBG and HOME funds are used to support the City's comprehensive housing programs including rehabilitation of owner-occupied single-family housing, and accessibility rehabilitation.

Actions planned to reduce lead-based paint hazards

The guidelines for the City's Housing Rehabilitation program comply with the lead-based paint hazards as outlined in 24 CFR 35. Due to extensive lead abatement costs and the total number of highly probable lead contamination homes, the city is more likely to pursue lead hazard reduction procedures until the total number of lead contaminated homes has been significantly reduced.

Actions planned to reduce the number of poverty-level families

The resources and opportunities that the city has for minimizing the number of families with incomes below the poverty line are limited. As 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. The means of addressing both issues are fragmented. Several structural barriers to poverty addressed through different local policies. For example, the City complies with Section 3 which requires the employment of Section 3 households in construction contracts when possible; however, contractors often already have the workforce necessary to complete a construction project. The 2018 Community Needs Assessment for Lycoming County identified barriers to employment, lack of employment training and financial literacy as impediments to community and economic development.

In addition to CDBG and HOME activities included in the FFY 2023 Annual Action Plan, the city is also continuing to promote and participate in local coordination with service providers and regional organizations to encourage public/private partnerships, develop new opportunities, and ensure that the goals and objectives of the Consolidated Plan are addressed in a holistic manner. This strategy provides

the best avenue to addressing poverty in the city.

Actions planned to develop institutional structure

Williamsport's Office of Economic & Community Development is responsible for enhancing the coordination among housing providers, service agencies and public entities. The city joins with non-profit CHDO's, for-profit developers and various local organizations and groups to increase housing opportunities for targeted income groups. The city also provides information to housing service providers, banks, and realtors to make them aware of the City's programs.

The city will continue to work with community-based organizations that effectively deliver programs and services through monthly meetings with the Coordinated Services Task Force. This organization brings together representatives from various sectors of the community to improve the quality of life through a volunteer collaborative process. The city also plans to re-evaluate existing programs to ensure that funding amounts and other requirements are appropriate to meeting the community's needs.

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

The City of Williamsport continues to interact with the various public and non-profit institutions that provide housing and supportive services to low-income residents. Although the agencies are independent of one another, they work together through the Coordinated Task Force to ensure coordination.

Most of the proposed activities in the 2023 Annual Action Plan involve coordinating and partnering with state agencies, neighborhood groups, or social service organizations to efficiently leverage limited resources.

Discussion:

The City and the Lycoming County Housing Authority recently updated its Analysis of Impediments to Fair Housing Choice in 2020 to affirmatively further fair housing for vulnerable individuals and households such as seniors, the disabled, and at-risk youth. In addition, the city will continue to monitor the community and economic development challenges and opportunities that the residents of the city face. The baseline goals established in the Consolidated Plan to improve the housing and development needs of the city will be modified if warranted due to changing conditions. Otherwise, the current consolidated plan continues to serve as a guide for allocating CDBG and HOME funds and to provide direction to stakeholder organizations to address the community needs.

Program Specific Requirements

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

Introduction:

The City of Williamsport receives an annual allocation of CDBG funds. Since the city receives this Federal allocation, the questions below have been completed, as applicable. The City of Williamsport will use 100% of its FFY 2023 CDBG program funds for the benefit of low- and moderate-income persons.

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

Projects planned with all CCDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out:

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

Other CDBG Requirements

1. The amount of urgent need activities	\$0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low- and moderate-income. Overall Benefit – a consecutive period of one, two, or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low- and moderate-income. Specify that years covered that include this Annual Action Plan	100%

Discussion:

The City of Williamsport is allocating 100% of the FFY 2023 annual allocation minus administration to LMI benefit activities. The City of Williamsport wishes to be evaluated over a three-year period

(FFY2022-2024) to determine that the minimum overall benefit of 70% of CDBG funds is used to benefit persons of low- and moderate-income.

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

All forms of investment of City's Home funds are identified in Section 92.205.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

See attached City of Williamsport HOME Investment Partnerships Program Resale/Recapture Policy for Homeownership Activities.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds. See 24 CFR 92.254(a)(4) are as follows:

See attached City of Williamsport HOME Investment Partnerships Program Resale/Recapture Policy for Homeownership Activities.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Not applicable

The city uses the HOME affordable homeownership limits for the area provided by HUD (95% of median purchase price for the area (found at- <https://www.hudexchange.info/resource/2312/home-maximum-purchase-price-after-rehab-value>) as adjusted for existing and new housing.

Please provide the following information: Did the PJ describe eligible applicants (e.g., categories of eligible applicants), its process for soliciting and funding applications or proposals (e.g., competition, first-come first-serve) and where detailed information may be obtained (e.g., application packages are available at the office of the jurisdiction or on the jurisdiction's Web site)?

In general, only applicants at or below the 80% AMI adjusted for household size are eligible. There are printed brochures available outside of the Community Development Office and Bureau of Codes. The city web site has similar information. Points of eligibility for the various programs are explained. This includes describing the type of property eligible for assistance (single family residential, rental property or property occupied by a person that is disabled), the eligible area (the Corporate City Limits in most cases), that there are income limits and that a waiting list is maintained. Income limits and any program

changes are updated as they occur. Applicants may submit their name for entry on the applicable wait list through the city web page, visiting our office or by telephone.

Does the City plan to limit the beneficiaries or give preferences to a particular segment of the low-income population? If so, please provide a description of that limitation or preference.

Only households at or below the 80% AMI are eligible. The Accessibility Program is directed to income eligible households containing a person that is disabled that is in need of home modifications to allow safe and continued occupancy.