Ed Pawlowski, Mayor
610.437.7546 fax 610.437.8730
pawlowski@allentowncity.org

April 6, 2009

Dear Sir/Madam:

I am pleased to announce that the City of Allentown is the recipient of federal Homelessness Prevention and Rapid Re-Housing Program (HPRP) funds. The City is receiving $1,129,049. These funds will be distributed only one time, and funds must be spent within three years.

The City of Allentown will fund non-profit organizations which have the case management and administrative capacity to get this money to the City's neediest population, quickly. If your organization has never administered the types of programs as described below, this may not be the funding source for you to pursue at this time.

Applications are due **by April 20, 2009**, and funds are anticipated to be available by September, 2009. The regulations allow for a very limited time frame to complete the application process, as a result, agencies have a very small window of opportunity to prepare applications for funding. If we do not meet the United States Department of Housing and Urban Development's deadline, we will lose our funds. I apologize for the inconvenience of this very limited window of opportunity.

The purpose of the HPRP is to provide homelessness prevention assistance to households who would otherwise become homeless-many due to the economic crisis-and to provide assistance to rapidly re-house persons who are homeless as defined by section 103 of the McKinney-Vento Homeless Assistance Act. As defined by the McKinney Act (42 U.S.C 11302), a homeless person is a person sleeping in a place not meant for human habitation or in an emergency shelter; and a person in transitional housing for homeless persons who originally came from the street or an emergency shelter.

CATEGORIES OF ELIGIBLE ACTIVITIES

1. Financial Assistance: limited to the following activities: short-term rental assistance, medium term rental assistance, security deposits, utility deposits, utility payments, moving cost assistance and motel and hotel vouchers. These payments CANNOT be made to program participants, only to third parties.

2. Housing Relocation and Stabilization Services: includes case management, outreach and engagement, housing search and placement, legal services, and credit repair.

INELIGIBLE ACTIVITIES

1. Construction or rehabilitation
2. Mortgage costs
3. Credit card bills or other consumer debt, car repair or other transportation costs, travel costs, food, medical or dental care and medicines; clothing and grooming, home furnishings, pet care, entertainment activities, work or education related materials and cash assistance to program participants
4. Cannot be used to develop discharge plans from institutions such as hospitals, jails or prisons
5. Cannot be used for payment of certifications, licenses and training classes
6. Programs may not charge fees to HPRP participants

Keep in mind all applications for funding will be scored and funding decisions will be based on these scores. Representatives from the Allentown Commission on Ending Chronic Homelessness will form the panel reviewing all applications.

If you are interested in applying for funding through the Homelessness Prevention and Rapid Re-Housing Program, proposal information packets are available on the Third Floor of City Hall, 435 Hamilton Street, from 8:30 a.m. to 4:00 p.m. If you need technical assistance, City staff members will be available through April 17, 2009, to familiarize you with the programs and eligibility criteria, as well as to assist you in preparing your application. Those needing assistance are asked to please call early so staff will have time to meet with you, seek answers to any questions you may have and get back to you before the proposal deadline. Please do not hesitate to call for assistance. **PROPOSALS FOR FUNDING ARE DUE BY 4:00 P.M., MONDAY, APRIL 20, 2009.**

Also, on April 29, 2009, the City will hold two Public Hearings, at 10:00 a.m. and 6:00 p.m., to obtain public input on the draft of the plan for the use of HPRP funds. Those requesting funds for a specific project/program are not required to present oral testimony at one of the public hearings. However, it may be beneficial to present such testimony. Attendance at these meetings is not mandatory.

If you would like additional information or have any questions, please do not hesitate to call Heidi K. Baer, Grants Coordination Manager at 610-437-7761.

Sincerely,

Ed Pawlowski
Mayor

Enclosures