



Henrico County, Virginia

2014-2015

**ANNUAL CONSOLIDATED
COMMUNITY DEVELOPMENT
ACTION PLAN**

**Amended
May 25, 2015**

**Department of Community Revitalization
May 2015**

Acknowledgements

The 2014-2015 Annual Consolidated Community Development Action Plan and Amendment was prepared by the County of Henrico Department of Community Revitalization, Division of Community Development.

County of Henrico Board of Supervisors

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Preface

This document was prepared in the HUD online *eCon Planning Suite*. Henrico County began using this system for preparing the Annual Action Plan in 2013-14. HUD has made the on-line system mandatory for preparation of the 5-year Consolidated Plan, and optional for the Annual Action Plan. Henrico County chose to use the IDIS template beginning in 2013-14 to provide for future consistency between the Annual Plan, the CAPER, and the future 5-year Consolidated Plan. Consequently, the reader of this document will find the format substantially different from the Annual Plans submitted by Henrico County in the past.

In the process of developing this plan, it was discovered that there remain a few deficiencies and system glitches in the *eCon Planning Suite* that inhibit the ability to produce a user-friendly document for public review. HUD has made adjustments to this system over the last year and as a result information that is presented in the 2014-15 version may not be represented in the 2013-14 version.

In order to accommodate the shortcomings of the *e-CON Planning Suite*, every attempt was made to insert information in the most appropriate location and where necessary make adjustments to the document exported for public review. Consequently, the reader may find the placement of some information a bit unusual; however this was necessary in order to ensure the completeness of the document. We appreciate the patience of the reader as we attempt to work with the IDIS on-line system.

County of Henrico
Department of Community Revitalization
July 2014

Addendum to the Amended Plan

This Action Plan was amended in May 2014 to reappropriate unspent CDBG and HOME funds from prior years. The funding of some projects has changed, as has the targeted number of households or individuals assisted. The most concise summary of the reappropriations can be found in Appendix B- the Amended Sources and Uses of Funds

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Amendment Summary:

The May 25, 2015 amendment reallocates unspent CDBG and HOME 2013-14 funds to existing and new programs, and 2014-15 ESG funds all totaling \$168,505

Executive Summary

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

1. Introduction

The County of Henrico's *2010-2015 Five Year Consolidated Community Development Plan* identifies the County's needs for affordable housing and neighborhood development and covers a five year period from October 1, 2010 through September 30, 2015. The plan guides the expenditure of Community Development Block Grant and HOME funds received by the County of Henrico from the United States Department of Housing and Urban Development (HUD). For PY 2014-15, the County will begin to receive ESG (Emergency Solutions Grant) funds for the first time.

The PY 2014-15 Annual Action Plan represents the fifth year of the five year Consolidated Plan and identifies the activities to be undertaken during the year beginning October 1, 2014. The Plan is the formal application to HUD for these entitlement funds administered by the County of Henrico Department of Community Revitalization.

Sources of funds for FY 2014-2015 are as follows:

2014-2015 CDBG Entitlement Grant \$1,564,176

2014-2015 HOME Entitlement Grant \$657,051

2014-2015 ESG Entitlement Grant \$126,171

CDBG Funds Brought Forward \$ 153,601. (Amended to \$284,768)

HOME Funds Brought Forward \$ 0 (Amended to \$47,838)

Total Funds \$ 2,500,999 (Amended to \$2,680,004)

As authorized by the County of Henrico Board of Supervisors on June 24, 2014, and as described in this Annual Action Plan, CDBG, HOME, and ESG funds have been allocated to eighteen projects. See Appendix A for the Board of Supervisors resolution authorizing the submission of this plan and an itemization of the projects and amounts allocated.

(The amended Action Plan allocates funds to a total of 19 projects)

May 25, 2015

County of Henrico
Amended 2014 Community Development Action Plan

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.

During PY 2014-2015 the County of Henrico expects to achieve the following outcomes through the implementation of programs funded through CDBG, HOME, and ESG:

- Rehabilitation or minor repair of 65 housing units for low- and moderate-income elderly and/or disabled homeowners thereby retaining the affordable housing stock and increasing the supply of supportive housing.
- Rehabilitation for sale or new construction of 2 housing units for low- and moderate-income homeowners, thereby increasing the availability of affordable permanent housing. (Two homes as CHDO Activities)
- Provision of downpayment and closing cost assistance to 16 low- and moderate-income first-time homebuyers, thereby increasing the supply of affordable housing to low-income and moderate-income individuals.
- Provision of after-school educational and tutoring activities, counseling, and preventative activities for 150 children living in subsidized housing, thereby improving the safety and livability of neighborhoods.
- Provision of technical assistance to businesses within the County's Enterprise Zone, thereby providing job creation and retention, and the establishment, stabilization and expansion of small businesses. At least six jobs, available to low- or moderate-income persons, will be created.
- Provision of improvement grants to encourage investment in properties in the older commercial corridors of the County, thereby providing job creation and retention. At least two jobs, available to low- or moderate-income persons, will be created.
- Provision of design assistance grants to encourage investment in properties in the older commercial corridors of the County, thereby providing job creation and retention. At least one job, available to low- or moderate-income persons, will be created.
- Replacement of a twenty year old HVAC system at St. Joseph's Villa in a building for a center for autism, serving 40 low-income children.
- Provision of further drainage improvements and installation of sidewalks in a low-income area.
- Provision of preventative services to 21 families facing homelessness.
- Provision of services to rapidly rehouse 22 families who have experienced homelessness.
- Provision of case management services for 70 individuals living in homeless shelters.
- Complete an initial survey of architectural and historic resources in a low-income neighborhood by Oct. 1, 2016 (this objective added with the Plan amendment)

3. Evaluation of past performance

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

The Consolidated Annual Performance and Evaluation Report (CAPER) described the County's performance relative to the goals established in the Five-Year Consolidated Plan. The following is a summary of the accomplishments for the fiscal year ending September 30, 2013 as described in the PY 2012-2013 Annual Performance Report. During PY 2012-13, the County continued to provide and improve housing opportunities for low- and moderate-income individuals, support affordable housing, and provide services and opportunities to low- and moderate-income individuals and families. During this year, the County was able to achieve or exceed the majority of the annual objectives and remains on-pace for achieving the five year objectives after adjusting for funding reductions.

Summary of PY 2012-13 Accomplishments:

- Completion of the rehabilitation of 10 homes owned by low- or moderate-income elderly or disabled homeowners.
- Completion of emergency and minor repairs to 29 homes owned by low- or moderate-income homeowners.
- Provided after-school substance abuse and violence prevention programs to an average of 166 at-risk youths each month.
- Provided affordable housing, assisting 13 low- or moderate-income households by providing downpayment and closing cost assistance.
- Provided affordable owner-occupied housing by completing the purchase, rehabilitation and sale of three vacant homes to three low-income households and the new construction of three homes to three low-income households.
- Assisted businesses through a program providing 204 instances of technical assistance. CDBG funded grants assisted 9 businesses. Nine new jobs for low or moderate income people were directly attributed to PY 2012-13 expenditures.
- Provided 8 handicapped ramps to disabled, low- or moderate-income homeowners.
- Provided improvements to facilities serving low- and moderate-income communities and populations through completion of the following: improvements to neighborhood parks and recreation facilities and improvements to facilities providing job training to low-income and homeless persons.

As of February 2014 Henrico County met its CDBG spend rate for PY 2013-14.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The CDBG/HOME staff continually seek to broaden public participation through personal contacts and meetings with representatives of public and private agencies, discussions and meetings with individuals and groups, and meetings and discussions with housing providers, developers, and financial institutions. The staff serves as a source of information on housing, economic development and other community development needs. The CDBG/HOME staff provides information and written materials to diverse groups and individuals. Materials are made available online, in County libraries and other public places. Online materials include a translation into Spanish. This process is helpful in focusing attention on strategic issues, such as the need for greater homeownership in the County and focusing on aging neighborhoods and economically distressed commercial areas of the County. The staff has also participated in neighborhood planning efforts and commercial revitalization efforts with business associations in specific locations in the County.

CDBG and HOME program staff engage in regular discussions with County Social Services staff to share information, coordinate assistance, and design programs to address homelessness, housing assistance, and other needs of low-income residents and families. The Department of Community Revitalization convenes a monthly meeting of a multi-disciplinary task force that addresses housing and social service needs of County residents. County agencies represented on this task force include: Police, Social Services, Fire, Building Inspections, Mental Health, Recreation and Parks, Community Maintenance, and Henrico Public Schools.

Two public hearings were held to gather citizen input on the 2014-2015 Annual Consolidated Action Plan. The first, a needs public hearing, was held on March 6, 2014. The second meeting, a public hearing with the Board of Supervisors was held on June 24, 2014. The meetings were both advertised in the *Richmond Times-Dispatch* in accordance with the Citizen Participation Plan. Copies of the advertisements are provided in Appendix C.

Throughout the year, CDBG and HOME program staff attended 11 neighborhood community meetings to hear resident concerns regarding revitalization and to share program information. Staff also attended two district meetings hosted by a District Supervisor for his constituents.

Staff regularly attends monthly or quarterly meetings of two business associations for commercial areas serving low- and moderate-income areas of the County.

Throughout the year, CDBG and HOME program staff meets with local agencies and groups. These included meetings with agencies that are part of the regional Continuum of Care (CoC) and meetings with the CoC as a whole.

The Action Plan amendment was advertised in the *Richmond Times Dispatch* providing notification of a 30-day comment period beginning on April 25, 2015. The proposed amendment was also posted on the County web site.

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.

No comments were received at the Public Needs Hearing held on March 6, 2014 nor were any comments received in writing, email, telephone, or in-person.

No comments were received at the Board of Supervisors Public Hearing held on June 24, 2014 nor were any comments received in writing, email, telephone, or in-person.

No comments were received from the notice posted for the Annual Action Plan amendment

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

No comments were received.

7. Summary

For the preparation of the Annual Action Plan, County staff sought citizen input through print advertisements, public hearings, and information on the County web site. County staff also consulted with numerous housing and service agencies on community needs as part of the process for the development of the Annual Action Plan, for the PY 2014-15 Program Year. In preparation of the May 2015 amendment, County staff consulted with the Continuum of Care, numerous homeless service providers, downpayment assistance providers, and a housing rehabilitation and repair provider.

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	HENRICO COUNTY	
CDBG Administrator	HENRICO COUNTY	Department of Community Revitalization
HOPWA Administrator		
HOME Administrator	HENRICO COUNTY	Department of Community Revitalization
ESG Administrator	HENRICO COUNTY	Department of Community Revitalization
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

The lead agency is the County of Henrico, Virginia, Department of Community Revitalization. The County is a HUD entitlement grantee. The CDBG, HOME, and ESG funds are administered through the County Department of Community Revitalization, with assistance provided by the County Department of Finance. The program is overseen by the Community Development Manager, with the CDBG program coordinated primarily by the CDBG Program Manager, the HOME Program by the HOME Program Manager, and the ESG Program by the ESG Program Manager.

Consolidated Plan Public Contact Information

Citizens may view the plan or share comments at the Henrico County Department of Community Revitalization at 4062 Crockett Street during normal business hours. The plan can be viewed online at <http://www.co.henrico.va.us/revit>. Online access is available at all County libraries. For additional information, or to provide comments please call the Department of Community Revitalization at 501-7617 or email revitalization@co.henrico.va.us.

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

1. Introduction

Throughout the year, CDBG and HOME program staff meet with local agencies and groups. Listed below are some of the meetings undertaken by staff as part of an ongoing dialogue to discuss the needs of the County's citizens in preparation of the 2014-2015 Annual Action Plan.

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(I))

Staff in the Department of Community Revitalization meet regularly throughout the year with a variety of organizations involved in the provision or maintenance of housing for low- and moderate-income citizens and agencies providing other services to low- and moderate-income citizens. These discussions are designed to identify specific community needs and implement strategies for program enhancement. The Continuum of Care Review Committee was formally consulted before developing ESG funding recommendations. Individual ESG providers were also consulted.

In preparing the amendment impacting ESG funds, additional consultations and meetings were held with current ESG providers and the CoC. Consultations were held with project:HOMES and HOME Inc. prior to developing the amendment regarding CDBG and HOME funds.

In addition to meeting with individual organizations and other County Departments, staff also consults regularly in formal and informal settings with Community Development staff from surrounding jurisdictions and meets bi-monthly with an organization of area non-profit housing providers. This group includes CHDOs, CDFIs, and other community development corporations.

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.

Staff from the Henrico Department of Social Services represents the County and serves as a voting member of the Continuum of Care Board. The Department of Community Revitalization is represented on the Ranking Committee. This panel of community stakeholders is convened at least annually to review and assess funding requests for the HUD Continuum of Care Program. The Ranking Committee meets to review applications and to determine how effective the proposed work is in addressing community priorities and needs. A formal presentation and discussion took place with the Ranking Committee on April 6, 2014. The Committee provided recommendations for funding with Henrico County ESG Entitlement funds. Funding of ESG applicants was based in-part on recommendations from the CoC ranking committee and the need to coordinate with other related funds (State ESG, State DHCD funds, etc.) allocated by the CoC. Additional consultation with the CoC occurred as part of the development of the May 2015 amendment.

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

Formal consultation occurred with the CoC Ranking Committee as described above and prior to that with CoC staff. Through representation on the CoC Board, Henrico County staff participates in evaluation and oversight of all CoC funded programs. Through participation on the Ranking Committee allocations of all HESG, ESG, state funds, and other HUD funds are evaluated in a coordinated fashion with inclusion of Henrico County and other location government staff.

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	project: HOMES / ElderHomes
	Agency/Group/Organization Type	Housing Services-Elderly Persons Services-Persons with Disabilities Service-Fair Housing Regional organization
	What section of the Plan was addressed by Consultation?	projects
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Regular status updates and coordination meetings occurred throughout the program year. Program adjustments occur as needed based on consultations and identification of issues and need for improvements. project:HOMES was consulted prior to the development of the Action Plan amendment
2	Agency/Group/Organization	HOME, INC.
	Agency/Group/Organization Type	Housing Service-Fair Housing Regional organization
	What section of the Plan was addressed by Consultation?	projects

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Regular status updates and coordination meetings occurred throughout the program year with key program staff. Program adjustments occur as needed based on consultations and identification of issues and needs. HOME Inc. was consulted prior to the development of the Action Plan amendment
3	Agency/Group/Organization	Better Housing Coalition
	Agency/Group/Organization Type	Housing Services-Elderly Persons Services-Persons with Disabilities Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs projects
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was consulted on strategies to provide affordable housing for homeowners and strategies for addressing community revitalization through rehabilitation of vacant housing as a CHDO. Worked with organization to provide improvements to housing for elderly and disabled individuals and households.
4	Agency/Group/Organization	SOUTHSIDE COMMUNITY DEVELOPMENT HOUSING CORPORATION
	Agency/Group/Organization Type	Housing Services - Housing Regional organization
	What section of the Plan was addressed by Consultation?	projects
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Regular status updates and coordination meetings occurred throughout the program year. Program adjustments occur as needed based on consultations and identification of issues and need for improvements.
5	Agency/Group/Organization	Richmond Metropolitan Habitat for Humanity
	Agency/Group/Organization Type	Housing Regional organization

	What section of the Plan was addressed by Consultation?	projects
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was consulted on strategies to provide affordable housing for homeowners and strategies for addressing community revitalization through rehabilitation of vacant housing. Consulted regarding needs and opportunities to partner with housing repair programs.
6	Agency/Group/Organization	CIRCLE CENTER ADULT DAY SERVICES
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs project
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussion of opportunities to increase the capacity to provide adult day care services to additional low- and moderate-income elderly persons.
7	Agency/Group/Organization	Hilliard House
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussion of homeless service needs and opportunities to address needs of homeless women with children and individuals. Hilliard House (now Housing Families First) was consulted prior to the development of the Action Plan amendment to ensure they would be able to serve additional households with Rapid Rehousing.
8	Agency/Group/Organization	Virginia Supportive Housing
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with Disabilities Services-homeless Regional organization

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Needs - Veterans
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussion of opportunities to provide case management and other services to disabled individuals in Supportive Housing.
9	Agency/Group/Organization	HOMEWARD
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussions with staff, Board, and Review Committee on regional approach to homelessness and most effective opportunities for Henrico County to participate with ESG Entitlement funds. Homeward was consulted prior to the development of the Action Plan amendment
10	Agency/Group/Organization	CARITAS
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussion of needs and opportunities to expand Healing Place program capacity with additional facilities
11	Agency/Group/Organization	Henrico County Dept. of Recreation and Parks
	Agency/Group/Organization Type	Other government - County Grantee Department
	What section of the Plan was addressed by Consultation?	projects

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussion of unserved recreation needs in low income areas of Henrico County
12	Agency/Group/Organization	ST. JOSEPH'S VILLA
	Agency/Group/Organization Type	Housing Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Education Child Welfare Agency Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussion of regional homeless needs and rapid re-housing strategies. Discussions impacted allocation of PY 2014 ESG funds
13	Agency/Group/Organization	Henrico County Dept. of Social Services
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services - Victims Child Welfare Agency Other government - County Grantee Department
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy projects
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussions of opportunities to address needs of near homeless families living in hotels and individuals and households at risk of homelessness. As a result of discussions, specific ESG projects were funded. Henrico DSS was consulted prior to the development of the Action Plan amendment

14	Agency/Group/Organization	Henrico County Dept. of Building Inspections
	Agency/Group/Organization Type	Housing Other government - County Grantee Department
	What section of the Plan was addressed by Consultation?	projects
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussion of housing needs and conditions, opportunities to assist low- and moderate-income persons and address housing quality standards. Numerous low-income homeowners were provided assistance to ensure quality housing and/or prevent homelessness.
15	Agency/Group/Organization	County of Henrico, Division of Community Maintenance
	Agency/Group/Organization Type	Housing Services-Elderly Persons Services-Persons with Disabilities Grantee Department
	What section of the Plan was addressed by Consultation?	projects
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Formal meetings are held monthly to identify specific citizen and housing needs and identify solutions. An ESG program was developed for PY 2014 to address a need identified through the consultation process. Cooperative housing improvement programs were implemented with this agency, non-profits, and volunteer groups to address housing needs.
16	Agency/Group/Organization	County of Henrico Dept. of Public Works
	Agency/Group/Organization Type	Other government - County Grantee Department
	What section of the Plan was addressed by Consultation?	projects
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussions of infrastructure (streets, sidewalks, drainage) in low-income areas. When funds are available, projects are funded.

17	Agency/Group/Organization	Henrico Area Mental Health and Developmental Services
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Health Agency Other government - Local Regional organization Grantee Department
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussion of housing choice voucher program and clients served, client needs related to housing, mentoring and tutoring services to children in subsidized housing.
18	Agency/Group/Organization	Henrico County Public Schools
	Agency/Group/Organization Type	Services-Children Services-Education Other government - County Grantee Department
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussions of needs of homeless families with children enrolled in Henrico Public Schools and opportunities to provide stable housing.

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

Agency types not directly consulted were represented through other community meetings and discussions or represented on Boards and Committees consulted.

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	Both include the goal of addressing homelessness and identifying needs.

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**

Two public hearings were held to gather citizen input on the 2014-2015 Annual Consolidated Action Plan. The first, a needs public hearing, was held on March 6, 2014. The second meeting, a public hearing with the Board of Supervisors was held on June 24, 2014. The meetings were both advertised in the Richmond Times-Dispatch in accordance with the Citizen Participation Plan.

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	Newspaper Ad	Non-targeted/broad community		No comments were received by phone, email, letter or in-person to the February 10, 2014 newspaper advertisement. Numerous questions were received, mostly related to funding priorities and process from potential applicants.		
2	Public Hearing	Non-targeted/broad community	No attendees at March 6, 2014 public needs hearing	No comments were received.		

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)
3	Newspaper Ad	Non-targeted/broad community	The draft Annual Plan was posted on the County website beginning May 23, 2014. The ad, published May 23, 2014, provided the web address for the plan and an email address, phone number and mailing address for comment. The ad also provided the date, time, and location for the June 24 public hearing.	No comments were received.		
4	Public Meeting	Non-targeted/broad community	No persons spoke at the June 24 Board of Supervisors Public Hearing nor were any comments received by phone, email, letter or in-person in relation to this public hearing.			
5	Internet Outreach	Non-targeted/broad community	No comments were received.			http://www.countyhenrico.gov/revit
6	Newspaper Ad	Non-targeted/broad community	No comments received from April 25 advertisement for proposed Plan Amendment	none received		www.henrico.gov/revit

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The Annual CDBG and HOME allocations are based on the notice from HUD dated March 18, 2014 (received April 2, 2014).

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,564,176	0	284,768	1,848,944	0	Of the allowable uses of CDBG funds, during PY 2014-15 Henrico County will use funds for admin and planning, economic development, housing, public improvements, and public services
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	657,051	0	47,838	704,889	0	Of the allowable uses of HOME funds, during PY 2014-15 Henrico County will use funds for administration, acquisition, homebuyer assistance, and homeowner rehab.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	126,171	0	0	126,171	0	Of the allowable uses of ESG funds, during PY 2014-15 Henrico County will use funds for administration, rapid rehousing, homelessness prevention, and emergency shelter (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 federal CDBG, HOME, and ESG funds expected for PY 2014-15 will be leveraged by approved County of Henrico expenditures funded through the Nondepartmental budget and the budgets of the Departments of Building Inspections and Community Revitalization totaling \$2,721,999. These leveraged funds are itemized below:

- Better Housing Coalition \$32,805
- CARITAS \$32,805
- CASA (Court Appointed Special Advocates) \$3,789
- Children's Hospital \$1,314
- Community Brain Injury Services (Mill House) \$17,217
- Community Maintenance Program (DCR & BI) \$1,725,106
- Cultural Arts Center at Glen Allen \$550,000
- FeedMore (Meals on Wheels, Central Va Foodbank) \$18,954

FISH (Eastern Henrico County)	\$26,244
Henrico Community Partners	\$2,300
Henrico Police Athletic League	\$19,683
Hilliard House	\$41,337
Homeward	\$10,269
Maymont Foundation Nature Center	\$55,000
Read Center, The	\$16,407
Resources for Independent Living	\$36,162
Richmond Area ARC (Camp Baker)	\$6,561
Safe Harbor	\$17,091
Salvation Army	\$15,489
Greater Richmond SCAN (Stop Child Abuse Now)	\$3,438
Senior Connections (CAAA)	\$35,334
St. Joseph's Villa (Flagler Home)	\$34,174
YWCA	\$20,520
Total	\$2,721,999

In addition, the CDBG and HOME subrecipients leverage federal funds with private and other non-federal dollars to complete their projects. For example, each federal dollar for downpayment assistance typically leverages over ten dollars of private funds through the provision of the first mortgage on the property, enabling the purchase of the home.

The County has always required subrecipients of HOME funds to contribute at least a 25% match. ESG subrecipients will be required to provide matching funds in accordance with program regulations.

As of May 2014, Henrico County had 631 vouchers under lease in the Section 8 (housing choice voucher) program. Of these, 612 are being used within Henrico County.

Henrico County Public Schools is in the process of completing an application for the next 3-year cycle of funding for McKinney-Vento Homeless Assistance Act funds. HCPS is requesting \$75,000 for the next 3 years beginning October 1, 2014. The outcome of that grant application should be known in August 2014. There are currently 884 identified McKinney-Vento students in Henrico County public schools as of May 15, 2014.

Allocation of low-income housing tax credits is unpredictable and dependent upon the housing market, the extent to which applications for credits are filed with the Virginia Housing Development Authority (VHDA), and the competitive nature of the tax credit allocation process. For the 2014 tax credit application period, two tax credit applications were submitted to VHDA for projects in Henrico County. One of these applications was awarded.

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

County right-of-way was used to provide sidewalks in a low-income housing and business area.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2010	2014	Affordable Housing Non-Homeless Special Needs	County-wide	Homeless Needs Homeownership Housing Needs of the Elderly Maintenance of Housing Stabilization of Neighborhoods	CDBG: \$713,144 HOME: \$639,889 ESG: \$117,000	Public service activities for Low/Moderate Income Housing Benefit: 70 Households Assisted Homeowner Housing Added: 2 Household Housing Unit Homeowner Housing Rehabilitated: 65 Household Housing Unit Direct Financial Assistance to Homebuyers: 16 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 22 Households Assisted Homelessness Prevention: 21 Persons Assisted
2	Job Creation and Retention	2010	2014	Economic Development	County-wide	Retention of Jobs Stabilization of Neighborhoods Support Commercial and Industrial Revitalization	CDBG: \$266,500	Jobs created/retained: 9 Jobs Businesses assisted: 300 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Revitalization of Neighborhoods	2010	2014	Affordable Housing Non-Housing Community Development	County-wide	Special Populations Stabilization of Neighborhoods	CDBG: \$172,000	Public service activities other than Low/Moderate Income Housing Benefit: 150 Persons Assisted
4	Access to Quality Public and Private Facilities	2010	2014	Non-Homeless Special Needs Non-Housing Community Development	County-wide	Provide Infrastructure Support Stabilization of Neighborhoods Support Commercial and Industrial Revitalization	CDBG: \$382,800	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6400 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Housing
	Goal Description	This goal will be addressed through home repair and rehab, downpayment assistance, CHDO housing development, homeless prevention services, rapid rehousing services, and case management for supportive housing residents.
2	Goal Name	Job Creation and Retention
	Goal Description	This goal will be addressed through the Commercial Assistance Program and facade and design assistance grants.
3	Goal Name	Revitalization of Neighborhoods
	Goal Description	This goal will be addressed through a public service activity, housing rehabilitation programs, and public improvements.
4	Goal Name	Access to Quality Public and Private Facilities
	Goal Description	This goal will be addressed through improvements to public and privately owned facilities that serve low- and moderate-income individuals and communities.

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Sixteen (16) low- and moderate-income households will be assisted through downpayment assistance grants or the creation of new affordable housing units through the acquisition, rehab, and sale of vacant homes. In addition, 61 low- and moderate-income homeowners will benefit through minor home repairs or moderate home rehabilitation. Through ESG programs, 45 households and individuals will receive services to prevent homelessness, 18 will receive assistance in being rapidly rehoused after becoming homeless, and 70 individuals living in shelters will receive case management services.

Revisions due to amendment:

16 households to be assisted through either downpayment assistance grants or creation of affordable housing

65 homeowners will benefit from minor home repairs or moderate home rehabilitation

20 households will receive homelessness prevention assistance; 22 will receive rapid rehousing assistance

AP-35 Projects – 91.220(d)

Introduction

The following projects comprise the activities that will take place during the 2014-15 program year to address the priority needs and specific objectives identified in the strategic plan.

#	Project Name
1	CDBG Administration
2	HOME Administration
3	Commercial Assistance Program
4	Enterprise Zone Facade Grants
5	Enterprise Zone Design Assistance
6	CONNECT
7	project:HOMES Homeowner Rehabilitation Program
8	project:HOMES Emergency and Minor Repairs
9	HOME Inc. Downpayment Assistance
10	Southside Community Development & Housing Corporation Downpayment Assistance
11	CHDO - Affordable Housing for Sale
12	St. Joseph's Villa Cottage 2 HVAC
13	Laburnum Avenue Revitalization Improvements
14	ESG Administration
15	Dept. of Social Services Homeless Prevention
16	Hilliard House Rapid Rehousing
17	St. Joseph's Villa - Flagler Housing and Homeless Services
18	CARITAS Case Management
19	Highland Springs Historic District Survey

Table 8 – Project Information

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

Funds are allocated based on priorities established in the Five-Year Consolidated Plan, including the need to address issues with the aging housing stock in the County, the need to provide services and facilities for special needs populations, and funding requests received. Substantial decreases in both CDBG and HOME entitlement allocations have significantly impacted the ability to address priorities and underserved needs as described in the 2010 Consolidated Plan.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	CDBG Administration
	Target Area	County-wide
	Goals Supported	Affordable Housing Job Creation and Retention Revitalization of Neighborhoods Access to Quality Public and Private Facilities
	Needs Addressed	Homeownership Stabilization of Neighborhoods Maintenance of Housing Housing Needs of the Elderly Support the County's Community Maintenance Needs Support Commercial and Industrial Revitalization Provide Infrastructure Support Retention of Jobs Special Populations
	Funding	CDBG: \$279,500
	Description	Administration of the CDBG program and partial administration of the HOME program.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
2	Project Name	HOME Administration
	Target Area	County-wide
	Goals Supported	Affordable Housing Revitalization of Neighborhoods

	Needs Addressed	Homeownership Stabilization of Neighborhoods Maintenance of Housing Housing Needs of the Elderly Special Populations
	Funding	HOME: \$65,000
	Description	Administration of the HOME program.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
3	Project Name	Commercial Assistance Program
	Target Area	County-wide
	Goals Supported	Job Creation and Retention
	Needs Addressed	Support Commercial and Industrial Revitalization Retention of Jobs
	Funding	CDBG: \$176,500
	Description	Provide funds for the administration of the County's Enterprise Zone. This position provides technical assistance to business and commercial property owners including the management of several improvement grants.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	Six low or moderate income jobs will be created by businesses assisted through this project.
	Location Description	County-wide
	Planned Activities	
4	Project Name	Enterprise Zone Facade Grants
	Target Area	County-wide
	Goals Supported	Job Creation and Retention
	Needs Addressed	Support Commercial and Industrial Revitalization Retention of Jobs
	Funding	CDBG: \$60,000

	Description	Provision of financial incentive to business or commercial property owners seeking to complete improvements to the facade of their building. Assisted properties must be within County-designated Enterprise Zones. Assisted businesses agree to create jobs for low- or moderate-income individuals.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 2 businesses will receive facade improvement grants. These businesses agree to create one job for each \$10,000 in grant assistance
	Location Description	County-wide
	Planned Activities	
5	Project Name	Enterprise Zone Design Assistance
	Target Area	County-wide
	Goals Supported	Job Creation and Retention
	Needs Addressed	Support Commercial and Industrial Revitalization Retention of Jobs
	Funding	CDBG: \$30,000
	Description	Provide architectural assistance to business or commercial property owners seeking to make improvements to the facade of their building. Assisted businesses must be located in County-designated Enterprise Zones.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 12 businesses will receive design assistance grants. One (1) low-mod job will be created.
	Location Description	County-wide Enterprise Zones
	Planned Activities	
6	Project Name	CONNECT
	Target Area	County-wide
	Goals Supported	Revitalization of Neighborhoods
	Needs Addressed	Stabilization of Neighborhoods Special Populations
	Funding	CDBG: \$172,000
	Description	Project provides support for an after-school program providing tutoring assistance and other services to children living in subsidized housing complexes.
	Target Date	9/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	Approximately 150 children will be served through CONNECT.
	Location Description	Services are provided at 5 low-income housing complexes. Children from 13 different low-income communities participate in CONNECT.
	Planned Activities	
7	Project Name	project:HOMES Homeowner Rehabilitation Program
	Target Area	County-wide
	Goals Supported	Affordable Housing Revitalization of Neighborhoods
	Needs Addressed	Stabilization of Neighborhoods Maintenance of Housing Housing Needs of the Elderly
	Funding	CDBG: \$147,477 HOME: \$367,889
	Description	This program provides moderate home rehabilitation to low-income homeowners who are elderly and/or disabled.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	This program will provide rehabilitation to 10 homes owned by low-income, elderly or disabled homeowners.
	Location Description	County-wide
	Planned Activities	
8	Project Name	project:HOMES Emergency and Minor Repairs
	Target Area	County-wide
	Goals Supported	Affordable Housing Revitalization of Neighborhoods
	Needs Addressed	Stabilization of Neighborhoods Maintenance of Housing Housing Needs of the Elderly
	Funding	CDBG: \$525,667
	Description	Provides minor home repairs for low- and moderate-income homeowners.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	55 low- and moderate-income homeowners will received minor home repairs.

	Location Description	County-wide
	Planned Activities	
9	Project Name	HOME Inc. Downpayment Assistance
	Target Area	County-wide
	Goals Supported	Affordable Housing
	Needs Addressed	Homeownership Stabilization of Neighborhoods
	Funding	CDBG: \$20,000 HOME: \$97,000
	Description	Provision of down payment assistance grants to 7 first-time, low- or moderate-income homebuyers.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	9 first-time, low- or moderate-income homebuyers.
	Location Description	County-wide
	Planned Activities	
	10	Project Name
Target Area		County-wide
Goals Supported		Affordable Housing
Needs Addressed		Homeownership Stabilization of Neighborhoods
Funding		CDBG: \$20,000 HOME: \$75,000
Description		Provision of down payment assistance grants to 7 first-time, low- or moderate-income homebuyers.
Target Date		9/30/2015
Estimate the number and type of families that will benefit from the proposed activities		7 first-time, low- or moderate-income homebuyers
Location Description		County-wide
Planned Activities		
11	Project Name	CHDO - Affordable Housing for Sale
	Target Area	County-wide
	Goals Supported	Affordable Housing Revitalization of Neighborhoods

	Needs Addressed	Homeownership Stabilization of Neighborhoods
	Funding	HOME: \$100,000
	Description	This project will provide an undesignated subrecipient(s) with funds to assist in the development of housing affordable to low-income, first-time homebuyers. New housing will be created through either the purchase, rehab, and sale of an existing vacant home or through new construction.
	Target Date	9/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Two low-income, first-time homebuyers/households will benefit from the creation of new affordable housing units.
	Location Description	Specific sites to be determined.
	Planned Activities	
12	Project Name	St. Joseph's Villa Cottage 2 HVAC
	Target Area	County-wide
	Goals Supported	Access to Quality Public and Private Facilities
	Needs Addressed	Special Populations
	Funding	CDBG: \$142,800
	Description	Provide funds towards the replacement of the HVAC system in Cottage 2 which houses the Sarah Dooley Center for Autism.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	This project will provide improvements to a facility that serves approximately 50 children with developmental disabilities.
	Location Description	This project will take place on the campus of St. Joseph's Villa which is located at 8000 Brook Road in Henrico County.
	Planned Activities	
13	Project Name	Laburnum Avenue Revitalization Improvements
	Target Area	County-wide
	Goals Supported	Access to Quality Public and Private Facilities
	Needs Addressed	Stabilization of Neighborhoods Provide Infrastructure Support
	Funding	CDBG: \$240,000
	Description	Provides for the construction of sidewalks along Laburnum Avenue serving a low-income neighborhood.

	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	This project will provide further installation of sidewalks and drainage improvements in a low-income area. Approximately 6300 residents of the area will benefit from the improvements. This funding will continue a project originally funded in 2010.
	Location Description	This project will take place on Laburnum Avenue between Alma Avenue and Richmond-Henrico Turnpike. This is in central Henrico County.
	Planned Activities	
14	Project Name	ESG Administration
	Target Area	County-wide
	Goals Supported	Affordable Housing Access to Quality Public and Private Facilities
	Needs Addressed	Stabilization of Neighborhoods Homeless Needs Special Populations
	Funding	ESG: \$9,171
	Description	Provide funds towards the administration of the ESG program.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
15	Project Name	Dept. of Social Services Homeless Prevention
	Target Area	County-wide
	Goals Supported	Affordable Housing
	Needs Addressed	Homeless Needs Special Populations
	Funding	ESG: \$17,000
	Description	This project will provide funds for providing financial assistance to prevent homelessness; relocating families from motels into rental housing; and payment for Henrico's use of cold weather shelter.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 22 families will benefit through this program.
	Location Description	County-wide

	Planned Activities	
16	Project Name	Hilliard House Rapid Rehousing
	Target Area	County-wide
	Goals Supported	Affordable Housing
	Needs Addressed	Stabilization of Neighborhoods Homeless Needs
	Funding	ESG: \$50,000
	Description	This program will provide funding for rapid rehousing services for women and children.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	12 households will receive rapid rehousing assistance.
	Location Description	County-wide
	Planned Activities	
17	Project Name	St. Joseph's Villa - Flagler Housing and Homeless Services
	Target Area	County-wide
	Goals Supported	Affordable Housing
	Needs Addressed	Stabilization of Neighborhoods Homeless Needs
	Funding	ESG: \$30,000
	Description	This project provides funds to Flagler Housing and Homeless Services to provide rapid rehousing services.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	6 households will receive rapid rehousing assistance.
	Location Description	County-wide
	Planned Activities	
18	Project Name	CARITAS Case Management
	Target Area	County-wide
	Goals Supported	Affordable Housing
	Needs Addressed	Homeless Needs Special Populations
	Funding	ESG: \$20,000

	Description	This project will provide funds for case management services for homeless individuals in shelters.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	This program will provide case management services to 70 individuals
	Location Description	County-wide
	Planned Activities	
19	Project Name	Highland Springs Historic District Survey
	Target Area	County-wide
	Goals Supported	Revitalization of Neighborhoods
	Needs Addressed	Stabilization of Neighborhoods Maintenance of Housing
	Funding	CDBG: \$35,000
	Description	Completes a Representative Sample survey on Va. DHR forms and a Preliminary Information Form (PIF) to enable the completion and submission of a nomination for a portion of Highland Springs to be considered for inclusion on the National Register of Historic Places.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	800
	Location Description	Highland Springs
	Planned Activities	Planning

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

Henrico County uses all of its CDBG, HOME, and ESG funds to provide benefits to low- and moderate-income people. As a result, CDBG funded activities are located where these people live and/or receive services and/or work. Henrico County does not plan for, or allocate, these resources on a racial or ethnic basis, nor does the County identify target areas for the expenditure of federal funds.

The County offers residential rehabilitation and repair programs for low-income homeowners. Eligibility is based on household income and is available County-wide.

Homebuyer assistance programs are available for any County resident who meets the income and eligibility requirements. Housing purchased under these programs can be anywhere in the County.

Housing for sale that is built or rehabilitated with CDBG or HOME funds may be anywhere in Henrico County. Purchasers of these homes must meet income and eligibility guidelines.

The CONNECT Program serves children living in subsidized multi-family housing. The program operates five locations, serving 13 communities: Henrico Arms, Oakland Village, Newbridge Village, Richfield Place, the Noelle at Brook Hill, Bungalow City, Coventry Gardens, Ironwood, Summerdale, Viviana Hall, Williamsburg Place, Woodlands, and Woodpost Townhomes

Programs that provide assistance to businesses create jobs available to low-income persons. Beneficiaries are not required to be from any particular area of Henrico County. However, businesses assisted must be located in the Enterprise Zone.

One facility providing academic, behavior management, functional, and communication instruction to children with developmental disabilities, owned and operated by a not-for-profit organization, will receive CDBG funds for building improvements. This facility qualifies on a basis of providing service to low-income individuals.

One infrastructure project which will provide additional sidewalks and drainage improvements in a low-income area will receive CDBG funds.

ESG funds will provide financial assistance and case management services to homeless persons and households and those facing homelessness. Assistance will be given to households who meet the income and eligibility guidelines regardless of where they live or lived in Henrico County. Assistance to those who will be placed in housing will be for housing in any part of the County that meets the needs of the household.

Henrico County defines areas of minority concentration as those in which 50.1% or more of the population is nonwhite. These areas are shown on the map, “Henrico County Minority Concentrations” provided in Appendix D. This is primarily the central section of the County with some smaller areas in the West End.

The CONNECT program serves children in low-income housing developments and these five program sites are located within the areas of high minority concentration.

The project "Highland Springs Historic District Survey" added as part of the amendment will focus on single-family areas of Highland Springs.

Geographic Distribution

Target Area	Percentage of Funds
County-wide	100%

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Henrico County does not allocate investments geographically as they are allocated to address needs throughout the County.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

As described in the *2010-2015 Five Year Consolidated Community Development Plan*, priorities were assigned based on market analysis, needs as provided by agencies, census data, and CHAS data. Several priorities also coincide with goals and/or objectives of *Henrico County Vision 2026*, the County Comprehensive Plan, adopted August 2009. These priorities have resulted in the following allocations for housing activities in PY 2014-15. The target date for the completion of these activities is September 30, 2015.

- \$147,477 from CDBG and \$367,889 from HOME funds to project:HOMES for the rehabilitation of homes owned by very low- or low-income elderly and/or disabled County homeowners. (Henrico Comprehensive Plan Goal 8)
- \$525,667 from CDBG funds to project:HOMES for emergency and minor repairs to homes owned by very low- or low-income residents of the County. (Henrico Comprehensive Plan Goal 9).
- \$20,000 from CDBG and \$97,000 from HOME funds to HOME Inc. for down-payment and closing cost assistance for the purchase of homes by low-income, first-time homebuyers. (Henrico Comprehensive Plan Objective 9).
- \$20,000 from CDBG and \$75,000 from HOME funds to Southside Community Development and Housing Corporation for down-payment and closing cost assistance for the purchase of homes by low-income, first-time homebuyers. (Henrico Comprehensive Plan Objective 9).
- \$100,000 from HOME funds for CHDO activities of, acquisition and rehabilitation of homes for sale to low-income households. (See Henrico Comprehensive Plan Goal 9).
- \$17,000 from ESG funds for Homeless Prevention.
- \$80,000 from ESG funds for Rapid Rehousing. (two programs)
- \$20,000 from ESG funds for Case Management for Shelter residents.

One Year Goals for the Number of Households to be Supported	
Homeless	113
Non-Homeless	122
Special-Needs	0
Total	235

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	63
The Production of New Units	2
Rehab of Existing Units	65
Acquisition of Existing Units	14
Total	144

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

The above numbers as amended represent: 65 units of homeowner rehabilitation or repair; 2 units of acquisition, rehab, and sale; 16 down payment assistance grants for first-time homebuyers; and 43 persons assisted through rapid rehousing or homeless prevention programs funded with ESG funds. The difference of 70 between the two tables represents 70 homeless individuals in shelters being assisted with case management services.

AP-60 Public Housing – 91.220(h)

Introduction

Henrico County has no public housing.

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

N/A

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

N/A

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

N/A

Discussion

N/A

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

Introduction

Henrico County has placed a high priority on its infrastructure, highways, and economic development. It has a strong commercial tax base and has sought to maintain a vital residential environment. The County has adopted a Comprehensive Revitalization Strategy and created the Department of Community Revitalization to carry out its related programs and activities. This strategy has been successful in the creation of jobs and promotion of a high quality of life. In addition to its ongoing efforts for the commercial and industrial development and stable living environments, the County has invested CDBG funds for the promotion of development of its commercial corridors and places. Henrico County has also participated in the Regional Capital Area Training Consortium (CATC). CATC manages funds made available through Job Training Partnership Act and other programs. This effort provides training and retraining services to economically disadvantaged adults and youths faced with significant education and/or skill barriers to employment; provides assistance to laid-off workers that result in their speedy return to employment; and provides services to individuals in danger of becoming long-term unemployed. In addition, the County has utilized all of its CDBG and HOME Program allocations for the benefit of low- income persons to reduce the effects of poverty and to assist families to transition into the economic mainstream. For special needs the County utilizes CDBG and/or HOME funds in keeping its elderly, very low- and low-income homeowners in their homes through a program of minor repairs and housing rehabilitation. For physically disabled individuals, the County continues to use CDBG funds for housing repairs and rehabilitation. The County will also use CDBG funds to provide improvements to a facility providing services to low-income children and youth with behavioral issues and a diagnosed mental illness. Additionally, beginning in PY 2014-15, the County became an entitlement grantee for Emergency Solutions Grant (ESG). The goals of this funding source are to reduce the number of individuals/households who become homeless; to shorten the length of time an individual or household is homeless; and to reduce the number of individuals/households that return to homelessness. The County will meet these goals through supporting Continuum of Care (COC) strategies and homeless service and prevention programs that align with these goals. This funding will support coordinated community-based activities that are designed to support the goals of the ESG program. Henrico County will use ESG funding for rapid re-housing, homeless prevention, and support services for homeless individuals in a manner that is coordinated with other homeless service providers, homeless prevention providers, and other resources within the County. As of May 10, 2014 Henrico Area Mental Health and Developmental Services (HAMHDS) had 214 Section 8 housing vouchers under lease; 205 of those vouchers are being used in Henrico County. HAMHDS had approximately 44 people on their waiting list as of May 10, 2014. As of May 13, 2014 Central Virginia Resource Corporation reported 407 Section 8 housing vouchers being managed and issued in Henrico County through an administrative services agreement with the Virginia Housing Development Authority.

The Henrico County Department of Social Services provided assistance to homeless persons and those threatened with homelessness through needs assessments and the provision of services. The Department's Homelessness Prevention Program provided financial assistance to 58 households. The

Department of Social Services has provided assistance locating housing, providing rental and utility assistance, and other assistance.

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

The County participates in street outreach which provides individualized assessments and provides services to unsheltered homeless persons. Information gathered during this process is incorporated in the annual homelessness point in time count, coordinated twice a year by Homeward. Henrico coordinates with a large number of agencies to provide services to homeless individuals and families and provides County financial assistance to several including:

- Feedmore (Meals on Wheels, Central Virginia Foodbank)
- FISH (Eastern Henrico County)
- Hilliard House
- Homeward
- Safe Harbor
- Salvation Army
- St. Joseph's Villa Flagler Home
- CARITAS

Addressing the emergency shelter and transitional housing needs of homeless persons

The ESG program funds service providers for programs related to Rapid Rehousing, Case Management and Homeless Prevention programs which provide short and medium-term shelter and supportive services to homeless individuals and families while affordable, suitable permanent housing is being sought. Based on the 2014-15 ESG program year, ESG service providers anticipate assisting 45 households and individuals with homeless prevention services; rapidly re-house 12 households and individuals; provide support service to shelter operations benefiting 6 households; and case management to 70 shelter residents.

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

The ESG program funds Rapid Rehousing and Homeless Prevention programs which provide short and

medium-term rental assistance and supportive services to homeless individuals and families and those at risk of homelessness, so that they can access and maintain affordable, suitable permanent housing.

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.

For PY 2014-15 Henrico County has allocated ESG funds to organizations that provide services to clientele including homeless or potentially homeless populations. These organizations, program descriptions and allocations include the following:

- CARITAS Case Management -- \$20,000 to fund a program that will provide case management services to 70 individuals residing in shelters. An additional \$32,805 has been allocated from non-departmental funds to support shelter staff costs for the Single Adult and Family Focus programs, which provided 28,763 nights of shelter to 673 different men & women and 8,811 nights of shelter to 123 different families, including 211 children.
- St. Joseph’s Villa – Flagler Housing and Homeless Services -- \$30,000 to fund a program to provide rapid re-housing services to six households. An additional \$34,174 has been allocated from non-departmental funds for the provision of services.
- Hilliard House Rapid Re-housing -- \$50,000 to fund a program to provide rapid re-housing for 12 households, primarily women and children. An additional \$41,337 has been allocated from non-departmental funds for the Rapid Rehousing of an additional fifty-five (55) families.
- Department of Social Services Homeless Prevention \$17,000 to fund a program for providing financial assistance to prevent homelessness; relocating families from motels into rental housing; and payment for the County’s use of cold weather shelter.

Discussion

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
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

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

Introduction

Henrico County is an affordable housing market. Based on current assessed values of single family homes in the County, a large percentage of its homes are affordable for low-income families, making 80% or less than median income for the area. Henrico has obviously experienced the dynamics of the lending practices of recent years, the housing market and the downturn of the economy.

As reported in the *2010-2015 Five Year Consolidated Community Development Plan*, Henrico has tracked the affordability of its single family housing, which documented that 74% were affordable in 2001, and following fluctuations during the decade, resulted in a 71% affordability rate in 2010. Also, in 2010, 91% of homes were affordable as workforce housing for families making 120% of MFI.

In addition, Henrico County has more than 7,700 subsidized apartments. Project-based apartments include Sec. 8, Sec. 236, Sec. 42 Low Income Housing Tax Credits and VHDA financed properties. In addition, 612 Sec. 8 vouchers are used in the County as of May 2014.

Historically, Henrico County has allowed some of the smallest lot sizes in the area and has never required cash proffers or impact fees. The County has consistently promoted a variety of residential development including apartments, townhouses, condominiums and single family dwellings.

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

Specific actions during PY 2014-15 to remove barriers and promote affordable housing include the following:

- Allocation of \$100,000 for CHDO Activities aimed at increasing the supply of affordable housing for low- and moderate-income homeowners.
- Allocation of \$172,000 of HOME and \$40,000 of CDBG for down payment assistance to support first-time low- and moderate-income homebuyers.
- Allocation of a total of \$1,041,003 for rehabilitation and minor repair programs in support of the retention of existing affordable housing.
- Allocation of \$1,725,106 of County General Funds to the Community Maintenance and Building Inspection Programs that includes the administration of a volunteer housing assistance program designed to improve the housing conditions of low-income County homeowners and a program

of facilitating the maintenance of affordable housing communities.

- Lowest real estate tax rate of the 13 largest jurisdictions in Virginia.
- Real Estate Advantage Program (REAP) provides real estate tax exemption for qualified seniors.
- Tax abatement for single-family and multi-family housing rehabilitation.

Discussion

AP-85 Other Actions – 91.220(k)

Introduction

Henrico County undertakes a variety of actions to meet underserved needs, foster and maintain affordable housing, reduce lead based paint, reduce the number of poverty level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies. These actions are part of the administrative culture of the County and will continue through PY 2014-15. Despite substantially diminishing resources, the County will maintain a focus on the most critical needs in these areas.

Actions planned to address obstacles to meeting underserved needs

While there are several constraints to meeting the needs of low-, very low-, and moderate-income residents, the primary obstacle is the lack of funding to fully address all needs. In response to the level of need, the County continues to provide local funding to nonprofits, however at decreasing levels.

Despite these reductions, the County continues to administer Housing Choice Vouchers, provide homeless prevention services and assistance for County residents, and continues on a County-wide basis to encourage economic development leading to job growth, much of which is targeted to very low-, low-, and moderate-income persons. The County also encourages all types of residential development and has been supportive of the use of low-income housing tax credits for the rehabilitation of multi-family housing for low- and moderate-income persons.

Actions planned to foster and maintain affordable housing

During PY 2014-15, Henrico County will commit a total of \$949,528 for homeowner rehabilitation and repair for 61 low- and moderate-income households, the majority of which will be elderly householders.

\$100,000 will be committed to acquisition, rehabilitation, and sale of vacant homes to low- and very low-income first-time homebuyers. The County is providing \$190,000 in homebuyer assistance to 14 first-time low/mod homebuyers. The Community Maintenance Program (funded through the General Fund) includes the administration of a volunteer housing assistance program designed to improve the housing conditions of low-income County homeowners and a program of facilitating the maintenance of affordable housing communities

Actions planned to reduce lead-based paint hazards

In an effort to overcome the potentially negative impact on the County's rehabilitation program, the County budgets an additional \$5,000 allowable within the maximum \$50,000 per unit cost for moderate rehabilitation to address potential lead-based paint abatement.

Actions planned to reduce the number of poverty-level families

The Commercial Assistance Program, the Enterprise Zone Facade Grant program, and the Enterprise Zone Design Assistance program facilitate development and expansion of businesses to create jobs available to low- and moderate-income persons as well as persons in poverty.

The County will continue to support appropriate activities that preserve and expand the supply of housing that is affordable to low-income households. This will include support for applications for low-income housing tax credits for the rehabilitation of existing multi-family units, providing housing opportunities for low-and moderate-income persons.

The CONNECT Program provides after school mentoring and tutoring to improve educational achievement (a significant factor in determining future income) for children residing in low-income housing communities.

Actions planned to develop institutional structure

The County also has a designated staff position to administer the programs and activities funded with CDBG funds and a HOME Program Manager to administer the programs and activities funded with HOME and ESG funds. Staff works with the individual County Departments, such as Public Works, Social Services, Recreation and Parks, Mental Health, Planning, Public Utilities, Building Inspections, and the Division of Community Maintenance to develop procedures and coordination for administering programs that will be carried out by these divisions. Staff regularly tracks the production and effectiveness of all agencies, including subrecipients, tasked with implementing programs with CDBG and HOME funds. Adjustments are continuously made as needed.

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

Discussion

CDBG, HOME, and ESG staff will continue to participate in monthly meetings with County social services agencies, bi-monthly meetings with non-profit housing providers, and regular interactions with housing agencies and financial institutions.

Program Specific Requirements

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

Introduction

Henrico County receives CDBG, HOME, and ESG entitlement funds and does not expect to receive any program income in 2014-2015.

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	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

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.	100.00%

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)**

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

N/A

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:

Henrico uses the recapture provision for homebuyer activities and imposes an affordability period and recapture policy. Henrico limits the amount subject to recapture to the net proceeds available from the sale. Henrico County monitors the ownership during the "affordability period." Enforcement of the homebuyer provisions contained in the HOME Regulations (24 CFR Part 92) will be through a Deed of Trust and Note. See attached Henrico County Recapture Provisions (Appendix F).

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:

Guidelines are provided in Appendix F -- Henrico County Recapture Provisions.

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:

N/A

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

1. Include written standards for providing ESG assistance (may include as attachment)
By accepting ESG funds from the County, the grantee agrees to administer the funds in ways that are consistent with the standards provided by the County and in accordance with HUD ESG regulations.

If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

May 25, 2015

County of Henrico
Amended 2014 Community Development Action Plan

The development of a coordinated assessment system that meets HUD requirements is one of the top strategic priorities of the CoC, as determined at the National Alliance to End Homelessness Performance Improvement Clinic held in January 2013. The collaborative applicant contracted with the Corporation for Supportive Housing to host orientation and learning sessions on coordinated assessment. The CoC set guiding principles on coordinated assessment and published this report at www.homewardva.org. The CoC established a Coordinated Assessment committee and held a two-day planning charrette in March 2014 facilitated by the Corporation for Supportive Housing. The CoC anticipates beginning components of an enhanced coordinated assessment system in July 2014.

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 County and the CoC actively encourage new applicants to apply for funds and develop educational presentations about the funding process and local priorities. All applicants and potential applicants are encouraged to participate in the COC and work to address gaps in service provision. The County solicits applications from all qualified service providers and makes them aware of funding through various notification letters, phone calls, and information and application instructions are posted on the County's website.

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 County has met the requirements of 24 CFR 576.405(a) by participating in and seeking input from the CoC's ranking committee regarding gaps in service and gained input that was applied in the funding decisions.

Describe performance standards for evaluating ESG.

The CoC uses the HEARTH performance measurements to evaluate ESG programs. The HMIS staff run APR reports quarterly for review by the funded agencies and provides this information to the Project Development Manager. The Performance Measurement Committee of the Continuum of Care began its work in the spring of 2014 and will develop detailed 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.

Discussion

Attachments

Grantee Unique Appendices

2014-15 Action Plan Appendices (amended 5-25-2015)

Appendix A: Resolution of the Board of Supervisors

Appendix B: Sources and Uses of Funds;
Sources & Uses of Funds Amended May 25, 2015

Appendix C: Public Hearing Notices

Appendix D: Areas of Minority Concentration

Appendix E: Activity Funding and Goal Summary Amended

Appendix F: Recapture Provisions

Form SF 424

CPMP Non-State Grantee Certifications

Appendix A – Resolution of the Board of Supervisors

	COUNTY OF HENRICO, VIRGINIA BOARD OF SUPERVISORS MINUTE	Agenda Item No. <u>174-14</u> Page No. 1 of 2																								
<p>Agenda Title: RESOLUTION – Authorizing the County Manager to Submit the Henrico County 2014-15 Annual Consolidated Plan, Including the CDBG, HOME and ESG Plans for Fiscal Year 2014-15; to Execute the CDBG, HOME and ESG Agreements for Fiscal Year 2014-15; and to Execute Contracts to Implement the CDBG, HOME and ESG Activities.</p>																										
<p><small>For Clerk's Use Only</small> Date: APR 24 2014</p> <p><input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:</p>	<p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>Kaechele</u> Seconded by (1) <u>Thornton</u> (2) _____ (2) _____</p> <p>REMARKS: APPROVED</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>YES</th> <th>NO</th> <th>OTHER</th> </tr> </thead> <tbody> <tr> <td>Glover, R.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Kaechele, B.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, F.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table>		YES	NO	OTHER	Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kaechele, B.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	O'Bannon, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<p>WHEREAS, Henrico County is an entitlement community under the U.S. Department of Housing and Urban Development ("HUD") Community Development Block Grant ("CDBG") Program, as authorized by Title 1 of the Housing and Community Development Act of 1974; and,</p> <p>WHEREAS, the County's CDBG entitlement for Fiscal Year 2014-15 is \$1,564,176, and the County has prepared the attached proposed sources and uses of CDBG entitlement funds; and,</p> <p>WHEREAS, \$153,601 in unspent CDBG funds from previous years is included in the proposed use of CDBG funds in Fiscal Year 2014-15; and,</p> <p>WHEREAS, the County is an entitlement community under the HUD HOME Investment Partnerships Program ("HOME") as authorized by the HOME Investment Partnerships Act of 1990; and,</p> <p>WHEREAS, the County's HOME entitlement for Fiscal Year 2014-15 is \$657,051, and the County has prepared the attached proposed sources and uses of HOME entitlement funds; and,</p> <p>WHEREAS, Henrico County is an entitlement community under the HUD Emergency Solutions Grants ("ESG") Program, as authorized by the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009; and,</p> <p>WHEREAS, the County's ESG entitlement for Fiscal Year 2014-15 is \$126,171, and the County has prepared the attached proposed sources and uses of ESG entitlement funds; and,</p> <p>WHEREAS, localities are required to submit an Annual Consolidated Plan ("Plan") as a condition of receiving CDBG, HOME and ESG funds, and the Department of Community Revitalization has prepared the required Plan for submission to HUD with the proposed uses of CDBG, HOME and ESG funds shown on the attached table.</p>																										
<p>By Agency Head <u>[Signature]</u> By County Manager _____</p> <hr/> <p>Routing: Yellow to: <u>Comm. Res.</u> Certified: _____ A Copy To: _____ Copy to: _____ Clerk, Board of Supervisors Date: _____</p>																										

Henrico County Annual Action Plan 2014 Amended

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 17-14
Page No. 2 of 2

Agenda Title: RESOLUTION – Authorizing the County Manager to Submit the Henrico County 2014-15 Annual Consolidated Plan, Including the CDBG, HOME and ESG Plans for Fiscal Year 2014-15; to Execute the CDBG, HOME and ESG Agreements for Fiscal Year 2014-15; and to Execute Contracts to Implement the CDBG, HOME and ESG Activities.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that it: (1) approves the 2014-15 Plan, including the proposed uses of CDBG, HOME and ESG funds for Fiscal Year 2014-15; (2) authorizes the County Manager to submit the Plan; and (3) authorizes the County Manager to execute the CDBG, HOME, and ESG agreements for Fiscal Year 2014-15 and the contracts necessary to implement the CDBG, HOME and ESG program activities in a form approved by the County Attorney.

COMMENTS: The Director of Community Revitalization recommends approval of this Board paper, and the County Manager concurs.

Henrico County Annual Action Plan 2014 Amended

Appendix B

2014-2015 CDBG, HOME, and ESG Program Sources & Uses of Funds

SOURCES	CDBG	HOME
Funds Brought Forward /Program Income	153,301	
FY 2014-2015 Allocation	1,564,176	657,051
Total Available	1,717,777	657,051
USES		
1. CDBG & HOME Administration	249,000	65,000
2. Commercial Assistance Program	176,500	
3. Enterprise Zone Façade Grants	60,000	
4. Enterprise Zone Design Assistance	30,000	
5. CONNECT Program	172,000	
6. project:HOMES Homeowner Rehabilitation Program	112,477	342,051
7. project:HOMES Emergency and Minor Repairs	495,000	
8. HOME Inc. Downpayment Assistance	20,000	75,000
9. Southside Community Development & Housing Corp. Downpayment Assistance	20,000	75,000
10. CHDO Activities Rehab for Sale - Undesignated		100,000
11. St. Joseph's Villa HVAC Improvements	142,800	
12. Laburnum Avenue Revitalization	240,000	
TOTAL	\$ 1,717,777	\$ 657,051

SOURCES	ESG
FY 2014-2015 Allocation	126,171
USES	
1. ESG Administration	9,171
2. Dept. of Social Services Homeless Prevention	37,000
3. Hilliard House – Rapid Rehousing	30,000
4. St. Joseph's Villa – Flagler Housing and Homeless Services	30,000
5. CARITAS – Case management for shelter residents	20,000
TOTAL	\$126,171

June 24, 2014

Henrico County Annual Action Plan 2014 Amended

**County of Henrico, Virginia Amendment #2
2014-2015 CDBG, HOME, & ESG Programs
Sources & Uses of Funds
May 25, 2015**

SOURCES	CDBG	Amended CDBG Nov 2014	HOME	Amended CDBG May 2015	Amended HOME May 2015
Funds Brought Forward/Program Income	153,601	184,101		284,768	47,838
FY 2014-2015 Allocation	1,564,176	1,564,176	657,051	1,564,176	657,051
Total Available	\$1,717,777	\$1,748,277	\$657,051	\$1,848,944	\$704,889
USES					
1. CDBG & HOME Administration	249,000	279,500	65,000	279,500	65,000
2. Commercial Assistance Program	176,500	176,500		176,500	
3. Enterprise Zone Façade Grants	60,000	60,000		60,000	
4. Enterprise Zone Design Assistance	30,000	30,000		30,000	
5. CONNECT Program	172,000	172,000		172,000	
6. project:HOMES Homeowner Rehabilitation Program	112,477	112,477	342,051	147,477	367,889
7. project:HOMES Emergency and Minor Repairs	495,000	495,000		525,667	
8. HOME Inc. Downpayment Assistance	20,000	20,000	75,000	20,000	97,000
9. Southside Community Development & Housing Corp. Downpayment Assistance	20,000	20,000	75,000	20,000	75,000
10. CHDO - Undesignated			100,000		100,000
11. St Joseph's Villa HVAC Improvements	142,800	142,800		142,800	
12. Laburnum Ave. Revitalization	240,000	240,000		240,000	
13. Highland Springs Historic District Survey				35,000	
TOTAL	\$1,717,777	\$1,748,277	\$657,051	\$1,848,944	\$704,889

SOURCES	ESG	Amended ESG May 2015
FY 2014-2015 Allocation	\$126,171	\$126,171
USES		
1. ESG Administration	9,171	9,171
2. Dept. of Social Services - Homeless prevention	37,000	17,000
3. Hilliard House - Rapid Rehousing	30,000	50,000
4. St. Josephs Villa - Rapid Rehousing	30,000	30,000
5. CARITAS - Case Management for Shelter Clients	20,000	20,000
TOTAL	\$126,171	\$126,171

Henrico County Annual Action Plan 2014 Amended

Appendix C – Public Hearing Notices

published May 23, 2014

Notice of Public Hearing on the Submission of the Henrico County Annual Consolidated Action Plan and

Proposed Uses of Funds under the Community Development Block Grant and HOME Programs in 2014-2015

Henrico County is a participant in the Community Development Block Grant (CDBG), HOME, and Emergency Solutions Grant Programs and is required to submit its Annual Consolidated Plan to the U.S. Department of Housing and Urban Development by August 15, 2014. The Henrico County Board of Supervisors will hold a public hearing on Tuesday, June 24, 2014 at 7:00 PM in the Board Room in the County Administration Building at Parham and Hungary Spring Roads to consider a resolution to adopt the proposed Plan and the proposed uses of funds.

Funding for the program year includes:

2014-2015 CDBG Entitlement Grant	\$1,564,176
2014-2015 HOME Entitlement Grant	\$657,051
CDBG Funds Brought Forward	\$153,601
2014-2015 Emergency Solutions Grant	\$126,171
Total Funds Available	\$2,500,999

The following projects have been recommended for funding in 2014-2015:

CDBG and HOME Program Administration - CDBG: \$249,000; HOME: \$65,000.
Commercial Assistance Program - provides technical assistance to businesses and property owners for commercial corridor revitalization and for job creation for low-income persons. CDBG: \$176,500.
Enterprise Zone Design Assistance - for businesses considering improvements creating jobs for low-income persons. CDBG: \$30,000.
Enterprise Zone Façade Grants - financial assistance towards costs of rehabilitation of commercial buildings in Enterprise Zone creating jobs for low income persons. CDBG: \$60,000.
CONNECT Program - support services including tutoring, mentoring, and substance abuse counseling for at-risk youth living in subsidized housing. CDBG: \$172,000.
project-HOMES Homeowner Rehabilitation Program - for rehabilitation of homes owned by low-income elderly and/or disabled persons. CDBG: \$112,477; HOME: \$342,051.
project-HOMES Emergency and Minor Repairs - for emergency and minor repairs to the homes of low-income homeowners. CDBG: \$495,000.
HOME Inc. Downpayment Assistance - homeownership assistance for low- and moderate-income persons - CDBG: \$20,000; HOME: \$75,000.
Southside Community Development & Housing Corp. Downpayment Assistance - homeownership assistance for low- and moderate-income persons. CDBG: \$20,000; HOME: \$75,000.
CHDO - Undesignated - for a development subsidy for the rehabilitation of homes for sale to low-income persons. HOME: \$100,000.
St. Joseph's Villa HVAC Improvements - HVAC replacement in a facility serving low-income, disabled children. CDBG: \$142,800.
Laburnum Ave. Revitalization - for installation of sidewalks and drainage improvements along Laburnum Ave. - CDBG: \$240,000
ESG Program Administration - ESG: \$9,171
Henrico Dept. of Social Services - Homeless Prevention - ESG: \$37,000
Hilliard House - Rapid Rehousing - ESG: \$30,000
St. Joseph's Villa - Flagler Housing and Homeless Services - ESG: \$30,000
CARITAS - Case Management for Shelter Clients - ESG: 20,000

The proposed Plan is available for review in the Henrico County Department of Community Revitalization at 4062 Crockett Street during normal business hours, and can also be viewed online at <http://www.co.henrico.va.us/revit>. Online access is available at all County libraries. For additional information, or to provide comments please call the Department of Community Revitalization at 501-7617 or email revitalization@co.henrico.va.us.

published February 10, 2014

Public Hearing on Community Development Needs and Program Performance

Henrico County, Virginia

As a participant in the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and the Emergency Solutions Grant Program (ESG), Henrico County will prepare a Consolidated Plan for submission to the U.S. Department of Housing and Urban Development. The 2014-15 Consolidated Plan will include the County's proposed uses of CDBG, HOME, and ESG funds for the program year beginning October 1, 2014 through September 30, 2015. Henrico County estimates that approximately \$1,475,000 of CDBG funds, \$595,000 of HOME funds, and an unknown amount of ESG funds will be available for Program Year 2014-15.

Henrico County will conduct a public hearing at 6:00 pm, Thursday, March 6, 2014 in the Board Room at the Administration Building in the Government Center at 4301 East Parham Road. The County encourages citizens to attend, especially low- and moderate-income citizens and residents of low- and moderate-income neighborhoods, and express their opinions concerning community development needs in the County and past performance of community development programs. These needs may include housing, enhancement of neighborhoods, expansion of economic opportunities, or any other needs that citizens consider important.

Agencies interested in applying for CDBG, HOME, or ESG funds for Program Year 2014-15 may obtain an application from the County website at www.co.henrico.va.us/revit. The deadline to apply is March 14, 2014.

If you have comments or wish additional information concerning the public hearing or applying for CDBG, HOME, or ESG funds, please call the Department of Community Revitalization at 501-7640.

If you have comments or wish additional information concerning the public hearing or applying for CDBG or HOME funds, please call the Department of Community Revitalization at 501-7640.

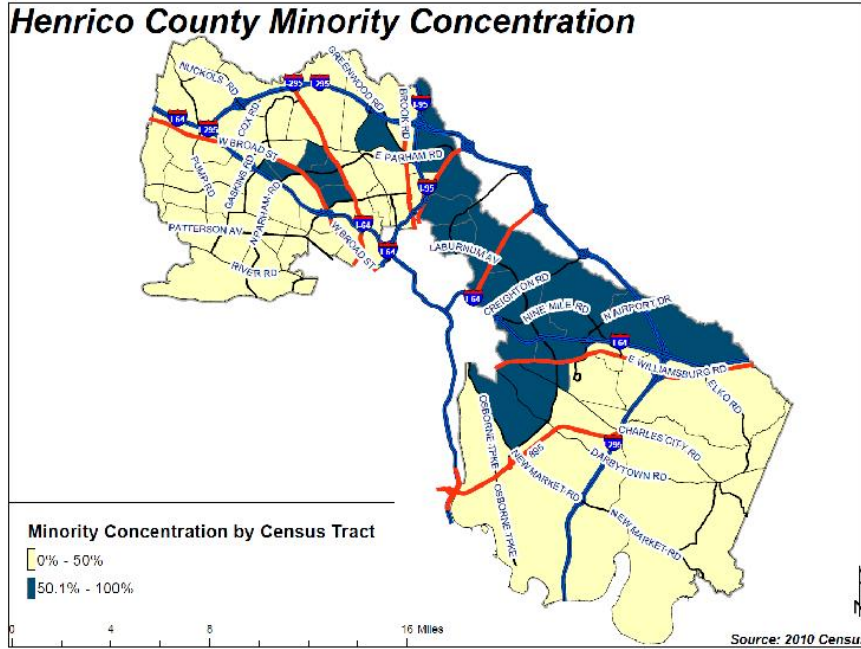
Published April 25, 2015

Public Notice
Henrico County, Virginia
Amendment to the 2014 Consolidated Plan

On or about May 25, 2015 Henrico County, Virginia will submit to the U.S. Department of Housing and Urban Development an amendment to the Henrico County 2014-15 Annual Consolidated Community Development Action Plan reprogramming unspent CDBG, HOME, and ESG funds totaling \$168,505. Reprogrammed CDBG funds will be allocated to 2014-15 existing and new projects: \$30,667 to project:HOMES Emergency and Minor Repairs, \$35,000 to project:HOMES Homeowner Rehabilitation Program, and \$35,000 to Highland Springs Historic District Survey. HOME funds will be allocated to 2014-15 existing projects: \$25,838 to project:HOMES Homeowner Rehabilitation Program and \$22,000 to HOME Inc. Downpayment Assistance. 2014-15 ESG funds in the amount of \$20,000 will be reprogrammed to Hilliard House Rapid Rehousing. A copy of the amendment is available for review at www.henrico.us/revit. For questions or additional information please call the Department of Community Revitalization at 501-7617

Henrico County Annual Action Plan 2014 Amended

Appendix D: Areas of Minority Concentration



Henrico County Annual Action Plan 2014 Amended

Appendix E - Activity Funding and Goal Summary
Amended May 25, 2015

Activity Name	Source	2010		2011		2012		2013		2014	
		Year 1	Units/Type	Year 2	Units/Type	Year 3	Units/Type	Year 4	Units/Type	Year 5	Units/Type
Program Administration	CDBG	\$177,000		\$206,000		\$233,832		\$237,000		\$249,000	
	HOME	\$90,000		\$75,000		\$60,000		\$62,000		\$65,000	
Commercial Assistance Program	CDBG	\$20,800	320	\$190,000	330	\$144,825	250	\$176,500	6	\$176,500	6
	HOME		Businesses		Businesses		Businesses		Jobs		Jobs
Enterprise Zone Façade Grant	CDBG					\$30,000	1	\$30,000	1	\$60,000	2
	HOME						Job		Job		Jobs
Enterprise Zone Design Assistance	CDBG					\$15,000	1	\$25,000	1	\$30,000	1
	HOME						Job		Job		Job
CONNECT Program	CDBG	\$172,000	175	\$170,000	180	\$170,000	150	\$172,000	150	\$ 172,000	150
	HOME		People		People		People		People		People
project:Homes Homeowner Rehabilitation Program	CDBG	\$97,000	7	\$130,960	8	\$90,000	6	\$102,590	8	\$ 147,477	10
	HOME	\$333,308	Homes	\$438,298	Homes	\$312,010	Homes	\$314,559	Homes	\$367,889	Homes
project:Homes Emergency and Minor Repairs	CDBG	\$255,194	25	\$358,677	27	\$304,930	25	\$472,000	45	\$ 525,000	55
	HOME		Homes		Homes		Homes		Homes		Homes
HOME Inc. Downpayment Assistance	CDBG	\$28,000	10	\$40,000	10	\$27,500	10	\$20,000	7	\$20,000	9
	HOME	\$100,000	Homes	\$150,000	Homes		Homes	\$75,000	Homes	\$ 97,000	Homes
Southside CDHC Downpayment Assistance	CDBG					\$86,850	10	\$20,000	7	\$20,000	7
	HOME					\$40,650	Homes	\$75,000	Homes	\$ 75,000	Homes
CHDO: Rehab for Sale	CDBG		4		3		2		2		2
	HOME	\$200,000	Homes	\$150,000	Homes	\$100,000	Homes	\$100,000	Homes	\$100,000	Homes
St. Joseph's Villa HVAC Improvements	CDBG							\$90,000	1	\$142,800	1
	HOME								Public Facility		Public Facility
Laburnum Avenue Revitalization	CDBG	\$488,000	1							\$240,000	1
	HOME		Public Facility								Public Facility

Appendix F – Recapture Provisions

HENRICO COUNTY RECAPTURE PROVISION FOR USE OF HOME FUNDS

The County of Henrico will use the Recapture Provision in all HOME homeownership and homebuyer projects/activities. The Recapture Provision extends through the mandated period of affordability. The following table outlines the affordability periods.

Amount of HOME Investment	Length of the Affordability Period
Under \$15,000	5 years
\$15,000 to \$40,000	10 years
Over \$40,000	15 years

FOREGIVENESS OF REPAYMENT / RECAPTURE:

For downpayment and closing cost assistance, if the Borrower (homebuyer/homeowner) no longer occupies the Property as borrower's principal residence during the period of affordability, the entire debt secured hereby is immediately due and payable.

If the Borrower owns and occupies the Property as his/her principal place of residence for a period of time less than the affordability period, due to voluntary transfer of title, then a percentage of the principal payment will be waived for each full year that Borrower owns and occupies the Property, as described below and Henrico County will recapture said amount from net proceeds available at sale.

The pro-rated amount recaptured and returned to Henrico County is calculated as follows:

- Divide the number of full years the Borrower occupied the home by the period of affordability.
- Multiply the resulting figure by the total amount of direct HOME subsidy originally provided to the Borrower. This is the amount forgiven.
- Subtract the forgiven amount from amount of direct HOME subsidy.
- Example:
 - o Mr. Smith received a \$12,000 DPA grant. This required an affordability period of 5 years. He sold the home after 3 years and 7 months and moved out. He therefore resided in the home for 3 full years. $3 \text{ years} / 5 \text{ years} = 0.6$; $0.6 \times \$12,000 = \$7,200$; $\$12,000 - \$7,200 = \$4,800$, which is the amount recaptured.

The "Direct HOME Subsidy" is defined as the HOME assistance that enabled the Borrower to purchase the property. Direct HOME Subsidy includes down-payment, closing costs or other HOME assistance provided directly to the Borrower. For homeowner rehabilitation projects, the "Direct HOME Subsidy" is defined as the value of the rehabilitation as referenced in the Deed of Trust and Note, or Credit Line Deed of Trust.

In the event of foreclosure, the recaptured HOME investment is pro-rated as described above and determined by the length of time Borrower occupied the Property.

Under no circumstances will Henrico County recapture more than is available from the Net Proceeds of the sale. "Net Proceeds" is defined as the sales price minus superior loan repayment (other than HOME funds) and any closing costs.

RIGHT OF FIRST REFUSAL:

In the event that Borrower wishes to sell, assign, convey or otherwise transfer the property secured, the County of Henrico shall have exclusive Right of First Refusal to purchase or otherwise receive title to this Property in the amount of a third party bona fide offer under the following terms and conditions:

1. If the Borrower receives a bona fide offer from a ready, willing and able purchaser to purchase the Property, the Borrower shall give written notice of sale and a true copy of the offer to

Henrico County Annual Action Plan 2014 Amended

- purchase the Property to the County of Henrico by certified mail, return receipt requested within seven (7) days of the Borrower receipt of the offer.
2. The County of Henrico shall have thirty (30) days from the date of receipt of notice to give the Borrower a like notice if the County of Henrico intends to exercise its right to purchase the Property.
 3. If the County of Henrico exercises its right to purchase the Property, the right shall be exercised and payment to the Borrower shall be made within thirty (30) days of receipt by the Borrower of the County's good faith intent to purchase the Property. Borrower shall convey the Property to the County of Henrico by Special Warranty Deed, free and clear of all liens and encumbrances and such other matters as would not materially interfere with the use of the Property or the marketability of title.
 4. The first right of refusal restrictions will automatically terminate if title to the mortgaged property is transferred by foreclosure, deed-in-lieu of foreclosure, or assignment of an FHA insured mortgage to HUD.

Right of First Refusal is not applicable to homeowner rehabilitation projects

DUE ON SALE; ACCELERATION:

If all or any part of the Property, or interest therein, is leased, sold or otherwise transferred by the Borrower, excluding the granting of a lien subordination, or a transfer by devise, descent or by survivorship, all sums secured are immediately due and payable, except as provided above.

SUBORDINATION:

Notwithstanding any provision herein to the contrary, the lien shall be subordinate to the lien of the certain Deed of Trust to be recorded simultaneously herewith.

REFINANCING:

The County of Henrico will agree to subordinate an existing lien associated with HOME funds to new debt in order to protect its interests and the interests of the homebuyer. Refinancing is limited to circumstances in which the following occurs:

- The homebuyer must be securing better terms that reduce monthly housing costs.
- The new interest rate must be fixed for the life of the loan (no balloon or ARM loans).
- Cash equity withdrawn may only be used for emergency property repairs or catastrophic expenses upon approval by Henrico County.

In the event refinancing does not meet one of the circumstances described above, Henrico County will not approve refinancing.

In the event refinancing involves the primary lien (first mortgage) and the second lien (direct HOME subsidy), for a period of time less than the affordability period, then the homebuyer will be required to reimburse Henrico County the outstanding balance of their direct HOME subsidy for the remaining affordability period.

ENFORCEMENT:

Recapture provisions shall be enforced through a written agreement between the homebuyer and the County of Henrico, as well as recordation of a Deed of Trust and Note.

SF 424 and Non-state Grantee Certifications

Henrico County Annual Action Plan 2014 Amended

May 25, 2015

County of Henrico
Amended 2014 Community Development Action Plan

Grantee SF-424's and Certification(s)



SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted July 21, 2014	Applicant Identifier B-05-UC-52-0208	Type of Submission	
Date Received by state	State Identifier	Application	Pre-application
Date Received by HUD	Federal Identifier	<input checked="" type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
County of Henrico		UOG Code:	
P.O. Box 90775		Organizational DUNS: 129053182	
		Organizational Unit: County Government	
Henrico	Virginia	Department: Community Revitalization	
23273-0775	Country U.S.A.	Division: Community Development	
Employer Identification Number (EIN): 54-600134		County: Henrico	
Applicant Type: Local Government		Program Year Start Date: 10/01	
		Specify Other Type If necessary:	
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
CDBG Project Titles:		Description of Areas Affected by CDBG Project(s)	
CDBG Administration		CDBG funded programs are offered County-wide providing benefits to low- and very low-income residents of the County, including public facilities and improvements, public services, residential rehabilitation and others. Enterprise Zone Design Assistance and Façade Grants are available within designated Enterprise Zones.	
Commercial Assistance Program			
Enterprise Zone Design Assistance			
Enterprise Zone Façade Grants			
CONNECT Program			
project:HOMES Homeowner Rehabilitation Program			
project:HOMES Emergency and Minor Repairs			
HOME Inc. Downpayment Assistance			
Southside Community Development & Housing Corp. Downpayment Assistance			
St. Joseph's Villa HVAC Improvements			

Labumum Avenue Revitalization		
\$CDBG Grant Amount • \$1,564,176	\$Additional HUD Grant(s) Leveraged	Describe
\$Additional Federal Funds Leveraged	\$Additional State Funds Leveraged	
\$Locally Leveraged Funds	\$Grantee Funds Leveraged	
\$Anticipated Program Income \$ 0.00	Other (Describe) \$153,601 (funds brought forward)	
Total Funds Leveraged for CDBG-based Project(s)		
Home Investment Partnerships Program		
14.239 HOME		
HOME Project Titles	Description of Areas Affected by HOME Project(s)	
HOME Administration project: HOMES Homeowner Rehabilitation Program HOME Inc. Down payment Assistance Southside Community Development & Housing Corp. Downpayment Assistance CHDO Affordable Housing Development	HOME funded programs are offered County-wide, providing residential rehabilitation for homeowners, homeownership assistance, and other housing opportunities for low and very low income residents of the County.	
\$HOME Grant Amount • \$657,051	\$Additional HUD Grant(s) Leveraged	Describe
\$Additional Federal Funds Leveraged	\$Additional State Funds Leveraged	
\$Locally Leveraged Funds	\$Grantee Funds Leveraged	
\$Anticipated Program Income \$ 0.00	Other (Describe)	
Total Funds Leveraged for HOME-based Project(s)		
Housing Opportunities for People with AIDS		
14.241 HOPWA		
HOPWA Project Titles	Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount \$ 0.00	\$Additional HUD Grant(s) Leveraged	Describe
\$Additional Federal Funds Leveraged	\$Additional State Funds Leveraged	
\$Locally Leveraged Funds	\$Grantee Funds Leveraged	
\$Anticipated Program Income	Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)		
Emergency Shelter Grants Program		
14.231 ESG		
ESG Project Titles ESG Administration Dept of Social Services – Homeless Prevention Hilliard House – Rapid Rehousing	Description of Areas Affected by ESG Project(s) ESG funded programs are offered County-wide, providing services to prevent homelessness and to re-house those experiencing homelessness.	

St. Joseph's Villa – Flagler Housing and Homeless Services		
CARITAS – Case management for shelter residents		
\$ESG Grant Amount \$ 126,171	\$Additional HUD Grant(s) Leveraged	Describe
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged
\$Locally Leveraged Funds		\$Grantee Funds Leveraged
\$Anticipated Program Income		Other (Describe)
Total Funds Leveraged for ESG-based Project(s)		
Congressional Districts of: Virginia		Is application subject to review by state Executive Order 12372 Process?
Applicant Districts Three & Seven	Project Districts Three & Seven	
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes This application was made available to the state EO 12372 process for review on DATE
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> No Program is not covered by EO 12372
		<input type="checkbox"/> N/A Program has not been selected by the state for review

Person to be contacted regarding this application		
First Name David	Middle Initial M.	Last Name Sacks
Title Community Development Manager	Phone (804) 501-7611	Fax (804) 501-7630
Email Sac01@co.henrico.va.us	Grantee website www.co.henrico.va.us/revjt	Other Contact:
Signature of Authorized Representative 		Date Signed 7/17/2014



CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- This certification does not apply.
- This certification is applicable.

NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It 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 CFR 24; and it has in effect and is following a residential antidisplacement 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.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Jurisdiction

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

- 8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- 9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
- 10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



Signature/Authorized Official



Date

Name

Title

Address

City/State/Zip

Telephone Number

- | | |
|-------------------------------------|---|
| <input type="checkbox"/> | This certification does not apply. |
| <input checked="" type="checkbox"/> | This certification is applicable. |

Specific CDBG Certifications

The Enticement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

11. **Maximum Feasible Priority -** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. **Overall Benefit -** The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2012, 2013, 2014, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. **Special Assessments -** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Jurisdiction

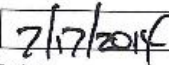
Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.



Signature/Authorized Official


Date

Name

Title

Address

City/State/Zip

Telephone Number

Jurisdiction

- This certification does not apply.
 This certification is applicable.

**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

Jurisdiction

- This certification does not apply.
 This certification is applicable.

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;


Signature/Authorized Official

7/7/2014
Date

John A. Vithoukas

Name

County Manager

Title

P.O. Box 90775

Address

Henrico/Virginia/23273-0775

City/State/Zip

(804) 501-4386

Telephone Number

Jurisdiction

- This certification does not apply.
 This certification is applicable.

HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.
 This certification is applicable.

ESG Certifications

I, John A. Vithoukias, Chief Executive Officer of **Error! Not a valid link.**, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

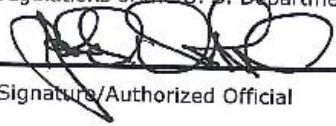
1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

Jurisdiction

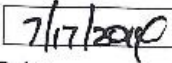
authorities as specified in 24 CFR Part 58.

11. The requirements of 24 CFR 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 USC 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.



Signature/Authorized Official



Date

Name

Title

Address

City/State/Zip

Telephone Number

Jurisdiction

This certification does not apply.
 This certification is applicable.

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
Government Center	4301 E. Parham Rd.		Henrico	VA	23273
Community Revitalization	4062 Crockett St.		Henrico	VA	23228

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

Jurisdiction

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

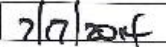
1. All "direct charge" employees;
 2. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- a. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

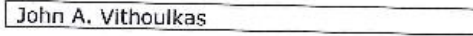
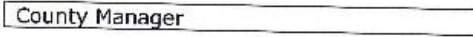
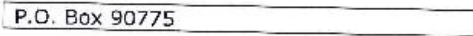
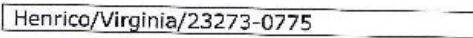
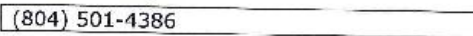
Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan



Signature/Authorized Official


Date


Name

Title

Address

City/State/Zip

Telephone Number

2014-15 Action Plan Appendices (amended 5-25-2015)

Appendix A: Resolution of the Board of Supervisors

Appendix B: Sources and Uses of Funds;
Sources & Uses of Funds Amended May 25, 2015

Appendix C: Public Hearing Notices

Appendix D: Areas of Minority Concentration

Appendix E: Activity Funding and Goal Summary Amended

Appendix F: Recapture Provisions

Form SF 424

CPMP Non-State Grantee Certifications

Appendix A – Resolution of the Board of Supervisors



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 174-14
Page No. 1 of 2

Agenda Title: RESOLUTION – Authorizing the County Manager to Submit the Henrico County 2014-15 Annual Consolidated Plan, Including the CDBG, HOME and ESG Plans for Fiscal Year 2014-15; to Execute the CDBG, HOME and ESG Agreements for Fiscal Year 2014-15; and to Execute Contracts to Implement the CDBG, HOME and ESG Activities.

<p>For Clerk's Use Only: Date: APR 24 2014</p> <p><input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:</p>	<p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>Kaechele</u> Seconded by (1) <u>Thornton</u> (2) _____ (2) _____</p> <p>REMARKS: APPROVED</p>	<table border="1"> <thead> <tr> <th></th> <th>YES</th> <th>NO</th> <th>OTHER</th> </tr> </thead> <tbody> <tr> <td>Glover, R.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Kaechele, D.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table>		YES	NO	OTHER	Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kaechele, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Glover, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Kaechele, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

WHEREAS, Henrico County is an entitlement community under the U.S. Department of Housing and Urban Development ("HUD") Community Development Block Grant ("CDBG") Program, as authorized by Title 1 of the Housing and Community Development Act of 1974; and,

WHEREAS, the County's CDBG entitlement for Fiscal Year 2014-15 is \$1,564,176, and the County has prepared the attached proposed sources and uses of CDBG entitlement funds; and,

WHEREAS, \$153,601 in unspent CDBG funds from previous years is included in the proposed use of CDBG funds in Fiscal Year 2014-15; and,

WHEREAS, the County is an entitlement community under the HUD HOME Investment Partnerships Program ("HOME") as authorized by the HOME Investment Partnerships Act of 1990; and,

WHEREAS, the County's HOME entitlement for Fiscal Year 2014-15 is \$657,051, and the County has prepared the attached proposed sources and uses of HOME entitlement funds; and,

WHEREAS, Henrico County is an entitlement community under the HUD Emergency Solutions Grants ("ESG") Program, as authorized by the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009; and,

WHEREAS, the County's ESG entitlement for Fiscal Year 2014-15 is \$126,171, and the County has prepared the attached proposed sources and uses of ESG entitlement funds; and,

WHEREAS, localities are required to submit an Annual Consolidated Plan ("Plan") as a condition of receiving CDBG, HOME and ESG funds, and the Department of Community Revitalization has prepared the required Plan for submission to HUD with the proposed uses of CDBG, HOME and ESG funds shown on the attached table.

By Agency Head [Signature] By County Manager _____

Routing:
Yellow to: Comm. Rev. Certified: _____
Copy to: _____ A Copy Tests: _____ Clerk, Board of Supervisors
Date: _____

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 17-1-14
Page No. 2 of 2

Agenda Title: RESOLUTION – Authorizing the County Manager to Submit the Henrico County 2014-15 Annual Consolidated Plan, Including the CDBG, HOME and ESG Plans for Fiscal Year 2014-15; to Execute the CDBG, HOME and ESG Agreements for Fiscal Year 2014-15; and to Execute Contracts to Implement the CDBG, HOME and ESG Activities.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that it: (1) approves the 2014-15 Plan, including the proposed uses of CDBG, HOME and ESG funds for Fiscal Year 2014-15; (2) authorizes the County Manager to submit the Plan; and (3) authorizes the County Manager to execute the CDBG, HOME, and ESG agreements for Fiscal Year 2014-15 and the contracts necessary to implement the CDBG, HOME and ESG program activities in a form approved by the County Attorney.

COMMENTS: The Director of Community Revitalization recommends approval of this Board paper, and the County Manager concurs.

Appendix B

2014-2015 CDBG, HOME, and ESG Program Sources & Uses of Funds

SOURCES	CDBG	HOME
Funds Brought Forward /Program Income	153,301	
FY 2014-2015 Allocation	1,564,176	657,051
Total Available	1,717,777	657,051
USES		
1. CDBG & HOME Administration	249,000	65,000
2. Commercial Assistance Program	176,500	
3. Enterprise Zone Façade Grants	60,000	
4. Enterprise Zone Design Assistance	30,000	
5. CONNECT Program	172,000	
6. project:HOMES Homeowner Rehabilitation Program	112,477	342,051
7. project:HOMES Emergency and Minor Repairs	495,000	
8. HOME Inc. Downpayment Assistance	20,000	75,000
9. Southside Community Development & Housing Corp. Downpayment Assistance	20,000	75,000
10. CHDO Activities Rehab for Sale - Undesignated		100,000
11. St. Joseph's Villa HVAC Improvements	142,800	
12. Laburnum Avenue Revitalization	240,000	
TOTAL	\$ 1,717,777	\$ 657,051

SOURCES	ESG
FY 2014-2015 Allocation	126,171
USES	
1. ESG Administration	9,171
2. Dept. of Social Services Homeless Prevention	37,000
3. Hilliard House – Rapid Rehousing	30,000
4. St. Joseph's Villa – Flagler Housing and Homeless Services	30,000
5. CARITAS – Case management for shelter residents	20,000
TOTAL	\$126,171

June 24, 2014

County of Henrico, Virginia Amendment #2
2014-2015 CDBG, HOME, & ESG Programs
Sources & Uses of Funds
May 25, 2015

SOURCES	CDBG	Amended CDBG Nov 2014	HOME	Amended CDBG May 2015	Amended HOME May 2015
Funds Brought Forward/Program Income	153,601	184,101		284,768	47,838
FY 2014-2015 Allocation	1,564,176	1,564,176	657,051	1,564,176	657,051
Total Available	\$1,717,777	\$1,748,277	\$657,051	\$1,848,944	\$704,889
USES					
1. CDBG & HOME Administration	249,000	279,500	65,000	279,500	65,000
2. Commercial Assistance Program	176,500	176,500		176,500	
3. Enterprise Zone Façade Grants	60,000	60,000		60,000	
4. Enterprise Zone Design Assistance	30,000	30,000		30,000	
5. CONNECT Program	172,000	172,000		172,000	
6. project:HOMES Homeowner Rehabilitation Program	112,477	112,477	342,051	147,477	367,889
7. project:HOMES Emergency and Minor Repairs	495,000	495,000		525,667	
8. HOME Inc. Downpayment Assistance	20,000	20,000	75,000	20,000	97,000
9. Southside Community Development & Housing Corp. Downpayment Assistance	20,000	20,000	75,000	20,000	75,000
10. CHDO - Undesignated			100,000		100,000
11. St Joseph's Villa HVAC Improvements	142,800	142,800		142,800	
12. Laburnum Ave. Revitalization	240,000	240,000		240,000	
13. Highland Springs Historic District Survey				35,000	
TOTAL	\$1,717,777	\$1,748,277	\$657,051	\$1,848,944	\$704,889

SOURCES	ESG	Amended ESG May 2015
FY 2014-2015 Allocation	\$126,171	\$126,171
USES		
1. ESG Administration	9,171	9,171
2. Dept. of Social Services - Homeless prevention	37,000	17,000
3. Hilliard House - Rapid Rehousing	30,000	50,000
4. St. Josephs Villa - Rapid Rehousing	30,000	30,000
5. CARITAS - Case Management for Shelter Clients	20,000	20,000
TOTAL	\$126,171	\$126,171

Appendix C – Public Hearing Notices

published May 23, 2014

published February 10, 2014

Notice of Public Hearing on the Submission of the Henrico County Annual Consolidated Action Plan and

Proposed Uses of Funds under the Community Development Block Grant and HOME Programs in 2014-2015

Henrico County is a participant in the Community Development Block Grant (CDBG), HOME, and Emergency Solutions Grant Programs and is required to submit its Annual Consolidated Plan to the U.S. Department of Housing and Urban Development by August 15, 2014. The Henrico County Board of Supervisors will hold a public hearing on Tuesday, June 24, 2014 at 7:00 PM in the Board Room in the County Administration Building at Parham and Hungary Spring Roads to consider a resolution to adopt the proposed Plan and the proposed uses of funds.

Funding for the program year includes:

2014-2015 CDBG Entitlement Grant	\$1,564,176
2014-2015 HOME Entitlement Grant	\$657,051
CDBG Funds Brought Forward	\$153,601
2014-2015 Emergency Solutions Grant	\$126,171
Total Funds Available	\$2,500,999

The following projects have been recommended for funding in 2014-2015:

CDBG and HOME Program Administration - CDBG: \$249,000; HOME: \$65,000.

Commercial Assistance Program - provides technical assistance to businesses and property owners for commercial corridor revitalization and for job creation for low-income persons. CDBG: \$176,500.

Enterprise Zone Design Assistance - for businesses considering improvements creating jobs for low-income persons. CDBG: \$30,000.

Enterprise Zone Façade Grants - financial assistance towards costs of rehabilitation of commercial buildings in Enterprise Zone creating jobs for low income persons. CDBG: \$60,000.

CONNECT Program - support services including tutoring, mentoring, and substance abuse counseling for at-risk youth living in subsidized housing. CDBG: \$172,000.

project:HOMES Homeowner Rehabilitation Program - for rehabilitation of homes owned by low-income elderly and/or disabled persons. CDBG: \$112,477; HOME: \$342,051.

project:HOMES Emergency and Minor Repairs - for emergency and minor repairs to the homes of low-income homeowners. CDBG: \$495,000.

HOME Inc. Downpayment Assistance - homeownership assistance for low- and moderate-income persons - CDBG: \$20,000; HOME: \$75,000.

Southside Community Development & Housing Corp. Downpayment Assistance - homeownership assistance for low- and moderate-income persons. CDBG: \$20,000; HOME: \$75,000.

CHDO - Undesignated - for a development subsidy for the rehabilitation of homes for sale to low-income persons. HOME: \$100,000.

St. Joseph's Villa HVAC Improvements – HVAC replacement in a facility serving low-income, disabled children. CDBG: \$142,800.

Laburnum Ave. Revitalization – for installation of sidewalks and drainage improvements along Laburnum Ave. - CDBG: \$240,000

ESG Program Administration - ESG: \$9,171

Henrico Dept. of Social Services - Homeless Prevention - ESG: \$37,000

Hilliard House - Rapid Rehousing - ESG: \$30,000

St. Josephs Villa – Flagler Housing and Homeless Services - ESG: \$30,000

CARITAS - Case Management for Shelter Clients - ESG: 20,000

The proposed Plan is available for review in the Henrico County Department of Community Revitalization at 4062 Crockett Street during normal business hours, and can also be viewed online at <http://www.co.henrico.va.us/revit>. Online access is available at all County libraries. For additional information, or to provide comments please call the Department of Community Revitalization at 501-7617 or email revitalization@co.henrico.va.us.

Public Hearing on Community Development Needs and Program Performance

Henrico County, Virginia

As a participant in the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and the Emergency Solutions Grant Program (ESG), Henrico County will prepare a Consolidated Plan for submission to the U.S. Department of Housing and Urban Development. The 2014-15 Consolidated Plan will include the County's proposed uses of CDBG, HOME, and ESG funds for the program year beginning October 1, 2014 through September 30, 2015. Henrico County estimates that approximately \$1,475,000 of CDBG funds, \$595,000 of HOME funds, and an unknown amount of ESG funds will be available for Program Year 2014-15.

Henrico County will conduct a public hearing at 6:00 pm, Thursday, March 6, 2014 in the Board Room at the Administration Building in the Government Center at 4301 East Parham Road. The County encourages citizens to attend, especially low- and moderate-income citizens and residents of low- and moderate-income neighborhoods, and express their opinions concerning community development needs in the County and past performance of community development programs. These needs may include housing, enhancement of neighborhoods, expansion of economic opportunities, or any other needs that citizens consider important.

Agencies interested in applying for CDBG, HOME, or ESG funds for Program Year 2014-15 may obtain an application from the County website at www.co.henrico.va.us/revit. The deadline to apply is March 14, 2014.

If you have comments or wish additional information concerning the public hearing or applying for CDBG, HOME, or ESG funds, please call the Department of Community Revitalization at 501-7640.

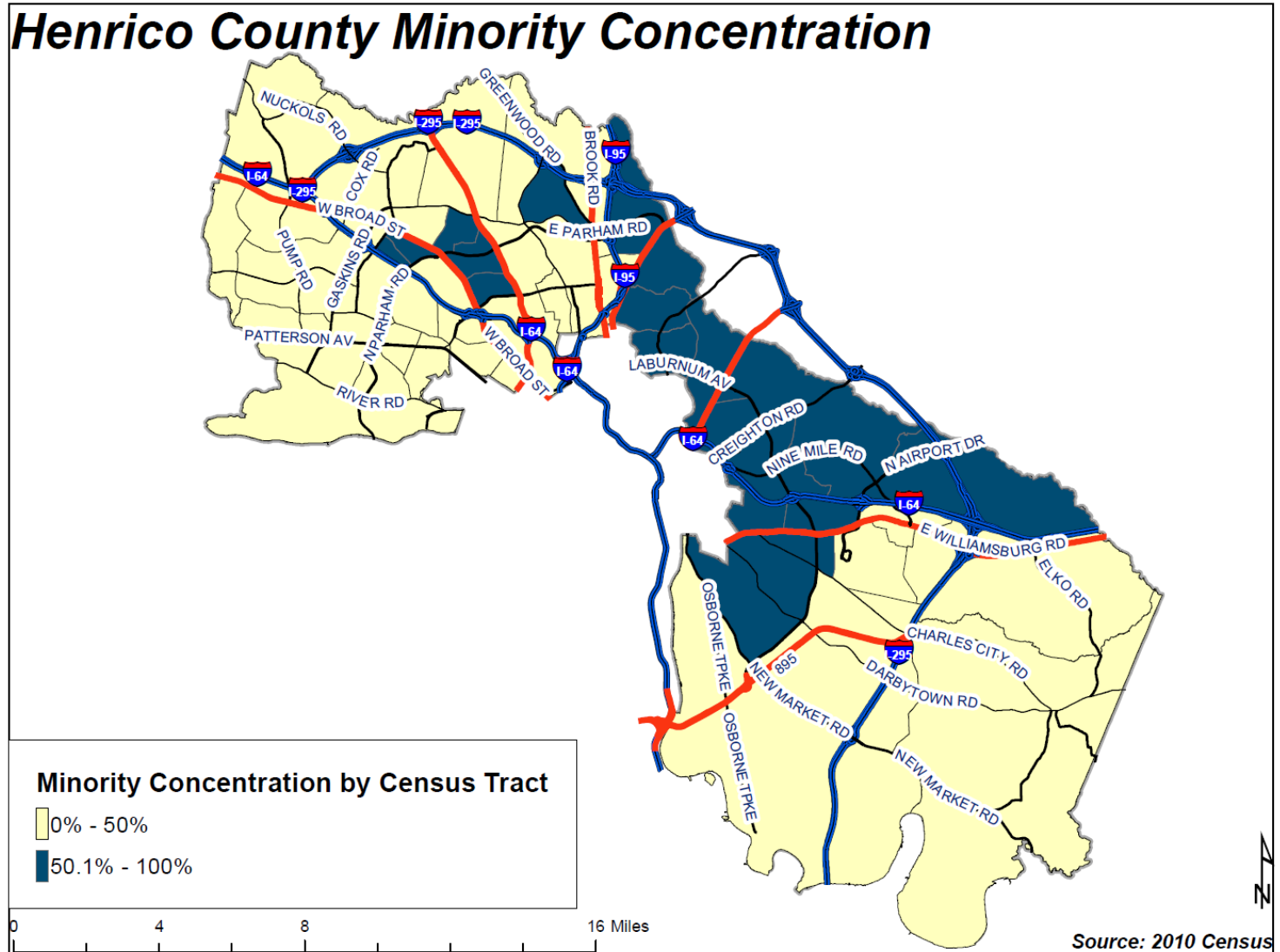
If you have comments or wish additional information concerning the public hearing or applying for CDBG or HOME funds, please call the Department of Community Revitalization at 501-7640.

Published April 25, 2015

Public Notice
Henrico County, Virginia
Amendment to the 2014 Consolidated Plan

On or about May 25, 2015 Henrico County, Virginia will submit to the U.S. Department of Housing and Urban Development an amendment to the Henrico County 2014-15 Annual Consolidated Community Development Action Plan reprogramming unspent CDBG, HOME, and ESG funds totaling \$168,505. Reprogrammed CDBG funds will be allocated to 2014-15 existing and new projects: \$30,667 to project:HOMES Emergency and Minor Repairs, \$35,000 to project:HOMES Homeowner Rehabilitation Program, and \$35,000 to Highland Springs Historic District Survey. HOME funds will be allocated to 2014-15 existing projects: \$25,838 to project:HOMES Homeowner Rehabilitation Program and \$22,000 to HOME Inc. Downpayment Assistance. 2014-15 ESG funds in the amount of \$20,000 will be reprogrammed to Hilliard House Rapid Rehousing. A copy of the amendment is available for review at www.henrico.us/revit. For questions or additional information please call the Department of Community Revitalization at 501-7617

Appendix D: Areas of Minority Concentration



Appendix E - Activity Funding and Goal Summary

Amended May 25, 2015

Activity Name	Source	2010		2011		2012		2013		2014	
		Year 1	Units/Type	Year 2	Units/Type	Year 3	Units/Type	Year 4	Units/Type	Year 5	Units/Type
Program Administration	CDBG	\$177,000		\$206,000		\$233,832		\$237,000		\$249,000	
	HOME	\$90,000		\$75,000		\$60,000		\$62,000		\$65,000	
Commercial Assistance Program	CDBG	\$20,800	320	\$190,000	330	\$144,825	250	\$176,500	6	\$176,500	6
	HOME		Businesses		Businesses		Businesses		Jobs		Jobs
Enterprise Zone Façade Grant	CDBG					\$30,000	1	\$30,000	1	\$60,000	2
	HOME						Job		Job		Jobs
Enterprise Zone Design Assistance	CDBG					\$15,000	1	\$25,000	1	\$30,000	1
	HOME						Job		Job		Job
CONNECT Program	CDBG	\$172,000	175	\$170,000	180	\$170,000	150	\$172,000	150	\$ 172,000	150
	HOME		People		People		People		People		People
project:Homes Homeowner Rehabilitation Program	CDBG	\$97,000	7	\$130,960	8	\$90,000	6	\$102,590	8	\$ 147,477	10
	HOME	\$333,308	Homes	\$438,298	Homes	\$312,010	Homes	\$314,559	Homes	\$367,889	Homes
project:Homes Emergency and Minor Repairs	CDBG	\$255,194	25	\$358,677	27	\$304,930	25	\$472,000	45	\$ 525,000	55
	HOME		Homes		Homes		Homes		Homes		Homes
HOME Inc. Downpayment Assistance	CDBG	\$28,000	10	\$40,000	10	\$27,500	10	\$20,000	7	\$20,000	9
	HOME	\$100,000	Homes	\$150,000	Homes		Homes	\$75,000	Homes	\$ 97,000	Homes
Southside CDHC Downpayment Assistance	CDBG					\$86,850	10	\$20,000	7	\$20,000	7
	HOME					\$40,650	Homes	\$75,000	Homes	\$ 75,000	Homes
CHDO: Rehab for Sale	CDBG		4		3		2		2		2
	HOME	\$200,000	Homes	\$150,000	Homes	\$100,000	Homes	\$100,000	Homes	\$100,000	Homes
St. Joseph's Villa HVAC Improvements	CDBG							\$90,000	1	\$142,800	1
	HOME								Public Facility		Public Facility
Laburnum Avenue Revitalization	CDBG	\$488,000	1							\$240,000	1
	HOME		Public Facility								Public Facility

Appendix F – Recapture Provisions

HENRICO COUNTY RECAPTURE PROVISION FOR USE OF HOME FUNDS

The County of Henrico will use the Recapture Provision in all HOME homeownership and homebuyer projects/activities. The Recapture Provision extends through the mandated period of affordability. The following table outlines the affordability periods.

Amount of HOME Investment	Length of the Affordability Period
Under \$15,000	5 years
\$15,000 to \$40,000	10 years
Over \$40,000	15 years

FOREGIVENESS OF REPAYMENT / RECAPTURE:

For downpayment and closing cost assistance, if the Borrower (homebuyer/homeowner) no longer occupies the Property as borrower's principal residence during the period of affordability, the entire debt secured hereby is immediately due and payable.

If the Borrower owns and occupies the Property as his/her principal place of residence for a period of time less than the affordability period, due to voluntary transfer of title, then a percentage of the principal payment will be waived for each full year that Borrower owns and occupies the Property, as described below and Henrico County will recapture said amount from net proceeds available at sale.

The pro-rated amount recaptured and returned to Henrico County is calculated as follows:

- Divide the number of full years the Borrower occupied the home by the period of affordability.
- Multiply the resulting figure by the total amount of direct HOME subsidy originally provided to the Borrower. This is the amount forgiven.
- Subtract the forgiven amount from amount of direct HOME subsidy.
- Example:
 - Mr. Smith received a \$12,000 DPA grant. This required an affordability period of 5 years. He sold the home after 3 years and 7 months and moved out. He therefore resided in the home for 3 full years. $3 \text{ years} / 5 \text{ years} = 0.6$; $0.6 \times \$12,000 = \$7,200$; $\$12,000 - \$7,200 = \$4,800$, which is the amount recaptured.

The "Direct HOME Subsidy" is defined as the HOME assistance that enabled the Borrower to purchase the property. Direct HOME Subsidy includes down-payment, closing costs or other HOME assistance provided directly to the Borrower. For homeowner rehabilitation projects, the "Direct HOME Subsidy" is defined as the value of the rehabilitation as referenced in the Deed of Trust and Note, or Credit Line Deed of Trust.

In the event of foreclosure, the recaptured HOME investment is pro-rated as described above-and determined by the length of time Borrower occupied the Property.

Under no circumstances will Henrico County recapture more than is available from the Net Proceeds of the sale. "Net Proceeds" is defined as the sales price minus superior loan repayment (other than HOME funds) and any closing costs.

RIGHT OF FIRST REFUSAL:

In the event that Borrower wishes to sell, assign, convey or otherwise transfer the property secured, the County of Henrico shall have exclusive Right of First Refusal to purchase or otherwise receive title to this Property in the amount of a third party bona fide offer under the following terms and conditions:

1. If the Borrower receives a bona fide offer from a ready, willing and able purchaser to purchase the Property, the Borrower shall give written notice of sale and a true copy of the offer to

purchase the Property to the County of Henrico by certified mail, return receipt requested within seven (7) days of the Borrower receipt of the offer.

2. The County of Henrico shall have thirty (30) days from the date of receipt of notice to give the Borrower a like notice if the County of Henrico intends to exercise its right to purchase the Property.
3. If the County of Henrico exercises its right to purchase the Property, the right shall be exercised and payment to the Borrower shall be made within thirty (30) days of receipt by the Borrower of the County's good faith intent to purchase the Property. Borrower shall convey the Property to the County of Henrico by Special Warranty Deed, free and clear of all liens and encumbrances and such other matters as would not materially interfere with the use of the Property or the marketability of title.
4. The first right of refusal restrictions will automatically terminate if title to the mortgaged property is transferred by foreclosure, deed-in-lieu of foreclosure, or assignment of an FHA insured mortgage to HUD.

Right of First Refusal is not applicable to homeowner rehabilitation projects

DUE ON SALE; ACCELERATION:

If all or any part of the Property, or interest therein, is leased, sold or otherwise transferred by the Borrower, excluding the granting of a lien subordination, or a transfer by devise, descent or by survivorship, all sums secured are immediately due and payable, except as provided above.

SUBORDINATION:

Notwithstanding any provision herein to the contrary, the lien shall be subordinate to the lien of the certain Deed of Trust to be recorded simultaneously herewith.

REFINANCING:

The County of Henrico will agree to subordinate an existing lien associated with HOME funds to new debt in order to protect its interests and the interests of the homebuyer. Refinancing is limited to circumstances in which the following occurs:

- The homebuyer must be securing better terms that reduce monthly housing costs.
- The new interest rate must be fixed for the life of the loan (no balloon or ARM loans).
- Cash equity withdrawn may only be used for emergency property repairs or catastrophic expenses upon approval by Henrico County.

In the event refinancing does not meet one of the circumstances described above, Henrico County will not approve refinancing.

In the event refinancing involves the primary lien (first mortgage) and the second lien (direct HOME subsidy), for a period of time less than the affordability period, then the homebuyer will be required to reimburse Henrico County the outstanding balance of their direct HOME subsidy for the remaining affordability period.

ENFORCEMENT:

Recapture provisions shall be enforced through a written agreement between the homebuyer and the County of Henrico, as well as recordation of a Deed of Trust and Note.

SF 424 and Non-state Grantee Certifications



SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

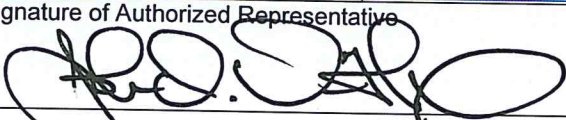
SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted July 21, 2014	Applicant Identifier B-05-UC-52-0208	Type of Submission	
Date Received by state	State Identifier	Application	Pre-application
Date Received by HUD	Federal Identifier	<input checked="" type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
County of Henrico		UOG Code:	
P.O. Box 90775		Organizational DUNS: 129053182	
		Organizational Unit: County Government	
Henrico	Virginia	Department: Community Revitalization	
23273-0775	Country U.S.A.	Division: Community Development	
Employer Identification Number (EIN):		County: Henrico	
54-600134		Program Year Start Date: 10/01	
Applicant Type:		Specify Other Type if necessary:	
Local Government			
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
CDBG Project Titles:		Description of Areas Affected by CDBG Project(s)	
CDBG Administration		CDBG funded programs are offered County-wide providing benefits to low- and very low-income residents of the County, including public facilities and improvements, public services, residential rehabilitation and others. Enterprise Zone Design Assistance and Façade Grants are available within designated Enterprise Zones.	
Commercial Assistance Program			
Enterprise Zone Design Assistance			
Enterprise Zone Façade Grants			
CONNECT Program			
project:HOMES Homeowner Rehabilitation Program			
project:HOMES Emergency and Minor Repairs			
HOME Inc. Downpayment Assistance			
Southside Community Development & Housing Corp. Downpayment Assistance			
St. Joseph's Villa HVAC Improvements			

Laburnum Avenue Revitalization		
\$CDBG Grant Amount • \$1,564,176	\$Additional HUD Grant(s) Leveraged	Describe
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged
\$Locally Leveraged Funds		\$Grantee Funds Leveraged
\$Anticipated Program Income \$ 0.00	Other (Describe) \$153,601 (funds brought forward)	
Total Funds Leveraged for CDBG-based Project(s)		
Home Investment Partnerships Program		14.239 HOME
HOME Project Titles HOME Administration project:HOMES Homeowner Rehabilitation Program HOME Inc. Down payment Assistance Southside Community Development & Housing Corp. Downpayment Assistance CHDO Affordable Housing Development	Description of Areas Affected by HOME Project(s) HOME funded programs are offered County-wide, providing residential rehabilitation for homeowners, homeownership assistance, and other housing opportunities for low and very low income residents of the County.	
\$HOME Grant Amount • \$657,051	\$Additional HUD Grant(s) Leveraged	Describe
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged
\$Locally Leveraged Funds		\$Grantee Funds Leveraged
\$Anticipated Program Income \$ 0.00	Other (Describe)	
Total Funds Leveraged for HOME-based Project(s)		
Housing Opportunities for People with AIDS		14.241 HOPWA
HOPWA Project Titles	Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount \$ 0.00	\$Additional HUD Grant(s) Leveraged	Describe
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged
\$Locally Leveraged Funds		\$Grantee Funds Leveraged
\$Anticipated Program Income	Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)		
Emergency Shelter Grants Program		14.231 ESG
ESG Project Titles ESG Administration Dept of Social Services – Homeless Prevention Hilliard House – Rapid Rehousing	Description of Areas Affected by ESG Project(s) ESG funded programs are offered County-wide, providing services to prevent homelessness and to re-house those experiencing homelessness.	

St. Joseph's Villa – Flagler Housing and Homeless Services		
CARITAS – Case management for shelter residents		
\$ESG Grant Amount \$ 126,171	\$Additional HUD Grant(s) Leveraged	Describe
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged
\$Locally Leveraged Funds		\$Grantee Funds Leveraged
\$Anticipated Program Income		Other (Describe)
Total Funds Leveraged for ESG-based Project(s)		
Congressional Districts of: Virginia		Is application subject to review by state Executive Order 12372 Process?
Applicant Districts Three & Seven	Project Districts Three & Seven	
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes
<input type="checkbox"/> Yes		<input checked="" type="checkbox"/> No
		<input type="checkbox"/> N/A
		This application was made available to the state EO 12372 process for review on DATE
		Program is not covered by EO 12372
		Program has not been selected by the state for review

Person to be contacted regarding this application		
First Name David	Middle Initial M.	Last Name Sacks
Title Community Development Manager	Phone (804) 501-7611	Fax (804) 501-7630
Email Sac01@co.henrico.va.us	Grantee website www.co.henrico.va.us/revit	Other Contact:
Signature of Authorized Representative 		Date Signed 7/17/2014



CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- This certification does not apply.
 This certification is applicable.

NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It 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 CFR 24; and it has in effect and is following a residential antidisplacement 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.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



Signature/Authorized Official



Date

John A. Vithoulikas

Name

County Manager

Title

P.O. Box 90775

Address

Henrico, Virginia 23273-0775

City/State/Zip

(804) 501-4386

Telephone Number

- | |
|---|
| <input type="checkbox"/> This certification does not apply. |
| <input checked="" type="checkbox"/> This certification is applicable. |

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2012, 2013, 2014, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Jurisdiction

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.



Signature/Authorized Official

7/17/2014
Date

John A. Vithoukas

Name

County Manager

Title

P.O. Box 90775

Address

Henrico/Virginia/23273-0775

City/State/Zip

(804) 501-4386

Telephone Number

- This certification does not apply.
 This certification is applicable.

**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.
 This certification is applicable.

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

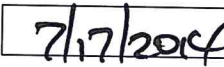
Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;


Signature/Authorized Official


Date

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- This certification does not apply.
 This certification is applicable.

HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- | |
|---|
| <input type="checkbox"/> This certification does not apply. |
| <input checked="" type="checkbox"/> This certification is applicable. |

ESG Certifications

I, John A. Vitoulkas, Chief Executive Officer of **Error! Not a valid link.**, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

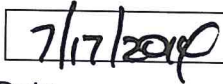
authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.



Signature/Authorized Official


Date

John A. Vithoukas

Name

County Manager

Title

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(804) 501-4386

Telephone Number

- This certification does not apply.
 This certification is applicable.

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
Government Center	4301 E. Parham Rd.		Henrico	VA	23273
Community Revitalization	4062 Crockett St.		Henrico	VA	23228

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

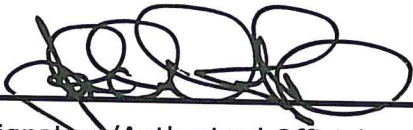
Jurisdiction

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

1. All "direct charge" employees;
 2. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- a. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan



Signature/Authorized Official

2/7/2014

Date

John A. Vithoukias

Name

County Manager

Title

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