

**FY 20 - 21  
ACTION PLAN  
for the  
CITY OF CHARLOTTESVILLE  
and the  
THOMAS JEFFERSON HOME CONSORTIUM**

**Draft for Public Comment  
Comments accepted March 26 to April 26**

**Public Hearing  
Thomas Jefferson Planning District Commission  
Water Street Center, 407 E. Water Street  
May 7, 2020, 7:00 p.m.**



**Public Hearing  
City Council  
May 4, 2020, 6:30 p.m.**



# Executive Summary

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

### 1. Introduction

The Consolidated Plan for 2018-2022 set forth an overall plan to support community development needs, including housing needs, in the Thomas Jefferson Planning District and in the City of Charlottesville. The Action Plan for FY 2020-2021 re-affirms the goals expressed in the region's Consolidated Plan, which was developed and adopted in May 2018. The Consolidated Plan is a five-year document that guides the specific activities developed annually through the Action Plan. Both the Consolidated Plan and the annual Action Plan guide the use of federal Community Development Block Grant (CDBG) funds received annually by the City of Charlottesville and the federal HOME funds received annually by the Thomas Jefferson HOME Consortium. Consortium members include the City of Charlottesville and the counties of Albemarle, Fluvanna, Greene, Louisa, and Nelson.

The member governments of the Thomas Jefferson Planning District agreed on an equal share basis of HOME funds available to each participating government (with towns included with their respective counties) with the exception of 15% of the total HOME funds, which are reserved for the Community Housing Development Organization (CHDO) set aside. The CHDO funds are rotated among the participating localities. The City of Charlottesville has been designated the lead agency for the HOME Consortium and the Thomas Jefferson Planning District Commission the designated Program Manager for the Consortium.

This Action Plan identifies specific activities to be undertaken with the funds during the program year from July 1, 2020 to June 30, 2021 as a means of fulfilling the goals stated in the Consolidated Plan.

### 2. Summarize the objectives and outcomes identified in the Plan

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

. The objectives identified in the one year Action Plan for FY 20-21 are:

- Provide decent housing: Activities focus on housing programs where the purpose of the activity meets individual, family, or community needs;
- Establish and maintain a suitable living environment: Activities designed to benefit families, individuals, and communities by addressing their living environment; and
- Create Economic Opportunities: Activities related to economic development, commercial revitalization, or job creation.

The identified objectives are combined with two performance outcome categories for FY 19-20:

- Accessibility/availability: Activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low and moderate-income people, including persons with disabilities.
- Affordability: Activities that provide affordability in a variety of ways in the lives of low and moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.

### **3. Evaluation of past performance**

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

The City and the HOME Consortium have made an impact with CDBG and HOME funds. Prior to updating the Consolidated Plan, staff performed a self-evaluation of the full scope of the 5-year plan, aggregating accomplishments recorded in the annual CAPER reports for the five years of the Consolidated Plan. The purpose of the self-assessment was to set realistic goals, based on what has been achievable in the past given a certain level of funding. The evaluation revealed that some activities fell short of the goals in the previous Consolidated Plan, while others greatly exceeded the goals.

In general, with the exception of not meeting the strategic plan goal for affordable rental assistance, the City exceeded its CDBG goals. The City exceeded its goals for supporting job improvement, conducting training sessions related to job improvement, supporting homeless and transition to independence, supporting programs to assist persons with special needs, and support for operating a transitional home. The Priority Neighborhood project outcomes lagged due to a multi-year, multi-phased project approach, however, all outcomes will be reported in the following year's CAPER (2019-2020). All FY 19-20 activities tied to the 2018-2022 Consolidated Plan will be reported in the FY 2019-2020 CAPER.

For HOME, downpayment assistance and other activities designed to promote first-time homeownership, homeowner rehabilitation, and the creation of new homeowner units did not meet its strategic plan goals. On the other hand, creation of new rental units exceeded projected outcomes. The Consolidated Plan establishes broad 5-year goals, but the annual Action Plans allow the City of Charlottesville and the HOME Consortium the ability to adapt to current market conditions and changing needs. Fiscal Year 19-20 outcomes are currently unknown and will be reported out on in the CAPER report due in September. Redevelopment of Public Housing has not yet begun as the planning process is currently ongoing.

A commitment of City resources is often the catalyst used by community-based organizations to leverage private dollars for even greater impact. With the financial commitment of the City, organizations are greatly strengthened in their ability to obtain donations from the community, from foundations, and the private sector. Additionally, City funds are often used as last in "gap financing" to

support important efforts after an organization’s fundraising capacity has been reached. Annual performance, projects funded, and entitlement resources expended are located in each annual CAPER.

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

Summary from citizen participation section of plan.

Citizen participation was a central component of the Consolidated Plan update, completed in August 2018. This process established the goals and priorities for the Consolidated Plan, which continues to inform the annual Action Plans. For this Action Plan, a draft for public comment was made available on March 27, 2020 for a 30-day public comment period. An advertisement on the availability of the draft and the comment period appeared in the Friday, March 27, 2020 issue of the Daily Progress, the newspaper of general circulation in the region. The draft plan for public comment was also distributed by e-mail: Agencies and Organizations - The Charlottesville Health Department of the Thomas Jefferson Health District, United Way, Independence Resource Center, County of Albemarle, Salvation Army, Region Ten Community Services, Monticello Area Community Action Agency, Charlottesville Redevelopment and Housing Authority, Albemarle Housing Improvement Program, Piedmont Housing Alliance, Jefferson Area Board For Aging, County of Albemarle Housing Office, Public Housing Association of Residents, On Our Own-Drop-In Center, and Charlottesville/Albemarle Legal Aid Society; Local Media - The Daily Progress, Fluvanna Review, Greene County Record, The Central Virginia, and Cville Weekly; Neighborhood Associations – Belmont-Carlton, Blue Ridge Commons, Burnett Commons, Fifeville, Forest Hills, Fry’s Spring, Greenbrier, Jefferson Park Avenue, Johnson Village, Kellytown, Lewis Mountain, Little High, Locust Grove, Martha Jefferson, Meadows, Meadowbrook Hills/Rugby, North Downtown, Orangedale, Ridge Street, Rose Hill, Starr Hill, University, Venable, Westhaven, Willoughby, Woodhaven, Woolen Mills and 10th and Page.

A public hearing was held at the Thomas Jefferson Planning District Commission’s (TJPDC’s) regular meeting on May 7, 2020. The draft plan was posted on the TJPDC web site and an article on the availability of the plan was included in TJPDC’s special newsletter via email on April 11, 2020; reaching an audience of approximately 1,200 people across the region. The Regional Housing Directors Council is a major partner in the development of the Action Plan, provided input on actions to be undertaken and reviewing the plan at its regular monthly meetings during plan development. The City Council held a public hearing on May 4, 2020 and adopted the Action Plan on May 18, 2020

#### **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.

During the May 4, 2020 City of Charlottesville City Council virtual public hearing, the following comments were received:

Public Housing Association of Residents (PHAR) spoke during the May 4 City Council Public Hearing. The following comments were recommended:

- A greater emphasis on Section 3 with CDBG projects
- Utilization of Priority Neighborhood funds to coordinate with public housing projects in the Priority neighborhood target area.

Resident comments from the May 4 City Council Public Hearing are included below:

- Utilization of the priority neighborhood funding for housing purposes, not public infrastructure projects

During the May 7, 2020 Thomas Jefferson Planning District Commission meeting no comments were received.

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

Each year, City Council sets priorities on CDBG/HOME funds and their usage. Section 3 was named one of the City Council Priorities in 2019 before the acceptance of CDBG/HOME applications. Priority Neighborhood projects get deliberated with the Priority Neighborhood taskforce. All potential projects undergo extensive community engagement to gauge the community priorities before finalizing a project.

HOME funds can be used for housing within four basic program types:

- 1) Homebuyer assistance,
- 2) Rehabilitation for owner-occupants;
- 3) Rental housing production, and
- 4) Tenant-based rental assistance (TBRA).

In order to utilize HOME funds for TBRA, the Consolidated Plan must address why it needs a TBRA program, whether it is exercising any preferences in its TBRA, and certify that TBRA is essential to its housing strategy. The current HOME Consolidated Plan for PY18-22 does not include TBRA as part of its housing strategy. HUD's Building HOME training manual indicates that TBRA may be particularly effective in communities with high vacancy rates, where the PJ wants to make units affordable. Our region has very low vacancy rates.

The HOME statute specifies that rehabilitation of both rental and homeowner units should be given preference over other types of eligible uses of HOME funds.

Actions to affirmatively further fair housing are included in the Action Plan in a table showing one-year actions to address impediments to fair housing choice.

The City and region are committed to taking ongoing actions to affirmatively further fair housing.

## **7. Summary**

This one-year Action Plan is consistent with the goals established in the five-year Consolidated Plan.

The Consolidated Plan contains data and narrative to establish the current and anticipated needs, a description of the current and anticipated market context within which any activities would be conducted, and a strategic plan designed to meet identified needs with the anticipated funding available. The plan will govern housing and community development actions undertaken by the City of Charlottesville and the HOME Consortium between 2018 and 2023

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

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

The following are the agencies/entities 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	CHARLOTTESVILLE	
CDBG Administrator	CHARLOTTESVILLE	City of Charlottesville
HOPWA Administrator		
HOME Administrator	CHARLOTTESVILLE	Thomas Jefferson Planning District Commission
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative**

**Consolidated Plan Public Contact Information**

Erin Atak  
 Grants Coordinator, City of Charlottesville  
 610 E. Market Street  
 Charlottesville, VA 22902  
 Email: atake@charlottesville.gov  
 Phone: 434-970-3182

Shirese Franklin  
 Planner II

Thomas Jefferson Planning District Commission  
410 East Water Street/PO Box 1505  
Charlottesville, VA 22902-1505  
E-Mail: [Sfranklin@tjpd.org](mailto:Sfranklin@tjpd.org)  
Phone: 434-422-4822

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

### **1. Introduction**

This section lists the agencies and organizations that have been consulted for information and direction on the Action Plan. Many of the consulting parties influenced the Action Plan, typically in the areas specific to the expertise of the organization.

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

There are a few umbrella organizations in the region that serve to bring together housing providers and human services and health agencies. The Thomas Jefferson Area Coalition for the Homeless (TJACH) is a non-profit organization that serves as the lead for the region's Continuum of Care. The TJACH Governance Board includes housing providers, representatives from Departments of Social Services, and other human services and health agencies. The Housing Directors Council includes representatives from all HOME sub-recipients, with regular participation from the Jefferson Area Board for Aging (JABA). JABA is working with Piedmont Housing Alliance on a plan for continuing to keep Low-Income Housing Tax Credit properties affordable beyond the end of their affordability period.

#### **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 Thomas Jefferson Area Coalition for the Homeless (TJACH) serves as the regional CoC. TJACH is included on e-mails, including meeting announcements, for the HOME Consortium. TJACH provided information on actions for the homeless and other special needs for inclusion in this plan. TJACH adopted a revised Community Plan to End Homelessness in February 2019. TJACH provided updates on efforts to address the needs of homeless persons and persons at risk of homelessness for this plan.

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

The City of Charlottesville and Albemarle County have been included as two each (four total) of the five public seats on the TJACH Governance Board. The fifth seat is for a regional representative. This is currently held by a representative of the Thomas Jefferson Health District. The TJACH Governance body establishes funding priorities and develops the regional submission for ESG funds. That body establishes funding priorities and performance goals and evaluates program performance during its annual project

monitoring process. It also prepares and submits the regional consolidated application for ESG funds administered by the commonwealth. The board's HMIS Committee developed the HMIS policies and procedures and updates them as needed.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	ALBEMARLE HOUSING IMPROVEMENT PROGRAM
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint 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>	Providing information on planned PY21 HOME Activities. Participation in HOME Consortium Housing Directors meetings.
2	<b>Agency/Group/Organization</b>	PIEDMONT HOUSING ALLIANCE
	<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 Homeless Needs - Families with children Market Analysis Anti-poverty 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>	Providing information for inclusion in the Action Plan. Participating in Housing Directors meetings.
3	<b>Agency/Group/Organization</b>	FLUVANNA / LOUISA HOUSING FOUNDATION
	<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 Non-Homeless Special Needs Market Analysis Lead-based Paint 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>	Providing information for inclusion in the Action Plan. Participating in Housing Directors meetings.
4	<b>Agency/Group/Organization</b>	NELSON COUNTY COMMUNITY DEVELOPMENT FOUNDATION
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Lead-based Paint 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>	Providing information for inclusion in the Action Plan. Participating in Housing Directors Council meetings. Member of Regional Housing Partnership and presenter at the Housing Summit.
5	<b>Agency/Group/Organization</b>	SKYLINE CAP
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Market Analysis Anti-poverty 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>	Providing information for inclusion in the Action plan. Undertaking market analysis for Greene County in preparation for launching a FTHB Program. Participation in Housing Directors meetings.
6	<b>Agency/Group/Organization</b>	THOMAS JEFFERSON PLANNING DISTRICT COMMISSION
	<b>Agency/Group/Organization Type</b>	Housing Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Market Analysis Lead-based Paint 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>	The Thomas Jefferson Planning District Commission houses and staffs the HOME Consortium and helped co-write the Annual Action Plan. In addition, the Thomas Jefferson Planning District Commission (TJPDC) launched the Central Virginia Regional Housing Partnership (CVRHP). The Partnership serves as an official advisory board, created by the TJPDC, in partnership with the public, private, nonprofit, and citizen stakeholders related to housing. The CVRHP coordinated a Comprehensive Regional Housing Study and Needs Analysis and held its first Regional Housing Summit with approximately 200 attendees from the region. The TJPDC is currently working to adopt a strategic plan that will guide the work of the Partnership into the next year.

7	<b>Agency/Group/Organization</b>	Jefferson Area Board of Aging
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-Health 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>	JABA is the region's Area Agency on Aging and serves as a founding member of the Charlottesville Area Alliance (CAA) which advocates for an age-friendly community. JABA's representative occasionally attends the Housing Directors Council meetings, as well as Management Team meetings for a CDBG Planning Grant for senior housing in Fluvanna County.
8	<b>Agency/Group/Organization</b>	CHARLOTTESVILLE REDEVELOPMENT AND HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	Housing PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing 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>	CRHA provided updated information for the Action Plan.
9	<b>Agency/Group/Organization</b>	Thomas Jefferson Area Coalition for the Homeless
	<b>Agency/Group/Organization Type</b>	Housing 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
<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	TJACH serves as the lead for the region's Continuum of Care. TJACH provided information and updates for the homelessness sections of the Action Plan.

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

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	TJACH	TJACH has adopted a housing first policy.

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

**Narrative**

## **AP-12 Participation - 91.401, 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**

Citizen participation was a central component of the Consolidated Plan update, completed in August 2018. This process established the goals and priorities for the Consolidated Plan, which continue to inform the annual Action Plans. For this Action Plan, a draft for public comment was made available on March 27, 2020 for a 30-day public comment period. An advertisement on the availability of the draft and the comment period appeared in the Friday, March 27, 2020 issue of the Daily Progress, the newspaper of general circulation in the region. The draft plan for public comment was also distributed by e-mail: Agencies and Organizations - The Charlottesville Health Department of the Thomas Jefferson Health District, United Way, Independence Resource Center, County of Albemarle, Salvation Army, Region Ten Community Services, Monticello Area Community Action Agency, Charlottesville Redevelopment and Housing Authority, Albemarle Housing Improvement Program, Piedmont Housing Alliance, Jefferson Area Board For Aging, County of Albemarle Housing Office, Public Housing Association of Residents, On Our Own-Drop-In Center, and Charlottesville/Albemarle Legal Aid Society; Local Media - The Daily Progress, Fluvanna Review, Greene County Record, The Central Virginia, and Cville Weekly; Neighborhood Associations – Belmont-Carlton, Blue Ridge Commons, Burnett Commons, Fifeville, Forest Hills, Fry’s Spring, Greenbrier, Jefferson Park Avenue, Johnson Village, Kellytown, Lewis Mountain, Little High, Locust Grove, Martha Jefferson, Meadows, Meadowbrook Hills/Rugby, North Downtown, Orangedale, Ridge Street, Rose Hill, Starr Hill, University, Venable, Westhaven, Willoughby, Woodhaven, Woolen Mills and 10th and Page.

The Housing Directors Council provided input to the plan in the form of Action Tables and input at the February 18, 2020 meeting and on March 17, 2020 and April 20, 2020. Due to the COVID-19 Pandemic, Housing Directors focused on updating the Action Plan tables virtually. Action Plan tables were distributed to sub-recipients in March prior to the meeting date, with a request that these be completed and returned to TJPDC by March 30. The Housing Directors Council also discussed possible projects for the PY20 CHDO set-aside virtually during April. Albemarle County is the next locality in the CHDO rotation for FY2020-2021. If they are ready to move forward on a project, Nelson County is next in line for the CHDO rotation in 2021-2022.

A draft of the Action Plan for the 20-21 Program Year was virtually emailed to the Housing Directors on April 24, 2020. Some corrections to the numbers of activities and funding amounts were noted in the Table of 1 Year Measurable objectives, the Program Income table, and the narrative description of projects. During the month of April, the Housing Directors also reviewed the table of Impediments and Proposed Actions from the recently updated Analysis of Impediments to Fair Housing Choice (AI), in order to identify one-year activities for the 2020-2021 Program Year. Further refinements to the table of one-year actions were made based on discussions between TJPDC and City of Charlottesville staff. Based on the rotation schedule and project readiness, Albemarle County is the next locality in the CHDO

rotation for 2020-2021. If they are ready to move forward on a project, Nelson County is next in line for the CHDO rotation in 2021-2022.

A public hearing was held virtually at the Thomas Jefferson Planning District Commission's (TJPDC's) regular meeting on May 7, 2020. The draft plan was posted on both the City of Charlottesville web site, and TJPDC web site. An article on the availability of the plan was included in TJPDC's April 11 News Brief, reaching an audience of approximately 1,200 people across the region. The City Council held a public hearing on May 4, 2020 and adopted the Action Plan on May 18, 2020.

## Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
------------	------------------	--------------------	--------------------------------	------------------------------	--	---------------------

1	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language: All</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>The May 4, 2020 Charlottesville City Council meeting was held virtually through Zoom due to the COVID-19 pandemic. Approximately 40 people were in attendance.</p>	<p>Public Housing Association of Residents (PHAR) spoke during the public hearing. Comments recommended included 1) having a greater emphasis on Section 3 with CDBG projects, and 2) Utilization of Priority Neighborhood funds to coordinate with public housing projects in the Priority Neighborhood target area. Resident comments from the</p>	<p>Each year, City Council sets priorities on CDBG/HOME funds and they appropriate uses. Section 3 was named as one of the City Council Priorities in 2019 before the acceptance of CDBG/HOME applications. Priority neighborhood projects get deliberated with the priority neighborhood task force as outlined in the 2018-2023 Consolidated Plan. All potential projects undergo extensive</p>	<p><a href="https://boxcast.tv/channel/vabajtzezuyv3iclkx1a">https://boxcast.tv/channel/vabajtzezuyv3iclkx1a</a></p>
---	----------------	--	---	--	---	--

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)
				public hearing include utilization of the priority neighborhood funding for housing purposes, not on public infrastructure projects.	community engagement to gauge the community priorities before finalizing a project. City Council has final approval authority over Priority neighborhood projects.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Minorities Non-English Speaking - Specify other language: All Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The May 7, 2020 Thomas Jefferson Planning District Commission meeting was held virtually through Zoom due to the COVID-19 pandemic. Other than the TJPDC Commission and members of TJPDC staff, one member of the public was in attendance.	No comments were received.		<a href="http://tjpd.org/news/commission-meeting-video-may-2020/">http://tjpd.org/news/commission-meeting-video-may-2020/</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Newspaper Ad	<p>Minorities</p> <p>Non-English Speaking - Specify other language: All</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>A 30-day public hearing notice was published with the Charlottesville Daily Progress newspaper. The notice of public hearings and public comment period for the Annual Action Plan was published on March 27, 2020. All interested citizens were invited to comment on the draft Action Plan.</p>	<p>No comments were received.</p>		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Internet Outreach	Minorities  Non-English Speaking - Specify other language: All  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing  Media, Regional agencies and City Neighborhoods	A list of local media contacts, regional agencies and City Neighborhoods is included in the summary at the beginning of this section.	No comments were received.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Internet Outreach	Non-targeted/ broad community	The draft action plan was posted on the TJPDC website and an article on the availability of the plan was included in the TJPDC's April 11 newsletter, reaching an audience of approximately 1,200 people across the region.	None received		<a href="http://tjpd.org/media/Draft-Action-Plan-for-Public-Comment_Binder-005.pdf">http://tjpd.org/media/Draft-Action-Plan-for-Public-Comment_Binder-005.pdf</a>

6	Public Meeting	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p>	<p>The City of Charlottesville CDBG/HOME Taskforce appointed residents from each target neighborhood, a school board member, a planning commissioner, and social agency representative, and a member at-large. The Taskforce met February 2020, and March 2020 to review applications for funding to make recommendations.</p>	None received	N/A	
7	Internet Outreach	Non-targeted/broad	The Draft Action Plan for public	No comments	N/A	<a href="https://www.charlottesville.gov/678/CDBG-HOME-Programs">https://www.charlottesville.gov/678/CDBG-HOME-Programs</a>

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)
		community	comment was posted on the City of Charlottesville website.	were received		

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

Anticipated Resources for the Consolidated Plan include CDBG, HOME, HOME match, and local affordable housing funds.

#### 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	419,367	74	13,324	432,765	0	Expected amount for the remaining two years based upon previous allocation estimates

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	644,752	6,101	252,778	903,631	1,289,504	Expected amount for the remaining two years of the Consolidated Plan is based on the average of the first three year's allocation.

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: \$		
Other	public - local	Acquisition Admin and Planning Homebuyer assistance Homeowner rehab Housing Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	800,000	0	0	800,000	1,600,000	Each year, the City of Charlottesville allocates a portion of its Capital Improvement Program to the Charlottesville Housing Fund, to increase and support affordable housing units and programs throughout the City.

Table 2 - 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**

In previous years, the Consortium accrued match from the City of Charlottesville, which provides a 25% match for each project, and Habitat for Humanity projects. Projects of the Greater Charlottesville Habitat for Humanity are not all HOME assisted, but all are HOME match-eligible. Match funds from Habitat for Humanity include below market interest rate loans and soft-second mortgages forgiven over the lifetime of the

loan. Subrecipients also provide match in the form of grants funded with local funds. The Consortium has exceeded the 25% match requirements each year, and anticipates this to continue for future years.

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

The City is developing an inventory of publicly-owned land and property that could be used to meet City-wide affordable housing plan goals with use of Charlottesville Affordable Housing Funds. Publicly-owned land or property that will use CDBG or HOME funds has not yet been identified.

**Discussion**

The annual allocations were provided by HUD.

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Preserve Existing Supply of Affordable Housing	2018	2022	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	City of Charlottesville Albemarle County Fluvanna County Louisa County Greene County Nelson County	Affordable Housing	HOME: \$151,397	Homeowner Housing Rehabilitated: 28 Household Housing Unit
2	Expand the Affordable Housing Stock	2018	2022	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	Albemarle County Fluvanna County Louisa County Greene County		HOME: \$323,099	Rental units constructed: 4 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Support Homeownership for First-time Homebuyers	2018	2022	Affordable Housing	City of Charlottesville Fluvanna County Louisa County Greene County Nelson County		HOME: \$105,781	Direct Financial Assistance to Homebuyers: 39 Households Assisted
4	Support Homeless and Transition to Independence	2018	2022	Homeless Non-Housing Community Development	City of Charlottesville	Homelessness and Risk of Homelessness	CDBG: \$53,355	Homelessness Prevention: 41 Persons Assisted
5	Foster Small and Local Business Development	2018	2022	Non-Housing Community Development	City of Charlottesville		CDBG: \$15,000	Businesses assisted: 20 Businesses Assisted
6	Enhance & Improve Access to Neighborhood Amenities	2018	2022	Non-Housing Community Development	Ridge		CDBG: \$201,913	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 2000 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Support Investments that Aid Fair Housing Choice	2018	2022	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	City of Charlottesville	Affordable Housing	CDBG: \$78,550	Homeowner Housing Rehabilitated: 10 Household Housing Unit

**Table 3 – Goals Summary**

**Goal Descriptions**

1	<b>Goal Name</b>	Preserve Existing Supply of Affordable Housing
	<b>Goal Description</b>	All six localities within the Thomas Jefferson Planning District Commission plan on committing to rehab projects for a total of 28.
2	<b>Goal Name</b>	Expand the Affordable Housing Stock
	<b>Goal Description</b>	Albemarle County will be using the CHDO set aside to build 20 affordable mobile home units at the Southwood Mobile Home Park. Fluvanna, Louisa, and Nelson County plan on adding new rental units each to their portfolios.
3	<b>Goal Name</b>	Support Homeownership for First-time Homebuyers
	<b>Goal Description</b>	The City of Charlottesville and the counties of Fluvanna, Louisa, Greene, and Nelson all plan on assisting first-time homebuyers with down-payment assistance. It is estimated that the 39 first-time homebuyers will receive assistance.

4	<b>Goal Name</b>	Support Homeless and Transition to Independence
	<b>Goal Description</b>	
5	<b>Goal Name</b>	Foster Small and Local Business Development
	<b>Goal Description</b>	
6	<b>Goal Name</b>	Enhance & Improve Access to Neighborhood Amenities
	<b>Goal Description</b>	
7	<b>Goal Name</b>	Support Investments that Aid Fair Housing Choice
	<b>Goal Description</b>	

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

The following projects are planned to be initiated within the following fiscal year, in order to achieve the goals previously stated in the Action Plan with available resources through the HOME and CDBG programs.

#	Project Name
1	Charlottesville Homeowner Rehab
2	TJACH Coordinated Entry System
3	Ridge Street Priority Neighborhood
4	CIC Entrepreneurship Scholarships
5	CDBG Admin and Planning FY20
6	Albemarle Homeowner Rehabilitation
7	Albemarle County CHDO Project
8	Fluvanna First-time Homebuyer
9	Fluvanna Homeowner Rehabilitation
10	Fluvanna New Rental Units
11	Louisa Homeowner Rehabilitation
12	Louisa New Rental Units
13	Louisa First-time Homebuyer
14	Charlottesville First-time Homebuyer
15	Nelson Rental Units
16	Nelson Homeowner Rehabilitation
17	Nelson First Time Homebuyers
18	Greene Homeowner Rehabilitation
19	Greene First-time Homebuyer
20	HOME Administration PY20

**Table 4 – Project Information**

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

In the City of Charlottesville's CDBG program, the Public Service activities are entitled to 15% of the CDBG award allocation per the CDBG HUD guidelines. Charlottesville Administrative and Planning funds are budgeted at 20% cap of the entitlement award funds per CDBG HUD guidelines. Under Public Services 15% cap, TJACH's coordinated entry systems has been identified as the public service activity through the City's CDBG Taskforce, City Council, and Citizen Participation comment period.

**AP-38 Project Summary**  
**Project Summary Information**

<b>1</b>	<b>Project Name</b>	Charlottesville Homeowner Rehab
	<b>Target Area</b>	City of Charlottesville Ridge
	<b>Goals Supported</b>	Preserve Existing Supply of Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$78,550 HOME: \$33,507 Public - local: \$10,074
	<b>Description</b>	
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 Homeowner housing rehab projects.
	<b>Location Description</b>	Ridge Street Target neighborhood
	<b>Planned Activities</b>	Albemarle Housing Improvement Program will conduct 10 Homeowner housing rehab projects in the Ridge Street target neighborhood.
<b>2</b>	<b>Project Name</b>	TJACH Coordinated Entry System
	<b>Target Area</b>	City of Charlottesville
	<b>Goals Supported</b>	Support Homeless and Transition to Independence
	<b>Needs Addressed</b>	Homelessness and Risk of Homelessness
	<b>Funding</b>	CDBG: \$53,354
	<b>Description</b>	TJACH will assist a minimum of 41 Homeless people
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	TJACH will have increased capacity to manage a coordinated entry system for public homeless services which will benefit homeless persons
	<b>Location Description</b>	City of Charlottesville

	<b>Planned Activities</b>	TJACH's Coordinated Entry System position will provide public homeless services for 41 homeless people (minimum), low to moderate income people. The City of Charlottesville has identified TJACH's Coordinated Entry System's position as the public service qualifying project for the CDBG program. TJACH's Coordinated Entry System will be receiving funds under the CDBG 15% public services cap of entitlement funds. See City of Charlottesville Budget under the unique grantee appendices for more details of an outlined budget breakdown.
<b>3</b>	<b>Project Name</b>	Ridge Street Priority Neighborhood
	<b>Target Area</b>	City of Charlottesville Ridge
	<b>Goals Supported</b>	Enhance & Improve Access to Neighborhood Amenities
	<b>Needs Addressed</b>	Infrastructure Improvmts/Accessible Nbhd Amenities
	<b>Funding</b>	CDBG: \$201,912
	<b>Description</b>	Ridge has been named the FY 20-21 Priority Neighborhood. Projects will focus on neighborhood improvement projects within low to moderate income eligible areas in the Ridge neighborhood
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2000 people from the Ridge Street target neighborhood.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>4</b>	<b>Project Name</b>	CIC Entrepreneurship Scholarships
	<b>Target Area</b>	City of Charlottesville
	<b>Goals Supported</b>	Foster Small and Local Business Development
	<b>Needs Addressed</b>	Business Development
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	CIC will provide scholarships to existing and new microenterprises for technical assistance
	<b>Target Date</b>	6/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	proposed activities will benefit 20 low to moderate income persons.
	<b>Location Description</b>	City of Charlottesville
	<b>Planned Activities</b>	Providing technical assistance to microenterprises and financial management tools.
<b>5</b>	<b>Project Name</b>	CDBG Admin and Planning FY20
	<b>Target Area</b>	City of Charlottesville
	<b>Goals Supported</b>	Preserve Existing Supply of Affordable Housing Expand the Affordable Housing Stock Support Homeownership for First-time Homebuyers Support Homeless and Transition to Independence Enhance & Improve Access to Neighborhood Amenities Support Investments that Aid Fair Housing Choice Foster Small and Local Business Development
	<b>Needs Addressed</b>	Affordable Housing Homelessness and Risk of Homelessness Infrastructure Improvmts/Accessible Nbhd Amenities Workforce Development Business Development Mental Health and Substance Abuse Services
	<b>Funding</b>	CDBG: \$83,873
	<b>Description</b>	Administration and Planning for CDBG Activities
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Administration and Planning funds will be used to implement the CDBG program, projects/activities.
<b>6</b>	<b>Project Name</b>	Albemarle Homeowner Rehabilitation
	<b>Target Area</b>	Albemarle County

	<b>Goals Supported</b>	Preserve Existing Supply of Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$58,782
	<b>Description</b>	Albemarle Home Improvement Program will complete 9 homeowner rehabs.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Nine low and moderate-income homeowners will benefit from the proposed activities.
	<b>Location Description</b>	The activities will be undertaken in Albemarle County.
	<b>Planned Activities</b>	Nine homeowner rehabilitations.
	7	<b>Project Name</b>
<b>Target Area</b>		Albemarle County
<b>Goals Supported</b>		Expand the Affordable Housing Stock
<b>Needs Addressed</b>		Affordable Housing
<b>Funding</b>		HOME: \$118,524
<b>Description</b>		Albemarle County will use the CHDO set aside and some EN funds to build one new owner-occupied home at the Southwood mobile home park.
<b>Target Date</b>		6/30/2021
<b>Estimate the number and type of families that will benefit from the proposed activities</b>		Twenty low to moderately-low income families will benefit from the proposed activities.
<b>Location Description</b>		Albemarle County at Southwood Mobile Home Park is where the activities will be undertaken.
<b>Planned Activities</b>	Construction of affordable mobile home units.	
8	<b>Project Name</b>	Fluvanna First-time Homebuyer
	<b>Target Area</b>	Fluvanna County
	<b>Goals Supported</b>	Expand the Affordable Housing Stock

	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$4,000
	<b>Description</b>	The Fluvanna/Louisa Housing Foundation will provide down payment assistance to one family.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	One low to moderate-income family will benefit from the proposed the activities.
	<b>Location Description</b>	The activities will be undertaken in Fluvanna County
	<b>Planned Activities</b>	One down payment assistance.
<b>9</b>	<b>Project Name</b>	Fluvanna Homeowner Rehabilitation
	<b>Target Area</b>	Fluvanna County
	<b>Goals Supported</b>	Preserve Existing Supply of Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$4,000
	<b>Description</b>	The Fluvanna/Louisa Housing Foundation will complete one major homeowner rehab.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	One low or moderate-income family will benefit from the proposed activities.
	<b>Location Description</b>	The activities will be undertaken in Fluvanna County
<b>Planned Activities</b>	One major rehab.	
<b>10</b>	<b>Project Name</b>	Fluvanna New Rental Units
	<b>Target Area</b>	Fluvanna County
	<b>Goals Supported</b>	Expand the Affordable Housing Stock
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$100,594
	<b>Description</b>	The Fluvanna/Louisa Housing foundation will build one new rental unit.

	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Low and moderate income families will benefit from the proposed activities.
	<b>Location Description</b>	The activities will be undertaken in Fluvanna County.
	<b>Planned Activities</b>	Construction of one new rental unit.
<b>11</b>	<b>Project Name</b>	Louisa Homeowner Rehabilitation
	<b>Target Area</b>	Louisa County
	<b>Goals Supported</b>	Preserve Existing Supply of Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$11,614
	<b>Description</b>	The Fluvanna/Louisa Housing foundation will complete one major rehab.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	One homeowner will benefit from the proposed activities.
	<b>Location Description</b>	The activities will be undertaken in Louisa County.
	<b>Planned Activities</b>	One major rehab.
<b>12</b>	<b>Project Name</b>	Louisa New Rental Units
	<b>Target Area</b>	Louisa County
	<b>Goals Supported</b>	Expand the Affordable Housing Stock Support Homeless and Transition to Independence
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$88,980
	<b>Description</b>	The Fluvanna/Louisa Housing Foundation will purchase a lot and build one new rental unit.
	<b>Target Date</b>	6/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Low and moderate-income families will benefit from the proposed activities.
	<b>Location Description</b>	The activities will be undertaken in Louisa County.
	<b>Planned Activities</b>	Acquisition of a lot and construction of one major rental unit.
<b>13</b>	<b>Project Name</b>	Louisa First-time Homebuyer
	<b>Target Area</b>	Louisa County
	<b>Goals Supported</b>	Expand the Affordable Housing Stock
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$4,000
	<b>Description</b>	The Fluvanna/Louisa Housing Foundation will provide down payment assistance to one family.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	One low to moderate-income family will benefit from the proposed activities.
	<b>Location Description</b>	The activities will be undertaken in Louisa County.
	<b>Planned Activities</b>	Assist with one down payment for a new homeowner.
<b>14</b>	<b>Project Name</b>	Charlottesville First-time Homebuyer
	<b>Target Area</b>	City of Charlottesville
	<b>Goals Supported</b>	Expand the Affordable Housing Stock
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$47,086
	<b>Description</b>	The City of Charlottesville will provide down payment assistance to 14 families.
	<b>Target Date</b>	6/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Fourteen low to moderate-income families will benefit.
	<b>Location Description</b>	The activities will be undertaken in the City of Charlottesville.
	<b>Planned Activities</b>	Down payment assistance to 14 families.
15	<b>Project Name</b>	Nelson Rental Units
	<b>Target Area</b>	Nelson County
	<b>Goals Supported</b>	Expand the Affordable Housing Stock
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$69,000
	<b>Description</b>	Nelson County Community Development Foundation (NCCDF) will develop one additional rental unit on its land.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Nelson County Community Development Foundation will develop one additional rental unit on its land for low to moderate-income families.
	<b>Location Description</b>	The activity will take place in Nelson County on NCCDF land.
	<b>Planned Activities</b>	Construct one rental unit.
16	<b>Project Name</b>	Nelson Homeowner Rehabilitation
	<b>Target Area</b>	Nelson County
	<b>Goals Supported</b>	Preserve Existing Supply of Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$35,594
	<b>Description</b>	The Nelson County Community Development Foundation will rehabilitate six sub-standard owner-occupied homes with emphasis on accessibility and homes lacking complete indoor plumbing.
	<b>Target Date</b>	6/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Six low to moderate-income families will benefit from the proposed activities.
	<b>Location Description</b>	The activities will be undertaken in Nelson County.
	<b>Planned Activities</b>	Six rehabs
<b>17</b>	<b>Project Name</b>	Nelson First Time Homebuyers
	<b>Target Area</b>	Nelson County
	<b>Goals Supported</b>	Expand the Affordable Housing Stock
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$6,000
	<b>Description</b>	Nelson County will assist two first-time homebuyers with down-payment assistance.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Two low to moderate-income families will benefit from the proposed activities.
	<b>Location Description</b>	The activities will be undertaken in Nelson County.
	<b>Planned Activities</b>	Assist two first time homebuyers.
<b>18</b>	<b>Project Name</b>	Greene Homeowner Rehabilitation
	<b>Target Area</b>	Greene County
	<b>Goals Supported</b>	Preserve Existing Supply of Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$21,899
	<b>Description</b>	Skyline Community Action Partnership (Skyline Cap) will rehab one home in Greene County.
	<b>Target Date</b>	6/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	One family will benefit from the proposed activities.
	<b>Location Description</b>	The activities will be undertaken in Greene County.
	<b>Planned Activities</b>	One rehab.
19	<b>Project Name</b>	Greene First-time Homebuyer
	<b>Target Area</b>	Greene County
	<b>Goals Supported</b>	Expand the Affordable Housing Stock
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$108,695
	<b>Description</b>	Skyline Community Action Partnership (Skyline CAP) will build one new home and offer down payment assistance to a first time homebuyer.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	One family will benefit from the proposed activities.
	<b>Location Description</b>	The activity will be undertaken in Greene County.
	<b>Planned Activities</b>	Build and offer down payment assistance to a first-time homebuyer
20	<b>Project Name</b>	HOME Administration PY20
	<b>Target Area</b>	City of Charlottesville Albemarle County Fluvanna County Louisa County Greene County Nelson County
	<b>Goals Supported</b>	Preserve Existing Supply of Affordable Housing Expand the Affordable Housing Stock
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$64,475
	<b>Description</b>	Administration for HOME Consortium.

	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Region-wide
	<b>Planned Activities</b>	Administration of HOME program.

## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

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

Each of the six localities in the HOME Consortium is allocated an equal share of EN funds. There are no geographic targets within localities set for HOME funds in the Consolidated Plan.

Charlottesville is an entitlement community and receives all CDBG funds. CDBG funds will be distributed among the entire City. Set-aside CDBG funds will be used to target priority neighborhoods.

The CHDO project is assigned on a rotating basis among the six localities. For PY20, Albemarle County will receive the CHDO set-aside funds.

Each HOME subrecipient retains their own program income, so these amounts vary by locality.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
City of Charlottesville	45
Albemarle County	15
Fluvanna County	9
Louisa County	9
Greene County	11
Nelson County	9
Fifeville	
10th and Page	
Rose Hill	
Belmont	
Ridge	

**Table 5 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

Each of the six localities in the HOME Consortium is allocated an equal share of EN funds.

Charlottesville is an entitlement community and receives all CDBG funds.

The CHDO project is assigned on a rotating basis among the six localities. For PY20, Albemarle County

will receive the CHDO set aside funds.

Each HOME subrecipient retains their own program income. So, these amounts vary by locality.

## **Discussion**

# Affordable Housing

## AP-55 Affordable Housing - 91.420, 91.220(g)

### Introduction

HOME activities are carried out through non-profit housing foundations in the region: Albemarle Housing Improvement Program (serving the City of Charlottesville and Albemarle County), Piedmont Housing Alliance (serving the City), Habitat for Humanity (serving the City), the Fluvanna/Louisa Housing Foundation (serving Fluvanna and Louisa Counties), the Nelson County Community Development Foundation, and Skyline CAP (serving Greene County.)

The City has dedicated some of their 2020 HOME and CDBG funds to 10 major homeowner rehabilitation projects and more than half of their HOME funds to 14 down payment assistance to low/moderate income families. Albemarle County has dedicated almost half of their 2020 HOME funds to 9 owner-occupied rehab projects and will use the CHDO set aside to build one new home at the Southwood mobile home park. Fluvanna has dedicated their funds to build one rental. Greene has dedicated over half of their funds to build one new home and offer down payment assistance to a first-time homebuyer. Greene will use the rest of their funds to rehab one home. Louisa has dedicated their funds to perform a major rehab and purchase a lot and build one new rental unit. Nelson plans to develop one additional rental unit and rehab 6 substandard owner-occupied homes with emphasis on accessibility and provide complete indoor plumbing. CDBG funds are used for priority neighborhood, public services and economic development activities.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	41
Non-Homeless	0
Special-Needs	0
Total	41

**Table 6 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	5
Rehab of Existing Units	28
Acquisition of Existing Units	19
Total	52

**Table 7 - One Year Goals for Affordable Housing by Support Type**

### Discussion

CDBG funding will be used to assist homeless persons with increased access to services, including

housing/shelter, however, it is not reported as a household served, rather it is quantified as a person assisted.

## **AP-60 Public Housing - 91.420, 91.220(h)**

### **Introduction**

Public housing is owned and operated by the Charlottesville Redevelopment and Housing Authority (CRHA) and all units are contained within the City limits of Charlottesville.

This section outlines plans to provide this resource and improve the current stock of housing.

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

The Charlottesville Redevelopment and Housing Authority (CRHA) provides housing and tenant support to the City's lowest income population; however, given dwindling HUD resources, CRHA has been forced to concentrate efforts on landlord / tenant responsibilities, with limited resources for public outreach, advocacy and social supports. CRHA relies heavily on community partners to provide on-site and other opportunities for youth and adults in public housing. The agency's overall goal with supporting such programs is to facilitate and encourage residents' efforts towards success and independence. CRHA continues to work closely with the Charlottesville Public Housing Association of Residents (PHAR) in their efforts to provide resident outreach, resident leadership development / capacity building, and resident advocacy.

More recently, in conjunction with PHAR and a committee of community stakeholders, CRHA has embarked on significant redevelopment planning efforts. In support of these efforts, the City of Charlottesville has recently approved funding for assistance to support CRHA with operations and redevelopment. This funding includes support for Redevelopment Project Coordinator and Relocation Specialist positions; redevelopment activities associated with Crescent Halls; professional surveying and environmental survey services; relocation and moving services for Crescent Halls residents; "parallel track"/repairs and rehab at other sites; redevelopment legal counsel redevelopment admin/overhead costs; funding to support TING providing free installation of internet services to public housing residents; and miscellaneous redevelopment planning expenses. The goal of redevelopment is to transform the public housing sites into vital mixed-income and mixed-use (where appropriate) communities to the greatest extent possible, while maintaining a respectful relationship with the surrounding neighborhoods. The City has also proposed \$15 million in funding over the next five years to continue to support public housing redevelopment efforts.

The Charlottesville Affordable Housing Fund has reserved funds (and proposed future funding) for a Supplemental Rental Assistance Program administered by CRHA. This voucher program provides approximately 75 vouchers, annually, for households who are homeless and for Housing Choice Voucher

Program eligible households.

CRHA has recently hired staff to specifically focus on Section 3 initiatives. This work will assist public housing residents with job training and direct participation in redeveloping CRHA's own properties.

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

The Charlottesville Redevelopment and Housing Authority (CRHA) continues to examine the potential to sell off its inventory of individual houses to current occupants or other CRHA residents. Dependent upon funding restrictions and implications for the release of the HUD declaration of trust, CRHA may like to potentially sell one or more of these units to facilitate homeownership opportunities while also helping stabilize the organization's financial situation.

CRHA continues to work with Habitat for Humanity of Greater Charlottesville and Piedmont Housing Alliance to help public housing residents and other interested eligible households identify and locate other housing options. Working to develop these public and private partnerships helps to provide the community with greater housing choices and better quality of life.

The Charlottesville Redevelopment and Housing Authority (CRHA) continues to give preference to homeless individuals in its public housing and housing voucher programs, as a way of helping local residents transition to permanent housing. Since many formerly-homeless individuals require a range of support services to keep them stable in their housing, CRHA is now working with a coalition of local organizations, City officials and Virginia Supportive Housing to develop a second Permanent Supportive Housing facility for our community, building on the success of the first such property (the Crossings at Fourth and Preston). Approx. 40 units at this second facility would be reserved for the chronically homeless, which would go a long way toward ending chronic homelessness in Charlottesville. A potential location and some potential funding sources have already been identified for this new facility and, if this planning process bears fruit, construction could be underway as soon as 2022.

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

A recovery agreement is currently being drafted.

### **Discussion**

## **AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)**

### **Introduction**

The annual Homeless Strategy is derived from the revised Community Plan to End Homelessness. The Thomas Jefferson Area Coalition for the Homelessness (TJACH) adopted a revised plan on March 25, 2015. The revised plan provides a broad strategic vision for TJACH and the homelessness system of care including specific target reductions in homelessness subpopulations. TJACH's primary mission is to make homelessness rare, brief and nonrecurring in this community. Guiding principles identified in the revised plan include a) focusing on the most vulnerable homeless population, b) adopting and implementing housing first strategies, c) using best practices, d) making decisions based on community-level data, e) advocating for a broad and effective system of care beyond housing services, f) increasing housing options for the very poor and people with barriers, and g) providing strong regional leadership.

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

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

The Haven operates a low-barrier day shelter open seven days a week as a resource and respite center for people experiencing homelessness. Coordinated assessment is provided every day at The Haven to assess housing barriers and needs, make appropriate referrals, and connect people to prevention, rapid re-housing and permanent supportive housing resources. A PATH Street Outreach program is well-established in this community, which provides two outreach workers, one at Region Ten (full-time) and the other at On Our Own (32 hours per week). These PATH workers are responsible for conducting outreach on the streets, at soup kitchens, and at campsites where people experiencing homelessness congregate in order to assess and provide resources for people with untreated mental health issues. The PATH program participates in the bi-weekly Community Case Review to accept referrals from partner agencies and conducts weekly outreach at the local low-barrier, day shelter, The Haven. In addition, The Haven supports an outreach worker that specializes on substance abuse assessment and referral, conducting outreach at the day shelter and in public places. TJACH uses the Vulnerability Index Service Provision Decision- Making Tool (VI-SPDAT) to determine eligibility and priority for rapid re-housing resources and a brief pre-screener developed by Andrew Greer and Marybeth Shinn to determine eligibility and priority for prevention resources. In addition, a vulnerability index is used to assess medical vulnerability for prioritized access to permanent supportive housing resources.

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

#### **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**

Integrating housing opportunities with ongoing case management support has been identified as a priority for this CoC. Funding support for housing-focused supportive services has been requested from local funders in order to improve this community's capacity to provide housing stabilization services. With the support of a Community Case Review process, we will work to build a pathway from shelters or street to stable housing and build an inventory of participating landlords. A primary goal for the following year is to assess local data to determine a more strategic way to use public resources, integrate a rapid re-housing triage methodology and reduce shelter stays. Early efforts have yielded a significant increase in the amount of rapid re-housing funding from the state and from local government.

**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.**

Prevention strategies include interventions immediately prior to homelessness occurring, adequate case management during the transition out of homelessness to prevent relapse, and support during a discharge from institutional housing. The State's Virginia Homelessness Solutions Program has provided funds for homelessness prevention. Local prevention funds prioritize households with a previous experience of homelessness. The Jefferson Area OAR have recently been trained to assist their clients with securing SSI/SSDI support rapidly to have sufficient income to prevent recidivism, and this form of counseling will be practiced over the following year. City of Charlottesville and Albemarle County Departments of Social Services leadership serve on CoC governance and actively work to improve access to mainstream resources for people experiencing housing crisis. This fiscal year, the prevention program has served 122 people with a short-term subsidy to get into or remain in stable housing. 100% of these households have successfully avoided homelessness as a result. The community recently partnered together to create an Emergency Assistance line for people to call when they are experiencing a housing crisis.

## **Discussion**

## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

### **Introduction**

This section describes actions planned to remove or ameliorate barriers to affordable housing in the one year period. The one-year actions described in this section are intended to fit within the 5-year strategy to remove or ameliorate barriers to affordable housing.

The Charlottesville City Council has approved approximately \$900,000 to complete the update of its Comprehensive Plan, Affordable Housing Strategy as well as re-write its Zoning Ordinance. The City has retained the services of RHI Consultant Team to assist staff in completing the projects. These initiatives are now underway and are designed to provide policies that would spur creation of more affordable housing in the city. The recently completed Housing Needs Assessment would inform the development of the Affordable Housing Strategy Plan.

Additionally, the City has been increasing its funding commitment to affordable housing development. In 2019, the City allocated \$3.4 Million to capitalize its Charlottesville Affordable Housing Fund (CAHF). In FY 2020, the City Council allocated more than \$10 million to support creation of affordable housing, and Council is proposing to continue its investment in the affordable housing creation in the 2021 budget. The current COVID-19 situation has affected the City's revenue stream and may delay the City's ability to meet its affordable housing priorities. The fund would provide financial support for the Phase I of the Piedmont Housing Alliance's (PHA) Friendship Court Redevelopment project, and Charlottesville Redevelopment Housing Authority's (CRHA) redevelopment activities, among other projects. The current PHA's 11.75 acre site has 150 units and after the redevelopment plan is fully implemented, there will be 450 to 480 units, most of which would be affordable largely to households at 30 to 80% AMI. The City will continue its financial support for first time home buyers and owner-occupied rehabilitation assistance through its nonprofit partners, and Supplemental Rental Assistance Program via the CRHA. Approximately, \$2,595,000 has been appropriated by the City over the last 3 program years to assist low income households and homeless persons with their rental assistance needs.

The City provided \$75,000 split over two years for a full-time Self-Sufficiency position for PHA to enable the organization to improve the capacity of their residents to effectively seek economic opportunities that would enhance their self-sufficiency. This is now underway.

**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**

### **Analysis of Impediments to Affordable Housing Update**

The City's Affirmatively Furthering Fair Housing requirements has been postponed until October 2022. The Analysis of Impediments to Fair Housing Choice (AI) has been updated and approved by the

City Council in May 2020, as a supplement to the Consolidated Plan. Actions in FY 20-21 to address impediments identified in the AI are included as an attachment to this plan.

**Albemarle County – Resolution in Collaboration with Habitat for Humanity**

The County of Albemarle received two planning grants funded through CDBG to assist Habitat for Humanity in community organizing and developing plans for the first phase of the Southwood Mobile Park redevelopment. An action plan has been developed with steps leading to construction beginning in late 2019.

**Thomas Jefferson Planning District Commission Regional Housing Partnership**

The Thomas Jefferson Planning District Commission (TJPDC) has been working with local housing partners and coalitions to launch a Regional Housing Partnership (RHP) and conduct a Regional Housing Study. TJPDC is committing staff time toward the project and partnering with Albemarle County and the Virginia Housing Development Authority (VHDA) to fund and carry out a regional housing study. Regional strategies will be developed during the year.

**City - Comprehensive Plan Updates**

The City staff is currently working with the RHI Consultant Team to update the Comprehensive Plan, which provides a vision for the City’s future growth and specific guidance on land use policies, development patterns, and infrastructure and public facility investments. The Plan update and wholesale Zoning Ordinance rewrite will be informed by the City’s affordable housing strategy, policy and program recommendations.

**City Affordable Housing Policy/Program Recommendations**

The City underwent a major planning effort in response to findings from a consultant-developed Housing Study and Analysis for the City and the urban ring in Albemarle County. The City’s Housing Advisory Committee (HAC) has been developing and refining recommendations that consist of a compilation of tools/developer incentives to be used for supporting affordable housing development.

**City - Comprehensive Housing Strategy**

The City of Charlottesville, in partnership with the HAC, RHI Consultant Team and Comp Plan Steering Committee affordable, is working to develop a comprehensive affordable housing strategy for the City. The overall goals of the housing strategy are to 1) identify specific targets and means to meet affordable housing unit production and preservation based on household income, 2) identify specific regulatory tools and developer incentives to support and encourage the provision of new affordable housing units

within the City, and 3) ensure equitable development throughout the City's neighborhoods.

**City of Charlottesville's Strategic Investment Area and Form-based Code**

The City adopted the Strategic Investment Area (SIA) Plan in February 2014. The City completed the Form-Based Code designed to implement the SIA Plan, and is currently under review. The recommendations include incentives for inclusion of affordable housing units in new developments.

**Discussion**

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

The City and the Consortium will work with the funds received to address the needs of as many individuals as possible. The annual goals to address these underserved needs is contained in AP-20 and are linked to the Strategic Plan Goals which are based off of the housing needs assessment. According to the housing needs assessment (NA), extremely low-income (0-30% of AMI) and very-low income (30-50% of AMI) have the most critical need for affordable housing. The City will use program processes to prioritize assisting persons with critical needs.

### **Actions planned to address obstacles to meeting underserved needs**

The City of Charlottesville and the Consortium will approach the issue of affordable housing from a variety of pathways, including direct provision of new affordable units, tenant-based assistance, and removal of barriers currently in existence. These barriers may be regulatory, in which case those that are within the purview of localities will be reviewed as described in this plan, or they may be cultural. Many of the goals of the plan are educational in nature, with the purpose of ameliorating community resistance to affordable housing and generating social momentum for grassroots community development.

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

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

**The Consolidated Plan contains several goals that address lead-based paint hazard through the rehabilitation of existing substandard homes.** The overwhelming majority of homes that undergo rehabilitation were built before 1978 and can be consider high-risk for hazard. Rehabilitation activities will include abatement of lead-based hazards in compliance with federal law. Detection and removal of lead-based paint in residences constructed before 1978 is to occur while rehabilitating homes when there are children present under the age of 7 years.

The Fluvanna/Louisa Housing Foundation has a certified lead-based paint hazards trainer to assist the region's non-profit providers. Houses being purchased with the down payment and closing cost assistance program to first-time homebuyers also must be reviewed for lead based paint.

Training has been provided to building inspectors and local housing rehabilitation agencies to allow

them to evaluate, treat and/or remove lead paint hazards in our communities. Inspectors evaluate each job before the rehabilitation begins. Grant funding is used to pay for removal of lead based hazards, which will continue to reduce the lead paint concerns. The notification, Watch Out for Lead-Based Paint Poisoning is given to all persons assisted, even if the residence was constructed after 1978, since it serves as a good information and educational tool.

In terms of increasing access to housing without LBP, all of the housing goals in the plan can be considered strategies toward this end. All housing units receiving assistance with CDBG or HOME funds will meet housing quality standards, and thus not contain any lead hazards. The City of Charlottesville, with its down payment and closing cost assistance program to first-time home buyers, will not approve a home if peeling paint is in evidence until it is repaired satisfactorily. This situation is identified through the Section 8 inspection.

### **Actions planned to reduce the number of poverty-level families**

Other organizations and programs in the region including the Charlottesville Redevelopment and Housing Authority, Fluvanna/Louisa Housing Foundation, and the Nelson County Community Development Foundation all administer Housing Choice Voucher Programs for low-income families. Additionally, organizations like these as well as the Albemarle Housing Improvement Program and others also provide assistance to low-income families in making household repairs and installing indoor plumbing.

Finally, the region has a strong, locally administered Social Service/ Welfare Departments operating in each locality. Acting as the primary provider of state funded programming and service delivery, these local government offices help implement the regional strategy by administering strong programs with a coordinated, comprehensive approach.

The City of Charlottesville's Strategic Action Team, comprising key staff from the Departments of Economic Development, Neighborhood Development Services, Social Services, Human Services and the City Manager's Office developed the Pathways to Self Sufficiency: Growing Opportunities Report with action strategies to increase job opportunities through workforce development efforts and to reduce barriers to assist residents with retaining jobs with the ultimate goal of reducing the number of families living in poverty in the City. The report serves as an action plan for prioritizing funding for programs,

including CDBG and HOME funding.

In addition to other efforts, the City has initiated effort designed to provide affordable internet access to the residents of public housing. Discussions with potential service providers is in progress. Several goals in this Consolidated Plan address the needs of people in poverty beyond their immediate housing needs. There are goals to increase job training and recruitment services, in order assist people entering the labor force and, as a result, reduce household poverty.

Educational campaigns, such as fair housing law and awareness of the unique needs of people with disabilities, may open up opportunities for advancement for groups that had previously been obstructed.

The City of Charlottesville Pathways to Self-Sufficiency: Growing Opportunities Report contains a chapter that addresses affordable housing. Further, the report will help serve as a funding priority guide to ensure the City's CDBG and HOME funds are awarded in coordination with the goals set forth in the report and the Consolidated Plan.

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

The City of Charlottesville's current Comprehensive Plan was adopted in August 2013. A broad-reaching update is underway, addressing findings from the City's Housing Needs Assessment. The Albemarle County Board of Supervisors adopted their current Comprehensive Plan on June 10, 2015, including an updated Affordable Housing Policy. The updated policy highlights the dispersal of affordable units throughout a development and adherence to the counties design standards for development areas. State legislation that took effect on July 1, 2016 prevents the County from accepting proffers for affordable housing.

The regional Analysis of Impediments to Fair Housing Choice was updated in 2019. This assessment engaged decision-makers and the general public with the ongoing disparities that exist within the region. It is the intent of the City of Charlottesville and the HOME Consortium to utilize this growing institutional capacity and leverage it toward meeting the goals of this plan. A table of actions to address impediments to fair housing choice is included in Appendix A.

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

## service agencies

There are a few umbrella organizations in the region that serve to bring together housing providers and human services and health agencies.

- *Thomas Jefferson Area Coalition for the Homeless (TJACH)*: a non-profit organization that serves as the lead for the region's Continuum of Care. The TJACH Governance Board includes housing providers, representatives from Departments of Social Services, and other human services and health agencies.
- *Housing Directors Council*: includes representatives from all HOME sub-recipients
- *Jefferson Area Board for the Aging (JABA)*: JABA is working with Piedmont Housing Alliance (PHA) on a plan for continuing to keep Low-Income Housing Tax Credit properties affordable beyond the end of their affordability period.
- *Housing Advisory Committee (HAC)*: Provides City Council with recommendations regarding housing policy and affordable housing funding priorities; researches and discusses trends and ideas in affordable housing across the state and nation and ways Charlottesville can implement some of those new ideas.

The consortium will continue to collaborate with community partners that provide housing and social services to the community. The City will continue to coordinate efforts through subrecipient partners who are internal and external to local government. The agencies listed under the consultation section of the Consolidated Plan will be included in the citizen engagement process for future action plans.

## Discussion

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

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.

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

##### Reference 24 CFR 91.220(I)(1)

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

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

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

as follows:

The Thomas Jefferson HOME Consortium does not intend to use forms of investment other than those described in 24 CFR 92.205(b).

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:

All members (sub-recipients) of the Consortium have elected to use recapture provisions. The original homebuyer is permitted to sell the property to any willing buyer during the period of affordability although Consortium sub-recipients will be able to recapture the entire amount of the HOME-assistance provided to the original homebuyer that enabled the homebuyer to buy the unit. Recapture provisions are triggered by any transfer of title, either voluntary or involuntary, or if the property is no longer used as the owner's primary residence during the established HOME period of affordability.

The period of affordability is based upon the direct HOME subsidy provided to the homebuyer that enabled the homebuyer to purchase the unit. Any HOME program income used to provide direct assistance to the homebuyer is included when determining the period of affordability. If the total HOME investment in the unit is under \$15,000, the period of affordability is 5 years; if the HOME investment is between \$15,000 and \$40,000, the period of affordability is 10 years and if the HOME investment is over \$40,000, the period of affordability is 20 years.

Direct HOME subsidy includes the total HOME investment (including program income) that enabled the homebuyer to purchase the property. This may include down payment assistance, closing costs, or other HOME assistance provided directly to the homebuyer. The amount of recapture is limited to the net proceeds available from the sale of the home. Net proceeds are defined as the sales price minus superior loan repayment (other than HOME funds) and any closing costs.

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:

Recapture of initial HOME investment shall be secured by note and deed of trust for a term not less than the applicable period of affordability. Consortium subrecipients will also execute a HOME written agreement that accurately reflects the recapture provisions with the homebuyer before or at the time of sale. A clear, detailed written agreement ensures that all parties are aware of the specific HOME requirements applicable to the unit. The written agreement is a legal obligation. The HOME written agreement is a separate legal document from any loan instrument.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is

rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The TJ HOME Consortium does not intend to use HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds.

## Attachments

Citizen Participation Comments

The Daily Progress The News Virginian  
 Orange County Review Greene County Record  
 The Madison Eagle Culpeper Star Exponent

Order Confirmation

Order# 0001079095

Client: THOMAS JEFFERSON PLANNING DIST  
 Phone: 4349797310

Pavor : THOMAS JEFFERSON PLANNING DIST  
 Phone: 4349797310

Account: 3309593  
 Address: PO BOX 1505

Account: 3309593  
 Address: PO BOX 1505  
 CHARLOTTESVILLE VA 22902

Sales Rep: aperrone  
 Acct Rep: evillock  
 Ordered By: Shirsee S.R. Fran

Fax: 4349791597  
 Email: NMorrison@tjpd.org

Total Amount \$1,123.00  
 Payment Amount \$0.00

Amount Due \$1,123.00

Tear Sheets 0 Proofs 0 Affidavits 1 PO Number: FINAL\_CDBG-HOME Action Plan

Tax Amount: 0.00  
 Payment Meth: Invoice - Statement

Ad Number	Ad Type	Ad Size	Color
0001079095-01	CLS Legal Liner	2 X 22 li	\$0.00

Production Method  
 AdBooker (liner)

Production Notes

Product and Zone	Placement	Position	# Inserts
CVL Daily Progress	C-Legal Ads	Legal Notices	7

Run Schedule Invoice Text: NOTICE OF PUBLIC HEARING AND PUBLIC COMMENT

Run Dates 3/27/2020, 3/28/2020, 3/29/2020, 3/30/2020, 3/31/2020, 4/ 1/2020, 4/ 2/2020

Product and Zone	Placement	Position	# Inserts
CVL dailyprogress.com	C-Legal Ads	Legal Notices	16

Run Schedule Invoice Text: NOTICE OF PUBLIC HEARING AND PUBLIC COMMENT

Run Dates 3/27/2020, 3/28/2020, 3/29/2020, 3/30/2020, 3/31/2020, 4/ 1/2020, 4/ 2/2020, 4/ 3/2020, 4/ 4/2020, 4/ 5/2020, 4/ 6/2020, 4/ 7/2020, 4/ 8/2020, 4/ 9/2020, 4/10/2020, 4/11/2020

TagLine: NOTICEOFPUBLICHEARINGANDPUBLICCOMMENTPERIODDRAFTYEAR20202021ACTIONPLANOFTHEC  
 ONSOLIDATEDPLANFORTHECITYOFCHARLOTTESVILLEANDTHETHOMASJEFF

Ad Content Proof

Note: Ad size does not reflect actual ad

**NOTICE OF PUBLIC HEARING AND PUBLIC COMMENT PERIOD  
 DRAFT YEAR 2020-2021 ACTION PLAN OF THE CONSOLIDATED PLAN FOR THE  
 CITY OF CHARLOTTESVILLE AND THE  
 THOMAS JEFFERSON PLANNING DISTRICT**

**30-DAY COMMENT PERIOD: March 26 - April 26, 2019**

The City of Charlottesville and the TJPDC invite all interested citizens to comment on the 2020-2021 (July 1, 2020 to June 30, 2021) Draft Action Plan of the Consolidated Plan. The Consolidated Plan and the Action Plan guide the use of federal Community Development Block Grant (CDBG) funds in the City of Charlottesville and federal HOME funds in the Thomas Jefferson Planning District (City of Charlottesville and counties of Albemarle, Fluvanna, Greene, Louisa, and Nelson). Funding levels from the current year are being used for planning for the 2019-2020 year, assumed to be \$419,367 for CDBG and \$644,752 for HOME. The City Council will hold a public hearing on May 4, 2020 at 6:30 pm in City Council Chambers, 605 E Main St. A public hearing will also be held in TJPDC's Water Street Center, 407 E Water St., May 7, 2020, at 7:00 pm. The Action Plan is available at [www.tjpd.org/housing](http://www.tjpd.org/housing) or by contacting Erin Atak, City of Charlottesville at (434) 979-3093 or Shirsee Franklin, TJPDC, at (434) 422-4060. Reasonable accommodations for persons with disabilities and non-English speakers will be provided if requested.

The Daily Progress The News Virginian  
 Orange County Review Greene County Record  
 The Madison Eagle Culpeper Star Exponent

### Order Confirmation

Order# 0001083529

**Client:** THOMAS JEFFERSON PLANNING DIST  
**Phone:** 4349797310

**Pavor :** THOMAS JEFFERSON PLANNING DIST  
**Phone:** 4349797310

**Account:** 3309593  
**Address:** PO BOX 1505

**Account:** 3309593  
**Address:** PO BOX 1505  
 CHARLOTTESVILLE VA 22902

**Sales Rep** **Acct Rep** **Ordered By**  
 aperrone evillwock Shirese Franklin

**Fax:** 4349791597  
**Email:** NMorrison@tjpd.org

**Total Amount** \$189.00  
**Payment Amount** \$0.00

**Amount Due** \$189.00      **Tear Sheets** 0      **Proofs** 0      **Affidavits** 1      **PO Number:**

**Tax Amount:** 0.00

**Payment Meth:** Invoice - Statement

Ad Number	Ad Type	Ad Size	Color
0001083529-01	CLS Legal Liner	2 X 22 li	\$0.00

**Production Method**      **Production Notes**  
 AdBooker (liner)

Product and Zone	Placement	Position	# Inserts
CVL Daily Progress	C-Legal Ads	Legal Notices	1
<b>Run Schedule Invoice Text:</b> NOTICE OF PUBLIC HEARING AND PUBLIC COMMENT			
<b>Run Dates</b> 4/13/2020			

Product and Zone	Placement	Position	# Inserts
CVL dailyprogress.com	C-Legal Ads	Legal Notices	10
<b>Run Schedule Invoice Text:</b> NOTICE OF PUBLIC HEARING AND PUBLIC COMMENT			
<b>Run Dates</b> 4/13/2020, 4/14/2020, 4/15/2020, 4/16/2020, 4/17/2020, 4/18/2020, 4/19/2020, 4/20/2020, 4/21/2020, 4/22/2020			

**TagLine:** NOTICEOFPUBLICHEARINGANDPUBLICCOMMENTPERIODDRAFTYEAR20202021ACTIONPLANOFTHC  
 ONSOLIDATEDPLANFORTHECITYOFCHARLOTTESVILLEANDTHETHOMASJEFF

**Ad Content Proof**  
 Note: Ad size does not reflect actual ad

**NOTICE OF PUBLIC HEARING AND PUBLIC COMMENT PERIOD  
 DRAFT YEAR 2020-2021 ACTION PLAN OF THE CONSOLIDATED PLAN FOR THE  
 CITY OF CHARLOTTESVILLE AND THE  
 THOMAS JEFFERSON PLANNING DISTRICT**

**30-DAY COMMENT PERIOD: March 26 - April 26, 2019**

The City of Charlottesville and the TJPDC invite all interested citizens to comment on the 2020-2021 (July 1, 2020 to June 30, 2021) Draft Action Plan of the Consolidated Plan. The Consolidated Plan and the Action Plan guide the use of federal Community Development Block Grant (CDBG) funds in the City of Charlottesville and federal HOME funds in the Thomas Jefferson Planning District (City of Charlottesville and counties of Albemarle, Fluvanna, Greene, Louisa, and Nelson). Funding levels for the 2020-2021 year are assumed to be \$419,367 for CDBG and \$644,752 for HOME. The City Council will hold a public hearing on May 4, 2020 at 6:30 pm in City Council Chambers, 605 E Main St. A public hearing will also be held in TJPDC's Water Street Center, 407 E Water St., May 7, 2020, at 7:00 pm.

The Action Plan is available at [www.tjpd.org/housing](http://www.tjpd.org/housing) or by contacting Erin Arak, City of Charlottesville at (434) 979-3093 or Shirese Franklin, TJPDC, at (434) 422-4080. Reasonable accommodations for persons with disabilities and non-English speakers will be provided if requested.

## Grantee Unique Appendices

2020-2021 CDBG and HOME BUDGET ALLOCATIONS  
RECOMMENDED BY CDBG/HOME TASK FORCE and SAT: 3/4/2020, 3/5/2020  
APPROVED BY CITY COUNCIL:

A. PRIORITY NEIGHBORHOOD			
A. Ridge Street Priority Neighborhood		\$201,912.90*	
B. ECONOMIC DEVELOPMENT PROJECTS			
A. Community Investment Collaborative – Entrepreneur Scholarships		\$15,000	
		ECONOMIC DEVELOPMENT TOTAL: \$15,000	
C. PUBLIC SERVICE PROJECTS			
A. TJACH - Coordinated Entry System		\$53,354.58	
		SOCIAL PROGRAMS TOTAL: \$53,354.58	(15% EN)
D. HOUSING PROJECTS			
A. AHIP – Homeowner Rehab		\$78,550.12	
		HOUSING PROGRAMS TOTAL: \$78,550.12	
E. ADMINISTRATION AND PLANNING:			
A. Admin and Planning		\$83,873.40	(20% EN)

GRAND TOTAL: \$432,691  
ESTIMATED NEW ENTITLEMENT AMOUNT: \$419,367  
ESTIMATED EN AVAILABLE AFTER PI APPLIED: \$0.00  
REPROGRAMMING: \$13,324

\* Funding includes reprogrammed funds

---

2020-2021 HOME BUDGET ALLOCATIONS

A. AHIP – Homeowner Rehab		\$33,507.84*
B. Habitat for Humanity – Down Payment Assistance		\$47,086.16*
		TOTAL: \$127,210.56
		ENTITLEMENT AMOUNT: \$80,594
		ESTIMATED EN AVAILABLE AFTER PI APPLIED: \$107,062.06
		PROGRAM INCOME: \$26,468.06
		REPROGRAMMING: \$0.00
		LOCAL MATCH: \$20,148.50

\* Includes estimated EN available after program income applied

Impediment	Objective	Proposed Actions for Program Year 20-21
<b>Regulatory Barriers</b>	Revise and update plans to integrate fair housing policies/principles when conducting housing studies, examine impacts to fair housing	<p><b>1-year Actions:</b> Include fair housing principles in the Request for Proposal (RFP) for consulting work on the City's Comprehensive Plan update, to address zoning and other regulatory barriers identified in the Housing Needs Assessment (HNA).</p> <p>Collaborate with localities in drafting the Housing Chapters for local Comprehensive Plans as part of the Regional Housing Partnership's (RHP's) work.</p>
	Revise ordinances that create barriers to housing affordability	<p><b>1-year Actions:</b> Begin work on a clear definition of affordable housing and develop consensus on the definition and community benefits. (2 to 3-year process to complete)</p> <p>Work with the City of Charlottesville in the wholesale rewrite of its Zoning Ordinance.</p> <p>Include work on Housing Advisory Committee (HAC) recommendations to develop a strategy to increase the number of affordable housing units in the City in the RFP for consultant services.</p> <p>Complete the RHP's Regional Housing Analysis and begin to develop strategies to address identified barriers.</p>
<b>Rental and Home-ownership Affordability</b>	<p>Increase the homeownership rate for racial and ethnic minorities;</p> <p>Support workforce development and microenterprise assistance;</p> <p>Support programs to increase financial capacity;</p> <p>Increase the number of affordable homeowner and rental units;</p> <p>create incentives for affordable housing</p>	<p><b>1-year Actions:</b> Provide and support workforce programs to improve job skills, assist in job placement and promote entrepreneurship in the City of Charlottesville.</p> <p>Through Piedmont Housing Alliance (PHA) and Fluvanna Louisa Housing Foundation (FLHF) continue to provide credit repair programs.</p> <p>Continue to provide HUD-Certified Counseling Training for prospective homeowners through PHA and Skyline CAP.</p> <p>Through Skyline CAP's new First Time Homebuyer program, provide information and support for new homeowners to access affordable, fair mortgage products. All HOME subrecipients will assist FTHB by providing information on mortgage products. Carry out 4 DP assistance activities through HOME.</p> <p>Continue local tax relief programs. Consider expansion of programs as part of strategies developed in the Regional Housing Study.</p> <p>Provide repairs at low cost to local homeowners using HOME and HPG funding, private grants and donations (AHIP, FLHF, Skyline CAP, NCCDF). Rehabilitate 18 homes through the HOME program.</p> <p>Skyline CAP will build one new home in Greene County (HOME).</p> <p>FLHF will work with HCV clients to move them toward homeownership.</p> <p>The City will provide support to Habitat for Humanity</p> <p>FLHF will build 2 rental homes in Fluvanna and 2 in Louisa</p>

		<p>The RHP will draft strategies to increase affordable housing and identify opportunities to implement them.</p> <p>The City of Charlottesville will support the CRHA and PHA's Low Income Housing Tax Credit (LIHTC) projects.</p> <p>Include increased funding for rent relief and tax relief programs for low-income elderly/disabled households in the City's budget</p> <p>Increase funding for the Charlottesville Housing Affordability Fund (CHAF) for non-elderly/non-disabled low-income homeowners in the City's budget</p>
<b>Lack of Accessible Housing for People with Disabilities and People Aging in Place</b>	Increase the quantity and scope of accessible units; communicate visitability and accessibility needs to homeowners and landlords	<p><b>1-year Actions:</b> The City of Charlottesville will support redevelopment of public housing through its Capital Improvement Program (CIP)</p> <p>Include accessibility features in homeowner rehabilitation activities through HOME, HPG and privately-funded projects.</p> <p>Include basic accessibility features in new home construction. Track accessibility features through the HOME program</p> <p>Subrecipients will continue and expand referral sources (DSS, JABA, Independence Resource Center, UVA Hospital) for accessibility and reasonable accommodations needs.</p> <p>Continue FLHF ramp program</p>
<b>Insufficient number of Family sized rental units</b>	Increase the number of family-sized units for renter households	<p><b>1-year Action:</b> Analyze data and develop strategies to address needs for rental units with 3 or more bedrooms through the RHP, primarily in urban and suburban markets.</p>
<b>Language and Cultural Barriers</b>	Reduce cultural and linguistic barriers to housing access; engage different groups in conversations about differences and similarities	<p><b>1-year Actions:</b> Conduct a four-factor analysis to determine if vital HOME and CRHA documents need to be translated. Get copies of VHDA materials in Spanish. Identify available services for verbal and written translation.</p> <p>Contact the International Rescue Committee (IRC) and Creciendo Juntos (CJ) to establish referral and translation processes.</p> <p>Engage diverse residents and representatives that support diverse populations in discussions for the update of the City's Comprehensive Plan.</p>

<p><b>Discrimination in the rental and homeowner market</b></p>	<p>Raise awareness of fair housing laws; provide counseling and advocacy; test for discrimination</p>	<p><b>1-year Actions:</b> Piedmont Housing Alliance (PHA) will raise awareness of fair housing laws through housing counseling and advocacy, including informing the public of their rights and laws that protect them at community outreach events, group education classes/workshops, with informational resources, and with individual housing counseling clients, as well as assisting people with housing discrimination complaints and requests for reasonable accommodations and reasonable modifications.</p> <p>Skyline CAP will include fair housing as part of its housing counseling program.</p> <p>PHA will provide information on VHDA's Rental Unit Accessibility Modification program to the Independence Resource Center (IRC), International Rescue Committee (IRC) and the Jefferson Area Board for Aging (JABA)</p> <p>Develop a one-page fact sheet for lenders to inform them of available resources in the region and equip them to refer applicants to those resources</p> <p>The City's Office of Human Right will reach out to the LGBTQ+ community to encourage reporting of any instances of discrimination.</p> <p>TJPDC's Legislative Liaison will track efforts at the state level for source of income protections.</p>
---	---	--

**FY 2020 HOME Partnership Thomas Jefferson Planning District Commission  
allotment breakdown:**

Preserve Existing Supply of Affordable Housing:	<u>\$151,397.14</u>
Expand the Affordable Housing Stock:	<u>\$323,098.50</u>
Support Homeownership for First-time Homebuyers:	<u>\$105,781.16</u>
HOME administration:	<u>\$64,475.20</u>
Total:	<u>\$644,752.00</u>

**Grantee SF-424's and Certification(s)**

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application:	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: 03/01/2023	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>		5b. Federal Award Identifier: H-20-BU-11-0022
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: <input type="text" value="City of Clark County, Nevada"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 64-8001202	* c. Organization DUNS: 0747458193000	
* Address:		
* Unit:	<input type="text" value="PO Box 911"/>	
* Street:	<input type="text"/>	
* City:	<input type="text" value="Clark County, Nevada"/>	
* County/Parish:	<input type="text"/>	
* State:	<input type="text" value="Nevada"/>	
* Prefix:	<input type="text"/>	
* Country:	<input type="text" value="USA: UNITED STATES"/>	
* Zip/Postal Code:	<input type="text" value="89302-0011"/>	
* Organizational Unit:		
* Department Name:	* Division Name: <input type="text"/>	
* f. Name and contact information of person to be contacted on matters involving this application:		
* Title:	<input type="text" value="Grant Administration"/>	
* Name:	* First Name: <input type="text" value="Linda"/>	
* Middle Name:	<input type="text"/>	
* Last Name:	<input type="text" value="Shax"/>	
* Office:	<input type="text"/>	
* Telephone Number:	4349703095	
* Fax Number:	<input type="text"/>	
* Email:	lshax@clarkcountynv.gov	

Application for Federal Assistance SF-424	
<p>* 9. Type of Applicant 1: Select Applicant Type:</p> <input type="text" value="City or Township Government"/> <p>Type of Applicant 2: Select Applicant Type:</p> <input type="text"/> <p>Type of Applicant 3: Select Applicant Type:</p> <input type="text"/> <p>* Other (specify):</p> <input type="text"/>	
<p>* 10. Name of Federal Agency:</p> <input type="text" value="Housing and Urban Development"/>	
<p>11. Catalog of Federal Domestic Assistance Number:</p> <input type="text"/> <p>CFDA Title:</p> <input type="text"/>	
<p>* 12. Funding Opportunity Number:</p> <input type="text" value="14-2-0"/> <p>* Title:</p> <input type="text" value="Community Development Block Grant"/>	
<p>13. Competition Identification Number:</p> <input type="text"/> <p>Title:</p> <input type="text"/>	
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <input type="text"/> <div style="display: flex; justify-content: space-around;"> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> </div>	
<p>* 15. Descriptive Title of Applicant's Project:</p> <input type="text" value="2010-2011 Annual Action Plan for the City of Charlottesville and Thomas Jefferson HOME Conserva"/>	
<p>Attach supporting documents as specified in agency instructions.</p> <div style="display: flex; justify-content: space-around;"> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/> </div>	

**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.

17. Proposed Project:

\* a. Start Date:  \* b. End Date:

18. Estimated Funding (\$):

* a. Federal	419,567.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	13,524.00
* f. Program Income	72.97
* g. TOTAL	432,564.97

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

a. The 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

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 28, 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		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate date(s): <input type="text"/> Other (Specify): <input type="text"/>
* 3. Date Received: 06/01/2020	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: 20-20-DC-51-0903	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* 9. Legal Name: <input type="text" value="City of Charlottesville"/>		
* 10. Employer/Taxpayer Identification Number (EIN/TIN): 54-8001300	* 11. Organizational DUNS: 0347450230030	
d. Address:		
* Street1: <input type="text" value="20100 311"/>	Street2: <input type="text"/>	
* City: <input type="text" value="Charlottesville"/>	County/Parish: <input type="text"/>	
* State: <input type="text" value="VA - Virginia"/>	Province: <input type="text"/>	
* Country: <input type="text" value="USA - UNITED STATES"/>	* Zip / Postal Code: <input type="text" value="22902-3511"/>	
e. Organizational Unit:		
Department Name: <input type="text"/>	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="Darin"/>	
Middle Name: <input type="text"/>	* Last Name: <input type="text" value="Brak"/>	
Suffix: <input type="text"/>	Title: <input type="text" value="Grants Coordinator"/>	
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="4345700000"/>	Fax Number: <input type="text"/>	
* Email: <input type="text" value="darin.brak@charlottesville.gov"/>		

Application for Federal Assistance SF-424	
<b>* 9. Type of Applicant: 1: Select Applicant Type:</b> <input type="text" value="City or Township Government"/>	
<b>Type of Applicant 2: Select Applicant Type:</b> <input type="text"/>	
<b>Type of Applicant 3: Select Applicant Type:</b> <input type="text"/>	
<b>* Other (specify):</b> <input type="text"/>	
<b>* 10. Name of Federal Agency:</b> <input type="text" value="Economic and Urban Development"/>	
<b>11. Catalog of Federal Domestic Assistance Number:</b> <input type="text" value="15-209"/>	
<b>CFDA #:</b> <input type="text" value="E0603 Investment Partnership"/>	
<b>* 12. Funding Opportunity Number:</b> <input type="text" value="E0603"/>	
<b>* Title:</b> <input type="text" value="See CFDA Above"/>	
<b>13. Competition Identification Number:</b> <input type="text"/>	
<b>Title:</b> <input type="text"/>	
<b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b> <input type="text"/> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span>Add Attachment</span> <span>Delete Attachment</span> <span>View Attachment</span> </div>	
<b>* 16. Descriptive Title of Applicant's Project:</b> <input type="text" value="2020-2021 Annual Action Plan for the City of Charlotteville and Thomas Catherine BOHB Corporation"/>	
Attach supporting documents as specified in agency instructions. <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span>Add Attachments</span> <span>Delete Attachments</span> <span>View Attachments</span> </div>	

Application for Federal Assistance SF-424	
<b>16. Congressional District Of:</b>	
*a. Applicant: <input type="text" value="S, 7111"/>	*b. Program/Project: <input type="text" value="S, 7111"/>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
<b>17. Proposed Project:</b>	
*a. Start Date: <input type="text" value="07/01/2020"/>	*b. End Date: <input type="text" value="06/30/2021"/>
<b>18. Estimated Funding (\$):</b>	
*a. Federal	<input type="text" value="041,752.00"/>
*b. Applicant	<input type="text" value="0.00"/>
*c. State	<input type="text" value="0.00"/>
*d. Local	<input type="text" value="0.00"/>
*e. Other	<input type="text" value="0.00"/>
*f. Program Income	<input type="text" value="6,100.58"/>
*g. TOTAL	<input type="text" value="408,852.58"/>
<b>*19. Is Application Subject to Review By State Under Executive Order 12372 Process?</b> <input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/> . <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372	
<b>*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", provide explanation and attach <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
<b>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 28, Section 1001)</b> <input checked="" type="checkbox"/> ** 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.	
<b>Authorized Representative:</b>	
Prefix: <input type="text" value="Dr."/>	* First Name: <input type="text" value="Cynthia"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Richardson"/>	
Suffix: <input type="text"/>	
* Title: <input type="text" value="City Manager"/>	
* Telephone Number: <input type="text" value="4349733706"/>	Fax Number: <input type="text"/>
* Email: <input type="text" value="richardson@cibola.net@ci.hwy111e.gov"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="06/01/2020"/>

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4045-0008  
 Expiration Date: 02/28/2022

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 (0346-0042), 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 or approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that conflicts 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. §§4723-4733) 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. §§1681-1693, 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 handicap; (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 non-discrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-516), as amended, relating to non-discrimination 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 non-discrimination in the sale, rental or financing of housing; (i) any other non-discrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other non-discrimination statute(s) which may apply to the application.

Previous Edition Usable

Authorized for Local Reproduction

Standard Form 424D (Rev. 7-97)  
 Prescribed by OMB Circular A-102

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. §§327-323) 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. §§ 451 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. §§436a-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
	City Manager
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Charleston, WV	06/01/2020

SF-424D (Rev. 7-87) Back



# CPMP Non-State Grantee Certifications

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

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

## NON-STATE GOVERNMENT CERTIFICATIONS

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

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

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

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

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

Charlottesville

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

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

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;

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

It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

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

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

5/15/2020

Signature/Authorized Official

Date

Dr. Tarron Richardson

Name

City Manager

Title

PO Box 911

Address

Charlottesville, VA 22902

City/State/Zip

434-970-3106

Telephone Number



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

### Specific CDBG Certifications

The Entitlement Community certifies that:

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

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24.570.2 and CFR 24 part 570)

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

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

**Maximum Feasible Priority** - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);

**Overall Benefit** - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2020, 2021, 2022, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

**Special Assessments** - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

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

**Excessive Force** -- It has adopted and is enforcing:

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

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;

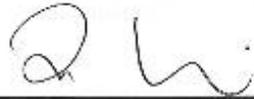
Charlottesville

---

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

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

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



5/15/2020

Signature/Authorized Official

Date

Dr. Tarron Richardson

Name

City Manager

Title

PO Box 911

Address

Charlottesville, VA 22902

City/State/Zip

434-970-3106

Telephone Number

Charlottesville

---

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

**OPTIONAL CERTIFICATION  
CDBG**

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

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



5/15/2020

Signature/Authorized Official

Date

Dr. Tarron Richardson

Name

City Manager

Title

PO Box 911

Address

Charlottesville, VA 22902

City/State/Zip

434-970-3106

Telephone Number

Charlottesville

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

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

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

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

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

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



5/15/2020

Signature/Authorized Official

Date

Dr. Tarron Richardson

Name

City Manager

Title

PO Box 911

Address

Charlottesville, VA 22902

City/State/Zip

434-970-3106

Telephone Number

Charlottesville

---

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

### HOPWA Certifications

The HOPWA grantee certifies that:

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

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

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



5/15/2020

Signature/Authorized Official

Date

Dr. Tarron Richardson

Name

City Manager

Title

PO Box 911

Address

Charlottesville, VA 22902

City/State/Zip

434-970-3106

Telephone Number

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

#### ESG Certifications

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

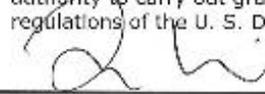
I further certify that the local government will comply with:

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

authorities as specified in 24 *CFR* Part 58.

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

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

  
\_\_\_\_\_  
Signature/Authorized Official

Date

Name  
  
Title  
  
Address  
  
City/State/Zip  
  
Telephone Number

Charlottesville

---

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

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

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



05/15/2020

Signature/Authorized Official

Date

Dr. Tarron Richardson

Name

City Manager

Title

PO Box 911

Address

Charlottesville, VA 22902

City/State/Zip

434-970-3106

Telephone Number

This certification does not apply.  
 This certification is applicable.

**APPENDIX TO CERTIFICATIONS**

**Instructions Concerning Lobbying and Drug-Free Workplace Requirements**

**Lobbying Certification**

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

**Drug-Free Workplace Certification**

- By signing and/or submitting this application or grant agreement, the grantee is providing the certification.  
 The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.  
 Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is an application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.  
 Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).  
 If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
- The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
City Hall	610 E. Market St.	Charlottesville		VA	22902

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