

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

M-21-MP-42-0221

5a. Federal Entity Identifier:

US Dept of HUD

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

The City of Wilkes-Barre

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

246000718

*** c. UEI:**

041359691000

d. Address:

*** Street1:**

40 East Market Street

Street2:

*** City:**

Wilkes-Barre

County/Parish:

Luzerne County

*** State:**

PA: Pennsylvania

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

18711-3450

e. Organizational Unit:

Department Name:

Bureau Community Development

Division Name:

Office Economic&Community Dev

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mrs.

*** First Name:**

Joyce

Middle Name:

Christine

*** Last Name:**

Morrash Zaykowski

Suffix:

Title:

Director

Organizational Affiliation:

Office of Economic & Community Development

*** Telephone Number:**

570-208-4138

Fax Number:

570-208-4136

*** Email:**

jzaykowski@wilkes-barre.pa.us

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

US Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

*** 12. Funding Opportunity Number:**

* Title:

HOME Investment Partnerships Program - American Rescue Plan

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Funding Received for the Home Investment Partnership Program-American Rescue Plan 2021:
Acquisition, Rehab, New Construction, Admin, Rental Assistance, non-congregate shelter & supportive services.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,235,638.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="1,235,638.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

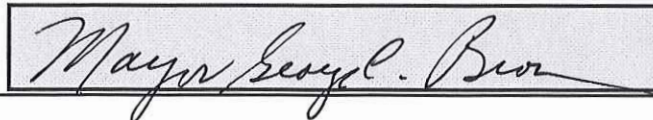
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:	<input type="text" value="Mr."/>	* First Name:	<input type="text" value="George"/>
Middle Name:	<input type="text" value="C."/>		
* Last Name:	<input type="text" value="Brown"/>		
Suffix:	<input type="text"/>		

* Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:

* Date Signed:

HOME-ARP CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the participating jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing pursuant to 24 CFR 5.151 and 5.152.

Uniform Relocation Act and Anti-displacement and Relocation Plan --It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It will comply with the acquisition and relocation requirements contained in the HOME-ARP Notice, including the revised one-for-one replacement requirements. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42, which incorporates the requirements of the HOME-ARP Notice. It will follow its residential anti-displacement and relocation assistance plan in connection with any activity assisted with funding under the HOME-ARP program.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations and program requirements.

Section 3 --It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

HOME-ARP Certification --It will use HOME-ARP funds consistent with Section 3205 of the American Rescue Plan Act of 2021 (P.L. 117-2) and the CPD Notice: *Requirements for the Use of Funds in the HOME-American Rescue Plan Program*, as may be amended by HUD, for eligible activities and costs, including the HOME-ARP Notice requirements that activities are consistent with its accepted HOME-ARP allocation plan and that HOME-ARP funds will not be used for prohibited activities or costs, as described in the HOME-ARP Notice.


Signature of Authorized Official


Date


Title

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

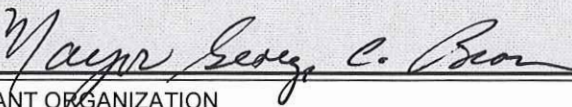
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Mayor
APPLICANT ORGANIZATION The City of Wilkes-Barre	DATE SUBMITTED 04/11/2022

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

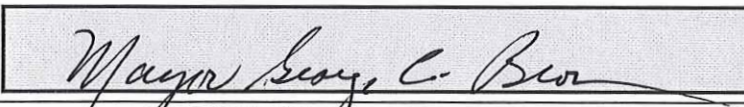
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor
APPLICANT ORGANIZATION	DATE SUBMITTED
The City of Wilkes-Barre	04/11/2022

HOME-ARP Allocation Plan Template

Guidance

- To receive its HOME-ARP allocation, a PJ must:
 - Engage in consultation with at least the required organizations;
 - Provide for public participation including a 15-day public comment period and one public hearing, at a minimum; and,
 - Develop a plan that meets the requirements in the HOME-ARP Notice.
- To submit: a PJ must upload a Microsoft Word or PDF version of the plan in IDIS as an attachment next to the “HOME-ARP allocation plan” option on either the AD-26 screen (for PJs whose FY 2021 annual action plan is a Year 2-5 annual action plan) or the AD-25 screen (for PJs whose FY 2021 annual action plan is a Year 1 annual action plan that is part of the 2021 consolidated plan).
- PJs must also submit an SF-424, SF-424B, and SF-424D, and the following certifications as an attachment on either the AD-26 or AD-25 screen, as applicable:
 - Affirmatively Further Fair Housing;
 - Uniform Relocation Assistance and Real Property Acquisition Policies Act and Anti-displacement and Relocation Assistance Plan;
 - Anti-Lobbying;
 - Authority of Jurisdiction;
 - Section 3; and,
 - HOME-ARP specific certification.

Participating Jurisdiction: Wilkes-Barre City

Date: 4/11/2022

Consultation

Before developing its plan, a PJ must consult with the CoC(s) serving the jurisdiction’s geographic area, homeless and domestic violence service providers, veterans’ groups, public housing agencies (PHAs), public agencies that address the needs of the qualifying populations, and public or private organizations that address fair housing, civil rights, and the needs of persons with disabilities, at a minimum. State PJs are not required to consult with every PHA or CoC within the state’s boundaries; however, local PJs must consult with all PHAs (including statewide or regional PHAs) and CoCs serving the jurisdiction.

Summarize the consultation process:

The City of Wilkes-Barre has prepared our HOME-ARP Allocation Plan in order to strategically implement the federal program that provides funding for housing activities that will benefit those individuals that are experiencing homelessness, at risk of homelessness, Domestic Violence,

Stalking, Human Trafficking or those with the greatest risk of housing instability within the City of Wilkes-Barre.

The consultation process entailed two (2) public hearings, as well as discussions with local service providers, the Wilkes-Barre Housing Authority (WBHA) and the Luzerne County Continuum of Care (CoC). Through this process, the City developed our HOME-ARP Allocation Plan and application document in order to obtain the Federal Entitlement funding being made available through the HOME-ARP Allocation.

Staff from Wilkes-Barre City's Bureau of Community Development spoke at the January 11, 2022, CoC Board Meeting regarding the requirements for the HOME-ARP allocation and any proposed activities.

The City of Wilkes-Barre identified and consulted with all appropriate social service agencies that provide services directly to the identified Qualified Populations for proposed projects as related to the amendment of the PY2021 Annual Action Plan to include the HOME-ARP allocation. The agencies that were not consulted do not provide a service directly related to any proposed HOME-ARP projects as outlined in this plan.

The agencies that received letters from the City Wilkes-Barre requesting input and participated in the consultation process for the HOME-ARP allocation were:

- the Commission on Economic Opportunity & the Housing Development Corporation of NEPA
- the Wilkes-Barre Housing Authority
- Catholic Social Service
- Domestic Violence Service Center
- Luzerne County Continuum of Care
- Volunteers of America PA

The City will submit our Home-ARP Allocation Plan to the U.S. Department of Housing & Urban Development (HUD) through an amendment to our PY2021 Annual Action Plan.

List the organizations consulted, and summarize the feedback received from these entities.

Agency/Org Consulted	Type of Agency/Org	Method of Consultation	Feedback
Domestic Violence Service Center	Homeless Services Domestic Violence Victims	Letter/phone call during CoC MTG/in person	DVSC has identified a significant gap/unmet need within its current emergency housing/shelter services that could be addressed with HOME-ARP programming. DVSC is not able to meet the shelter requests/capacity demand

			with the current shelter structure and new normal/safe social distancing guidelines.
Luzerne County Continuum of Care	Housing Homeless Services	Letter/phone Call with Board	The CoC identified the following unmet needs in our service area. There is a need to work on convincing unsheltered to go into shelters; a need for permanent shelter; need for a winter shelter; need for male/female combined shelter; need for a family with children shelter; need for mental health & drug and alcohol services in shelters; need for additional supportive services in the homeless system; need for PHA's to increase their units and apply for additional HUD funding and an overall need for more permanent housing units.
Volunteers of America PA	Housing Homeless Services	Letter/phone call during CoC MTG	VOAPA identified the following unmet needs...lack of a 24 hour, 7 day a week stationary shelter for men; a shortage of resources for couples, families with children, and persons with pets; need for enhanced physical and mental health services; and scarcity of permanent and permanent supportive housing options for all populations. Securing safe and accessible spaces for persons unstably housed or experiencing homelessness is more important than ever.
Catholic Social Service	Housing Homeless Services	Letter/phone call during CoC MTG	Need of family shelter options, housing programs that serve individuals with mental health issues, but who lack income, lack affordable housing that meets Fair Market Rent requirements, day shelter and the inability for a congregate shelter to provide a safe place during any health and safety concerns due to the lack of funding for alternatives to congregate shelter.
Commission of Economic Opportunity	Housing Homeless Services	Letter to Executive Director & phone call w/ staff during CoC MTG	No comments received
Housing Development Corporation of NEPA	Housing	Letter to President & phone call with staff during CoC MTG	No comments received

Wilkes-Barre Housing Authority	Housing PHA	Letter/phone call	WBHA recognizes the need for affordable housing but do not have the available staff and financial resources to expand their services to qualifying populations beyond those already assisted at this time.
Agency Name.	Type of Agency/Org.	Method of Consultation.	Feedback.

If additional space is needed, insert image of table here:

Public Participation

PJs must provide for and encourage citizen participation in the development of the HOME-ARP allocation plan. Before submission of the plan, PJs must provide residents with reasonable notice and an opportunity to comment on the proposed HOME-ARP allocation plan of **no less than 15 calendar days**. The PJ must follow its adopted requirements for “reasonable notice and an opportunity to comment” for plan amendments in its current citizen participation plan. In addition, PJs must hold **at least one public hearing** during the development of the HOME-ARP allocation plan and prior to submission.

For the purposes of HOME-ARP, PJs are required to make the following information available to the public:

- The amount of HOME-ARP the PJ will receive,
- The range of activities the PJ may undertake.

Describe the public participation process, including information about and the dates of the public comment period and public hearing(s) held during the development of the plan:

- ***Public comment period:*** start date - 1/25/2022 end date - 2/28/2022
- ***Public hearing:*** 1/25/2022

Seven individuals representing one social service agency and one representing the print media from Wilkes-Barre participated in the public hearing on January 25, 2022. Ten written comments were also received during the public comment period.

Describe any efforts to broaden public participation:

During the consultation session, participants were asked to describe what people experiencing or at greatest risk of homelessness say they need, in addition to what professionals understand to be the primary needs and opportunities in Wilkes-Barre. Participants were encouraged to

provide follow-up information or ideas as they arise, and to identify any additional stakeholders that would help enhance the process. Additionally, The City Wilkes-Barre utilizes our Social Media platforms to inform City residents of current OCD news, public meetings as well as all current & new programming. Currently the City's Facebook page has 11,159 followers.

A PJ must consider any comments or views of residents received in writing, or orally at a public hearing, when preparing the HOME-ARP allocation plan.

Summarize the comments and recommendations received through the public participation process:

Several respondents emphasized the need for a permanent Men's Homeless Shelter and more affordable housing options. While some participants, during the consultation process, identified the need for an investment in more affordable housing units, we received no specific requests or changes to the allocation plan to include the development of affordable housing units nor a permanent Men's Homeless Shelter. We did receive one specific request from the Domestic Violence Service Center to include their shelter expansion project in our plan.

Summarize any comments or recommendations not accepted and state the reasons why:

There were no specific comments or recommendations during the public participation process that were not accepted.

Needs Assessment and Gaps Analysis

PJs must evaluate the size and demographic composition of qualifying populations within its boundaries and assess the unmet needs of those populations. In addition, a PJ must identify any gaps within its current shelter and housing inventory as well as the service delivery system. A PJ should use current data, including point in time count, housing inventory count, or other data available through CoCs, and consultations with service providers to quantify the individuals and families in the qualifying populations and their need for additional housing, shelter, or services. The PJ may use the optional tables provided below and/or attach additional data tables to this template.

OPTIONAL Homeless Needs Inventory and Gap Analysis Table

Homeless													
	Current Inventory					Homeless Population				Gap Analysis			
	Family		Adults Only		Vets	Family HH (at least 1 child)	Adult HH (w/o child)	Vets	Victims of DV	Family		Adults Only	
	# of Beds	# of Units	# of Beds	# of Units	# of Beds					# of Beds	# of Units	# of Beds	# of Units
Emergency Shelter	56	10	85	85	0								
Transitional Housing	79	21	38	38	8								
Permanent Supportive Housing	258	85	166	166	108								
Other Permanent Housing						0	0	0	0				
Sheltered Homeless						68	82	10	13				
Unsheltered Homeless						0	0	0	0				
Current Gap										0	0	0	0

Suggested Data Sources: 1. Point in Time Count (PIT); 2. Continuum of Care Housing Inventory Count (HIC); 3. Consultation

OPTIONAL Housing Needs Inventory and Gap Analysis Table

Non-Homeless			
	Current Inventory	Level of Need	Gap Analysis
	# of Units	# of Households	# of Households
Total Rental Units	7967		
Rental Units Affordable to HH at 30% AMI (At-Risk of Homelessness)	4160		
Rental Units Affordable to HH at 50% AMI (Other Populations)	1455		
0%-30% AMI Renter HH w/ 1 or more severe housing problems (At-Risk of Homelessness)		925	
30%-50% AMI Renter HH w/ 1 or more severe housing problems (Other Populations)		985	
Current Gaps			1910

Suggested Data Sources: 1. American Community Survey (ACS); 2. Comprehensive Housing Affordability Strategy (CHAS)

Describe the size and demographic composition of qualifying populations within the PJ's boundaries:

Of the 175 people counted as meeting HUD's definition of homeless during the 2022 Point In Time count, the following demographics were identified:

- 44% Male, 56 % Female, 0 % transgender and gender non-conforming
- 54.29 % White, 23.43% Black/African American, 20% Hispanic/Latino, 22.29% Asian and American Indian, Hawaiian or Pacific Islander, and Multiple Races.
- 32.57% were under 18
- 12% 18 to 24
- 0% were unsheltered; and
- 2.85% were chronically homeless

Annualizing the most recent Point In Time count results it is estimated that 752 individuals/families will experience homelessness in 2022.

Another qualifying population includes a subset of the 2,220 households, both owner occupied and rental units with at least one of four severe housing problems who are at 0-30% of the Area Median Income.

Describe the unmet housing and service needs of qualifying populations, including but not limited to:

- ***Sheltered and unsheltered homeless populations;***
- ***Those currently housed populations at risk of homelessness;***
- ***Other families requiring services or housing assistance or to prevent homelessness;***
and,
- ***Those at greatest risk of housing instability or in unstable housing situations:***

The current housing situation in the City is dire for extremely-low income renters due to the on-going housing and employment issues related to the COVID-19 pandemic. While a number of state, federal, and local resources have been allocated to help address the effects of the COVID-19 pandemic, these funds will be available for a limited period of time and it is unclear what the situation will look like once the funding expires.

According to the 2014-2018 CHAS data, there are 3,785 housing units occupied by households earning less than fifty percent of area median income (AMI) with at least one of four severe housing problems. It is expected that the true number is higher based on increased demand for affordable housing in the last couple years. The lack of affordable housing is becoming an unmet need recently not only in the City of Wilkes-Barre, but throughout the entire CoC service area. This includes shortages of emergency shelter and transitional housing beds, long term affordable housing, and housing for seniors and persons with disabilities.

During the consultation process with local service providers working on homeless services efforts for both this allocation and the City's 2022 Annual Action Plan, agencies noted a marked increase in the number of families and single person households needing lower cost housing. Over the past

5 years, each city-funded homeless assistance agencies provided services to average of 660 clients annually

In addition to households that will require on-going assistance to achieve housing affordability, there are other families who suffer a temporary loss or reduction of income that places them at risk of homelessness. This was especially apparent over the Covid-19 pandemic when households filing for unemployment needed to wait a significant period, up to eight weeks, to receive assistance half of their normal employment wages.

Identify and consider the current resources available to assist qualifying populations, including congregate and non-congregate shelter units, supportive services, TBRA, and affordable and permanent supportive rental housing:

Currently there are 258 emergency shelter, transitional housing, and safe haven beds. This includes 141 year-round emergency shelter beds. Not including COVID-related increased rental assistance programs, there are a total of 424 beds within 251 total units available for permanent supportive housing and rapid rehousing programs as of the 2021 HIC.

Utilizing data from Wilkes-Barre Housing Authorities most recent needs assessment there are a total 462 vouchers making rents affordable, with 41 project-based and 421 are tenant-based of which 119 are Veteran's Affairs Supportive Housing vouchers with 32 applications on the waiting list.

Identify any gaps within the current shelter and housing inventory as well as the service delivery system:

Although there is an adequate amount of shelter beds for homeless individuals requesting assistance, there is a gap within the system that relates to homeless individuals who are employed on overnight shifts and in need of a place to sleep during day time hours. Many of the shelters are only open overnight and don't have the capacity to provide this service during the day. This makes it difficult for individuals to get the proper rest to maintain these work shifts.

A current issue relating to housing inventories is a recent population growth in the area which has resulted in a decrease in available housing stock, especially affordable housing. Many available apartments are well above HUD's established FMR for our area and thus unattainable for our COC Permanent Supportive Housing and Rapid Re-Housing programs. Programs have been negotiating with area landlords and although they have been somewhat successful, especially in maintaining existing leases, etc., quickly finding housing for homeless individuals and families has been difficult.

Identify the characteristics of housing associated with instability and an increased risk of homelessness if the PJ will include such conditions in its definition of "other populations" as established in the HOME-ARP Notice:

HUD's Comprehensive Housing Affordability Strategy (CHAS) data reports that 2,220 Wilkes-Barre households that rent and are owner occupied have at least 1 of 4 severe housing problems. These households lack safe, economically sustainable housing and are at increased risk of housing

instability and homelessness. Therefore, households that spend more than 30% of their income and live in substandard housing are considered to be unstably housed and at risk of homelessness. Substandard housing is defined at 24 CFR § 5.425, which reads:

(a) *When unit is substandard.* (See § 5.415(a)(2) and (c)(2)(ii) for applicability of this section to the Moderate Rehabilitation programs.) A unit is substandard if it:

- (1) Is dilapidated;
- (2) Does not have operable indoor plumbing;
- (3) Does not have a usable flush toilet inside the unit for the exclusive use of a family;
- (4) Does not have a usable bathtub or shower inside the unit for the exclusive use of a family;
- (5) Does not have electricity, or has inadequate or unsafe electrical service;
- (6) Does not have a safe or adequate source of heat;
- (7) Should, but does not, have a kitchen; or
- (8) Has been declared unfit for habitation by an agency or unit of government.

(b) *Other definitions—*

(1) *Dilapidated unit.* A housing unit is dilapidated if:

- (i) The unit does not provide safe and adequate shelter, and in its present condition endangers the health, safety, or well-being of a family; or
- (ii) The unit has one or more critical defects, or a combination of intermediate defects in sufficient number or extent to require considerable repair or rebuilding. The defects may involve original construction, or they may result from continued neglect or lack of repair or from serious damage to the structure.

Identify priority needs for qualifying populations:

HUD's Comprehensive Housing Affordability Strategy (CHAS) data reports that 2,220 Wilkes-Barre households that rent and are owner occupied have at least 1 of 4 severe housing problems. These households lack safe, economically sustainable housing and are at increased risk of housing

Explain how the level of need and gaps in its shelter and housing inventory and service delivery systems based on the data presented in the plan were determined:

Although there is an adequate amount of shelter beds for homeless individuals requesting assistance, there is a gap within the system that relates to homeless individuals who are employed on overnight shifts and in need of a place to sleep during day time hours. Many of the shelters are only open overnight and don't have the capacity to provide this service during the day. This makes it difficult for individuals to get the proper rest to maintain these work shifts.

The areas recent population growth has resulted in a decrease in available housing stock, especially affordable housing. Many available apartments are well above HUD's established FMR for our area; thus, unattainable for our COC Permanent Supportive Housing and Rapid Re-Housing programs. Such programs have been somewhat successful negotiating with area landlords, especially in maintaining existing leases; however, quickly finding housing for homeless individuals and families has been difficult.

HOME-ARP Activities

Describe the method for soliciting applications for funding and/or selecting developers, service providers, subrecipients and/or contractors and whether the PJ will administer eligible activities directly:

The City of Wilkes-Barre will pursue applications for funding from the agencies who have submitted public comment and expressed an interest in providing HOME-ARP eligible activities to benefit the qualified populations with in the City of Wilkes-Barre.

The City of Wilkes-Barre will leverage HOME-ARP funds to create a suitable Non-Congregant Shelter as well as Supportive Services Funds to serve the City's HOME-ARP qualifying populations.

If any portion of the PJ's HOME-ARP administrative funds were provided to a subrecipient or contractor prior to HUD's acceptance of the HOME-ARP allocation plan because the subrecipient or contractor is responsible for the administration of the PJ's entire HOME-ARP grant, identify the subrecipient or contractor and describe its role and responsibilities in administering all of the PJ's HOME-ARP program:

The City of Wilkes-Barre did not provide any HOME-ARP administrative funds to a subrecipient or contractor prior to HUD's acceptance of the City's HOME-ARP allocation plan for the development of this plan.

PJs must indicate the amount of HOME-ARP funding that is planned for each eligible HOME-ARP activity type and demonstrate that any planned funding for nonprofit organization operating assistance, nonprofit capacity building, and administrative costs is within HOME-ARP limits. The following table may be used to meet this requirement.

Use of HOME-ARP Funding

	Funding Amount	Percent of the Grant	Statutory Limit
Supportive Services	\$ 123,564.00		
Acquisition and Development of Non-Congregate Shelters	\$ 926,729.00		
Tenant Based Rental Assistance (TBRA)	\$ 0.00		
Development of Affordable Rental Housing	\$ 0.00		

Non-Profit Operating	\$ 0.00	0 %	5%
Non-Profit Capacity Building	\$ 0.00	0 %	5%
Administration and Planning	\$ 185,345.00	15 %	15%
Total HOME ARP Allocation	\$ 1,235,638.00		

Additional narrative, if applicable:

The City of Wilkes-Barre will allocate the bulk, 75%, of its allocation to support the development of a Non Congregate Shelter units to an agency that has sufficient operations funding to support a Non Congregate Shelter but in need funding for capital improvements. An additional 10% will be allocated to supportive services that will provide street outreach. 15% will be allocated for the administration of HOME-ARP programming for qualifying households/individuals.

If these funds are not fully appropriated by 12/31/2022, any remaining funds will be reallocated to support another eligible HOME-ARP activity.

Describe how the characteristics of the shelter and housing inventory, service delivery system, and the needs identified in the gap analysis provided a rationale for the plan to fund eligible activities:

The City of Wilkes-Barre reviewed the gap analysis for shelter, affordable and supportive housing, the investments being prioritized by other entitlements, Luzerne County Community Development, as well as feedback and experiences from those working to end homelessness with the City of Wilkes-Barre and those who experience homelessness.

There are significant needs in the City of Wilkes-Barre for HOME-ARP eligible activities, specifically the need for a permanent men's shelter and the lack of safe, decent and affordable housing was emphasized by all respondents. The need for capital improvements or acquisition/development of Non-Congregate Shelters, specifically for homeless men was identified by nearly every respondent. In at least one case for Domestic Violence Service Center, this is an urgent need without clear pathways to secure all the capital funding needed to complete a planned shelter expansion.

While safe, decent and affordable supportive housing can help reduce long-term shelter stays, unsheltered homelessness, and provide a safe and affordable place to recover from substance abuse, mental illness and other disabling conditions. The City of Wilkes-Barre is aware that existing shelter and housing programs are not adequately funded in operations or services to meet the needs of the population they were created to serve.

It is the City of Wilkes-Barre's intention is to seek applications that both leverage all relevant funding sources (United Way, LSA, PCADV, PCCD, other HUD and behavioral health funding), and also provides capital, operating, and supportive services funding to evidence-based programming.

The organizations will be required to cover the operating expenses for the full 15 years

HOME-ARP Production Housing Goals

Estimate the number of affordable rental housing units for qualifying populations that the PJ will produce or support with its HOME-ARP allocation:

It is estimated the City of Wilkes-Barre will produce 0 affordable housing units.

Describe the specific affordable rental housing production goal that the PJ hopes to achieve and describe how it will address the PJ's priority needs:

Due to the current real estate market, the City of Wilkes-Barre is a community with very limited inventory of properties and/or land. During 2021, the City of Wilkes-Barre experienced a housing boom with single family, multifamily and commercial units selling for double their appraised value, sometimes more.

A total of 1,283 units sold throughout 2021 of the 1,283, 188 were multifamily properties traditionally used as a rental. The city has received multiple calls from tenants whose buildings sold and they were notified by the new landlord that the rent increased past fair market rent value or that the landlord no longer wanted to participate in the HUD funded rental program.

The City of Wilkes-Barre does not plan on producing any affordable housing units at this time with the HOME-ARP allocation.

Preferences

Identify whether the PJ intends to give preference to one or more qualifying populations or a subpopulation within one or more qualifying populations for any eligible activity or project:

- Preferences cannot violate any applicable fair housing, civil rights, and nondiscrimination requirements, including but not limited to those requirements listed in 24 CFR 5.105(a).
- PJs are not required to describe specific projects to which the preferences will apply.

The City of Wilkes-Barre does not intend to give a preference to one or more of the qualifying populations. The City's intentions are to provide services to every individual that meets the definition of a "Qualifying Population".

If a preference was identified, explain how the use of a preference or method of prioritization will address the unmet need or gap in benefits and services received by individuals and families in the qualifying population or category of qualifying population, consistent with the PJ's needs assessment and gap analysis:

N/A

If a preference was identified, describe how the PJ will use HOME-ARP funds to address the unmet needs or gaps in benefits and services of the other qualifying populations that are not included in the preference:

N/A

HOME-ARP Refinancing Guidelines

If the PJ intends to use HOME-ARP funds to refinance existing debt secured by multifamily rental housing that is being rehabilitated with HOME-ARP funds, the PJ must state its HOME-ARP refinancing guidelines in accordance with 24 CFR 92.206(b). The guidelines must describe the conditions under which the PJ will refinance existing debt for a HOME-ARP rental project, including:

- *Establish a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing to demonstrate that rehabilitation of HOME-ARP rental housing is the primary eligible activity*

The City does not plan on refinancing any existing debt at this time.

- *Require a review of management practices to demonstrate that disinvestment in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving qualified populations for the minimum compliance period can be demonstrated.*

N/A

- *State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.*

N/A

- *Specify the required compliance period, whether it is the minimum 15 years or longer.*

N/A

- *State that HOME-ARP funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.*

N/A

- *Other requirements in the PJ's guidelines, if applicable:*

N/A

**PUBLIC HEARING NOTICE
CITY OF WILKES-BARRE**

The City of Wilkes-Barre will hold a public hearing at 3:30 p.m. on Tuesday, January 25 in City Council Chambers, Forth Floor, Wilkes-Barre City Hall, 40 East Market Street, PA. The purpose of this hearing is:

- * To solicit citizen input regarding a proposed substantial amendment to the 2021 Action Plan by adding Home ARP.
- * To solicit citizens input regarding the 2022 Annual Action Plan.
- * To review progress as required by the City's Consolidated Annual Performance & Evaluation Report, which details activities related to the expenditures of Community Development Block Grant Program (CDBG) and HOME Investment Partnership Program (HOME) funds during FY ending December 31, 2021. The information regarding this report will be available for public review at the Wilkes-Barre Office of Economic & Community Development, Wilkes-Barre City Hall, 40 East Market Street, Wilkes-Barre, PA 18711. The final report will be submitted to the United States Department of Housing & Urban Development no later than March 31, 2022.

The public, as well as any interested agency, are invited to attend. Comments will be accepted until February 28, 2022 and will be submitted to HUD. Forward written comments to: Office of Economic & Community Development, Attention Joyce Zaykowski, 40 East Market Street, Wilkes-Barre PA 18711 or via email at jzaykowski@wilkes-barre.pa.us.

Wilkes-Barre City Hall is a facility accessible to persons with disabilities. Non-English speaking and/or disabled persons who require special accommodations should notify Nicole Ference at (570) 208-4134 or TDD (570) 821-1111.

Masks are required to enter the building and during the meeting if unvaccinated. Additionally, the most current Covid Guidelines issued by the CDC and enforced by the Pennsylvania Gov, will be followed. Pennsylvania If you are unable to attend due to concerns about the COVID-19 pandemic please contact Joyce Zaykowski, Director at 570-208-4138.

George C. Brown, Mayor

The City of Wilkes-Barre is an
Equal Opportunity/Affirmative
Action Employer

Comments from CoC board:

Qualifying populations:

Other criteria:

Income eligibility for prevention- less than 30% area median income, or paying more than 50% of income towards housing

Unit below fair market rent

Inspections of units

Homeless sheltered and unsheltered stats attached

Need to work on convincing the unsheltered to go into shelters

Need for a permanent shelter- where and operated by what agency

Need for a winter shelter

Need for a male/female combined shelter

Need for a family with children shelter

Need for mental health and drug/alcohol services in shelters – look to type of program being offered by the PATH Program at the Robinson Center.

Need for additional supportive services in homeless system- transportation, counseling services

Need for housing authorities to increase their units and apply for any additional HUD funding

Overall need for more permanent housing units

Additional need for Step By Step to increase the number of units and possibly look to a rental assistance program to enroll more people who need the type of supportive housing offered by this type of agency.

CoC attendees 1/11/2022

Cave, Nick	WB City	x
Crandall, Kaitlin	HDC	
Douglas, Kermit	CEO VA	
Gomb, Barbara	CEO	x
Graybill, Farea	Salvation Army	
Kendra, Mike	CSS	x
Kotlowski, Crystal	VOA Ruth's Place	
Kreseski, Barbara	VA	
Orth, Sam	VOA Manna House	x
Pardo, Jessica	Salvation Army	x
Rios, Nichole	Valley Youth House	
Rosas, Emilia	McAuley House	x
Rosentel, Eileen	CSS	
Soprano, Mark	CYC	
Wetzel, Carlie	community volunteer	x
Wildrick, Melissa	DVSC	x
Yaworski, Jennifer	HDC	x
Zupa, Jay	LCCD	
Medina, Ester	Valley Youth House	x

December 17, 2021

Joyce Morrash Zaykowski, Director
Office of Economic & Community Development
40 East Market Street
Wilkes-Barre, PA 18711

RE: HOME-ARP Program

Dear Ms. Zaykowski:

Domestic Violence Service Center (DVSC) submits this letter in response to the Office of Community & Economic Development letter of December 15, 2021, requesting input from service providers on programming and how the HOME-ARP funding can best be utilized with the development of the City of Wilkes-Barre's HOME-ARP amendment.

Primary service by DVSC is to qualifying individuals or families as ARP defines that are fleeing, or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking. Additionally, service is provided to other qualifying individuals/families as ARP defines as homeless or at risk of homelessness. DVSC provides the following information in response to consultation by the City of Wilkes-Barre Office of Economic & Community Development with area service providers to identify unmet needs and gaps in housing or service delivery systems by agencies whose clientele include the HOME-ARP qualifying populations.

DVSC provides emergency shelter and supportive services to domestic violence victims and their dependent children. Approximately 42% of individuals sheltered are from the City of Wilkes-Barre. The demographic composition is comprised of approximately 38% White, 55% African American, and 7% Multi-Racial, with 26% representing the Hispanic culture. Victim/adult-child ratio fluctuates, with approximate 55% representing victims and 45% dependent children. DVSC has identified a significant gap/unmet need within its current emergency housing/shelter services that could be addressed with HOME-ARP programming. DVSC is not able to meet the shelter requests/capacity demand with the current shelter structure and new normal/safe social distancing guidelines. With COVID-19 guidelines, DVSC is forced to either shelter fewer clients, find and fund ongoing additional outside shelter locations such as hotels, or shelter in rooms where families/individuals are not socially distanced from other

BOARD OF DIRECTORS

President: Paul Antony
Vice President: Michael F. Messersmith
Secretary: Michael Last
Treasurer: Paul Lantz

Edmund J. Abdo, Jr.
Katelyn Campbell
Dr. Dana Charles Clark
Candice Dutko

Candy Frye
Maria Rosario
Charlie Wetzel

Legal Counsel: Ruth Slamon Borland, Esq.
Life Member: Sandy Rifkin
Executive Director: Paula M. Triano

families/individuals. The assessment process of this need has been multi-year with the COVID-19 pandemic forcing it to reality. DVSC noted a 93% increase in individuals sheltered over the past 5 years and a 66% increase in shelter days. Funds are needed to support construction to expand the DVSC emergency shelter.

DVSC shelter was designed based on the model from the 20th century when the abused individual alone sought shelter (at least in over 90% of the cases). Due to the cost constraints and that model, the shelter was established with 4 bedrooms with 3 sets of bunk beds in each, sheltering 24 individuals total, demonstrating a communal living environment. Additionally, DVSC encountered a sheltering increase of abused with dependent children, rather than single individuals. This trend reduces shelter capacity as well as the need to shelter multi families in the same rooms. As such, and since pandemic inception, DVSC is planning to expand the shelter to add 6 additional bedrooms, restrooms, kitchen and living space, as well as counseling rooms large enough that client counseling/group meetings can be held in a safe spaced environment. Separate office space will be created for the legal department/staff with internal access for shelter victims and a secure private entrance for non-residents.

Emergency shelter provides immediate, temporary safety and respite from physical abuse and/or the threat of abuse. To continue DVSC's mission and without turning victims and dependent children away from safety, since pandemic inception, DVSC has sheltered outside of the DVSC emergency shelter, currently averaging \$9,300 per month in hoteling costs since the beginning of this fiscal year. Beyond exhausting the limited COVID-19 funding that will support sheltering outside the domestic violence facility, victim safety becomes a significant concern.

The shelter expansion will provide an expanded level of service, meet capacity assessed need, and health/safety guidelines for domestic violence victims. Organizational effectiveness is assessed through achievement of the primary goal of domestic violence victims - safety and respite from abuse; and assistance to enhance self-sufficiency in a violence-free life.

Respectfully, DVSC hopes the City of Wilkes-Barre will consider this significant gap experienced in the current shelter and service delivery system for domestic violence victims/dependent children within the City and include this need in the development of the HOME-ARP amendment.

Sincerely,



Paula M. Triano
Executive Director



To: City of Wilkes-Barre, Office of Economic & Community Development
From: Volunteers of America of Pennsylvania (VOAPA)
Date: January 21, 2022
RE: Home Investment Partnerships Program- American Rescue Plan (HOME-ARP)

Volunteers of America of Pennsylvania (VOAPA) thanks Wilkes-Barre City's government and the Office of Economic and Community Development for the opportunity to provide feedback toward programming and services that support residents experiencing homelessness and those with the greatest risk of housing instability.

VOAPA Services and Programming

VOAPA currently provides programming to assist qualifying populations as outlined under the HOME-ARP definitions, including congregate and non-congregate shelter units, supportive services, and affordable and permanent supportive rental housing through the programs listed below. We have also provided the number of individuals served through each program during calendar year 2021, unless otherwise noted.

- **Give Hope**, a street outreach team that provides case management and connects unsheltered individuals to the community's social service network **(103 clients)**
- **Outreach and Visitation Services** to Wilkes-Barre City high rise residents with disabilities **(16 clients July – December 2021)**
- **Ruth's Place**, Luzerne County's only emergency shelter for women **(171 Clients)**
- **Manna House**, transitional housing **(18 units)** supporting at-risk and homeless youth ages 18-25
- **Master Leasing**, a rental assistance support program for criminal justice-involved adults referred via Mental Health Court **(44 clients)**
- **Palmer House**, permanent, affordable senior living **(30 units)** for low-income individuals
- **Plains View**, housing for people with mental disabilities **(21 units)**

VOAPA's commitment to serving low-income individuals and families facing housing instability and homelessness throughout the COVID-19 pandemic has informed the agency's perspective on the size and demographic composition of qualifying populations in need of housing services within the City of Wilkes-Barre. Our evidence-based, data-driven models and tracking of outcomes can link the impact of COVID-19 to increased obstacles for individuals and increased need of individuals seeking social services. VOAPA recognizes the effectiveness of its programming is strengthened by community partnerships and with community feedback. To best inform agency program models, practices, and our response to COVID-19, VOAPA advocated for the creation of a task force to analyze the social conditions in downtown Wilkes-Barre. VOAPA's assessment of the unmet social service and housing needs within the city are supported by both the quantitative and qualitative data collection and feedback received from clients, staff, and community partners.

Unmet Needs in the Community

Consistent with feedback given during the Luzerne County Continuum of Care call on January 11, 2022, VOAPA has identified the following unmet housing needs for qualifying populations:

- **Lack of 24 hour, 7 days a week stationary shelter for men:** VOAPA serves more men through the Give Hope street outreach team than any other demographic. Physical safety is a primary concern for unsheltered men; teams also note serious concern for life safety, particularly those who are medically vulnerable, and where the harsh elements and sustained hours outdoors contribute to poorer physical and mental health and social conditions for long periods of time. Stabilization of housing is increasingly difficult for men without permanent accommodations to travel, store belongings, meet basic hygienic needs, or maintain non-traditional work schedules.
- **Shortage of resources for couples, families with children, and persons with pets:** Separating women from their children creates more barriers to family reunification; Couples and/or families sometimes reject emergency housing services for fear of separation as do pet owners. At minimum, a centralized day center /drop-in space with social service access could contribute safety for all populations. Stay at home orders, difficulty using public transportation, and reduced in-person service hours have all contributed to the lack of resources and safe spaces for unsheltered individuals. The increased use of homeless prevention/rapid rehousing for couples and families would reduce the shortage of resources. An animal sanctuary would allow unsheltered persons experiencing homeless to utilize housing and treatment services without fear of losing their pet or their pet being euthanized.
- **Need for enhanced physical and mental health services:** Through self-reporting by clients experiencing homelessness or housing instability, the top concern identified by our team through outreach is untreated mental health. During 2021, 64% of clients reported mental health conditions, 43% report chronic health conditions, and 39% report physical disabilities. During a community task force meeting on October 27, 2021, City of Wilkes-Barre emergency responders noted that many of the response calls they make to the unsheltered community involve mental health conditions. At that same meeting, local health clinic partners stressed the desire for better resources to coordinate physical and mental health services to this population. Funding and resources for people with mental health is greatly limited compared to the level of need.
- **Scarcity of permanent and permanent supportive housing options for all populations:** COVID-19 has created even greater obstacles for communal living emergency shelters. As evidenced by data and feedback collected at Ruth' Place, our clients' ability to secure housing under normal time constraints has been nearly impossible. The average length of stay at Ruth's Place increased by 6 days in 2021, compared to the average length that occurred pre-COVID. Others have indicated a preference to remain unsheltered, for fear of congregate living. Eviction memorandums and landlord unwillingness to conduct in-person meetings have contributed to the shortage of available affordable rental housing options . Most significantly, rising rental cost and lack of available units have created the biggest barrier for individuals seeking stable housing options. Support for more affordable housing development is needed to increase housing stock and housing options.

Recommendations

VOAPA recommends that HOME-ARP funds be utilized to allow social service providers to purchase, acquire, and/or renovate spaces for permanent and permanent supportive housing. As we continue to navigate the COVID-19 pandemic, securing safe and accessible spaces for persons unstably housed or experiencing homelessness is more important than ever. This will allow reputable housing providers to increase the available affordable rental stock and/or transitional and supportive living in the community, allow for greater flexibility to serve all demographics (men, families, couples, individuals with pets, individuals with mental/physical/developmental disabilities), and control over the affordability of units. With supportive services, VOAPA has strong outcomes. For example, during the contract year 2020, Master Leasing served 47 clients with remarkable success. Only one individual experienced an extended psychiatric hospitalization.

Eleven enrollees graduated to independent living following an average stay of 370 days. Post-discharge monitoring statistics reveal 100% have maintained their independence. In the past 9 months, the Master Leasing program received 7-10 referrals—on average—from drug and alcohol treatment programs, mental health service partners, and community health workers. Additional units within our Academy Street (12 SROs) and Garahan Street (2 bedroom/shared living model) properties have allowed VOAPA the flexibility to house additional individuals from the community and work toward housing stabilization. In addition to clients identified through mental health court and/or by our street outreach teams, many are referred through community partners. This investment toward more affordable housing units will support diverse populations, demographics, and reduce identified unmet needs outlined above.

Appendix: VOAPA 2021 Housing Outcomes

Exit Status	Give Hope	Ruth's Place	Master Leasing	Total	Percent
Permanent Housing	32	105	15	172	65%
Transitional/ Shelter	9	17	2	28	10%
Family	2	0	1	3	1%
Hospitalized/ In Patient	4	18	3	25	9%
Incarcerated	1	0	6	7	3%
Lost contact	16	15	0	31	12%

Nicholas Cave

From: Rosentel, Eileen <erosentel@cssdioceseofscranton.org>
Sent: Tuesday, January 11, 2022 2:30 PM
To: Nicholas Cave

Hi Nick,

As a follow up to today's CoC meeting, Catholic Social Services has identified the following areas in which there exists a gap in services within Luzerne County. The first is a lack of family shelter options. We receive multiple calls for women and children and households that include men in need of shelter to which there are no viable options.

The second is housing programs that serve individuals with mental health issues, but who lack income, and therefore cannot meet the eligibility requirement for the Step By Step housing Program. CoC housing programs lack the capacity for providing the intensive supportive services needed to ensure a successful outcome for these individuals. Our transitional housing program has accepted many of these individuals to prevent them from becoming "street homeless" while searching for a more appropriate housing option. However many lack the ability to succeed in an independent living situation and cannot remain in the program indefinitely.

Another issue within Luzerne county is the lack affordable housing that meets Fair Market Rent requirements set by HUD. The CoC programs lack the funds to pay these increased rental amounts. This has become an ongoing issue for leasing and rental assistance programs since early in the pandemic.

Congregate Emergency shelters also face the health and safety issues stemming from the lack of quarantine areas as well as the lack of funds to provide alternatives to congregate shelter (hotel vouchers) for those individuals who are showing COVID symptoms or test positive for the COVID virus.

Lastly, there is a need for a day shelter, since there is not a permanent 24-hour shelter for men, they spend daytime hours on the streets. This need is especially important during winter months.

Thank You,

Eileen Rosentel

Catholic Social Services
Gabriel House, Holy Family Housing, RRH-1, St Anns Expansion
erosentel@cssdioceseofscranton.org
PH: 570-602-9796
F: 570-602-8396

Nicholas Cave

From: Judy Kosloski <jkosloski@wbhousing.org>
Sent: Tuesday, March 22, 2022 3:48 PM
To: Nicholas Cave
Subject: RE: HOME ARP Consultation

Follow Up Flag: Follow up
Flag Status: Flagged

Nic,

Sorry for the delay.

While the Wilkes-Barre Housing Authority recognizes the need for affordable housing, we do not have available staff and financial resources to expand our services to qualifying populations beyond those we assist at this time. We do identify the need for two (2) bedroom units. Our two (2) bedroom waiting list has the largest number of applicants and they wait quite some time to be housed.

Please let me know if you need any additional information.

Judy

Judith M. Kosloski
Executive Director
Wilkes-Barre Housing Authority
50 Lincoln Plaza
Wilkes-Barre, PA 18702

E-mail: jkosloski@wbhousing.org
Website: www.wilkesbarrehousing.org
Office: (570) 825-6657
Cell: (570) 479-0298
Fax: (570) 825-0395



From: Nicholas Cave <ncave@Wilkes-Barre.pa.us>
Sent: Tuesday, March 22, 2022 10:59 AM
To: Judy Kosloski <jkosloski@wbhousing.org>
Subject: RE: HOME ARP Consultation

Good morning Judy,

I am checking to see if WBHA will be offering any comment or recommendations regarding the HOME-ARP Allocation.

Please let me know when you can.

Thank you.

Nic

Nicholas Cave
Program Manager
Office of Economic & Community Development
City of Wilkes-Barre
40 East Market Street
Wilkes-Barre, Pa 18711
570-208-4132
570-208-4136 –fax



PRIVILEGED AND CONFIDENTIAL COMMUNICATION

The information transmitted is intended only for the person(s) or entity to whom it is addressed and may contain confidential and/or privileged material. Any use of this information other than by the intended recipient is prohibited. If you receive this message in error, please send a reply e-mail to the sender and delete the material from any and all computers.

From: Judy Kosloski <jkosloski@wbhousing.org>
Sent: Friday, February 25, 2022 11:55 AM
To: Nicholas Cave <ncave@Wilkes-Barre.pa.us>
Cc: Joyce Zaykowski <jzaykowski@Wilkes-Barre.pa.us>
Subject: RE: HOME ARP Consultation

I am available next Thursday or Friday from 8:00 a.m. to 12:00 noon and 1:30 p.m. to 3:30 p.m.

Judy

Judith M. Kosloski
Executive Director
Wilkes-Barre Housing Authority
50 Lincoln Plaza
Wilkes-Barre, PA 18702

E-mail: jkosloski@wbhousing.org
Website: www.wilkesbarrehousing.org
Office: (570) 825-6657
Cell: (570) 479-0298
Fax: (570) 825-0395



From: Nicholas Cave <ncave@Wilkes-Barre.pa.us>
Sent: Friday, February 25, 2022 10:54 AM
To: Judy Kosloski <jkosloski@wbhousing.org>
Cc: Joyce Zaykowski <jzaykowski@Wilkes-Barre.pa.us>
Subject: RE: HOME ARP Consultation

Good morning Judy,

We absolutely can schedule some time to discuss the new HOME-ARP programming. Please let me know what works best for you.

Thank you.

Nic

Nicholas Cave
Program Manager
Office of Economic & Community Development
City of Wilkes-Barre
40 East Market Street
Wilkes-Barre, Pa 18711
570-208-4132
570-208-4136 –fax



PRIVILEGED AND CONFIDENTIAL COMMUNICATION

The information transmitted is intended only for the person(s) or entity to whom it is addressed and may contain confidential and/or privileged material. Any use of this information other than by the intended recipient is prohibited. If you receive this message in error, please send a reply e-mail to the sender and delete the material from any and all computers.

From: Judy Kosloski <jkosloski@wbhousing.org>
Sent: Friday, February 25, 2022 10:34 AM
To: Nicholas Cave <ncave@Wilkes-Barre.pa.us>
Cc: Joyce Zaykowski <jzaykowski@Wilkes-Barre.pa.us>
Subject: RE: HOME ARP Consultation

Nicholas,