

# DAUPHIN COUNTY



Office of Community & Economic Development  
3211 North Front Street, Suite 301-C  
Harrisburg, PA 17110  
(717) 780-6250

**BOARD OF COMMISSIONERS**  
Mike Pries, CHAIRMAN  
Chad Saylor, VICE CHAIRMAN  
George P. Hartwick, III, SECRETARY

**CHIEF CLERK / CHIEF OF STAFF**  
Scott Buford

**EXECUTIVE DIRECTOR**  
George H. Connor

August 23, 2023

RE: Dauphin County PY2024 Community Development Block Grant (CDBG) and HOME Investment Partnership Program.  
**Accepting applications from August 25, 2023 – November 3, 2023**

Dear Prospective Grantee:

On behalf of the Dauphin County Board of Commissioners, I am pleased to announce the acceptance of project proposals for the anticipated FY 202 Dauphin County Community Development Block Grant (CDBG) and HOME Investment Partnership Program funding. The County of Dauphin will be submitting their CDBG funding plan to the U.S. Department of Housing and Urban Development (HUD) in May 2024. Applications received during this round that are deemed eligible and approved for an award by Dauphin County will be included in this plan.

Under the CDBG and HOME Investment Partnership Program Guidelines, the County is eligible to receive a funding allocation based upon population and other demographic information. Use of this allocation will then be determined by the County based upon their HUD approved Consolidated and Annual Action Plan. The Action Plan is adopted every year in response to eligible project proposals received from municipalities and organizations of their needs.

The funding allocation for Dauphin County is estimated to be \$2.1 million (based on our 2023 allocation). However, to receive the CDBG and HOME Investment Partnership funding allocation, the County must submit the plan to HUD for specific projects. On a case-by-case basis, municipalities and organizations may be asked to provide matching funds for the proposed activity. This will be based upon the type of project proposed and the financial capability of the municipality or organization.

The staff of Dauphin County Office of Community & Economic Development staff will be responsible for submission of the Annual Action Plan and the coordination and preparation of applications submitted.

The 2024 CDBG & HOME Investment Partnership Program application, which includes eligibility guidelines, will be available on the County's website on **August 25, 2023** at [http://www.dauphincounty.org/government/departments/community\\_and\\_economic\\_development/economic\\_development\\_corporation/community\\_development\\_block\\_grant.php](http://www.dauphincounty.org/government/departments/community_and_economic_development/economic_development_corporation/community_development_block_grant.php).

All applicants must **submit three (3) copies in addition to an electronic copy of the project application and supporting documentation.** Applications will be accepted for any needs in accordance with the list of eligible activities for CDBG and HOME Investment Partnership funding.

If income surveys are required to establish eligibility, please contact Deb Laudenslager, Program Coordinator. She may be reached by telephone at (717) 780-6256 or via email at [dlaudenslager@dauphincounty.gov](mailto:dlaudenslager@dauphincounty.gov). The Income Surveys may also be found attached to the funding application.

**ALL PROPOSALS MUST BE RECEIVED IN THE OFFICE BY November 3, 2023 by 4:00 p.m.** Applications for funding can be hand-delivered or mailed to the Dauphin County Office of Community & Economic Development, 3211 North Front Street, Suite 301-C, Harrisburg, PA 17110, Attention: Deb Laudenslager, Program Coordinator. Your requests will then be reviewed, prioritized, and possibly selected for submission to HUD.

*When listing your needs, please keep in mind that the project must be considered an eligible activity. In addition, the activity must benefit a population of which at least 51% percent are in low/moderate income (LMI), or the project must eliminate slum and blight. Please note that the income levels may change every year. Income surveys may be necessary depending on the proposed project and location. The survey form is attached for your convenience. **Please provide this information to your municipal authority to identify water and sewer related projects.***

In meeting with the provisions of the Fair Housing Amendments Act of 1988, you should take steps to remove any impediments to fair and affordable housing and handicapped accessibility. Funding for the handicap curb access ramps at street intersections and handicap accessibility to public buildings do not require the low- and moderate-income requirement.

Thank you for your continuing cooperation in this endeavor. Should you have any questions concerning possible projects or the program, please contact Deb Laudenslager, Dauphin County Office of Community & Economic Development at (717) 780-6256.

Sincerely,



George H. Connor  
Executive Director

Dauphin County Department of Community & Economic Development  
 2024 Annual Action Plan  
 Program Year 2024 CDBG/HOME Application and Award Process Timeline  
 Program Year July 1, 2024 – June 30, 2025

**2023**

- August 25 PY 2024 CDBG/HOME application cycle opens. Application can be found on the Dauphin County website at [https://www.dauphincounty.org/government/departments/community\\_and\\_economic\\_development/economic\\_development\\_corporation/community\\_development\\_block\\_grant.php](https://www.dauphincounty.org/government/departments/community_and_economic_development/economic_development_corporation/community_development_block_grant.php)
- November 3 PY 2024 CDBG/HOME application deadline (4:00p.m.). Applications must be dropped off or sent USPS. ***Applications will not be accepted after this deadline, regardless of postmark date. EMAILS WILL NOT BE ACCEPTED***
- November 7 – December 31 DCED review of applications for compliance with national objectives and Consolidated Plan priorities

**2024**

- January 1-  
January 31 Continuation of DCED review of applications for compliance with national objectives and Consolidated Plan priorities
- February 1 -  
March 3 Tentative Budget meetings with DCED Executive Director and County Commissioners to review selected projects.
- February 5 1<sup>st</sup> Public Hearing to discuss countywide needs in the areas of housing, community development and economic development to be included in the 2024 Dauphin County Annual Action Plan.
- April 15 2<sup>nd</sup> Public Hearing for to discuss proposed activities to be included in the Annual Action Plan
- April 8 – May 10 Public Comment Period for DRAFT 2024 Annual Action Plan (30 day) at which time the DRAFT of the plan will be on display
- May 15 **FINAL 2024 ANNUAL ACTION PLAN SUBMITTED TO HUD (45 DAYS BEFORE THE START OF THE PROGRAM YEAR)**
- July 1 2024 Program Year Starts
- August - October Tentative time frame that DCED will receive notification of Grant Award at which time DCED will send letters of grant awards.

\*\*\*All notices of hearings are advertised in the Patriot News and on the County's website\*\*\*