



Commissioners of Mifflin County

20 NORTH WAYNE STREET
LEWISTOWN, PENNSYLVANIA 17044-1797
Telephone: 717-248-6733
Fax: 717-248-3695
Email: commissioners@mifflincountypa.gov

COMMISSIONERS
ROBERT P. POSTAL
KEVIN P. KODISH
NOAH D. WISE

CHIEF CLERK
CATHY L. ROMIG

SOLICITOR
BMZ LAW

COMMUNITY NOTICE LETTER

April 7, 2025

Dear Municipal Official:

The Mifflin County Board of Commissioners are pleased to announce the opening of the Federal Fiscal Year 2025 Community Development Block Grant (CDBG) Program. This program utilizes HUD funds through the Pennsylvania Entitlement Program as enacted by Pennsylvania Act 179. This Act further requires that the County serve as the local administering agency for these funds for all County municipalities with populations of less than 4,000.

For Federal Fiscal Year 2025, Mifflin County is estimated to receive \$222,473. The County will also include in its application CDBG funds estimated at \$93,545 on behalf of Armagh Township; \$94,564 on behalf of Brown Township; \$128,160 on behalf of Derry Township; \$100,167 on behalf of Granville Township; and \$142,975 on behalf of Lewistown Borough. Eligible activities include broad areas of housing, community infrastructure, economic development, and public services. Specific activities may include property acquisition, recreation, and senior facilities. Funds may also be used for public works, water and sewerage development/improvement, and the removal of architectural barriers. All projects must have a direct benefit to low- and moderate-income residents, elimination of slums and blight, and/or elimination of urgent threats to health and safety.

In order to receive input and to solicit proposals, a Public Hearing and Project Development Workshop will be held on May 1, 2025, at 6:00 PM, at the Mifflin County Courthouse. Public hearings pertaining specifically to the OBO municipalities will be held as follows: Armagh Township on May 12, 2025, at 6:00 PM, in the Armagh Township Municipal Building, 283 Broad Street, Milroy; Brown Township on April 21, 2025, at 7:00 PM in the Brown Township Municipal Building, 22 Brown Township Drive; Derry Township on April 21, 2025, at 5:30 PM, in the Derry Township Municipal Building, 73 Reserve Lane, Lewistown; Granville Township on May 5, 2025, at 4:00 PM in the Granville Township Municipal Building, 100 Helen Street, Lewistown; and Lewistown Borough on May 5, 2025, at 4:30 PM, in the Lewistown Borough Building, 2 East Third Street, Lewistown. These meetings will provide information regarding the program and, more important, will assist communities in developing their project requests, including determination of project's eligibility for CDBG funding, and methods to determine if your project serves or provides a benefit to an area that is 51% or more low to moderate income people. Projects intended to eliminate blight, or an urgent health and safety threat do not need to meet this income requirement for consideration of funding.

Visit us on the Web at www.mifflincountypa.gov
AN EQUAL OPPORTUNITY EMPLOYER



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Attached to this letter is the application preparation schedule, as well as a project summary form to be completed by applicants. Project information is requested to determine project eligibility, fundability, cost, and schedule to ensure efficient development and construction should the project be selected by the Commissioners. We are requesting a map of the service area, the number of households served, and a list of addresses in the service area. We are also asking applicants to submit an estimate of probable cost and a schedule from an engineer. We will review the form and necessary project information at the workshop on May 1, 2025. If you are unable to attend the hearings, you may complete and submit the project summary form with attachments to Carol Kearney High before April 29, 2025, for Mifflin County; May 7, 2025, for Armagh Township; May 8, 2025, for Brown Township; April 16, 2025, for Derry Township, May 1, 2025, for Granville Township, and May 1, 2025, for Lewistown Borough.

Following the workshop, the Mifflin County Commissioners will accept proposals which will be evaluated based on need, impact, and completeness. Projects will then be prioritized by Mifflin County for submission to DCED. Projects that are submitted with all requested documentation, including the estimate of probable cost, and from applicants who attended the Public Hearing and Project Development Workshop will be prioritized for funding.

We strongly encourage you to attend the Public Hearing and Project Development Workshop. It will provide additional insight into the application process, as well as allow us to review your project in detail. You should contact Carol Kearney High at SEDA-COG to discuss your project before submitting the project summary form.


We are excited about the benefits that this program may yield throughout Mifflin County and look forward to seeing you at the meeting on May 1, 2025.

Sincerely,

Mifflin County Commissioners


Robert P. Postal, Chairman


Kevin P. Kodish, Vice-Chairman


Noah D. Wise, Secretary

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APPLICATION PREPARATION SCHEDULE

MIFFLIN COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT
FFY 2025

Public Notice – First Public Hearing and Project Development Workshop	
<ul style="list-style-type: none"> – Direct Mailing Packet (municipalities, authorities, non-profits) – Published Notice <ul style="list-style-type: none"> • <i>Lewistown Sentinel</i> 	<p>April 7, 2025</p> <p>April 7, 2025</p>
First Public Hearing and Project Development Workshop	May 1, 2025
<ul style="list-style-type: none"> - Mifflin County District Courthouse 20 North Wayne Street, Lewistown, PA 17044 	Thursday, 6:00 PM
Project Summaries Due	June 12, 2025
<ul style="list-style-type: none"> - SEDA-COG 	Thursday, 4:00 PM
Commissioners' Review of Projects	August 7, 2025
<ul style="list-style-type: none"> - Mifflin County District Courthouse 20 North Wayne Street, Lewistown, PA 17044 	Thursday, TBD
Commissioners' Project Selection*	August 21, 2025
<ul style="list-style-type: none"> - Mifflin County District Courthouse 20 North Wayne Street, Lewistown, PA 17044 	Thursday, 9:00 AM
Public Notice – Secon/Final Public Hearing	August 18, 2025
<ul style="list-style-type: none"> • <i>Lewistown Sentinel</i> 	
Second/Final Public Hearing*	September 4, 2025
<ul style="list-style-type: none"> - Mifflin County District Courthouse 20 North Wayne Street, Lewistown, PA 17044 	Thursday, 9:00 AM
Approval of Resolution to Submit Application*	September 4, 2025
<ul style="list-style-type: none"> - Mifflin County District Courthouse 20 North Wayne Street, Lewistown, PA 17044 	Thursday, 9:00 AM
Application Submission	November 1, 2025

*** Denotes formal action by the Board of Commissioners.**

FFY 2025 Allocations (estimated based on FFY 2024):

County	\$222,473
Armagh Township	\$93,545
Brown Township	\$94,564
Derry Township	\$128,160
Granville Township	\$100,167
<u>Lewistown Borough</u>	<u>\$142,975</u>
Total Combined	\$781,884



ELIGIBLE/INELIGIBLE CDBG ACTIVITIES

ELIGIBLE ACTIVITIES

Water System Improvements
Sanitary Sewer System Improvements
Storm Sewer System Improvements
Housing Rehabilitation
Housing Construction/Reconstruction
Public/Community Facilities
Recreation Facilities
Public Services
Street/Road Improvements
Parking Facilities
Historic Preservation
Removal of Architectural Barriers
Solid Waste Facilities
Code Enforcement
Economic Development
Acquisition/Relocation
Clearance
Disposition
Utilities (other than Water/Sewer)

INELIGIBLE ACTIVITIES

Operation and Maintenance Activities
Political Activities
New Housing Construction
Acquisition, Construction, or Reconstruction of Buildings for the
General Conduct of Government
Equipment

NATIONAL OBJECTIVES

Fundability under CDBG National Objectives; must meet 1 of 3 national objectives for the CDBG program

- **Principal benefit of the project to low to moderate income persons**
 - 51% of individuals benefiting from the project must be of low to moderate income (ACS Data or survey)
 - This Objective is the most often met by projects using CDBG
 - 70% of the County 's CDBG funds must be used to meet this objective
- **Elimination of slum or blight**
 - Spot (single structure) or Area, which requires a municipal declaration
 - Used occasionally for demolition of deteriorated structures
 - Maximum of 30% of County CDBG funds can be used
- **Response to urgent need**
 - Formal declaration of a disaster or emergency
 - Emergency has occurred in the last 18 months
 - Can only be used to eliminate the emergency
 - Project must not be affordable from the local budget
 - Maximum of 30% of County CDBG funds may be used to meet this objective

MIFFLIN COUNTY
FFY 2025

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
PROJECT SUMMARY



INSTRUCTIONS:

Mifflin County Commissioners are accepting proposals for use of FFY 2025 Community Development Block Grant funds. Interested applicants should attend the CDBG Project Development Workshop & First Public Hearing on May 1, 2025, and complete and submit this Project Summary Form to Carol Kearney High, at ckhigh@seda-cog.org. Questions should be addressed to Carol Kearney High, Project Coordinator, Community Development Program, SEDA-Council of Governments, 201 Furnace Road, Lewisburg, PA 17837, (570) 524-4491.

APPLICANT NAME:

Address:

Phone

Contact Person:

Contact Phone:

Contact Email:

PROJECT TITLE:

ESTIMATED COST: \$ _____ *Attach Engineer's Estimate of Probable Cost.*

CDBG FUNDS REQUESTED: \$ _____

OTHER FUNDS: Amount and Source of revenues other than CDBG.

Committed: \$ _____

Pending: \$ _____

Other \$ _____

All funding must be secured or in the process of being secured. Projects lacking sufficient funding or a plan to fully fund the project will be ranked lower when considered for funding.

TIME SCHEDULE:

Estimate duration of project, critical start or finish dates, and any other relevant time frames.

Attach Schedule including timeframe for engineering/design, permitting, and construction.

PROJECT NATIONAL OBJECTIVE (Choose one):

LOW TO MODERATE INCOME BENEFIT (LMI)

☐ Project will benefit an area with 51% or greater low to moderate income persons.

Number of households served by project _____

Attach a map showing the boundaries of the project location and service area.

Attach a list of all occupied residential addresses in the project service area. Commercial, industrial and vacant properties must be identified.

Applicant will be required to conduct, with guidance by SEDA-COG, an income survey of all households in the project service area to determine percentage of LMI persons benefiting from the project. This process will be reviewed during the workshop.

Projects may also qualify as benefit to LMI persons by Census data. If you feel your project benefits an entire municipality or Census Block Group, please contact SEDA-COG to discuss prior to submission of your Project Summary Form.

OR

☐ Project will benefit 100% LMI persons through income eligibility determination for participation.

OR

☐ Project benefits a specific group deemed presumed benefit (check all that apply).

☐ Elderly

☐ Homeless Persons

☐ Severely Disabled

☐ Illiterate Adults

☐ Abused Children

☐ Persons w/Aids

☐ Battered Spouses

☐ Migrant Farm Workers

OR

ELIMINATION OF SLUM/ BLIGHT

☐ Project will eliminate blight on an area or spot basis.
(example – demolition of a condemned property)

OR

URGENT NEED

☐ Project will eliminate an urgent threat to health and safety.

Urgent need projects must be in response to a declared disaster and meet several other criteria. Your project will not qualify under this National Objective unless it is in response to a disaster declaration from the Governor.

SEDA-COG will assist you in determining if your project meets one of these National Objectives.

WATER AND SEWER RATES: (if a water and/or sewer system project, please provide)

Monthly Water Rate \$ _____ Monthly Sewer Rate \$ _____

PROBLEM STATEMENT

Explain the problem in terms of magnitude and duration. Identify the cause of the problem. Attach any citations or other documentation.

SOLUTION

Explain the problem solution, what you propose to do, and how this action addresses the problem cause.

For More
Information

Mifflin
County

Please Contact

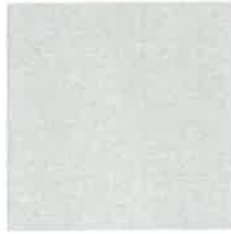
Carol Kearney High,
Program Analyst
Community Development Program
SEDA-Council of Governments
ckhigh@seda-cog.org
570-524-4491

2025
Community Development
Block Grant Workshop

May 1, 2025
6:00PM

Mifflin County
20 North Wayne Street,
Second Floor, Room A
Lewistown, PA 17044

Learn
Engage
Succeed

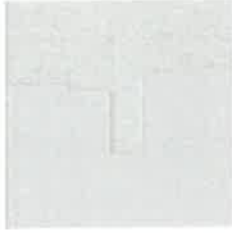




Are you considering improving your parks, roads, infrastructure, community facilities, or starting a new public service?



This workshop will cover everything you need to know on how to apply for CDBG funding and give you an opportunity to discuss your project with County and SEDA-COG CD staff. Topics to be covered:



- CDBG Program Overview
- Eligible
- Community Survey Process
- Project Budget Development
- Service Area Determination
- Project
- Funding Requirements
- Selection
- Federal
- Application Process & Schedule



Mifflin County Community Development Block Grant Workshop



Who Should Attend?



Representatives from municipalities, authorities, nonprofits, and other community service organizations. Members of the public are invited to attend this workshop to discuss project ideas. Though not required, it may be valuable to have your engineer or architect attend this workshop. Attendance is not mandatory; however, this workshop will enhance the quality of your project proposal, thereby increasing your likelihood of a timely and successful application.

