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Eric Luchansky
Director

*Community Development
* Housing Rehabilitation
* Fair Housing

DEPARTMENT OF COMMUNITY DEVELOPMENT

MEMORANDUM

TO: Interested CDBG/HOME Funding Applicants
FROM:  Diana White, Deputy Director/CDBG Manager
DATE: January 26, 2026
SUBJECT: 2026 CDBG/HOME Application Process

The City of Altoona is beginning the planning process for the 2026 Community Development Block Grant and HOME Investment Partnerships Program Annual Action Plan. Please note that we are proceeding although the Federal budget has not yet passed. Dates and amounts available are therefore subject to change.

I am attaching a copy of the public hearing notice, schedule, and application packet.

The **estimated** total allocations for Fiscal Year 2026 are:

CDBG	\$ 1,536,368.00
HOME	\$ 266,494.73
2026 Program Income	\$ 80,000.00

The applications provide an explanation of each individual program. Please make sure all information is filled out in its entirety and an itemized budget is attached. **An original and one copy of the completed application will be required for your request to be considered for funding.** The completed applications are due in the Community Development Department by 4:30 p.m. on Friday, February 20, 2026.

If you should have any questions, please do not hesitate to contact me.

Attachments



Printed on Recycled Paper

**PUBLIC HEARING NOTICE
CITY OF ALTOONA, PENNSYLVANIA
FY 2026 COMMUNITY DEVELOPMENT BLOCK GRANT AND
HOME INVESTMENT PARTNERSHIP PROGRAMS**

Notice is hereby given that the City of Altoona, Blair County, PA will hold a public hearing on **Wednesday, February 11, 2026, at 5:00 PM**, prevailing time, in the Common Room on the 4th Floor at the City of Altoona City Hall, 1301 12th Street, Altoona, PA 16601. City Hall is accessible to persons with physical disabilities. If special arrangements need to be made to accommodate citizens in order for them to participate in the public hearing, please call Ms. Diana White, Deputy Director, Department of Planning & Community Development, City of Altoona, at (814) 949-2470 or via email at dwhite@altoonapa.gov to make those arrangements, or for the hearing-impaired call the TTY relay system at 7-1-1.

The purpose of this public hearing is to gather information for the City's Annual Action Plan for FY 2026, which the City must prepare and submit to the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG) and the HOME Investment Partnership (HOME) Programs.

The City of Altoona anticipates based on last fiscal year's allocation that in FY 2026 it may receive an CDBG entitlement grant of approximately \$1,536,368 and a HOME entitlement grant of approximately \$266,494.73. These funding levels are contingent upon the final approval of the Federal Budget for FY 2026. In order to receive those funds, the City of Altoona must prepare a One Year Annual Action Plan for the use of the CDBG and HOME funds. At least 70% of the CDBG funds must benefit low- and moderate-income persons living in the City of Altoona. In preparing its CDBG and HOME application the City intends to afford citizens, local agencies, and interested parties the opportunity to become involved in the planning process.

The following types of activities may be eligible for funding under the CDBG program: Acquisition of property; disposition costs; improvements to public facilities, including the removal of architectural barriers; demolition and environmental clean-up; public services that are new or a quantifiable increase in the level of service; interim assistance; relocation payments for persons displaced as a result of a CDBG activity; rehabilitation of houses; code enforcement; special economic development activities; special activities undertaken by a community based development organization; home ownership assistance for purchase; planning; environmental reviews; program administration; audit; and other miscellaneous activities.

The following types of activities may be eligible for HOME funding; acquisition of real property; rehabilitation of housing; new construction of housing; downpayment and closing cost assistance; tenant based rental assistance; and other miscellaneous activities.

If the City would undertake an activity that would result in the displacement of families or individuals, then the City would utilize its policy for minimizing such displacement. Furthermore, the City is responsible for replacing all low- and moderate-income housing units that may be demolished or converted as a result of CDBG and/or HOME funds.

All interested citizens are encouraged to attend this public hearing and they will be given the opportunity to present oral or written testimony concerning the needs of the City of Altoona and the use of CDBG and HOME funds to address those needs over the next year. Written comments may be addressed to Ms. Diana White, Deputy Director, Department of Planning and Community Development, City of Altoona, 1301 12th Street, Suite 400, Altoona, PA 16601 or via email at dwhite@altoonapa.gov.

Matt Pacifico, Mayor
City of Altoona

Publish on: Monday, January 26, 2026

Proof of Publication Requested

Schedule *
Fiscal Year 2026 Annual Action Plan Preparation and
Review of the 2025-2029 5-year HUD Consolidated Plan

The City of Altoona has established the following schedule for community participation in the development of the City's 2026 CDBG/HOME Annual Action Plan and review of the 2025-2029 5-Year HUD Consolidated Plan. The Annual Action Plan is the 1-year Housing and Community Development Program containing projects that will be funded by Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) funding from the U.S. Department of Housing and Urban Development (HUD). The 5-Year Consolidated Plan is a community planning document containing housing and community development needs that have been identified in Altoona, a 5-year strategy for addressing those needs and the Annual Action Plan. The 2026 Annual Action Plan will address funding for the period of July 1, 2026 to June 30, 2027.

Wednesday, February 11, 2026 5:00 p.m. City Hall Common Room 1301 12 th Street, 4 th Floor Altoona, PA 16601	1 st Community-wide Public Hearing – To provide information on the 5-yr Consolidated Plan, and the 2026 CDBG/HOME Annual Action Plan. Discussions on eligible activities and to accept comments on identified community needs, programs and projects.
Friday, February 20, 2026	Deadline for submission of applications for the 2026 CDBG and HOME projects
Wednesday, April 8, 2026	Anticipated date of City publication of proposed 2026 Annual Plan. Note: Date of publication begins mandatory 30-day public comment period before action can be taken
Wednesday, April 29, 2026, 5:00 p.m. City Hall Common Room 1301 12 th Street, 4 th Floor Altoona, PA 16601	2 nd Community-wide Public Hearing – To present and accept comment on the proposed 2026 Annual Plan, the review of the 2025-2029 Consolidated Plan,
Monday, May 11, 2026, 6:00 p.m. Altoona Council Chambers 1320 Washington Avenue Altoona, PA 16601	Anticipated date for City Council to present the 2026 Annual Plan, accept final comments, and adopt Plan.
On or before Friday, May 15, 2026	Submit 2026 Annual Action Plan to HUD.

*Dates subject to change pending approval of the 2026 Federal budget.



FISCAL YEAR 2026
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
HOME INVESTMENT PARTNERSHIP GRANT (HOME)

APPLICATION AND INFORMATION PACKET

CITY OF ALTOONA
DEPARTMENT OF COMMUNITY DEVELOPMENT
1301 12TH STREET SUITE 400
ALTOONA, PA 16601
(814) 949-2470

APPLICATION INTRODUCTION AND PROCEDURES

The City of Altoona invites all interested and eligible parties to submit proposals for Program Year 2026 (July 1, 2026 thru June 30, 2027) Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Programs funded by the U.S. Department of Housing and Urban Development (HUD).

The CDBG/HOME application will be posted on the City of Altoona's web site at: www.altoonapa.gov on **Monday, January 26, 2026**. You may also request to have an electronic copy of this application packet sent to you by email. Requests for electronic copies should be sent to dwhite@altoonapa.gov.

The following sections include information for potential applicants on the federal and local guidelines to qualify for the CDBG/HOME Programs, followed by the City's application.

CDBG funded projects must comply with strict eligibility criteria. **Prior to submission, please carefully review this information package to determine if your request for funds will qualify under the federal CDBG regulations.** While City of Altoona staff is available to provide technical assistance, it is the responsibility of the applicant to become fully educated on the federal regulations that govern the CDBG program. For more detailed information on HUD guidelines, go to www.hud.gov.

Applications for CDBG/HOME funding must be completed in its entirety and submitted to the City of Altoona **no later than 4:30 PM, February 20, 2026**. Submit **one original and one copy** of your application to the location below, and please do not include the instruction section of the application packet with your submission, just the application form.

City of Altoona
Department of Community Development
1301 12th Street, Suite 400
Altoona, PA 16601
Attn: Diana White

*****APPLICATIONS SENT BY FAX OR EMAIL WILL NOT BE ACCEPTED*****

*****LATE OR INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED*****

FUNDING AND DATES ARE SUBJECT TO CHANGE PENDING PASSAGE OF THE 2026 FEDERAL BUDGET

Technical Assistance

Community Development Department staff is available to answer questions regarding CDBG and HOME regulations, applicant and project eligibility and the City's application process.

I. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM OVERVIEW

The United States Department of Housing and Urban Development (HUD) administers the Community Development Block Grant (CDBG) Program. The primary purpose of the CDBG Program is to assist low and moderate-income persons. The primary objective of the HUD CDBG Program is the development of viable communities by providing decent housing, a suitable living environment, and expanded economic opportunities primarily for low- and moderate-income residents. The national objectives of the CDBG program were established to assist local communities with activities focused on:

- Eliminating slum and blight;
- preventing deterioration of property;
- providing needed neighborhood community facilities;
- provision of supportive services;
- Preserving and improving the supply of affordable housing through improvement of low- and moderate-income housing;
- Acquisition, design, construction, and installation of needed public facilities, improvements, and accessibility measures;
- Creation and retention of jobs for low- and moderate-income persons through the expansion of business opportunities and the provision of financial incentives to businesses.

A. HOW CAN CDBG FUNDS BE USED?

Federal regulations require that CDBG funds be used for eligible activities that meet one of three national objectives:

- Benefit to low- and moderate-income persons;
- Aid in the prevention or elimination of slum or blight; and
- Meet a need having a particular urgency (example: natural disaster)

The City of Altoona uses its annual CDBG allocation to fund projects and activities undertaken by city departments and community-based non-profit agencies; specifically, to address the housing and community development needs of low- and moderate-income persons in the City of Altoona.

Under HUD regulations, **at least 51% of those benefiting from the CDBG funded activities must be low and moderate-income persons.** Agencies and organizations receiving CDBG funding must be able to document that the individuals or households it serves fall within the HUD income limits.

The City of Altoona anticipates receiving approximately \$1,536,368.00 in CDBG entitlement funding and \$80,000.000 in program income for Program Year 2026 for use beginning July 1, 2026 through June 30, 2027, contingent on the passage of the 2026 Federal budget. All applicants and proposed activities must meet HUD CDBG eligibility guidelines to be considered for funding. **Not more than 15% of these funds can be used for public service activities and public services applications must demonstrate that funds will be used for a new or quantifiable increase in service.**

FINAL ALLOCATION OF CDBG FUNDS IS CONTINGENT UPON CITY COUNCIL ACTION, HUD AWARD OF FUNDS AND FULL EXECUTION OF SUB-RECIPIENT AGREEMENT. IF APPLICANT IS SELECTED TO

RECEIVE A GRANT, THEN UNDER NO CIRCUMSTANCES WILL THE CITY REIMBURSE THE APPLICATION FOR COSTS INCURRED PRIOR TO JULY 1, 2026 OR COMPLETION OF THE ENVIRONMENTAL REVIEW.

Completion and submission of this application do not obligate the City of Altoona to allocate CDBG funds to your activity.

B. ELIGIBLE APPLICANTS

Applicants for CDBG funding must be federally registered 501(c)(3) or non-profit organizations, governmental entities or educational institutions.

C. ELIGIBLE AND INELIGIBLE ACTIVITIES

The City of Altoona will consider funding proposals for CDBG eligible activities that serve primarily low- and moderate-income persons residing in the City of Altoona. Funded activities or facilities must be available to all eligible persons in the general public. The following are examples of eligible CDBG activities. Please note this list is not inclusive of all types of activities that may be eligible under the CDBG Program.

- Acquisition, construction or rehabilitation of neighborhood facilities for public use
- Acquisition, construction or rehabilitation of facilities for persons with special needs (e.g. homeless persons, battered spouses, frail elderly, disabled adults, abused children, etc.)
- Construction or rehabilitation of housing units for low-moderate-income persons
- Economic development activities that create full-time jobs for low- and moderate-income persons
- Health care and substance abuse services
- Child care and after-school programs
- Transitional housing and supportive services for the homeless
- Crime prevention activities
- Parks, playgrounds, and recreational facilities
- Senior and disabled centers, except 24-hour care facilities
- Removal of architectural barriers which restrict mobility of persons with disabilities

The following activities are examples of **ineligible CDBG activities**. Please note that this list is not exclusive of all types of services that may be ineligible under the CDBG Program.

- General government expenses
- Political activities
- Religious activities (including removal of architectural barriers)
- Purchase of construction equipment
- Purchase of equipment, fixtures, motor vehicles, furnishings, or other personal property that is not a permanent structural fixture

II. HOME INVESTMENT PARTNERSHIPS PROGRAM OVERVIEW

The HOME Investment Partnerships (HOME) Program is part of the National Affordable Housing Act of 1990. HOME funds are allocated to State and local government to strengthen public-private partnerships to provide more affordable housing. These funds are administered by the City

through its Department of Community Development. All activities must benefit low-income families at or below 80% of median income. 15% of the allocation is obligated to the City's Community Housing Development Organization (CHDO).

The City of Altoona anticipates receiving approximately \$266,494.73 in HOME funding for Program Year 2026 for use beginning July 1, 2026 through June 30, 2027, contingent upon passage of the 2026 Federal budget. All applicants and proposed activities must meet HUD HOME eligibility guidelines to be considered for funding.

FINAL ALLOCATION OF HOME FUNDS IS CONTINGENT UPON CITY COUNCIL ACTION, HUD AWARD OF FUNDS AND FULL EXECUTION OF SUB-RECIPIENT AGREEMENT. IF APPLICANT IS SELECTED TO RECEIVE A GRANT, THEN UNDER NO CIRCUMSTANCES WILL THE CITY REIMBURSE THE APPLICATION FOR COSTS INCURRED PRIOR TO JULY 1, 2026 AND COMPLETION OF THE ENVIRONMENTAL REVIEW. Completion and submission of this application do not obligate the City of Altoona to allocate HOME funds to your activity.

All HOME activities require a 25% match. HUD strongly encourages leveraging of non-federal sources (i.e. State or private).

Community Housing Development Organizations (CHDO) receive 15% of the total HOME allocation.

A. Eligible HOME Activities

1) Rental Rehabilitation	3) First-Time Homebuyer
2) Homeowner Rehabilitation	4) Tenant-Based Rental Assistance

The following activities are eligible HOME activities within HOME guidelines:

- Development and support of affordable housing
- Assistance to homebuyers and existing homeowners
- Property acquisition
- New construction/reconstruction
- Moderate and substantial rehabilitation
- Site improvements
- Demolition
- Relocation expenses
- Other reasonable and necessary expenses related to the development
- Purchase and placement of elder cottage housing opportunity units and the refinancing of certain existing owner-occupied units
- Program administration and management - maximum 10%

B. Ineligible HOME Activities

- Public housing modernization
- Rent subsidies for special mandated purposes under Section 8
- Matching funds for other Federal programs
- Annual contributions contracts
- Activities under the Low-Income Housing Preservation Act

- Acquisition of certain real property owned by a state recipient and operating subsidies for rental housing

III. 5-YEAR CONSOLIDATED PLAN PRIORITIES

The City of Altoona has established its priorities for the next 5 years Program Years starting July 1, 2025 through June 30, 2029 as identified below:

High Priority — Activities are assigned a high priority if the City expects to fund them during the Five-year Consolidated Plan period.

Low Priority — Activities are assigned a low priority if the activity may not be funded by the City during the Five-year Consolidated Plan period. The City may support applications for other funding if those activities are consistent with the needs identified in the Five Year Consolidated

HIGH PRIORITY PROJECTS:

Housing Priority

- Homeownership
- Housing Development
- Housing Rehabilitation
- Rent and Utility Assistance

Community Development Priority

- Community Facilities
- Infrastructure
- Public Services
- Clearance/Demolition
- Accessibility Improvements
- Transportation

Economic Development Strategy

- Employment
- Development
- Redevelopment
- Financial Assistance
- Access to Transportation

Administration, Planning and Management Strategy

- Overall Coordination
- Fair Housing

LOW PRIORITY PROJECTS:

Homeless Priority

- Housing
- Operation and Support
- Prevention and Re-Housing

Other Special Needs Priority

- Housing
- Social Services

Community Development staff are responsible for pre-screening all CDBG and HOME grant applications in order to determine eligibility with Federal regulations. The eligible applications are then selected for recommendation based on a number of factors including, but not limited to: priority needs and local objectives as outlined in the City's Five-year Consolidated Plan, community input gathered through the public participation process, cost effectiveness of the proposed project including leveraging of funds with other resources, and past grant performance by the applicant (if applicable).

Community Development staff forwards their recommendations to City Council for their consideration. A final public hearing, **scheduled for April 29, 2026** is then held on the proposed list of projects to receive funding for comments before a final determination on the allocation of CDBG/HOME funding for the 2026 Program Year is adopted by City Council. **Council action is expected May 11, 2026 depending on the passage of the 2026 Federal budget.**

Once City Council and HUD have approved the list of proposed projects, applicants will be informed of the status of their applications. All applicants awarded funding will be required to execute a standard HUD CDBG/HOME sub-recipient agreement prior to implementation of their project/activity. No funds shall be disbursed to a contract sub-recipient until HUD provides a final award letter to the City of Altoona, and a contract is fully executed by the respective parties. **Under no circumstances will the applicant be reimbursed for any costs incurred prior to July 1, 2026 and environmental review clearance sign off which may be a later date. All dates are subject to change depending on the passage of the 2026 Federal budget.**

Throughout the fiscal year City staff will monitor the performance of the grant applicant to ensure compliance with the provisions of the approved contract.


CITY OF ALTOONA, PA
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)
FISCAL YEAR 2026 APPLICATION (JULY 1, 2026 THRU JUNE 30, 2027)
APPLICATION DUE DATE: February 20, 2026 by 4:30 PM

APPLICANT ORGANIZATION NAME: _____

ADDRESS/CITY/STATE: _____

EMAIL ADDRESS: _____

ORGANIZATION OFFICIAL: _____ TITLE: _____

CONTACT PERSON: _____ TITLE: _____

BUSINESS TELEPHONE: _____ CELL#: _____

FEDERAL TAX ID # _____ UEI: _____

501(c)(3) NON-PROFIT: _____ GOVERNMENT: _____ FOR-PROFIT: _____

PROJECT NAME: Specific project or undertaking for which funds are being requested

PROJECT ADDRESS: Exact location, address, and service area of the project

PROJECT DESCRIPTION: Summarize concisely the project for which you are requesting funds. Attach a brief narrative, as well as a site-plan or drawings, applicable.

SECTION 504 AMERICANS WITH DISABILITY ACT

Is the location of the project or building accessible to persons with disabilities?

_____ Yes _____ No

ACCOMPLISHMENT TYPE (UNITS/PERSONS/HOUSEHOLDS SERVED): _____

ANTICIPATED NUMBER OF BENEFICIARIES: _____

ANTICIPATED PROJECT COMPLETION: _____

IF THIS IS A PUBLIC SERVICE ACTIVITY, IS THIS A NEW ACTIVITY OR WILL THERE BE A MEASURABLE/QUANTITATIVE INCREASE IN AN EXISTING SERVICE? _____

DESCRIBE _____

WILL THE PROJECT GENERATE PROGRAM INCOME? Yes "Possibly" No

FUNDING SOURCE REQUESTED: Check **one source** and report amount requested:

Community Development Block Grant - Amount Requested: \$ _____

HOME Investment Partnership Grant - Amount Requested: \$ _____

BUDGET INFORMATION (ATTACH AN ACTUAL BUDGET):

List other funding sources that will be available to leverage CDBG funds to carry out this project.

Funding Source(s)	Amount	% of Total Budget
CDBG OR HOME FUNDS		%
		%
		%
		%
		%
Total Project Funding Anticipated for PY2026		100%

NATIONAL OBJECTIVE JUSTIFICATION: All funded activities must meet one of the national objectives of the CDBG Program. Choose **only one** of the three national objectives (low/moderate income benefit; slums/blight removal; urgent need). **Only select Housing Benefit for HOME activities.**

Benefit Low/Moderate Income Persons (select one only)

Area Benefit Activity: An activity that benefits all residents in a particular area where at least 51% of the residents are low- and moderate-income persons.

Project area: _____

For reference, see the City's online GIS CDBG Map:

<https://altoonapa.maps.arcgis.com/apps/instant/basic/index.html?appid=19c3578fb96d4907a19bd8e303596fe6>

Current Income Limits and Self Certification Form – Attached at end of this application

Limited Clientele Activity: An activity that benefits a specific group of persons rather than everyone in an area generally. Also choose one of the following types of "Limited Clientele" – Requires self-certification documentation – Please further indicate (choose one):

Presumed to be low and moderate income - Exclusively benefits a clientele by HUD to be principally low/moderate income (e.g., elderly, abused children, battered spouses, homeless, severely disabled adults, etc.) – Requires self-certification of demographic information (all) and City residency (except homeless)

Income Eligibility - Requires the collection of demographic information and information on household size and income so that it is evident that at least **70% of the clientele** are persons whose household income does not exceed the low/moderate limits as defined by HUD. This includes activities benefitting to low/moderate income persons exclusively.

Nature/Location - Be of such nature and in such location that it may reasonable be concluded that the activity's clientele will primarily be low/moderate income (e.g., day care center that is designed to serve residents of a public housing complex)

Total persons who would benefit from the activity/project: _____

Housing Activity: (Select one and provide unit information)

Rehabilitation New Construction

Housing Units/ Households Only	Total #	# Occupied	# Low/Mod
Units at Start			
Units Expected at Completion			

Job Creation/Retention Activity: An activity designed to create or retain permanent jobs, at least 51% of which will be made available and held by low-moderate income persons.

Number of Jobs	# Low/Mod Income Jobs	% Low/Mod Income Jobs
Created:	Created:	Created:
Retained:	Retained:	Retained:

Prevent or Elimination Slums or Blight (select one)

Spot Blight - Addressing slums/blight on a spot basis
 Area Blight Addressing slums/blight on an area basis

Urgent need (select one) (Disaster Related Project – ONLY, difficult to fund under HUD regulations)

Serious, immediate threat to the health or welfare of the community
 Critical within 18 Months
 Limited to Urgent Condition
 Local/Other Funds Insufficient

**CITY OF ALTOONA, PENNSYLVANIA
CDBG PROGRAM SELF CERTIFICATION***

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone/Cell: _____ Email Address: _____

Total number of persons in your household: _____ Children under the age of 18: _____

Please indicate if you fall into one or more of the following categories:

Female: _____ Male: _____ 62 Years of Age or Older: _____ Disabled: _____

Please indicate the racial characteristics of your family (select one or more):

White _____ Black or African American _____ Asian _____ American Indian or Alaska Native _____
Native Hawaiian or Other Pacific Islander _____ Hispanic or Latino _____ Other (Multi-racial) _____

My household income based on household size is at or below the value circled below:

Altoona, PA MSA FY 2025 INCOME LIMITS

	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
30% MEDIAN - VERY VERY LOW INCOME	\$17,650	\$21,250	\$26,650	\$32,150	\$37,650	\$43,150	\$48,650	\$54,150
50% - VERY LOW INCOME	\$29,350	\$33,350	\$37,750	\$41,900	\$45,300	\$48,650	\$52,000	\$55,350
80% - LOW INCOME	\$46,950	\$53,650	\$60,350	\$67,050	\$72,450	\$77,800	\$83,150	\$88,550

Certification

I certify under penalty of perjury that the above information is complete and accurate to the best of my knowledge. I understand that Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony and assistance can be terminated for knowingly and willingly making a false or fraudulent statement to a department of the United States Government. I agree to provide any additional documentation required by the program administer to document my/our household income.

Signature

Printed Name

Date

Intake Staff Signature

Printed Name

Date

***All information provided is not for publication or public use and maintained in the strictest of confidence.**