

# ANNUAL CONSOLIDATED COMMUNITY DEVELOPMENT ACTION PLAN



**Henrico County, Virginia  
2022 - 2023**



Henrico County, Virginia

**ANNUAL  
CONSOLIDATED  
COMMUNITY  
DEVELOPMENT  
ACTION PLAN**

2022 - 2023

Department of  
Community Revitalization

July 2022

## Acknowledgements

The 2022-23 Annual Consolidated Community Development Action Plan was prepared by the County of Henrico Department of Community Revitalization, Division of Community Development.

### **County of Henrico Board of Supervisors as of January 2022**

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## Preface

The *2022-2023 Consolidated Annual Action Plan* is submitted electronically to the United States Department of Housing and Urban Development (HUD) through the e-Con Planning Suite within the Integrated Disbursement and Information System (IDIS). This document is an exported and reformatted version of that submission. Questions about this document may be directed to the Henrico County Department of Community Revitalization in the following manner:

- In person during normal office hours at 4905 Dickens Road, Suite 200. The ability to visit the office in-person may be limited if public safety or health conditions warrant.
- By email at [revitalization@henrico.us](mailto:revitalization@henrico.us)
- By telephone at 804-501-4757

County of Henrico  
Department of Community Revitalization  
July 2022

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## Executive Summary

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

#### 1. Introduction

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

This *Annual Action Plan* covers year three of the Consolidated Plan and identifies the activities to be undertaken during the year beginning October 1, 2022. The *Annual Action Plan* is the formal application to HUD for the PY 2022-23 entitlement funds administered by the County of Henrico Department of Community Revitalization.

Sources of funds for PY 2022-23 are as follows:

2022-23 CDBG Entitlement Grant: \$1,645,428

2022-23 HOME Entitlement Grant: \$991,558

2022-23 ESG Entitlement Grant: \$146,882

CDBG Funds Brought Forward: \$125,170

HOME Funds Brought Forward: \$88,387

ESG Funds Brought Forward: \$798

Total Funds: \$2,998,223

With the adoption of this Action Plan on June 28, 2022, CDBG, HOME, and ESG funds were allocated to 21 projects. A summary of sources of funds and projects funded is provided in Appendix C.

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

Section AP-20 of this document provides the goals that guide the expenditure of CDBG, HOME, and ESG funds for the 2022-23 program year. Eight goals are identified and listed below. Complete descriptions of the goals can be found in Section AP-20.

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

The objectives for the 2022-23 *Annual Action Plan* are listed below along with the projected outcomes. Expected outcomes for the five-year plan are in parentheses.

- Rehabilitation or minor repair of 71 (378) housing units for low- and moderate-income elderly persons and/or disabled homeowners thereby retaining the affordable housing stock and increasing the supply of supportive housing.
- Rehabilitation for sale or new construction of 2 (10) housing units for low- and moderate-income homeowners, thereby increasing the availability of affordable permanent housing.
- Creation of 53 units of affordable rental housing for low- and moderate-income residents.
- Provision of down payment and closing cost assistance to 21 (103) low- and moderate-income first-time homebuyers, thereby increasing the supply of affordable housing to low-income and moderate-income individuals.
- Provision of after-school educational and tutoring activities, counseling, and preventative activities for 125 (625) children living in subsidized housing, thereby improving the safety and livability of neighborhoods.
- Provision of technical assistance to businesses within the County's Enterprise Zone, thereby providing job creation and retention, and the establishment, stabilization, and expansion of small businesses. At least 7 (45) jobs, available to low- or moderate-income persons, will be created.
- Provision of a revolving loan fund providing access to capital for small business, thereby creating 8 jobs, available to LMI persons.
- Provision of preventative services to 418 (3250) families/individuals facing homelessness.
- Provision of services and/or shelter to 100 (225) families who have experienced homelessness.
- Street outreach to 60 (300) individuals or families facing homelessness.

### 3. Evaluation of past performance

The *Consolidated Annual Performance and Evaluation Report (CAPER)* described the County's performance relative to the goals established in the Five-Year Consolidated Plan. The following is a summary of the accomplishments for the program year ending September 30, 2021 as described in the PY 2020-21 Performance Report. During PY 2020-21, the County continued to provide and improve housing opportunities for low- and moderate-income individuals, support affordable housing, provide services and opportunities to low- and moderate-income individuals and families, and serve persons who were homeless or at risk of homelessness.

Summary of PY 2020-2021 Accomplishments:

- Completion of the rehabilitation of 12 homes owned by low- and moderate-income homeowners.
- Completion of emergency and minor repairs to 63 homes owned by low- and moderate-income homeowners.
- Provided affordable housing to 12 low- and moderate-income households by providing down payment and closing cost assistance.
- Provided after-school substance abuse and violence prevention programs to 364 at-risk youths throughout the program year.
- Economic development assistance resulted in the creation of 2 new jobs for low-income persons and the support of 6 businesses owned by low- and moderate-income persons.
- Provided homelessness prevention, case management, shelter, street outreach, and rapid rehousing services to 1,051 persons and/or households.
- CDBG-CV funds were expended to assist formerly incarcerated persons with housing and other needs; provide food and food delivery to low-income families; provide rental assistance to low-income persons; provide testing services for Coronavirus; assist small businesses effected by Coronavirus; provide foreclosure prevention; provide crisis counseling to persons in need; provide housing resources to those facing housing instability; provide remote learning equipment for McKinney-Vento students; and provide workforce support to those whose employment was effected by Coronavirus
- ESG-CV funds were expended to assist persons at risk of homelessness due to the Coronavirus, support family shelters, support multiple non-congregate shelters, rapid rehousing, and provide rental assistance

As of July 1, 2022, the spend rate was calculated at 1.38. Henrico County consistently meets the required CDBG spend rate.

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

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

Henrico County conducted two public hearings, the first on February 15, 2022 and the second with the Count Board of Supervisors on June 28, 2022. Opportunities for public input included consultations with County agencies and non-profit service providers. Advertising of public hearings and opportunities for public input included the following:

- Newspaper advertisement in the *Richmond Times-Dispatch*, *Richmond Free Press*, and *Henrico Citizen*.
- Direct emailing to the Department of Community Revitalization email list
- Notices on the County website

#### **5. Summary of public comments**

Comments received at the Community Development Needs public hearing on February 15, 2022, concerned the County's efforts towards the need for affordable housing in the area, particularly related to past discriminatory lending practices and closing the racial equity gap. Citizens also mentioned the need to focus on financial support toward minority first-time home buyers. No comments were received at the June 28, 2022, Board of Supervisors' public hearing.

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

All comments received were accepted and considered in the formulation of the 2022-23 *Annual Action Plan*. While all comments were accepted, not all could be addressed through projects funded in this Action Plan due to limits on funding and limits on eligible uses of CDBG, HOME, and/or ESG funds.

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

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

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

| Agency Role           | Name           | Department/Agency                      |
|-----------------------|----------------|--|
| Lead Agency           | HENRICO COUNTY |  |
| CDBG Administrator    | HENRICO COUNTY | Department of Community Revitalization |
| HOPWA Administrator   |                |  |
| HOME Administrator    | HENRICO COUNTY | Department of Community Revitalization |
| ESG Administrator     | HENRICO COUNTY | Department of Community Revitalization |
| HOPWA-C Administrator |                |  |

Table 1 – Responsible Agencies

### Narrative (optional)

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

### Consolidated Plan Public Contact Information

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

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

### **1. Introduction**

Throughout the year, CDBG, HOME, and ESG staff met with local agencies and groups. Listed below are some of the meetings and consultations undertaken by staff as part of an ongoing dialog to discuss the needs of the County's citizens in preparation of the Five-Year Consolidated Plan and *2022 Annual Action Plan*.

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

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

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

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

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

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

The Henrico Director of Social Services represents the County and serves as a voting member of the Board of the Greater Richmond Continuum of Care (CoC). The Department of Community Revitalization also has a voting member on the CoC Ranking Committee. The CoC Board, a panel of community

stakeholders, is convened at least annually to review and assess funding requests for the HUD Continuum of Care Program. The Ranking Committee also meets to review applications and to review the effectiveness of the proposed work in addressing community priorities and needs. A discussion of requests for Henrico ESG funding took place with CoC staff and the Ranking Committee on March 18, 2022 (minutes provided in Appendix I). Recommendations were provided for funding organizations with Henrico County ESG Entitlement funds. Allocations of ESG funds, as described in this Plan, are based substantially on these recommendations in an effort to coordinate with funds allocated by the CoC.

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

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

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

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

|   |  |   |
|---|--|---|
| 1 | <b>Agency/Group/Organization</b>   | HOME INC  |
|   | <b>Agency/Group/Organization Type</b>  | Housing<br>Services - Housing<br>Service-Fair Housing<br>Regional organization  |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Projects   |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year with key program staff. Program adjustments occurred as needed based on consultations and identification of issues and needs. Agency was consulted as follow-up from the development of the regional "Analysis of Impediments to Fair Housing Choice" report completed in 2021. HOME INC was also consulted regarding the process and implementation of a Henrico County market analysis for the HOME purchase price and after rehabilitation limits. |
| 2 | <b>Agency/Group/Organization</b>   | Project Homes   |
|   | <b>Agency/Group/Organization Type</b>  | Housing<br>Services - Housing<br>Regional organization  |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Projects   |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year. Program adjustments occurred as needed based on consultations and identification of issues and needs. Additional HOME and CDBG funds were provided for the Housing Rehabilitation program in response to substantially increased construction costs during the COVID-19 pandemic.  |
| 3 | <b>Agency/Group/Organization</b>   | Better Housing Coalition  |
|   | <b>Agency/Group/Organization Type</b>  | Housing<br>Regional organization  |

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|---|--|---|
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>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> | Agency was consulted on strategies to provide affordable housing for homeowners and strategies for addressing community revitalization through rehabilitation of vacant housing as a CHDO. Discussions were also conducted with this organization regarding a future multi-family rental housing project in Henrico.  |
| 4 | <b>Agency/Group/Organization</b>   | Southside Community Development and Housing Corporation   |
|   | <b>Agency/Group/Organization Type</b>  | Housing<br>Services - Housing<br>Regional organization  |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Projects   |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year. Program adjustments occurred as needed based on consultations and identification of issues and needs. SCDHC was also consulted regarding the process and implementation of a Henrico County market analysis for the HOME purchase price and after rehabilitation limits. |
| 5 | <b>Agency/Group/Organization</b>   | Richmond Metropolitan Habitat for Humanity  |
|   | <b>Agency/Group/Organization Type</b>  | Housing<br>Services - Housing<br>Regional organization  |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Projects   |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year. Program adjustments occurred as needed based on consultations and identification of issues and needs.  |

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| 6 | <b>Agency/Group/Organization</b>   | Housing Families First  |
|   | <b>Agency/Group/Organization Type</b>  | Housing<br>Services-Victims of Domestic Violence<br>Services-homeless<br>Regional organization  |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Strategy<br>Projects  |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year. Program adjustments, including providing ESG-CV funds during the program year, occurred as needed based on consultations and identification of issues. |
| 7 | <b>Agency/Group/Organization</b>   | Virginia Supportive Housing   |
|   | <b>Agency/Group/Organization Type</b>  | Housing<br>Services - Housing<br>Services-Persons with Disabilities<br>Services-homeless<br>Regional organization   |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Public Housing Needs<br>Homeless Needs - Chronically homeless<br>Homelessness Needs - Veterans<br>Homelessness Strategy<br>Projects  |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year regarding a supportive housing project.   |
| 8 | <b>Agency/Group/Organization</b>   | Homeward  |
|   | <b>Agency/Group/Organization Type</b>  | Housing<br>Services-homeless<br>Regional organization   |

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|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth<br>Homelessness Strategy<br>Projects   |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Discussions with staff, Board, and Ranking Committee on regional approach to homelessness and most effective opportunities for Henrico County to participate with ESG funds, as well as ESG and CDBG CARES Act funds.   |
| 9 | <b>Agency/Group/Organization</b>   | CARITAS   |
|   | <b>Agency/Group/Organization Type</b>  | Housing<br>Services-Persons with Disabilities<br>Services-homeless<br>Regional organization   |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homelessness Needs - Veterans<br>Homelessness Strategy<br>Projects  |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year. Program adjustments, including providing ESG-CV funds during the program year, occurred as needed based on consultations and identification of issues and need for improvement. ESG-CV funds were provided for shelter operations, women's non-congregate shelter, and to fund Housing Navigators. |

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| 11 | <b>Agency/Group/Organization</b>   | St. Joseph's Villa  |
|    | <b>Agency/Group/Organization Type</b>  | Services - Housing<br>Services-Children<br>Services-Persons with Disabilities<br>Services-Victims of Domestic Violence<br>Services-homeless<br>Services-Education<br>Child Welfare Agency<br>Regional organization  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Strategy<br>Non-Homeless Special Needs<br>Projects  |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As a regularly funded agency, regular status updates and coordination meetings occur. Agency was provided ESG-CV funds for Rapid-rehousing programs, incorporated as an amendment to the 2019-20 Action Plan.   |
| 12 | <b>Agency/Group/Organization</b>   | Henrico County Dept. of Social Services   |
|    | <b>Agency/Group/Organization Type</b>  | Services - Housing<br>Services-Children<br>Services-Elderly Persons<br>Services-Persons with Disabilities<br>Services-Persons with HIV/AIDS<br>Services-Victims of Domestic Violence<br>Services-homeless<br>Services - Victims<br>Child Welfare Agency<br>Grantee Department |

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|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Public Housing Needs<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Unaccompanied youth<br>Homelessness Strategy<br>Non-Homeless Special Needs<br>Anti-poverty Strategy<br>Projects  |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Consultation with Henrico County Social Services occurred to identify community development and social service needs in the County, particularly regarding the design and implementation of programs providing rental assistance with CDBG-CV and ESG-CV funds and addressing needs of families living in hotels. Also discussed prioritization of ESG funds. Staff from the Department of Social Services participate in the monthly Resource Team meeting. |
| 13 | <b>Agency/Group/Organization</b>   | Henrico County Dept. of Building Construction & Inspections  |
|    | <b>Agency/Group/Organization Type</b>  | Housing<br>Grantee Department  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Projects  |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Regular discussions of housing needs and conditions, opportunities to assist low- and moderate-income persons, and ways to address housing quality standards. Staff from the Department of Building Inspections participate in the monthly Resource Team meeting.  |
| 14 | <b>Agency/Group/Organization</b>   | County of Henrico, Division of Community Maintenance   |
|    | <b>Agency/Group/Organization Type</b>  | Housing<br>Services-Elderly Persons<br>Services-Persons with Disabilities<br>Grantee Department  |

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|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Non-Homeless Special Needs<br>Projects   |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Formal meetings are held monthly to identify specific citizen and housing needs and identify solutions. Cooperative housing improvement programs were implemented with this agency, non-profits, and volunteer groups to address housing needs. |
| 15 | <b>Agency/Group/Organization</b>   | County of Henrico Dept. of Public Works   |
|    | <b>Agency/Group/Organization Type</b>  | Agency - Infrastructure & Transportation<br>Grantee Department  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Projects  |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year regarding bus stop improvements in low-income areas.  |
| 16 | <b>Agency/Group/Organization</b>   | Henrico Area Mental Health and Developmental Services   |
|    | <b>Agency/Group/Organization Type</b>  | Services-Children<br>Services-Persons with Disabilities<br>Services-Health<br>Services-Education<br>Health Agency<br>Regional organization<br>Grantee Department  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Non-Homeless Special Needs<br>Projects   |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Discussion of housing choice voucher program and clients served, clients' needs related to housing and mentoring and tutoring services to children in subsidized housing.   |

|    |  |   |
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| 17 | <b>Agency/Group/Organization</b>   | Henrico County Public Schools   |
|    | <b>Agency/Group/Organization Type</b>  | Services-Children<br>Services-Education<br>Grantee Department   |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Homeless Needs - Families with children<br>Homelessness Needs - Unaccompanied youth   |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Discussions of needs of homeless families with children enrolled in Henrico County Public Schools and opportunities to provide stable housing for McKinney-Vento families impacted by COVID-19.   |
| 18 | <b>Agency/Group/Organization</b>   | Virginia Department of Housing and Community Development  |
|    | <b>Agency/Group/Organization Type</b>  | Other government - State  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Economic Development   |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Discussions regarding Enterprise Zone policy and the possible extension of Zone's expiration date, the State and County rental assistance programs, and non-entitlement programs.   |
| 19 | <b>Agency/Group/Organization</b>   | City of Richmond Housing and Community Development  |
|    | <b>Agency/Group/Organization Type</b>  | Other government - Local  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Regional Needs   |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Numerous coordination discussions about regional projects and numerous CDBG, HOME, ESG, CDBG-CV, and ESG-CV projects. Provided numerous instances of technical assistance. Discussed cooperative participation in several regional projects using ESG-CV funds or HOME ARP funds. |
| 20 | <b>Agency/Group/Organization</b>   | CHESTERFIELD COUNTY   |
|    | <b>Agency/Group/Organization Type</b>  | Other government - County   |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Regional Needs   |

|    |  |  |
|----|--|--|
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Numerous coordinator discussions about a regional project and numerous CDBG, HOME, ESG, CDBG-CV, and ESG-CV projects. Provided numerous instances of technical assistance. Discussed cooperative participation in several regional projects using ESG-CV funds or HOME ARP funds.                              |
| 21 | <b>Agency/Group/Organization</b>   | Commonwealth Catholic Charities  |
|    | <b>Agency/Group/Organization Type</b>  | Housing<br>Services - Housing<br>Services-Persons with HIV/AIDS<br>Services-homeless<br>Regional organization  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Strategy<br>Projects   |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Discussions regarding opportunity to implement homelessness prevention, shelter programs, and street outreach programs.  |
| 23 | <b>Agency/Group/Organization</b>   | Local Initiatives Support Corporation (LISC)   |
|    | <b>Agency/Group/Organization Type</b>  | Services - Housing<br>Regional organization<br>Business Leaders  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Regional Needs   |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As an agency funded with CDBG-CV funds to implement a business assistance program, there were regular consultations regarding the development, implementation, and expansion of this program. Also had discussions with this organization regarding future economic development activities and program design. |
| 24 | <b>Agency/Group/Organization</b>   | Henrico County Economic Development Authority  |
|    | <b>Agency/Group/Organization Type</b>  | Economic Development<br>Grantee Department   |

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|----|--|--|
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Economic Development   |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Discussions with the EDA occur throughout the year regarding Enterprise Zone activities, economic revitalization within the County, and business needs in response to COVID-19.  |
| 25 | <b>Agency/Group/Organization</b>   | Henrico County Planning Department   |
|    | <b>Agency/Group/Organization Type</b>  | Planning organization<br>Grantee Department  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Market Analysis   |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Discussions throughout the year regarding revitalization efforts in the County, planning needs, demographics, community revitalization, Henrico's comprehensive plan, etc.   |
| 26 | <b>Agency/Group/Organization</b>   | Henrico County Dept. of Public Utilities   |
|    | <b>Agency/Group/Organization Type</b>  | Agency - Infrastructure & Utilities<br>Grantee Department  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Infrastructure 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> | Discussions of infrastructure needs in low-income areas, particularly sewer service, and the currently funded streetlight project. Discussions resulted in desire to explore using a Section 108 loan to fund a major infrastructure project to provide sewer service to low-income neighborhoods. |
| 27 | <b>Agency/Group/Organization</b>   | CIRCLE CENTER ADULT DAY SERVICES   |
|    | <b>Agency/Group/Organization Type</b>  | Services-Elderly Persons<br>Services-Persons with Disabilities<br>Regional organization  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Non-Homeless Special Needs<br>Projects   |

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|----|--|---|
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As a currently funded agency, regular discussions occur regarding facility needs for this agency that provides adult day care services to elderly and disabled adults.  |
| 28 | <b>Agency/Group/Organization</b>   | Home Again  |
|    | <b>Agency/Group/Organization Type</b>  | Housing<br>Services - Housing<br>Services-homeless<br>Regional organization   |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Strategy<br>Projects   |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year with key program staff. Program adjustments occurred as needed based on consultations and identification of issues and needs. Discussions occurred pertaining to a request for ESG-CV funds for a regional facility providing permanent supportive housing. |
| 30 | <b>Agency/Group/Organization</b>   | Presbyterian Homes and Family Services, Inc. dba HumanKind  |
|    | <b>Agency/Group/Organization Type</b>  | Services-Education<br>Services-Employment<br>Planning organization  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Anti-poverty Strategy<br>Projects   |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Discussions with staff from HumanKind regarding services for low-income people including financial literacy, car loans, and other programs to improve the financial situation of low-income families. Discussions that resulted in funding to expand services for a program serving job-seekers.  |

|    |  |   |
|----|--|---|
| 31 | <b>Agency/Group/Organization</b>   | OAR of Richmond, Inc  |
|    | <b>Agency/Group/Organization Type</b>  | Services - Housing<br>Regional organization   |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Projects  |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As a newly funded agency, CDBG-CV funds were provided for housing assistance. Agency was consulted regarding the housing needs of persons released from incarceration.  |
| 32 | <b>Agency/Group/Organization</b>   | Partnership for Housing Affordability   |
|    | <b>Agency/Group/Organization Type</b>  | Services - Housing  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Projects   |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As a newly funded agency provided with CDBG-CV funds, the agency was consulted regarding the housing needs of low-income persons impacted by COVID-19.  |
| 36 | <b>Agency/Group/Organization</b>   | Virginia Department of Historic Resources   |
|    | <b>Agency/Group/Organization Type</b>  | Other government - State  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Projects  |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Continuation of consultations on historic preservation and neighborhood revitalization strategies. Agency was funded in PY20-21 to complete the Fairfield-Sandston listings for the National and State Register of Historic Places. |
| 37 | <b>Agency/Group/Organization</b>   | YWCA  |
|    | <b>Agency/Group/Organization Type</b>  | Housing<br>Services-Children<br>Services-Victims of Domestic Violence<br>Services-homeless<br>Regional organization   |

|    |  |  |
|----|--|--|
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Families with children<br>Homelessness Strategy<br>Projects  |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As a currently funded agency, discussions were held regarding program design, homeless point of entry, services for survivors of domestic violence, and regional housing needs.  |
| 38 | <b>Agency/Group/Organization</b>   | The Daily Planet   |
|    | <b>Agency/Group/Organization Type</b>  | Housing<br>Services-Persons with HIV/AIDS<br>Services-homeless<br>Services-Health<br>Health Agency<br>Regional organization  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth<br>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> | Consulted with this agency regarding medical respite for individuals diagnosed with COVID-19.  |
| 39 | <b>Agency/Group/Organization</b>   | Henrico County Division of Police  |
|    | <b>Agency/Group/Organization Type</b>  | Other government - Local<br>Grantee Department   |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Homelessness Strategy<br>Economic Development  |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Regularly consult with Henrico Police regarding identification and location of unsheltered persons; Henrico police participate in semi-annual point in time counts. The CPTED Planner within the police department consults on economic development activities and improving safety and security at assisted businesses. |

|    |  |   |
|----|--|---|
| 40 | <b>Agency/Group/Organization</b>   | YMCA of Greater Richmond  |
|    | <b>Agency/Group/Organization Type</b>  | Services-homeless<br>Planning organization  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | 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> | Consulted with the YMCA regarding homeless needs and possible programs.   |
| 41 | <b>Agency/Group/Organization</b>   | Richmond Association of Realtors  |
|    | <b>Agency/Group/Organization Type</b>  | Housing<br>Regional organization  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Market Analysis  |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | They lead efforts regarding regional approaches to affordable housing and provide data on housing affordability and market conditions.                                  |
| 42 | <b>Agency/Group/Organization</b>   | The Salvation Army of Central VA  |
|    | <b>Agency/Group/Organization Type</b>  | Housing<br>Services - Housing<br>Services-homeless  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>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> | Had multiple conversations with agency regarding the need for non-congregate shelter and the potential for participation in a regional non-congregate shelter facility. |

|    |  |  |
|----|--|--|
| 44 | <b>Agency/Group/Organization</b>   | National Association for County Community and Economic Development   |
|    | <b>Agency/Group/Organization Type</b>  | Planning organization  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Economic Development<br>Projects   |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Henrico County participates in multiple monthly meetings with other HUD entitlement jurisdictions across the country on topics such as community development, housing, and economic development. Henrico County staff serves in leadership roles in this organization.   |
| 46 | <b>Agency/Group/Organization</b>   | Virginia Commonwealth University Wilder School of Government and Public Affairs  |
|    | <b>Agency/Group/Organization Type</b>  | Services-Education<br>Research Institution   |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Market Analysis<br>Economic Development<br>Projects  |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Consulted with urban and regional studies faculty regarding best approaches for defining market area as means of implementing Special Economic Development projects qualifying under low-mod area benefit. Two students in the Wilder School completed plans for the department on commercial revitalization and permanent supportive housing. |
| 47 | <b>Agency/Group/Organization</b>   | Central Virginia Legal Aid Society   |
|    | <b>Agency/Group/Organization Type</b>  | Service-Fair Housing<br>Regional organization<br>Legal Assistance  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Projects   |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | As a currently funded agency, the agency was consulted regarding the legal assistance needs and housing needs of low-income persons in danger of eviction or other housing-related issues and current program design.  |

|    |  |   |
|----|--|---|
| 48 | <b>Agency/Group/Organization</b>   | RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY  |
|    | <b>Agency/Group/Organization Type</b>  | Housing<br>PHA<br>Services - Housing<br>Service-Fair Housing<br>Other government - Local<br>Regional organization   |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Public Housing Needs<br>Homeless Needs - Chronically homeless<br>Non-Homeless Special Needs<br>Projects                              |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Participate in regional efforts to expand permanent supportive housing and efforts to reduce homelessness by partnering with Henrico funded agencies.           |
| 49 | <b>Agency/Group/Organization</b>   | Henrico Community Food Bank   |
|    | <b>Agency/Group/Organization Type</b>  | Services-Children<br>Services-Elderly Persons<br>Services-Health  |
|    | <b>What section of the Plan was addressed by Consultation?</b>   | Projects  |
|    | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | Staff met with this new organization providing a food to those in need in Henrico to discuss possibility of CDBG funding for capacity building and other needs. |

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

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

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

| Name of Plan      | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan?  |
|-------------------|-------------------|---|
| Continuum of Care | Homeward          | Homeward's "The Road Home - Ten Year Plan to End Homelessness and Promote Housing Stability" and this Action Plan both include the goal of addressing homelessness and identifying needs. |

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

**Narrative (optional)**

County CDBG, HOME, and ESG staff, as noted in the funding application and notice of funding availability, are available for consultation and assistance. Technical assistance for agencies seeking funding for PY 2022-23 was provided primarily to organizations not previously funded. Assistance included numerous conference calls and meetings.

Input also included direct input from Board members and executive staff of key County Departments that are involved in providing services to low- and moderate-income persons.

**AP-12 Participation – 91.105, 91.200(c)**

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

Two public hearings were held to gather citizen input on the 2022-23 *Annual Action Plan*. The first, a community needs public hearing, was held on February 15, 2022. The second meeting, a public hearing with the Board of Supervisors, was held on June 28, 2022. Both meetings were advertised in the *Richmond Times Dispatch* in accordance with the Citizen Participation Plan and posted on the County's calendar along with the Department of Revitalization webpage. The February hearing was also advertised in the *Henrico Citizen* and the *Richmond Free-Press*. Notice of both hearings was sent directly to citizens who have signed up for the Department's email list.

**Citizen Participation Outreach**

| Sort Order | Mode of Outreach | Target of Outreach            | Summary of response/ attendance   | Summary of comments received                  | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|-------------------------------|---|---|--|---------------------|
| 1          | Newspaper Ad     | Non-targeted/ broad community | An ad was placed in the Richmond Times Dispatch, Richmond Free Press on January 27, 2022, announcing the public hearing and availability of funds; an ad ran online at the Henrico Citizen from February 1 - 15 notifying citizens of the public hearing. | No comments were received from this 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) |
|------------|------------------|-------------------------------|--|---|--|---------------------|
| 2          | Mailing List     | Non-targeted/ broad community | An email was sent to the Community Revitalization email list (approx. 175 subscribers) notifying of the February public hearing.                         | One comment was received related to the need for smaller, single-level housing units throughout the County and for financial support for African Americans to purchase housing. | All comments were accepted.                  |                     |
| 3          | Public Hearing   | Non-targeted/ broad community | Four persons attended the virtual hearing at 7:00PM, Tuesday, February 15, 2022.   | Comments received at the staff public hearing concerned the need for more affordable housing in the area.   | All comments were accepted.                  |                     |
| 4          | Newspaper Ad     | Non-targeted/ broad community | An ad was placed in the Richmond Times Dispatch on May 28, 2022 notifying citizens and stakeholders of the public hearing with the Board of Supervisors. | No comments were received from this outreach.   |  |                     |
| 5          | Public Hearing   | Non-targeted/broad community  | A public hearing was held before the Board of Supervisors on June 28, 2022   | No comments were received at this meeting   |  |                     |

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

With unexpected changes in the allocation of entitlement funds from what was projected in the 2020-25 Consolidated Plan, this Action Plan reflects funding for 2022-23 based on the HUD entitlement allocations released on May 13, 2022. These entitlements reflect a 5.8% decrease in CDBG, an 11.7% increase in HOME, and a 0.4% decrease in ESG from the 2021-22 Program Year. This Action Plan implements the third year of the five-year Consolidated Plan.

The allocated amounts for all funds include the following amounts from prior years: \$125,170 CDBG, \$88,387 HOME, and \$798 ESG.

#### 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<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services | 1,645,428                        | 0                  | 125,170                  | 1,770,598 | 3,290,856   | The projected amount for the remainder of the Con Plan is based on an assumption that CDBG funding levels will remain level over 2023 and 2024. |

| 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<br>Homebuyer assistance<br>Homeowner rehab<br>Multifamily rental new construction<br>Multifamily rental rehab<br>New construction for ownership<br>TBRA                      | 991,558                          | 0                  | 88,387                   | 1,079,945 | 2,134,328   | The projected amount for the remainder of the Con Plan is based on an assumption that HOME funding levels will increase 5% annually.           |
| ESG     | public - federal | Conversion and rehab for transitional housing<br>Financial Assistance<br>Overnight shelter<br>Rapid re-housing (rental assistance)<br>Rental Assistance Services<br>Transitional housing | 146,882                          | 0                  | 798                      | 147,680   | 293,764   | The projected amount for the remainder of the Con Plan is based on an assumption that ESG funding levels will remain level over 2023 and 2024. |

**Table 5 - Expected Resources – Priority Table**

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

- Local and State Enterprise Zone Grants: Henrico County provides grant funding to supplement CDBG funds invested in qualifying businesses for the purpose of job creation for low- and moderate-income persons. Several grant programs are funded with CDBG funds; others with County general funds. Businesses undertaking improvements resulting in job creation can utilize either or both grant programs. Enterprise Zone businesses/properties are also eligible for state grants. CDBG funds used for enterprise zone grants (except for design assistance grants) leverage private funds on at least a 3:1 basis.
- Henrico County funds a variety of non-profit organizations in the non-departmental general fund budget for the purpose of providing public services serving predominantly low- and moderate-income persons.
- Low Income Housing Tax Credits: The federal 4% and 9% LIHTC is a substantial source of funding for the construction and rehabilitation of affordable rental units. They are a dollar-for-dollar credit against federal tax liability. Within the past five years, five projects were approved for 1,034 units of rehabilitated housing dedicated to low-income renters through use of this federal source. Five additional projects of new construction representing 311 units were approved. Of these, 86 units in one project were for an accessible supportive housing development.
- Section 8 Housing Choice Vouchers: Vouchers used in Henrico County are administered primarily through four entities; Richmond Redevelopment Housing Authority, Henrico Area Mental Health and Developmental Services, Richmond Residential Services, and the Central Virginia Resource Corporation.
- Down payment and closing cost assistance is leveraged and/or matched with additional private grants, homeowner contributions, state grants, and in-kind contributions.
- Emergency Solutions Grant Funds are leveraged and matched with state ESG funds, private charitable contributions, United Way and similar funding, in-kind contributions from public and private agencies, and funding provided through the Continuum of Care, and CDBG funds provided for homelessness prevention.
- Match contribution to HOME-eligible households is provided in-part through two volunteer assistance programs utilizing the value of contributed labor and materials. Down payment assistance is frequently also matched with contributions from private financial institutions, including the Federal Home Loan Bank of Atlanta.
- All ESG subrecipients are required to provide a one-to-one match for ESG funds they receive from Henrico County. Match sources listed in their application for funding is verified at the end of the fiscal year by the ESG Program Manager and the Grants Accountant.

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

Recreation needs and facilities serving low- and moderate-income areas will be met using existing County-owned facilities. Facilities serving populations with special needs are frequently County-owned and used to address many of the needs identified in this plan. Henrico County owns the buildings that are leased to Housing Families First (HFF) where the Hilliard House Shelter for families operates, and the HFF administrative offices where rapid rehousing services are provided. County schools, recreation and community centers, libraries, and administrative offices are used for a variety of opportunities to serve citizens with programs meeting needs identified in the Plan. These uses include: public hearings, community meetings, educational classes and workshops, and general program outreach.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

| Sort Order | Goal Name                                       | Start Year | End Year | Category             | Geographic Area  | Needs Addressed                                 | Funding                            | Goal Outcome Indicator  |
|------------|---|------------|----------|----------------------|--|---|------------------------------------|---|
| 1          | Rehabilitation of Existing Housing              | 2020       | 2024     | Affordable Housing   | County-wide  | Affordable Housing Preservation and Development | CDBG: \$710,598<br>HOME: \$708,945 | Homeowner Housing Added: 2 Household Housing Unit<br>Homeowner Housing Rehabilitated: 77 Household Housing Unit |
| 2          | Increase Affordable Homeownership Opportunities | 2020       | 2024     | Affordable Housing   | County-wide  | Affordable Housing Preservation and Development | HOME: \$281,000                    | Direct Financial Assistance to Homebuyers: 21 Households Assisted   |
| 4          | Revitalize Older Commercial Corridors           | 2020       | 2024     | Economic Development | County-wide<br>Highland Springs Revitalization Area<br>Laburnum Gateway Revitalization Area<br>Williamsburg Road Revitalization Area | Community Economic Development                  | CDBG: \$238,000                    | Jobs created/retained: 7 jobs   |
| 7          | Prevent Homelessness                            | 2020       | 2024     | Homeless             | County-wide  | Mitigation and Prevention of Homelessness       | CDBG: \$30,000<br>ESG: \$25,551    | Homelessness Prevention: 418 Persons Assisted   |

|    |   |      |      |                                   |             |   |                 |  |
|----|---|------|------|-----------------------------------|-------------|---|-----------------|--|
| 9  | Emergency Shelter and Supportive Services       | 2020 | 2024 | Homeless                          | County-wide | Mitigation and Prevention of Homelessness       | ESG: \$88,129   | Public Service activities other than Low/Moderate Income Housing Benefit: 60 Persons Assisted<br>Homeless Person Overnight Shelter: 100 Persons Assisted |
| 12 | Provide Public Services for Low/Mod Populations | 2020 | 2024 | Non-Housing Community Development | County-wide | Non-Housing Community Development               | CDBG: \$169,500 | Public service activities other than Low/Moderate Income Housing Benefit: 125 Persons Assisted   |
| 13 | Support Housing for Special Needs Populations   | 2020 | 2024 | Affordable Housing                | County-wide | Affordable Housing Preservation and Development | CDBG: \$50,000  | Rental units constructed: 53 Household Housing Unit  |
| 14 | Increase Job Opportunities for LMI Individuals  | 2020 | 2024 | Economic Development              | County-wide | Community Economic Development                  | CDBG: \$250,000 | Jobs created/retained: 8 Jobs  |

**Table 6 – Goals Summary**

## Goal Descriptions

|    |                         |  |
|----|-------------------------|--|
| 1  | <b>Goal Name</b>        | Rehabilitation of Existing Housing   |
|    | <b>Goal Description</b> | Provide funds to project:Homes and Richmond Metropolitan Habitat for Humanity for minor home repair (60); provide funds to project:HOMES for moderate home rehabilitation (11); provide funds to undesignated CHDOs for CHDO activities (2). Also provide funds for sewer connection for 6 homeowners. |
| 2  | <b>Goal Name</b>        | Increase Affordable Homeownership Opportunities  |
|    | <b>Goal Description</b> | Provide funds for 21 down payment assistance grants to SCDHC (10) and HOME Inc (11).   |
| 4  | <b>Goal Name</b>        | Revitalize Older Commercial Corridors  |
|    | <b>Goal Description</b> | This goal is supported by activities of: Commercial Assistance Program (6 FTE jobs) and Design Assistance (1 FTE job)  |
| 7  | <b>Goal Name</b>        | Prevent Homelessness   |
|    | <b>Goal Description</b> | Provide CDBG funds to Commonwealth Catholic Charities for homeless prevention and diversion (18 persons) and ESG funds to YWCA for the EmpowerNet hotline (400 persons).   |
| 9  | <b>Goal Name</b>        | Emergency Shelter and Supportive Services  |
|    | <b>Goal Description</b> | Provide funds to CARITAS (supportive services to shelter clients, 75 people) and to Hilliard House (shelter operations for 25 persons (total of 6 households)), and Commonwealth Catholic Charities for street outreach (60 persons).  |
| 12 | <b>Goal Name</b>        | Provide Public Services for Low/Mod Populations  |
|    | <b>Goal Description</b> | Provide funds to CONNECT to provide after-school program for 125 low-income students.  |
| 13 | <b>Goal Name</b>        | Support Housing for Special Needs Populations  |
|    | <b>Goal Description</b> | Assist in the development of rental housing for low-income households. (53 units)  |
| 14 | <b>Goal Name</b>        | Increase Job Opportunities for LMI Individuals   |
|    | <b>Goal Description</b> | Provide funds to LISC for a revolving loan pool for small businesses without access to capital, thereby creating at least 8 FTE jobs for LMI individuals.  |

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The following projects comprise the activities that will take place during the 2022-23 program year to address the priority needs and specific objectives identified in the strategic plan.

#### Projects

| #  | Project Name  |
|----|---|
| 1  | CDBG Administration   |
| 2  | HOME Administration   |
| 3  | CONNECT Program   |
| 4  | Commercial Assistance Program                                       |
| 5  | Enterprise Zone Design Assistance                                   |
| 6  | Project:HOMES Homeowner Rehabilitation Program                      |
| 7  | Critical Home Repair Programs                                       |
| 8  | Down Payment Assistance Programs                                    |
| 9  | CHDO Activities   |
| 10 | LISC Revolving Loan Fund  |
| 11 | Commonwealth Catholic Charities Homelessness Diversion & Prevention |
| 12 | Henrico DPU Sewer Connection Assistance                             |
| 13 | Better Housing Coalition Carter Woods III                           |
| 14 | ESG22 2022-23 ESG Program   |

Table 7 - Project Information

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

Funds are allocated based on priorities established in the Five-Year Consolidated Plan, including the need to address issues with the aging housing stock in the County, the need to provide services and facilities for special needs populations, and funding requests received.

## AP-38 Project Summary

### Project Summary Information

|   |  |  |
|---|--|--|
| 1 | <b>Project Name</b>  | CDBG Administration  |
|   | <b>Target Area</b>   | County-wide  |
|   | <b>Goals Supported</b>   | Rehabilitation of Existing Housing<br>Revitalize Older Commercial Corridors<br>Provide Public Services for Low/Mod Populations |
|   | <b>Needs Addressed</b>   | Affordable Housing Preservation and Development<br>Community Economic Development<br>Non-housing Community Development         |
|   | <b>Funding</b>   | CDBG: \$322,500  |
|   | <b>Description</b>   | Provides for the administration of the CDBG program.   |
|   | <b>Target Date</b>   | 9/30/2023  |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> |  |
|   | <b>Location Description</b>  |  |
|   | <b>Planned Activities</b>  |  |
| 2 | <b>Project Name</b>  | HOME Administration  |
|   | <b>Target Area</b>   | County-wide  |
|   | <b>Goals Supported</b>   | Rehabilitation of Existing Housing<br>Increase Affordable Homeownership Opportunities  |
|   | <b>Needs Addressed</b>   | Affordable Housing Preservation and Development  |
|   | <b>Funding</b>   | HOME: \$90,000   |
|   | <b>Description</b>   | Provides for the administration of the HOME Program.   |
|   | <b>Target Date</b>   | 9/30/2023  |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> |  |
|   | <b>Location Description</b>  |  |
|   | <b>Planned Activities</b>  |  |
| 3 | <b>Project Name</b>  | CONNECT Program  |
|   | <b>Target Area</b>   | County-wide  |
|   | <b>Goals Supported</b>   | Provide Public Services for Low/Mod Populations  |
|   | <b>Needs Addressed</b>   | Non-housing Community Development  |
|   | <b>Funding</b>   | CDBG: \$169,500  |
|   | <b>Description</b>   | Provides support services for low-income school-age children with after-school and summer programs.                            |
|   | <b>Target Date</b>   | 9/30/2023  |

|   |  |   |
|---|--|---|
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 125 youth residing in assisted housing.   |
|   | <b>Location Description</b>  | Low-income communities throughout Henrico   |
|   | <b>Planned Activities</b>  |   |
| 4 | <b>Project Name</b>  | Commercial Assistance Program   |
|   | <b>Target Area</b>   | County-wide   |
|   | <b>Goals Supported</b>   | Revitalize Older Commercial Corridors   |
|   | <b>Needs Addressed</b>   | Community Economic Development  |
|   | <b>Funding</b>   | CDBG: \$203,000   |
|   | <b>Description</b>   | Provides for the administration of the Enterprise Zone and Commercial Assistance Programs.                |
|   | <b>Target Date</b>   | 9/30/2023   |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 6 FTE low-mod jobs will be created.   |
|   | <b>Location Description</b>  | Businesses assisted are located within designated Enterprise Zones.                                       |
|   | <b>Planned Activities</b>  |   |
| 5 | <b>Project Name</b>  | Enterprise Zone Design Assistance   |
|   | <b>Target Area</b>   | County-wide   |
|   | <b>Goals Supported</b>   | Revitalize Older Commercial Corridors   |
|   | <b>Needs Addressed</b>   | Community Economic Development  |
|   | <b>Funding</b>   | CDBG: \$35,000  |
|   | <b>Description</b>   | Provides for design assistance grants to businesses located within the County's Enterprise Zones          |
|   | <b>Target Date</b>   | 9/30/2023   |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 1 FTE low-mod jobs will be created.   |
|   | <b>Location Description</b>  | Assisted businesses will be located in designated Enterprise Zones  |
|   | <b>Planned Activities</b>  |   |
| 6 | <b>Project Name</b>  | project: HOMES Homeowner Rehabilitation Program   |
|   | <b>Target Area</b>   | County-wide   |
|   | <b>Goals Supported</b>   | Rehabilitation of Existing Housing  |
|   | <b>Needs Addressed</b>   | Affordable Housing Preservation and Development   |
|   | <b>Funding</b>   | CDBG: \$20,598<br>HOME: \$559,945   |
|   | <b>Description</b>   | Provides up to \$50,000 for the rehabilitation of homes of elderly and/or disabled low-income homeowners. |
|   | <b>Target Date</b>   | 9/30/2023   |

|   |  |   |
|---|--|---|
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 11 low/mod households. Householder must be disabled or elderly.   |
|   | <b>Location Description</b>  | County-wide   |
|   | <b>Planned Activities</b>  |   |
| 7 | <b>Project Name</b>  | Critical Repair Programs  |
|   | <b>Target Area</b>   | County-wide   |
|   | <b>Goals Supported</b>   | Rehabilitation of Existing Housing  |
|   | <b>Needs Addressed</b>   | Affordable Housing Preservation and Development   |
|   | <b>Funding</b>   | CDBG: \$615,000   |
|   | <b>Description</b>   | Provides funds for a program of critical home repairs for low-income homeowners by project:HOMES and Richmond Metropolitan Habitat for Humanity   |
|   | <b>Target Date</b>   | 9/30/2023   |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 60 low-income homeowners.   |
|   | <b>Location Description</b>  |   |
|   | <b>Planned Activities</b>  |   |
| 8 | <b>Project Name</b>  | Down Payment Assistance Programs  |
|   | <b>Target Area</b>   | County-wide   |
|   | <b>Goals Supported</b>   | Increase Affordable Homeownership Opportunities   |
|   | <b>Needs Addressed</b>   | Affordable Housing Preservation and Development   |
|   | <b>Funding</b>   | HOME: \$281,000   |
|   | <b>Description</b>   | Provides funds for down payment and closing cost assistance to first-time, low-income homeowners. Providers are Southside Community Development and Housing Corp and Housing Opportunities Made Equal |
|   | <b>Target Date</b>   | 9/30/2023   |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 21 low/mod households. Must be first-time homebuyers.   |
|   | <b>Location Description</b>  |   |
|   | <b>Planned Activities</b>  |   |
| 9 | <b>Project Name</b>  | CHDO Activities   |
|   | <b>Target Area</b>   | County-wide   |
|   | <b>Goals Supported</b>   | Rehabilitation of Existing Housing<br>Increase Affordable Homeownership Opportunities   |
|   | <b>Needs Addressed</b>   | Affordable Housing Preservation and Development   |
|   | <b>Funding</b>   | HOME: \$149,000   |
|   | <b>Description</b>   | Provides funds for the development of new affordable housing. Projects made include new construction or rehab of existing single-family units or multi-family projects.                               |
|   | <b>Target Date</b>   | 9/30/2023   |

|    |  |   |
|----|--|---|
|    | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 2 low/mod households. Must be first-time homebuyers.  |
|    | <b>Location Description</b>  |   |
|    | <b>Planned Activities</b>  |   |
| 10 | <b>Project Name</b>  | LISC Revolving Loan Fund  |
|    | <b>Target Area</b>   | County-wide   |
|    | <b>Goals Supported</b>   | Revitalization Older Commercial Corridors   |
|    | <b>Needs Addressed</b>   | Community Economic Development  |
|    | <b>Funding</b>   | CDBG: \$250,000   |
|    | <b>Description</b>   | Provides funds to Local Initiatives Support Corporation (LISC) for a small business revolving loan fund   |
|    | <b>Target Date</b>   | 9/30/2023   |
|    | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 8 FTE low-mod jobs will be created or retained.   |
|    | <b>Location Description</b>  |   |
|    | <b>Planned Activities</b>  |   |
| 11 | <b>Project Name</b>  | Commonwealth Catholic Charities Homelessness Diversion & Prevention   |
|    | <b>Target Area</b>   | County-wide   |
|    | <b>Goals Supported</b>   | Prevent Homelessness  |
|    | <b>Needs Addressed</b>   | Mitigation and Prevention of Homelessness   |
|    | <b>Funding</b>   | CDBG: \$30,000  |
|    | <b>Description</b>   | Provides funds assist families who are facing homelessness.   |
|    | <b>Target Date</b>   | 9/30/2023   |
|    | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 18 persons assisted with prevention and diversion from homelessness.  |
|    | <b>Location Description</b>  |   |
|    | <b>Planned Activities</b>  |   |
| 12 | <b>Project Name</b>  | Henrico DPU Sewer Connection Assistance   |
|    | <b>Target Area</b>   | County-wide   |
|    | <b>Goals Supported</b>   | Rehabilitation of Existing Housing  |
|    | <b>Needs Addressed</b>   | Affordable Housing Preservation and Development   |
|    | <b>Funding</b>   | CDBG: \$75,000  |
|    | <b>Description</b>   | Provide funds for a program to assist qualified homeowners with costs associated with connecting to County water and sewer systems in areas where sewer extension has occurred. |
|    | <b>Target Date</b>   | 9/30/2023   |
|    | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Assistance to 6 households for covering connection costs.   |
|    | <b>Location Description</b>  |   |

|    |  |   |
|----|--|---|
|    | <b>Location Description</b>  |   |
|    | <b>Planned Activities</b>  |   |
| 13 | <b>Project Name</b>  | Better Housing Coalition Carter Woods III   |
|    | <b>Target Area</b>   | County-wide   |
|    | <b>Goals Supported</b>   | Support Housing for Special Needs Populations   |
|    | <b>Needs Addressed</b>   | Affordable Housing Preservation and Development   |
|    | <b>Funding</b>   | CDBG: \$50,000  |
|    | <b>Description</b>   | Provide funds to Better Housing Coalition to assist with costs associated with the development of 2 53-unit apartment buildings for low-income residents.   |
|    | <b>Target Date</b>   | 9/30/2023   |
|    | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | Development of 53 rental units for low/mod income renters.  |
|    | <b>Location Description</b>  | This site is near Nine Mile Road and Dabbs House Road.  |
|    | <b>Planned Activities</b>  |   |
| 14 | <b>Project Name</b>  | ESG22 2022-2023 ESG Program   |
|    | <b>Target Area</b>   | County-wide   |
|    | <b>Goals Supported</b>   | Prevent Homelessness<br>Emergency Shelter and Supportive Services   |
|    | <b>Needs Addressed</b>   | Mitigation and Prevention of Homelessness   |
|    | <b>Funding</b>   | ESG: \$147,680  |
|    | <b>Description</b>   | Provides funds for the 2022-2023 ESG program.   |
|    | <b>Target Date</b>   | 9/30/2023   |
|    | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | 400 served through YWCA hotline<br>60 homeless persons served with outreach services through Commonwealth Catholic Charities<br>75 homeless persons served through CARITAS shelter<br>25 homeless persons served in the Housing Families First Hilliard House Shelter |
|    | <b>Location Description</b>  | Facilities in various locations.  |
|    | <b>Planned Activities</b>  | Shelter services and homelessness prevention  |

## AP-50 Geographic Distribution – 91.220(f)

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

- Henrico County uses all of its CDBG, HOME, and ESG funds to benefit low- and moderate-income people. Henrico County does not plan, or allocate, resources on a racial or ethnic basis.
- Henrico offers residential rehabilitation and repair programs for low-income homeowners county-wide.
- Homebuyer assistance programs are available for any household meeting eligibility requirements. Housing purchased with these programs is county-wide.
- Housing rehabilitated or constructed with federal funds is county-wide. Purchasers of these homes must meet income and eligibility guidelines.
- The CONNECT Program serves children living in low-income multi-family housing. The program operates four locations serving 11 communities: Coventry Gardens (also serving Newbridge Village, Summerdale, Ironwood, Viviana Hall, and Woodpost Townhomes), Henrico Arms (also serving Williamsburg Place), Oakland Village (also serving Woodlands), and Richfield Place.
- Programs that provide assistance to businesses create jobs available to low-income persons. Businesses assisted must be located in the Enterprise Zone.
- ESG and some CDBG funds will provide financial assistance, case management, and homeless outreach services to persons and households facing homelessness. Assistance is given to persons or households who meet eligibility guidelines.
- Per HUD guidelines, Henrico County defines areas of minority concentration as those in which the non-white population is more than 20% higher than the non-white population for Henrico as a whole. Based on 2020 ACS data, the non-white minority population comprises 44.9% of the total county population and therefore areas of minority concentration are those in which the non-white population is 65% or higher. These areas of minority concentration are generally concentrated in the middle of the County, particularly between Chamberlayne Rd and the area around New Market Rd and S. Laburnum Ave. There are also small pockets of minority concentration in the west end of the County, such as near Broad St and Pouncey Tract Rd and two small areas between Staples Mill Rd and Broad St around Glenside Dr and Parham Rd. A map of these areas can be found in Appendix F.

### Geographic Distribution

| Target Area | Percentage of Funds |
|-------------|---------------------|
| County-wide | 100                 |

Table 8 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

Henrico County will allocate federal funds (CDBG, ESG & HOME) in 2022-23 to activities that are not geographically constrained.

# Affordable Housing

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

### Introduction

The *2020-2025 Five Year Consolidated Community Development Plan* identifies priorities based on market analysis, citizen and stakeholder input, and census data. Several priorities also coincide with goals and/or objectives of *Henrico County Vision 2026*, the County Comprehensive Plan, adopted August 2009. These priorities have resulted in the following allocations for housing activities in PY 2022-23. The target date for the completion of the majority of these activities is September 30, 2023.

- \$20,598 from CDBG and \$559,945 from HOME funds to project:HOMES for the rehabilitation of homes owned by very low- or low-income elderly and/or disabled County homeowners.
- \$515,000 from CDBG funds to project:HOMES for critical home repairs to homes owned by very low- or low-income residents of the County.
- \$100,000 from CDBG funds to Richmond Metropolitan Habitat for Humanity for critical home repair program.
- \$75,000 from CDBG funds to assist in providing sewer connections for low- or moderate-income homeowners in areas of extension of County sewer service.
- \$50,000 of CDBG funds to Better Housing Coalition for pre-development costs at Carter Woods III for a 53-unit rental housing project.
- \$156,000 from HOME funds to HOME Inc. for down-payment and closing cost assistance for the purchase of homes by low-income, first-time homebuyers.
- \$125,000 from HOME funds to Southside Community Development and Housing Corporation for down-payment and closing cost assistance for the purchase of homes by low-income, first-time homebuyers.
- \$149,000 from HOME CHDO funds for activities of acquisition and rehabilitation of homes for sale to low-income households.
- \$30,000 from CDBG to Commonwealth Catholic Charities for homeless prevention.
- \$25,551 from ESG funds to the YWCA for homeless prevention.
- \$64,129 from ESG funds to CARITAS and Housing Families First for emergency shelter and/or case management for shelter residents.
- \$24,000 from ESG funds to Commonwealth Catholic Charities for homeless outreach.
- \$23,000 to Homeward for data collection.

| <b>One Year Goals for the Number of Households to be Supported</b> |     |
|--|-----|
| Homeless   | 578 |
| Non-Homeless   | 153 |
| Special-Needs  | 0   |
| Total  | 731 |

**Table 9 - 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  | 55  |
| Rehab of Existing Units  | 77  |
| Acquisition of Existing Units  | 21  |
| Total  | 153 |

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

## Discussion

The above numbers in Table 9 represent:

Non-homeless:

- Total 153 households assisted through:
- 77 units of homeowner rehabilitation or repair
- 2 units of acquisition, rehab, and sale
- 21 down payment assistance grants for first-time homebuyers
- 53 rental units constructed

Homeless:

- Total 578 persons assisted with ESG and CDBG funds through:
- homeless prevention (418)
- shelter and supportive services (100)
- outreach (60)

The above numbers in Table 10 represent:

- production of new units through CHDO activities (2)
- rehab of existing units through critical home repair and rehab programs with project:HOMES and Habitat for Humanity and sewer connections (77)
- acquisition of existing units through down payment assistance programs with HOME Inc. and Southside Community Development and Housing Corporation (21)
- production of new rental units through the development of Carter Woods III with Better Housing Coalition (53)

The difference of 578 between the totals in Table 9 and Table 10 above represents 400 persons served by the YWCA hotline, 18 persons served by Commonwealth Catholic Charities diversion and prevention, 60 persons served by Commonwealth Catholic Charities for outreach, 75 persons through CARITAS Shelter, and 25 persons through Housing Families First shelter.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

Henrico County has no public housing.

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

N/A

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

N/A

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

N/A

### **Discussion**

N/A

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

### **Introduction**

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

The goals for ESG funding are to reduce the number of individuals/households who become homeless; shorten the length of time an individual or household is homeless; and reduce the number of individuals/households returning to homelessness. The County will meet these goals through supporting Continuum of Care (COC) strategies, homeless services, and prevention programs that align with program goals. Funding will support coordinated community-based activities that are designed to support the goals of the ESG program. Henrico County will use ESG funds for homeless prevention, emergency shelter, street outreach, and support services for homeless individuals in a coordinated manner with other service providers, homeless prevention providers and resources within the County.

According to HUD e-Card data (<https://egis.hud.gov/cart/#>), there are a total of 1,857 tenant-based housing choice vouchers in use in Henrico County. HUD eCard also reports 2,250 project-based HUD assisted units. There are also 53 USDA assisted units.

As of April 29th, 2022, Henrico Area Mental Health & Developmental Services (HAMHDS) had 259 Housing Choice vouchers under lease; 250 of those vouchers are being used in Henrico County. When last reported on April 29th, 2022, Central Virginia Resource Corporation had 1,486 leased families throughout the Richmond metropolitan area and of those 385 are currently leased in Henrico County. Richmond Residential Services manages 238 vouchers for adults with intellectual disabilities of which 29 are located in Henrico County. In addition to standard vouchers these three programs also administer specialty vouchers which include disability vouchers, EHV (Emergency Housing Vouchers), HUD-VASH (Veterans Affairs Supportive Housing), DOJ (Dept. of Justice vouchers), and mainstream vouchers.

For FY 2022-23 Henrico County Public Schools (HCPS) is in year 3 of a 3-year grant under the McKinney-Vento Homeless Education Act. The award amount is \$32,333 for each of the years in the 3-year grant cycle, continuing through year 2022-23. In addition to the \$32,333 budgeted for 2022-23, HCPS received additional funds from Title I grant monies to support student transportation, professional development, payment of student fees and more. Also, the program is a recipient of funds from the ARP-HCY grants. These funds will support various special projects for student support and program development.

Thus far during the 2021-22 school year, Henrico County Public Schools identified just under 700 students who qualify for assistance under the McKinney-Vento Act. Families with children qualified under the McKinney-Vento Act are regularly contacted by the Henrico County Department of Social Services and Henrico County Public Schools to identify opportunities and assist with the transition to permanent housing by these families. Thanks in part to support received via a partnership between Henrico County and Commonwealth Catholic Charities, over 100 families have found permanent housing

during this school year.

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

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

The County participates in street outreach which provides individualized assessments and services to unsheltered homeless persons. Information gathered during this process is incorporated in the annual homelessness point in time count, which is coordinated twice a year by Homeward. Henrico coordinates with many agencies to provide services to homeless individuals and families and provides \$473,534 annually in financial assistance in the General Fund Budget to a number of agencies including:

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

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

The ESG program supports service providers for programs related to Case Management, Shelter and Operating Costs. These programs provide shelter and supportive services to homeless individuals and families while affordable, suitable permanent housing is being sought.

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

**recently homeless from becoming homeless again.**

The ESG program funds Homeless Prevention and Outreach programs which provide supportive services to homeless individuals and families and those at risk of homelessness so that they can access and maintain affordable, suitable permanent housing.

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

For PY 2022-23 Henrico County has allocated ESG funds to organizations that provide services to clientele including homeless persons and persons at risk of homelessness. These organizations, program descriptions and allocations include the following:

- CARITAS Case Management -- \$20,000 to fund a program that will provide case management services to 75 individuals residing in shelters.
- YWCA -- \$25,551 towards the cost of operating a regional domestic violence hotline. It is estimated that 400 Henrico County residents will benefit from this hotline. Funds will also be used to update their existing client database so it is compatible with HUD reporting requirements.
- Housing Families First – Hilliard House Emergency Shelter -- \$44,129 to fund a program that provides services to 6 families (25 person) residing in shelter.
- Commonwealth Catholic Charities -- \$24,000 to fund a program that provides services to 60 persons living in a place not meant for habitation.
- Homeward -- \$23,000 for data collection and assistance for report preparation through the Homeless Management Information System.

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

### **Introduction:**

According to HUD e-cart data (<https://egis.hud.gov/cart/#>), there are a total of 1,912 tenant-based housing choice vouchers in use in Henrico County. HUD e-cart also reports 2,280 project-based HUD assisted units. In addition, Henrico County has more than 6,013 subsidized apartments, as noted by VHDA and Henrico County data. Project-based subsidies include apartments supported by Sec. 8, Sec. 236, and Sec. 42 Low Income Housing Tax Credits. Slight discrepancies or duplication may occur between data sources used.

As of April 29th, 2022, Henrico Area Mental Health & Developmental Services (HAMHDS) had 259 Housing Choice vouchers under lease; 250 of those vouchers are being used in Henrico County. When last reported on April 29th, 2022, Central Virginia Resource Corporation had 1,486 leased families throughout the Richmond metropolitan area and of those 385 are currently leased in Henrico County. Richmond Residential Services manages 238 vouchers for adults with intellectual disabilities of which 29 are located in Henrico County. In addition to standard vouchers these three programs also administer specialty vouchers which include disability vouchers, EHV (Emergency Housing Vouchers), HUD-VASH (Veterans Affairs Supportive Housing), DOJ (Dept. of Justice vouchers), and mainstream vouchers.

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

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

Specific actions planned during PY 2022-23 to remove barriers and promote affordable housing include the following:

- Allocation of \$149,000 for CHDO Activities aimed at increasing the supply of affordable housing for low- and moderate-income homeowners.
- Allocation of \$281,000 of HOME for down payment assistance to support first-time low- and moderate-income homebuyers.
- Allocation of a total of \$1,270,543 of HOME and CDBG for rehabilitation and minor repair programs in support of the retention of existing affordable housing.
- Allocation of \$2,607,187 of County General Funds to the Community Maintenance and Building Inspection – Existing Structures Programs that includes the administration of a volunteer housing assistance program designed to improve the housing conditions of low-income County

homeowners and a program of facilitating the maintenance of affordable housing communities.

- Lowest real estate tax rate of the 13 largest jurisdictions in Virginia.
- Real Estate Advantage Program (REAP) provides real estate tax exemption to qualified seniors or disabled persons totaling an estimated savings of over \$9,000,000 in FY22 to qualified seniors.
- Tax abatement for single-family and multi-family housing rehabilitation.
- Henrico County passed new Subdivision and Zoning ordinances in June 2021 which now allow for more flexibility to encourage the development of affordable housing. This includes several new provisions to encourage residential development in mixed-use settings such as more flexible standards for commercial uses in multi-family districts, more flexible standards for accessory apartments in commercial districts, new Planned Development Districts, and new form-based Alternative Overlay Districts. Additionally, since 2000 the Code prohibited rezonings to more dense single-family districts; the new Code once again allows development in these districts which will help to create more affordable housing.

## AP-85 Other Actions – 91.220(k)

### Introduction:

Henrico County undertakes a variety of actions to meet underserved needs, foster and maintain affordable housing, reduce lead-based paint, reduce the number of poverty level families, and enhance coordination between public and private housing and social service agencies. These actions are part of the administrative culture of the County and will continue through PY 2022-23. Despite annual unpredictable variations in federal entitlement funds, the County will maintain a focus on the most critical needs in these areas.

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

While there are several constraints to meeting the needs of low-, very low-, and moderate-income residents, the primary obstacle is the lack of funding to fully address all needs in light of rising costs and unpredictable federal resources. In response to the level of need, the County continues to provide local funding to nonprofits.

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

The County pursued the option available to Participating Jurisdictions in 24 CFR 92.254(a)(2)(iii) and completed a detailed market analysis to determine a locality or consortium specific set of HOME purchase price and after rehabilitation value limits. These values differ substantially from the annually published HUD HOME purchase price and after rehabilitation value limits therefore, to enable additional low- to moderate-income first-time homebuyers and homeowners to receive service, Henrico County has will be implementing the following locality-specific limits for program year 2022-23. These limits will go into effect once HUD approves of this *Annual Action Plan*. A detailed methodology for calculating the new limits can be found in Appendix J.

| Median Sales Price 95% Henrico Analysis | Existing Homes | New Construction |
|---|----------------|------------------|
| Single-Family - 1 Unit                  | \$280,250      | \$357,085        |
| 2 Unit                                  | \$358,720      | \$457,068.80     |
| 3 Unit                                  | \$434,387.50   | \$553,481.75     |
| 4 Unit                                  | \$538,080      | \$685,603.20     |

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

During PY 2022-23, Henrico County will commit a total of \$1,270,543 for homeowner rehabilitation and repair for 77 low- and moderate-income households, the majority of which will be elderly householders.

An additional \$149,000 will be committed for the acquisition, rehabilitation, and sale of vacant homes to low- and very low-income first-time homebuyers or the creation of affordable rental units. The County is providing \$281,000 in homebuyer assistance and education to 23 first-time low/mod homebuyers.

The Community Maintenance Program (funded through the General Fund) includes the administration of a volunteer housing assistance program designed to improve the housing conditions of low-income County homeowners and a program of facilitating the maintenance of affordable housing communities.

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

The County budgets an additional \$5,000 above the maximum \$45,000 per unit cost for moderate rehabilitation to address potential lead-based paint abatement.

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

The Commercial Assistance Program facilitates development and expansion of businesses to create jobs available to low- and moderate-income persons as well as persons in poverty.

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

The CONNECT Program provides after-school mentoring and tutoring to improve educational achievement (a significant factor in determining future income) for children residing in low-income housing communities. The County has committed \$160,000 of CDBG funds towards this program in PY 2021-22.

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

The County also has a designated staff position to administer each of the three programs and the activities funded with the three types of funds: a CDBG Program Manager, a HOME Program Manager, and an ESG Program Manager. Staff works with the individual County Departments, such as Public Works, Social Services, Recreation and Parks, Mental Health, Planning, Public Utilities, Building Inspections, and the Division of Community Maintenance to develop procedures and coordination for administering programs that will be carried out by these divisions. Staff regularly tracks the production

and effectiveness of all agencies, including subrecipients, tasked with implementing programs with CDBG, HOME, and ESG funds. Adjustments are continuously made as needed.

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

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

## Program Specific Requirements

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

#### Introduction:

Henrico County receives CDBG, HOME, and ESG entitlement funds and does not expect to receive any CDBG or ESG program income in 2022-23. It is possible Henrico County may receive HOME program income as a result of proceeds from CHDO development or early payoff of forgivable down payment assistance or rehabilitation loans due to transfer of properties prior to the end of the affordability period in accordance with the County's Recapture Policy.

#### 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(l)(2)**

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

N/A

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

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

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

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

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

N/A

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

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

By accepting ESG funds from Henrico County, the grantee agrees to administer the funds in accordance with the Henrico County Emergency Solutions Grant Manual and HUD ESG regulations. The Henrico County Emergency Solutions Grant Manual was revised in 2021-22 and includes descriptions of ESG regulatory requirements, written standards for ESG subrecipients, internal procedures for submitting and processing payments, and forms and checklists for use by subrecipients. The Manual is available from the Henrico County Department of Community Revitalization.

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

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

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

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

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

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

The County and the CoC actively encourage new applicants to apply for funds by conducting educational presentations about the funding process and local priorities. All applicants and potential applicants are encouraged to participate in the CoC to work on addressing gaps in service provision. The County solicits applications from all qualified service providers and makes them aware of funding through various notification letters, phone calls, and advertising. Application due dates, instructions and required forms are posted on the County's website.

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

The County has met the requirements of 24 CFR 576.405(a) by participating in and seeking input from the CoC's Ranking Committee regarding gaps in service and gained input that was applied in the funding decisions. The CoC Board of Supervisors and the CoC Ranking Committee include persons with lived experience.

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

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

In 2021, the CoC Performance Measurement Committee was replaced by GRCoC board action with the Quality Improvement Leadership Committee (QIL). In collaboration with the Ranking and Review Committee, QIL establishes performance standards for all program types.

## 2022-2023 Action Plan Appendices

Appendix A: Resolution of the Board of Supervisors, June 28, 2022

Appendix B: June 28, 2022, Public Hearing Minutes

Appendix C: Sources and Uses of Funds, June 28, 2022

Appendix D: Public Hearing Notices

Appendix E: Community Development Needs Meeting Minutes, February 15, 2022

Appendix F: Areas of Minority Concentration

Appendix G: Henrico Recapture Provision

Appendix H: Agencies Provided General Funds

Appendix I: Continuum of Care Ranking Committee Meeting Minutes, March 18, 2022

Appendix J: HOME Price Limits Evaluation

Certifications and SF 424s

# Appendix A: Resolution of the Board of Supervisors, June 28, 2022



## COUNTY OF HENRICO, VIRGINIA BOARD OF SUPERVISORS MINUTE

Agenda Item No. 190-22  
Page No. 1 of 2

**Agenda Title: RESOLUTION — Authorizing County Manager to Submit the Henrico County Annual Action Plan, Including the CDBG, HOME, and ESG Program Plans for FY 2022-23; to Execute the CDBG, HOME, and ESG Agreements for FY 2022-23; and to Execute Contracts to Implement the CDBG, HOME, and ESG Activities**

|   |   |   |
|---|---|---|
| For Clerk's Use Only:<br>Date: <u>6/28/2022</u><br><input checked="" type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><input type="checkbox"/> Amended<br><input type="checkbox"/> Deferred to: _____ | <b>BOARD OF SUPERVISORS ACTION</b><br>Moved by (1) <u>Nelson</u> Seconded by (1) <u>Shrout</u><br>(2) _____ (2) _____<br>REMARKS: <b>APPROVED</b> | YES NO OTHER<br>Branin, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/><br>Nelson, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/><br>O'Bannon, P. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/><br>Schmitt, D. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/><br>Thornton, F. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |
|---|---|---|

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

**WHEREAS**, the County's CDBG entitlement for FY 2022-23 is \$1,645,428, and the County has prepared the attached proposed sources and uses of CDBG entitlement funds; and,

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

**WHEREAS**, the County's HOME entitlement for FY 2022-23 is \$991,558, and the County has prepared the attached proposed sources and uses of HOME entitlement funds; and,

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

**WHEREAS**, the County's ESG entitlement for FY 2022-23 is \$146,882, and the County has prepared the attached proposed sources and uses of ESG entitlement funds; and,

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

By Agency Head [Signature] By County Manager [Signature]

Copy to: \_\_\_\_\_

Certified:  
A Copy Teste: \_\_\_\_\_  
Clerk, Board of Supervisors

Date: \_\_\_\_\_

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. | 90-22

Page No. 2 of 2

**Agenda Title: RESOLUTION — Authorizing County Manager to Submit the Henrico County Annual Action Plan, Including the CDBG, HOME, and ESG Program Plans for FY 2022-23; to Execute the CDBG, HOME, and ESG Agreements for FY 2022-23; and to Execute Contracts to Implement the CDBG, HOME, and ESG Activities**

---

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors that it: (1) approves the FY 2022-23 Plan, including the proposed uses of CDBG, HOME, and ESG funds for FY 2022-23; (2) authorizes the County Manager to submit the Plan; and (3) authorizes the County Manager to execute the CDBG, HOME, and ESG agreements for FY 2022-23 and the contracts necessary to implement the CDBG, HOME, and ESG program activities in a form approved by the County Attorney.

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

# Appendix B: June 28, 2022 Public Hearing Minutes

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
REGULAR MEETING  
June 28, 2022

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, June 28, 2022, at 7:00 p.m. in the Board Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia.

**Members of the Board Present:**

Patricia S. O'Bannon, Chairman, Tuckahoe District  
Frank J. Thornton, Vice-Chairman, Fairfield District  
Thomas M. Branin, Three Chopt District  
Daniel J. Schmitt, Brookland District  
Tyrone E. Nelson, Varina District

**Other Officials Present:**

Cari M. Tretina, Assistant to the County Manager/Chief of Staff  
Andrew R. Newby, County Attorney  
Tanya N. Brackett, CMC, Assistant to the County Manager/Clerk to the Board  
Steven J. Yob, Deputy County Manager for Community Operations  
Steven W. Knockemus, Assistant Director of Public Relations

Sue Bell, Chaplain for the Henrico County Police Division delivered the invocation.

On motion of Mr. Nelson, seconded by Mr. Schmitt, the Board approved the minutes of the June 14, 2022, Regular and Special Meetings.

The vote of the Board was as follows:

Yes: O'Bannon, Thornton, Branin, Nelson, Schmitt

No: None

**MANAGER'S COMMENTS**

Ms. Tretina shared with a heavy heart the passing of Alicia A. Monahan, a firefighter/paramedic with Chesterfield Fire & EMS. Ms. Monahan tragically passed away Saturday afternoon while she was teaching a swift water rescue course in Macon County, North Carolina. Alicia was an 11-plus year veteran of Chesterfield Fire & EMS, serving as a member of the CF&EMS Dive Team and the Virginia Helicopter Aquatics Rescue Team. She also served with the Virginia Search and Rescue Dog Association. Alicia was known for her willingness to drop everything to participate in a rescue, and she was even recognized with a bronze Valor Award in 2019 by the Retail Merchants Association. Alicia leaves behind two teenage sons and a fiancé. Ms. Tretina noted our hearts and prayers are with Alicia's family and friends and with our brothers and sisters in Chesterfield as they grieve the loss of a hero. Ms. Tretina announced the Henrico County flags are flying at half-staff through Wednesday as a show of solidarity with our larger, regional public safety family.

Ms. Tretina recognized Barbara Weedman, Director of Henrico County Public Libraries, who announced the Fairfield Area Library and Quinn Evans Architects have won an IIDA (Commercial Design Association) and American Library Association 2022 Library Interior Design Award which “recognizes excellence in library interior design and promotes examples of extraordinary design reflected through innovative concepts.” Ms. Weedman stated this award is one of two nationally in the category of public libraries over 30,000 square feet.

Ms. Tretina recognized Deputy Chief for the Division of Fire, Jeff Farmer, who announced the Division is honored to receive the American Heart Association's 2022 Mission: Lifeline – EMS – GOLD PLUS Achievement Award for an EMS Agency. The GOLD PLUS award is the highest possible award recognized by the American Heart Association. The American Heart Association recognizes the Henrico County Division of Fire for demonstrating continued success in using the Mission Lifeline program. In earning this award, the Division of Fire has applied the most up-to-date evidence-based treatment guidelines to improve patient care and outcomes in the community. Specifically, this award measures the Division's ability to quickly recognize heart attacks, acquire electrocardiographs, notify hospital emergency departments, activate the cath-lab, and achieve reperfusion of the patient's body tissue. This success is made possible by the Division of Fire's partnership with the Henrico County Emergency Communications Center, the Henrico Association of Volunteer Rescue Squads, and the regional hospital systems.

#### **BOARD OF SUPERVISORS' COMMENTS**

Mr. Nelson sent thoughts and prayers to our Varina District School Board representative Alicia Atkins who lost her father this past weekend.

Mr. Nelson recognized for the second year that Henrico presented a Juneteenth celebration at Dorey Park to commemorate and celebrate the abolishment of slavery in the United States. Juneteenth, also known as Emancipation Day or Day of Freedom, combines “June” and “nineteenth” for the month and the day that the enslaved in Galveston, Texas, got word that they had been freed under President Abraham Lincoln's Emancipation Proclamation. The County's Juneteenth celebration was held on Saturday, June 18, and featured a day of family fun and entertainment, including live performances, a vendor fair, food, historical and educational exhibits, a kid's zone, and a spectacular fireworks finale. Mr. Nelson thanked Henrico Recreation and Parks, the “Green Machine”, for the time, talent, and effort that went into producing the event. He noted the fantastic weather and asked if everyone could join him in thanking the outstanding efforts of Recreation and Parks.

Mr. Schmitt noted six days from today we will host the Red, White, and Lights celebration on Monday, July 4 at Meadow Farm Park which will include the Richmond Symphony with a laser-light show.

Mr. Branin recognized the Henrico Division of Fire and EMS for their recent outstanding efforts responding to a fire at an assisted living facility in the County.

#### **RECOGNITION OF NEWS MEDIA**

There were no media representatives present.

**PRESENTATIONS**

Mrs. O'Bannon presented a proclamation celebrating the Comboni Missionary Sisters 150<sup>th</sup> Jubilee Anniversary.

**APPOINTMENTS/RESIGNATIONS**

181-22 Resolution - Resignation of Member - Central Virginia Waste Management Authority Board of Directors.

On motion of Mr. Schmitt, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

182-22 Resolution - Appointment of Members - Community Criminal Justice Board.

On motion of Mr. Thornton, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

183-22 Resolution - Appointment of Members - Community Policy and Management Team.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

184-22 Resolution - Appointment of Member - Greater Richmond Partnership Board of Directors.

On motion of Mr. Thornton, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

185-22 Resolution - Appointment of Members - J. Sargeant Reynolds Community College Board.

On motion of Mr. Branin, seconded by Mr. Thornton, and by unanimous vote, the Board approved this item – see attached resolution.

186-22 Resolution - Resignation of Member - Parks and Recreation Advisory Commission.

On motion of Mr. Thornton, seconded by Mr. Schmitt, and by unanimous vote, the Board approved this item – see attached resolution.

187-22 Resolution - Appointment of Members - Richmond Metropolitan Transportation Authority Board of Directors.

On motion of Mr. Schmitt, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

188-22 Resolution - Appointment of Members - The Cultural Arts Center at Glen

Allen Foundation Board of Directors.

On motion of Mr. Schmitt, seconded by Mr. Thornton, and by unanimous vote, the Board approved this item – see attached resolution.

189-22 Resolution - Appointment of Members and Alternates - Virginia Transit Association Board of Directors.

On motion of Mr. Branin, seconded by Mr. Thornton, and by unanimous vote, the Board approved this item – see attached resolution.

**ADDED BY UNANIMOUS CONSENT**

197-22 Resolution - Appointment of Member - Board of Social Services.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board approved adding item 197-22 to the agenda.

On motion of Mr. Nelson, seconded by Mr. Schmitt, and by unanimous vote, the Board approved this item – see attached resolution.

**PUBLIC HEARING ITEMS**

190-22 Resolution - Authorizing County Manager to Submit the Henrico County Annual Action Plan, Including the CDBG, HOME, and ESG Program Plans for FY 2022-23; to Execute the CDBG, HOME, and ESG Agreements for FY 2022-23; and to Execute Contracts to Implement the CDBG, HOME, and ESG Activities.

No one from the public spoke in opposition to this item.

On motion of Mr. Nelson, seconded by Mr. Thornton, and by unanimous vote, the Board approved this item – see attached resolution.

191-22 Resolution - Authorizing County Manager to Submit Eighth Amended Henrico County FY 2019-20 Annual Consolidated Action Plan and to Execute Contracts for CDBG Activities.

No one from the public spoke in opposition to this item.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

**PUBLIC COMMENTS**

William Forrester, Jr., with the Metropolitan Junior Baseball League (MJBL), requested the Board consider supporting the Inner City Classic. He shared the MJBL website, highlighted the MJBL's mission and long history of positive community contributions, and showed a video showcasing the Inner City Classic.

John Owens, a resident of the Brookland District, encouraged the Board to explore opportunities for developments with three-bedroom apartments.

**GENERAL AGENDA**

- 192-22            Resolution - Appropriation of Funds for FY 2022-23 and Approval of Meals Tax Capital Projects for Henrico County Public Schools.
- On motion of Mr. Schmitt, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item as amended – see attached amended resolution.
- 193-22            Introduction of Ordinance - To Reduce the Effective Tax Rate for Qualifying Vehicles in 2022 by Returning Surplus Personal Property Tax Revenues for Qualifying Vehicles to Taxpayers.
- On motion of Mr. Branin, seconded by Mr. Thornton, and by unanimous vote, the Board approved this item – see attached introduction of ordinance.
- 194-22            Resolution - Signatory Authority - Agreement with Richmond Metropolitan Habitat for Humanity - 408 Dakar Drive - Varina District.
- On motion of Mr. Nelson, seconded by Mr. Schmitt, and by unanimous vote, the Board approved this item – see attached resolution.
- 195-22            Resolution - Endorsement and Authorization to Submit Letter of Intent to Participate in Virginia Department of Transportation SMART SCALE Program for FY 2024.
- On motion of Mr. Thornton, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.
- 196-22            Resolution - Award of Contract - Mill Road Improvements - Brookland District.
- On motion of Mr. Thornton, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

There being no further business, the meeting was adjourned at 8:08 p.m.

  
Chairman, Board of Supervisors  
Henrico County, Virginia

# Appendix C: Sources and Uses of Funds, June 28, 2022

## 2022-2023 CDBG, HOME, & ESG Programs

### Proposed Sources & Uses of Funds

| <b>SOURCES</b>          | <b>CDBG</b>        | <b>HOME</b>        | <b>ESG</b>       |
|-------------------------|--------------------|--------------------|------------------|
| FY 2022-2023 Allocation | \$1,645,428        | \$991,558          | \$146,882        |
| Funds Brought Forward   | \$125,170          | \$88,387           | \$798            |
| <b>Total Available</b>  | <b>\$1,770,598</b> | <b>\$1,079,945</b> | <b>\$147,680</b> |

### CDBG/HOME USES

|   |         |         |  |
|---|---------|---------|--|
| 1. CDBG & HOME Administration   | 322,500 | 90,000  |  |
| 2. Commercial Assistance Program  | 203,000 | -       |  |
| 3. Enterprise Zone Design Assistance  | 35,000  | -       |  |
| 4. CONNECT Program  | 169,500 | -       |  |
| 5. project:HOMES - Homeowner Rehabilitation Program                                 | 20,598  | 559,945 |  |
| 6. project:HOMES - Critical Home Repair Program                                     | 515,000 | -       |  |
| 7. Metro Richmond Habitat for Humanity - Critical Home Repair Program               | 100,000 | -       |  |
| 8. HOME Inc. - Downpayment Assistance Program                                       | -       | 156,000 |  |
| 9. Southside Community Development & Housing Corp. - Downpayment Assistance Program | -       | 125,000 |  |
| 10. CHDO Activities - Affordable Housing Development                                | -       | 149,000 |  |
| 11. Local Initiatives Support Corporation - Small Business Revolving Loan Fund      | 250,000 | -       |  |
| 12. Commonwealth Catholic Charities - Homelessness Prevention & Diversion           | 30,000  | -       |  |
| 13. Henrico Public Utilities - Sewer Extension Connection Assistance                | 75,000  | -       |  |
| 14. Better Housing Coalition - Carter Woods III                                     | 50,000  | -       |  |

### ESG USES

|   |                    |                    |                  |
|---|--------------------|--------------------|------------------|
| 1. ESG Administration   |                    |                    | 11,000           |
| 2. Housing Families First - Hilliard House Emergency Shelter Program      |                    |                    | 44,129           |
| 3. CARITAS - Case Management for Shelter Clients                          |                    |                    | 20,000           |
| 4. YWCA of Richmond - EmpowerNet Domestic Violence Hotline                |                    |                    | 25,551           |
| 5. Homeward - Homeless Management Information System                      |                    |                    | 23,000           |
| 6. Commonwealth Catholic Charities - Street Outreach for Homeless Persons |                    |                    | 24,000           |
| <b>Total</b>  | <b>\$1,770,598</b> | <b>\$1,079,945</b> | <b>\$147,680</b> |

June 28, 2022

# Appendix D: Public Hearing Notices

Ads for the February 15, 2022 Community Development Needs Hearing were published in the Richmond Times-Dispatch, the Richmond Free Press, and the Henrico Citizen.

**MEETINGS & EVENTS**      **MEETINGS & EVENTS**

**Public Hearing on Community Development Needs and Program Performance and Notice of Availability of Funds**  
**Henrico County, Virginia**

As a participant in the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and the Emergency Solutions Grant Program (ESG), Henrico County will prepare an Annual Action Plan for submission to the U.S. Department of Housing and Urban Development. The 2022-23 Annual Action Plan will include the County's proposed uses of CDBG, HOME, and ESG funds for the program year beginning October 1, 2022, through September 30, 2023. Henrico County will conduct a public hearing at 7:00 pm, Thursday, February 15, 2022, hosted online through WebEx. The public hearing is to provide the public an opportunity to express opinions on community development needs in Henrico County and past performance of community development programs as reported in the 2020-21 CAPER. The County encourages residents to attend, especially those who are low- and moderate-income or reside in low- and moderate-income communities and express their opinions concerning community development needs in the County. Needs may include housing, enhancement of neighborhoods, expansion of economic opportunities, or any other community development needs that residents consider important. **The public hearing will be a virtual hearing only; there will be no opportunity for in-person attendance.** A link to the meeting and instructions for participating can be found on the County's website at [henrico.us/revit](http://henrico.us/revit). Comments may also be provided in advance of the public hearing by email to [revitalization@henrico.us](mailto:revitalization@henrico.us) or by phone to (804) 501-7617.

**Applications**  
 Agencies and organizations interested in applying for CDBG, HOME, or ESG funds for Program Year 2022-23 may do so online by visiting [henrico.us/revit](http://henrico.us/revit). Applications will be received through ZoomGrants, which requires free registration. A training for using ZoomGrants to apply for funds will be held virtually on Thursday, February 10, 2022. Details can be found at [henrico.us/revit](http://henrico.us/revit). The deadline to apply is March 7, 2022.

If you have comments or need additional information concerning the public hearing or applying for CDBG, HOME, or ESG funds, please call the Department of Community Revitalization at (804) 501-7617. Assistance to disabled persons or those with limited English proficiency will be provided upon request, with at least three (3) business days prior notification to the Department of Community Revitalization.

Richmond Times-Dispatch  
 Jan 27, 2022

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<https://www.henricocitizen.com/articles/henrico-sch>

Henrico Citizen  
 Feb 1-15, 2022

Richmond Free Press  
 Jan 27, 2022

An ad for the June 28, 2022 Board of Supervisors Public Hearing was published in the Richmond Times-Dispatch on May 28, 2022.

**Notice of Public Hearing on the Submission of the Henrico County 2022-23 Annual Action Plan and Amendment to the 2019-20 Annual Action Plan**

Henrico County is a participant in the federal Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) and is required to submit an Annual Action Plan to the U.S. Department of Housing and Urban Development by August 15, 2022. The Henrico County Board of Supervisors will hold a public hearing on Tuesday, June 28, 2022 at 7:00 PM in the Board Room of the County Administration Building at 4301 E. Parham Rd (Parham and Hungary Spring Roads) to consider a resolution to authorize submission of the 2022-23 Annual Action Plan and to approve the proposed use of funds for 2022-23, and will also hold a public hearing to consider a resolution to authorize submission of an amendment to the 2019-20 Annual Action Plan.

The 2022-23 Annual Action Plan identifies funding for the 2022-23 program year as follows:

|   |                    |
|---|--------------------|
| 2022-23 CDBG Entitlement Grant                | \$1,645,428        |
| CDBG Funds Brought Forward                    | \$125,170          |
| 2022-23 HOME Entitlement Grant                | \$991,558          |
| HOME Funds Brought Forward                    | \$88,387           |
| 2022-23 Emergency Solutions Entitlement Grant | \$146,882          |
| ESG Funds Brought Forward                     | \$798              |
| <b>Total Funds Available</b>                  | <b>\$2,998,223</b> |

The following projects are recommended for funding in 2022-23:

**CDBG and HOME Program Administration** – CDBG: \$322,500; HOME: \$90,000.

**Commercial Assistance Program** – administration of the Enterprise Zone and Commercial Assistance programs. CDBG: \$203,000.

**CONNECT Program** – afterschool and summer program for at-risk youth. CDBG: \$169,500.

**Enterprise Zone Design Assistance** – architectural design assistance for businesses considering improvements resulting in job creation. CDBG: \$35,000.

**project:HOMES Homeowner Rehabilitation Program** – rehabilitation of homes of elderly and/or disabled low-income homeowners. CDBG: \$20,598; HOME: \$559,945.

**project:HOMES Critical Home Repair Program** – home repair for low-income homeowners. CDBG: \$515,000.

**Habitat for Humanity Critical Home Repair Program** – home repair for low-income homeowners. CDBG: \$100,000.

**HOME Inc. Downpayment Assistance** – counseling and down payment and closing costs assistance for first-time homebuyers. HOME: \$156,000.

**Southside Community Development & Housing Corp. Downpayment Assistance** – counseling and down payment and closing costs assistance for first-time homebuyers. HOME: \$125,000.

**CHDO Activities Rehab for Sale** – purchase and rehabilitation of vacant single-family homes or construction of new homes to be sold to first-time low-income homebuyers. HOME: \$149,000.

**Local Initiatives Support Corporation** – small and micro-business revolving loan fund. CDBG: \$250,000.

**Commonwealth Catholic Charities** – homelessness prevention and diversion. CDBG: \$30,000.

**Sewer Extension Connection Assistance** – assistance for connection costs for low-income homeowners in areas of County sewer extensions. CDBG: \$75,000.

**Better Housing Coalition Carter Woods III** – development assistance for affordable housing. CDBG: \$50,000.

**ESG Program Administration** – ESG: \$11,000.

**Housing Families First** – Hilliard House emergency shelter program – ESG: \$44,129.

**CARITAS** – case management for shelter clients – ESG: \$20,000.

**YWCA of Richmond** – EmpowerNet hotline – ESG: \$25,551.

**Homeward** – homeless management information system – ESG: \$23,000.

**Commonwealth Catholic Charities** – homeless outreach – ESG: \$24,000.

The proposed amendment to the 2019-20 Annual Action Plan provides for the reprogramming of funds held for future Board allocation to the following new project: \$200,000 of CDBG-CV to the Housing Assessment & Transition Support Program. The Henrico County Board of Supervisors will hold a public hearing on Tuesday, June 28, 2022 at 7:00 PM in the Board Room of the County Administration Building at 4301 E. Parham Rd (Parham and Hungary Spring Roads) to consider a resolution to amend the 2019-20 Annual Action Plan for this proposed reallocation of CARES Act CDBG-CV funds.

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

The proposed 2022-2023 Annual Action Plan and the proposed Amended 2019-20 Annual Action Plan are available for review at the Henrico County Department of Community Revitalization at 4905 Dickens Road, Suite 200 during normal business hours and can also be viewed online at [henrico.us/revit](https://henrico.us/revit). Online access is available at all County libraries. For additional information, or to provide comments, please call the Department of Community Revitalization at 501-7617 or email [revitalization@henrico.us](mailto:revitalization@henrico.us).

# Appendix E: Community Development Needs Meeting Minutes

Community Development Needs Public Hearing

Tuesday, February 15, 2022, 7:00 PM

Conducted online via Webex

Attendance:

Henrico Community Revitalization – David Sacks, Eric Leabough, Geleene Goffena, Cara Kaufman, Rachael Thayer, Makeba Berry, Luanda Fiscella

Public – Four members of the public attended the hearing. Based on email addresses, three of these attendees appear to represent non-profit agencies (two agencies represented).

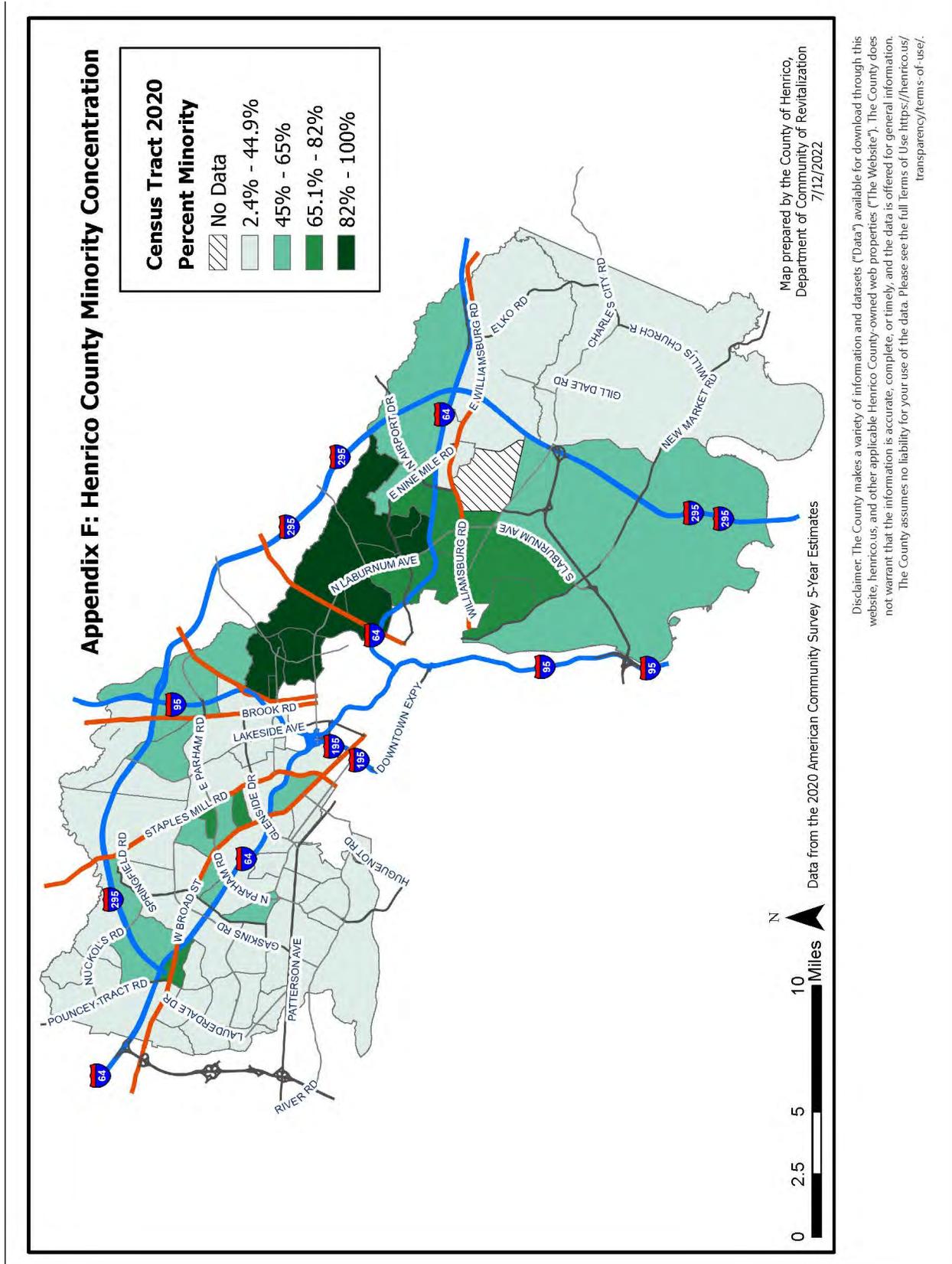
The meeting began at 7:00 pm. David Sacks gave a presentation on the basics of CDBG, HOME, and ESG funds as well as the expected allocation amounts, which are not yet known. He discussed past project examples and program accomplishments from the 2020-21 program year and accomplishments from CARES Act programs.

Following the presentation, he opened the floor for questions. One person, representing a housing non-profit, spoke of the need for affordable housing in the area, particularly related to past discriminatory lending practices and closing the racial equity gap. The speaker said that 1 in 7 families locally spend more than 50% of their income on housing.

There were no other comments received either by chat/Q&A within the event, or verbally by attendees wishing to speak.

The meeting was adjourned at 7:22 pm.

# Appendix F: Areas of Minority Concentration



## Appendix G: Henrico Recapture Provision

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

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

| <b>Amount of HOME Assistance</b> | <b>Length of the Affordability Period</b> |
|----------------------------------|---|
| Under \$15,000                   | 5 years                                   |
| \$15,000 to \$40,000             | 10 years                                  |
| Over \$40,000                    | 15 years                                  |

#### REDUCTION DURING AFFORDABILITY PERIOD:

If the homebuyer or homeowner occupies the property as his/her principal place of residence for a period of time less than the applicable affordability period, then the amount of the Direct HOME Subsidy subject to recapture will be reduced on a pro-rated basis for each full year that the homeowner or homebuyer owned and occupied the property, as described below. If the recapture provision is triggered by a sale of the property, Henrico County will recapture the pro-rated amount from the net proceeds available from the sale. The homeowner who "occupies the property" is defined as the person or persons who are using the property as their principal place of residence at the time the HOME funded assistance was provided, even though there may be additional owners who are not occupants of the property at the time.

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

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

- Divide the number of full years the homebuyer occupied the home by the period of affordability. When HOME funds were used for rehabilitation not involving acquisition, divide the number of years the homeowner occupied the home following completion of the rehabilitation (the date of completion means the date of the applicable Deed of Trust Note) by the period of affordability.
- Multiply the resulting figure by the total amount of Direct HOME Subsidy originally provided to the homebuyer or homeowner. This is the amount forgiven.
- Subtract the forgiven amount from amount of direct HOME subsidy.
- Example:
  - Mr. Smith received a \$12,000 downpayment assistance grant. This required an affordability period of 5 years. He sold the home after 3 years and 7 months and moved out. He therefore resided in the home for 3 full years.  $3 \text{ years} / 5 \text{ years} = 0.6$ ;  $0.6 \times \$12,000 = \$7,200$ ;  $\$12,000 - \$7,200 = \$4,800$ , which is the amount recaptured.

In the event of foreclosure, the recaptured HOME assistance is pro-rated as described above.

When the recapture provision is triggered by a sale of the property, under no circumstances will Henrico County recapture more than is available from the Net Proceeds of the sale. "Net Proceeds" is defined as the sales price minus primary loan balance (other than HOME funds) and any closing costs.

DUE ON SALE; ACCELERATION:

If all or any part of the property, or interest therein, is leased, sold or otherwise transferred by the homebuyer or homeowner-occupant during the applicable affordability period, excluding the granting of a lien subordination or by rights of survivorship, all sums secured are immediately due and payable to Henrico County, except as provided above. Homeowners who were not using the property as their principal place of residence at the time of HOME funded assistance and retain the property through rights of survivorship are not excluded from the recapture provision, and all sums are to be secured.

SUBORDINATION:

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

REFINANCING:

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

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

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

ENFORCEMENT:

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

DATE OF REVISION: February 28, 2022

## Appendix H: Agencies Provided General Funds

The following agencies serve low and moderate-income persons and are provided County general funds through the non-departmental budget in the amounts listed for Fiscal Year 2022-23.

Better Housing Coalition: \$38,405

CARITAS: \$50,000

CASA (Court Appointed Special Advocates): \$5,000

Central Virginia Legal Aid Society: \$10,000

Community Brain Injury Services (Mill House): \$26,250

Community Food Collaborative: \$30,000

FeedMore (Meals on Wheels, Central Virginia Foodbank) \$25,000

FISH (Eastern Henrico County): \$26,244

Henrico Community Food Bank: \$50,000

H.O.P.E In the Community: \$20,000

Housing Families First (Hilliard House): \$70,000

Local Initiatives Support Corporation of Virginia (LISC): \$30,000

Moments of Hope Outreach: \$30,000

Opportunity. Alliance. Reentry (OAR): \$15,000

Partnership for Housing Affordability: \$50,000

Ramp Access Made Possible by Students (RAMPS): \$10,000

Resources for Independent Living: \$25,000

Street Foodies Foundation: \$10,000

Safe Harbor: \$51,290

Salvation Army: \$16,000

Senior Connections (CAAA): \$56,000

SOAR 365 (Camp Baker): \$7,500

St. Joseph's Villa (Flagler Home): \$35,000

The Healing Place: \$25,000

# Appendix I: Continuum of Care Ranking Committee Meeting Minutes

## **Continuum of Care Ranking Committee**

**March 18, 2022**

### **Review of the Henrico County Proposed Emergency Solutions Grant (ESG) Budget for PY2022-23**

#### **Members Present:**

Kathleen Kramer

Jessica Sagara, Chesterfield County

Tyler Agee, Bon Secours Hospital

Patrick Odehnal, City of Richmond

Cara Kaufman, Henrico County

Frances Marie Pugh, Homeward

Michael Rogers, Homeward

Amber Robinson, ACTS

Cara Kaufman, ESG Program Manager with Henrico County, shared the proposed ESG budget for PY2022-23 with the members of the CoC Ranking Committee. Committee members reviewed the budget and advocated for increasing support for outreach services during the 2022-23 program year. Overall, the committee endorsed the proposed budget.

Submitted by Michael Rogers, Systems & CoC Director

# Appendix J: HOME Price Limits Evaluation



## Henrico County, VA.

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

Prepared by the Henrico County Department of Community Revitalization  
July 21, 2022

#### I. Background.

The HOME Rule in 24 CFR 92.254 (a)(2)(i) and (iii) specifies that the purchase price for housing where homebuyer assistance is provided and the maximum after rehabilitation value where HOME funds are used for rehabilitation assistance, the housing value must not exceed 95% of the median purchase price for the area. HUD annually publishes these values on [HUD Exchange](#).<sup>1</sup> For Henrico County, those figures for 2022 are as follows:

\$255,000 for existing single-family homes

\$291,000 for new single-family homes

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

#### II. Methodology

##### A. Data Assemblage

Using the County Real Estate Assessor's database, containing information on all land parcels in the County, a subset of data was extracted that contained residential properties with the most recent sale recorded in the 12-month period between July 1, 2021, and June 30, 2022. That dataset was further refined to include only those properties with the following characteristics:

1. Property was a single unit, detached residence or a townhome, meaning the following Henrico County use codes were included:
  - 210 - Single-Family residences within a subdivision

---

<sup>1</sup> Department of Housing and Urban Development. (2022, May). *Home Homeownership Value Limits*. HUD Exchange. Retrieved May 9, 2022, from <https://www.hudexchange.info/resource/2312/home-maximum-purchase-price-after-rehab-value/>

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

The following single-family use codes were excluded:

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

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

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

The delineation of New Home Sales and Existing Home Sales was completed through the use of the “year constructed” field. If the year of construction in the dataset showed the home was built in 2021 or 2022, that sale was considered to be of a “new construction” home. All other sales were considered sales of an existing home. That disaggregation of the dataset produced the following:

Sales of existing homes: 5,132

Sales of new construction homes: 591

#### C. Calculation of Median Sales Price

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

Existing Homes: \$295,000

New Construction Homes: \$ 375,879

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

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

Existing Homes: \$ 280,250

New Construction Homes: \$ 357,085

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

Following the “[Methodology for Calculating HOME Maximum Purchase Price or After-Rehab Value Limits – FY 2021](#),”<sup>2</sup> the limits for 2-unit homes, 3-unit homes, and 4-unit homes, for both existing and new construction were calculated. The results of those calculations are provided in the table below.

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<sup>2</sup> Community Planning and Development, “Methodology for Calculating HOME Maximum Purchase Price or After-Rehab Value Limits – FY 2022” (May 2022). Retrieved May 9, 2022, from <https://www.huduser.gov/portal/datasets/home-datasets/files/FY-2021-HOME-Homeownership-Value-Limits-Methodology.pdf>

III. Findings and Conclusions

The following summarizes the results of this analysis and compares those results to the price limits published by HUD for 2021 for Henrico County.

|   | Existing Homes   | New Construction | Existing Homes                    | New Construction |
|---|------------------|------------------|-----------------------------------|------------------|
| Total Sales<br>July 2021 – June 2022    | 5,132            | 591              |                                   |                  |
| Median Sales Price 95% Henrico Analysis |                  |                  | HUD June 2022<br>Published Limits |                  |
| Single-Family - 1 Unit                  | <b>\$280,250</b> | <b>\$357,085</b> | <b>\$255,000</b>                  | <b>\$291,000</b> |
| 2 Unit                                  | \$358,720        | \$457,068.80     | \$326,000                         | \$373,000        |
| 3 Unit                                  | \$434,387.50     | \$553,481.75     | \$395,000                         | \$451,000        |
| 4 Unit                                  | \$538,080        | \$685,603.20     | \$489,000                         | \$559,000        |

The above methodology and housing value limits will be included in the submission of the PY2022-23 Annual Action Plan for HUD approval.

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

David Sacks, Community Development Manager  
[sac01@henrico.us](mailto:sac01@henrico.us)  
 804-501-7611

Rachael Thayer, HOME Program Manager  
[tha006@henrico.us](mailto:tha006@henrico.us)  
 804-501-7614

# Certifications and SF 424s Submitted with Henrico County 2022-23 Annual Action Plan

## CERTIFICATIONS

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

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

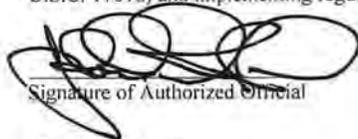
**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

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

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

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

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

  
Signature of Authorized Official

7/12/2022  
Date

County Manager

Title

## Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

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

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

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

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

**2. Overall Benefit.** The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2022-23 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

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

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

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

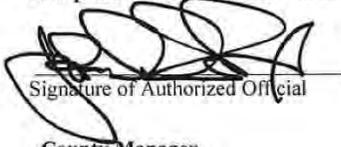
**Excessive Force** -- It has adopted and is enforcing:

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

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

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

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

  
Signature of Authorized Official

  
Date

**County Manager**

Title

**Specific HOME Certifications**

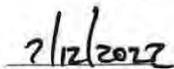
The HOME participating jurisdiction certifies that:

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

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

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

  
Signature of Authorized Official

  
Date

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

## **Emergency Solutions Grants Certifications**

The Emergency Solutions Grants Program recipient certifies that:

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

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

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

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

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

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

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

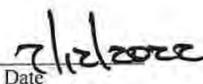
**Confidentiality** – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release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

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

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

**Discharge Policy** – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

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

  
\_\_\_\_\_  
Date

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

| Application for Federal Assistance SF-424  |  |  |
|--|--|--|
| * 1. Type of Submission:<br><input type="checkbox"/> Preapplication<br><input checked="" type="checkbox"/> Application<br><input type="checkbox"/> Changed/Corrected Application | * 2. Type of Application:<br><input checked="" type="checkbox"/> New<br><input type="checkbox"/> Continuation<br><input type="checkbox"/> Revision | * If Revision, select appropriate letter(s):<br><input type="text"/><br>* Other (Specify):<br><input type="text"/> |
| * 3. Date Received:<br><input type="text" value="05/13/2022"/>   | 4. Applicant Identifier:<br><input type="text"/>   |  |
| 5a. Federal Entity Identifier:<br><input type="text" value="54-6001344"/>  | 5b. Federal Award Identifier:<br><input type="text"/>  |  |
| <b>State Use Only:</b>   |  |  |
| 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="County of Henrico"/>  |  |  |
| * b. Employer/Taxpayer Identification Number (EIN/TIN):<br><input type="text" value="54-6001344"/>   | * c. UEI:<br><input type="text" value="H1Q8B3BCK665"/>   |  |
| <b>d. Address:</b>   |  |  |
| * Street1:<br><input type="text" value="PO Box 90775"/>  | Street2:<br><input type="text"/>   |  |
| * City:<br><input type="text" value="Henrico"/>  | County/Parish:<br><input type="text"/>   |  |
| * State:<br><input type="text" value="VA: Virginia"/>  | Province:<br><input type="text"/>  |  |
| * Country:<br><input type="text" value="USA: UNITED STATES"/>  | * Zip / Postal Code:<br><input type="text" value="23273-0775"/>  |  |
| <b>e. Organizational Unit:</b>   |  |  |
| Department Name:<br><input type="text" value="Community Revitalization"/>  | Division Name:<br><input type="text" value="Community Development"/>   |  |
| <b>f. Name and contact information of person to be contacted on matters involving this application:</b>  |  |  |
| Prefix: <input type="text" value="Mr"/>  | * First Name: <input type="text" value="David"/>   |  |
| Middle Name: <input type="text"/>  | * Last Name: <input type="text" value="Sacks"/>  |  |
| Suffix: <input type="text"/>   | Title: <input type="text" value="Community Development Manager"/>  |  |
| Organizational Affiliation:<br><input type="text" value="Local Government"/>   |  |  |
| * Telephone Number: <input type="text" value="804-501-7611"/>  | Fax Number: <input type="text" value="804-501-7630"/>  |  |
| * Email: <input type="text" value="sac01@henrico.us"/>   |  |  |

| Application for Federal Assistance SF-424   |  |
|---|--|
| <p><b>* 9. Type of Applicant 1: Select Applicant Type:</b></p> <p>B: County Government</p> <p>Type of Applicant 2: Select Applicant Type:</p> <p>Type of Applicant 3: Select Applicant Type:</p> <p>* Other (specify):</p>                              |  |
| <p><b>* 10. Name of Federal Agency:</b></p> <p>US Department of Housing and Urban Development</p>   |  |
| <p><b>11. Catalog of Federal Domestic Assistance Number:</b></p> <p>14.218</p> <p>CFDA Title:</p> <p>Community Development Block Grant Program/Entitlement Grants</p>   |  |
| <p><b>* 12. Funding Opportunity Number:</b></p> <p>* Title:</p>   |  |
| <p><b>13. Competition Identification Number:</b></p> <p>Title:</p>  |  |
| <p><b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b></p> <p><input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/></p> |  |
| <p><b>* 15. Descriptive Title of Applicant's Project:</b></p> <p>Community Development Block Grant (CDBG)</p>   |  |
| <p>Attach supporting documents as specified in agency instructions.</p> <p><input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/></p>                         |  |

| Application for Federal Assistance SF-424  |                             |
|--|-----------------------------|
| 16. Congressional Districts Of:  |                             |
| * a. Applicant: 4 & 7  | * b. Program/Project: 4 & 7 |
| 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"/>   |                             |
| 17. Proposed Project:  |                             |
| * a. Start Date: 10/01/2022  | * b. End Date: 09/30/2023   |
| 18. Estimated Funding (\$):  |                             |
| * a. Federal:  | 1,645,428.00                |
| * b. Applicant:  |                             |
| * c. State:  |                             |
| * d. Local:  |                             |
| * e. Other:  |                             |
| * f. Program Income:   |                             |
| * g. TOTAL:  | 1,645,428.00                |
| * 19. Is Application Subject to Review By State Under Executive Order 12372 Process?   |                             |
| <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.   |                             |
| * 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)  |                             |
| <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"/>   |                             |
| 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 218, Section 1001) |                             |
| <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.  |                             |
| Authorized Representative:   |                             |
| Prefix: Mr.  | * First Name: John          |
| Middle Name: A.  |                             |
| * Last Name: Withoulkas  |                             |
| Suffix:  |                             |
| * Title: County Manager  |                             |
| * Telephone Number: 804-501-4386   | Fax Number: 804-501-4162    |
| * Email: manager@henrico.us  |                             |
| * Signature of Authorized Representative:  | * Date Signed: 7/12/2022    |

| Application for Federal Assistance SF-424  |  |  |
|--|--|--|
| * 1. Type of Submission:<br><input type="checkbox"/> Preapplication<br><input checked="" type="checkbox"/> Application<br><input type="checkbox"/> Changed/Corrected Application | * 2. Type of Application:<br><input checked="" type="checkbox"/> New<br><input type="checkbox"/> Continuation<br><input type="checkbox"/> Revision | * If Revision, select appropriate letter(s):<br><input type="text"/><br>* Other (Specify):<br><input type="text"/> |
| * 3. Date Received:<br><input type="text" value="05/13/2022"/>   | 4. Applicant Identifier:<br><input type="text"/>   |  |
| 5a. Federal Entity Identifier:<br><input type="text" value="54-6001344"/>  | 5b. Federal Award Identifier:<br><input type="text"/>  |  |
| <b>State Use Only:</b>   |  |  |
| 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="County of Henrico"/>  |  |  |
| * b. Employer/Taxpayer Identification Number (EIN/TIN):<br><input type="text" value="54-6001344"/>   | * c. UEI:<br><input type="text" value="H1QHE3BCK665"/>   |  |
| <b>d. Address:</b>   |  |  |
| * Street1:<br><input type="text" value="PO Box 90775"/>  | <input type="text"/>   |  |
| Street2:<br><input type="text"/>   | <input type="text"/>   |  |
| * City:<br><input type="text" value="Henrico"/>  | <input type="text"/>   |  |
| County/Parish:<br><input type="text"/>   | <input type="text"/>   |  |
| * State:<br><input type="text" value="VA: Virginia"/>  | <input type="text"/>   |  |
| Province:<br><input type="text"/>  | <input type="text"/>   |  |
| * Country:<br><input type="text" value="USA: UNITED STATES"/>  | <input type="text"/>   |  |
| * Zip / Postal Code:<br><input type="text" value="23273-0775"/>  | <input type="text"/>   |  |
| <b>e. Organizational Unit:</b>   |  |  |
| Department Name:<br><input type="text" value="Community Revitalization"/>  | Division Name:<br><input type="text" value="Community Development"/>   |  |
| <b>f. Name and contact information of person to be contacted on matters involving this application:</b>  |  |  |
| Prefix: <input type="text" value="Mr"/>  | * First Name: <input type="text" value="David"/>   |  |
| Middle Name: <input type="text"/>  | <input type="text"/>   |  |
| * Last Name: <input type="text" value="Sacks"/>  | <input type="text"/>   |  |
| Suffix: <input type="text"/>   | <input type="text"/>   |  |
| Title: <input type="text" value="Community Development Manager"/>  |  |  |
| Organizational Affiliation:<br><input type="text" value="Local Government"/>   |  |  |
| * Telephone Number: <input type="text" value="804-501-7611"/>  | Fax Number: <input type="text" value="804-501-7630"/>  |  |
| * Email: <input type="text" value="sac01@henrico.us"/>   |  |  |

| Application for Federal Assistance SF-424   |  |
|---|--|
| <p><b>* 9. Type of Applicant 1: Select Applicant Type:</b></p> <p>B: County Government</p> <p>Type of Applicant 2: Select Applicant Type:</p> <p>Type of Applicant 3: Select Applicant Type:</p> <p>* Other (specify):</p>                              |  |
| <p><b>* 10. Name of Federal Agency:</b></p> <p>US Department of Housing and Urban Development</p>   |  |
| <p><b>11. Catalog of Federal Domestic Assistance Number:</b></p> <p>14.239</p> <p>CFDA Title:</p> <p>HOME Investment Partnerships Program/Entitlement Grants</p>  |  |
| <p><b>* 12. Funding Opportunity Number:</b></p> <p>* Title:</p>   |  |
| <p><b>13. Competition Identification Number:</b></p> <p>Title:</p>  |  |
| <p><b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b></p> <p><input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/></p> |  |
| <p><b>* 15. Descriptive Title of Applicant's Project:</b></p> <p>HOME Investment Partnerships (HOME)</p>  |  |
| <p>Attach supporting documents as specified in agency instructions.</p> <p><input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/></p>                         |  |

| Application for Federal Assistance SF-424  |   |
|--|---|
| <b>16. Congressional Districts Of:</b>   |   |
| * a. Applicant <input type="text" value="4 &amp; 7"/>  | * b. Program/Project <input type="text" value="4 &amp; 7"/>   |
| 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="10/01/2022"/>   | * b. End Date: <input type="text" value="09/30/2023"/>  |
| <b>18. Estimated Funding (\$):</b>   |   |
| * a. Federal   | <input type="text" value="991,558.00"/>   |
| * b. Applicant   | <input type="text"/>  |
| * c. State   | <input type="text"/>  |
| * d. Local   | <input type="text"/>  |
| * e. Other   | <input type="text"/>  |
| * f. Program Income  | <input type="text"/>  |
| * g. TOTAL   | <input type="text" value="991,558.00"/>   |
| * 19. Is Application Subject to Review By State Under Executive Order 12372 Process?   |   |
| <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.   |   |
| * 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)  |   |
| <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"/> |
| 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 218, Section 1001) |   |
| <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="Mr."/>   | * First Name: <input type="text" value="John"/>   |
| Middle Name: <input type="text" value="A."/>   |   |
| * Last Name: <input type="text" value="Vithoulkas"/>   |   |
| Suffix: <input type="text"/>   |   |
| * Title: <input type="text" value="County Manager"/>   |   |
| * Telephone Number: <input type="text" value="804-501-4386"/>  | Fax Number: <input type="text" value="804-501-4162"/>   |
| * Email: <input type="text" value="manager@henrico.us"/>   |   |
| * Signature of Authorized Representative:    | * Date Signed: <input type="text" value="7/26/2022"/>   |

| Application for Federal Assistance SF-424  |  |  |
|--|--|--|
| * 1. Type of Submission:<br><input type="checkbox"/> Preapplication<br><input checked="" type="checkbox"/> Application<br><input type="checkbox"/> Changed/Corrected Application | * 2. Type of Application:<br><input checked="" type="checkbox"/> New<br><input type="checkbox"/> Continuation<br><input type="checkbox"/> Revision | * If Revision, select appropriate letter(s):<br><input type="text"/><br>* Other (Specify):<br><input type="text"/> |
| * 3. Date Received:<br><input type="text" value="05/13/2022"/>   | 4. Applicant Identifier:<br><input type="text"/>   |  |
| 5a. Federal Entity Identifier:<br><input type="text" value="54-6001344"/>  | 5b. Federal Award Identifier:<br><input type="text"/>  |  |
| <b>State Use Only:</b>   |  |  |
| 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="County of Henrico"/>  |  |  |
| * b. Employer/Taxpayer Identification Number (EIN/TIN):<br><input type="text" value="54-6001344"/>   | * c. UEI:<br><input type="text" value="H10HB3BCK665"/>   |  |
| <b>d. Address:</b>   |  |  |
| * Street1: <input type="text" value="PO Box 90775"/>   | <input type="text"/>   |  |
| Street2: <input type="text"/>  | <input type="text"/>   |  |
| * City: <input type="text" value="Henrico"/>   | <input type="text"/>   |  |
| County/Parish: <input type="text"/>  | <input type="text"/>   |  |
| * State: <input type="text" value="VA: Virginia"/>   | <input type="text"/>   |  |
| Province: <input type="text"/>   | <input type="text"/>   |  |
| * Country: <input type="text" value="USA: UNITED STATES"/>   | <input type="text"/>   |  |
| * Zip / Postal Code: <input type="text" value="23273-0775"/>   | <input type="text"/>   |  |
| <b>e. Organizational Unit:</b>   |  |  |
| Department Name:<br><input type="text" value="Community Revitalization"/>  | Division Name:<br><input type="text" value="Community Development"/>   |  |
| <b>f. Name and contact information of person to be contacted on matters involving this application:</b>  |  |  |
| Prefix: <input type="text" value="Mr"/>  | * First Name: <input type="text" value="David"/>   |  |
| Middle Name: <input type="text"/>  | <input type="text"/>   |  |
| * Last Name: <input type="text" value="Sacks"/>  | <input type="text"/>   |  |
| Suffix: <input type="text"/>   | <input type="text"/>   |  |
| Title: <input type="text" value="Community Development Manager"/>  |  |  |
| Organizational Affiliation:<br><input type="text" value="Local Government"/>   |  |  |
| * Telephone Number: <input type="text" value="804-501-7611"/>  | Fax Number: <input type="text" value="804-501-7630"/>  |  |
| * Email: <input type="text" value="sac01@henrico.us"/>   |  |  |

| Application for Federal Assistance SF-424  |  |
|--|--|
| <p><b>* 9. Type of Applicant 1: Select Applicant Type:</b></p> <p>B: County Government</p> <p>Type of Applicant 2: Select Applicant Type:</p> <p>Type of Applicant 3: Select Applicant Type:</p> <p>* Other (specify):</p> |  |
| <p><b>* 10. Name of Federal Agency:</b></p> <p>US Department of Housing and Urban Development</p>  |  |
| <p><b>11. Catalog of Federal Domestic Assistance Number:</b></p> <p>14.231</p> <p>CFDA Title:</p> <p>Emergency Solutions Grant/Entitlement Grants</p>  |  |
| <p><b>* 12. Funding Opportunity Number:</b></p> <p>* Title:</p>  |  |
| <p><b>13. Competition Identification Number:</b></p> <p>Title:</p>   |  |
| <p><b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b></p> <p>Add Attachment    Delete Attachment    View Attachment</p>  |  |
| <p><b>* 15. Descriptive Title of Applicant's Project:</b></p> <p>Emergency Solutions Grant (ESG)</p>   |  |
| <p>Attach supporting documents as specified in agency instructions.</p> <p>Add Attachments    Delete Attachments    View Attachments</p>   |  |

**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        | <input type="text" value="146,862.00"/> |
| * b. Applicant      | <input type="text"/>                    |
| * c. State          | <input type="text"/>                    |
| * d. Local          | <input type="text"/>                    |
| * e. Other          | <input type="text"/>                    |
| * f. Program Income | <input type="text"/>                    |
| * g. TOTAL          | <input type="text" value="146,862.00"/> |

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**  
 a. This application was made available to the State under the Executive Order 12372 Process for review on   
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.  
 c. Program is not covered by E.O. 12372.

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

**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 218, 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:

**APPENDIX TO CERTIFICATIONS**

**INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

**Lobbying Certification**

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