

## **TOWNSHIP OF LOWER MERION**

### **GRANTS AND COMMUNITY DEVELOPMENT COMMITTEE**

**Wednesday, June 11, 2025  
6:00 PM ( Approximately)**

Chairperson: Maggie Harper Epstein  
Vice Chairperson: Ray Courtney, Andrew Gavrin

### **AGENDA**

1. **RESOLUTION - ADOPTION OF COMMUNITY DEVELOPMENT BLOCK GRANT  
FIVE-YEAR CONSOLIDATED PLAN 2025-2029 AND ANNUAL ACTION PLAN  
FOR YEAR LI (2025-2026)**



## AGENDA ITEM INFORMATION

ITEM: RESOLUTION - ADOPTION OF COMMUNITY DEVELOPMENT BLOCK GRANT FIVE-YEAR CONSOLIDATED PLAN 2025-2029 AND ANNUAL ACTION PLAN FOR YEAR LI (2025-2026)

Consider for recommendation to the Board of Commissioners adoption of a Resolution for the adoption of the Five-Year Consolidated Plan 2025-2029 and the Annual Action Plan for Year LI in the amount of \$984,616, and the filing of Fund Year LI CDBG application including all Assurances and Certifications therein.

## PUBLIC COMMENT

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> Issue Briefing	Issue Briefing
<input type="checkbox"/> RESOLUTION	Resolution
<input type="checkbox"/> CDBG Funding Budget - Proposed	Backup Material

## **TOWNSHIP OF LOWER MERION**

### ***Grants and Community Development Committee***

#### **Issue Briefing**

**Topic:** Adoption of the Five-Year Consolidated Plan (2025-2029) and Fiscal Year 2025-2026 Annual Action Plan for Community Development Block Grant (CDBG) Funded Activities

**Prepared By:** Emily Crane, Community Development Technician

**Date:** June 6, 2025

- I. Action to be Considered By the Board:** Adoption of a Resolution for the adoption of the Five-Year Consolidated Plan (2025-2029) and the Annual Action Plan for Year LI (2025-2026) in the amount of \$984,616, and the filing of Fund Year LI CDBG application including all Assurances and Certifications contained therein.
- II. Why This Issue Requires Board Consideration:**  
Federal regulations require the Township to hold two public hearings and approve a resolution adopting the Five-Year Consolidated Plan and Annual Action Plan before submitting the application to the U.S. Department of Housing and Urban Development (HUD) to obtain the Township's CDBG funding allocation.
- III. Current Policy or Practice (If Applicable):** N/A
- IV. Other Relevant Background Information:**  
The Board of Commissioners held the public hearings required by HUD in February and May and is required to adopt the Annual Action Plan and submit it to HUD no later than August 15, 2025 to obtain the Township's CDBG funding allocation.
- V. Impact On Township Finances:** The Federal CDBG funds supplement Township funds used to supply services to people of low to moderate income in the community and rehabilitation of public facilities.
- VI. Staff Recommendation:** Staff recommends approval of the Five -Year Consolidated Plan and Annual Action Plan.

**TOWNSHIP OF LOWER MERION**

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, the Township of Lower Merion is entitled to receive Federal financial assistance under the provisions of the Housing and Community Development Act of 1974, PL 93-383, as amended; and,

**WHEREAS**, to secure such financial assistance, it is necessary to file a Five-Year Consolidated Plan for Fiscal Years 2025-2029 and an Annual Action Plan for Fiscal Year 2025-2026 with the Department of Housing and Urban Development; and,

**WHEREAS**, the Housing and Community Development Act of 1974, as amended, requires each municipality to give certain assurances with respect to the Community Development Block Grant funds:

**NOW, THEREFORE, BE IT RESOLVED**, that:

1. The Township's Community Development Block Grant Five-Year Consolidated Plan (2025-2029) and Annual Action Plan (2025) attached hereto and made a part hereof, dated June 18<sup>th</sup>, 2025 is hereby approved.
2. The Township Manager of the Township of Lower Merion is hereby authorized as follows:
  - (a) to file said Plans and amendments with the Department of Housing and Urban Development (HUD); and
  - (b) to serve as authorized representative of the Township of Lower Merion in connection with the Community Development Block Grant Program and to provide such additional information as may be required.
3. The Secretary of the Department of Housing and Urban Development be, and hereby is, assured of full compliance by the Township of Lower Merion to the assurances attached thereto and made a part hereof.

**RESOLVED**, this      day of      , 2025.

BOARD OF COMMISSIONERS  
TOWNSHIP OF LOWER MERION

By: \_\_\_\_\_  
Todd M. Sinai, President

ATTEST:

\_\_\_\_\_  
Jody L. Kelley, Secretary

**UPDATED BUDGET AS OF MAY 14, 2025**      APPLICATION REQUESTS FOR CDBG FUNDING THROUGH LMT  
FUND YEAR 51 (2025-2026)

*The Township's CDBG allocation for Fund Year 51 (July 1, 2025 thru June 30, 2026) is **\$966,616**. Previous year's fund allocation was \$985,310. The proposed budget is **\$984,616**, and includes **\$18,000** in Program Income from FY 2024.*

ACTIVITY for Program Year 51 (2025-2026) Prosposed Budget	AGENCY	COMMENTS	LAST YEAR'S REQUESTED FUNDING	LAST YEAR'S FUNDED AMOUNT	2025 REQUESTED AMOUNT	2025 RECOMMEND ED FUNDING
<b><u>ADMINISTRATION</u></b>						
CDBG Administration	LMT	CDBG staff salaries, expenses, professional services, advertising	170,000	170,000	170,000	169,823
Lower Merion Affordable Housing	LMAH		15,000	15,000	30,000	15,000
Fair Housing Rights Assistance for Lower Merion	Housing Equality Center of PA	Seminars, workshops, complaints, housing outreach-agency in Montco	8,500	8,500	8,500	8,500
<b>ADMINISTRATION TOTAL</b>		20% Admin CAP per HUD \$193,323			<b>\$208,500</b>	<b>\$193,323</b>

APPLICATION REQUESTS FOR CDBG FUNDING THROUGH LMT  
FUND YEAR 51 (2025-2026)

ACTIVITY for Program Year 51 (2025-2026) Proposed Budget	AGENCY	COMMENTS	LAST YEAR'S REQUESTED FUNDING	LAST YEAR'S FUNDED AMOUNT	2025 REQUESTED AMOUNT	2025 RECOMMEND ED FUNDING
<b><u>PUBLIC SERVICES</u></b>						
Ardmore Avenue Community Center -partially fund staff salaries	LMT Parks & Recreation	Adult and Youth group activities in low to moderate income area	110,000	102,000	110,000	88,492
Mini Bus Program-partial funding for driver's salary	LMT Parks & Recreation	Provides transportation for senior citizens, youth and adults with mental and physical challenges to various cultural, social and recreational trips	10,000	3,500	10,000	3,500
Escort Driver - partially fund driver service	ElderNet	Provides cab rides when volunteers are not available to help the elderly	2,500	2,000	4,000	2,000
Care Management & Clerical Assistance-fund partial salary	ElderNet	Social worker works with elderly & disabled residents	10,000	8,000	15,000	8,000
Senior Center in Ardmore -fund program services	PALM-Positive Aging in LM	Instructional programs-seniors	23,000	8,000	23,000	8,000
Domestic Violence Satellite Office in Bryn Mawr -fund partial rent payment	Women's Center of Montgomery County	Presumed benefit abused victims	4,000	4,000	4,000	4,000
New Horizons Senior Center-fund partial salary Program Coordinator	New Horizons Senior Center	Presumed benefit seniors	15,500	6,000	15,500	6,000
Neighbors Helping Neighbors on the Main Line -fund Food Security Program	NHN	Food Insecurity	16,950	8,000	32,245	8,000
Box Lunch & a Book-fund materials and food	BLB	Camp programming, community outreach and food insecurity	0	0	10,000	5,000
Meals on Wheels-fund no cost meals	Meals on Wheels	Expansion of number of no cost meals delivered	8,840	8,000	8,840	8,000
JCC-fund program services	JCC	Expansion of Classes for Seniors	10,000	8,000	12,500	8,000
Legal Aid-fund free legal clinics	ELA	Expansion of free legal Services	10,000	8,000	10,000	6,000
Surrey Services-fund job training	Surrey Services	Job Training	10,000	8,000	10,000	8,000
<b>PUBLIC SERVICES TOTAL</b>		15% Public Service cap on allocation - \$144,992. Public Service cap with 2024 Program Income increase - \$162,992			<b>\$265,085</b>	<b>162,992</b>

APPLICATION REQUESTS FOR CDBG FUNDING THROUGH LMT  
FUND YEAR 51 (2025-2026)

ACTIVITY for Program Year 51 (2025-2026) Final Budget	AGENCY	COMMENTS	LAST YEAR'S REQUESTED FUNDING	LAST YEAR'S FUNDED AMOUNT	REQUESTED AMOUNT	RECOMMEND ED FUNDING
<b><u>PUBLIC WORKS</u></b>						
Accessibility: Curb Cuts includes engineering , construction and PENNDOT reviews	Public Works	Remaining money from previous years is available and can be used together with current funding.	230,000	150,000	200,000	144,000
<b>PUBLIC WORKS &amp; ECONOMIC DEVELOPMENT TOTAL</b>					<b>\$200,000</b>	<b>\$144,000</b>

APPLICATION REQUESTS FOR CDBG FUNDING THROUGH LMT  
FUND YEAR 51 (2025-2026)

ACTIVITY for Program Year 51 (2025-2026) Final Budget	AGENCY	COMMENTS	LAST YEAR'S REQUESTED FUNDING	LAST YEAR'S FUNDED AMOUNT	REQUESTED AMOUNT	RECOMMEND ED FUNDING
<b><u>HOUSING</u></b>						
Res.Rehab Program Soft Costs	LMT	Pays for salary, risk assessor, temporary relocations expenses, lead and roof inspections	15,000	15,000	20,000	20,000
Residential Rehab Program	LMT	Hard construction costs includes lead paint hazards and staff salaries	300,000	232,161	300,000	299,301
Housing Development- Home Purchase Program	LMT/LMAH	Funds to Purchase-Sell a home to low to moderate income families/assist LMAH	165,000	165,000	165,000	165,000
<b>HOUSING TOTAL</b>					<b>\$485,000</b>	<b>\$484,301</b>
<b>TOTAL REQUESTS FOR FUNDING</b>					<b>\$1,625,698</b>	<b>\$984,616</b>
<i>The Township's CDBG allocation for Fund Year 51 (July 1, 2025 thru June 30, 2026) is <b>\$966,616</b>. Previous year's fund allocation was \$985,310. The proposed budget is <b>\$984,616</b>, and includes <b>\$18,000</b> in Program Income from FY 2024.</i>						
<b>15% Public Services</b>		<b>HUD imposed funding cap-\$159,000</b>	Cap includes 15% of program income funds from 2024 (\$124,000)			
<b>20% Administration</b>		<b>HUD imposed funding cap- \$187,200</b>				