

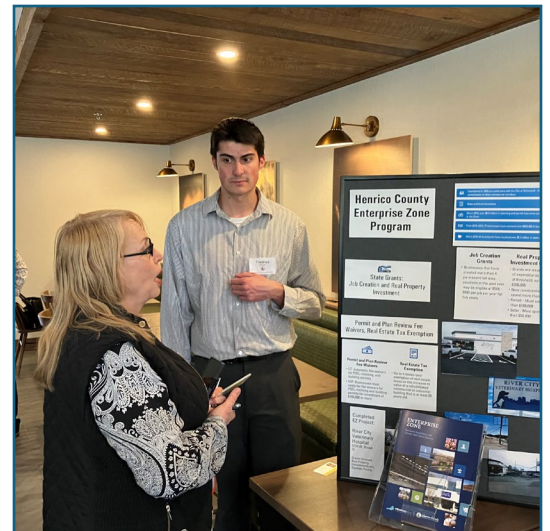


# Annual Consolidated Community Development Action Plan

2024-2025

July 2024

Henrico County, Virginia  
Department of Community  
Revitalization



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## Acknowledgements

The 2024-25 Annual Consolidated Community Development Action Plan was prepared by the County of Henrico Department of Community Revitalization, Division of Community Development.

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## Preface

The *2024-2025 Consolidated Annual Action Plan* is submitted electronically to the United States Department of Housing and Urban Development (HUD) through the e-Con Planning Suite within the Integrated Disbursement and Information System (IDIS). This document is an exported and reformatted version of that submission. Questions about this document may be directed to the Henrico County Department of Community Revitalization in the following manner:

- In person during normal office hours at 4905 Dickens Road, Suite 200.
- By email at [revitalization@henrico.us](mailto:revitalization@henrico.us)
- By telephone at 804-501-4757

County of Henrico  
Department of Community Revitalization  
July 2024

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## Executive Summary

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

#### 1. Introduction

Henrico County is an entitlement jurisdiction eligible to receive direct federal assistance from the US Department of Housing and Urban Development (HUD), and as such receives Community Development Block Grant (CDBG), HOME Investment Partnerships Program, and Emergency Solutions Grant (ESG) funds. A requirement of accepting these funds is the preparation of a Five-Year Consolidated Plan, which identifies the County's needs for affordable housing and community development, and an Annual Action Plan, which outlines how the County will use federal funds each year to address the needs of County residents. The County of Henrico's *2020-2025 Five Year Consolidated Community Development Plan* covers a five-year period from October 1, 2020, through September 30, 2025.

This *Annual Action Plan* covers year five of the Consolidated Plan and identifies the activities to be undertaken during the year beginning October 1, 2024. The Annual Action Plan is the formal application to HUD for the PY 2024-25 entitlement funds administered by the County of Henrico Department of Community Revitalization.

Sources of funds for PY 2024-25, are as follows:

- 2024-25 CDBG Entitlement Grant: \$1,610,554.00
- 2024-25 HOME Entitlement Grant: \$804,179.59
- 2024-25 ESG Entitlement Grant: \$145,231.00

Total Funds: \$2,559,964.59

With the adoption of this Action Plan on July 9, 2024, CDBG, HOME, and ESG funds were allocated to 19 projects. A summary of sources of funds and projects funded is provided in Appendix B.

#### 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.

Section AP-20 of this document provides the goals that guide the expenditure of CDBG, HOME, and ESG funds for the 2024-25 program year. The eight goals are listed below. Complete descriptions of the goals can be found in Section AP-20.

- Rehabilitation of Existing Housing

- Increase Affordable Homeownership Opportunities
- Revitalize Older Commercial Corridors
- Prevent Homelessness
- Provide Emergency Shelter and Supportive Services
- Provide Public Services for Low- and Moderate-Income Populations
- Support Housing for Special Needs Populations
- Increase Job Opportunities for LMI Individuals

The objectives for the 2024-25 *Annual Action Plan* are listed below along with the projected outcomes. Expected outcomes of the five-year plan are in parentheses.

- Rehabilitation or minor repair of 75 (378) housing units for low- and moderate-income homeowners thereby retaining the affordable housing stock.
- Rehabilitation for sale or new construction of 2 (10) housing units for low- and moderate-income homeowners, thereby increasing the availability of affordable permanent housing.
- Provision of down payment and closing cost assistance to 10 (103) 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 125 (625) children living in subsidized housing, thereby improving the safety and livability of neighborhoods.
- Provision of technical assistance and grants 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 6 (45) jobs, available to low- or moderate-income persons, will be created.
- Provision of rental assistance to LMI persons (10) who are released from Henrico jails.
- Provision of funding to support renovations of a facility providing shelter to unhoused men in the region. Approximately 850 people receive shelter and/or services at the shelter each year; 95 of whom are Henrico residents.
- Provision of funds to assist families living in hotels to relocate to permanent housing (5 households)
- Provision of services and/or shelter to 76 (225) families or individuals who have experienced homelessness.
- Provision of medical outreach services to 75 unhoused individuals.
- Provision of funds to support rapid re-housing of unhoused individuals and families (5 households).



### 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)* describes the County's performance relative to the goals established in the Annual Action Plan and the Five-Year Consolidated Plan. The following is a summary of the accomplishments for the program year ending September 30, 2023, as described in the PY 2022-23 Annual Performance Report. During PY 2022-23, the County continued to provide and improve housing opportunities for low- and moderate-income individuals, support affordable housing, provide services and opportunities to low- and moderate-income individuals and families, and serve persons experiencing homelessness or at risk of homelessness.

Summary of PY 2023-2024 Accomplishments:

- Completion of the rehabilitation of 14 homes owned by low- and moderate-income homeowners.
- Completion of critical repairs to 60 homes owned by low- and moderate-income homeowners.
- Provided affordable housing to 3 low- and moderate-income households by providing down payment and closing cost assistance.
- Provided after-school programs for 129 at-risk youths throughout the program year.
- Economic development efforts assisted 6 businesses.
- Provided homelessness prevention, case management, shelter, and street outreach to 527 persons.
- CDBG-CV funds were expended to provide housing relocation, stabilization services and rental assistance to low-mod families living in hotels; Critical home repair for low-income homeowners; Provide crisis financial support to Henrico families impacted by Covid-19; Homeownership assistance to low-income first-time homebuyers; Housing support for adults recently released from Henrico County jails; Residential rehabilitation for low- and very low-income homeowners who are elderly and/or disabled; Downpayment and closing cost assistance for low-income first-time homebuyers; Providing public services to low-mod income populations.
- ESG-CV funds were expended to assist persons experiencing homelessness due to the Coronavirus, by supporting family shelters and an inclement weather shelter.

As of June 1, 2024, the timeliness spend rate was calculated at 1.31. Henrico County consistently meets the required CDBG spend rate.



#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

Over the course of the year, County CDBG/HOME/ESG staff continued to meet on a regular basis with subrecipients, representatives of County agencies, and other community service providers (including the Continuum of Care) to understand the needs of the community, to make adjustments to existing programs, and to develop goals and specific objectives for the upcoming annual plan. Specific consultations are outlined in Section AP-10.

Henrico County conducted two public hearings, the first on February 12, 2024, at Libbie Mill Library, and the second with the County Board of Supervisors on July 9, 2024. Staff also received input from consultations with County agencies and non-profit service providers. Notices for both public hearings are provided in Appendix C. Advertising of public hearings and opportunities for public input included the following:

- Newspaper advertisement in the *Richmond Times-Dispatch* and the *Richmond Free Press*
- Advertisement in the *Henrico Citizen* on-line newspaper.
- Direct email to the Department of Community Revitalization email list of Henrico residents who, over time, requested they be contacted for information and updates on Department activities.
- Direct email notice to approximately 60 non-profit and other agencies that have expressed interest in applying for CDBG, HOME, or ESG funds.
- Notices on the County website.

#### **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.

Comments received at the Community Development Needs public hearing on February 12, 2024, concerned the need for sidewalks and streetlights, bus shelters, and assistance to homeless persons. One comment was received during the July 9, 2024 public hearing expressing the need for the County to devote resources to assisting unsheltered homeless persons, particularly youth and families. Public hearing minutes from February 12 are provided in Appendix D.

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

All comments received were accepted and considered in the formulation of the 2024-25 Annual Action Plan. While all comments were accepted, not all could be addressed through projects funded in this Action Plan due to limits on funding and limits on eligible uses of CDBG, HOME and ESG funds.

## 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 Henrico County Department of Community Revitalization is responsible for the administration of these federal funds.

### Consolidated Plan Public Contact Information

Citizens may view the Plan or share comments at the Henrico County Department of Community Revitalization at 4905 Dickens Road, Suite 200, Henrico, Virginia during normal business hours. The Plan can also be viewed online at <https://henrico.gov/revit>. Internet access is available at all County libraries. Additional information can be received from, and comments provided to, the Department of Community Revitalization at 804-501-7640 or by email at [revitalization@henrico.us](mailto:revitalization@henrico.us).

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

### **1. Introduction**

Throughout the year, CDBG, HOME, and ESG staff met with local agencies and groups. Listed below are some of the meetings and consultations undertaken by staff as part of an ongoing dialog to discuss the needs of the County's residents in preparation of the 2024 *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 persons and agencies that provide other services to low- and moderate-income persons. These discussions identify specific community needs and result in new programs and strategies for the enhancement of existing programs.

The Department of Community Revitalization convenes a bi-monthly meeting of a multi-disciplinary task force that addresses the housing and social service needs of County residents. County agencies represented on this task force include Police, Social Services, Fire, Building Inspections, Mental Health, Community Development, Community Maintenance, and Henrico Public Schools.

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

Staff met with a variety of local agencies including housing providers, government agencies providing mental health and social services, organizations involved in providing services to homeless persons, and others to discuss the community development needs of Henrico and the region. These agencies are listed in Table 2.

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

The Henrico County Director of Community Revitalization represents the County by serving as a voting member on the Board of the Greater Richmond Continuum of Care (CoC). The CoC Board, which is a panel of community stakeholders, convenes at least annually to review and assess funding requests for the HUD Continuum of Care Program. In addition, a staff member from the Department of Community Revitalization serves as a voting member on the CoC Ranking Committee. The Ranking Committee meets

several times throughout the year to review applications for funding and review the effectiveness of the proposed work in addressing community priorities and needs.

**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**

During the first three years of the Henrico County Five-Year Consolidated Plan, formal consultations allocate the annual allocation of ESG funds Henrico received. Henrico did not receive ESG funds for program year 2023-24 yet continued to engage with the Continuum of Care during the program year through representation on the CoC Board and Ranking Committee. Formal consultations through the CoC Ranking Committee regarding expected 2024-25 Henrico ESG funding occurred at the March 18, 2024, meeting, and further in April and May with communications with CoC staff regarding specific programs. Through this Committee and Board, Henrico County staff participate in the evaluation and oversight of all CoC funded programs. Through participation on the Ranking Committee, allocations of all ESG, state funds, and other HUD funds dedicated to this region are evaluated in a coordinated fashion with inclusion of Henrico County and other local 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**

<b>1</b>	<b>Agency/Group/Organization</b>	HOME INC
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Service-Fair Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year with key program staff. Program adjustments occurred as needed based on consultations and identification of issues and needs. HOME INC was also consulted regarding further options for addressing impediments to housing purchases by low/mod households and for administration of Henrico's employee down payment assistance program.
<b>2</b>	<b>Agency/Group/Organization</b>	Project Homes
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Projects

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year. Program adjustments occur as needed based on consultations and the identification of issues and needs. As one of two CHDO's able to serve Henrico, project:HOMES was also consulted about options for development of new affordable housing.
3	<b>Agency/Group/Organization</b>	Better Housing Coalition
	<b>Agency/Group/Organization Type</b>	Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a currently funded agency, BHC was consulted regarding development of new affordable multi-family housing for rent and affordable units for sale.
4	<b>Agency/Group/Organization</b>	SOUTHSIDE COMMUNITY DEVELOPMENT AND HOUSING CORPORATION
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year. Program adjustments occurred as needed based on consultations and the identification of issues and needs.
5	<b>Agency/Group/Organization</b>	Richmond Metropolitan Habitat for Humanity
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year. Program adjustments occurred as needed based on consultations and identification of issues and needs.
6	<b>Agency/Group/Organization</b>	Housing Families First
	<b>Agency/Group/Organization Type</b>	Housing Services-Victims of Domestic Violence

		Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year. Program adjustments, including adjustments to funding sources for the program year in order to preserve continuity of program funding.
7	<b>Agency/Group/Organization</b>	Virginia Supportive Housing
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Persons with Disabilities Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a frequently funded agency with a funded project under construction, contact for regular status updates occurred throughout the program year regarding a supportive housing project.
8	<b>Agency/Group/Organization</b>	Homeward
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussions with staff, Board, and Ranking Committee on regional approach to homelessness. Discussions were held with Homeward in the context of uses of 2024-25 program funds.
9	<b>Agency/Group/Organization</b>	CARITAS
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless

		Homelessness Needs - Veterans Homelessness Strategy Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year, including program needs for 2024-25.
10	<b>Agency/Group/Organization</b>	Henrico County Dept. of Social Services
	<b>Agency/Group/Organization Type</b>	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 Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation with Henrico County Social Services occurred to identify community development and social service needs in the County and needs and priorities. Staff from the Department of Social Services participate in the bi-monthly Resource Team meeting.
11	<b>Agency/Group/Organization</b>	Henrico County Dept. of Building Inspections
	<b>Agency/Group/Organization Type</b>	Housing Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Regular discussions of housing needs and conditions, opportunities to assist low- and moderate-income persons, ways to address housing quality standards, and opportunities to address needs of low-income homeowners subject to code enforcement. Staff from the Department of Building Inspections participate in the bi-monthly Resource Team meeting.
12	<b>Agency/Group/Organization</b>	County of Henrico, Division of Community Maintenance
	<b>Agency/Group/Organization Type</b>	Housing Services-Elderly Persons Services-Persons with Disabilities Grantee Department



	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Formal meetings are held monthly to identify specific housing needs and identify solutions. All potential homeowners and businesses to be served with CDBG or HOME funds are referred to Community Maintenance to determine if any code violations exist that need to be addressed prior to, or as a result of assistance provided.
13	<b>Agency/Group/Organization</b>	County of Henrico Dept. of Public Works
	<b>Agency/Group/Organization Type</b>	Agency - Infrastructure & Transportation Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Regular discussions occur regarding opportunities to use CDBG funding through provision of infrastructure improvements in low/mod areas.
14	<b>Agency/Group/Organization</b>	Henrico Area Mental Health and Developmental Services
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Persons with Disabilities Services-Health Services-Education Health Agency Regional organization Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussion of housing choice voucher program and clients served, clients' needs related to housing and mentoring and afterschool and summer programs for children in subsidized housing.
15	<b>Agency/Group/Organization</b>	Henrico County Public Schools
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussions of needs of homeless families with children enrolled in Henrico County Public Schools and opportunities to provide stable housing for McKinney-Vento families.
16	<b>Agency/Group/Organization</b>	Virginia Department of Housing and Community Development
	<b>Agency/Group/Organization Type</b>	Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussions regarding Enterprise Zone policy and the opportunities to adjust the County Enterprise Zone boundary and incentives to help foster investment in low and moderate income areas.
17	<b>Agency/Group/Organization</b>	City of Richmond Housing and Community Development
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Regional Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Numerous coordination discussions about regional projects and numerous CDBG, HOME, ESG, CDBG-CV, and ESG-CV projects. Provided numerous instances of technical assistance. Coordinated in the implementation of HOME-ARP Allocation Plan for the funding of a regional project or projects.
18	<b>Agency/Group/Organization</b>	CHESTERFIELD COUNTY
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Regional Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Numerous coordination discussions about regional projects and numerous CDBG, HOME, ESG, CDBG-CV, and ESG-CV projects. Provided numerous instances of technical assistance. Coordinated in the implementation of HOME-ARP Allocation Plan for the funding of a regional project or projects.
19	<b>Agency/Group/Organization</b>	Commonwealth Catholic Charities
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Persons with HIV/AIDS Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a currently funded agency for multiple programs, regular status updates and coordination meetings occurred throughout the year, including opportunities for expanding programs.
20	<b>Agency/Group/Organization</b>	Local Initiatives Support Corporation (LISC)
	<b>Agency/Group/Organization Type</b>	Services - Housing Regional organization Business Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Regional Needs, Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated</b>	Asa previously funded agency, Henrico continues to meet with LISC and discuss small business needs as well as specific housing needs (such as access to equity, clear title, etc.).

	outcomes of the consultation or areas for improved coordination?	
21	Agency/Group/Organization	Henrico County Economic Development Authority
	Agency/Group/Organization Type	Economic Development Grantee Department
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussions with the EDA occur throughout the year regarding Enterprise Zone activities, economic revitalization within the County, and business needs. Also coordinated with the EDA to document low/mod job creation in the Enterprise Zone.
22	Agency/Group/Organization	Henrico County Planning Department
	Agency/Group/Organization Type	Planning organization Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussions throughout the year regarding revitalization efforts in the County, planning needs, demographics, community revitalization, Henrico's comprehensive plan, etc.
23	Agency/Group/Organization	Henrico County Dept. of Public Utilities
	Agency/Group/Organization Type	Agency - Infrastructure & Utilities Grantee Department
	What section of the Plan was addressed by Consultation?	Infrastructure Needs, 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 needs in low-income areas, particularly sewer service, and the currently funded sewer connection project.
24	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 Projects
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	As a currently funded agency, regular discussions occur regarding facility needs for this agency that provides adult day care services to elderly and disabled adults.
25	Agency/Group/Organization	Presbyterian Homes and Family Services, Inc. dba HumanKind
	Agency/Group/Organization Type	Services-Education Services-Employment Planning organization
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Projects

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussions with staff from HumanKind regarding services for low-income people including financial literacy, car loans, and other programs to improve the financial situation of low-income families. Discussions that resulted in funding to provide a program of crisis family support with CDBG-CV funds.
26	<b>Agency/Group/Organization</b>	OAR of Richmond, Inc
	<b>Agency/Group/Organization Type</b>	Services - Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a currently funded agency, CDBG-CV and CDBG funds were provided for housing assistance. Agency was consulted regarding the housing needs of persons released from incarceration.
27	<b>Agency/Group/Organization</b>	Partnership for Housing Affordability
	<b>Agency/Group/Organization Type</b>	Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a previously funded agency, PHA was consulted regarding the housing needs of low-income persons and the housing needs of particularly low/mod persons as evidenced by calls to the Housing Resource Line.
28	<b>Agency/Group/Organization</b>	YWCA
	<b>Agency/Group/Organization Type</b>	Housing Services-Children Services-Victims of Domestic Violence Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussions regarding the opportunity to assist with the development of an affordable housing development, assisting specialized populations including DV victims, youth, and person needing non-congregate shelter and Permanent Supportive Housing.
29	<b>Agency/Group/Organization</b>	Henrico County Division of Police
	<b>Agency/Group/Organization Type</b>	Other government - Local Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Regularly consult with Henrico Police regarding identification and location of unsheltered persons; Henrico police participate in semi-annual point in time counts. The CPTED Planner within the police department consults on CDBG-funded economic development activities and improving safety and security at assisted businesses.

30	<b>Agency/Group/Organization</b>	The Salvation Army of Central VA
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultations regarding the need for non-congregate shelter and the potential for participation in a regional non-congregate shelter facility.
31	<b>Agency/Group/Organization</b>	National Association for County Community and Economic Development
	<b>Agency/Group/Organization Type</b>	Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Henrico County participates in multiple monthly meetings with other HUD entitlement jurisdictions across the country on topics such as community development, housing, and economic development. Henrico County staff serves in leadership roles in this organization.
32	<b>Agency/Group/Organization</b>	County of Henrico Division of Fire
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Needs of elderly persons
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As the home of the County's Advocate for the Aging, consultations are regularly held to discuss how to assist specific Henrico residents/homeowners who are elderly as well as general issues such as guardianship and housing needs.
33	<b>Agency/Group/Organization</b>	Virginia Community Capital, Inc.
	<b>Agency/Group/Organization Type</b>	Regional organization Community Development Financial Institution
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Multiple consultations were held with Locus (formerly Virginia Community Capital) regarding a loan program for small businesses as well as other ways they are able to provide financial assistance to small businesses in Henrico.
35	<b>Agency/Group/Organization</b>	Safe Harbor
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Victims of Domestic Violence

		Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a provider of housing for survivors of domestic violence and human trafficking, SH was consulted regarding facility needs for programs serving these populations.
36	<b>Agency/Group/Organization</b>	International Rescue Committee
	<b>Agency/Group/Organization Type</b>	Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As an organization which provides services to refugees who have resettled in the area, IRC was consulted regarding an economic empowering program for recent immigrants.
37	<b>Agency/Group/Organization</b>	SOAR365 (Greater Richmond ARC)
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Persons with Disabilities Services-Education Services-Employment Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a previously funded organization, discussions were held with SOAR365 regarding support for programs that provide employment readiness and assistance to individuals with developmental disabilities.
38	<b>Agency/Group/Organization</b>	Saint Joseph's Villa
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Persons with Disabilities Services-homeless Services-Education Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a frequent partner agency, SJV was consulted regarding rapid rehousing programs for unhoused families and for capital improvements to their campus which provides programs for children and adults with physical and development disabilities.
39	<b>Agency/Group/Organization</b>	Area Congregations Together in Service
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Regional organization



	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	ACTS was consulted with regarding the need for rental assistance for Henrico households.
40	<b>Agency/Group/Organization</b>	The Daily Planet
	<b>Agency/Group/Organization Type</b>	Services-homeless Services-Health Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Daily Planet was consulted regarding mobile outreach health clinics that provide healthcare to unhoused persons in the Richmond metro area.

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

Any agency not directly consulted had the opportunity to provide comments at two public hearings or directly with staff.

### 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	GRCoC	In April 2023, GRCoC released the three-year strategic plan: Connections to Affordable Housing. This plan aligns with the Henrico 2024-25 Annual Plan by advocating for the increase of housing that is high quality, deeply affordable and capable of providing truly permanent solutions for people in crisis.
2020 Analysis of Impediments to Fair Housing Choice	PlanRVA	PlanRVA, as the regional planning agency serving nine jurisdictions in the MSA played a coordinating role in the development of the 2020 Regional Analysis of Impediments to Fair Housing Choice. (AI) Specific projects responsive to recommendations for Henrico County have been funded in Actions Plans since then.
Henrico County 2045 Comprehensive Plan	Henrico County Department of Planning	In 2022, Henrico County launched a major community planning effort, HenricoNext, for the development of the 2045 Comprehensive Plan. The process for the development of the plan continues to solicit community input on an array of County issues, many of which overlap with the Consolidated (Strategic) Plan. These include housing, homelessness, transportation and accessibility, revitalization, neighborhood enhancement and economic development, and other topics that are important to the community's health and vitality.

**Table 3 – Other local / regional / federal planning efforts**



## 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 2024-25 Annual Action Plan. The first, a community needs public hearing, was held on February 12, 2024. The second meeting, a public hearing with the Board of Supervisors, was held on July 9, 2024. Both meetings were advertised in the *Richmond Times Dispatch* in accordance with the Citizen Participation Plan and posted on the County's calendar along with the Department of Community Revitalization webpage. The February hearing was also advertised in the *Henrico Citizen* and the *Richmond Free-Press*. Notice of both hearings was sent directly to citizens who have signed up for the Department's email list. Comments received at the public hearing held on February 12, 2024, were incorporated into the grant evaluation process by Community Revitalization staff.

#### 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	An ad was placed in the Richmond Times Dispatch on February 2, 2024 and the Richmond Free Press on February 1, 2024 announcing the public hearing and availability of funds; an ad ran online at the Henrico Citizen from January 29, 2024 to February 12, 2024 notifying residents of the public hearing.	Two comments were received. One comment discussed the need for pedestrian safety and to enhance the safety net for persons who need extra help (such as affordable housing, drug rehabilitation, mental health support, and access to food). A second comment was a copy of a letter previously sent to the Henrico County Board of Supervisors and Planning Commission regarding development and revitalization of the east end of the County. These full comments can be found in Appendix D.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Mailing List	Non-targeted/broad community	An email was sent to the Community Revitalization email list (approximately 175 subscribers) providing notification of the February public hearing.	No comments were received for this method of outreach.		
3	Public Hearing	Non-targeted/broad community	Four persons attended the hearing at 6:20 pm, Monday, February 12, 2024.	Comments received at the staff public hearing concerned the need for sidewalks and streetlights, particularly along Broad Street, and assistance to unhoused persons. Please see Appendix D for meeting minutes.	All comments were accepted.	
4	Newspaper Ad	Non-targeted/broad community	An ad was placed in the Richmond Times Dispatch on June 8, 2024, notifying citizens and stakeholders of the public hearing with the Board of Supervisors.	No comments were received resulting from this ad.		
5	Public Hearing	Non-targeted/broad community	A public hearing was held before the Board of Supervisors on July 9, 2024.	One comment was provided at the July 9, 2024 public hearing expressing the need for the County to devote resources to assisting unsheltered homeless persons, particularly youth and families.	All comments were accepted.	

**Table 4 – Citizen Participation Outreach**

## **Expected Resources**

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

#### **Introduction**

This Action Plan reflects funding for 2024-25 based on the HUD entitlement allocations as provided in the May 18, 2024 Award Letter from HUD. These entitlements reflect a 2.53% decrease in CDBG and a 21.51% decrease in HOME from the 2023-24 Program Year, along with the restoration of the ESG

entitlement. This Action Plan implements the fifth and final year of the five-year Consolidated Plan.

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services					0	This is the final year of the Con Plan.
			1,610,554	0	0	1,610,554		

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	804,179	0	0	804,179	0	Actual HOME allocation amount is \$804,179.59. This is the final year of the Con Plan.
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	145,231	0	0	145,231	0	This is the final year of the Con Plan.

**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**

- Local and State Enterprise Zone Grants: Henrico County provides grant funding to supplement CDBG funds invested in qualifying businesses for the purpose of job creation for low- and moderate-income persons. Several grant programs are funded with CDBG funds; others with County general funds. Businesses undertaking improvements resulting in job creation can utilize either or both grant programs. Enterprise Zone businesses/properties are also eligible for state grants. CDBG funds used for Enterprise Zone grants (except for design assistance grants) leverage private funds on at least a 4:1 basis.
- Henrico County funds a variety of non-profit organizations in the non-departmental general fund budget for the purpose of providing public services serving predominantly low- and moderate-income persons.
- Low Income Housing Tax Credits: The federal 4% and 9% LIHTC is a substantial source of funding for the construction and rehabilitation of affordable rental units. They are a dollar-for-dollar credit against federal tax liability. Carter Woods III was allocated \$300,000 in 2023-24 HOME funds to assist with the development of a 53-unit multi-family apartment building that will be available to households earning less than 60% AMI, with the majority of units reserved for households earning less than 50% AMI. This project also received an allocation of Low-Income Housing Tax Credits (9%) for 2024.
- Section 8 Housing Choice Vouchers: Vouchers used in Henrico County are administered primarily through three entities: Henrico Area Mental Health and Developmental Services, Richmond Residential Services, and the Central Virginia Resource Corporation.
- Down payment and closing cost assistance is leveraged and/or matched with additional private grants, grants from other financial institutions, homeowner contributions, state grants, and in-kind contributions.
- Match contribution to HOME-eligible households is provided in-part through two volunteer assistance programs utilizing the value of contributed labor and materials. Down payment assistance is frequently also matched with contributions from private financial institutions, including the Federal Home Loan Bank of Atlanta, and Virginia Housing.

ESG funds require a match that is provided through multiple sources. Henrico County passes along the match requirement to subrecipients. Match sources include: local government general funds, private foundations, capital campaigns, other state and federal funding through the Continuum of Care, United Way and project-specific fundraising.

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

Recreational needs and facilities serving low- and moderate-income areas are met using existing County-owned facilities. Facilities serving populations with special needs are frequently County-owned and used

to address many of the needs identified in this plan. Henrico County owns the buildings that are leased to Housing Families First (HFF) where the Hilliard House Shelter for families operates, and the HFF administrative offices where rapid rehousing services are provided. County schools, recreation and community centers, libraries, and administrative offices are used for a variety of opportunities to serve citizens with programs that meet the needs identified in the Plan. Uses include public hearings, community meetings, educational classes and workshops, and general program outreach.

## **Discussion**

Property the County Board of Supervisors designates as surplus when available, is offered to a community nonprofit affordable housing provider, to construct affordable housing. Through a contract with the nonprofit provider, the County ensures housing developed on surplus property will be targeted to households with an annual gross income between 80 to 120% of the area median income. In addition, if construction costs are not financially feasible to keep the project affordable, the County may invest other funds to ensure success. If CDBG or HOME funds are involved in this project, households with 80% AMI are targeted.



## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 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	Rehabilitation of Existing Housing	2020	2025	Affordable Housing	County-wide	Affordable Housing Preservation and Development	CDBG: \$779,554 HOME: \$524,179.59	Homeowner Housing Added: 2 Household Housing Unit Homeowner Housing Rehabilitated: 75 Household Housing Unit
2	Increase Affordable Homeownership Opportunities	2020	2025	Affordable Housing	County-wide	Affordable Housing Preservation and Development	HOME: \$200,000	Direct Financial Assistance to Homebuyers: 10 Households Assisted
4	Revitalize Older Commercial Corridors	2020	2025	Economic Development	County-wide Highland Springs Revitalization Area Laburnum Gateway Revitalization Area Williamsburg Road Revitalization Area	Community Economic Development	CDBG: \$200,000	Jobs created/retained: 6 Jobs
7	Prevent Homelessness	2020	2025	Homeless	County-wide	Mitigation and Prevention of Homelessness	CDBG: \$45,000	Homelessness Prevention: 16 Persons Assisted
8	Assist Families in Obtaining Housing	2020	2025	Homeless	County-wide	Mitigation and Prevention of Homelessness	ESG: \$44,981	Tenant-based rental assistance / Rapid Rehousing: 5 Households assisted
9	Emergency Shelter & Supportive Services	2020	2025	Homeless	County-wide	Mitigation and Prevention of Homelessness	CDBG: \$80,000 ESG: \$87,000	Homeless Person Overnight Shelter: 876 Persons Assisted Homeless Prevention: 50 Persons Assisted Other: 75 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
12	Provide Public Services for Low/Mod Populations	2020	2025	Non-Housing Community Development	County-wide	Non-housing Community Development	CDBG: \$184,000	Public service activities other than Low/Moderate Income Housing Benefit: 125 Persons Assisted

**Table 6 – Goals Summary**

### Goal Descriptions

1	Goal Name	Rehabilitation of Existing Housing
	Goal Description	Provide funds to project:HOMES and Richmond Metropolitan Habitat for Humanity for critical home repair (65); provide funds to project:HOMES for moderate home rehabilitation (10); provide funds to undesignated CHDOs for CHDO activities (2).
2	Goal Name	Increase Affordable Homeownership Opportunities
	Goal Description	Provide funds for 10 down payment assistance grants to SCDHC (5) and HOME Inc (5).
4	Goal Name	Revitalize Older Commercial Corridors
	Goal Description	This goal is supported by activities of: Commercial Assistance Program (6 FTE jobs)
7	Goal Name	Prevent Homelessness
	Goal Description	Provide CDBG funds to OAR for emergency rental assistance for persons leaving incarceration (10 persons) and to CCC for homeless prevention and stabilization (6 households)
8	Goal Name	Assist Homeless Families in Obtaining Housing
	Goal Description	Provide ESG funds to St. Joseph's Villa for a program of rapid rehousing (5 households).
9	Goal Name	Emergency Shelter & Supportive Services
	Goal Description	Provide funds for emergency shelter and supportive services to CARITAS, Housing Families First, and Daily Planet.
12	Goal Name	Provide Public Services for Low/Mod Populations
	Goal Description	Provide funds to CONNECT to provide after-school program for 125 low-income students.

**Table 7 – Goals Description**

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The following projects comprise the activities that will take place during the 2024-25 program year to address the priority needs and specific objectives identified in the strategic plan.

#### Projects

#	Project Name
1	CDBG Administration
2	HOME Program Administration
3	Commercial Assistance Program
4	CONNECT Program
5	CARITAS - Dinwiddie Shelter
6	Commonwealth Catholic Charities Diversion & Prevention
7	HOME Inc Down Payment Assistance Program
8	OAR Rental Assistance
9	project:HOMES Critical Home Repair
10	project:HOMES Moderate Rehabilitation Program
11	RMHFH Critical Home Repair
12	SCDHC Down Payment Assistance Program
13	CHDO Activities
14	PY 24-25 ESG Activities

**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.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	CDBG Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$322,000
	<b>Description</b>	Provides funds for administration of the CDBG Program
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
2	<b>Project Name</b>	HOME Program Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	HOME: \$80,000
	<b>Description</b>	Provide funds for the administration of the HOME Program.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
3	<b>Project Name</b>	Commercial Assistance Program
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Revitalize Older Commercial Corridors
	<b>Needs Addressed</b>	Community Economic Development
	<b>Funding</b>	CDBG: \$200,000
	<b>Description</b>	Provide funds for a Commercial Assistance Program which administers the County's Enterprise Zone and provides technical assistance to small businesses.
	<b>Target Date</b>	9/30/2025

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	At least 6 FTE jobs for low- or moderate-income persons will be created by this program.
	<b>Location Description</b>	Assisted businesses must be within the County's Enterprise Zones.
	<b>Planned Activities</b>	Provide technical assistance and administer grants to businesses in the Enterprise Zones.
4	<b>Project Name</b>	CONNECT Program
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Provide Public Services for Low/Mod Populations
	<b>Needs Addressed</b>	Non-housing Community Development
	<b>Funding</b>	CDBG: \$184,000
	<b>Description</b>	Provide funds towards the CONNECT Program, which is a program of Henrico Area Mental Health and Developmental Services to provide drug and alcohol prevention, after-school tutoring, and other programs for youth living in subsidized or low-income housing communities.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 125 youth living in subsidized and low-income communities will benefit from the services provided in the CONNECT program.
	<b>Location Description</b>	CONNECT operates at 11 sites throughout the County.
	<b>Planned Activities</b>	Provide after-school care, tutoring, and prevention services to youth.
5	<b>Project Name</b>	CARITAS - Dinwiddie Shelter
	<b>Target Area</b>	
	<b>Goals Supported</b>	Emergency Shelter and Supportive Services
	<b>Needs Addressed</b>	Mitigation and Prevention of Homelessness
	<b>Funding</b>	CDBG: \$80,000
	<b>Description</b>	Provide funds to CARITAS towards rehabilitation of the Dinwiddie Shelter which provides emergency shelter and services to unhoused men.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Dinwiddie shelter provides emergency shelter and services to over 850 unhoused men each year. Approximately 95 of those are Henrico residents.
	<b>Location Description</b>	700 Dinwiddie Avenue, Richmond, VA
	<b>Planned Activities</b>	Rehabilitation of the shelter includes a comprehensive overhaul of classroom and living spaces in the men's Recovery and Shelter programs, encompassing new flooring, lighting, HVAC, meeting and recreation spaces, roofing, and outdoor areas.

6	<b>Project Name</b>	Commonwealth Catholic Charities Diversion & Prevention
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Provide Public Services for Low/Mod Populations
	<b>Needs Addressed</b>	Mitigation and Prevention of Homelessness
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Provide funds for a program to prevent individuals and households from becoming unhoused.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Commonwealth Catholic Charities will assist approximately 6 households (25 persons).
	<b>Location Description</b>	County-wide
	<b>Planned Activities</b>	This program will divert clients from homelessness through mediation, conflict resolution, and stabilization services and provide housing location, assistance with rent/rent arrears, housing focused case management, and financial assistance specific to rent/rent arrears. The objective of this program is to identify households who are most at risk for becoming homeless and provide them with services critical to achieving stable housing. If none of these services are successful, CCC staff will provide financial assistance to end clients' housing instability and prevent them from becoming literally homeless.
7	<b>Project Name</b>	HOME Inc Down Payment Assistance Program
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Increase Affordable Homeownership Opportunities
	<b>Needs Addressed</b>	Affordable Housing Preservation and Development
	<b>Funding</b>	HOME: \$100,000
	<b>Description</b>	Provide funds to Housing Opportunities Made Equal, Inc for a program of down payment and closing cost assistance for low-income, first-time homebuyers.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 5 households will be assisted.
	<b>Location Description</b>	Homes purchased may be located anywhere in Henrico County
	<b>Planned Activities</b>	Provide homeownership counseling and down payment and closing cost assistance to low-income, first-time homebuyers.
8	<b>Project Name</b>	OAR Rental Assistance
	<b>Target Area</b>	
	<b>Goals Supported</b>	Prevent Homelessness
	<b>Needs Addressed</b>	Mitigation and Prevention of Homelessness

	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Provide funds for a program of rental assistance to individuals being released from Henrico County jails who are at risk of becoming unhoused.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 10 individuals will receive rental support.
	<b>Location Description</b>	County-wide
	<b>Planned Activities</b>	Provide short-term rental assistance (including utilities and deposits) for individuals leaving incarceration in order to prevent homelessness.
9	<b>Project Name</b>	project:HOMES Critical Home Repair
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Rehabilitation of Existing Housing
	<b>Needs Addressed</b>	Affordable Housing Preservation and Development
	<b>Funding</b>	CDBG: \$636,627
	<b>Description</b>	Provide funds to project:HOMES for a program of critical home repairs for Henrico homeowners.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	At least 55 households will receive critical home repairs.
	<b>Location Description</b>	Assisted homes are located anywhere in Henrico County
	<b>Planned Activities</b>	Provide critical home repairs such as roof repair/replacement, repairs to electrical or plumbing systems, and other critical repairs that impact a homeowner's ability to live safely and healthily in their home.
10	<b>Project Name</b>	project:HOMES Moderate Rehabilitation Program
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Rehabilitation of Existing Housing
	<b>Needs Addressed</b>	Affordable Housing Preservation and Development
	<b>Funding</b>	CDBG: \$22,927 HOME: \$403,179
	<b>Description</b>	Provides funding for a program of moderate rehabilitation to homes owned by elderly or disabled, income-qualified homeowners in Henrico. Full allocation amount to this Project is \$403,179.59.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families</b>	At least 10 households will receive moderate rehabilitation to their home.



	<b>that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Assisted homes may be located anywhere in Henrico County.
	<b>Planned Activities</b>	Provide moderate rehabilitation to homes owned and occupied by elderly or disabled, LMI households.
<b>11</b>	<b>Project Name</b>	RMHFH Critical Home Repair
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Rehabilitation of Existing Housing
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$120,000
	<b>Description</b>	Provides funds to Richmond Metropolitan Habitat for Humanity to operate a program of critical roof repairs to LMI Henrico homeowners.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	At least 10 households will receive critical home repairs.
	<b>Location Description</b>	Assisted homes may be located anywhere in Henrico County.
	<b>Planned Activities</b>	Provide repairs or replacement of roofs with active, serious roof leaks at homes owned and occupied by qualified LMI households.
<b>12</b>	<b>Project Name</b>	SCDHC Down Payment Assistance Program
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Increase Affordable Homeownership Opportunities
	<b>Needs Addressed</b>	Affordable Housing Preservation and Development
	<b>Funding</b>	HOME: \$100,000
	<b>Description</b>	Provides funds to Southside Community Development and Housing Corporation for a program of down payment and closing cost assistance to low-income, first-time homebuyers.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 5 households will receive down payment and closing cost assistance.
	<b>Location Description</b>	Purchased homes may be located anywhere County-wide
	<b>Planned Activities</b>	Provide homeownership counseling and down payment and closing cost assistance to LMI, first-time homebuyers.
<b>13</b>	<b>Project Name</b>	CHDO Activities
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Increase Affordable Homeownership Opportunities

	<b>Needs Addressed</b>	Affordable Housing Preservation and Development
	<b>Funding</b>	HOME: \$121,000
	<b>Description</b>	Provides funds towards the creation of new affordable housing units through either new construction or rehab for sale.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Funding will assist in the development of 2 new units of affordable housing.
	<b>Location Description</b>	Affordable housing created may be located anywhere in Henrico County.
	<b>Planned Activities</b>	Qualified CHDO(s) will create new units of affordable housing through either new construction or the rehab and sale of existing, vacant structures.
14	<b>Project Name</b>	PY 24-25 ESG Activities
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Prevent Homelessness
	<b>Needs Addressed</b>	Mitigation and Prevention of Homelessness
	<b>Funding</b>	CDBG: \$145,231
	<b>Description</b>	Provides funds for activities of street outreach, emergency shelter, and rapid re-housing.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 100 unhoused individuals/households will benefit from street outreach activities. Approximately 76 unhoused individuals/households will benefit from emergency shelter and/or case management services. Approximately 5 households will benefit from rapid re-housing.
	<b>Location Description</b>	Housing for persons assisted will be anywhere in Henrico County. Hilliard House Shelter is located at 3900 Nine Mile Rd in Henrico. The CARITAS Emergency Shelter for Women is located at 2220 Stockton St in Richmond. The CARITAS Emergency Shelter for Men is located at 700 Dinwiddie Avenue in Richmond
	<b>Planned Activities</b>	Street outreach: Commonwealth Catholic Charities will provide street outreach. The Daily Planet will provide emergency medical care to unhoused persons. Shelter and case management: CARITAS will provide emergency shelter and case management to unhoused individuals. Housing Families First will provide emergency shelter to unhoused families. Rapid rehousing: St. Joseph's Villa will provide rapid rehousing to unhoused families.

**Table 9 – Project Summary Information**

## 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 and HOME funds to benefit low- and moderate-income persons. Henrico County does not plan, or allocate, resources on a racial or ethnic basis.
- Henrico offers residential rehabilitation and repair programs for low-income homeowners county-wide.
- Homebuyer assistance programs are available for any household meeting eligibility requirements. Housing purchased with these programs is county-wide.
- Housing rehabilitated or constructed with federal funds is county-wide. Purchasers of these homes must meet income and eligibility guidelines.
- The CONNECT Program serves children living in low-income multi-family housing. The program operates four locations serving 11 communities: Coventry Gardens (also serving Newbridge Village, Summerdale, Ironwood, Viviana Hall, and Woodpost Townhomes), Henrico Arms (also serving Williamsburg Place), Oakland Village (also serving Woodlands), and Richfield Place.
- Programs that provide assistance to businesses create jobs available to low-income persons. Businesses assisted must be located in the Enterprise Zone.
- CDBG funds to provide financial assistance and case management to families facing homelessness are available county-wide.

Per HUD guidelines, Henrico County defines areas of minority concentration as those in which the non-white population is more than 20 points higher than the non-white population for Henrico as a whole. Based on ACS 2022 (5-Year) estimate data, the non-white population comprises 47.3% of the total county population and therefore areas of minority concentration are those in which the non-white population is higher than 67.3%. These areas of minority concentration are generally concentrated in the center of the County, particularly between Chamberlayne Rd and the area around New Market Rd and S. Laburnum Ave. There is an additional pocket of minority concentration in the western portion of the County, between Staples Mill Road and W. Broad Street, north of Glenside Drive in an area with a high concentration of apartments. A map of these areas can be found in Appendix E.

### Geographic Distribution

Target Area	Percentage of Funds
County-wide	100

Table 10 – Geographic Distribution

### Rationale for the priorities for allocating investments geographically

Henrico County will allocate federal funds (CDBG, HOME, and ESG) in 2024-25 to activities that are not geographically constrained.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The *2020-2025 Five Year Consolidated Community Development Plan* identifies priorities based on market analysis, citizen and stakeholder input, and census data. Several priorities also coincide with goals and/or objectives of *Henrico County Vision 2026*, the County Comprehensive Plan, adopted August 2009. These priorities resulted in the following allocations for housing activities in PY 2024-25. The target date for the completion of the majority of these activities is September 30, 2025.

- \$403,179.59 from HOME funds and \$22,927 from CDBG funds to project:HOMES for the rehabilitation of homes owned by low-to-moderate-income elderly and/or disabled County homeowners.
- \$636,627 from CDBG funds to project:HOMES for critical home repairs to homes owned by very low- or low-income residents of the County.
- \$120,000 from CDBG funds to Richmond Metropolitan Habitat for Humanity for critical home repairs to homes owned by very low or low-income residents of the County.
- \$100,000 from HOME funds to HOME Inc. for down-payment and closing cost assistance for the purchase of homes by low-and moderate-income, first-time homebuyers.
- \$100,000 from HOME funds to Southside Community Development and Housing Corporation for down-payment and closing cost assistance for the purchase of homes by low- and moderate- income, first-time homebuyers.
- \$121,000 from HOME CHDO funds for activities of acquisition and rehabilitation of homes for sale to low-income households.
- \$30,000 from CDBG to Commonwealth Catholic Charities for homelessness prevention.
- \$15,000 from CDBG to OAR to provide housing support for adults released from Henrico County Jail
- \$80,000 from CDBG to CARITAS for improvements to a facility providing shelter and services to homeless men.
- \$20,000 from ESG to CARITAS to support emergency shelter and case management.
- \$22,000 from ESG to Daily Planet Health Services to increase access to health care.
- \$2,500 from ESG to Homeward to support data collection through HMIS.
- \$45,000 from ESG to Housing Families First to support emergency shelter services.
- \$44,981 from ESG to St. Joseph’s Villa for rapid rehousing.

One Year Goals for the Number of Households to be Supported	
Homeless	929
Non-Homeless	85
Special-Needs	0
<b>Total</b>	<b>1,014</b>

**Table 11 – One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	10
The Production of New Units	2
Rehab of Existing Units	75
Acquisition of Existing Units	10
<b>Total</b>	<b>97</b>

**Table 12 – One Year Goals for Affordable Housing by Support Type**

## Discussion

The numbers in Table 9 represent:

- Homeless:
  - Commonwealth Catholic Charities, Diversion and Prevention program: 6 households
  - CARITAS Dinwiddie Shelter renovations: 850 persons annually
  - OAR rental assistance (homeless prevention): 10 individuals
  - CARITAS shelter and case management: 50 persons
  - Hilliard House Shelter: 8 households
  - St Joseph’s Villa Rapid Rehousing: 5 households
- Non-Homeless:
  - Project:HOMES Moderate Rehabilitation Program: 10 households
  - Project:HOMES and Richmond Metropolitan Habitat for Humanity Critical Home Repairs: 65 households
  - HOME Inc and Southside Community Development and Housing Corporation Down Payment and Closing Cost Assistance Programs: 10 households
- Special Needs: No programs

The numbers in Table 10 represent:

- Rental assistance for ex-offenders exiting jail and in need of housing assistance (10) with OAR of Richmond.
- Production of new units through CHDO activities (2).
- Rehab of existing units through critical home repair and rehab programs with project:HOMES and Habitat for Humanity (65).
- Acquisition of 10 units through down payment assistance with HOME Inc. and Southside Community Development Corporation.

## **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**

The County utilizes all of its CDBG and HOME Program allocations for the benefit of very low and low-income persons to reduce the effects of poverty and assist families with transitioning into the economic mainstream.

The goals for ESG funding are to reduce the number of individuals/households who become homeless; shorten the length of time an individual or household remains homeless; and reduce the number of individuals/households returning to homelessness. The County met these goals during the 2020-2024 years through supporting Continuum of Care (COC) strategies, homeless services, and prevention programs that align with program goals. ESG funding supported coordinated community-based activities designed to support the goals of the ESG program.

According to HUD e-Card data (<https://egis.hud.gov/cart/#>), there are a total of 1,845 tenant-based housing choice vouchers in use in Henrico County. HUD eCard also reports 2,254 project-based HUD assisted units. In addition, there are 2 supportive housing units for the elderly.

As of June 7, 2024, Henrico Area Mental Health & Developmental Services (HAMHDS) had 300 Housing Choice vouchers under lease; 289 of those vouchers are being used in Henrico County. When last reported on May 31st, 2024, Central Virginia Resource Corporation had 424 vouchers under lease in Henrico County. Richmond Residential Services manages 296 vouchers for homeless veterans and individuals with intellectual disabilities of which 22 are located in Henrico County. In addition to standard vouchers, these three programs also administer specialty vouchers which include disability vouchers, 78 Housing Choice vouchers, Foster Youth Initiative vouchers (FYI), HUD-VASH (Veterans Affairs Supportive Housing), DOJ (Dept. of Justice vouchers), and mainstream vouchers.

During the 2023-24 school year, Henrico County Public Schools identified 1,292 students who were eligible for assistance under the McKinney-Vento Act. The McKinney-Vento team refers families in need of assistance to Commonwealth Catholic Charities for assistance with securing stable housing.

### **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**

CDBG-CV funding to Commonwealth Catholic Charities provides outreach services to unsheltered homeless individuals. Reallocated CDBG-CV funds in the amount of \$30,000 were made available to provide this service through at least December 31, 2024. In PY 2024-25, \$22,000 in ESG funds will be provided to Daily Planet Health Services to provide an expansion of mobile outreach health clinics to serve unhoused persons in Henrico County. Henrico coordinates with many agencies to provide services

to homeless individuals and families and provides financial assistance in the General Fund Budget to a number of agencies with \$534,034 provided in FY 2024-25 to:

- ACTS (Area Congregations Together in Service)
- American Red Cross of Capital Virginia
- CARITAS
- Housing Families First/Hilliard House
- Homeward
- Moments of Hope Outreach
- Partnership for Housing Affordability
- Safe Harbor
- Salvation Army
- St. Joseph's Villa Flagler Homeless Services
- A Servant's Heart
- RVA Mobile Market
- Feed More (Meals on Wheels, Central Virginia Foodbank)
- Community Food Collaborative
- FISH (Eastern Henrico County)
- Henrico Community Food Bank
- H.O.P.E. in the Community

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

In PY 2024, the ESG program funds providers for programs related to Rapid Rehousing, Case Management and Shelter Operations, Healthcare Services, Homeless Prevention, and Data Collection. These programs provide short, medium, and long-term shelter and supportive services to homeless individuals and families.

**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 stable housing, combined with case management, with assistance provided for up to 24 months. This will occur through the rapid re-housing program to be run by St. Joseph's Villa, the Homeless Diversion program through Commonwealth Catholic Charities, the Re-Entry Housing Program through OAR of Richmond, and the on-going Hotels to Homes program using CDBG-CV and general fund dollars through



Commonwealth Catholic Charities.

**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 2024-25, Henrico County has allocated ESG & CDBG funds to organizations that provide services to clientele including homeless persons and persons at risk of homelessness. These organizations, program descriptions and allocations include the following:

- CARITAS Case Management -- \$20,000 of ESG funds to fund a program that will provide case management services to 50 individuals residing in shelters.
- Daily Planet Health Services -- \$22,000 of ESG funds to fund a program to provide an increase in access to healthcare services for 75 persons.
- Housing Families First – Hilliard House Emergency Shelter -- \$45,000 to fund a program that provides services to 26 persons residing in shelter.
- Homeward -- \$2,500 of ESG funds for data collection and assistance for report preparation through the Homeless Management Information System.
- St. Joseph's Villa -- \$44,981 of ESG funds to fund a program that provides rapid rehousing services to 5 households.
- Commonwealth Catholic Charities-- \$30,000 of CDBG funds to fund a program that provides homeless diversion and services to families currently residing in a hotel/motel with children in Henrico County Public Schools.
- OAR of Richmond Inc. -- \$15,000 of CDBG funds to fund a program that provides re-entry housing services. These services will provide housing support for ten (10) adults released from Henrico County jail.

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

### **Introduction:**

According to HUD e-cart data, there are a total of 1,845 tenant-based housing choice vouchers in use in Henrico County. HUD e-cart also reports 2,254 project-based HUD assisted units. In addition, Virginia Housing reported that as of May 2024, there are 6907 units supported by Low Income Housing Tax Credits, approximately 40% of which are also supported by project-based vouchers.

The most substantial barrier to affordable housing is the deficit in available affordable housing compared to the current need. Data from the 2022 American Community Survey shows that 29.4% percent or approximately 40,386 households in Henrico County pay more than 30% of income for housing costs. With recent increases in rents and housing purchase prices, the availability of housing affordable to an increasingly larger percentage of Henrico households continues to become scarcer. Although Henrico County allows some of the smallest lot sizes in the area and has never required cash proffers or impact fees, land values in much of the County continue to price housing out of the range of an increasing larger number of homebuyers and renters. Virginia REALTORS data show that the median cost of a single-family home in 2024 in the region is \$406,495, up from \$365,000 in March 2023.

**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 planned during the PY 2024-25 to remove barriers and promote affordable housing include the following:

- Allocation of \$121,000 for CHDO Activities aimed at increasing the supply of affordable housing for low- and moderate-income homeowners.
- Allocation of \$200,000 of HOME for down payment assistance to support first-time low- and moderate-income homebuyers.
- Allocation of \$1,182,733.59 of HOME and CDBG funds for rehabilitation and minor repair programs to support the retention of existing affordable housing for low- and moderate-income persons.
- Allocation of \$300,000 of HOME fund to support the new construction of affordable rental units.
- Allocation of \$2,994,868 of County General Funds to the Community Maintenance and Building Inspection – Existing Structures 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.
- Real Estate Advantage Program (REAP) provides real estate tax exemption to qualified seniors or

disabled persons totaling an estimated savings of \$13,325,153 for FY24 to qualified seniors.

- Adoption of a new Real Estate Cap Program (RECAP) that freezes the real estate tax for qualifying homeowners over age 65.
- Tax abatement for single-family and multi-family housing rehabilitation.
- Henrico County adopted a new Subdivision and Zoning ordinances in June 2021 which allow more flexibility to encourage the development of affordable housing. This includes several new provisions to encourage residential development in mixed-use settings such as more flexible standards for commercial uses in multi-family districts, more flexible standards for accessory apartments in commercial districts, new Planned Development Districts, and new form-based Alternative Overlay Districts. More significantly the new ordinance allows owners of single-family detached homes to add Accessory Dwelling Units (ADUs) either within or separate from the main structure. During FY 2023-24 five (5) ADU's were approved.

## **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, 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 2024-25. Despite annual unpredictable variations in federal entitlement funds, 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 has traditionally been the lack of funding to fully address all needs considering rising costs and unpredictable federal resources. Currently, an equally severe obstacle has been the extremely tight housing market, and the significant price rises for both rental and for-sale units. Low-income homebuyers face multiple new obstacles in purchasing homes, particularly when using federal funds to assist with purchase. These include: reluctance of home sellers to allow time for inspections and to accommodate repairs, continuously getting outbid by cash buyers who can close immediately, rising interest rates, competition from corporate buyers seeking to acquire single-family homes for investment and rental. Henrico County continues to seek creative ways to adjust the home purchase assistance programs to minimize the impact of these obstacles, and for PY 2023-24, raised the maximum amount available for downpayment and closing cost assistance grants.

The County continues to administer Housing Choice Vouchers through the Henrico Area Mental Health and Development Services, provide homeless prevention services, and continues to encourage economic development to increase job growth. 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.

The County pursued the option available to Participating Jurisdictions in 24 CFR 92.254(a)(2)(iii) and completed a detailed market analysis to determine a locality or consortium specific set of HOME purchase price and after rehabilitation value limits. For the past three years, these values have differed substantially from the annually published HUD HOME purchase price and after rehabilitation value limits. Therefore, to enable additional low- to moderate-income first-time homebuyers and homeowners to receive service, Henrico County will be implementing locality-specific limits for program year 2024-25. These limits will go into effect once HUD approves this Annual Action Plan. The Henrico-specific limits as well as the methodology used for calculating the limits can be found in **Appendix F**.

Beginning in 2024, the County will implement programs to further affordable housing opportunities through an allocation of \$60 million over five years to a new Affordable Housing Trust Fund, initially

available for affordable homeownership opportunities.

### **Actions planned to foster and maintain affordable housing**

During PY 2024-25, Henrico County will commit a total of \$1,182,733.59 for homeowner rehabilitation and repair for 75 low- and moderate-income households, the majority of which will be elderly householders.

An additional \$321,000 will be committed for the acquisition, rehabilitation, and sale of vacant homes to low- and very low-income first-time homebuyers or the creation of affordable rental units. The County is providing \$200,000 in homebuyer assistance and education to 10 first-time low/mod homebuyers.

### **Actions planned to reduce lead-based paint hazards**

The County budgets an additional \$5,000 above the maximum \$45,000 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 facilitates 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 which provide 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. The County has committed \$184,000 of CDBG funds towards this program in PY 2024-25.

### **Actions planned to develop institutional structure**

The County has 2.5 designated staff positions to administer the CDBG, HOME, and ESG programs, (including HOME-ARP) and the subsequent activities they support. Staff work with 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 departments. Staff regularly track the production and effectiveness of all agencies, including subrecipients, tasked with implementing HUD funded projects.

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

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, advocacy groups, and other County agencies.

## Program Specific Requirements

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

#### Introduction:

Henrico County receives CDBG, HOME, and ESG entitlement funds and does not expect to receive CDBG program income in 2024-25. It is possible Henrico County may receive HOME program income. This will likely occur through the early payoff of forgivable down payment assistance or rehabilitation loans due to the transfer of properties prior to the end of the affordability period.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(l)(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
<b>Total Program Income:</b>	<b>0</b>

#### 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 County 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 Provision for the Use of HOME Program Funds*" (**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:**

Henrico County implements the Recapture option. Guidelines are provided in the *Henrico County Recapture Provision for the Use of HOME Program Funds*. (**Appendix F**).

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

5. **If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).**

N/A

6. **If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).**

N/A

7. **If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR**

**5.105(a).**

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 Henrico County, the subrecipient agrees to administer the funds in accordance with the Henrico County Emergency Solutions Grant Manual and HUD ESG regulations. The Henrico County Emergency Solutions Grant Manual was revised in 2021-22 and includes descriptions of ESG regulatory requirements, written standards for ESG subrecipients, internal procedures for submitting and processing payments, and forms and checklists for use by subrecipients. The Manual will be reviewed and modified for any necessary changes prior to the start of the 2024-25 program year. The Manual is available from the Henrico County Department of Community Revitalization.

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

The Greater Richmond Continuum of Care (GRCoC), which is managed by the organization Homeward, is responsible for maintaining the coordinated assessment system and ensuring it meets all HUD requirements. Through various GRCoC committees, members of the GRCoC community maintain the system by implementing improvements that ensure the changing needs of the population served are receiving the resources they need. In addition, Homeward hosts learning sessions for GRCoC agencies that explore changes in best practices and how better coordination can be achieved.

The primary goal of the coordinated assessment system is to ensure services are accessible to those who need assistance. Beyond that, the GRCoC works hard to streamline access to resources and ensure each client is matched to the services appropriate for their unique situation. Decisions are guided by the GRCoC's Policies and Procedures Manual, which is updated regularly to reflect changing best practices and the needs of the community.

Through three different entry points, (the Homeless Connection Line, the EmpowerNet Hotline, and Coordinated Outreach) the GRCoC's coordinated assessment system identifies households that are homeless or at risk of homelessness, assesses their housing and service needs, and connects them to appropriate housing and services necessary to end their housing crisis as quickly as possible. Services include emergency shelter, rapid rehousing, case management, and permanent supportive housing.

Core elements of the coordinated access system include screening, assessment, prioritization, referral, and a Homeless Management Information System (HMIS) that helps agencies and consumers share information. The Homeward Community Information System is a local proprietary HMIS that meets all federal standards and regulations.



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

The County and the CoC actively encourage new applicants to apply for funds by conducting educational presentations about the funding process and local priorities. All applicants and potential applicants are encouraged to participate in the CoC to work on addressing 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 advertising. Application due dates, instructions and required forms are posted on the County's website.

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

In the past, 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. The CoC Board and the CoC Ranking Committee include persons with lived experience.

**5. Describe performance standards for evaluating ESG.**

The CoC uses HEARTH performance measurements to evaluate ESG programs. Homeward's HMIS staff complete APR reports quarterly for review by the funded agencies and the Henrico County staff. The CoC's Performance Measurement Committee, established in 2014, developed detailed performance standards for each program type and with the exception of providers primarily serving survivors of domestic violence, all programs use HMIS to collect data and monitor program outcomes.


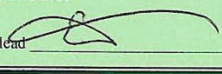

In 2021, the CoC Performance Measurement Committee was replaced by GRCoC board action with the Quality Improvement Leadership Committee (QIL). In collaboration with the Ranking and Review Committee, QIL establishes performance standards for all program types. Programs funded with ESG funds allocated to Henrico County are continuously evaluated any time an invoice is received, or a quarterly report has been submitted. Programs are evaluated to ensure contract (subrecipient agreement) provisions are met, expenditures are within allowable parameters, and clients are effectively served. All requirements are outlined in subrecipient agreements.

# 2024-2025 Annual Action Plan Appendices

## Contents

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## Appendix A: Resolution of the Board of Supervisors, July 9, 2024

	<b>COUNTY OF HENRICO, VIRGINIA</b> <b>BOARD OF SUPERVISORS</b> <b>MINUTE</b>	Agenda Item No. <u>240-24</u> Page No. 1 of 1																								
<b>Agenda Title: RESOLUTION — Authorizing the County Manager to Submit the Henrico County Annual Action Plan, Including the CDBG, HOME, and ESG Program Plans for FY 2024-25; Execute the CDBG, HOME, and ESG Agreements for FY 2024-25; and Execute Contracts to Implement the CDBG, HOME, and ESG Activities</b>																										
For Clerk's Use Only: Date: <u>7/9/2024</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	<b>BOARD OF SUPERVISORS ACTION</b> Moved by (1) <u>Whitehead</u> Seconded by (1) <u>Schmitt</u> (2) _____ (2) _____ REMARKS: <div style="font-size: 2em; font-weight: bold; letter-spacing: 0.5em;">APPROVED</div>	<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>Cooper, R.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>Nelson, T.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>Rogish, J.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>Schmitt, D.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>Whitehead, M.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> </tbody> </table>		YES	NO	OTHER	Cooper, R.	✓			Nelson, T.	✓			Rogish, J.	✓			Schmitt, D.	✓			Whitehead, M.	✓		
	YES	NO	OTHER																							
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Nelson, T.	✓																									
Rogish, J.	✓																									
Schmitt, D.	✓																									
Whitehead, M.	✓																									
<p><b>WHEREAS</b>, 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 I of the Housing and Community Development Act of 1974; and,</p> <p><b>WHEREAS</b>, the County's CDBG entitlement for FY 2024-25 is \$1,610,554, and the County has prepared the attached proposed sources and uses of CDBG entitlement funds; and,</p> <p><b>WHEREAS</b>, 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><b>WHEREAS</b>, the County's HOME entitlement for FY 2024-25 is \$804,180, and the County has prepared the attached proposed sources and uses of HOME entitlement funds; and,</p> <p><b>WHEREAS</b>, the 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><b>WHEREAS</b>, the County's ESG entitlement for FY 2024-25 is \$145,231, and the County has prepared the attached proposed sources and uses of ESG entitlement funds; and,</p> <p><b>WHEREAS</b>, localities are required to submit an Annual Action 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><b>NOW, THEREFORE, BE IT RESOLVED</b> by the Board of Supervisors that it: (1) approves and authorizes the County Manager to submit the FY 2024-25 Plan, including the proposed uses of CDBG, HOME, and ESG funds for FY 2024-25; (2) authorizes the County Manager to execute the CDBG, HOME, and ESG agreements for FY 2024-25; and (3) authorizes the County Manager to execute the contracts necessary to implement the CDBG, HOME, and ESG program activities in a form approved by the County Attorney.</p> <p><b>COMMENTS:</b> The Director of Community Revitalization recommends approval of the Board paper, and the County Manager concurs.</p>																										
By Agency Head 	By County Manager 																									
Copy to: _____																										
Certified: _____ A Copy Tests: _____ Clerk, Board of Supervisors																										
Date: _____																										

## 2024-2025 CDBG, HOME, and ESG Programs

### Sources & Uses of Funds

SOURCES	CDBG	HOME	ESG
FY2024-2025 Allocation	\$1,610,554	\$804,180	\$145,231
Funds Brought Forward	\$0	\$0	\$0
<b>Total Available</b>	<b>\$1,610,554</b>	<b>\$804,180</b>	<b>\$145,231</b>

CDBG/HOME USES			
1. CDBG & HOME Administration	322,000	80,000	-
2. Commercial Assistance Program	200,000	-	-
3. CONNECT Program	184,000	-	-
4. project:HOMES - Homeowner Rehabilitation Program	22,927	403,180	-
5. project:HOMES - Critical Home Repair Program	636,627	-	-
6. Richmond Metropolitan Habitat for Humanity - Critical Home Repair Program	120,000	-	-
7. HOME Inc. - Downpayment Assistance Program	-	100,000	-
8. Southside Community Development & Housing Corp.- Downpayment Assistance Program	-	100,000	-
9. CHDO Activities - Affordable Housing Development New Construction or Rehab	-	121,000	-
10. OAR of Richmond, Inc. - Re-entry Housing	15,000	-	-
11. CARITAS - Dinwiddie Ave Campus Renovation	80,000	-	-
12. Commonwealth Catholic Charities - Homelessness Diversion & Prevention	30,000	-	-
<b>Total</b>	<b>\$1,610,554</b>	<b>\$804,180</b>	<b>-</b>

ESG USES			
1. ESG Administration	-	-	10,750
2. Homeward - Homeless Management Information System	-	-	2,500
3. Housing Families First - Hilliard House Emergency Shelter Program	-	-	45,000
4. CARITAS - Case Management for Shelter Clients	-	-	20,000
5. St. Joseph's Villa - Rapid Rehousing	-	-	44,981
6. Daily Planet Health Services	-	-	22,000
<b>Total</b>			<b>\$145,231</b>

Appendix B: Sources and Uses of Funds, July 9, 2024  
2024-2025 CDBG, HOME, and ESG Programs

Sources & Uses of Funds

SOURCES	CDBG	HOME	ESG
FY2024-2025 Allocation	\$1,610,554	\$804,179.59	\$145,231
Funds Brought Forward	-	-	-
<b>Total Available</b>	<b>\$1,610,554</b>	<b>\$804,179.59</b>	<b>\$145,231</b>

CDBG/HOME USES

1. CDBG & HOME Administration	\$322,000	\$80,000	-
2. Commercial Assistance Program	\$200,000	-	-
3. CONNECT Program	\$184,000	-	-
4. project:HOMES - Homeowner Rehabilitation Program	\$22,927	\$403,179.59	-
5. project:HOMES - Critical Home Repair Program	\$636,627	-	-
6. Richmond Metropolitan Habitat for Humanity - Critical Home Repair Program	\$120,000	-	-
7. HOME Inc. - Downpayment Assistance Program	-	\$100,000	-
8. Southside Community Development & Housing Corp.- Downpayment Assistance Program	-	\$100,000	-
9. CHDO Activities - Affordable Housing Development New Construction or Rehab	-	\$121,000	-
10. OAR of Richmond, Inc. - Re-entry Housing	\$15,000	-	-
11. CARITAS - Dinwiddie Ave Campus Renovation	\$80,000	-	-
12. Commonwealth Catholic Charities - Homelessness Diversion & Prevention	\$30,000	-	-
<b>Total</b>	<b>\$1,610,554</b>	<b>\$804,179.59</b>	<b>-</b>

ESG USES

1. ESG Administration	-	-	\$10,750
2. Homeward - Homeless Management Information System	-	-	\$2,500
3. Housing Families First - Hilliard House Emergency Shelter Program	-	-	\$45,000
4. CARITAS - Case Management for Shelter Clients	-	-	\$20,000
5. St. Joseph's Villa - Rapid Rehousing	-	-	\$44,981
6. Daily Planet Health Services	-	-	\$22,000
<b>Total</b>			<b>\$145,231</b>



## Appendix C: Public Hearing Notices

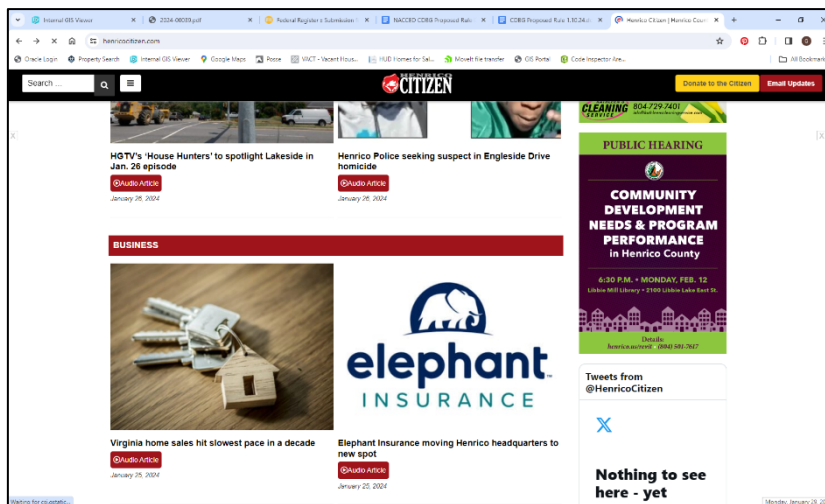
Ads for the February 12, 2024, Community Development Needs Hearing were published in the Richmond Times-Dispatch, the Richmond Free Press, and online in the Henrico Citizen.

**Public Notices**  
**Public Hearing on Community Development Needs and Program Performance and Notice of Availability of Funds**  
**Henrico County, Virginia**  
As a participant in the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Program (HOME), Henrico County will prepare an Annual Action Plan for submission to the U.S. Department of Housing and Urban Development. The 2024-25 Annual Action Plan will include the County's proposed uses of CDBG and HOME funds for the program year beginning October 1, 2024, through September 30, 2025.  
Henrico County will conduct a public hearing at 6:30 pm, Monday, February 12, 2024, at the Libbie Mill Library, 2100 Libbie Lake East St., Henrico, VA 23230. The public hearing provides the public with an opportunity to express opinions on community development needs in Henrico County and past performance of community development programs as reported in the 2022-23 CAPER. To review the 2022-23 CAPER, please visit our website at [henrico.us/revit/public-data](https://henrico.us/revit/public-data).  
The County encourages all residents to attend, especially those who are low- and moderate-income or reside in low- and moderate-income communities, to share their opinions about community development needs in the County. Needs may include housing, enhancement of neighborhoods, expansion of economic opportunities, or any other community needs that residents consider important.  
**This public hearing will be an in-person meeting. There will be no opportunity to participate virtually.** Comments may be provided in advance of the public hearing by email to [revitalization@henrico.us](mailto:revitalization@henrico.us) or by phone at (804) 501-7617.  
**Inclement Weather:** In the event of inclement weather, please visit our website, [henrico.us/revit](https://henrico.us/revit) the morning of Monday, February 12, 2024, for updated meeting information.  
**Applications for Funding**  
Agencies and organizations who want to apply for CDBG and HOME funds for Program Year 2024-25 should visit [henrico.us/revit](https://henrico.us/revit) for more information. Applications will only be accepted through ZoomGrants, a free, online platform that requires registration. The deadline to apply is March 4, 2024.  
If you have comments or need additional information concerning the public hearing or applying for CDBG or HOME funds, please call the Department of Community Revitalization at (804) 501-7617. Assistance for disabled persons or those with limited English proficiency will be provided upon request, with at least three (3) business days prior notification to the Department of Community Revitalization.

*Richmond Times-Dispatch, Feb. 2, 2024*

**Public Hearing on Community Development Needs and Program Performance and Notice of Availability of Funds**  
**Henrico County, Virginia**  
As a participant in the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Program (HOME), Henrico County will prepare an Annual Action Plan for submission to the U.S. Department of Housing and Urban Development. The 2024-25 Annual Action Plan will include the County's proposed uses of CDBG and HOME funds for the program year beginning October 1, 2024, through September 30, 2025.  
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If you have comments or need additional information concerning the public hearing or applying for CDBG or HOME funds, please call the Department of Community Revitalization at (804) 501-7617. Assistance for disabled persons or those with limited English proficiency will be provided upon request, with at least three (3) business days prior notification to the Department of Community Revitalization.

*Richmond Free Press, Feb. 2, 2024*



*Henrico Citizen, Jan. 29, 2024*

An ad for the July 9, 2024, Board of Supervisors Public Hearing was published in the Richmond Times-Dispatch.

### **Notice of Public Hearing on the Submission of the Henrico County 2024- 25 Annual Action Plan**

Henrico County is a participant in the federal Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) Programs and is required to submit an Annual Action Plan to the U.S. Department of Housing and Urban Development by August 15, 2024. The Henrico County Board of Supervisors will hold a public hearing on Tuesday, July 9, 2024, at 6:00 PM in the Board Room of the County Administration Building at 4301 E. Parham Rd (Parham and Hungary Spring Roads) to consider a resolution to authorize submission of the 2024-25 Annual Action Plan and to approve the proposed use of funds for 2024-25.

The 2024-25 Annual Action Plan identifies funding for the 2024-25 program year as follows:

2024-25 CDBG Entitlement Grant	\$1,610,554
2024-25 HOME Entitlement Grant	\$804,180
2024-25 ESG Entitlement Grant	\$145,231
Total Funds Available	\$2,559,965

A complete list of projects recommended for funding can be found at <https://henrico.us/revit/>.

Anyone may attend the meeting and express an opinion on the above matters. In addition, anyone may be heard remotely during the meeting by phone or through the internet by completing and submitting the signup form in advance of the meeting. The signup form is available at <https://henrico.us/services/Board-of-Supervisors-Meeting-Participation-Registration/>. Alternatively, anyone may submit written comments in advance of the meeting by email to [bra151@henrico.us](mailto:bra151@henrico.us), through the County's webpage listed above, or by regular mail to Clerk, Henrico County Board of Supervisors, P.O. Box 90775, Henrico, VA 23273-0775. Any written comments received in advance of the meeting will be provided to the Board of Supervisors before the hearing and included in the record of the hearing.

The proposed 2024-2025 Annual Action Plan is available for review at the Henrico County Department of Community Revitalization at 4905 Dickens Road, Suite 200 during normal business hours and can also be viewed online at <https://henrico.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 (804) 501-7617 or email [revitalization@henrico.us](mailto:revitalization@henrico.us).  
COL-7001651

*Richmond Times-Dispatch, June 8, 2024*

## Appendix D: Community Development Needs Public Hearing Minutes, February 12, 2024

**Henrico County**  
**Department of Community Revitalization**  
**Community Development Needs Public Hearing**  
**Monday, February 12, 2024**  
**Public Comment Notes**

**Meeting Location:** Libbie Mill Library

**Meeting Start time:** 6:35 pm    **Meeting End Time:** 8:08 pm

**Attendance:**

6 staff from Henrico DCR were in attendance (David Sacks, Geleene Goffena, Thomas Mendoza, Claire Parkey, Trinity Waldron, Carmen Noviskey)

4 members of the public were in attendance.

2 members of the media were in attendance (VPM)

A public hearing was held on Monday, February 12, 2024, at Libbie Mill Library regarding the development of the Annual Action Plan for the fiscal year 2024 to 2025.


David Sacks opened the meeting and explained the purpose of the meeting, and that the primary purpose was to obtain information from the public regarding their thoughts on community development needs in Henrico County. He also explained there would be a presentation providing a general overview of the federal funds available to the County, how they can be used and that the input from this meeting will help guide the development of the budget for these funds for 2024-25 and what programs to fund.

Mr. Sacks introduced County staff in attendance and explained that following the presentation, there would be plenty of opportunity for anyone in attendance to ask questions and provide their thoughts.

Geleene Goffena provided the following presentation:


2024  
**COMMUNITY DEVELOPMENT NEEDS  
PUBLIC HEARING**

County of Henrico  
Department of Community Revitalization  
February 12, 2024



### Why Are We Here?

- Henrico Community Revitalization staff is preparing a budget for PY 2024-2025 for the use of federal grant funds
- Funds must be used for community development purposes to benefit low- and moderate-income persons
- The plan for these expenditures must be approved by HUD
- We need **your thoughts on community needs** that we should address through these funds



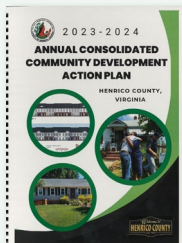
Dept. of Community Revitalization Feb 2024

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## Annual Action Plan

- Identifies Henrico's proposed federal Community Development funds expenditures for 2024-2025 and the number of households, individuals, and businesses we expect to assist
- Expenditures shall be consistent with the overall goals in the 2020-2025 (5-Year) Plan
- An application for funding was released on January 26, 2024
- HUD requires public hearings prior to adopting the Annual Action Plan budget**



Dept. of Community Revitalization Feb 2024

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## Consolidated Plan Community Development Goals

### Affordable housing preservation and development

- Rehabilitation of existing housing
- Affordable homeownership opportunities
- Housing for special needs populations

### Community economic development

- Revitalize older commercial corridors
- Increase job opportunities for low- or moderate-income individuals
- Support micro-enterprises business development

### Mitigation and prevention of homelessness

- Prevent homelessness
- Assist families and adults in crisis with obtaining housing
- Support emergency shelters and supportive services

### Non-housing community development

- Support non-housing needs for special populations
- Provide improvements to low- or moderate-income areas
- Provide public services for low or moderate-income populations



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## Community Development Block Grant (CDBG)

- Allocation for 2024-25 expected at approx. \$1.6 million
- Funding has been received by Henrico since 1989
- Wide range of possible uses to benefit low-income people/areas:
  - Public services (limited amount)
  - Housing improvements
  - Infrastructure and public facility improvements
  - Economic development



Dept. of Community Revitalization Feb 2024

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## HOME Investment Partnership Program

- Allocation for 2024-25 expected at almost \$1 million
- Funding has been received by Henrico since 1996
- Must be used to create or maintain affordable housing for low- or moderate-income persons**



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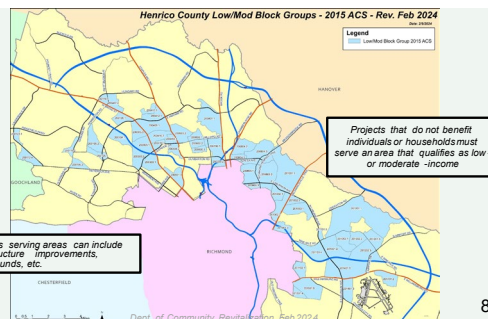
## Emergency Solutions Grant (ESG)

- Used for activities that assist individuals or households who are experiencing homelessness or are in danger of becoming homeless
- Henrico no longer receives ESG funds**



Dept. of Community Revitalization Feb 2024

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Dept. of Community Revitalization Feb 2024

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## Sample CDBG Projects Serving Low- and Moderate Income Areas

### Sidewalk and street improvements



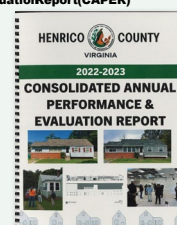
Dept. of Community Revitalization Feb 2024

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## Accomplishments 2022-2023

Described in the Consolidated Annual Performance Evaluation Report (CAPER)

- An average of 129 children from low- and moderate-income households received after-school programming each month of the program year
- 527 people were assisted through homeless prevention, street outreach, case management, and shelter
- 6 businesses assisted through economic development programs



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## Accomplishments 2022-2023 CAPER (continued)



Before



After

- 14 homes were rehabilitated for elderly and/or disabled homeowners
- 60 homes were repaired for low-/mod-income homeowners
- 3 first-time homebuyers received down payment and closing cost assistance



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## Henrico County, VA CDBG and ESG CARES Act Programs

Total CDBG and ESG CARES Act funds awarded: \$4,097,528

### Homeless Services programs funded:

- Regional Incentive Weather Shelter
- Case Management for Homeless Persons
- Homeless Rehousing
- Non-congregate Shelter
- Shelter Improvements
- Homeless Outreach

681 Henrico Co. persons assisted  
5,357 total persons assisted

### Other programs Funded:

- Rental Assistance
- Foreclosure Prevention
- Learning equipment for HCPS
- Workforce Support
- Housing Legal Assistance
- Small Business Assistance
- Housing Referrals
- Re-entry Housing Support
- Food Assistance
- Health Outreach
- Crisis Counseling

39 Businesses assisted  
9,500+ persons/households assisted



County of Henrico, VA, Dept. of Community Revitalization Feb 2024

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**After today, what's next?**

- Organizations have until **March 4** to apply for 2024-25 funds via Zoom Grants
- Proposed budget and the draft Annual Action Plan will be available for review in **late May 2024** at [henrico.us/revit](https://henrico.us/revit)
- County staff will review PY 2024-25 funding requests and make recommendations to the Board of Supervisors
  - Proposed budget to be discussed at Public Hearing in **June 2024**
- Annual Action Plan submitted to HUD by **August 15**
  - Will be available at [henrico.us/revit](https://henrico.us/revit)

Submitting Comments, Staying Updated  
Visit [henrico.us/revit](https://henrico.us/revit) for updated information  
Submit additional comments to [revitalization@henrico.us](mailto:revitalization@henrico.us)  
Comments received by **March 12, 2024** will be considered in formulation of funding recommendations for PY 2024-25



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**Tell us what you think!**

Let's discuss...

- Priorities for funding
- Important community needs

**Possible uses of funds:**

- Public services for low-income persons
- Creation of new affordable housing
- Housing repair and rehabilitation assistance
- Other housing assistance
- Assistance for persons experiencing homelessness
- Assistance for small businesses
- Infrastructure improvements
- Community facilities

Submitting Comments, Staying Updated  
Visit [henrico.us/revit](https://henrico.us/revit) for updated information  
Submit additional comments to [revitalization@henrico.us](mailto:revitalization@henrico.us)  
Comments received by **March 12, 2024** will be considered in formulation of funding recommendations for PY 2024-25



Dept. of Community Revitalization Feb 2024 14

Following the presentation, the meeting was opened for public comment. Comments and questions were received from members of the public. Ms. Goffena and other staff provided answers to a variety of questions regarding home repair programs. Persons in attendance offered the following items for consideration as needs and issues in Henrico County that should be considered. The following issues were raised:

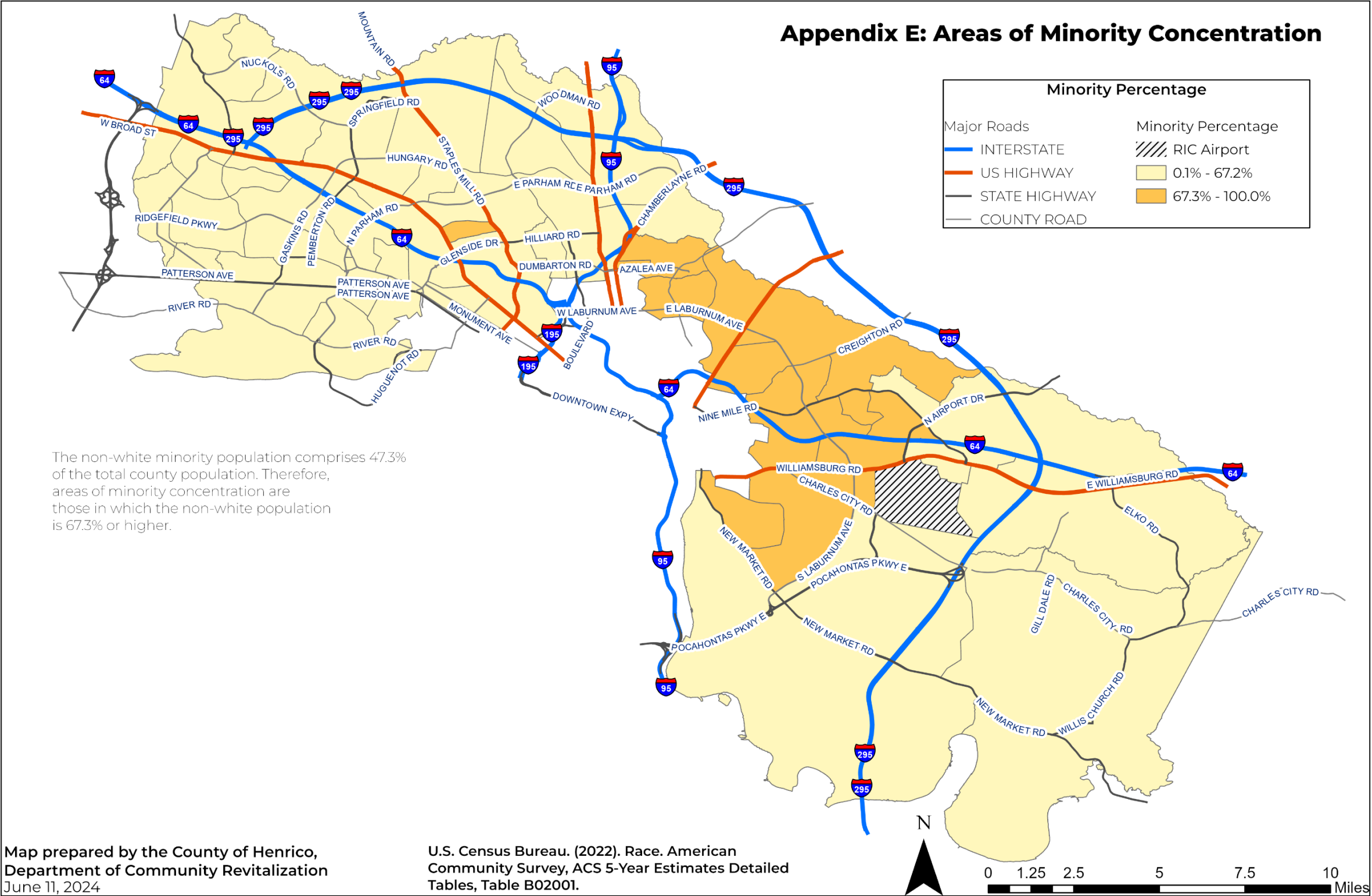
- A question was raised about CDBG and home repairs, particularly the types of improvements covered by our critical repair program. The speaker voiced the need for sidewalks in parts of the County like Glenside Drive and Parham Road, in addition to crosswalks and bus shelters at various locations and intersections within Henrico and provided examples of Sunnybrook and Emerywood Pkwy.  
Henrico staff explained how the current Critical Home Repair program functions and what it covers and how to best address sidewalk requests
- Comments were provided about the need to assist elderly residents with aging-in-place and the need for expanded bus service, particularly along Broad Street.  
Staff noted that CDBG and HOME funds cannot be used for transit system operating costs, but can be used for transit amenities (such as bus shelters) in low/mod areas.
- A comment was provided about the location of public meetings with the suggestion to hold them in public schools.
- A comment was provided about concern with homeless people standing in road medians with signs
- A comment was provided about the displacement of wildlife
- A comment was provided about the high number of self-storage facilities, with concern for a greater need for youth programs and affordable housing
- A comment was provided about safety in construction zones due to lack of streetlights
- A comment was provided about the need for walkability improvements the new development where the old golf course used to be (Creighton Road.)
- A question was asked about how the County funds housing for mental health services programs.
- A speaker voiced concern about how the public meeting was advertised due to the small attendance while also agreeing with the other residents' points. The speaker also expressed

disappointment that no board member attended the meeting, stating that the people approving of some of the developments around the county, such as self-storage facilities and office complexes, were out of touch with the needs of the community. They expressed the idea that another meeting should be held but with better advertisement and community outreach.

- In response to a question, about assistance programs available for small businesses county staff reviewed the assistance available through the Enterprise Zone and HIP Zone programs.
- A speaker suggested the need to consider building tiny, affordable homes instead of high-rise apartments as an affordable housing option.

The meeting adjourned at 8:08 PM.

Appendix E: Areas of Minority Concentration



## Appendix F: Henrico Recapture Provision

### ***Henrico County Recapture Provision for the Use of HOME Program Funds***

The County of Henrico will use the recapture provision where HOME program funds are used to provide homebuyer assistance or to undertake rehabilitation of owner-occupied single-family homes. This is intended to ensure homes remain the buyer's or homeowner's principal residence throughout the applicable affordability period. The following table outlines the affordability periods.

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

The County of Henrico, in using the recapture option as provided in [24 CFR 92.254](#), will provide for a reduction in the amount of HOME funds recaptured, up to the limits specified below. Amounts in excess of the limits will be recaptured in full and not subject to reduction.

	Amount Subject to Pro-rated Reduction Based on Affordability Period	Amount Subject to Recapture in Full
Housing Rehabilitation Programs	All Amounts up to \$50,000	Any amount in excess of \$50,000
Homebuyer Assistance Programs	All Amounts up to \$20,000	Any amount in excess of \$20,000

#### REDUCTION DURING AFFORDABILITY PERIOD:

At any point when the homebuyer or homeowner no longer occupies the property as his/her/their principal place of residence for any reason while the applicable affordability period is still in effect, then the amount of the direct HOME subsidy not qualifying for pro-rated reduction will be due and payable. Henrico County will recapture these amounts from the net proceeds available from the sale at the point that occurs.

The homeowner who "occupies the property" is defined as the person or persons who own(s) the property and is/are using the property as his/her/their principal place of residence at the time the HOME funded assistance was provided, even though there may be additional owners who are not occupants of the property at the time.

The "direct HOME subsidy" is defined as the amount of HOME assistance provided to the homebuyer towards the purchase of the property or, for rehabilitation projects not involving acquisition, the amount of HOME assistance provided towards the cost of the rehabilitation work undertaken on the property. Direct HOME subsidy includes down payment, closing costs or other HOME assistance provided directly

to the homebuyer, or for rehabilitation projects, the cost paid for construction benefiting the owner-occupied property.

#### HOMEBUYER AND HOMEOWNER REHABILITATION PROJECTS

HOME funds utilized for homebuyer assistance or homeowner rehabilitation in excess of the amount subject to reduction (\$50,000 for rehabilitation and \$20,000 for downpayment and closing cost assistance) will not be forgivable (i.e., subject to reduction).

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

- Divide the number of full years the homebuyer occupied the home by the period of affordability. For homebuyer assistance, the number of years counted toward the affordability period will begin on the closing date of the sale. For homeowner rehabilitation, the number of years counted toward the affordability period begins on the date of the applicable Deed of Trust Note.
- Multiply the resulting figure by the total amount direct HOME subsidy originally provided to the homebuyer or homeowner. If the direct HOME subsidy is greater than the amount subject to reduction, use the amount subject to reduction for this calculation (see table 2 above). The result is the amount forgiven. Subtract the forgiven amount from the total amount of direct HOME subsidy. This is the amount to be recaptured and returned to Henrico County.
- Examples:
  - Mr. Smith received a \$12,000 downpayment assistance 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.  $3 \text{ years} / 5 \text{ years} = 0.6$ ;  $0.6 \times \$12,000 = \$7,200$ ;  $\$12,000 - \$7,200 = \$4,800$ . \$4,800 is the amount recaptured.
  - Ms. Williams had rehabilitation work completed on her home in the amount of \$62,000. In this case, only \$50,000 of that amount is subject to pro-rated reduction. The \$62,000 benefit required an affordability period of 15 years. After 6 ½ years, Mrs. Williams relocated to an independent living apartment. She therefore resided in the home for a full 6 years.  $6 \text{ years} / 15 \text{ years} = 0.4$ ;  $0.4 \times \$50,000 = \$20,000$ , i.e., the amount forgiven. The amount not forgiven is  $\$50,000 - \$20,000 = \$30,000$  plus, in this case, the \$12,000 amount above the forgivable subsidy, for a total recaptured amount of \$42,000.
  - Ms. Jones received a \$24,000 downpayment assistance grant. This required an affordability period of 10 years. She sold the home after 11 years and 8 months and moved out. She therefore resided in the home for 11 full years. Since the affordability period has ended, the amount subject to reduction (\$20,000) is fully forgiven. The amount to be recaptured and returned to the County is \$4,000 ( $\$24,000 - \$20,000 = \$4,000$ ).

In the event of foreclosure or other involuntary sale, the recaptured HOME investment is calculated as described above.

When the recapture provision is triggered by a market-rate sale of the property, Henrico County will not recapture more than is available from the Net Proceeds of the sale. "Net proceeds" is defined as the

sales price minus any sales costs (real estate commission, points paid by seller, etc.) and primary loan balance (other than HOME funds).

#### DUE ON SALE; ACCELERATION:

If all or any part of the property, or interest therein, is leased, sold or otherwise transferred by the homebuyer or homeowner-occupant during the applicable affordability period, excluding the granting of a lien subordination or by rights of survivorship, or if for any reason, the property ceases to be the principal residence of the homebuyer or homeowner originally benefitting from the HOME assistance, all amounts not subject to reduction are immediately due and payable to Henrico County. Owners who were not occupying the property as their principal place of residence at the time of HOME-funded assistance was provided and retain the property through rights of survivorship are not excluded from this requirement and funds are due and payable as described above.

#### SUBORDINATION:

The lien for HOME funds may be in no worse than second position, unless approved in writing by Henrico County for any other position.

#### REFINANCING:

The County of Henrico may agree to subordinate an existing lien associated with HOME funds to new debt to protect its interests and in the best interest of the homeowner. Refinancing is limited to circumstances in which any one of the following occurs:

- The homeowner 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).

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

#### ENFORCEMENT:

Recapture provisions will be enforced through contractual agreements between Henrico County, its subrecipients (or CHDOs), and the homebuyer(s) or homeowner-occupant(s). Subrecipients (or CHDOs) will be responsible for securing the recapture provision for the direct HOME subsidy provided by obtaining a promissory note from the homebuyer or homeowner and recording a Deed of Trust with a term that runs concurrently with the affordability period and beyond for any amount subject to recapture in full. Prior to disbursement of funds to or on behalf of a homebuyer or homeowner-occupant, Henrico County and its subrecipients (or CHDOs) will enter into a signed homebuyer agreement (or in the case of rehabilitation not involving acquisition, an authorization and release agreement), wherein the recapture provisions are disclosed, and the homebuyer or homeowner acknowledges receipt of the recapture provisions.

DATE OF REVISION: August 5, 2024



## Appendix G: Agencies Provided General Funds

The following agencies serve low and moderate-income persons and are provided County general funds through the non-departmental budget in the amounts listed for Fiscal Year 2024-25.

Agency Name	Funds Provided
ACTS	\$25,000
American Red Cross of Capital Virginia	\$10,000
Better Housing Coalition	\$38,405
CARITAS	\$50,000
CASA (Court Appointed Special Advocates)	\$5,000
Central Virginia Legal Aid Society	\$10,000
Community Brain Injury Services (Mill House)	\$26,250
Community Food Collaborative	\$30,000
Crossover Health Clinic	\$75,000
FISH (Eastern Henrico County)	\$26,244
The Healing Place	\$25,000
Henrico Community Food Bank	\$75,000
H.O.P.E In the Community	\$30,000
Homeward	\$20,500
Housing Families First (Hilliard House)	\$70,000
Local Initiatives Support Corporation of Virginia (LISC)	\$30,000
Moments of Hope Outreach	\$30,000
Opportunity. Alliance. Reentry (OAR)	\$15,000
Partnership for Housing Affordability	\$50,000
Ramp Access Made Possible by Students (RAMPS)	\$10,000
Resources for Independent Living	\$25,000
Safe Harbor	\$51,290
Salvation Army	\$16,000
Senior Connections (CAAA)	\$56,000
SOAR 365 (Camp Baker)	\$7,500
St. Joseph's Villa (Flagler Home)	\$35,000
YWCA	\$15,000
<b>TOTAL</b>	<b>\$857,189</b>



## Appendix H: HOME Price Limits Evaluation



Henrico County, VA.

### Methodology and Results of Analysis of Median Housing Price Sales

Prepared by the Henrico County Department of Community Revitalization September 5, 2024

#### I. Background.

The HOME Rule in [24 CFR 92.254](#) (a)(2)(i) and (iii) specifies that the purchase price for housing where homebuyer assistance is provided and the maximum after rehabilitation value where HOME funds are used for rehabilitation assistance, the housing value must not exceed 95% of the median purchase price for the area. HUD annually publishes these values on [HUD Exchange](#).<sup>1</sup> These limits remain in effect until HUD publishes new limits. For Henrico County, those figures for FY2024 are as follows:

\$245,000 for existing single-family homes

\$317,540 for new single-family homes

These housing values are no longer reflective of the actual housing values and purchase prices in the Henrico market. This has severely impacted the ability of Henrico County and its non-profit partners to assist first-time low- and moderate-income homebuyers through the downpayment and closing cost assistance programs which utilize HOME funds. The homeowner rehabilitation program is similarly impacted. To address this issue, Henrico County took advantage of a provision in the HOME Rule which provides an option, as described in 24 CFR 92.254(a)(2)(iii), for the Participating Jurisdiction to undertake a market analysis to determine 95% of the median area purchase price that more accurately reflects the current local situation. The following describes the analysis undertaken by Henrico County, and the resulting adjusted limits for HOME assisted housing as determined by a methodology consistent with the HOME Rule.

#### II. Methodology

##### A. Data Assemblage

Using the County Real Estate Assessor's database, containing information on all land parcels in the County, a subset of data was extracted that contained residential properties with the most recent sale recorded in the 12-month period between July 1, 2023, and June 30, 2024. That dataset was further refined to include only those properties with the following characteristics:

1. Property was a single unit, detached residence or a townhome, meaning the following Henrico County use codes were included:

- 210 - Single-Family residences within a subdivision

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<sup>1</sup> Department of Housing and Urban Development. (2023, June). *Home Homeownership Value Limits*. HUD Exchange. Retrieved July, 2024, from <https://www.hudexchange.info/resource/2312/home-maximum-purchase-price-after-rehab-value/>

- 223 - Single-Family residences, not part of a subdivision, with land area less than five acres
- 260 – Manufactured Homes
- 270 - Townhouses (aka single-family residential attached)

The following single-family use codes were excluded:

- 220 - Two-family buildings
- 280 - Condominium units
- 224; 225; 226; and 227 - Single-Family residences with land area greater than five acres.

2. Sale was listed as “qualified,” i.e. non-market transactions were not included.

#### B. Delineation of New Home Sales vs. Existing Home Sales.

The delineation of New Home Sales and Existing Home Sales was completed through the use of the “year constructed” field. If the year of construction in the dataset showed the home was built in 2023 or 2024, that sale was considered to be of a “new construction” home. All other sales were considered sales of an existing home. That disaggregation of the dataset produced the following:

Sales of existing homes: 3,247

Sales of new construction homes: 682

#### C. Calculation of Median Sales Price

For each of the two datasets, a median sales price was determined. The median sales prices were as follows:

Existing Homes: \$378,000

New Construction Homes: \$443,433

#### D. Price Limit Adjustment for Single Family Homes

Following the guidance in [24 CFR 92.254\(a\)\(2\)\(iii\)\(E\)](#) the median price was multiplied by 0.95 to determine the price limits for single family homes. This resulted in the following limits:

Existing Homes: \$359,000

New Construction Homes: \$421,000

#### E. Calculations for Other residential housing types

Following the “[Methodology for Calculating HOME Maximum Purchase Price or After-Rehab Value Limits – FY2024](#),”<sup>2</sup> the limits for 2-unit homes, 3-unit homes, and 4-unit

---

<sup>2</sup> Community Planning and Development, “Methodology for Calculating HOME Maximum Purchase Price or After-Rehab Value Limits – FY 2024” (published August 2024). Retrieved September 2024, from

homes, for both existing and new construction were calculated. The results of those calculations are provided in the table below.

### III. Findings and Conclusions

The following summarizes the results of this analysis and compares those results to the price limits published by HUD for 2024 for Henrico County.

	Existing Homes	New Construction	Existing Homes	New Construction
<b>Total Sales July 2023 – June 2024</b>	3,247	682		
<i>Median Sales Price 95% Henrico Analysis</i>			<i>HUD August 2024 Published Limits</i>	
<b>Single-Family - 1 Unit</b>	<b>\$359,000</b>	<b>\$421,000</b>	<b>\$299,000</b>	<b>\$302,000</b>
<b>2 Unit</b>	\$460,000	\$539,000	\$383,000	\$386,000
<b>3 Unit</b>	\$556,000	\$653,000	\$464,000	\$468,000
<b>4 Unit</b>	\$689,000	\$808,000	\$447,000	\$579,000

The above methodology and housing value limits will be included in the submission of the PY 2024-25 Annual Action Plan for HUD approval.

For additional information, contact the Henrico County Department of Community Revitalization:

David Sacks, Community Development Manager

[sac01@henrico.us](mailto:sac01@henrico.us)

804-501-7611

Trinity Waldron, HOME Program Manager

[wal169@henrico.gov](mailto:wal169@henrico.gov)

804-501-7614

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<https://www.huduser.gov/portal/datasets/home-datasets/files/Methodology-for-Calculating-FY-2024-HOME-Maximum-Purchase-Price.pdf>

# Certifications and SF424s Submitted with Henrico County 2023-24 Annual Action Plan

OMB Number: 4040-0004  
Expiration Date: 11/30/2025

Application for Federal Assistance SF-424			
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	
		<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>	
<b>* 3. Date Received:</b> <input type="text"/>		<b>4. Applicant Identifier:</b> <input type="text"/>	
<b>5a. Federal Entity Identifier:</b> <input type="text" value="54-6001344"/>		<b>5b. Federal Award Identifier:</b> <input type="text"/>	
<b>State Use Only:</b>			
<b>6. Date Received by State:</b> <input type="text"/>		<b>7. State Application Identifier:</b> <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>			
<b>* a. Legal Name:</b> <input type="text" value="County of Henrico"/>			
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text" value="54-6001344"/>		<b>* c. UEI:</b> <input type="text" value="H1QHB3BCK665"/>	
<b>d. Address:</b>			
<b>* Street1:</b> <input type="text" value="PO Box 90775"/>			
<b>Street2:</b> <input type="text"/>			
<b>* City:</b> <input type="text" value="Henrico"/>			
<b>County/Parish:</b> <input type="text"/>			
<b>* State:</b> <input type="text" value="VA: Virginia"/>			
<b>Province:</b> <input type="text"/>			
<b>* Country:</b> <input type="text" value="USA: UNITED STATES"/>			
<b>* Zip / Postal Code:</b> <input type="text" value="23273-0775"/>			
<b>e. Organizational Unit:</b>			
<b>Department Name:</b> <input type="text" value="Community Revitalization"/>		<b>Division Name:</b> <input type="text" value="Community Development"/>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>			
<b>Prefix:</b> <input type="text" value="Mr."/>		<b>* First Name:</b> <input type="text" value="David"/>	
<b>Middle Name:</b> <input type="text"/>			
<b>* Last Name:</b> <input type="text" value="Sacks"/>			
<b>Suffix:</b> <input type="text"/>			
<b>Title:</b> <input type="text" value="Community Development Manager"/>			
<b>Organizational Affiliation:</b> <input type="text" value="Local Government"/>			
<b>* Telephone Number:</b> <input type="text" value="804-501-7611"/>		<b>Fax Number:</b> <input type="text" value="804-501-7630"/>	
<b>* Email:</b> <input type="text" value="sac01@henrico.gov"/>			

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

US Department of Housing and Urban Development

### 11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant Program/Entitlement Grants

### \* 12. Funding Opportunity Number:

\* Title:

Community Development Block Grant

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Community Development Block Grant (CDBG)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a Applicant

1 &amp; 4

\* b Program/Project

1 &amp; 4

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a Start Date:

10/01/2024

\* b End Date:

09/30/2025

**18. Estimated Funding (\$):**

\* a Federal

1,610,554.00

\* b Applicant

\* c State

\* d Local

\* e Other

\* f. Program Income

\* g TOTAL

1,610,554.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions

**Authorized Representative:**

Prefix:

Mr.

\* First Name:

John

Middle Name:

A.

\* Last Name:

Vithoulkas

Suffix:

\* Title:

County Manager

\* Telephone Number:

804-501-4386

Fax Number:

804-501-4162

\* Email:

manager@henrico.gov

\* Signature of Authorized Representative:

\* Date Signed:

Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>		
<b>* 3. Date Received:</b> <input type="text"/>		<b>4. Applicant Identifier:</b> <input type="text"/>
<b>5a. Federal Entity Identifier:</b> <input type="text" value="54-6001344"/>		<b>5b. Federal Award Identifier:</b> <input type="text"/>
<b>State Use Only:</b>		
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<b>* a. Legal Name:</b> <input type="text" value="County of Henrico"/>		
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<b>* Street1:</b> <input type="text" value="PO Box 90775"/>		
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<b>County/Parish:</b> <input type="text"/>		
<b>* State:</b> <input type="text" value="VA: Virginia"/>		
<b>Province:</b> <input type="text"/>		
<b>* Country:</b> <input type="text" value="USA: UNITED STATES"/>		
<b>* Zip / Postal Code:</b> <input type="text" value="23273-0775"/>		
<b>e. Organizational Unit:</b>		
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<b>Prefix:</b> <input type="text" value="Mr."/>		<b>* First Name:</b> <input type="text" value="David"/>
<b>Middle Name:</b> <input type="text"/>		
<b>* Last Name:</b> <input type="text" value="Sacks"/>		
<b>Suffix:</b> <input type="text"/>		
<b>Title:</b> <input type="text" value="Community Development Manager"/>		
<b>Organizational Affiliation:</b> <input type="text" value="Local Government"/>		
<b>* Telephone Number:</b> <input type="text" value="804-501-7611"/>		<b>Fax Number:</b> <input type="text" value="804-501-7630"/>
<b>* Email:</b> <input type="text" value="sac01@henrico.gov"/>		

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

US Department of Housing and Urban Development

### 11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

HOME Investment Partnerships Program/Entitlement Grants

### \* 12. Funding Opportunity Number:

\* Title:

HOME Investment Partnerships Program

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

HOME Investment Partnerships Program (HOME)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments



**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="804,179.59"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="804,179.59"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: 

\* Signature of Authorized Representative:



\* Date Signed:

Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>		
<b>* 3. Date Received:</b> <input type="text"/>		<b>4. Applicant Identifier:</b> <input type="text"/>
<b>5a. Federal Entity Identifier:</b> <input type="text" value="54-6001344"/>		<b>5b. Federal Award Identifier:</b> <input type="text"/>
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> <input type="text"/>		<b>7. State Application Identifier:</b> <input type="text"/>
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> <input type="text" value="County of Henrico"/>		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text" value="54-6001344"/>		<b>* c. UEI:</b> <input type="text" value="H1QHB3BCK665"/>
<b>d. Address:</b>		
<b>* Street1:</b> <input type="text" value="PO Box 90775"/>		
<b>Street2:</b> <input type="text"/>		
<b>* City:</b> <input type="text" value="Henrico"/>		
<b>County/Parish:</b> <input type="text"/>		
<b>* State:</b> <input type="text" value="VA: Virginia"/>		
<b>Province:</b> <input type="text"/>		
<b>* Country:</b> <input type="text" value="USA: UNITED STATES"/>		
<b>* Zip / Postal Code:</b> <input type="text" value="23273-0775"/>		
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> <input type="text" value="Community Revitalization"/>		<b>Division Name:</b> <input type="text" value="Community Development"/>
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b> <input type="text" value="Mr."/>	<b>* First Name:</b> <input type="text" value="David"/>	
<b>Middle Name:</b> <input type="text"/>		
<b>* Last Name:</b> <input type="text" value="Sacks"/>		
<b>Suffix:</b> <input type="text"/>		
<b>Title:</b> <input type="text" value="Community Development Manager"/>		
<b>Organizational Affiliation:</b> <input type="text" value="Local Government"/>		
<b>* Telephone Number:</b> <input type="text" value="804-501-7611"/>		<b>Fax Number:</b> <input type="text" value="804-501-7630"/>
<b>* Email:</b> <input type="text" value="sac01@henrico.gov"/>		

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

US Department of Housing and Urban Development

### 11. Catalog of Federal Domestic Assistance Number:

14.231

CFDA Title:

Emergency Solutions Grant/Entitlement Grants

### \* 12. Funding Opportunity Number:

\* Title:

Emergency Solutions Grant

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Emergency Solutions Grant (ESG)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="145,231.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="145,231.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: 

\* Signature of Authorized Representative:

\* Date Signed:

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


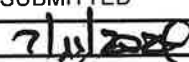
**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE County Manager
APPLICANT ORGANIZATION Henrico Virginia	DATE SUBMITTED 

SF-424D (Rev. 7-97) Back

## 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.

**Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. 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;
2. 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
3. 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 Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.



Signature of Authorized Official



Date

County Manager

Title

## Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2024-2025 [a period specified by the grantee 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.

3. 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.

In addition, 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:

1. 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
2. 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.



**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 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

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

  
\_\_\_\_\_  
Signature of Authorized Official

  
\_\_\_\_\_  
Date

County Manager  
\_\_\_\_\_  
Title

## Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

**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.

**Subsidy layering** -- 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 of Authorized Official

  
\_\_\_\_\_  
Date

County Manager  
\_\_\_\_\_  
Title

## Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

**Major rehabilitation/conversion/renovation** – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for these individuals.

**Matching Funds** – The recipient will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

**Discharge Policy** – The recipient will establish 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, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

  
\_\_\_\_\_  
Signature of Authorized Official

  
\_\_\_\_\_  
Date

County Manager  
\_\_\_\_\_  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

#### **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.