

INTRODUCED: June 22, 2020

AN ORDINANCE No. 2020-145

To authorize the Chief Administrative Officer to submit a Consolidated Plan and Annual Action Plan to the U. S. Department of Housing and Urban Development (HUD) as an application for the receipt of Community Development Block Grant (CDBG) funds, HOME Investment Partnership (HOME) funds, Emergency Solutions Grant (ESG) funds and Housing Opportunities for Persons with AIDS (HOPWA) funds; to accept funds from the U. S. Department of Housing and Urban Development in the total amount of \$8,224,401.00; and to appropriate \$8,224,401.00 for various projects.

Patron – Mayor Stoney

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: JUL 27 2020 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer for, and on behalf of the City of Richmond, be and is hereby authorized and directed to submit a Program Year 2020 Consolidated Annual Action Plan to the United States Department of Housing and Urban Development, in the form of the document attached hereto and identified as Attachment C, as an application for the receipt of Community Development Block Grant (CDBG) funds, HOME Investment Partnership (HOME) funds, Emergency Solutions Grant (ESG) funds and Housing Opportunities for Persons with

AYES: 9 NOES: 0 ABSTAIN: _____

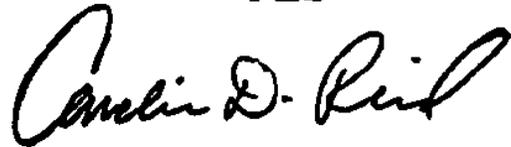
ADOPTED: JUL 27 2020 REJECTED: _____ STRICKEN: _____

AIDS (HOPWA) funds and to accept funds in the total amount of \$8,224,401.00 (\$4,761,838.00 – CDBG; \$1,674,365.00 – HOME; \$392,068.00 – ESG; and \$1,396,130.00 – HOPWA) from the United States Department of Housing and Urban Development, as specified in the proposed 2020-2021 annual budget plan identified as Attachment A, a copy of which is attached to and incorporated into this ordinance.

§ 2. That the funds in the total amount of \$8,224,401.00, comprised of such grants from the United States Department of Housing and Urban Development in the total amount of \$8,224,401.00 are hereby appropriated to the Special Fund Budget for the fiscal year commencing July 1, 2020, and ending June 30, 2021, for the purposes set forth on Attachment A.

§ 3. This ordinance shall be in force and effect upon adoption.

**A TRUE COPY:
TESTE:**

A handwritten signature in black ink, appearing to read "Carolin D. Reed". The signature is written in a cursive, flowing style.

City Clerk



CITY OF RICHMOND

INTRACITY CORRESPONDENCE

O&R

REQUEST

DATE: May 18, 2020 **EDITION:** 1

TO: The Honorable Members of City Council

THROUGH: The Honorable Levar M. Stoney, Mayor *[Signature]* 6/17/2020

THROUGH: Lenora G. Reid, Acting Chief Administrative Officer *[Signature]*

THROUGH: John B. Wack, Director of Finance *[Signature]*

THROUGH: Jay Brown, Director, Department of Budget & Strategic Planning *[Signature]*

FROM: Sharon L. Ebert, Deputy Chief Administrative Officer of Economic Development and Planning *[Signature]*

RE: The FY 2021 Consolidated Annual Action Plan Budget (HUD) Entitlement Grants (CDBG, HOME, ESG and HOPWA)

ORD. OR RES. No. _____

PURPOSE: To authorize the Chief Administrative Officer (CAO) to submit the 2020 Annual Action Plan of the five year Consolidated Plan, as well as the amended Citizen Participation Plan to the U. S. Department of Housing and Urban Development (HUD) for the receipt of Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) funds for the fiscal year of 2021. The entitlement funds for PY 2020: CDBG \$4,761,838, HOME \$1,674,365, ESG \$392,068, HOPWA \$1,396,130 for a total of \$8,224,401.00.

REASON: For the continuation of the CDBG, HOME, ESG and HOPWA federally funded projects and programs.

RECOMMENDATION: Approval is recommended by the City Administration.

BACKGROUND: The City has been receiving Community Development Block Grant (CDBG) funds from the U.S. Department of Housing (HUD) since 1975 to implement housing and community development programs. The City began receiving ESG funds to meet the needs of the homeless in 1989. HOME funds, which can only be used for housing activities, were first received in 1993. HOPWA funds, addresses the housing needs of individuals affected by HIV/AIDS, were first received in 1997. Council's action will approve the FY 2021 budget for

these programs, as well as the required 2020 Annual Action Plan and the amended Citizen Participation Plan. The budget and plan must be submitted to HUD by August 15, 2020.

FISCAL IMPACT / COST: The City is expecting to receive the following Federal Entitlement, program income and surplus funds in the fiscal year of 2021: CDBG \$4,761,838, HOME \$1,674,365, ESG \$392,068, HOPWA \$1,396,130. These funds total; \$8,224,401.00.

FISCAL IMPLICATIONS: The appropriation of the City's HUD Entitlement and surplus funding enables the City to achieve blight reduction, increase homeownership, strengthen neighborhoods and businesses, and assist families and individuals in need. Over a period of time, all of these activities build up the City's tax base.

BUDGET AMENDMENT NECESSARY: No

REVENUE TO CITY: The entitlement funds received from HUD and subsequent program income and surplus (carry-over) dollars.

DESIRED EFFECTIVE DATE: July 27, 2020

REQUESTED INTRODUCTION DATE: June 22, 2020

CITY COUNCIL PUBLIC HEARING DATE: July 27, 2020

REQUESTED AGENDA: Consent Agenda

RECOMMENDED COUNCIL COMMITTEE: Finance & Economic Development

CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES: None

AFFECTED AGENCIES: Budget & Strategic Planning, Planning & Development Review, Housing & Community Development

RELATIONSHIP TO EXISTING ORD. OR RES.: Res. 2017-R009

REQUIRED CHANGES TO WORK PROGRAM(S): Additional activities will be added to the staff work program for monitoring and implementation.

ATTACHMENTS: 2020-21 Budget pages, 2020-21 Annual Action Plan with the amended Citizen Participation Plan, the 2016-2020 Consolidated Plan.

STAFF: Michelle B. Peters, Deputy Director II – 646-3975
Mary Blow, Housing & Community Development Administrator – 646-7426
Daniel Mouer, Housing & Community Development Administrator – 646-7025

ATTACHMENT A

CDBG

CDBG Entitlement Grant
 CDBG Prior Year Surplus
 CDBG Program Income
TOTAL CDBG Budget

	Amended Budget FY 2020	Budget FY 2021
	\$ 4,462,031	\$ 4,561,838
	\$ 854,519	\$ 200,000
	\$ 186,836	
	\$ 5,503,386	\$ 4,761,838

Project Name

Housing & Neighborhood Preservation

	Subrecipient	FY 2020	FY2021
The Columns on Grove	BHC	\$ 110,000	\$ -
Affordable Housing Program (Pilot)	Habitat	\$ 135,000	
Baker School Apartments	RRHA	\$ 75,000	
Blackwell/Swansboro Affordable Homeownership	PH	\$ 262,000	
Exterior Homes Repairs	Habitat	\$ 150,000	\$ 130,000
Citywide Critical Home Repair	PH	\$ 636,422	\$ 557,391
Citywide Owner Occupied Home Repair	PH	\$ 320,000	\$ 200,000
Church Hill affordable ownership	PH	\$ -	\$ 197,000
Employee Housing Pilot Program	SCDHC	\$ 100,000	
Keystone Program City-wide DPA	H.O.M.E., Inc.	\$ 260,000	\$ 280,000
Lead Grant Reduction Activities	HCD/PH	\$ 50,000	
Matthews At Chestnut Hill	SCDHC	\$ 478,000	\$ 300,000
NIB Area Housing Code Enforcement	DPDR	\$ 125,000	\$ -
North Oak	BHC		\$ 282,000
Pathways to Independence - DPA	SCDHC	\$ 60,000	\$ 45,000
Rebuilding Together Year Round	Rebuilding Together	\$ 130,000	\$ 178,000
Section 108 2012 Loan Repayment	Finance	\$ 340,164	\$ 694,447
The Hollands	SCDHC	\$ 300,000	\$ 200,000
Townhomes at Warwick Phase II	NWTH/SCDHC	\$ 185,800	
Subtotal - Housing & Neighborhood Preservation:		\$ 3,717,386	\$ 3,063,838

Economic Development

Metropolitan Business League Programs	MBL	\$ 80,000	\$ 80,000
Neighborhood Economic Development	DHCD	\$ 275,000	\$ 300,000
Subtotal - Economic Development:		\$ 355,000	\$ 380,000

Project Name
 Planning & Administration

Subrecipient

FY 2020

FY 2021

Block Grant & Finance Administration	HCD	\$ 375,000	\$ 360,000
Fair Housing Support and Outreach	H.O.M.E., Inc.	\$ 40,000	\$ 40,000
Historic Review	DPDR	\$ 48,000	\$ 48,000
Neighborhood Planning	HCD	\$ 268,000	\$ 250,000
Planning	RRHA	\$ 30,000	\$ -
Regional AI for Fair Housing	PlanRVA	\$ 50,000	\$ -
Subtotal - Planning & Administration:		\$ 811,000	\$ 698,000

CDBG, continued

Public Services

Cyber Security Workforce	OCWB	\$ 50,000	\$ 50,000
Lead safe and Healthy Homes Outreach Support	RCHD	\$ 125,000	\$ 125,000
Housing Code Enforcement & Counseling	RDSS	\$ 90,000	\$ 90,000
Housing Information & Counseling	H.O.M.E., Inc.	\$ 200,000	\$ 200,000
Pathways to Independence - PS	SCDHC	\$ 20,000	\$ 20,000
Positive Paths	Trinity	\$ 35,000	\$ 35,000
Residential Support for Homeless Families	RBHA	\$ 100,000	\$ 100,000
Subtotal - Public Services:		\$ 620,000	\$ 620,000

TOTAL CDBG BUDGET: \$ 5,503,386 \$ 4,761,838

HOME

HOME Entitlement Grant
HOME Prior Year Program Surplus
Rental Rehab Program Income
TOTAL HOME Budget

	Amended Budget FY 2020	Budget FY 2021
\$ 1,455,440	\$ 1,609,365	
\$ 250,000	\$ 65,000	
\$ -	\$ -	
\$ 1,705,440	\$ 1,674,365	

Project Name

Subrecipient

FY 2020 **FY 2021**

Blackwell	PH	\$ -	\$ 300,000
Carver Affordable Homeownership	PH	\$ 60,000	

Center Creek Homes	CCH	\$	60,000
Citywide Owner Occupied Home Repair	PH	\$ 100,000	
Community Housing Empowerment NIB DPA	H.O.M.E., Inc.	\$ 300,000	\$ 300,400
The Heights at Brady Square	Dakota	\$	\$ 300,000
HP Affordable Homeownership	PH	\$	\$ 50,000
HP Affordable Homeownership	Habitat	\$	\$ 50,000
HOME Program Administration	HCD	\$ 80,000	\$ 110,000
Matthews At Chestnut Hill	SCDHC	\$ 410,000	\$ 150,000
Revitalizing Blighted Properties	Habitat	\$ 270,000	\$ 153,965
Affordable Housing Program (Pilot)	Habitat	\$ 90,000	
Southern Barton Heights NIB -PH	PH	\$ 100,000	
SBH Gateway Revitalization	PH	\$ 115,440	
The Hollands	SCDHC	\$ 180,000	\$ 200,000
TOTAL HOME BUDGET:		\$ 1,705,440	\$ 1,674,365

EMERGENCY SOLUTIONS GRANT

ESG Entitlement Grant
 ESG Prior Year Program Surplus
TOTAL ESG Budget

	Amended Budget FY 2020	Budget FY 2021
	\$ 376,954	\$ 392,068
	\$ -	\$ -
	\$ 376,954	\$ 392,068

Project Name

Subrecipient

FY 2020

FY 2021

Project Name	Subrecipient	FY 2020	FY 2021
Rapid Re-Housing Program and Emergency Shelter	HFF	\$ 60,000	\$ 75,000
ESG Program & Finance Administration	HCD	\$ 19,454	\$ 19,454
Shelter & Case Management	CARITAS	\$ 55,000	\$ 55,000
Homeward Community Information System (HMIS)	Homeward	\$ 7,500	\$ 8,000

Rapid Re-housing	YWCA	\$	65,000	\$	65,000
Short Term Shelter and Rapid Re-housing	HomeAgain	\$	170,000	\$	169,614
TOTAL ESG BUDGET:		\$	376,954	\$	392,068

HOPWA

HOPWA Entitlement Grant
HOPWA Prior Year Program Surplus
TOTAL HOPWA Budget

	Amended Budget FY 2020	Budget FY 2021
\$	1,186,209	\$ 1,336,130
\$	-	\$ 60,000
\$	1,186,209	\$ 1,396,130

Project Name

Subrecipient

FY 2020 FY 2020

Housing Assistance Program	Serenity, Inc.	\$	163,000	\$	196,315
HOPWA CIS	Homeward	\$	20,000	\$	20,000
HOPWA Greater Richmond	CCC	\$	715,209	\$	823,000
HOPWA Program & Finance Administration	HCD	\$	33,000	\$	40,083
Stratford House	VSH	\$	255,000	\$	316,732
TOTAL HOPWA BUDGET:		\$	1,186,209	\$	1,396,130

Grant Total

\$ 8,771,989 \$ 8,224,401

ATTACHMENT B

Key to Agency Abbreviations

<u>Abbreviation</u>	<u>Agency Name</u>
ARC	The Greater Richmond ARC
BHC	Better Housing Coalition
CARITAS	CARITAS/The Healing Place
CCC	Commonwealth Catholic Charities
CCH	Center Creek Homes
Dakota	Dakota Partners/BR Owner, LLC
DED	Dept. of Economic Development
DPDR	Dept. of Planning & Development Review
Enrichmond	Enrichmond Foundation
Fan Free	Fan Free Clinic
Finance	Dept. of Finance
Habitat	Richmond Metropolitan Habitat for Humanity
HCD	Dept. of Housing & Community Development
HHF	Housing Families First
H.O.M.E., Inc.	Housing Opportunities Made Equal, Inc.
MBL	Metropolitan Business League
NWTII	New Warwick Townhomes II, LLC
OCWB	Office of Community Wealth Building
OMBD	Office of Minority Business Development
PH	project:Homes (formerly ElderHomes Corp.)
PlanRVA	Richmond Regional Planning District Commission
Rebuilding Together	Rebuilding Together Richmond
RBHA	Richmond Behavioral Health Authority
RDSS	Richmond Dept. of Social Services
RCHD	Richmond City Health District (Dept. of Public Health)
RRHA	Richmond Redevelopment & Housing Authority
Serenity	Serenity, Inc
SCDHC	Southside Community Development & Housing Corporation
SJV	St. Joseph's Villa
Trinity	Trinity Village Center
VSH	Virginia Supportive Housing
YWCA	YWCA of Richmond

ATTACHMENT C

City of Richmond, Virginia



Program Year 2020

CONSOLIDATED ANNUAL ACTION PLAN

Department of Housing and Community Development

June 8, 2020

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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The Annual Action Plan outlines the City of Richmond housing, economic and community development initiatives in Fiscal Year 2020 (July 1, 2020 – June 30, 2021) to enhance and maintain neighborhoods and commercial corridors while enriching the lives of residents. The City will work to address the issue of homelessness for persons experiencing homelessness or at risk of becoming homeless, including persons with AIDS. As in prior planning years, the City will continue its community development efforts and initiatives to end homelessness in partnership with local non-profits, state government, and quasi-governmental organizations.

A significant portion of the Community Development Block Grant (CDBG) and the HOME Investment Partnerships (HOME) funds will be used to improve and preserve existing housing stock, to create new housing, and to increase homeownership opportunities. Housing and Community Development programs will continue in Bellemeade, Blackwell, North Highland Park, Oak Grove, East End, Southern Barton Heights, and Swansboro neighborhoods, as the City revises and updates its approach in the aforementioned Neighborhoods in Bloom areas.

Funds are budgeted to assist low- and moderate-income homeowners with home maintenance repairs and substantial renovations to maintain safety, increase energy efficiency, and achieve greater functionality in older houses. These programs provide significant benefit to disabled and elderly homeowners. In addition to these investments in preserving Richmond's existing housing stock, the City is budgeting program funds to counsel and assist persons displaced or at risk of being displaced because of unsafe conditions discovered through City code enforcement activities.

The City will also provide funding for housing counseling and fair housing assistance programs. In October 2019, the City launched an Eviction Diversion program, the first of its kind in Virginia. The eviction diversion program helps tenants avoid an eviction through a one-time payment, provides education and information on tenant rights and ensures that landlords get the back rent they are owed by way of a payment plan.

In 2020, the Affordable Housing Trust Fund (AHTF) application grant cycle was once again combined with the CDBG, HOME, Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) funding application grant cycle. The Affordable Housing Trust Fund is distributed in two pools: Affordable Housing Trust Fund Development funds and Affordable Housing Trust Fund Housing Services funds. Richmond City Council passed a resolution in 2013 to fund the AHTF \$1 million dollars

annually. Although funding has not always met that level, seventeen (17) projects were funded this fiscal year.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City will continue to make significant investments in the housing stock through the Neighborhoods in Bloom (NiB) program, new construction, rehabilitation of vacant properties, rehabilitation of rental units, and owner-occupied rehabilitation projects, as well as through Citywide housing investments. Last fiscal year, the City revised the NiB target areas to add North Highland Park and Oak Grove neighborhoods.

CDBG resources are also used to revitalize commercial corridors and gateways. City leaders are committed to supporting local businesses and gateway commercial areas in order to protect and encourage job growth and economic activity. The City will continue to implement loan programs tailored to small, minority- and women-owned businesses, contractors, and gap financing for affordable housing development to stimulate the local economy. These programs include the CARE Program, Enterprise Zone Program, Citywide Revolving Loan Program, Section 108 Loan Program, and Micro-Enterprise Loan Program.

In sum, the City will utilize its CDBG and HOME funds to:

- Increase the number of affordable housing units, for homeownership and rental, for low- and moderate-income residents.
- Provide rehabilitation assistance to homeowners for repairs and substantial rehabilitation when necessary
- Revise the NiB program, as necessary to target areas in need of concentrated public investment to reduce blight, crime, and stimulate private investment.
- Dedicate funds to ensure fair housing, provide housing counseling, down payment assistance, and financial literacy activities.
- Provide public services to support job training and placement, education, counseling and provide services that positively impact the health and welfare of families throughout the City.
- Provide funds for critical homeowner-occupied rehabilitation.
- Provide funds for special needs population such as youth, who will age out of the foster care system, by providing needed life skills to become independent, productive and prosperous adults.

The City will use Emergency Solutions Grant (ESG) funds in coordination with the Continuum of Care (CoC) to help support rapid re-housing services, permanent supportive housing, emergency shelter operations, and homelessness prevention services, and to help cover operational expenses for homeless service providers.

The City will use Housing Opportunities for Persons with AIDS (HOPWA) funding to support long-term rental assistance; short-term rental, mortgage and utility assistance (STRMU); Permanent Housing Placement (PHP); and HIV/AIDS client support services; as well as to provide operating funds for housing facilities, and a resource identification and client management system.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The housing market in 2019 continued to experience strong growth in both volume and price. The City continued to invest federal dollars in NiB neighborhoods through new construction of homeowner housing and rental housing, rehabilitation, down payment assistance, and owner-occupied repair projects. These efforts by the City helped expand the supply of decent affordable housing. In March of 2020, the City, along with the rest of the world, began feeling the effects of the advancing COVID-19 virus and the evolving changes to human behavior and the economy.

The City dedicated 67% of its total CDBG allocation, or \$3.7 million dollars to housing and neighborhood revitalization activities. HOME funds in the amount of \$1.6 million dollars were targeted to housing and homeownership activities during Fiscal Year 2019-20.

The City has worked to increase home ownership and neighborhood stability through new single family construction on vacant lots, rehabilitation and sale of vacant houses, and rehabilitation assistance to owner-occupied housing for low- and moderate-income households. To help ensure affordability, CDBG and HOME funds were used for down payment and principal reduction assistance.

As of March 2020, the City completed the construction of 28 new houses, and the rehabilitation of 40 units for LMI households. The City also provided 34 down payment assistance grants to both low- and moderate-income first time homebuyers. Richmond Redevelopment and Housing Authority (RRHA) with its developer CPDC completed a 72-unit low income Rental Assistance Demonstration (RAD) project using CDBG funds in Jackson Ward. The City used CDBG program funds to help support a systematic code enforcement initiative resulting in 2,086 inspections and citations, support housing counseling and fair housing education programs to 1,271 clients.

Throughout Fiscal Year 2019-20, \$376,954 dollars of Emergency Solutions Grant (ESG) funds continued to support rapid re-housing services, emergency homeless shelters, and other specialized services to homeless individuals. As of March 2020, 1,839 homeless individuals received emergency overnight

shelter from ESG-funded service providers. Area homeless service providers matched their ESG allocations with funds provided by Virginia Homeless Solutions Program (VHSP), United Way of Greater Richmond, individual donors and corporate funding.

To further address the needs of persons with HIV or AIDS, the City allocated HOPWA funds to four HIV/AIDS service organizations throughout the Richmond-Petersburg MSA. HOPWA funds allocated to these agencies totaled \$1,186,209 dollars, including \$33,000 dollars for administration in Fiscal Year 2019-20. Agencies provided case management, short-term rent, mortgage, utility assistance; permanent housing placement (PHP), long-term rental assistance and first month's rent assistance. As of March 2020, approximately 298 qualifying individuals received the above HOPWA assistance.

Overall the City met or exceeded its goals in Fiscal Year 2019-20.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

In the course of the 2019-2020 program year, HCD renewed efforts to build community relationships that will result in more consistent outreach, transparency, and communication with the public by emphasizing the opportunities for consultation throughout the year: helping determine how annual funds are spent in support of the goals and priorities of the Five-Year Consolidated Plan, reviewing performance in the published CAPER, and playing a role in setting goals and priorities for the next Consolidated Plan. In March 2020, prohibitions on public gathering and social distancing standards mandated by the advancement of the COVID-19 virus required changes to the Public Participation and Consultation processes.

HCD held three public hearings and offered presentations at a number of public meetings for the FY2020-21 Annual Action Plan. These hearings offered opportunities for residents to learn about the goals, priorities, and performance of the HUD entitlement-funded programs, and with the publication of the draft Annual Plan, an opportunity to review the document and provide input and ask questions in person or in writing during a 30-Day Comment Period, as advertised in local newspapers and on the City's website.

The City held the first of three public hearings on November 14, 2019. Two meetings on this date, one in the morning and one in the early evening, offered applicants information on the application processes for the federal entitlement grant funds. Forty (40) persons representing thirty-two (32) sub-recipients and nonprofits in the City attended the meeting.

Due to COVID-19 social distancing requirements, HCD could not hold the second in-person public hearing as originally planned. HCD hosted a video conference public hearing on Tuesday, May 26, 2020 at 2:00pm. During the 30-day comment period, copies of the plan were available for public review on

request via e-mail or USPS delivery. Richmond City Council held its public hearing on Monday, June 22, 2020 at 6:00 p.m. in City Council Chambers.

In addition to the three formal public hearings to discuss the Fiscal Year 2020-21 Annual Action Plan, the City also held four informational sessions citywide open to the public. The meetings were January 30, 2020, February 3, 2020, February 12, 2020, and February 13, 2020. On February 25, 2020, at the Peter Paul Development Center, HCD staff gave a presentation on the development of the Annual Action Plan and the HUD entitlement program and answered questions at the 7th District public meeting by invitation of the 7th District Councilmember. HCD staff reached out to twelve neighborhood associations located in the current NiB areas, offering to give an informational presentation about the Annual Action Plan at a regular meeting of each group. HCD heard back from four, resulting in two scheduled meetings, one of which was cancelled by the group president. HCD staff met with the Hull Street/Midlothian Civic Association in the Swansboro West NiB area on the evening of March 2, 2020. The City also consulted with the Director of the Sacred Heart Center in South Richmond and the Richmond Office of Multicultural Affairs to talk about ways to increase the effectiveness of outreach to the Latin American community.

The City consulted with various groups that advocate for minority and special needs populations while developing the Five Year Plan (2016-2020). A complete listing of the advocacy groups involved is featured in that document. HCD staff gave a presentation on the Action Plan and HUD entitlement program and answered questions at the January 22, 2020, meeting of the Richmond Community Development Alliance to 19 persons representing 15 housing, housing services, and homeless services organizations, and at the January 27, 2020, meeting of the Continuum of Care to an audience of 30 people representing 18 homeless services organizations.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Many of the comments offered stated a desire for HCD to improve outreach and communication and to expand citizen engagement in decision-making, along with suggestions for doing so: email distribution lists, improved city website and social media presence, local radio outreach, establishing a community-level advisory board, a citizen panel representing Richmond civic groups citywide. Commenters asked that HCD pursue a planning process that is fully collaborative, with grantees and residents as equal stakeholders. Community members were concerned that new mixed-income and affordable housing be truly affordable and of good quality.

There were also requests for shifts in funding priorities: address infrastructure needs in Southside Richmond; reduce spending on public services; let Public Housing funding address de-concentration of poverty; increase support for street outreach work as an effective approach to reduce homelessness; support long-term affordability with new multifamily housing, deeds of trust or covenants, partnering

with a Community Land Trust; foster and fund grass-roots resident-led organizations to do work in their community, especially to engage in proactive outreach to "disconnected youth".

Commenters requested that funding be included for improved infrastructure, street outreach/intervention to reduce homelessness, creation and preservation of multifamily housing for 0-30% AMI, senior housing with long-term affordability restrictions, home repairs for elderly and low-income homeowners, a year round facility with some 150 no-barrier or low-barrier emergency shelter beds, an additional 300 units of permanent supportive housing, and resident-led organizations, especially with a focus on entrepreneurship/trade programs for youth/young adults, including disconnected youth and ex-offenders to address both poverty and crime.

6. Summary of comments or views not accepted and the reasons for not accepting them

The predominant criticism heard at our public meetings is that outreach and communication needs to be improved. HCD agrees to an extent and will implement measures to improve. Also, there is not a clear delineation in the public perception between how HCD attempts to use HUD entitlement funds to address a spectrum of housing, economic, and community needs, and the work of RRHA to address public housing. While there is cooperation and coordination among HCD, City Administration, and RRHA, HCD maintains that the entitlement funds can supplement, but not supplant, the work and funding of the public housing authority. Many of the Public Housing issues raised in the comments are beyond a scale that could be successfully addressed with the entitlement funds. HCD must ensure that these concerns are communicated to City Administration and to RRHA and that HCD continues to articulate effectively to the public the responsibilities and abilities of the respective parties. Additional detail is provided in Section 12.

7. Summary

As an entitlement community, the City of Richmond receives direct allocations from the U.S. Department of Housing and Urban Development (HUD) through Community Development Block Grant (CDBG) funds, HOME Investment Partnerships (HOME) funds, Emergency Solutions Grant (ESG) funds, and Housing Opportunities for Persons with AIDS (HOPWA) funds. As a recipient of these federal grant funds, the City of Richmond is required by HUD to develop an Annual Action Plan based on goals and objectives identified in the City's Consolidated Plan.

The Richmond housing market has continued to experience strong growth, along with sustained population and diverse economic vitality. As Richmond begins to feel the effects of the COVID-19 virus, the housing market and local economy is sure to experience change. HCD will work with its partners to actively respond to the evolving conditions as we continue our efforts to revitalize communities, and ensure long-term affordability. Furthermore, we will continue to invest in affordable housing new construction and rehabilitation of existing homes for low- and moderate-income households. The City of

Richmond is also committed to allocating federal funds for services for people experiencing or at risk of homelessness, including persons with HIV/AIDS.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	RICHMOND	
CDBG Administrator	RICHMOND	Department of Housing & Community Development
HOPWA Administrator	RICHMOND	Department of Housing & Community Development
HOME Administrator	RICHMOND	Department of Housing & Community Development
ESG Administrator	RICHMOND	Department of Housing & Community Development
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

Michelle B. Peters
 Deputy Director
 Department of Housing and Community Development
 1500 East Main Street, Suite 400, Richmond VA 23219-3571
 (804) 646-3975

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The consultation cycle for the Annual Action Plan began with the Notice of Funds Available, advertised in the local papers, and the Application Workshops, held on November 14, 2019. Richmond Housing and Community Development (HCD) staff offered one Workshop in the morning and a second Workshop in the early evening, at ADA-accessible locations, as are all our hosted meetings. The Application Workshops are targeted to a broad audience of diverse housing providers, providers of services to special needs populations, and the public. 40 attendees representing 32 organizations received information about the grant programs and the application process.

In addition to regular communication with our providers, ongoing consultation is achieved through HCD involvement and attendance at regular meetings of the Continuum of Care (CoC) as well as the Richmond Community Development Alliance (RCDA), a consortium of housing and housing services providers with members also representing the Continuum of Care. HCD staff gave a presentation on the Action Plan and HUD entitlement program and answered questions at the January 22, 2020, meeting of the Richmond Community Development Alliance to 19 persons representing 15 housing, housing services, and homeless services organizations, and at the January 27, 2020, meeting of the Continuum of Care to an audience of 30 people representing 18 homeless services organizations.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

While the Application Workshop presentations on the four federal grant programs and the application process were primarily instructional, the presentations to the RCDA and CoC purposefully emphasized the goals of consultation derived from HUD program requirements:

- To enhance coordination among the public and the providers and agencies
- To address the needs of persons experiencing homelessness and persons at risk of homelessness
- To determine how to allocate ESG funds, develop performance standards for and evaluate outcomes of ESG-funded projects and activities
- To develop funding, policies and procedures for operation and administration of HMIS

The presentations also stressed the importance of consultation continuing throughout the program cycle: the review of the drafted Annual Action Plan, the review of accomplishments in the CAPER, and participation in the upcoming development of the next Five-year Consolidated Plan.

The City partnership with the CoC agencies supports activities to reduce the number of persons in need of shelter by providing funding for case management to assist with the transition to permanent housing. The partnership supports provision of emergency shelter beds for homeless individuals and families by funding short-term transitional shelters. The City/CoC partnership provides assistance to youth who are experiencing or at risk of experiencing homelessness and to homeless individuals with substance abuse and mental health issues by funding behavioral health treatment programs. Coordinated with the City of Richmond and supported by CDBG funds, the Richmond Behavioral Health Authority plays a leading role in these efforts.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City of Richmond's departments of Housing and Community Development, Social Services, and Justice Services are active members of the Greater Richmond Continuum of Care (CoC). The CoC hosts quarterly meetings with more than 35 participating agencies representing homeless and housing service providers as well as supportive service providers from the public and private sectors. The CoC has also established a number of committees and workgroups for further planning and service coordination. Currently, the CoC has workgroups focusing on Coordinated Outreach for Chronically Homeless Individuals, SSI/SSDI outreach (SOAR), Veterans, Family & Children's Services, Coordinated Assessment, Funding Program Review and Ranking, and Performance Measurement. HCD staff are represented on the Ranking and Performance committees. A program manager from the Dept. of Social Services serves on the Continuum of Care board.

The City of Richmond participates in coordinated planning and service provision as described above. The Project Development Manager for the City of Richmond HCD has presented information on City activities and funding at the March Ranking subcommittee meeting. The CoC's collaborative applicant (lead agency) participates in City of Richmond planning efforts on affordable housing and regularly presents information on the CoC to the City Council's Education and Human Services Committee.

The City uses its Affordable Housing Trust Fund to fill in gaps in the range of homeless services that were previously not covered in addressing the needs of the City homeless population. A number of homelessness projects are funded through the AHTF. These projects include St. Joseph's Villa's Youth Homeless Outreach project, Commonwealth Catholic Charities' (CCC) Housing Location Services project, HomeAgain's Comprehensive Homeless Services Emergency Shelter and RRH, RBHA's Substance Use Disorder Peer Outreach Financial Assistance, and VSH's Homelink Supportive Services.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Richmond coordinates ESG fund allocation with the CoC funding ranking and review process. In partnership with the collaborative applicant for the CoC, the City hosted an education and input session on ESG funds where the shared goals of the CoC and the ESG program were discussed. The City coordinated the allocation of ESG funds with the CoC ranking and review committee again this year. HMIS reporting on the use of ESG funds is shared with ESG providers and is used to inform CoC policies and programming. ESG-funded providers participate in the CoC workgroups and committees and four ESG-funded agencies serve on the Greater Richmond Continuum of Care board.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Richmond Metropolitan Habitat for Humanity
	Agency/Group/Organization Type	Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	

Identify any Agency Types not consulted and provide rationale for not consulting

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Homeward	Homeward helps a coalition of agencies that provide homeless support services and an array of housing strategies to address Richmond's population of persons and families experiencing homelessness or at risk of homelessness. These strategies include homeless prevention counseling and direct financial assistance, emergency shelter, transitional housing, rapid re-housing, and permanent supportive housing. The City works with Homeward and the housing and service agencies toward the shared goal of assisting these Special Needs populations, including persons with HIV/AIDS, with the broader longterm goal of ending homelessness in Richmond, Virginia.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

As part of preparing for the 2020-2021 Action Plan, HCD renewed efforts to build community relationships that will result in more consistent outreach, transparency, and communication with the public by emphasizing the opportunities for consultation throughout the year: helping determine how annual funds are spent in support of the goals and priorities of the Five-Year Consolidated Plan, reviewing performance in the published CAPER, and playing a role in setting goals and priorities for the next Consolidated Plan.

HCD planned to hold three public hearings and offer presentations at a number of public meetings for the FY2020-21 Annual Action Plan. These hearings offer opportunities for residents to learn about and comment on the goals, priorities, and performance of the HUD entitlement-funded programs, and with the publication of the draft Annual Plan, an opportunity to review the document and provide input and ask questions in person or in writing during a 30-Day Comment Period, as advertised in local newspapers and on the City's website. In March 2020 prohibitions on public gathering and social distancing standards mandated by the advancement of the COVID-19 virus required changes to the Public Participation and Consultation processes, requiring changes to the conduct of public hearings, the means of providing access to information and materials, and the gathering of the comments themselves. HCD has amended its Citizen Participation plan for the duration of the COVID-19 disaster in compliance with the Commonwealth of Virginia's Emergency Declaration, Richmond City Council's Ordinance No. 2020-093 (included in the Appendix), and waivers offered by HUD.

The City held the first of its public hearings on November 14, 2019. Two meetings on this date, one in the morning and one in the early evening, offered applicants information on the application processes for the federal entitlement grant funds. Forty (40) persons representing thirty-two (32) sub-recipients and nonprofits in the City attended the meeting.

In addition to the formal public hearings to discuss the Fiscal Year 2020-21 Annual Action Plan, the City held four publicly noticed informational sessions in a variety of accessible locations within the City. The meetings held January 30, 2020, February 3, 2020, February 12, 2020, and February 13, 2020, were not well attended but nevertheless generated a number of comments. On February 25, 2020, HCD staff gave a presentation on the development of the Annual Action Plan and the HUD entitlement program and answered questions at the 7th District public meeting at the Peter Paul Development Center by invitation of the 7th District Councilmember. HCD staff also reached out to twelve

neighborhood associations located in the current NiB areas, offering to give an informational presentation about the Annual Action Plan at a regular meeting of each group. HCD heard back from four, resulting in two scheduled meetings, one of which was cancelled by the group president. HCD staff met with the Hull Street/Midlothian Civic Association in the Swansboro West NiB area on the evening of March 2, 2020. The City also consulted with the director of the Sacred Heart Center in South Richmond and the Richmond Office of Multicultural Affairs to talk about ways to increase the effectiveness of outreach to the Latin American community.

The formal solicitation of public comment was advertised the week of May 4, 2020, and ran from May 7 through June 6, 2020. HCD hosted a virtual public meeting on May 26, 2020. Richmond City Council held a public hearing on June 8, 2020. The City made copies of the draft Annual Action Plan available on the City website and upon request by email or USPS for the duration of the public comment period as an opportunity for citizen review and input.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Non-targeted/broad community	Two meetings offered on November 14, 2019, one at 10am at the Main Library meeting room, the other at 6pm at the Police Academy auditorium where HCD staff offered attendees information on the application processes for the federal entitlement grant funds. Forty (40) persons representing thirty-two (32) sub-recipients and nonprofits in the City attended the meeting.	The attendees offered no comments on the application process.	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	See text of Citizen Participation Comments Attachment	See text of Citizen Participation Comments Attachment	See text of Citizen Participation Comments Attachment	
3	Public Meeting	Minorities Non-targeted/broad community	On February 25, 2020, Staff gave a presentation on HUD entitlement programs, the Consolidated Plan, and public participation processes at a public meeting hosted by the 7th District Councilmember in the East End. Some 25 persons were in attendance.	See text of Citizen Participation Comments Attachment	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Neighborhood Association Meeting	Minorities Residents of NIB Areas	See text of Citizen Participation Attachment	See text of Citizen Participation Attachment	None	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The proposed Fiscal Year 2020-2021 budget is the funding allocation based on the four federal funds: CDBG, HOME, ESG, and HOPWA. The

funding for each of the four categories for the Fiscal Year 2020-2021 Annual Action Plan is as follows:

- CDBG-\$4,761,838, which includes \$200,000 of prior year surplus
- HOME-\$1,674,365, which includes \$65,000 of prior year surplus
- ESG-\$392,068
- HOPWA-\$1,396,130, which includes \$60,000 of prior year surplus

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	4,561,838	0	200,000	4,761,838	Provide home ownership through sales and lease-purchase by rehabilitating existing vacant homes and new construction. Provide down payment assistance to low- and moderate-income (LMI) households. Provide rehabilitation to existing owner-occupied housing of LMI residents. Provide job opportunities through economic development and public services to low-mod households. General grant administration for CDBG, HOME, ESG, and HOPWA programs.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,609,365	0	65,000	1,674,365	Provide home ownership through sales and lease-purchase by rehabilitating existing vacant homes and new construction. Provide down-payment assistance to LMI households. Provide rehabilitation to existing owner-occupied housing of LMI residents. General grant administration for HOME program.
						1,674,365	Expected Amount Available Remainder of ConPlan \$

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA	1,336,130	0	60,000	1,396,130	1,396,130	Provide housing assistance through the use of permanent housing facilities, TBRA, STRMU, and case management to LMI households with HIV/AIDS. General program administration for HOPWA program.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	392,068	0	0	392,068	Provide overnight shelter, rapid re-housing assistance, and financial assistance for homelessness prevention. Data collection. General grant administration for ESG program.	
Continuum of Care	public - federal	Rental Assistance Services	150,000	0	0	150,000	VSH will leverage existing resources allocated to the community to serve the target population.	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
General Fund	public - local	Acquisition Admin and Planning Economic Development Financial Assistance Homebuyer assistance Housing New construction for ownership Public Services Services	810,100	0	0	810,100	0	Sub-recipients will use general fund money for match and leverage to complete projects.
Supportive Housing Program	public - federal	Permanent housing in facilities	0	0	0	0	0	Sub-recipients will use supportive housing program funds to support facility based housing for people with HIV/AIDS.

Other	private	Acquisition Admin and Planning Homebuyer assistance Housing New construction for ownership Overnight shelter Permanent housing in facilities Permanent housing placement Rapid re- housing (rental assistance) Rental Assistance Services Short term or transitional housing facilities STRMU Supportive services	508,602	0	0	508,602	0	Sub-recipients will use private funds to match and leverage to complete projects.
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Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
		TBRA Transitional housing						
Other	private	Financial Assistance Overnight shelter Permanent housing placement Rapid re-housing (rental assistance) STRMU Supportive services	392,068	0	0	392,068	0	Sub-recipients will use ESG match to provide financial assistance, overnight shelter, rapid rehousing, and data collection.
Other	public - state	Homebuyer assistance Homeowner rehab STRMU Supportive services	1,128,200	0	0	1,128,200	0	Sub-recipients will use state matching funds for owner-occupied housing rehab and housing counseling services.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City will meet its federal match requirements through a combination of private matching resources, other federal grants, and state and local government funding. The City will leverage general funds, continuum of care funds, ESG match funds, private funds, and state funds to meet the needs of the CDBG, HOME, HOPWA, and ESG programs.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A

Discussion

The City of Richmond was pleased to receive increases in each of the four entitlement grant amounts for the Annual Action Plan 2020-2021 Program Year. The CDBG funding allocation rose by \$99,807 to which the city is adding \$200,000 of prior year surplus. The HOME allocation rose by \$153,925, to which the city is adding \$65,000 of prior year surplus. The ESG funding allocation rose by \$15,114 and the HOPWA funding allocation was increased by \$149,921, with an additional supplement of \$60,000 from prior year surplus.

The City will continue its careful management of these entitlement funds, working with additional funding sources such as state funds, general funds, and privately sourced funds to maintain a high service level. The City has the good fortune to partner with seasoned agencies and providers who work with staff to leverage enough resources to address the housing, social service, and community development needs of the community.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve current housing stock	2016	2020	Affordable Housing	Hull Street - Lower Corridor Brookland Park Boulevard Corridor Hull Street - Swansboro Corridor Jefferson Davis - Blackwell Corridor Jefferson Davis - Bellemeade Corridor Citywide	Creating sustainable neighborhoods Improving health outcomes in the city	CDBG: \$1,520,391 HOME: \$153,965 General Fund: \$307,000 Private: \$100,000 State of Virginia: \$100,000	Public service activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 60 Households Assisted Rental units rehabilitated: 145 Household Housing Unit Homeowner Housing Rehabilitated: 92 Household Housing Unit Other: 150 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	De-concentrate public housing	2016	2020	Public Housing	Citywide	Creating sustainable neighborhoods Reducing poverty & enhancing economic opportunity	CDBG: \$0	Other: 0
3	Reduce neighborhood blight	2016	2020	Affordable Housing Non-Housing Community Development	Citywide	Creating sustainable neighborhoods	CDBG: \$0	Housing Code Enforcement/Foreclosed Property Care: 0 Household Housing Unit
4	Business development and job creation	2016	2020	Non-Housing Community Development	Citywide	Creating sustainable neighborhoods Reducing poverty & enhancing economic opportunity	CDBG: \$1,124,447 General Fund: \$218,600 State of Virginia: \$5,000	Public service activities other than Low/Moderate Income Housing Benefit: 15 Persons Assisted Jobs created/retained: 160 Businesses assisted: 113 Businesses Assisted

5	Increase homeownership	2016	2020	Affordable Housing	Hull Street - Lower Corridor East End - Nine Mile Road Corridor East End - Eastview Corridor Brookland Park Boulevard Corridor Broad Street Downtown Corridor Hull Street - Swansboro Corridor Jefferson Davis - Blackwell Corridor Jefferson Davis - Bellemeade Corridor Highland Park Southern Tip	Creating sustainable neighborhoods Managing grant funds efficiently and effectively	CDBG: \$1,852,000 HOME: \$1,220,400 General Fund: \$222,000 Private: \$310,000 State of Virginia: \$350,000	Public service activities for Low/Moderate Income Housing Benefit: 2600 Households Assisted Homeowner Housing Added: 40 Household Housing Unit Direct Financial Assistance to Homebuyers: 45 Households Assisted Other: 2 Other
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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Fair housing	2016	2020	Affordable Housing	Corridor North Jackson Ward Corridor Citywide Carver - Newtowne West Corridor Church Hill - Central Corridor Citywide	Creating sustainable neighborhoods	CDBG: \$40,000	Public service activities other than Low/Moderate Income Housing Benefit: 300 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Assist Special Needs population	2016	2020	Homeless Non-Homeless Special Needs	Citywide Richmond MSA	Addressing housing needs of Special Needs pop Ending homelessness Managing grant funds efficiently and effectively Reducing poverty & enhancing economic opportunity	CDBG: \$225,000 HOPWA: \$1,396,130 ESG: \$392,068 Continuum of Care: \$150,000 General Fund: \$62,500 ESG Match: \$392,068 Private: \$98,602 State of Virginia: \$173,200	Public service activities other than Low/Moderate Income Housing Benefit: 30 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 125 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 505 Households Assisted Homeless Person Overnight Shelter: 1325 Persons Assisted Homelessness Prevention: 530 Persons Assisted HIV/AIDS Housing Operations: 274 Household Housing Unit Other: 2 Other
8	Add to affordable rental housing stock	2016	2020	Affordable Housing Public Housing Homeless	Jefferson Davis - Bellemeade Corridor	Increasing the supply of affordable rental housing	HOME: \$300,000 State of Virginia: \$500,000	Rental units constructed: 66 Household Housing Unit

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Improve current housing stock
	Goal Description	Richmond has an older housing stock, much of it more than 50 years old. Maintaining housing in good condition can sometimes be problematic, particularly for the elderly. The City assists with repair of major structural elements, such as roofs and plumbing, to keep housing livable.
2	Goal Name	De-concentrate public housing
	Goal Description	Public housing is a critically important part of Richmond's housing market. However, its concentration in limited areas of the City reduces economic opportunities available to residents and places a heavy burden on the services and facilities that support it. The City and the Richmond Redevelopment and Housing Authority seek to more fully integrate public housing into the larger community while simultaneously upgrading and modernizing the housing stock.
3	Goal Name	Reduce neighborhood blight
	Goal Description	There are a significant number of vacant and boarded buildings in the city. Many of these buildings are blighting influences on adjacent properties. The City is aggressively pursuing options to encourage action on these properties, preferably reinvestment to maintain the neighborhood fabric and housing choices.
4	Goal Name	Business development and job creation
	Goal Description	The City provides tools and incentives to encourage business growth and new business formation. Incentives include market analysis, façade improvements, rehabilitation loans, and access to business capital. Growing businesses and job retention and creation are key elements of the City's anti-poverty strategy.
5	Goal Name	Increase homeownership
	Goal Description	The City seeks to have a balance of affordable rental and homeownership opportunities within its neighborhoods. It encourages mixed-income neighborhoods as means to provide opportunities for all and reduce economic isolation of any of its residents. A full range of residential options is believed to be key to sustaining attractive viable neighborhoods.

6	Goal Name	Fair housing
	Goal Description	Richmond has been using the updated Analysis of Impediments to Fair Housing, 2017-2020, completed under the City's Voluntary Agreement with HUD, as the guide to recognizing and addressing fair housing impediments in the City. The City has recently entered a partnership with neighboring jurisdictions to develop and publish a regional Assessment of Fair Housing.
7	Goal Name	Assist Special Needs population
	Goal Description	The City will provide supportive services for persons experiencing, or at risk of experiencing, homelessness, persons living with HIV/AIDS, and Special Needs populations. These services include case management, counseling, financial assistance with housing, emergency shelter, transitional housing, rapid re-housing, and permanent supportive housing.
8	Goal Name	Add to affordable rental housing stock
	Goal Description	Data supports the need for quality affordable rental housing in the city. The City will strongly encourage the rehabilitation and maintenance of its existing rental stock. In addition, it will support the addition of new rental housing, particularly which can serve households in the 0% to 50% of median family income range.

Projects

AP-35 Projects – 91.220(d)

Introduction

There are 42 projects funded by the federal CDBG, HOME, ESG, and HOPWA programs in FY 2020-2021. The CDBG program funding is \$4,761,838 (including \$200,000 carryover). The HOME program funding is \$1,674,365 (including \$65,000 carryover). The ESG program funding is \$392,068. The HOPWA program funding is \$1,396,130 (including \$60,000 carryover).

Projects

#	Project Name
1	Church Hill Affordable Ownership
2	Citywide Critical Home Repair
3	Citywide Owner Occupied Home Repair
4	Exterior Homes Repair
5	The Hollands
6	Keystone Program Citywide DPA
7	Matthews at Chestnut Hill
8	NiB Area Housing Code Enforcement
9	North Oak
10	Pathways to Independence
11	Rebuilding Together Year Round
12	Section 108 2012 Loan Repayment
13	Metropolitan Business League Programs
14	Neighborhood Economic Development
15	Block Grant and Finance Administration
16	Fair Housing Support and Outreach
17	Historic Review
18	Neighborhood Planning
19	Cyber Security Workforce
20	Housing Code Enforcement and Counseling
21	Housing Information and Counseling
22	Lead Safe and Healthy Homes Outreach Support
23	Positive Paths
24	Residential Support for Homeless Families
25	Blackwell
26	Center Creek Homes

#	Project Name
27	Community Housing Empowerment NiB DPA
28	The Heights at Brady Square
29	HP Affordable Homeownership - Habitat
30	HP Affordable Homeownership - PH
31	HOME Program Administration
32	ESG20 Richmond
33	Housing Assistance Program
34	HOPWA CIS
35	HOPWA Greater Richmond
36	HOPWA Program and Finance Administration
37	Stratford House
38	Revitalizing Blighted Properties

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Funding is based on completing existing open projects in order to meet a national objective as well as priorities outlined in the Consolidated Plan.

AP-38 Project Summary
Project Summary Information

**Annual Action Plan
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1	Project Name	Church Hill Affordable Ownership
	Target Area	East End - Eastview Corridor
	Goals Supported	Increase homeownership
	Needs Addressed	Creating sustainable neighborhoods
	Funding	CDBG: \$197,000
	Description	Project:HOMES (PH) will use the CDBG funds to construct two houses on vacant parcels at 1207 North 19th Street and 1409 Mechanicsville Turnpike for sale to new homeowners at or below 80% AMI and to purchase two additional parcels for the construction of new houses in a future budget cycle. This effort will further the revitalization of the Church Hill neighborhood through the production of quality affordable housing.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	2 households at or below 80% AMI will become homeowners
	Location Description	1200-block of North 19th Street and 1400-block of Mechanicsville Turnpike in the Eastview/Church Hill Neighborhoods in Bloom area
Planned Activities	Construct, market, and sell two new houses to new homeowners at or below 80% AMI, acquire two additional nearby parcels for future house construction.	
2	Project Name	Citywide Critical Home Repair
	Target Area	Citywide
	Goals Supported	Improve current housing stock
	Needs Addressed	Creating sustainable neighborhoods
	Funding	CDBG: \$557,391 State of Virginia: \$50,000

	Description	Project:HOMES (PH) will use the CDBG funds to provide Critical Home Repair assistance of up to \$7,000 to a minimum of fifty-five (55) low-income and very low-income homeowners throughout the City of Richmond. Critical home repairs will help eliminate the concentrations of blight by improving the structure and livability of the houses. An additional five (5) low-income homeowners will be identified from the Lead-Based Paint Hazard Control Grant in need of additional home repair services that will receive up to \$10,000 in critical home repairs. Critical repairs will be made to both the interior and exterior of the houses, with an emphasis on health and safety, correction of code violations, visible improvements, and improving the energy efficiency of each house.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	60 Richmond homeowners at or below 80% AMI
	Location Description	Citywide
	Planned Activities	Project:HOMES proposes making Critical Home Repair assistance of up to \$7,000 to a minimum of 55 low-income and very low-income homeowners throughout the City of Richmond, and assistance of up to \$10,000 for an additional five (5) households that are identified from the Lead-Based Paint Hazard Control grant.
3	Project Name	Citywide Owner Occupied Home Repair
	Target Area	Citywide
	Goals Supported	Improve current housing stock
	Needs Addressed	Creating sustainable neighborhoods
	Funding	CDBG: \$200,000 State of Virginia: \$50,000

	Description	Project:HOMES (PH) will use the CDBG funds to provide Critical Home Repair assistance of up to \$28,000 to minimum of eight (8) low- and very low-income, elderly and/or disabled households. The activities will take place in all eligible areas throughout the City of Richmond including the Neighborhood in Bloom (NIB) areas. Housing rehabilitation will help eliminate concentration of blight by improving the structure and livability of the houses. Long-term benefits to the surrounding neighborhoods include improved neighborhood appearance, stabilization of home values, correction of code-related and safety deficiencies, and retention of owner-occupied units. Repairs will be made to both the interior and exterior of the houses with an emphasis on visible improvements; correction of code and safety-related deficiencies; and improving the energy efficiency of each house.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	8 Richmond homeowners at or below 80% AMI who are elderly or disabled
	Location Description	Citywide
	Planned Activities	PH proposes making Critical Home Repair assistance of up to \$28,000 and providing home repair services to eight (8) low- and very low-income, elderly and/or disabled households.
4	Project Name	Exterior Homes Repair
	Target Area	Jefferson Davis - Blackwell Corridor Jefferson Davis - Bellemeade Corridor Citywide
	Goals Supported	Improve current housing stock
	Needs Addressed	Creating sustainable neighborhoods
	Funding	CDBG: \$130,000

	Description	Richmond Metropolitan Habitat for Humanity (RMHFH) will use the CDBG funds to focus on the revitalization of the Blackwell, Manchester, and Bellemeade neighborhoods through its Exterior Homes Repairs project, which will enable extremely low- to moderate-income homeowners (at or below 80% AMI), to make needed exterior home repairs and remove elements of blight from their properties. The homeowners will not be expected to repay the costs of the services received.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	6 Richmond homeowners at or below 80% AMI
	Location Description	Focus is on the Blackwell, Manchester, and Bellemeade neighborhoods but RMHFH will accept qualifying applications citywide
	Planned Activities	RMHFH will rehabilitate 6 owner-occupied houses focusing on the exterior repairs in the Blackwell, Manchester, and Bellemeade neighborhoods.
5	Project Name	The Hollands
	Target Area	Hull Street - Swansboro Corridor
	Goals Supported	Increase homeownership
	Needs Addressed	Creating sustainable neighborhoods
	Funding	CDBG: \$200,000 HOME: \$200,000
	Description	Southside Community Development and Housing Corporation (SCDHC) will use the HUD CDBG and HOME funds for the construction of the first 8 of 22 for-sale single-family attached townhouses on a 1.766-acre site in the Swansboro Neighborhood. SCDHC will build 8 EarthCraft certified townhouses, designed to revitalize an older urban area in its first phase of construction. In addition, potential homebuyers will receive homebuyers education and counseling in preparation for the homeownership opportunity in the Swansboro Community. The houses will be sold to individuals and families with household income at or below 80% of AMI.
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	8 qualifying homebuyers at or below 80% AMI
	Location Description	Swansboro NIB area
	Planned Activities	Provide site improvements consisting of public roadway, curb and gutter, sidewalks, street lighting, public water and wastewater service, storm sewer, lighting and landscaping improvements; construct 8 townhouses, market to and qualify 8 homeowners at or below 80% AMI, provide homebuyer education and counseling.
6	Project Name	Keystone Program Citywide DPA
	Target Area	Citywide
	Goals Supported	Increase homeownership
	Needs Addressed	Creating sustainable neighborhoods
	Funding	CDBG: \$280,000 State of Virginia: \$125,000
	Description	Housing Opportunities Made Equal of Virginia, Inc. (HOME, Inc.) will use CDBG funds to continue to offer the Keystone Program for first-time homebuyers, a program that helps families whose incomes are at or below 80% the area median income purchase their first home in the City of Richmond. The HOME, Inc. Keystone Program also provides intensive individual pre-purchase counseling, financial literacy and homebuyer group education, as well as financial assistance (downpayment and closing costs in the form of a forgivable loan). The program also provides for a full home inspection prior to closing.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	25 qualifying first-time homebuyers at or below 80% AMI
	Location Description	Citywide

	Planned Activities	Assist 25 individuals or households at or below 80% AMI to become homeowners through counseling and education (on the home buying process and responsible credit and money management), down payment and closing cost assistance (in the form of forgivable loans). Provide required full home inspections.
7	Project Name	Matthews at Chestnut Hill
	Target Area	Highland Park Southern Tip Corridor
	Goals Supported	Increase homeownership
	Needs Addressed	Creating sustainable neighborhoods
	Funding	CDBG: \$300,000 HOME: \$150,000
	Description	Southside Community Development and Housing Corporation (SCDHC) will use CDBG and HOME funds for the Phase IV final construction at the new subdivision known as Matthews at Chestnut Hill in the Highland Park neighborhood. Over this one year period, Phase IV construction will continue on eight (8) new EarthCraft single-family houses to be sold to first-time homebuyers, with household earnings at or below 80% of area median income. In addition, potential homebuyers will receive homeownership training and counseling in preparation for new homeownership opportunities in the Chestnut Hill Community. Downpayment and closing cost assistance will also be made available.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	8 qualifying homebuyers at or below 80% AMI
	Location Description	The Highland Park NiB area, 1600-block of Chestnut Park Lane
Planned Activities	Construct 8 townhouses, market to and qualify 8 homeowners at or below 80% AMI, provide homebuyer education and counseling.	
	Project Name	NiB Area Housing Code Enforcement

8	Target Area	Hull Street - Lower Corridor East End - Nine Mile Road Corridor East End - Eastview Corridor Brookland Park Boulevard Corridor Broad Street Downtown Corridor Hull Street - Swansboro Corridor Jefferson Davis - Blackwell Corridor Jefferson Davis - Bellemeade Corridor Highland Park Southern Tip Corridor North Jackson Ward Corridor Carver - Newtowne West Corridor Church Hill - Central Corridor
	Goals Supported	Business development and job creation
	Needs Addressed	Creating sustainable neighborhoods
	Funding	:
	Description	The Department of Planning and Development Review (DPDR) will use CDBG funds to support two Property Maintenance Enforcement Inspector positions. The inspectors will work within the Richmond Neighborhoods in Bloom (NIB) areas and CDBG-eligible target areas to identify and evaluate buildings and properties that are in violation of State and local codes and initiate code enforcement to address properties that are physically deteriorated/poorly maintained and in need of repair (structural, mechanical, electrical, plumbing, fire protection, etc.); abandoned and vacant and open to entry; unattended lots; properties in need of trash/garbage removal; tall or obstructive weeds/grass/bushes; and abandoned/junk/inoperative vehicles. The program will benefit not only the NIB and CDBG targeted areas but the entire City by removing blight, reducing crime, cleaning up properties, rehabilitating derelict/vacant properties and educating citizens.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Within the NiB and CDBG-eligible areas.

	Planned Activities	This program will cover the cost of two Property Maintenance Enforcement inspectors who will identify and address blighted and poorly maintained properties and initiate code enforcement through proactive sweeps and in response to citizen complaints within the NIB and CDBG-eligible target areas and surrounding neighborhoods.
9	Project Name	North Oak
	Target Area	Brookland Park Boulevard Corridor Citywide
	Goals Supported	Improve current housing stock
	Needs Addressed	Creating sustainable neighborhoods
	Funding	CDBG: \$282,000 Private: \$100,000
	Description	Better Housing Coalition (BHC) will repair/replace failing sanitary sewer and stormwater pipes at North Oak apartments, constructed in 1969, to improve conditions for the predominantly low- and very low-income residents.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Some 200 residents in 145 units, 80% of which are at or below 50% AMI
	Location Description	Apartment complex in 600-block of West Laburnum Street vicinity
	Planned Activities	Complete the assessment, solicit bids and complete repairs to/replacement of failing sanitary sewer and stormwater pipes at this apartment complex for low- and very low-income residents.
10	Project Name	Pathways to Independence
	Target Area	Citywide
	Goals Supported	Increase homeownership
	Needs Addressed	Creating sustainable neighborhoods
	Funding	CDBG: \$65,000 Private: \$60,000

	Description	Southside Community Development and Housing Corporation (SCDHC) will provide targeted and comprehensive financial, employment, and homebuyer counseling to people of color in low-income and public-assistance communities within Richmond in order to address the racial wealth gap and related health inequities. The counseling services will promote economic stability, asset building, and homeownership among individuals and families with low income or receiving public assistance. SCDHC counseling services will help clients identify and enhance their income-management skills through the development of budgets and debt management plans, including a savings plan that offers dollar-for-dollar matching to encourage wealth building.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	100 persons with low income or receiving public assistance will benefit from the counseling program.
	Location Description	Citywide
	Planned Activities	Provide information that equips clients with necessary tools to make informed long-term plans about housing, household sustaining income, financial stability, and educational opportunities. Assist with establishment/repair of credit and development of financial literacy as well as the skills and responsibilities for being a successful homeowner. Provide on-site rental counseling and credit workshops to residents of public housing and workshops for seniors.
11	Project Name	Rebuilding Together Year Round
	Target Area	Hull Street - Lower Corridor Hull Street - Swansboro Corridor Jefferson Davis - Blackwell Corridor Jefferson Davis - Bellemeade Corridor
	Goals Supported	Improve current housing stock
	Needs Addressed	Creating sustainable neighborhoods
	Funding	CDBG: \$178,000

	Description	Rebuilding Together of Richmond (RTR) will use CDBG funds to continue its year-round programming to assist up to 14 low-income homeowners whose houses need critical repairs. RTR will target low-income homeowners in need of repairs that can be done with their volunteer teams on National Rebuild Day. RTR plans to work in the Southside NiB areas of Oak Grove and Bellemeade as its focus in 2020-2021 and will allocate half of its CDBG funding to support projects in those communities.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Up to 14 low-income homeowners
	Location Description	Within the City's Southside (south of the James River) NiB areas.
	Planned Activities	Provide critical home repairs for up to 14 low-income households
12	Project Name	Section 108 2012 Loan Repayment
	Target Area	Citywide
	Goals Supported	Business development and job creation
	Needs Addressed	Creating sustainable neighborhoods
	Funding	CDBG: \$694,447
	Description	This project uses CDBG funds for the repayment of the 2012 Section 108 Guaranteed Loans made to the City of Richmond by the U.S. Department of Housing and Urban Development (HUD). The loan is guaranteed for 20 years at a variable interest rate (4.5% to 8.5%) and was earmarked for the rehabilitation of single-family homes and multi-family units and economic development in targeted areas of the City. The terms of the loan indicate that CDBG funds are to be used as repayment. Similar to the CDBG program, the citizens to be served are low and moderate income residents of the City as detailed in the Consolidated Plan. Funding of this proposal will enable the City to meet its debt obligations for loans made to rehabilitate its housing stock and provide safe affordable housing to its residents.
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Citywide
	Planned Activities	Repay principal and interest on Section 108 Guaranteed Loans as they become due during fiscal year.
13	Project Name	Metropolitan Business League Programs
	Target Area	Citywide
	Goals Supported	Business development and job creation
	Needs Addressed	Reducing poverty & enhancing economic opportunity
	Funding	CDBG: \$80,000 State of Virginia: \$5,000
	Description	The Metropolitan Business League (MBL) is a nonprofit, membership-based business association that aims to foster small business development. The mission of the MBL is to promote economic prosperity in Virginia through leadership, education, training and advocacy for small, women-owned and minority-owned businesses. The MBL advocates and promotes the economic growth and development of small, women-owned and minority businesses in Central Virginia by focusing on the expansion of business opportunities and alliances, capacity building and advocacy. This funding will allow the MBL to provide its members with quality programs to support entrepreneurial development and business incubation, business expansion, and marketing and business attraction.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	94 businesses will benefit from MBL programs and assistance.
	Location Description	Citywide

	Planned Activities	A 50% increase in membership registration and 30% increase in women owned business, will assist 45 businesses, benefitting 150 members. MBL will provide members with training and needed resources, increase workforce development and services and training, collect completed surveys after each member meeting, and review and implement changes in response to beneficial and constructive feedback, which will assist 45 businesses, benefitting 850 members. MBL will offer assistance to 15 persons in each of the Abilities and Veterans programs and pair 4 small construction businesses with general contractors.
14	Project Name	Neighborhood Economic Development
	Target Area	Citywide
	Goals Supported	Business development and job creation
	Needs Addressed	Creating sustainable neighborhoods
	Funding	CDBG: \$300,000 General Fund: \$200,000
	Description	This project is designed to enhance the economic vitality of neighborhood commercial corridors by rehabilitating dilapidated structures and reducing the vacancy rate through comprehensive revitalization assistance. It operates through a partnership among neighborhood merchants, the community of the Economic Development Authority (EDA), and the Department of Housing & Community Development (DHCD). The project implements the Commercial Area Revitalization Effort (CARE) Program and provides: market analysis, technical and financial assistance, rebates for interior, exterior, and security improvements; assistance in coordinating clean-up campaigns, the development of crime prevention strategies, new business recruitment efforts, and existing businesses expansion efforts. These dollars fund staff positions that provide direct assistance to the individual businesses, business start-ups, and to the business associations.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A
Location Description	Citywide	

	Planned Activities	Create/retain 160 jobs, facilitate 3 CARE loans and 60 CARE Rebates, attract 19 new businesses to locate in the City neighborhoods and provide technical assistance to 125 clients/potential clients. Offer 4 informational/educational seminars.
15	Project Name	Block Grant and Finance Administration
	Target Area	Citywide
	Goals Supported	Increase homeownership
	Needs Addressed	Managing grant funds efficiently and effectively
	Funding	CDBG: \$360,000 General Fund: \$100,000
	Description	This project provides funding for the general administration of the Community Development Block Grant program. It provides staff support to the City Chief Administrative Officer and City Council by developing the CDBG and HOME budgets. It also develops "The Consolidated Plan" (an annual comprehensive planning document) that is required by and submitted to the U.S. Department of Housing and Urban Development (HUD) 45 days prior to the start of the City fiscal year. Staff prepares an Annual Performance Report detailing how the organizations used these funds to meet the Plan goals and strategies. This project provides technical assistance to applicants, conducts pre-application workshops, processes the requests for funding, and conducts an extensive evaluation of each request for funding. All requests for funds are reviewed and ranked for consistency with two overall priorities in the Consolidated Plan (Housing Needs and Non-Housing Community Development needs). Once the program budgets are approved, staff conducts workshops, prepares contracts and item plans, which detail the objectives and ensure compliance through monitoring and review of the draw-down of all funds. The allocated entitlement funds will be used by the City Department of Finance to provide staff for accounting services essential for proper administration, monitoring, and disbursement of the CDBG, HOME and Section 108 Funds. This office provides continuous support to all subrecipients receiving these funds to ensure adequate financial management of their Federal funds and that they are in compliance with HUD regulations.
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Citywide
	Planned Activities	Provide technical assistance to CDBG and HOME sub-recipients to implement Consolidated Plan priorities and strategies. Complete CDBG and HOME training for all funded sub-recipients. Complete and obtain signatures on all FY 2020-2021 CDBG and HOME item plans and contracts. Monitor half of the sub-recipients at least once a year to ensure that funds are spent according to City, HUD, and federal regulations. Complete all Integrated Disbursement Information System (IDIS) tasks for project set up and end of year reporting. Initiate the annual plan & budget process for the use of HUD entitlement funds by 03/10/2020 as well as begin planning the Consolidated Plan process. As the sub-recipients continue their improvements to the Richmond Community, DHCD will continue to provide administration, monitoring, and disbursement of CDBG and HOME funds.
16	Project Name	Fair Housing Support and Outreach
	Target Area	Citywide
	Goals Supported	Fair housing
	Needs Addressed	Improving health outcomes in the city
	Funding	CDBG: \$40,000
	Description	Housing Opportunities Made Equal of Virginia, Inc. (HOME, Inc.) will use CDBG funds to provide fair housing outreach to residents of the City of Richmond, especially within African-American and Hispanic communities. The funding will ensure targeted residents are aware of their fair housing rights and know where to seek help. Through this funding, HOME, Inc. will (a) respond quickly and affirmatively to reports of housing discrimination in the area; (b) implement a fair housing ad campaign through social media ads and/or digital ads; (c) conduct face-to-face outreach at community fairs, events, or presentations targeting City of Richmond residents or those that serve City residents.
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	300 or more persons will receive information/assistance on Fair Housing issues
	Location Description	Citywide
	Planned Activities	HOME, Inc. will screen 100 calls, emails, and web inquiries for illegal housing discrimination and refer appropriately, educate 100 people who contact HOME, Inc. about fair housing rights and responsibilities, provide targeted outreach to 100 people at fairs, expos, conferences and coalition events regarding issues and rights under the fair housing law, and provide 8 outreach events to City residents who will receive information about HOME, Inc. services, general housing information and raise awareness about fair housing issues and rights under the fair housing law.
17	Project Name	Historic Review
	Target Area	Citywide
	Goals Supported	Improve current housing stock
	Needs Addressed	Creating sustainable neighborhoods
	Funding	CDBG: \$48,000 General Fund: \$57,000
	Description	The administration of the Section 106 Review process is a necessary function for the disbursement of funding from the U.S. Department of Housing and Urban Development (HUD) by the City of Richmond. This responsibility is delegated to the City by HUD Regulation 24 CFR Part 58.1, and is a requirement of the HUD contract with the City of Richmond. A significant portion of the cost for the program administration function is funded by this request. A Planner II, designated by the Planning and Preservation Division of the Department of Planning and Development Review (DPDR), with support and supervision by the Principal Planner for the Division, constitutes the project staff that will be responsible for the administration of all aspects of Section 106 review for the City of Richmond.
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Citywide
	Planned Activities	DPDR staff will review more than 150 undertakings where federal HUD funds are used, as required by federal law, to consider the potential effect of the undertaking on any historic properties present in the project area.
18	Project Name	Neighborhood Planning
	Target Area	Hull Street - Lower Corridor East End - Nine Mile Road Corridor East End - Eastview Corridor Brookland Park Boulevard Corridor Broad Street Downtown Corridor Hull Street - Swansboro Corridor Jefferson Davis - Blackwell Corridor Jefferson Davis - Bellemeade Corridor Highland Park Southern Tip Corridor North Jackson Ward Corridor Carver - Newtowne West Corridor Church Hill - Central Corridor
	Goals Supported	Increase homeownership
	Needs Addressed	Creating sustainable neighborhoods
	Funding	CDBG: \$250,000 General Fund: \$22,000
	Description	Neighborhood Planning staff implements the neighborhood revitalization efforts. Based on a corridor improvement strategy, the City uses its Neighborhoods in Bloom (NiB) program to increase households and reduce blight in areas that abut key corridors. The City also uses other funds such as NiB Capital Improvements funds to strengthen its targeted approach. This work is accomplished through strong partnerships with the community and nonprofit housing agencies.
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Within the City's Neighborhoods In Bloom areas.
	Planned Activities	Implement NiB in a manner supportive of corridor development and overall neighborhood revitalization through construction of new housing and rehabilitation of vacant structures. Address blight and place properties back into productive use. Marshal resources to improve/construct infrastructure as necessary to support infill housing construction.
19	Project Name	Cyber Security Workforce
	Target Area	Citywide
	Goals Supported	Business development and job creation
	Needs Addressed	Reducing poverty & enhancing economic opportunity
	Funding	CDBG: \$50,000 General Fund: \$18,600
	Description	The Cyber Security Project provides unemployed and under-employed employees of local and regional companies and city residents with the opportunity to gain access to cybersecurity training and educational resources. This Education Security Center environment will focus on delivering highly trained and qualified cybersecurity practitioners prepared to deliver 22nd-century information assurance and occupy cybersecurity positions with collaborating industry partners.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The program will give 15 unemployed and under-employed City residents at or below 50% AMI access to cybersecurity training and educational resources.
	Location Description	Citywide
Planned Activities	CDBG funds will be used to train and certify 15 trainees in a technical and structured on-the-job training program as well as to purchase program-related training materials and supplies in partnership with educational organizations and industry partners.	

20	Project Name	Housing Code Enforcement and Counseling
	Target Area	Citywide
	Goals Supported	Assist Special Needs population
	Needs Addressed	Ending homelessness
	Funding	CDBG: \$90,000 General Fund: \$22,500
	Description	The Housing Code Enforcement and Counseling Program is a citywide initiative designed to provide housing interventions and counseling to citizens of the City of Richmond (including NiB areas) who have been or are at risk of being displaced because of City code enforcement activities. The Richmond Department of Social Services (RDSS) will use CDBG funds to maintain one full-time Housing Counselor position and supportive interventions for families/individuals residing in housing units cited for code enforcement violations. The Housing Counselor will provide interventions to prevent homelessness (locate and provide temporary emergency housing) and to facilitate transition to safe and affordable housing for citizens of Richmond. Support of citywide interventions will be provided as needed. Additionally, the Housing Counselor will work with the Community Assisted Public Safety (CAPS) Team to facilitate and offer counseling and relocation assistance. RDSS proposes to serve two hundred (200) low-income City residents.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	200 low-income families/individuals (at or below 50% AMI) residing in Richmond will receive assistance in order to prevent homelessness as a result of code enforcement activities.
	Location Description	Citywide
Planned Activities	Provide immediate intervention to prevent homelessness for Richmond tenants at risk of displacement as a result of code enforcement activities, coordinate plans to prevent financial hardship for tenants who are displaced or at risk of being displaced as a result of code violations, conduct outreach and recruitment of additional resources and housing partners to increase housing opportunities and resources for displaced tenants.	
21	Project Name	Housing Information and Counseling
	Target Area	Citywide

Goals Supported	Increase homeownership
Needs Addressed	Creating sustainable neighborhoods
Funding	CDBG: \$200,000 State of Virginia: \$125,000
Description	Housing Opportunities Made Equal of Virginia, Inc. (HOME, Inc.) will assist low- to moderate-income families, to either obtain or maintain stable housing through an array of housing counseling and education services that include financial literacy education. Services include homebuyer education and pre-purchase counseling for potential homeowners; foreclosure prevention counseling and intervention services; money management and credit recovery classes for renters who wish to improve their money management skills and credit to either purchase a home or maintain the stable housing they have; tenant education through the Superior Tenant Classes held in the community and landlord-tenant information and referral services for families who are in dispute with their landlords, at risk for eviction or need help with relocation. Program staff also provide general housing information and assistance to the general public.
Target Date	6/30/2021
Estimate the number and type of families that will benefit from the proposed activities	2500 LMI individuals and families living in Richmond will benefit from housing education, counseling, foreclosure prevention and intervention, and referral services.
Location Description	Citywide
Planned Activities	Some 150 families and individuals from the City of Richmond will receive tenant education, 350 families from the City of Richmond will receive landlord-tenant information and referral services, 150 families from the region will receive foreclosure prevention and intervention services, 500 families from the region will be assessed for homeownership readiness through credit report analysis, 300 families will receive homeownership education and counseling, 200 families will receive credit repair education, and 1,000 City of Richmond families will receive general housing assistance through a variety of venues. 50,000 or more in the region will visit the HOME, Inc. website and receive a wide array of housing information.
Project Name	Lead Safe and Healthy Homes Outreach Support

22	Target Area	Citywide
	Goals Supported	Improve current housing stock
	Needs Addressed	Improving health outcomes in the city
	Funding	CDBG: \$125,000 General Fund: \$250,000
	Description	The Richmond City Health District (RCHD) will use CDBG funds to promote lead poisoning prevention through its Lead-Safe & Healthy Homes Initiative (LSHHI), enabling blood lead-level testing of 200 LMI uninsured/underinsured children under the age of 6 and pregnant women residing in the City of Richmond. LSHHI will also conduct blood lead testing surveillance and pre-qualify children under the age of 6 for HUD Lead-Based Paint Hazard Control (LBPHC) Grant Assistance, conduct LBPHC program client pre-application activity and provide lead case management. This grant assistance provides low-cost effective Healthy Homes intervention materials to help with interim hazard control or remediation to prevent or reduce the probability of illnesses and injuries that may stem from unsafe housing conditions. In addition, the CDBG funds will be used to expand the on-going outreach and education/training services related to lead exposure prevention, and other Healthy Homes topics, to medical providers, individuals, and community groups.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Public service screening of 200 LMI children and pregnant women at risk of lead poisoning and 60 LMI households will receive HUD Lead-Based Paint Hazard Control Grant assistance.
	Location Description	Citywide
	Planned Activities	Public service screening and testing for lead poisoning of uninsured/underinsured children and pregnant women, Lead-based Paint Hazard Control Grant assistance to mitigate lead in houses, outreach and education activities.
23	Project Name	Positive Paths
	Target Area	Citywide
	Goals Supported	Assist Special Needs population
	Needs Addressed	Reducing poverty & enhancing economic opportunity

	Funding	CDBG: \$35,000 Private: \$98,602
	Description	Trinity Village will use the CDBG allocation to fund the salary of a Program Services Specialist, who will provide intensive case management for 30 foster care youth and/or alumni. The Program Services Specialist will coordinate life skills training, support groups, classes, seminars, and identify referral resources to address housing, employment, and other basic needs. In addition to classes and seminars for foster care alumni who come from throughout Richmond, some group training will be leveraged on behalf of low-income communities, providing opportunities to share in these group learning experiences. The youth and young adults are referred to Positive Paths from group homes, Richmond Department of Social Services, the courts, probation officers, shelters, and self-referral.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	30 LMI foster care youth and/or alumni will benefit
	Location Description	Citywide
	Planned Activities	Trinity Village will provide intensive case management and life-skills training for 30 foster care youth/alumni.
24	Project Name	Residential Support for Homeless Families
	Target Area	Citywide
	Goals Supported	Assist Special Needs population
	Needs Addressed	Ending homelessness
	Funding	CDBG: \$100,000

	Description	The Richmond Behavioral Health Authority (RBHA) will provide case management services to 125 families who are experiencing homelessness and are sheltered at one of the following partner agencies: HomeAgain, the Salvation Army, Housing Families First, and the YWCA Emergency Housing Program. In addition, the program operates two (2) apartments that are utilized as short-term transitional housing for families who are experiencing homelessness and demonstrate commitment to obtaining self-sufficiency but for whom time has run out at the shelter sites. Oversight of the program is provided by a Program Manager in the Adult Mental Health Division at RBHA.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	125 individuals or families with income at or below 50% AMI (with the majority below 30% AMI) who are experiencing homelessness.
	Location Description	Citywide
	Planned Activities	The program will provide assessments and referrals for 125 homeless families housed in emergency shelters, with services that include providing short-term housing, placement in permanent housing with supportive case management, enrollment in vocational or educational programs, and referrals to appropriate service providers, as needed.
25	Project Name	Blackwell
	Target Area	Jefferson Davis - Blackwell Corridor
	Goals Supported	Increase homeownership
	Needs Addressed	Creating sustainable neighborhoods
	Funding	HOME: \$300,000
	Description	Project:HOMES (PH) will construct eight new single-family houses in the Blackwell NiB area that are affordable to homebuyers with incomes at or below 80% AMI.
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	8 first-time homebuyers with incomes at or below 80% AMI
	Location Description	Within the Blackwell Neighborhoods in Bloom area
	Planned Activities	Construct and market 8 single-family houses in the Blackwell NiB area. Partner with HOME, Inc. to identify and qualify first-time homebuyers with income at or below 80% AMI.
26	Project Name	Center Creek Homes
	Target Area	Church Hill - Central Corridor
	Goals Supported	Increase homeownership
	Needs Addressed	Creating sustainable neighborhoods
	Funding	HOME: \$60,000
	Description	Center Creek Homes (CCH) is subdividing a parcel at 1121 North 20th Street in the Church Hill NiB area on which they will build 5 houses for purchase for owner occupancy. HOME funds will be used to make up to two houses to be offered to buyers at 70 to 80% of AMI.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Two individuals or households at or below 80% AMI will become homeowners.
	Location Description	1121 North 20th Street
	Planned Activities	CCH will subdivide a parcel and construct five houses, two of which will be offered at a price affordable to persons or households at or below 80% AMI, with the MWCLT acquiring the two parcels and holding them in trust.
	Project Name	Community Housing Empowerment NiB DPA

27	Target Area	Hull Street - Lower Corridor East End - Nine Mile Road Corridor East End - Eastview Corridor Brookland Park Boulevard Corridor Broad Street Downtown Corridor Hull Street - Swansboro Corridor Jefferson Davis - Blackwell Corridor Jefferson Davis - Bellemeade Corridor Highland Park Southern Tip Corridor North Jackson Ward Corridor Carver - Newtowne West Corridor Church Hill - Central Corridor
	Goals Supported	Increase homeownership
	Needs Addressed	Creating sustainable neighborhoods
	Funding	HOME: \$300,400 Private: \$250,000 State of Virginia: \$100,000
	Description	The program assists 20 low- and moderate-income renters to become first-time homeowners in Neighborhood in Bloom (NIB) areas. The program assists families with downpayment and closing cost assistance (DPA) coupled with intensive individual counseling and group education, making it possible for renters, who would otherwise be unable, to purchase a house.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	20 LMI households will become first-time homeowners in the City of Richmond's designated Neighborhoods in Bloom (NiB) areas.
	Location Description	Within the designated Neighborhoods in Bloom areas.
	Planned Activities	Assist 20 low/mod income renters to become homeowners through counseling and education (on the home buying process and responsible credit and money management), down payment and closing cost assistance (in the form of forgivable loans), and full home inspections.
	28	Project Name
Target Area		Jefferson Davis - Bellemeade Corridor
Goals Supported		Add to affordable rental housing stock

	Needs Addressed	Increasing the supply of affordable rental housing
	Funding	HOME: \$300,000 State of Virginia: \$500,000
	Description	Dakota Partners, Inc. (Dakota) will construct the first 66 units of a planned 264-unit multifamily rental development in the Windsor neighborhood of Richmond on the Bellemeade Corridor. The project will be 100% affordable to individuals and households earning below 60% AMI, with the full complement of 264 units completed over multiple phases.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	66 individuals or households at or below 60% AMI
	Location Description	The Jefferson Davis-Bellemeade Corridor on the border of the Bellemeade NiB area
	Planned Activities	Increase the supply of affordable rental housing by constructing the first 66 of a proposed 264-unit multifamily rental development for individuals or households at or below 60% AMI.
29	Project Name	HP Affordable Homeownership - Habitat
	Target Area	Brookland Park Boulevard Corridor Jefferson Davis - Blackwell Corridor Highland Park Southern Tip Corridor
	Goals Supported	Increase homeownership
	Needs Addressed	Creating sustainable neighborhoods
	Funding	HOME: \$50,000
	Description	Richmond Metropolitan Habitat for Humanity (Habitat) will construct 11 houses in the Highland Park and Blackwell NiB areas for first-time homebuyers with incomes at or below 80% AMI.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	11 first-time homebuyers at or below 80% AMI

	Location Description	Within the Highland Park and Blackwell Neighborhoods in Bloom areas
	Planned Activities	Construct 11 single-family houses for qualifying first-time homebuyers with incomes at or below 80% AMI who complete financial and homeownership education classes.
30	Project Name	HP Affordable Homeownership - PH
	Target Area	Brookland Park Boulevard Corridor
	Goals Supported	Increase homeownership
	Needs Addressed	Creating sustainable neighborhoods
	Funding	HOME: \$50,000
	Description	Project:HOMES (PH) will construct one new single-family house in the Highland Park NiB area for a first-time homebuyer whose income is at or below 80% AMI.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	One first-time homebuyer whose income is at or below 80% AMI
	Location Description	3111 1st Avenue
	Planned Activities	Construct one single-family house for a qualifying first-time homebuyer with income at or below 80% AMI who completes financial and homeownership education classes.
31	Project Name	HOME Program Administration
	Target Area	Citywide
	Goals Supported	Increase homeownership
	Needs Addressed	Managing grant funds efficiently and effectively
	Funding	HOME: \$110,000 General Fund: \$100,000

	Description	This project will pay the salaries and/or partial salaries of the DHCD employees responsible for Block Grant administration to provide technical assistance to service providers, citizens, developers and other agencies on a daily basis to ensure the successful implementation of over \$1 million in Federal HOME entitlement funds annually. Funding of this proposal will enable the Division to continue to work closely with the numerous housing providers, Community Development Corporations (CDCs), the Richmond Redevelopment & Housing Authority, and neighborhood based groups to ensure the proper development and implementation of housing and community development priorities and strategies identified in the Consolidated Plan. The population to be served is primarily low and moderate income residents. Funding of this project will ensure the proper planning, management and use of HOME funds in accordance with appropriate HUD regulations.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Citywide
	Planned Activities	Provide all administrative tasks associated with the general administration of HOME funds. Complete HOME training for all City Council approved sub-recipients. Complete and obtain signatures on all FY2020-2021 HOME item plans and contracts. Complete monitoring of housing providers and RRHA.
32	Project Name	ESG20 Richmond
	Target Area	Citywide
	Goals Supported	Assist Special Needs population
	Needs Addressed	Ending homelessness Addressing housing needs of Special Needs pop
	Funding	ESG: \$392,068 Continuum of Care: \$100,000 General Fund: \$20,000 ESG Match: \$392,068 State of Virginia: \$173,200

	Description	The City of Richmond will work with subrecipient agencies to provide assistance and support for homelessness prevention, emergency shelter, and rapid re-housing.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	350 persons experiencing homelessness will benefit from HomeAgain emergency shelter services and 150 families experiencing homelessness will benefit from the HomeAgain Rapid Re-housing Program. 30 households at imminent risk receive diversion/prevention assistance in pilot program. Housing Families First will serve some 475 individuals, of which 380 children and adults will move to permanent housing, with an estimated 85% (323 individuals) that will not experience homelessness again. 500 single adults will benefit from the CARITAS Emergency Shelter program. YWCA will provide rapid re-housing assistance (rent and security deposit) to 35 households at or below 30% AMI who are survivors of domestic violence.
	Location Description	Citywide
	Planned Activities	HomeAgain will use \$169,614 to serve families and individuals experiencing homelessness through a combination of emergency shelter and rapid re-housing programs, along with case management and a pilot program to divert/prevent homelessness for households at imminent risk. Housing Families First will use \$75,000 to provide shelter and return families and individuals to permanent housing in an average of 40 days. CARITAS will use \$55,000 to provide 23,000 nights of emergency shelter for some 500 adults along with case management to allow 35% of their clients to transition to permanent housing. YWCA will use \$65,000 to provide rapid re-housing expenses for households with survivors of domestic violence. The remaining ESG funds in the amount of \$27,454 will be used to fund ESG program administration and the Homeward Community Information System (HCIS), which is used by service providers to record information on client needs, characteristics, and services.
33	Project Name	Housing Assistance Program
	Target Area	Richmond MSA
	Goals Supported	Assist Special Needs population
	Needs Addressed	Addressing housing needs of Special Needs pop
	Funding	HOPWA: \$196,315

	Description	Serenity provides support and services to persons living with HIV/AIDS. The agency is requesting HOPWA funding to support its Housing Assistance Program (HAP). The funds will provide financial assistance for client rent and utilities, a portion of operating and staff expenses, including two housing case managers (HCM), one full-time and one part time, and a housing navigator (a new full-time position funded by HOPWA and a VDH grant). Clients seeking healthier, more stable housing may request Permanent Housing (PH) assistance. PH provides support for up to two months. This assists the client in covering the costs of the first month of rent, rent deposit, and utility deposits. Clients encountering a period of financial instability may apply for Short Term Rent, Mortgage, and Utility assistance (STRMU). STRMU provides several months of assistance, which gives the individual time to recover without putting their housing at risk. The HCMs help high barrier clients obtain housing and provide follow-up case management. The housing navigator helps clients strengthen their tenant skills. Staff assist and advocate for clients in negotiating tenant/landlord disputes, housing repairs, and special accommodations, as needed.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	146 LMI clients with HIV/AIDS will benefit from Serenity case management services. 79 clients will benefit from STRMU assistance. 24 clients will receive permanent housing placement.
	Location Description	The four independent cities, thirteen counties, and three incorporated towns that comprise the Richmond-Petersburg MSA.
	Planned Activities	Provide housing-focused case management, STRMU, and other permanent housing to 249 LMI households who have HIV/AIDS.
34	Project Name	HOPWA CIS
	Target Area	Richmond MSA
	Goals Supported	Assist Special Needs population
	Needs Addressed	Addressing housing needs of Special Needs pop
	Funding	HOPWA: \$20,000

	Description	Homeward will use HOPWA funds for the ongoing operation of the Homeward Community Information System (HCIS). This funding will provide licenses, training, and support to HOPWA-funded service providers using HCIS to satisfy the U.S. Department of Housing and Urban Development (HUD) requirement to enter and track client data in a homeless management information system. Homeward will also provide client referrals to other programs. HCIS is a HIPAA-compliant online database which records information on client needs, characteristics, and services and is a type of homeless management information system (HMIS) required to receive state and federal homeless assistance funding.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	The four independent cities, thirteen counties, and three incorporated towns that comprise the Richmond-Petersburg MSA.
	Planned Activities	Homeward will provide technical assistance, training, and reporting for HOPWA-related activities for the City of Richmond through the Homeward Community Information System (HCIS), a web-based system to track client-level data. It will also manage client referrals.
35	Project Name	HOPWA Greater Richmond
	Target Area	Richmond MSA
	Goals Supported	Assist Special Needs population
	Needs Addressed	Addressing housing needs of Special Needs pop
	Funding	HOPWA: \$823,000

	Description	Commonwealth Catholic Charities (CCC) will provide case management and long-term housing assistance for HIV/AIDS-positive community members under the Tenant Based Rental Assistance (TBRA) Program. CCC will also provide short-term rent, mortgage, and utility (STRMU) assistance for HIV/AIDS positive community members who are at risk of homelessness. When STRMU assistance or TBRA assistance is unavailable, CCC will offer low-income community members with an HIV or AIDS-positive diagnosis standalone case management services, i.e., supportive service only. Additionally, CCC will provide community members with a positive HIV or AIDS diagnosis that are experiencing homelessness permanent housing placement services. All individuals participating in one or more of the CCC HOPWA Greater Richmond services will be offered tenant counseling and tenant education through the CCC Housing and Financial Counseling service as well as financial management, credit improvement, and homeownership counseling as needed.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	300 persons in the Richmond-Petersburg MSA who are at or below 80% AMI and who have a HIV/AIDS positive diagnosis will receive ongoing case management and TBRA, STRMU, and/or permanent housing placement services.
	Location Description	The four independent cities, thirteen counties, and three incorporated towns that comprise the Richmond-Petersburg MSA.
	Planned Activities	Provide ongoing case management services, TBRA assistance, STRUM assistance, and permanent housing placement services (as needed) for 300 active program participants.
36	Project Name	HOPWA Program and Finance Administration
	Target Area	Richmond MSA
	Goals Supported	Assist Special Needs population
	Needs Addressed	Addressing housing needs of Special Needs pop Managing grant funds efficiently and effectively
	Funding	HOPWA: \$40,083 General Fund: \$20,000

	Description	The Housing Opportunities for Persons with AIDS (HOPWA) program provides a wide range of housing assistance and supportive services, including facilities and community residences, rental assistance, short-term payments to prevent homelessness, technical assistance, supportive services and other activities to low-moderate income persons living with HIV/AIDS. The City of Richmond is required by HUD to administer the funds as part of its Consolidated Plan process for the entire MSA, which includes 19 distinct jurisdictions. Therefore, the City is requesting these funds to ensure the proper administration of the HOPWA program throughout the MSA by the Richmond Department of Housing and Community Development. Federal regulations allow for only 3% of the entitlement funds to be used by the entitlement jurisdiction for program administration.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	The four independent cities, thirteen counties, and three incorporated towns that comprise the Richmond-Petersburg MSA.
	Planned Activities	Administer the HOPWA program for the Richmond-Petersburg MSA. Provide technical assistance to HOPWA sub-recipients to develop work plans and contracts to effectively provide services to clients. Initiate and manage the planning and review process to complete the Annual Performance Report for the HOPWA program. Input the HOPWA projects in the HUD IDIS software as part of the Consolidated Plan to be submitted to HUD. Ensure submission of quarterly reports on each program; review and evaluate outcomes in relation to objectives.
37	Project Name	Stratford House
	Target Area	Richmond MSA
	Goals Supported	Assist Special Needs population
	Needs Addressed	Addressing housing needs of Special Needs pop
	Funding	HOPWA: \$316,732 Continuum of Care: \$50,000

	Description	Virginia Supportive Housing (VSH) owns and operates four properties where they provide permanent supportive housing to individuals living with HIV/AIDS who were formerly homeless. Supportive services are provided by a Masters level social worker, certified peer specialist, case manager, and nurse, among other specialists, who offer individualized care to include, but not limited to, access to needed community resources, individual and group counseling, substance abuse education, coordination of medical care, skills training, recovery-oriented support activities, social engagement and community building opportunities, and housing stability support and resources. In addition to the Stratford House, New Clay House, South Richmond Studios, and James River Apartments, VSH houses and serves individuals with HIV/AIDS at the HomeLink and Richmond Housing First scattered site projects.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	25 formerly homeless residents of the Richmond-Petersburg MSA at or below 30% AMI who have a positive HIV/AIDS diagnosis
	Location Description	The four independent cities, thirteen counties, and three incorporated towns that comprise the Richmond-Petersburg MSA.
	Planned Activities	Provide 25 subsidized permanent housing units and supportive services to formerly homeless individuals with HIV/AIDS.
38	Project Name	Revitalizing Blighted Properties
	Target Area	Citywide
	Goals Supported	Improve current housing stock
	Needs Addressed	Creating sustainable neighborhoods
	Funding	HOME: \$153,965
	Description	Richmond Metropolitan Habitat for Humanity (RMHFH) will use HOME funding for the rehabilitation of four single-family detached houses in the City of Richmond. Once completed, the houses will be sold to low-to-moderate-income homebuyers with zero percent interest financing provided by RMHFH.
	Target Date	6/30/2021

Estimate the number and type of families that will benefit from the proposed activities	4 qualifying first-time homebuyers with incomes at or below 80% AMI
Location Description	Citywide
Planned Activities	Rehabilitate four (4) single-family houses in the City of Richmond, market to qualifying first-time homebuyers with incomes at or below 80% AMI, provide 0% interest financing to purchasers.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

According to ACS 2014-2018 5-year Estimates, in the City of Richmond, the median household income is \$45,117, 67% of the MSA median household income of \$67,703. The average rate of severely cost-burdened households (paying more than 50% of income on housing) is 16.5%, the rate of substandard housing (units lacking complete plumbing) is 1.6% citywide, the overcrowding rate (more than 1.5 persons per bedroom) is 0.6%, and the vacancy rate for housing units is 10.3%.

The Jefferson Davis - Blackwell Corridor, Jefferson Davis - Bellemeade Corridor, and Hull Street - Swansboro Corridor are all located within the Old South Planning District, where some 19% of funds are allocated for the 2020-2021 fiscal year. The Old South Planning District has a median household income of \$43,690, 65% of the MSA. The vacancy rate above the citywide average at 10.6%. The Old South Planning District also has a higher than the citywide average rate of cost-burdened households at 19.2%. New affordable rental units are proposed for funding in a portion of the Bellemeade area located in the Broad Rock Planning District on a site contiguous with the Old South Planning District. The Broad Rock Planning District has the lowest median household income in the City at \$33,991, 50% of the MSA median household income.

The Highland Park Southern Tip Corridor, Brookland Park Boulevard Corridor, North Highland Park, and North Jackson Ward Corridor are located in the North Planning District. The North Planning District has a median household income of \$43,392 (64% of MSA). The North Planning District has the highest vacancy rate (13.8%), the second highest rate of substandard housing at 3.4%, and a slightly above average rate of severely cost-burdened households at 16.8%. 12% of 2020-2021 entitlement funds are programmed to address needs in this planning district.

The East End – Eastview Corridor, Church Hill Central, and the East End – Nine Mile Road Corridor geographic priority areas are located within the East Planning District, where 6% of the 2020-2021 entitlement funds are allocated. The East Planning District has the second-lowest average household median income of \$36,731 (54%). This is the district with the highest rate of substandard housing at 4.2% and the second highest vacancy rate at 12.9%. It also has the second-highest rate of severely cost-burdened households at 19.5%.

The Broad Street Downtown Corridor geographic priority area is located in the Downtown Planning District. The Downtown Planning District has the highest rate of severely cost-burdened households at

39.1%. Additionally, Downtown has the highest rate of overcrowding at 1.6%.

Geographic Distribution

Target Area	Percentage of Funds
Hull Street - Lower Corridor	1
East End - Nine Mile Road Corridor	1
East End - Eastview Corridor	3
Brookland Park Boulevard Corridor	5
Broad Street Downtown Corridor	1
Hull Street - Swansboro Corridor	6
Jefferson Davis - Blackwell Corridor	6
Jefferson Davis - Bellemeade Corridor	6
Highland Park Southern Tip Corridor	6
North Jackson Ward Corridor	1
Citywide	64
Carver - Newtowne West Corridor	1
Church Hill - Central Corridor	2

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Resources are allocated based on neighborhood indicators and the results of comprehensive planning and allocation processes.

Discussion

The HOPWA funds allocated for the Metropolitan Statistical Area (17%) are included in the Citywide percentage. The targeted areas receiving the highest percentage of funds (at 6% each) are Highland Park, Swansboro, and Bellemeade and Blackwell along the Jefferson Davis Corridor, which also includes the Oak Grove NiB area. The Brookland Park Corridor receives the next highest percentage (5%). Projects in the East End-Eastview Corridor and Church Hill-Central Corridor receive 3% and 2% respectively, with the rest of the funds distributed across the other designated NiB/Corridor areas. The allocation reflects the shift away from the earliest designated NiB areas (where projects are substantially complete) to the more recently designated areas south of the James River and at the north and east edges of the City.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

In the 2020 – 2021 Fiscal Year, the City of Richmond will provide affordable housing for 1,704 homeless, non-homeless, and special needs households with rental assistance, new homeowner and rental units, and the rehabilitation of existing units. Rental assistance includes tenant-based rental assistance (TBRA), rapid re-housing, and one-time payments to prevent homelessness.

One Year Goals for the Number of Households to be Supported	
Homeless	708
Non-Homeless	388
Special-Needs	608
Total	1,704

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	508
The Production of New Units	106
Rehab of Existing Units	237
Acquisition of Existing Units	0
Total	851

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The City of Richmond endeavors to allocate the funds received to address the variety of competing needs as effectively as possible, attempting to provide for homeowners and renters across the low-mod AMI spectrum, as well as special-needs segments of the population, including the disabled and elderly, persons experiencing homelessness or the threat of homelessness, and persons with HIV/AIDS.

AP-60 Public Housing – 91.220(h)

Introduction

The Richmond Redevelopment and Housing Authority (RRHA) provides decent and affordable housing in a safe and secure living environment for nearly 4,000 low and moderate-income households throughout the City of Richmond. To fulfill this mission, RRHA seeks to preserve its aging housing stock through timely maintenance, modernization and revitalization of its developments. RRHA also administers a city-wide Housing Choice Voucher Program (formerly Section 8) that provides a rental housing assistance supplement for nearly 3,000 families that rent from private landlords. RRHA works to enhance the quality of life at RRHA's housing facilities by offering the residents opportunities to participate in various community, educational and recreational programs, as well as job readiness and training initiatives.

Actions planned during the next year to address the needs to public housing

RRHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list focuses on providing the quality living environment that the residents deserve and to which they are entitled. The highest priority for limited capital improvement funding is the health and safety of the residents—a priority motivating the expeditious replacement or rehabilitation of existing public housing. Tools RRHA will use to accomplish this revitalization include conversion under the Rental Assistance Demonstration ("RAD") program, the selective demolition and redevelopment of communities through "Section 18" demolition/disposition applications, and development of communities using other affordable housing development tools like Low-Income Housing Tax Credits ("LIHTC"). Currently, RRHA is undertaking redevelopment by utilizing the Rental Assistance Demonstration (RAD) program to rehabilitate more than 550 units of public housing scattered throughout the City of Richmond.

Moreover, to further address the needs of the public housing communities, RRHA is committed to broadening the housing options available to existing residents. RRHA will take every opportunity to offer alternatives to public housing residents, which may include the use of Housing Choice Vouchers, Project Based Vouchers, and other housing units supported by LIHTC. RRHA will seek to develop opportunities through its redevelopment and modernization projects for persons with special needs, whether such persons meet the essential requirements of tenancy with or without a reasonable accommodation, and will provide decent and affordable rental housing to serve families as they become self-sufficient.

In addressing the needs of public housing RRHA is implementing a build-first strategy by redeveloping the former Armstrong High School into a mixed-income neighborhood. The redevelopment is currently under construction and upon completion will have 220 apartments, of which 122 units are affordable through Project Based Vouchers. Existing Creighton Court residents enjoy the highest preference on the waiting list for this community. RRHA is also redeveloping the former Baker School into 50 apartment units for seniors. Baker School Senior Apartments is located in the North Jackson Ward community near

Fay Towers, which is scheduled for closure and replacement.

Along these lines, RRHA will explore a broad range of housing opportunities, including through the Housing Choice Voucher Program (Section 8) as well as other resources that may become available through partnerships. Such additional resources may include programs focusing on the homeless, those needing transitional housing, and other households with special needs (e.g., HIV/AIDS, domestic violence, etc.), as identified by RRHA and/or the City of Richmond.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

RRHA priorities, through its various programs and services, will provide a means for improving residents' quality of life and addressing needs that encourage growth and upward mobility. RRHA recognizes that providing safe and affordable housing is contingent upon meeting many different needs of individuals and families. Many residents will require additional assistance and guidance to earn an adequate income, to obtain training and education to acquire employment or achieve other goals, to achieve stability and well-being within the household, to have access to recreational opportunities and other areas that promote a healthy environment to include creating sustainable homeownership opportunities for its residents. In meeting these needs, RRHA will provide intensive case management that will allow residents the opportunity to improve their economic, educational and social conditions and, ultimately, allow them greater opportunities and choices in where and how they live their lives.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable.

Discussion

Richmond Redevelopment and Housing Authority (RRHA) is undertaking a comprehensive approach to addressing conditions within and around public housing. Local and private funds are being used to improve physical and social conditions of redeveloped areas. The development of the former Baker School will continue, as well as the implementation of the Church Hill North project development plans, and the recently begun construction of the Jackson Ward Senior Apartments. The planned transformation of the East End, which includes four public housing complexes, continues. Substantial and informed participation from the Richmond Tenant's Organization (RTO), our public housing residents, and stakeholders is a key objective.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City of Richmond uses ESG funds to partner with non-profit service providers to assist persons in need of temporary emergency shelter, rapid re-housing assistance, transitional housing, permanent supportive housing, or homeless prevention assistance. Other funding supports outreach activities to homeless individuals in the jurisdiction.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Other (non-ESG) funding is used for this purpose in the City of Richmond. Homeward operates its annual Homeless Connect event to make homeless individuals aware of a wide variety of services available in the community, from income support to medical care. RBHA will operate a Substance Use Disorder Peer Outreach Financial Assistance program this year through the Affordable Housing Trust Fund with a full-time Substance Use Disorder (SUD) Peer Outreach Specialist. RBHA also operates a CDBG-funded Public Service Activity, “Residential Support for Homeless Families” which provides outreach and case management services to homeless families in order to transition them from emergency shelters into permanent housing. Annually they assist some 125 persons experiencing homelessness through case management and evaluation. St. Joseph’s Villa (SJV) requested AHTF funding to provide assertive outreach to 100 runaway, homeless, and unstably housed young adults (age 18-24). This population includes youth who are pregnant and parenting, involved with juvenile justice systems, aging out of foster care, identify as LGBTQ, immigrants and refugees, or survivors of sexual trafficking and exploitation. HomeAgain will also receive AHTF dollars to conduct homeless assistance activities.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Richmond awards Emergency Solutions Grant funding to agencies such as CARITAS, HomeAgain, and Housing Families First to operate emergency shelters, and well over 1000 individuals are served by these programs annually.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were

recently homeless from becoming homeless again

Over half of the City of Richmond's ESG funding is dedicated to the provision of rapid re-housing assistance, and last year this funding assisted 280 households. The City plans to continue placing an emphasis on rapid re-housing with its annual ESG allocation.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The Greater Richmond Continuum of Care (of which the City of Richmond is an active member) coordinates services and resources with the Richmond City Community Criminal Justice Board on the needs of people experiencing homelessness who have been involved with the criminal justice system and with the Central Region Independent Living Advocates for Youth on the needs of youth aging out of foster care. The Coordinated Outreach team works with area hospitals (including McGuire VA Medical Center) on the needs of those exiting hospitals. The City of Richmond's Department of Social Services uses CDBG funding to prevent eligible qualified households from becoming homeless by providing emergency financial assistance in a limited number of instances where the households have received impending eviction notices.

In January 2016, the Greater Richmond Continuum of Care launched the Homeless Crisis Line (originally called the Shelter Diversion Line), a pilot program led by the YWCA that provided assistance in resolving housing crises for people experiencing, or at risk of, homelessness. In January of 2018, YWCA expanded its staff and programming to relaunch the Homeless Crisis Line, and the community asked Homeward to add two full-time Shelter and Housing Coordinator positions to its staff. The services were expanded to provide clients with access to the region's shelter and housing intervention referral process. While the scope of the services expanded, the focus on diversion to prevent homelessness as a best practice remained an integral part of the client services.

In October 2019, the City launched an Eviction Diversion program, the first of its kind in Virginia. The eviction diversion program helps tenants avoid an eviction through a one-time payment, provides education and information on tenant rights and ensures that landlords get the back rent they are owed by way of a payment plan.

Discussion

No additional information.

AP-70 HOPWA Goals– 91.220 (I)(3)

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	237
Tenant-based rental assistance	86
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	105
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	428

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Market conditions create a barrier for affordable housing in Richmond where there is a high demand for City's stock of architecturally interesting and historic residential dwelling units and other types of buildings for conversion to residential units as close-in, and downtown living have become more popular in Richmond over the past two decades. Richmond has experienced a boom in the development and redevelopment of housing units as younger people move to the City, including college students, and as empty-nesters discover the joys of urban living. Richmond's recent focus on its creative and entrepreneurial economy through the "RVA" campaign has continued to fuel this demographic and market shift even during the down cycle of the economy. This trend has taken many housing units out of the pool of affordable housing and put them into the market-driven pool of units as well as driving up the cost of unimproved housing units in the more popular neighborhoods. Once-affordable neighborhoods such as Church Hill, Jackson Ward, Barton Heights, and Carver have become expensive, pricing longtime residents out of the area. Rising property values have affected some longtime home owners through correlated property tax increases.

A public policy barrier to affordable housing is the limitations placed on the Greater Richmond Transit Company (GRTC). GRTC buses provide limited and infrequent access to neighboring counties where many jobs have shifted over the last several decades. Because of this, very low-, low-, and moderate-income individuals and households tend to live where there is access to GRTC bus routes for commutes to the employment centers available in the heart of Richmond and on its fringes, therefore concentrating them into the City's public housing units and more modest neighborhoods. The most blighted neighborhoods in Richmond are those where this concentration of very low-, low-, and moderate-income households live, many of which are adjacent to the City's public housing complexes. The severe blight of properties in these neighborhoods has led to the disuse and abandonment of buildings at high rates, further diminishing the pool of affordable housing units and driving up the costs of the remaining units. This concentration of poverty and the lack of a truly regional public transportation network were key findings in the Mayor's Anti-Poverty Commission report.

Another public policy barrier to affordable housing is that there is lack of regional cooperation. Suburban zoning and land use has had the effect of restricting minority and lower income household access by placing onerous and costly requirements on single-family development such as large lot sizes and setbacks, and/or as in this case, limiting the availability of properly zoned land to meet the needs of its community. Moreover, the City has the largest share of publicly subsidized housing due to numerous factors including opposition to affordable housing in the surrounding counties at both the citizen and elected official level.

Actions it planned to remove or ameliorate the negative effects of public policies that serve

as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

During this Annual Plan time period, six actions will be undertaken as a means of removing or ameliorating the negative effects of public policies that are barriers to affordable housing:

1. Continue to implement the recommendations of the Mayor's Anti-Poverty Commission.
2. Develop a strategy to market and sell surplus properties held by the City of Richmond and the Richmond Redevelopment and Housing Authority (RRHA) to residents and for-profit and non-profit developers for development of affordable housing.
3. Develop a financial mechanism that channels regular and periodic funding to the City of Richmond's Affordable Housing Trust Fund.
4. Further strengthen coordination with state and regional fair housing service providers and/or fair housing agencies in adjacent jurisdictions.
5. Sustain and further expand public transportation into the neighboring counties to become true regional public transportation, which is a way to provide greater housing opportunities to residents through infrastructure that benefits all. Continue to secure funding and capitalize on opportunities to address the lack of regional transit.
6. Partner with neighboring jurisdictions to complete a regional Assessment of Fair Housing.

Discussion:

To enhance the regional cooperation for affordable housing, the Partnership for Housing Affordability (PHA) has taken the lead on the development of a Regional Housing Framework that will provide a consistent focus and collaboration for addressing the region's shared housing challenges. In January 2020, PHA published its initial findings in the Richmond Regional Housing Framework. PHA will continue to coordinate with the State and local governments on policies and programs to implement a regional affordable housing approach to ensure that there is a sufficient supply of sustainable affordable housing options in the region.

The City has initiated participation in a regional Analysis of Impediments to Fair Housing with five other entitlement communities. This newly formed regional partnership will address housing affordability and other programs that benefit low- and moderate-income persons.

The City is developing new tools to address the affordable housing issues. These tools include council proposing new legislation, which may require new developments with city owned properties or city funding to reserve a percentage of the affordable housing units, the Land Trust/Land Bank, and the AHTF. Once these new tools are implemented, the City will be in a better shape for the production of affordable housing, which will benefit the City's LMI residents.

AP-85 Other Actions – 91.220(k)

Introduction:

The City has funded several activities to move toward realization of its plan. Funds are provided for affordable homeownership, job training, job retention and creation, and support for individuals and families experiencing, or at risk of experiencing, homelessness.

Actions planned to address obstacles to meeting underserved needs

The City will continue to work on the long-term funding of its Affordable Housing Trust Fund. This fund will assist rehabilitation and construction of affordable units as well as homebuyer assistance.

Actions planned to foster and maintain affordable housing

In 2020-2021, the City will use CDBG funding to maintain the livability of 145 low-income rental units on Northside and HOME funding to aid with Phase 1 construction of the first 66 units of a planned 264-unit multifamily rental development. The City also maintains its emergency repair program that enables low-income families to live in decent, safe housing.

The City will increase the supply of affordable housing through the City's Affordable Housing Trust Fund. RRHA completed a 72-unit low-income housing project located at 744 N. 1st Street in the Jackson Ward neighborhood. In addition, the City funded RRHA for the Baker School Redevelopment using the CDBG funds in Fiscal Year 2018. This funding will convert the former Baker School into 51 units of apartments for seniors. This project is expected to be completed in May of 2021. Moreover, the City funded NWTII/SCDHC \$385,000 CDBG funds for the construction of the Townhomes at Warwick Place Phase II in Fiscal Year 2019 and 2021. The project will create 30 new affordable rental townhomes that will serve residents at or below 60% AMI. CDBG funds will be used as gap funding in this \$5,500,000 LIHTC project.

Actions planned to reduce lead-based paint hazards

In HUD Program Year 2017, the City of Richmond, in partnership with the Richmond City Health District (RCHD), successfully applied for and was awarded the HUD Lead Based Paint Hazard Control (LBPHC) grant for \$2,710,314. The City of Richmond plans to assist 90 households with lead based paint hazards in Fiscal Year 2020. The City will be using CDBG funds and the City General Funds as match to the LBPHC grant. The COVID-19 pandemic has slowed community outreach efforts and production of units.

The City of Richmond will continue to reduce LBP hazards through its housing activities that involve the sale/lease through the construction of new single family housing and rehabilitation of existing housing. The City will continue to rehabilitate owner-occupied structures using lead safe work practices, code enforcement, lead paint/healthy homes education to homeowners, renters and landlords. The City requires all of its housing providers to follow Federal and City Lead Paint Regulations to ensure that lead

hazards are reduced or in many cases eliminated.

Actions planned to reduce the number of poverty-level families

The City will use funding in this Annual Plan budget, along with other local funds, to address several of the elements of its anti-poverty strategy that are specified in the Consolidated Plan. Elements to be addressed include workforce development, job retention and creation through financial support and incentives to businesses, financial literacy training for households, and individual development accounts.

Actions planned to develop institutional structure

The City works with various non-profit groups to deliver services and products. These groups function well and reliably. Unfortunately, the number of groups available to work with the City has declined over time. Currently, there is not a non-profit partner group specifically focused on neighborhood commercial development. The City will seek to strengthen its partnership network. The City will continue to meet and dialogue with counterparts in surrounding jurisdictions and with the non-profits, looking for opportunities to partner.

Actions planned to enhance coordination between public and private housing and social service agencies

As an active member in the Greater Richmond Continuum of Care and the Richmond Community Development Alliance, the City will continue to remain an active and engaged partner with the various public and private housing and social service agencies. In addition, various tasks forces and commissions are on parallel tracks to achieve the goals in the Consolidated Plan. Broad cooperation and coordination among the specialized groups often helps identify and bridge gaps in service delivery.

Discussion:

No additional information.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

No additional information.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	12,000
5. The amount of income from float-funded activities	0
Total Program Income:	12,000

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	91.00%

HOME Investment Partnership Program (HOME) Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is

as follows:

Not applicable.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The City of Richmond currently uses the recapture provision option outlined in Section 24 CFR Part 92.254 (a)(5)(ii)(A)(2) to ensure the affordability requirements for the HOME Investment Partnerships (HOME) Program. The recapture provision will be used to recover the direct subsidy to the homebuyer which includes down payment, closing cost assistance, interest subsidies and any difference between fair market value and purchase price. The recapture provision will be limited to net proceeds available from the sale of the HOME assistance unit. The amount of direct subsidy subject to recapture is based on the pro-rata share of the remaining affordability period.

a) Deed of Trust (Forgivable Loan - CDBG and HOME Generally)

The general Deed of Trust will provide affordability assistance to home buyers in non-Neighborhoods In Bloom (NIB) areas of the City. The affordability period is determined by the amount of direct subsidy included in the deed or land covenant, which will be defined in the terms of the loan. The affordability period will apply as follows:

- Project under \$15,000 are five-year term

- Projects from \$15,001 - \$40,000 are ten-year term

- Projects over \$40,000 are fifteen-year term

The City will enforce the recapture provision requirement in its contractual agreement with its sub-recipients, for-profit organizations and CHDOs. This recapture provision must be used by all sub-recipients, for-profit organizations and CHDOs when transactions are sale of property using HOME Investment Partnerships Program. Therefore, all the sub-recipients, for-profit organizations or CHDOs will be responsible for passing the recapture provision requirement to the purchaser of the HOME assisted unit in the form of a deed or land covenant that runs concurrently with the

affordability period.

b) Second Mortgage - Deed of Trust (Neighborhood In Bloom Deferred Loan)

To further affordable housing, homebuyer assistance can be provided where the project is required to serve low/mod homebuyers. Such assistance should be structured as a second mortgage in the form of a deferred loan with an interest rate of no more than 3%, accruing for no more than 10 years, to be paid in full only upon sale of property. This instrument will be held as joint trustees from the sub-recipient and the City of Richmond. However upon sale, the funds will be returned to the City of Richmond as program income. Financing such as this can be in addition to down payment and closing cost assistance, structured as a forgivable loan. The City shall retain the discretion to, after 10 years; waive some or all of the lien in instances where property values have declined. This assistance cannot exceed \$25,000 without written permission and sufficient justification.

The City will enforce the recapture provision requirement in its contractual agreement with its sub-recipients, for-profit organizations and CHDOs. This recapture provision must be used by all sub-recipients, for-profit organizations and CHDOs when transactions are sale of property using HOME Investment Partnerships Program. Therefore, all the sub-recipients, for-profit organizations or CHDOs will be responsible for passing the recapture provision requirement to the purchaser of the HOME assisted unit in the form of a deed or land covenant that runs concurrently with the affordability period.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City does not intend to use HOME funds to refinance existing debt serviced by multifamily housing that is being rehabilitated with HOME funds.

**Emergency Solutions Grant (ESG)
Reference 91.220(I)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

By accepting ESG funds from the City of Richmond, all sub-recipients agree to administer assistance in ways that are consistent with the standards mandated by the City of Richmond, in accordance with federal ESG regulations. A full copy of Richmond's ESG written standards has been uploaded through the AD-26 screen to appear in the appendix to this document.

2. If the Continuum of Care has established centralized or coordinated assessment system that

meets HUD requirements, describe that centralized or coordinated assessment system.

The development of a coordinated assessment system that meets HUD requirements is one of the top strategic priorities of the CoC. The CoC's collaborative applicant, Homeward, contracted with the Corporation for Supportive Housing to host orientation and learning sessions on coordinated assessment last year. The CoC also established a Coordinated Assessment committee, which met on a regular basis. The CoC has implemented components of an enhanced coordinated assessment system that came out of this process.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The City and the CoC actively encourage new applicants to apply for funds and have sponsored meetings about the funding process and local priorities. The CoC's collaborative applicant provides quarterly "Solutions Provider Training" to those new to homeless services and makes more than 10 presentations to community and faith-based organizations each year. All applicants and potential applicants are encouraged to participate in the CoC and work to address gaps in service provision. The annual sub-recipient application process for ESG funds involves staff review and scoring of competing applications, with input from the CoC's Ranking Committee, before being sent to City of Richmond Administration and City Council for approval.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The Greater Richmond Continuum of Care (of which this jurisdiction is an active member) conducts semi-annual focus groups or other input sessions with clients experiencing homelessness in order to gather input. The CoC actively encourages participation in the quarterly CoC meetings by individuals who are currently experiencing homelessness by hosting the meetings in locations accessible by public transportation and by not charging membership fees to participate.

5. Describe performance standards for evaluating ESG.

The Greater Richmond Continuum of Care uses the HEARTH Act performance measurements to evaluate ESG programs. The HMIS staff run APR reports quarterly for review by the funded agencies and also provide this information to the Department of Housing and Community Development's Project Manager. The CoC's Performance Measurement Committee meets regularly and is developing performance standards for each program type. With the exception of providers primarily serving survivors of domestic violence, all programs use HMIS to collect data and monitor program outcomes. Domestic violence programs use comparable databases.

HOPWA Project Selection Standards

Housing Opportunities for Persons with AIDS (HOPWA)

Reference 24 CFR 91.220(l)(3)

A description of eligible applicants (e.g., categories of eligible applicants), its process for soliciting and funding applications or proposals (e.g., competition, first-come first-serve) and where detailed information may be obtained (e.g., application packages are available at the office of the jurisdiction or on the jurisdiction's Web site)

The City's application process is open to all non-profits, for profits, faith based and other community organizations. The City of Richmond places advertisements for the availability of funding in two local newspapers as well as posts it on the City's website and emails notices to current recipients and any person or organization that has requested information in the past year. Application packages are available at the City's Department of Housing and Community Development office, on its website, and at the Richmond Public Library located at 101 East Franklin Street. Applications are reviewed and scored based on meeting the City's Strategic Priorities as well as the Major Objectives and Priority Needs outlined in the City's Consolidated Plan. The City's score sheet and score methodology is made available to the applicant as part of the application packet. It is a comprehensive review process of not just the project but also the organization as well. The proposed project application score assists the City in choosing projects for funding in the coming fiscal year.

Attachments

Citizen Participation Comments

Comments received through Public Participation Outreach

Item 1:

Public Hearing

Summary of response/attendance:

Two meetings offered on November 14, 2019, one at 10am at the Main Library meeting room, the other at 6pm at the Police Academy auditorium where HCD staff offered attendees information on the application processes for the federal entitlement grant funds. Forty (40) persons representing thirty-two (32) subrecipients and nonprofits in the City attended the meeting.

Summary of comments received:

The attendees offered no comments on the application process.

Summary of comments not accepted and reasons:

None

Item 2:

Public Meetings held January 30-February 13, 2020 and written comments received

Summary of response/attendance:

HCD staff offered presentations on the HUD entitlement programs, the Consolidated Plan, and public participation processes at a series of four public information meetings in accessible locations near public transportation routes in central, northside, east end, and southside areas of the City. The meetings took place on the evenings of January 30, and February 3, 12, and 13, 2020. Public notices were published in the daily paper of record, a weekly minority-owned paper, and a Spanish-language publication targeted to the Latin American community. Spanish interpreters were present at the Southside meeting. A total of six citizens attended the four meetings. While attendance was poor, we nevertheless received a high number of comments from attendees and others in writing following the meetings.

Summary of comments received:

A majority of commenters focused on improving outreach and communication to expand citizen engagement. Suggested methods included email distribution lists, improved city website and social media presence, outreach through local radio programs. Suggested activities included: sustain community engagement with citizen panel representing Richmond civic groups; increase number of opportunities for and meaningful level of engagement in planning, in development of Consolidated Plan and the Plan to Affirmatively Further Fair Housing; ensure that economic and residential planning is fully collaborative, with grantees and residents as equal stakeholders. Annual Action Plan needs to reflect actual engagement with the public.

Additional priorities: Address infrastructure needs in Southside Richmond. Let market address most issues north of the James River. Reduce spending on public services and let Public Housing funding address de-concentration of poverty. Increase support for street outreach work as an effective approach to reduce homelessness. Continue to support long-term affordability by such means as expansion of multifamily housing, deeds of trust or covenants, or partnering with a Community Land Trust. Structure the engagement process to foster and fund grass-roots resident-led organizations to do work in their community. Honor the priorities stated in the current 5-year Consolidated Plan to engage in proactive outreach to disconnected youth (young people not in school and not employed) in the City, and encourage community-based and faith-based efforts to strengthen fatherhood and promote healthy, strong relationships between parents and children. Proactively market CDBG funding opportunities to new applicants who have community-based and resident-driven organizations that better understand the needs of the residents. Partner with housing organizers of legal aid organizations to expand outreach and increase resident engagement in the entire Consolidated Plan planning cycle.

Funding Recommendations: Infrastructure, street outreach/intervention to reduce homelessness, creation and preservation of multifamily housing for 0-30% AMI, senior housing with long-term affordability restrictions, home repairs for elderly and low-income homeowners, a year round shelter with some 150 no-barrier or low-barrier shelter beds, an additional 300 units of permanent supportive housing, resident-led organizations, especially with a focus on entrepreneurship/trade programs for youth/young adults, including disconnected youth and ex-offenders to address both poverty and crime.

Summary of comments not accepted and reasons:

A predominant criticism heard at our public meetings was that HCD needs to improve on outreach and communication. HCD agrees to an extent and will implement measures to improve. We received eight nearly identical written comments and additional comments on similar themes covering the following Public Housing issues:

- preservation of existing housing stock during the public housing redevelopment
- inclusion of residents in governance of public housing redevelopment processes
- 1 to 1 brick-and-mortar replacement of any public housing units lost during redevelopment
- dedicated housing for families, aging residents, and people with disabilities
- a focus on public housing within city limits, close to public services, and on central bus lines
- Use of CDBG funding for purposes other than public housing and public housing relocation; CDBG funding should be used to provide public housing and to address public housing relocation issues

These comments make it apparent that there is not a clear understanding of how HCD attempts to use HUD entitlement funds to address a spectrum of housing, economic, and community needs, and the work of RRHA to address public housing. While there is cooperation and coordination among HCD, City Administration, and RRHA, HCD employs the entitlement funds to supplement, rather than supplant, the work of the public housing authority, and to use the funds to address housing and community needs for which the Public Housing funds cannot be used. Many of the Public Housing issues raised in the comments are beyond a scale that could be

successfully addressed with the entitlement funds. HCD must ensure that these concerns are communicated to City Administration and to RRHA and that HCD does a more effective job articulating the responsibilities and abilities of the respective parties.

Additional comments

- Acute shortage of housing units for extremely low 0-30% AMI that public housing alone begins to address. **Response:** HCD acknowledges this need and is allocating funds for construction of new multifamily units affordable to the 0-30% AMI population. A large portion of ESG and HOPWA funds assist persons at 0-30% AMI.
- Offering Section 8 vouchers to displaced residents while reducing the net number of housing units is not acceptable, as it decreases the supply of affordable housing in the City. It is also unlikely to produce deconcentration of poverty as vouchers are generally only accepted by landlords in high-poverty areas. **Response:** City entitlement funds are not used for the demolition or redevelopment of Public Housing units, or the issuance of Housing Choice Vouchers. HCD continues to fund Fair Housing activities at HOME, Inc. who can address discrimination under Virginia's new law protecting source of income.
- There is no guarantee that replacement units not publicly owned will remain affordable long-term, beyond the development agreement. **Response:** HCD partners with private developers who bring additional resources to affordable housing development. The City enforces HOME recapture provision requirements in its contractual agreements with its sub-recipients for the duration of the affordability period, which is based on the amount of direct subsidy. The City is not able to enforce the affordability requirement beyond the extent of the contractual agreement.

Item 3:

Public Meeting

Summary of response/attendance:

On February 25, 2020, Staff gave a presentation on HUD entitlement programs, the Consolidated Plan, and public participation processes at a public meeting hosted by the 7th District Councilmember in the East End. Some 25 persons were in attendance.

Summary of comments received:

After the presentation, attendees wanted additional information about how the amount of entitlement dollars was calculated, and how affordability was defined. They wanted more details about the annual cycle of planning, allocation, and performance review, the opportunities for citizen engagement, and how HCD staff could improve outreach and communication. They suggested that staff build a distribution list so information could go directly to community associations for inclusion in their newsletters. There was interest in establishing a Fulton NiB area and an assurance that HCD would make sure developers created affordable housing in their neighborhoods and elsewhere in the City.

Summary of comments not accepted and reasons:

None

Item 4:
Public Meeting

Summary of response/attendance:

HCD staff attended the Hull Street/Midlothian Civic Association in the Swansboro West NiB area on the evening of March 2, 2020, to give a presentation and answer questions. 18 members of the community attended. This was the only meeting that resulted from reaching out to 12 neighborhood associations in the active Neighborhoods in Bloom areas. Another scheduled meeting was postponed by the association president. Additional associations had expressed some interest, but out participation was not scheduled before social isolation measures related to COVID-19 went into effect.

Summary of comments received:

Comments at the meeting expressed welcome and interest in assistance for the Swansboro West Neighborhoods in Bloom area along with concerns about the type and quality of mixed-income and affordable housing development. Attendees requested information about business loans, planning timelines, income-based rent affordability, and the developers/service providers who would be working in the community. The attendees recommended a resident- or community-based advisory board for the development of plans for their area.

Summary of comments not accepted and reasons:

None

Grantee Unique Appendices

APPENDIX I

Written Standards for Provision of ESG Assistance [24 CFR 576.400(e)]

By accepting ESG funds from the City of Richmond, the service provider agrees to administer the funds in ways that are consistent with the standards provided by the City of Richmond and in accordance with the HUD ESG regulations found at 24 CFR, Part 576.

A. Requirement to serve residents of the City of Richmond

Funds should be used for residents of the City of Richmond. Agencies are expected to verify city residence when verifying other eligibility requirements.

B. Client Eligibility Requirements

Clients will be referred from the Coordinated Entry System of the Greater Richmond Continuum of Care (GRCoC). All assisted households must be "homeless" or "at-risk" as defined at 24 CFR § 576.2. Service providers are expected to familiarize themselves with the HUD definitions which are detailed within this citation, and summarized in the chart just below:

Service Type	Eligibility Criteria
Emergency Shelter	Literally homeless At imminent risk of homelessness Individuals exiting institutions (where they resided temporarily) with no resources or anywhere to go.
Rapid Re-housing	Household must be literally homeless as defined by HUD at 24 CFR § 576.2 and without other housing resources.
Prevention	Be at risk of homelessness as defined by HUD at 24 CFR § 576.2, and will become homeless within 14 days but for this assistance, and have a total household income at or below 30% AMI, and have medium to high barriers to housing as defined by using tool(s) currently adopted by the Greater Richmond CoC Board.

For all assistance, an initial evaluation to determine program eligibility of individuals and/or families will be conducted. It will establish the type and amount of assistance needed, as well as how to address the needs of ineligible applicants. Clients will be assessed using the tool(s) adopted by the GRCoC Board. The assessment must include:

- confirmation that the household has been screened by the Coordinated Entry System (can be confirmed with review of intake in HCIS or in the coordinated entry for survivors of sexual and domestic violence),
- certification of homeless status,
- an assessment of need and vulnerability using a currently-approved CoC assessment tool (currently, the VI-SPDAT), and
- a completed housing barrier assessment for service and housing needs.

Recertification

Agencies/service providers will reassess the household eligibility, assistance needs (including level and type) at least every three months. Households can be recertified for continued assistance based on need. Each recertification will include a review of income and service needs.

Homeless Management Information System (HMIS) Participation

All agencies are required to enter client-level data into the GRCoC-designated HMIS or a comparable data base. Data entry requirements include but are not limited to the following:

- HUD-required data elements
- Assessed housing barrier level at intake and recertification
- An exit assessment that is entered into HMIS or a comparable-level database.

Providers must adhere to the Data Quality Plan and other GRCoC-approved policies and procedures for HMIS.

C. Participation in the Greater Richmond Continuum of Care

All ESG funded agencies are required to be an active member of the Greater Richmond Continuum of Care (GRCoC) as defined by the GRCoC by-laws, found at www.endhomelessnessva.org. Participation in the GRCoC must be demonstrated annually by official communication from the CoC governing body or its designee.

D. Shelter Operations

Shelters must meet basic habitability standards including fire inspection and Americans with Disabilities Act (ADA) standards. If the shelter itself is not ADA compliant, the sub-grantee must have a plan to meet the needs of households with disabilities.

Shelters include programs that provide temporary shelter to households experiencing homelessness and may include seasonal shelters. Transitional housing is not eligible under ESG.

Eligible Costs

Most costs associated with the operation of a shelter are eligible ESG costs. These costs include:

- Rent
- Security
- Maintenance
- Utilities
- Supplies
- Essential Services (case management and limited support services)

E. Rapid Re-housing Assistance

All households receiving assistance must meet the client eligibility requirements identified in the section above titled Client Eligibility Requirements.

Eligible costs

Eligible rapid re-housing costs include rent, security deposits, maintenance, utilities, housing relocation services, supplies, and case management. Grantees should refer to the ESG Regulations for specific guidance on eligible costs. In cases where there is uncertainty about costs, grantees are asked to contact the City of Richmond ESG Coordinator for additional guidance.

Level of assistance

Providers are expected to work with households to identify the types and levels of assistance that are needed to support a permanent housing placement. Support should be limited to the minimal amount needed to house a client. It is strongly encouraged that clients share in rent and utility costs, if they have the ability to pay. Recertifications should be used to offer additional support to clients that need additional assistance to maintain housing stability. All costs should be assessed for reasonableness and agencies should document assessments of reasonableness in client case files. Rents should meet the Rent Reasonableness guidelines detailed in the ESG regulations issued by HUD.

Expectation of services

All individuals seeking or receiving assistance must be provided information explaining the types of services that they are being screened for, and an explanation of how that determination will be made. RRH Case Management and Services should be based on the following core principles: housing first approach, client-driven, housing-retention focused, and collaborative with the client to engage in the community.

The following guidelines should be used when providing assessment and case management services to RRH clients:

- Assessment and housing case management should begin within three (3) business days of referral;
- Beginning with assessment, all decisions and case management should be client-driven;
- For Housing-Focused Case Management, each RRH Service provider will have a policy that indicates the minimum and/or maximum number of properties shown;
- Housing-focused case management (i.e., tasks necessary to obtain housing) should be provided at least weekly, until housed;
- Housing stabilization case management (i.e., tasks necessary to sustain housing such as connection to mainstream resources and wrap-around services) will be provided at least monthly, once housed, while receiving financial assistance; and
- Once financial assistance has ended, client contact should continue at least monthly for a minimum of two (2) months before discharge.

Length of assistance and types of assistance

The duration of financial assistance will not exceed more than 12 consecutive months at a time, excluding arrears, and it will not exceed more than 24 months total over a 36 month period. Assistance provided may be short-term rental assistance, medium-term rental assistance, payment of rental arrears, housing search, case management or any combination thereof.

- Short-term rental assistance is to be limited to a maximum of 3 months of rent.
- Medium-term rental assistance shall extend for more than 3 months but not more than 12 months of rent. Households must be authorized for short-term assistance and receive medium-term assistance only at the initial recertification.
- Payment of rental arrears consists of a one-time payment for up to 6 months of rent in arrears, including any late fees on those arrears.
- Housing relocation and stabilization services include financial assistance activities such as moving costs, rental application fees, security deposits, last month's rent, utility deposits and utility payments; and services such as housing search and placement, housing stability and case management, mediation, legal services, and credit repair.
- Housing search and placement services include services or activities that assist individuals or families in locating, obtaining, and retaining suitable housing.

Habitability standards

When funds are used to pay for rents, the rental unit must meet the habitability standards established in the HUD ESG regulations.

F. Prevention Assistance

Eligible costs

Eligible prevention assistance costs include rent, security deposits, maintenance, utilities, housing relocation services, supplies, and case management. Grantees should refer to the ESG Regulations (under 24 CFR § 576, Subpart B) for specific guidance on eligible costs. In cases where there is uncertainty about costs, grantees are asked to contact the City of Richmond ESG Coordinator for additional guidance.

Level of assistance

Providers are expected to work with households to identify the types and levels of assistance that are needed to support a permanent housing placement. Support should be limited to the minimal amount needed to house a client. It is strongly encouraged that clients share in rent and utility costs, if they have the ability to pay. Recertifications should be used to offer additional support to clients that need additional assistance to maintain housing stability. All costs should be assessed for reasonableness and agencies should document assessments of reasonableness in client case files. Rents should meet the Rent Reasonableness guidelines detailed in the ESG regulations issued by HUD.

APPENDIX II

2016-2020 CITIZEN PARTICIPATION PLAN (COVID-19 Amendment)

On March 12, 2020, the Governor of Virginia issued Executive Order No. 51 (2020) declaring that a state of emergency exists as a result of the spread of COVID-19. On March 23, 2020, the Governor of Virginia issued Executive Order No. 53 (2020), which ordered that beginning Tuesday, March 24, 2020, all public and private in-person gatherings of ten or more individuals are prohibited.

On April 9, 2020, Richmond City Council adopted Ordinance 2020-093 to address the emergency presented by the spread of COVID-19 and to provide a method to ensure continuity in the City's government occasioned by the disaster presented by the spread of COVID-19.

Also on April 9, 2020, the U.S. Department of Housing and Urban Development (HUD) announced the release of additional Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) funds for the implementation of a range of activities to prevent, prepare for, and respond to the coronavirus. HUD simultaneously announced waivers to certain requirements and procedures to facilitate the implementation of such activities, and to address the public participation component during the period that in-person meetings and public hearing are prohibited.

The City of Richmond and the Department of Housing and Community Development (HCD) are committed to a transparent and accessible public participation process that will ensure continuity of program and function in the receipt, proposed allocation, and ultimate use of all HUD entitlement funds, reviewed and informed by citizen input. HCD offers this amended Citizen Participation Plan in coordination with the measures adopted by City Council and the waivers extended by HUD for the duration of the period that emergency measures are in effect.

HCD is responsible for ensuring that all citizen participation requirements under the federal guidelines are met in the development of the Citizen Participation Plan, the Consolidated Plan and Substantial Amendments thereunto, and Performance Reports. The requirements are set forth in 24 CFR 91.105 and cover the following:

- Providing for and encouraging citizen participation, with particular emphasis on participation by persons of very low- and low- to moderate-income who are residents of slum and blighted areas and areas eligible for the use of Community Development Block Grant Funds, as well as minorities, non-English speakers, and persons with disabilities.
- Providing citizens with reasonable and timely notice of and access to local meetings, information, and records relating to the proposed and final use of funds.
- Providing technical assistance to groups representative of persons of low- and moderate-income that request such assistance in developing proposals.
- Providing accessible methods for submission by citizens of their views and responding to proposals and questions at all stages of the community

development program, including at a minimum the development of needs, the review of proposed activities, and the review of program performance. These opportunities for comment shall be offered with adequate notice and duration, by methods convenient to potential or actual beneficiaries, and reasonable accommodation to persons with disabilities.

Consolidated Plan

In the development of the Consolidated Plan, the City of Richmond's Department of Housing and Community Development shall:

- Make available the amount of assistance, the range of proposed activities, and an estimate of the amount that will benefit low-mod persons, as well as a statement on anti-displacement policy for minimizing displacement and the types and levels of assistance to displaced persons. Information on the amount of assistance will be made available prior to the public comment period via public notice of a detailed summary in Richmond's daily newspaper and in a minority-owned weekly paper. All information will be available throughout the public comment period on the HCD website and distributed upon request by e-mail or USPS.
- Publish the Consolidated Plan in a manner that affords interested persons a reasonable opportunity to examine it and comment upon it. Upon acceptance of the final document by U.S. Housing and Urban Development (HUD) the complete text will be posted on the City of Richmond's website, and complete copies will be distributed upon request by e-mail or USPS.
- Provide for no less than one public hearing during the development of the Consolidated Plan to be held during the Public Comment Period.
- Provide for a period of not less than ten days to receive comments on the Consolidated Plan prior to its adoption by City Council.
- Consider any comments received in preparing the final Consolidated Plan. A summary of the comments, and any comments not accepted and the reasons therefore shall be attached to the final Consolidated Plan.

Anti-displacement and Relocation Plan

The City will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended and implementing regulations at 49 CFR24. The City also has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Methods used to maximize citizen participation:

- Consultation/focus meetings
- Published solicitation of comments
- Public hearings hosted by Housing and Community Development and City Council

Consultations/Focus Meetings

To develop the Consolidated Plan, City staff will hold consultations/focus meetings by telephone or virtual meeting with individuals and organizations that are directly or indirectly providing housing and support services to low and moderate income residents of Richmond. Summaries of these meetings will be published in the Consolidated Plan and will be available for review before the final draft is submitted to HUD.

Consultations will be held with representatives for the following:

1. Special Needs
 - Housing: Assisted Housing Services, Health Services, Social Services, Fair Housing Services.
 - Chronic Homelessness and Special Needs: Homeward Partners Mental Health, HOPWA participating providers and jurisdictions, service providers to Elderly and Disabled Persons, ESG providers and COC.
 - Lead Paint Based Hazards/Healthy Homes, Local Health and Child Welfare agencies.
2. Government
 - Adjacent units of Local Government and Richmond Metropolitan Regional Planning District
 - Government Housing Agencies (Virginia Housing Development Authority, Virginia Department Housing & Community Development, HUD)
 - City Agencies (Social Services, Office of Community Wealth Building, Economic Development, Multicultural Affairs, Planning and Development Review, Minority Business Development, Police.)
3. Housing
 - Local Public Housing Agency: RRHA for public housing needs, planned programs and activities
 - Private Housing Professionals, Realtors & Developers, Contractors
 - Foundations, Equity Corporations, and Lending Institutions
 - Non Profit Housing Agencies and Advocates
4. Finance
 - Foundations, Equity Corporations, and Lending Institutions
 - Government Agencies (Virginia Housing Development Authority , Virginia Department Housing & Community Development , HUD)
 - City Agencies (Finance, Economic & Community Development, Minority Business Development, Police, etc.)
 - Local Business Community
 - Federal Reserve

5. Limited English Proficiency

- Hispanic/Latino Organizations
- Asian Chamber of Commerce
- Hispanic Chamber of Commerce
- Government Housing Agencies (Virginia Department of Housing & Community Development, HUD, etc.)
- City Agencies (Social Services, Housing and Community Development, Multicultural Affairs, Planning and Development Review, Office of Community Wealth Building, Minority Business Development)

Public Hearings

The Department of Housing and Community Development will convene no less than one Public Hearing on the draft Plan during the Public Comment Period. While emergency measures are in effect, HCD will receive input from citizens on housing and community development needs for low to moderate-income persons, including priority non-housing community development needs prior to publishing the proposed Consolidated Plan through published solicitation of public comments, with instructions for viewing preliminary materials and submission of comments. HCD staff will respond to all questions received and all comments, questions, and responses shall subsequently be made available for public review.

The one Public Hearing will be hosted by City Council during the public comment period for citizens to give input on the Consolidated Plan and the annual budget. This Plan will consist of the overall identified needs of housing and community development and strategies to address these needs over a five-year period; it will provide specific activities for the fiscal year. Adequate and timely notification to citizens about the public hearing will be made through public notices published in local newspapers: the daily newspaper and a minority-owned weekly paper. The hearing shall be conducted according to measures adopted in Ordinance 2020-093. The facilities for the meetings and hearings will be accessible to persons with disabilities.

The Department of Housing and Community Development shall make all arrangements for public hearings and shall be responsible for publishing public notices no less than one week in advance of the hearings. HCD will ensure that one or more qualified interpreters are available to interpret at any public meetings or hearings upon request by any individual who is limited English proficient (LEP). Interpretation at such meetings and hearings shall be conducted in such manner to accommodate the number of people making the requests and ensure the smooth conduct of the meeting.

Additional Language Access Issues:

Any City resident needing language assistance for public meetings that is not otherwise provided for, or to have notices or other vital City documents related to this notice translated into Spanish, can contact the City's Interim Language Access Coordinator at 804-646-0145. This Plan has been translated into, and is available in, Spanish.

In addition to the specific interpretation, translation and language access provisions set forth above, HCD will follow the requirements of the version of the City's Language Access Plan then in effect.

Substantial Amendments

A substantial amendment has been defined as follows:

- 1) Funding a new project in excess of \$60,000
- 2) Adding more than \$100,000 to an existing project
- 3) Changing the purpose, scope, location or beneficiaries of an activity, including changes in the use of CDBG funds from one eligible activity to another.

When it has been determined that a substantial change must be made to the Consolidated Plan, it will be published for review in the local newspapers. Citizens will have a 10-day period for review and to submit written responses (time period to run concurrently). A summary of these comments and a summary of any comments or views not accepted will be attached to the substantial amendment. City Council will also review the changes and have a public hearing before amending the Consolidated Plan. The Department of Housing and Community Development shall make all arrangements for solicitation of public comment and virtual public hearings and shall be responsible for handling all public notices.

Performance Reports

Citizens will be given an opportunity to review Annual Performance Reports before they are submitted to HUD by September 27th each year. There is a 15-day period allowed for this review. Copies of the report will be posted to the HCD website and distributed upon request by e-mail or USPS for persons to review. A notice of the availability and opportunity to comment is published in the local newspapers. Any written comments provided shall be summarized and attached to the performance report for submittal to HUD.

Availability to the Public

The adopted Consolidated Plan, Substantial Amendments and Performance Report will be made available to the public, and upon request, in a form accessible to persons with disabilities.

Access to Records

The proposed Consolidated Plan in its entirety shall be made available for public review/comments on the HCD website and distributed upon request by e-mail or USPS. Also, a budget summary of the proposed Consolidated Plan will be published in the local newspaper. The final document will also be published so that a reasonable number of copies can be made available to citizens upon request. The final document is posted on the City of Richmond and HCD websites. Citizen comments are compiled and added to the Consolidated Plan before it is submitted to HUD. Citizens will be provided reasonable and timely access to information and records relating to the Consolidated Plan and use of the assistance under the programs for the period of the prior five years.

Technical Assistance

Technical assistance will be provided to any groups or representative of persons who are very low- and low- to moderate-income and or Limited English Proficient or others requiring assistance in developing proposals for funding under any of the programs covered under the Consolidated

Plan. The Department of Housing and Community Development shall make arrangements for such assistance upon request. For each funding cycle, staff will hold at least one virtual evening workshop covering the essentials of proper preparation of applications free of charge and with reasonable accommodation for persons with disabilities. Staff will be available to answer questions and provide technical assistance during the application period.

Complaints

The City through the Department of Housing and Community Development will provide a written response to each complaint received from a citizen on the Consolidated Plan, an amendment, or performance report (within 15 days, where practicable).

Expiration

This amended Citizen Participation Plan shall remain in effect through August 16, 2021, and may be extended through HUD extension of COVID-19 waiver period, or superseded by Council adoption of a subsequent Plan.

APPENDIX III

Richmond Ordinance 2020-093

To assure the continuity of government during the disaster resulting from the COVID-19 pandemic by modifying the practices and procedures of public bodies to permit electronic meetings as authorized by Va. Code § 15.2-1413.

WHEREAS, on January 31, 2020, the United States Secretary of Health and Human Services determined pursuant to section 319 of the Public Health Service Act, 42 U.S.C. § 247d (2018), that a public health emergency exists as a result of confirmed cases of 2019 Novel Coronavirus; and

WHEREAS, on March 12, 2020, the Governor of Virginia issued Executive Order No. 51 (2020) declaring pursuant to sections 44-146.17 and 44-75.1 of the Code of Virginia (1950), as amended, that a state of emergency exists as a result of the spread of COVID-19, a disease caused by this coronavirus; and

WHEREAS, Executive Order No. 51 (2020) acknowledges that COVID-19 is a communicable disease of public health threat and that its anticipated effects constitute a disaster as described in section 44-146.16 of the Code of Virginia (1950), as amended, and orders the implementation of the Virginia Emergency Operations Plan, the activation of the Virginia Emergency Operations Plan to coordinate the provision of assistance to local governments, and authorization for state executive branch agencies to “waive any statute or regulation” as appropriate; and

WHEREAS, on March 13, 2020, pursuant to section 201 of the National Emergencies Act, 50 U.S.C. § 1621 (2018), and section 501(b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. § 5191 (2018), the President of the United States of America declared a national emergency as a result of the spread of COVID-19; and

WHEREAS, the Mayor of the City of Richmond, as the City’s Director of Emergency Management, declared a local emergency pursuant to section 44-146.21(A) of the Code of Virginia (1950), as amended, as a result of the spread of COVID-19; and

WHEREAS, by Resolution No. 2020-R025, adopted March 16, 2020, the Council of the City of Richmond consented, as required by section 44-146.21(A) of the Code of Virginia (1950), as amended, to the declaration made by the Mayor of the City of Richmond in his role as Director of Emergency Management that a local emergency exists in the city of Richmond due to the spread of COVID-19; and

WHEREAS, section 44-146.21(C) of the Code of Virginia (1950), as amended, authorizes the Mayor of the City of Richmond, as the City’s Director of Emergency Management pursuant to section 44-146.19(B)(1) of the Code of Virginia (1950), as amended, to proceed without regard to time-consuming procedures and formalities prescribed by law (except mandatory constitutional requirements) pertaining to the performance of public work, entering into contracts, incurring of obligations, employment of temporary workers, rental of equipment, purchase of supplies and materials, and other expenditures of public funds, provided such funds in excess of appropriations in the current approved budget, unobligated, are available, among other emergency powers; and

WHEREAS, section 15.2-1413 of the Code of Virginia (1950), as amended, provides that “[n]otwithstanding any contrary provision of law, general or special, any locality may, by ordinance, provide a method to assure continuity in its government, in the event of an enemy attack or other disaster” and that “[s]uch ordinance shall be limited in its effect to a period not exceeding six months after any such attack or disaster and shall provide for a method for the resumption of normal governmental authority by the end of the six-month period,” and

WHEREAS, the Attorney General of Virginia issued an opinion dated March 20, 2020, concluding that any locality may adopt an ordinance to “provide a method to assure continuity in its government” at a public meeting “held electronically and without a quorum of members physically assembled” if held in compliance with section 2.2-3708.2(A)(3) of the Code of Virginia (1950), as amended, and other applicable law; and

WHEREAS, on March 23, 2020, the Governor of Virginia issued Executive Order No. 53 (2020), which ordered that “[e]ffective 11:59 p.m., Tuesday, March 24, 2020 until 11:59 p.m., Thursday, April 23, 2020, all public and private in person [sic] gatherings of 10 [sic] or more individuals are prohibited;” and

WHEREAS, on March 30, 2020, the Governor of Virginia issued Executive Order No. 55 (2020), which imposed criminal penalties for violation of the prohibition on “[a]ll public and private in-person gatherings of more than ten individuals,” among other prohibitions; and

WHEREAS, the Council finds that COVID-19 is a communicable disease of public health threat, that the effects of COVID-19 constitute a “disaster” as defined by section 44-146.16 of the Code of Virginia (1950), as amended, and that the spread of COVID-19 makes it unsafe for a quorum of public bodies to assemble in one location or for public bodies to conduct meetings in accordance with normal legal requirements, practices, and procedures; and

WHEREAS, the Council now desires to adopt this ordinance to address the emergency presented by the spread of COVID-19 and provide a method to assure continuity in the City’s government occasioned by the disaster presented by the spread of COVID-19;

NOW, THEREFORE,

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That, in accordance with and pursuant to the authority granted by section 15.2-1413 of the Code of Virginia (1950), as amended, and notwithstanding any contrary provision of law, general or special, the following provisions shall apply:

A. Purpose. The purpose of this ordinance is to ensure the continuity of government by providing legal means by which public bodies may discuss and transact public business in compliance with “social distancing” requirements imposed by governmental authorities during the disaster.

B. Definitions. For purposes of this ordinance, the terms defined below shall have the meanings ascribed to them by this subsection (B).

1. City. “City” means the City of Richmond, Virginia, a municipal corporation and political subdivision of the Commonwealth of Virginia.

2. **Disaster.** "Disaster" means the spread of COVID-19 described as a disaster under applicable law in Executive Order No. 51 (2020), issued by the Governor of Virginia on March 12, 2020.

3. **Electronic Communication.** "Electronic communication" has the meaning set forth in section 2.2-3701 of the Code of Virginia (1950), as amended.

4. **Electronic Meeting.** "Electronic meeting" means an assemblage of as many as three members or a quorum, if less than three, of the constituent membership of a public body held solely through real-time electronic communication means without a quorum of the public body physically assembled at one location.

5. **Public Body.** "Public body" means any local or regional authority, board, commission, or other collegial body, or any committee or subcommittee thereof, that is subject to the meeting-related provisions of the Virginia Freedom of Information Act, Va. Code Ann. §§ 2.2-3700-2.2-3715 (2019), and

a. That the City Council of the City or the Mayor of the City created in accordance with applicable law;

b. To which the City Council of the City or the Mayor of the City appoints all or some of the members;

c. That is identified as a blended or discrete component unit of the City in the City's 2019 Comprehensive Annual Financial Report; or

d. That operates within the corporate boundaries of the city of Richmond.

For the avoidance of doubt, the term "public body" includes, without limitation, the City Council of the City, the School Board of the City of Richmond, the City Planning Commission, the Board of Zoning Appeals, and the Board of Equalization.

C. **Meeting Procedures.** While this ordinance is in force and effect, the following provisions apply to all public bodies:

1. **Authorization.**

a. Any public body may discuss or transact public business at an electronic meeting that complies with the meeting procedures set forth in this ordinance.

b. Each public body may adopt additional procedures or rules consistent with this ordinance to aid in the orderly conduct of any electronic meeting held pursuant to this ordinance, including such additional requirements as may afford every opportunity to citizens to witness the operations of government.

c. No provision of this ordinance shall be interpreted or construed to require any public body to hold an electronic meeting or to prevent any public body from postponing to a date certain any item of business before it for consideration provided that the public body provides public notice of such postponement sufficient to inform citizens of how and when to present their views on that item of business.

d. No electronic meeting conducted pursuant to this ordinance shall be (i) subject to the limitation set forth in section 2.2-3708.2 of the Code of Virginia (1950), as amended, on the

number of meetings in a calendar year in which a member of a public body may participate by electronic communication means or (ii) deemed to count against that limitation.

e. Each public body must determine, in consultation with its legal counsel, whether and the extent to which this ordinance confers legal authority on that public body.

2. Notice. The following notice requirements shall apply to electronic meetings in lieu of those set forth in the Virginia Freedom of Information Act:

a. Prior to holding an electronic meeting, the public body shall provide notice to the public of the meeting using the best available method given the nature of the disaster.

b. The public body shall provide the notice required by this ordinance for any regular meeting held as an electronic meeting at least three working days prior to the electronic meeting. The public body shall provide the notice required by this ordinance for any special meeting or emergency meeting held as an electronic meeting contemporaneously with the notice provided to the members of the public body.

c. The notice must:

(1) State the date and time of the meeting;

(2) State that the meeting will be held as an electronic meeting pursuant to and in compliance with this ordinance;

(3) State when and how the public may obtain electronically a copy of the agenda for the meeting;

(4) Describe how the public may listen to and, if possible, observe the meeting in real-time;

(5) Describe whether and how the public may participate in or otherwise offer comment before or during the meeting; and

(6) Identify the person or persons responsible for receiving comments from the public.

3. Agenda. The agenda for each electronic meeting must include text that does the following:

a. States that the meeting will be held as an electronic meeting pursuant to and in compliance with this ordinance;

b. Describes whether and how the public may participate in or otherwise offer comment before or during the meeting; and

c. Identifies the person or persons responsible for receiving comments from the public.

4. Announcement. At the beginning of the electronic meeting, the presiding officer of the public body, or any administrator, clerk, or secretary of the public body at the option of the presiding officer, shall make an oral announcement that does the following:

a. States that the meeting is being held as an electronic meeting pursuant to and in compliance with this ordinance;

b. Summarizes briefly the notice of the meeting provided to the public;

- c. Describes whether and how the public may participate in the meeting, including whether and how public comment will be permitted and public hearings will be conducted;
 - d. Identifies the person or persons responsible for receiving comments from the public; and
 - e. Identifies each member of the public body who is electronically or physically present.
5. **Public Participation.** The following shall govern public participation in electronic meetings of public bodies pursuant to this ordinance:
- a. Any electronic meeting of the public body shall be open to participation through electronic communication means by the public and closed to in-person participation by the public.
 - b. The public body shall ensure that the public may listen to and, if possible, observe the electronic meeting through electronic communication means.
 - c. If the public body provides for public comment when a public hearing is not required, the public body may provide that such public comment must be solicited only by electronic communication means in advance of the meeting, and the public body shall include all public comments received by such electronic communication means in advance of the meeting in the record of that meeting.
 - d. If the public body must hold a public hearing on a matter, the public body may solicit comment via electronic communication means in advance of the meeting and shall solicit public comment through telephonic or other electronic communication means during the course of the meeting. At or before the meeting, the public body shall furnish all of its members with any public comments received in advance of the meeting in accordance with the procedures described by the public body in its notice of the meeting. The public body shall include all public comments received in writing in advance of the meeting or during the course of the meeting in the record of that meeting.
6. **Voting.** Each vote taken during an electronic meeting must be a roll call vote, with each member's name and vote recorded in the minutes of that meeting.
7. **Minutes.** A public body may approve the minutes of an electronic meeting at a subsequent electronic meeting or at a subsequent meeting that is not an electronic meeting. The minutes of each electronic meeting must conform to all requirements of law. In addition, the minutes of each electronic meeting must identify:
- a. The fact that the meeting was held as an electronic meeting pursuant to this ordinance due to the disaster represented by the spread of COVID-19;
 - b. The type of electronic communication means by which the meeting was held; and
 - c. Each member of the public body who participated in or monitored the meeting by electronic communication means.
- D. **Severability.** The sections, paragraphs, sentences, clauses, and phrases of this ordinance are severable, and if the valid judgment of a court of competent jurisdiction declares any section, paragraph, sentence, clause, or phrase of this ordinance, or the application thereof to any person or circumstances, to be unconstitutional or invalid, such unconstitutionality or invalidity shall not affect the validity any of the remaining sections, paragraphs, sentences, clauses,

and phrases of this ordinance, or the application thereof to any person or circumstances, that can be given effect without the unconstitutional or invalid sections, paragraphs, sentences, clauses, or phrases unless it is apparent that two or more sections, paragraphs, sentences, clauses, or phrases must operate in accord with one another.

E. Expiration. This ordinance shall expire on September 12, 2020, unless extended or rescinded by ordinance adopted by the City Council of the City prior to September 12, 2020. Upon its expiration or rescission, this ordinance shall no longer have any force or effect, and the laws, regulations, and rules applicable to each public body prior to the adoption of this ordinance shall thereafter be applicable to that public body.

§ 2. This ordinance shall be in force and effect upon adoption.

Grantee SF-424's and Certification(s)