



**HENRICO COUNTY, VA**

**2021-2022**

# ANNUAL CONSOLIDATED COMMUNITY DEVELOPMENT ACTION PLAN

AMENDED FEBRUARY 28, 2022

AMENDED MARCH 14, 2023

AMENDED MARCH 26, 2024





**HENRICO COUNTY, VA**

# **ANNUAL CONSOLIDATED COMMUNITY DEVELOPMENT ACTION PLAN**

**2021-2022**

**DEPARTMENT OF COMMUNITY  
REVITALIZATION**

**JULY 2021**

AMENDED FEBRUARY 2022  
AMENDED MARCH 26, 2024

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# Acknowledgements

The 2021-22 Annual Consolidated Community Development Action Plan was prepared by the County of Henrico Department of Community Revitalization, Division of Community Development.

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# Preface

The *2021-2022 Consolidated Annual Action Plan* is submitted electronically to the United States Department of Housing and Urban Development (HUD) through the on-line 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  
March 2024



## Table of Contents

Executive Summary .....	1
AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b) .....	1
PR-05 Lead & Responsible Agencies – 91.200(b) .....	6
AP-10 Consultation – 91.100, 91.200(b), 91.215(l) .....	7
AP-12 Participation – 91.105, 91.200(c) .....	29
Expected Resources.....	32
AP-15 Expected Resources – 91.220(c)(1,2) .....	32
Annual Goals and Objectives .....	36
Projects.....	39
AP-35 Projects – 91.220(d) .....	39
AP-38 Project Summary .....	40
AP-50 Geographic Distribution – 91.220(f) .....	47
Affordable Housing.....	48
AP-55 Affordable Housing – 91.220(g) .....	48
AP-60 Public Housing – 91.220(h) .....	51
AP-65 Homeless and Other Special Needs Activities – 91.220(i).....	52
AP-75 Barriers to affordable housing – 91.220(j) .....	55
AP-85 Other Actions – 91.220(k) .....	57
Program Specific Requirements .....	60
Appendices .....	64
HOME-ARP Allocation Plan .....	

# 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 two of the Consolidated Plan and identifies the activities to be undertaken during the year beginning October 1, 2021. The Annual Action Plan is the formal application to HUD for the PY 2021-22 entitlement funds administered by the County of Henrico Department of Community Revitalization.

Sources of funds for PY 2021-22, including funds added through subsequent amendments, are as follows:

2021-22 CDBG Entitlement Grant: \$1,747,341  
2021-22 HOME Entitlement Grant: \$887,581  
2021-22 ESG Entitlement Grant: \$147,536  
CDBG Funds Brought Forward: \$60,125  
HOME Funds Brought Forward: \$30,415.24  
HOME Program Income: \$50,861.76

Total Funds: \$2,923,860

With the original adoption of this Action Plan on July 13, 2021 CDBG, HOME, and ESG funds were allocated to twenty projects. A summary of sources of funds and projects funded (including the amendment) is provided in Appendix C.

February 28, 2022 Amendment Notes:

The amendment incorporates HOME Program Income (\$50,861.76), prior year HOME funds (\$30,415.24), and prior year CDBG funds (\$60,125). These funds were allocated to two existing programs, the project:HOMES Homeowner Rehabilitation program in order to serve additional households (\$50,000 HOME Funds and \$57,125 CDBG Funds) and the Southside Community Development and Housing Corporation for Homebuyer Assistance (\$31,277 HOME Funds and \$3,000 CDBG Funds).

The *Henrico County Recapture Provision for the Use of HOME Program Funds* has been updated for clarity. The updated document is attached in Appendix G.

Pursuant to 24 CFR 92.254(a)(2)(iii), participating jurisdictions are allowed the option to undertake a market analysis to establish new limits that differ from HUD’s annually published home purchase price and after rehabilitation limits. This amendment incorporates the results of Henrico County’s market analysis that determines a different set of 95% median area purchase price values. The updated limits for Henrico County are \$289,750 for existing homes and \$362,021.25 for newly constructed homes. The methodology for this process is attached in Appendix K. The methodology and results were approved by the HUD Richmond Field Office on January 25, 2022, as seen in Appendix J.

March 14, 2023 Amendment Notes:

The 2021-22 Annual Action Plan was amended (substantial) on March 14, 2023 for the sole purpose of adding the HOME-ARP Allocation Plan which is provided as attachment to this document. This process followed a public hearing on February 16, 2023, a public comment period, and adoption of the Allocation Plan as an amendment to the Annual Action plan by the County Board of Supervisors on March 14, 2023.

March 26, 2024 Amendment Notes:

The March 26, 2024, substantial amendment to the 2021-22 Annual Action Plan incorporates the amended HOME-ARP Allocation Plan which includes changes to the “Preferences and Limitations,” section to this plan. The HOME-ARP Allocation Plan, including the adjustments to this section, is provided as an attachment to this document. This process followed a public hearing on March 26, 2024 public comment period, and the adoption of the updated Allocation Plan as an amendment to the Annual Action Plan by the County Board of Supervisors on March 26, 2024.

**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 2021-22 Action Plan. Seven 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
- Assist Homeless Families in Obtaining Housing
- Emergency Shelter and Supportive Services
- Provide Public Services for Low- and Moderate-Income Populations

The objectives for the 2021-22 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 83 (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.
- Provision of down payment and closing cost assistance to 23 (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 seven (45) jobs, available to low-or moderate-income persons, will be created.
- Provision of preventative services to 425 (3250) families/individuals facing homelessness.
- Provision of services to rapidly rehouse 12 (125) families who have experienced homelessness.
- Provision of services and/or shelter to 139 (225) families who have experienced homelessness.
- Street outreach to 60 (300) families/individuals 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, 2020 as described in the PY 2019-20 Performance Report. During PY 2019-20, 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 2019-2020 Accomplishments:

- Completion of the rehabilitation of 12 homes owned by low- and moderate-income homeowners.
- Completion of emergency and minor repairs to 66 homes owned by low- and moderate-income homeowners.
- Provided affordable housing to 10 low- and moderate-income households by providing down payment and closing cost assistance.
- Provided affordable, owner-occupied housing by completing the purchase, rehabilitation, and sale or new construction of 1 home for 1 low-income, first-time homeowner. Provided after-school substance abuse and violence prevention programs to 112 at-risk youths throughout the program year.
- Economic development assistance resulted in the creation of 5 new jobs for low-income persons and the support of 9 businesses owned by low- and moderate-income persons.
- Completion of 1 public facility that served 118 low- and moderate-income persons.
- Provided homelessness prevention, case management, shelter, street outreach, and rapid re-housing services to 734 persons and/or households.
- CDBG-CV funds were expended to assist formerly incarcerated persons with housing and other needs; provide foreclosure assistance; provide crisis counseling to persons in need; provide financial assistance to microenterprises; provide food and food delivery to low-income families; and provide rental assistance.
- ESG-CV funds were expended to assist persons at risk of homelessness due to the Coronavirus, support family shelters, rapid rehousing and provide rental assistance.

As of May 17, 2021, the spend rate was calculated at 1.27. 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 18th, 2021 and the second with the Count Board of Supervisors on July 13th, 2021. 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 18th, 2021, concerned the County's efforts towards addressing sidewalk and crosswalk improvements along W Broad St. between Glenside Dr. and E Parham Rd., more bus stop benches, need for an indoor sports facility in Varina, and homeless services. Citizens also mentioned the need to focus on other infrastructure improvements for the Williamsburg Rd area. Comments received at the Board of Supervisors' public hearing on July 13th, 2021, included two comments in support of the plan for Safe Harbor and Richmond Metropolitan Habitat for Humanity.

Comments received at the February 16, 2023, Community Development Needs public hearing regarding the HOME-ARP Allocation Plan concerned the County's efforts towards addressing the need for a homeless shelter and additional homeless services, the number of affordable housing units, utility assistance, the need for cooling and heating shelters, adjusting County regulations for tiny homes, and childcare assistance.

No comments were received either in advance or at the March 26, 2024 public hearing for the amendment to the HOME-ARP Allocation Plan

## **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 2020-21 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 [www.henrico.us/revit](http://www.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(l)**

### **1. Introduction**

Throughout the year, CDBG, HOME, and ESG staff met with local agencies and groups. Listed below are some of the meetings 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 2021 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(l))**

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 task force include: Police, Social Services, Fire, Building Inspections, Mental Health, Community Development, Community Maintenance, and Henrico Public Schools.

In addition to meeting with individual organizations and other County Departments, staff also 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 Community Development 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 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 April 30, 2021 (minutes provided in appendix). 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 Services - Housing Service-Fair Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Projects

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year with key program staff. Program adjustments, including providing CDBG-CV funds during the program year, occurred as needed based on consultations and identification of issues and needs. Agency was consulted as a part of a focus group during the development of the regional "Analysis of Impediments to Fair Housing Choice" report. HOME INC was also consulted during the development of the February 28, 2022 Amendment, 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 Services - Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year. Program adjustments occurred as needed based on consultations and identification of issues and needs. Additional HOME funds were provided for the Housing Rehabilitation program in response to substantially increased construction costs during the COVID-19 pandemic. This organization was also consulted during the February 28, 2022 Amendment, to discuss opportunities to provide additional services through the Homeowner Rehabilitation program.
3	<b>Agency/Group/Organization</b>	Better Housing Coalition
	<b>Agency/Group/Organization Type</b>	Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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.
4	<b>Agency/Group/Organization</b>	SOUTHSIDE COMMUNITY DEVELOPMENT AND HOUSING CORPORATION
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year. Program adjustments occurred as needed based on consultations and identification of issues and needs. SCDHC was also consulted during the development of the February 28, 2022 Amendment, 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 Services - Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year. Program adjustments occurred as needed based on consultations and identification of issues and needs. Agency was consulted as a part of a focus group during the development of the regional "Analysis of Impediments to Fair Housing Choice" report.

6	<b>Agency/Group/Organization</b>	Housing Families First
	<b>Agency/Group/Organization Type</b>	Housing Services-Victims of Domestic Violence Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year. Program adjustments, including 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 Services - Housing Services-Persons with Disabilities Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a currently funded agency, regular status updates and coordination meetings occurred throughout the program year.
8	<b>Agency/Group/Organization</b>	Homeward
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless Regional organization



	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussions with staff, Board, and Ranking Committee on regional approach to homelessness and most effective opportunities for Henrico County to participate with ESG funds, as well as ESG and CDBG CARES Act funds. Agency received an allocation of ESG-CV funds for non-congregate shelter programs.
9	<b>Agency/Group/Organization</b>	CARITAS
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities Services-homeless Services-Health Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy 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.

10	<b>Agency/Group/Organization</b>	Henrico County Dept. of Recreation and Parks
	<b>Agency/Group/Organization Type</b>	Services-Children 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>	Consultation with staff from Henrico Recreation and Parks occurred to identify community development and park needs in the County. Recreation and Parks staff identified priority projects over the period of the Consolidated Plan.
11	<b>Agency/Group/Organization</b>	ST. JOSEPH'S VILLA
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Education Child Welfare Agency Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy Non-Homeless Special Needs Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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 Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services - Victims Child Welfare Agency Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation with Henrico County Social Services occurred to identify community development and social service needs in the County, particularly regarding the design and implementation of programs providing rental assistance with CDBG-CV and ESG-CV funds. Also discussed prioritization of ESG funds. Staff from the Department of Social Services participate in the monthly Resource Team meeting. Agency was provided ESG-CV and CDBG-CV funds for rental assistance programs.
13	<b>Agency/Group/Organization</b>	Henrico County Dept. of Building Inspections
	<b>Agency/Group/Organization Type</b>	Housing Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Projects

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Regular discussions of housing needs and conditions, opportunities to assist low- and moderate-income persons, 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 Services-Elderly Persons Services-Persons with Disabilities Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Formal meetings are held monthly to identify specific 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 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>	Discussions of infrastructure and transportation needs in low-income areas, particularly pertaining to bus stop improvements and shelters.



16	<b>Agency/Group/Organization</b>	Henrico Area Mental Health and Developmental Services
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Persons with Disabilities Services-Health Services-Education Health Agency Regional organization Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussion of housing choice voucher program and clients served, clients' needs related to housing, mentoring and tutoring services to children in subsidized housing, and rental assistance for clients impacted by COVID-19.
17	<b>Agency/Group/Organization</b>	Henrico County Public Schools
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussions of needs of homeless families with children enrolled in Henrico County Public Schools and opportunities to provide stable housing and learning assistance for McKinney-Vento families impacted by COVID-19. CDBG-CV funds were provided for learning equipment for McKinney-Vento students.
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 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 County's 2020 Enterprise Zone amendment, the State and County rental assistance programs, ARS grant program, 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 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 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 Services - Housing Services-Persons with HIV/AIDS Services-homeless Regional organization

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussions regarding opportunity to implement homelessness prevention and street outreach programs. Agency was consulted as a part of a focus group during the development of the regional "Analysis of Impediments to Fair Housing Choice" report.
22	<b>Agency/Group/Organization</b>	Richmond Regional Planning District Commission
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Regional Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff from PlanRVA (formerly Richmond Regional Planning District Commission) served as the fiscal and contracting agent for the development of an Analysis of Impediments to Fair Housing. Regular discussions occurred as part of the process and regional needs in general.
23	<b>Agency/Group/Organization</b>	Local Initiatives Support Corporation (LISC)
	<b>Agency/Group/Organization Type</b>	Services - Housing Regional organization Business Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Regional Needs
	<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.
24	<b>Agency/Group/Organization</b>	Henrico County Economic Development Authority
	<b>Agency/Group/Organization Type</b>	Economic Development Grantee Department

	<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 Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment 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, etc.
26	<b>Agency/Group/Organization</b>	Henrico County Dept. of Public Utilities
	<b>Agency/Group/Organization Type</b>	Agency - Infrastructure & Utilities 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 Services-Persons with Disabilities Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Projects

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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. CDBG-CV funds were provided for facility improvements.
28	<b>Agency/Group/Organization</b>	Home Again
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy 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.
29	<b>Agency/Group/Organization</b>	Rebuilding Together Richmond
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a recently funded agency, their consultant reached out for input into their strategic plan development and discussions were had regarding project closeouts. Agency was consulted as a part of a focus group during the development of the regional "Analysis of Impediments to Fair Housing Choice" report.

30	<b>Agency/Group/Organization</b>	Presbyterian Homes and Family Services, Inc. dba HumanKind
	<b>Agency/Group/Organization Type</b>	Services-Education Services-Employment Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Anti-poverty Strategy Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Discussions with staff from HumanKind regarding services for low-income people including financial literacy, car loans, and other programs to improve the financial situation of low-income families. Discussions that resulted in funding to 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 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 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.

33	<b>Agency/Group/Organization</b>	Henrico Department of Public Relations and Media Services
	<b>Agency/Group/Organization Type</b>	Services-Education 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 newly funded agency provided with CDBG-CV funds, the agency was consulted regarding opportunities for outreach to minority and low-income populations to provide information and access to the COVID-19 vaccine.
34	<b>Agency/Group/Organization</b>	The Salvation Army of Central VA / Richmond
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was consulted regarding providing services for homeless persons impacted by COVID-19. Agency was allocated ESG-CV funds for an emergency shelter.
35	<b>Agency/Group/Organization</b>	Moments of Hope
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Projects

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was consulted regarding emergency shelter needs of homeless 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>	Capital Region Workforce Development Board
	<b>Agency/Group/Organization Type</b>	Services-Employment Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency was consulted about workforce development program, needs of Henrico County job-seekers, and cooperative arrangements with HumanKind.
38	<b>Agency/Group/Organization</b>	COLONIAL HEIGHTS
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<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>	Consulted as a participant in the development of the Regional Analysis of Impediments to Fair Housing Choice to develop regional and locality-specific strategies for addressing identified impediments.
39	<b>Agency/Group/Organization</b>	PETERSBURG
	<b>Agency/Group/Organization Type</b>	Other government - Local



	<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>	Consulted as a participant in the development of the Regional Analysis of Impediments to Fair Housing Choice to develop regional and locality-specific strategies for addressing identified impediments.
40	<b>Agency/Group/Organization</b>	CITY OF HOPEWELL
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<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>	Consulted as a participant in the development of the Regional Analysis of Impediments to Fair Housing Choice to develop regional and locality-specific strategies for addressing identified impediments.
41	<b>Agency/Group/Organization</b>	ALLEGHENY COUNTY ECONOMIC DEVELOPMENT
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted regarding using CDBG funds for economic development using low-mod area benefit.
42	<b>Agency/Group/Organization</b>	CLARK COUNTY DEPARTMENT OF COMMUNITY SERVICES
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted regarding using CDBG funds for economic development assisting microenterprises.

43	<b>Agency/Group/Organization</b>	McHenry County Department of Economic Development
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted regarding using CDBG funds for economic development using low-mod area benefit.
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 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>	Weekly meetings to discuss opportunities for use of CDBG-CV and ESG-CV funds and program requirements.
45	<b>Agency/Group/Organization</b>	Henrico County Health Department
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Other government - State Other government - County Other government - Local 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 that was provided with CDBG-CV funds, the agency was consulted regarding the needs of persons testing positive for the COVID-19 virus and opportunities for outreach and follow-up as well as vaccine outreach.

46	<b>Agency/Group/Organization</b>	Virginia Commonwealth University Wilder School of Government and Public Affairs
	<b>Agency/Group/Organization Type</b>	Services-Education Research Institution
	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis Economic Development Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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.
47	<b>Agency/Group/Organization</b>	Central Virginia Legal Aid Society
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing Regional organization 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 newly funded agency provided with CDBG-CV funds, 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. Agency was consulted as a part of a focus group during the development of the regional "Analysis of Impediments to Fair Housing Choice" report.
48	<b>Agency/Group/Organization</b>	RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Service-Fair Housing Other government - Local Regional organization

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Non-Homeless Special Needs Projects
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted as part of the Analysis of Impediments to Fair Housing Choice; discussions about housing choice vouchers, environmental review, and other housing needs, including regional supportive housing facilities.

**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 2021-22 was provided primarily to organizations not previously funded. Assistance included numerous conference calls and video meetings. No in-person meetings or site visits were held due to the COVID-19 pandemic.

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.

February 28, 2022 Amendment Note: As part of the development of the Action Plan amendment incorporating the prior year HOME and CDBG funds, HOME Program Income, updates to the *Henrico County Recapture Provision for the Use of HOME Program Funds*, and the market analysis for HOME purchase price and after rehabilitation values, additional consultations occurred with project:HOMES, Southside Community Development and Housing Corporation, and HOME Inc, all of which had been previously funded.

## 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 2021-22 Annual Action Plan. The first, a community needs public hearing, was held on February 18th, 2021. The second meeting, a public hearing with the Board of Supervisors, was held on July 13th, 2021. 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 on the *Henrico Citizen* and the *Richmond Free Press*. Notice of that hearing 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 <i>Richmond Times Dispatch</i> , <i>Henrico Citizen</i> , and <i>Richmond Free Press</i> on January 29, 2021 notifying citizens and stakeholders of the virtual community needs public hearing.	One comment was received from this outreach suggesting that the Department focus on funding for the Farmington suburb.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/broad community	Thirteen citizens attended the virtual hearing at 7:00PM, Thursday, February 18, 2021.	Comments received at the staff public hearing concerned the County's efforts towards addressing community development needs that included housing, enhancement of neighborhoods, expansion of economic opportunities, and any other community development needs that citizens considered important.	All comments were accepted even though some could not be addressed in the context of this Action Plan due to funding limitations and eligibility requirements.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Newspaper Ad	Non-targeted/broad community	An ad was placed in the <i>Richmond Times Dispatch</i> on June 12, 2021 notifying citizens and stakeholders of the public hearing with the Board of Supervisors.	No comments were received in response to this outreach.		
4	Public Hearing	Non-targeted/broad community	A public hearing was held before the Board of Supervisors on July 13, 2021.	At the Board of Supervisors' public hearing on July 13, 2021, two comments were received made in support of the funding recommendations for Safe Harbor and Richmond Metropolitan Habitat for Humanity.	All comments were accepted.	

**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 2021-22 based on the HUD entitlement allocations released on February 25, 2021, and the revised CDBG amount released May 13, 2021. These entitlements reflect a 1.0% increase in CDBG, a 3.5% decrease in HOME, and a 0.04% increase in ESG from the 2020-21 Program Year. This Action Plan implements the second year of the Five-year Consolidated Plan. The CDBG and HOME amounts available reflect the \$60,125 prior year CDBG funds, \$30,415.24 prior year HOME funds, and \$50,861.76 HOME Program Income incorporated in the February 28, 2022 Amendment.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources : \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,747,341	0	60,125	1,807,466	5,672,680	The projected amount for the remainder of the Con Plan is based on an assumption that CDBG funding levels will increase 4% annually.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources : \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	887,581	50,861.76	30,415.24	968,858	2,938,044	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 Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	147,536	0	0	147,536	460,549	The projected amount for the remainder of the Con Plan is based on an assumption that ESG funding levels will increase 2% each year.

**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 1034 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 three 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.

**If appropriate, describe publically 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: \$900,216 HOME: \$641,581	Homeowner Housing Added: 2 Household Housing Unit Homeowner Housing Rehabilitated: 83 Household Housing Unit
2	Increase Affordable Homeownership Opportunities	2020	2024	Affordable Housing	County-wide	Affordable Housing Preservation and Development	CDBG: \$62,250 HOME: \$238,777	Direct Financial Assistance to Homebuyers: 23 Households Assisted
4	Revitalize Older Commercial Corridors	2020	2024	Economic Development	County-wide Highland Springs Revitalization Area Laburnum Gateway Revitalization Area Williamsburg Road Revitalization Area	Community Economic Development	CDBG: \$215,000	Jobs created/retained: 7 Jobs

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Prevent Homelessness	2020	2024	Homeless	County-wide	Mitigation and Prevention of Homelessness	CDBG: \$30,000 ESG: \$15,500	Homelessness Prevention: 425 Persons Assisted
8	Assist Homeless Families in Obtaining Housing	2020	2024	Homeless	County-wide	Mitigation and Prevention of Homelessness	ESG: \$30,000	Tenant-based rental assistance / Rapid Rehousing: 12 Households Assisted
9	Emergency Shelter and Supportive Services	2020	2024	Homeless	County-wide	Mitigation and Prevention of Homelessness	CDBG: \$100,000 ESG: \$88,511	Public service activities other than Low/Moderate Income Housing Benefit: 60 Persons Assisted Homeless Person Overnight Shelter: 139 Persons Assisted
12	Provide Public Services for Low/Mod Populations	2020	2024	Non-Housing Community Development	County-wide	Non-housing Community Development	CDBG: \$210,000	Public service activities other than Low/Moderate Income Housing Benefit: 425 Persons Assisted

**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 (70); provide funds to project:HOMES for moderate home rehabilitation (13); provide funds to undesignated CHDOs for CHDO activities (2).
2	<b>Goal Name</b>	Increase Affordable Homeownership Opportunities
	<b>Goal Description</b>	Provide funds for 23 down payment assistance grants to SCDHC (8) and HOME Inc (15).
4	<b>Goal Name</b>	Revitalize Older Commercial Corridors
	<b>Goal Description</b>	Provide funds for 7 Commercial Assistance full-time employment jobs created for low/moderate income persons.
7	<b>Goal Name</b>	Prevent Homelessness
	<b>Goal Description</b>	Provide funds to Commonwealth Catholic Charities (25 families) and to YWCA for the EmpowerNet hotline (400 persons).
8	<b>Goal Name</b>	Assist Homeless Families in Obtaining Housing
	<b>Goal Description</b>	Provide funds to Home Again for rapid rehousing (12 households).
9	<b>Goal Name</b>	Emergency Shelter and Supportive Services
	<b>Goal Description</b>	Provide funds to CARITAS (supportive services to shelter clients, 82 people) and to Hilliard House (shelter operations for 35 households), Commonwealth Catholic Charities for street outreach (60 persons), and to Safe Harbor for shelter operations (22 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. Provide funds to Central Virginia Legal Aid Society to provide assistance for 300 Henrico households experiencing eviction and other housing issues.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The following projects comprise the activities that will take place during the 2021-22 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	Commercial Assistance Program
4	CONNECT Program
5	project: HOMES Homeowner Rehabilitation Program
6	project: HOMES Critical Home Repair Program
7	Richmond Metropolitan Habitat for Humanity Critical Home Repair Program
8	HOME Inc. Down Payment Assistance
9	Southside Community Development & Housing Corp. Down Payment Assistance
10	CHDO Activities
11	Commonwealth Catholic Charities Housing Stabilization Program
12	Safe Harbor Human Trafficking Shelter
14	Central Virginia Legal Aid Society Housing Law Outreach & Assistance
15	ESG21 2021-2022 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 Increase Affordable Homeownership Opportunities Revitalize Older Commercial Corridors Provide Public Services for Low/Mod Populations
	<b>Needs Addressed</b>	Affordable Housing Preservation and Development Community Economic Development Non-housing Community Development
	<b>Funding</b>	CDBG: \$290,000
	<b>Description</b>	Provides for the administration of the CDBG program.
	<b>Target Date</b>	9/30/2022
	<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 Increase Affordable Homeownership Opportunities
	<b>Needs Addressed</b>	Affordable Housing Preservation and Development
	<b>Funding</b>	HOME: \$88,500
	<b>Description</b>	Provides for the administration of the HOME Program.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	

	<b>Planned Activities</b>	
<b>3</b>	<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: \$215,000
	<b>Description</b>	Provides for the administration of the Enterprise Zone and Commercial Assistance Programs.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	7 FTE low-mod jobs will be created.
	<b>Location Description</b>	Businesses assisted are located within designated Enterprise Zones.
	<b>Planned Activities</b>	
<b>4</b>	<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: \$160,000
	<b>Description</b>	Provides support services for low-income school-age children with after-school and summer programs.
	<b>Target Date</b>	9/30/2022
	<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>	
	<b>Planned Activities</b>	
<b>5</b>	<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: \$233,287 HOME: \$506,581
	<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>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	13 low/mod households. Householder must be disabled or elderly.
	<b>Location Description</b>	County-wide
	<b>Planned Activities</b>	
<b>6</b>	<b>Project Name</b>	project: HOMES Critical Home Repair 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: \$596,929
	<b>Description</b>	Provides up to \$10,000 for critical home repairs for low-income homeowners.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	59 low/mod households. Homes must be owner-occupied.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>7</b>	<b>Project Name</b>	Richmond Metropolitan Habitat for Humanity Critical Home Repair 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: \$70,000
	<b>Description</b>	Provides critical home repairs for low-income homeowners.
	<b>Target Date</b>	9/30/2022

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	9 low-income homeowners.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>8</b>	<b>Project Name</b>	HOME Inc. Down Payment Assistance
	<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>	CDBG: \$41,250 HOME: \$142,500
	<b>Description</b>	Provides counseling and up to \$14,500 for down payment and closing costs assistance for first-time homebuyers.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	15 low/mod households. Must be first-time homebuyers.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>9</b>	<b>Project Name</b>	Southside Community Development & Housing Corp. Down Payment Assistance
	<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>	CDBG: \$21,000 HOME: \$96,277
	<b>Description</b>	Provides counseling and up to \$14,500 for down payment and closing costs assistance for first-time homebuyers.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	8 low/mod households. Must be first-time homebuyers.

	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>10</b>	<b>Project Name</b>	CHDO Activities
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Rehabilitation of Existing Housing Increase Affordable Homeownership Opportunities
	<b>Needs Addressed</b>	Affordable Housing Preservation and Development
	<b>Funding</b>	HOME: \$135,000
	<b>Description</b>	Provides funds to enable the purchase and rehabilitation of vacant single-family homes to be sold to low-moderate income families through certified CHDOs (required set-aside).
	<b>Target Date</b>	9/30/2022
	<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>	
<b>11</b>	<b>Project Name</b>	Commonwealth Catholic Charities Housing Stabilization Program
	<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>	Assists families living in hotels relocate to permanent housing.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	8 households (25 persons) homeless due to residing in hotels will be assisted with relocation to permanent housing.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>12</b>	<b>Project Name</b>	Safe Harbor Human Trafficking Shelter
	<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: \$100,000
	<b>Description</b>	Funding to support the purchase of a building for a human trafficking emergency shelter.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	22 victims of human trafficking.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>13</b>	<b>Project Name</b>	Central Virginia Legal Aid Society Housing Law Outreach & Assistance
	<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: \$50,000
	<b>Description</b>	Henrico County Courthouse Housing Law Outreach Attorney. Would provide assistance for eviction and other housing issues.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Assistance to 300 Henrico households (800 persons).
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>14</b>	<b>Project Name</b>	ESG21 2021-2022 ESG Program
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Prevent Homelessness Assist Homeless Families in Obtaining Housing Emergency Shelter and Supportive Services
	<b>Needs Addressed</b>	Mitigation and Prevention of Homelessness

<b>Funding</b>	ESG: \$147,536
<b>Description</b>	Provides funds for the 2021-2022 ESG program.
<b>Target Date</b>	9/30/2022
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	<p>400 DV victims served through YWCA hotline</p> <p>12 homeless households served through rapid-rehousing via HomeAgain</p> <p>60 homeless persons served with outreach services through Commonwealth Catholic Charities</p> <p>82 homeless persons served through CARITAS shelter</p> <p>35 homeless persons served in the Housing Families First Hilliard House Shelter</p>
<b>Location Description</b>	Facilities in various locations.
<b>Planned Activities</b>	Shelter services, outreach, rapid-rehousing, 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 are 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 or racial concentration as those in which 63% or more of the population is non-white. The non-white minority population comprises 43.7% of the total county population. Concentrations of minority population (greater than 50% minority) are shown on the map found in Appendix E. These areas are generally spread throughout the County, with some higher concentrations in the central third of the County.

### 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 2021-22 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 2021-22. The target date for the completion of the majority of these activities is September 30, 2022.

- \$233,287 from CDBG and \$506,581 from HOME funds to project:HOMES for the rehabilitation of homes owned by very low- or low-income elderly and/or disabled County homeowners.
- \$596,929 from CDBG funds to project:HOMES for critical home repairs to homes owned by very low- or low-income residents of the County.
- \$70,000 from CDBG funds to Richmond Metropolitan Habitat for Humanity for critical home repair program.
- \$41,250 from CDBG and \$142,500 from HOME funds to HOME Inc. for down-payment and closing cost assistance for the purchase of homes by low-income, first-time homebuyers.
- \$21,000 from CDBG and \$96,277 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.
- \$135,000 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.
- \$15,500 from ESG funds to the YWCA for homeless prevention.
- \$30,000 from ESG funds to HomeAgain for rapid rehousing.
- \$64,511 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.
- \$2,500 to Homeward for data collection.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	696
Non-Homeless	108
Special-Needs	0
Total	804

**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	12
The Production of New Units	2
Rehab of Existing Units	83
Acquisition of Existing Units	23
Total	120

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

## **Discussion**

The above numbers in Table 9 represent:

Non-homeless:

- Total 108 households assisted through:
- 83 units of homeowner rehabilitation or repair
- 2 units of acquisition, rehab, and sale
- 23 down payment assistance grants for first-time homebuyers

Homeless:

- Total 696 persons assisted with ESG and CDBG funds through:
- rapid rehousing (12)
- homeless prevention (425)
- shelter and supportive services (199)
- outreach (60)

The above numbers in Table 10 represent:

- rental assistance through rapid rehousing program with HomeAgain (12)
- 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 (83)
- acquisition of existing units through down payment assistance programs with HOME Inc. and

Southside Community Development and Housing Corporation (23)

The difference of 684 between the totals in Table 9 and Table 10 above represents 400 persons served by the YWCA hotline, 25 served by Commonwealth Catholic Charities prevention, 60 served by Commonwealth Catholic Charities for outreach, 82 through CARITAS Shelter, 35 through Housing Families First shelter, and 22 through Safe Harbor 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 funding for rapid re-housing, homeless prevention, emergency shelter, and 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 1,912 tenant-based housing choice vouchers in use in Henrico County. HUD eCard also reports 2,280 project-based HUD assisted units. There are also 42 USDA assisted units.

As of June 3rd, 2021, Henrico Area Mental Health & Developmental Services (HAMHDS) has 251 Housing Choice vouchers under lease; 238 of those vouchers are being used in Henrico County. When last reported on June 4th, 2021, Central Virginia Resource Corporation had 1,467 leased families throughout the Richmond metropolitan area and of those 381 are currently leased in Henrico County. When last reported, Richmond Residential Services manages 226 vouchers for adults with intellectual disabilities and through the HUD Veterans Affairs Supportive Housing (HUD-VASH) program. The specific number of these vouchers currently used in Henrico County is estimated to be 15.

For FY 2021-22 Henrico County Public Schools (HCPS) is in year 2 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 2021-22, HCPS received an additional \$45,000 in CDBG-CV funds for the purchase of learning equipment for low-income students, making the total McKinney-Vento allocation \$77,333 for year 2.

Henrico County Public Schools identified around 900 students who qualify for assistance under the McKinney-Vento Act for the 2021-22 school year. 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.

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

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

The County participates in street outreach which provides individualized assessments and provides services to unsheltered homeless persons. Information gathered during this process is incorporated in the annual homelessness point in time count, coordinated twice a year by Homeward. Henrico coordinates with a large number of agencies to provide services to homeless individuals and families and provides \$349,034 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
- Homeward
- Safe Harbor
- Salvation Army
- St. Joseph’s Villa Flagler Homeless Services
- CARITAS
- The WAY
- YWCA

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

The ESG program funds service providers for programs related to Rapid Rehousing, Case Management, Shelter Operating Costs, Street Outreach, and Homeless Prevention. These programs provide short- and medium-term 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 Rapid Rehousing and Homeless Prevention programs which provide short and medium-term rental assistance and supportive services to homeless individuals and families and those at risk of homelessness so that they can access and maintain affordable, suitable permanent housing.

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

For PY 2021-22 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 82 individuals residing in shelters.
- HomeAgain Rapid Rehousing -- \$30,000 to fund a program to provide rapid re-housing for 12 households.
- YWCA -- \$15,500 towards the cost of operating a regional domestic violence hotline. It is estimated that 400 Henrico County residents will benefit from this hotline.
- Housing Families First – Hilliard House Emergency Shelter -- \$44,511 to fund a program that provides services to 35 families 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 -- \$2,500 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 6,026 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 June 3rd, 2021, Henrico Area Mental Health & Developmental Services (HAMHDS) has 251 Housing Choice vouchers under lease; 238 of those vouchers are being used in Henrico County. When last reported on June 4th, 2021, Central Virginia Resource Corporation had 1,467 leased families throughout the Richmond metropolitan area and of those, 381 are currently leased in Henrico County. When last reported, Richmond Residential Services manages 226 vouchers for adults with intellectual disabilities and through the HUD Veterans Affairs Supportive Housing (HUD-VASH) program. The specific number of these vouchers currently used in Henrico County is estimated to be 15.

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 2021-22 to remove barriers and promote affordable housing include the following:

- Allocation of \$135,000 for CHDO Activities aimed at increasing the supply of affordable housing for low- and moderate-income homeowners.
- Allocation of \$238,777 of HOME and \$62,250 of CDBG for down payment assistance to support first-time low- and moderate-income homebuyers.
- Allocation of a total of \$1,336,797 of HOME and CDBG for rehabilitation and minor repair programs in support of the retention of existing affordable housing.
- Allocation of \$2,116,079 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.

- Funding has been provided to the Central Virginia Legal Aid Society to assist low income renters remain in their housing.
- 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 \$9,00,000 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 2021-22. 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) to undertake a detailed market analysis in order to determine a locality or consortium specific set of HOME purchase price and after rehabilitation value limits. If these values differ from the annually published HUD HOME purchase price and after rehabilitation value limits, Participating Jurisdictions may implement these different values upon approval from HUD. In order to enable additional low- to moderate-income first time homebuyers and homeowners to receive service, Henrico County has established specific limits for this program year.

Median Sales Price 95% Henrico Analysis	Existing Homes	New Homes
Single-Family - 1 Unit	\$289,750.00	\$362,021.25
2 Unit	\$370,880.00	\$463,387.20
3 Unit	\$449,112.50	\$561,132.94
4 Unit	\$556,320.00	\$695,080.80

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

During PY 2021-22, Henrico County will commit a total of \$1,229,672 for homeowner rehabilitation and repair for 80 low- and moderate-income households, the majority of which will be elderly householders.

An additional \$135,000 will be committed for the acquisition, rehabilitation, and sale of vacant homes to low- and very low-income first-time homebuyers. The County is providing \$266,750 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 the programs and activities funded with CDBG funds and a HOME Program Manager to administer the programs and activities funded with HOME and ESG funds. Staff works with the individual County Departments, such as Public Works, Social Services, Recreation and Parks, Mental Health, Planning, Public Utilities, Building Inspections, and the Division of Community Maintenance to develop procedures and coordination for administering programs that will be carried out by these divisions. Staff regularly tracks the production and effectiveness of all agencies, including subrecipients, tasked with implementing programs with CDBG, 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(l)(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 2021-22. 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(l)(1)

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

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

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

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

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

N/A

**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**). This document was updated for clarification per the February 28, 2022, amendment.

**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*.

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

N/A

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

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

By accepting ESG funds from 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 last revised in June 2017 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 development of a coordinated assessment system that meets HUD requirements is one of the top strategic priorities of the CoC. The CoC's collaborative applicant, Homeward, contracted with the Corporation for Supportive Housing to host orientation and learning sessions on coordinated assessment last year. The CoC also established a Coordinated Assessment committee, which met on a regular basis. The CoC has implemented components of an enhanced coordinated assessment system that came out of this process.

With the passage of the HEARTH Act 2009, the introduction of rapid re-housing programs, and the early success of housing first programs, the Greater Richmond Continuum of Care (GRCoC) began to review their coordinated entry system and processes. The Richmond region began a concentrated effort in 2013 to design and implement a comprehensive, housing-focused coordinated access system. In 2014, the GRCoC formally established the Coordinated Entry (formerly Coordinated Access) committee, which determined a series of key focus areas for design of the coordinated entry system and its implementation. Following the promulgation of the Notice Establishing Additional Requirements for a Continuum of Care Centralized or Coordinated Assessment System in January 2017 and subsequent Task Force to draft policies and procedures to meet new HUD requirements, as well as community suggested changes to the Coordinated Entry System. This task force produced the first GRCoC Coordinated Entry Policies and Procedures, which included public comment and was approved by the GRCoC Board in November 2017. Thereafter, the GRCoC System Policy and Process Committee were charged with regular updates and modifications of the CE P&P, in consultation with GRCoC Board. These updates include incorporating new state and federal guidance, such as the Coordinated Entry Management and Data Guide. The most recent update to the CE P&P was completed in May 2019. The GRCoC's CES identifies households that are homeless or at risk of homelessness, assesses their housing and services needs, and quickly connects them to appropriate housing and services necessary to end their housing crisis as quickly as possible. CES is a key component of the GRCoC's emergency crisis response system to ensure homelessness is rare, brief, and non-recurring.

Core elements of the CRCoC's CES include access, screening, assessment; prioritization, referral, and a Homeless Management Information System (HMIS) that helps agencies and consumers share information. The CRCoC uses the Homeward Community Information System, a local proprietary HMIS that meets all federal standards and regulations. The GRCoC's CES serves the interests of consumers by helping them locate the housing and services they need; of providers, by minimizing time spent assessing people who are not eligible for their projects and services; and of funders, by ensuring that the right housing and services are connected to the right people at a community-wide level.

**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 solicits applications from all qualified service providers and makes them aware of funding through various notification letters, phone calls, and information. Application instructions are posted on the County's website. The CoC also notifies its members when special allocations of ESG funds (e.g. ESG-CV) are available and applications are being accepted.

**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 meets 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 funding priorities and gained input that was applied in the funding decisions. The CoC and ranking committee has a formerly homeless person as a participant.

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

The CoC uses the HEARTH performance measurements to evaluate ESG programs. The HMIS staff run APR reports quarterly for review by the funded agencies and provides this information to the Project Development Manager. The Performance Measurement Committee of the Continuum of Care began its work in the spring of 2014 and developed detailed performance standards for each program type. With the exception of providers primarily serving survivors of domestic violence, all programs use HMIS to collect data and monitor program outcomes.

In 2021, the 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 will help establish performance standards for program types.



## 2021-2022 Action Plan Appendices

Appendix A: Resolution of the Board of Supervisors, July 13, 2021, March 14, 2023, and March 26, 2024

Appendix B: July 13, 2021, March 14, 2023, and March 26, 2024 Public Hearing Minutes

Appendix C: Sources and Uses of Funds

Appendix D: Public Hearing Notices

Appendix E: Community Development Needs Meeting Minutes, February 18, 2021, and March 26, 2024

Appendix F: Areas of Minority Concentration

Appendix G: Henrico Recapture Provision

Appendix H: Agencies Provided General Funds

Appendix I: Continuum of Care Meeting Minutes, April 30, 2021

Appendix J: HUD Approval Letter for the Methodology and Results for the HOME Value Limits

Appendix K: Methodology and Results for the HOME Value Limits

Appendix L: HOME-ARP Allocation Plan

Form SF 424 and Non-State Grantee Certifications



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 211-21

Page No. 1 of 2

**Agenda Title: RESOLUTION — Authorizing County Manager to Submit the Henrico County Annual Consolidated Action Plan, Including the CDBG, HOME and ESG Program Plans for FY 2021-22; to Execute the CDBG, HOME and ESG Agreements for FY 2021-22; and to Execute Contracts to Implement the CDBG, HOME and ESG Activities**

<p>For Clerk's Use Only:</p> <p>Date: <u>7/13/2021</u></p> <p><input checked="" type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to: _____</p>	<p><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) <u>Branin</u> Seconded by (1) <u>O'Bannon</u></p> <p>(2) _____ (2) _____</p> <p>REMARKS: <b>APPROVED</b></p>	<table border="0"> <tr> <td></td> <td>YES</td> <td>NO</td> <td>OTHER</td> </tr> <tr> <td>Branin, T.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Schmitt, D.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>		YES	NO	OTHER	Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

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

**WHEREAS**, the County's CDBG entitlement for FY 2021-22 is \$1,747,341, 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 2021-22 is \$887,581, 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 2021-22 is \$147,536, and the County has prepared the attached proposed sources and uses of ESG entitlement funds; and,

**WHEREAS**, localities are required to submit an Annual Consolidated 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]

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

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

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 211 - 21

Page No. 2 of 2

**Agenda Title: RESOLUTION — Authorizing County Manager to Submit the Henrico County Annual Consolidated Action Plan, Including the CDBG, HOME and ESG Program Plans for FY 2021-22; to Execute the CDBG, HOME and ESG Agreements for FY 2021-22; 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 2021-22 Plan, including the proposed uses of CDBG, HOME and ESG funds for FY 2021-22; (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 2021-22 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.









**FY 2021-22 HOME – American Rescue Plan Act Funds  
Proposed Uses**

Acquisition and Development of Permanent Supportive Housing and/or Affordable Rental Housing	\$2,000,000
Acquisition and Development of Non-Congregate Shelter	\$500,000
Supportive Services through Rental Assistance	\$500,000
Administration and Planning Expenses	\$216,865
<b>Total HOME-ARP Allocation</b>	<b>\$3,216,865</b>

Appendix B: July 13, 2021, March 14, 2023, and March 26, 2024 Public Hearing  
Minutes

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
REGULAR MEETING  
July 13, 2021

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, July 13, 2021, 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:**

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

**Other Officials Present:**

John A. Vithoukas, County Manager  
J. T. (Tom) Tokarz, County Attorney  
Tanya N. Brackett, CMC, Assistant to the County Manager/Clerk to the Board  
W. Brandon Hinton, Deputy County Manager for Administration  
Monica Smith-Callahan, Deputy County Manager for Community Affairs  
Cari Tretina, Assistant to the County Manager/Chief of Staff  
Benjamin A. Sheppard, Director of Public Relations

Mr. Schmitt called the meeting to order at 7:00 p.m.

Steven Boots, Chaplain for the Henrico Police Division, delivered the invocation. Mr. Schmitt recognized the youth group from Mt. Victory Baptist Church who were in attendance with Pastor Boots for the invocation.

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved the June 22, 2021, Regular and Special Meeting Minutes.

The vote of the Board was as follows:

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

No: None

**MANAGER'S COMMENTS**

There were no comments from the Manager.

Planning; and

(iii) interior walls shall be constructed, at a minimum, with a combination of building materials and construction techniques as shown on the attached sound control requirements attached as Exhibit C (see case file);

(c) All signage shall be limited to signage permitted in the B-2 Business District;

(d) Hours of operation shall be limited to hours permitted in the B-2 Business District.

The vote of the Board was as follows:

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

No: None

209-21  
REZ2020-  
00039  
Tuckahoe

Brian Kelmar: Request to amend proffers accepted with Rezoning case C-69C-85 on Parcel 741-741-8889 located on the south line of Patterson Avenue (State Route 6), approximately 125' east of its intersection with Pump Road. The applicant proposes to amend Proffer #4 to allow a detached, changeable message sign. The existing zoning is B-2C Business District (Conditional). The 2026 Comprehensive Plan recommends Office.

Mr. Vithoukias announced the case had been withdrawn by the applicant.

### **PUBLIC HEARINGS - OTHER ITEMS**

210-21 Resolution - Authorizing County Manager to Submit Sixth Amended Henrico County FY 2019-20 Annual Consolidated Action Plan and to Execute Contracts for CDBG and ESG 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.

211-21 Resolution - Authorizing County Manager to Submit the Henrico County Annual Consolidated Action Plan, Including the CDBG, HOME and ESG Program Plans for FY 2021-22; to Execute the CDBG, HOME and ESG Agreements for FY 2021-22; and to Execute Contracts to Implement the CDBG, HOME and ESG Activities.

Kristen Vinagro, Director of Communications for Richmond Habitat for Humanity and Cathy Easter, Executive Director of Safe Harbor, thanked the Board for allocating funding.



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

212-21 Resolution - Signatory Authority - Leases of County Property - Sun Tribe Solar LLC - Brookland and Fairfield Districts.

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

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

213-21 Resolution - Amendment of Lease - Belmont Golf Course - Fairfield District.

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

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

214-21 Ordinance - To Amend and Reordain Subsection (a) of Section 17-59 Titled "Bulky waste and vacuum leaf collection" of the Code of the County of Henrico to Change the Method of Bulky Waste Collection.

Bentley Chan, Director of Public Utilities, reported that the new bulky waste collection cost to residents would be \$67.00 for an 8 x 4 sized load.

John Owens, a resident of the Brookland District, questioned the cost and whether residents would use the service. Mr. Chan noted that the County currently charges \$43.00 per pickup but that amount does not cover the County's actual cost. Mr. Chan also noted that the County's community pickup days in 62 neighborhoods would continue on a three-year cycle.

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached ordinance.

215-21 Resolution - Signatory Authority - Conveyance of Real Property - 1103 Horsepen Road - Tuckahoe District.

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

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

216-21 Ordinance - Vacation of Portion of Unimproved Right-Of-Way - County Concept Road 85-1 - Fairfield District.

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

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

**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
REGULAR MEETING  
March 14, 2023**

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, March 14, 2023, 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:**

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

**Other Officials Present:**

John A. Vithoukas, County Manager  
Andrew R. Newby, County Attorney  
Tanya N. Brackett, CMC, Assistant to the County Manager/Clerk to the Board  
Michael Y. Feinmel, Deputy County Manager for Public Safety  
W. Brandon Hinton, Deputy County Manager for Administration  
Monica Smith-Callahan, Deputy County Manager for Community Affairs  
Cari M. Tretina, Assistant to the County Manager/Chief of Staff  
Steven J. Yob, Deputy County Manager for Community Operations  
Benjamin A. Sheppard, Director of Public Relations

Jeanetta Lee, Chaplain for the Henrico County Police Division, delivered the invocation.

On motion of Mrs. O'Bannon, seconded by Mr. Branin, the Board approved the minutes of the February 28, 2023, Regular and Special Meetings.

The vote of the Board was as follows:

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

No: None

Mr. Thornton took a moment to acknowledge a tragedy for our county and our community that occurred on March 6. That day, the Henrico Sheriff's Office was transferring custody of Mr. Irvo Otieno to Central State Hospital near Petersburg. Mr. Otieno died while being admitted to the hospital. A number of Henrico Sheriff's deputies have been criminally charged as a result.

Henrico County is committed to transparency and is cooperating fully with an investigation by the Virginia State Police and with the Dinwiddie Commonwealth's Attorney. The charged deputies have been placed on administrative leave while this process is underway. My. Thornton concluded by adding that Henrico County is committed to public safety and

**Tax Rates.**

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

- 84-23 Introduction of Ordinance - To Amend and Reordain Section 20-78 of the Code of the County of Henrico Titled "Elderly or permanently and totally disabled persons" to Increase the Maximum Annual Real Estate Tax Exemption for the Real Estate Advantage Program From \$3,000 to \$3,200.

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached introduction of ordinance.

- 85-23 Resolution - Award of Contract - Cancer and Cardiovascular Screening for the Division of Fire.

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

- 86-23 Resolution - Adoption of Procedures for Construction Management Contracts.

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

- 87-23 Resolution - Authorizing the County Manager to Submit an Amendment to the Henrico County 2021-22 Annual Consolidated Action Plan adding the HOME-ARP Allocation Plan and to Execute an Amended HOME Agreement.

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

- 88-23 Resolution - Signatory Authority - Memorandum of Understanding - Maggie Walker Community Land Trust - Varina District.

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

- 89-23 Resolution - Signatory Authority - License Agreements - Henrico Sports & Events Center - Fairfield District.

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

- 90-23 Resolution - Signatory Authority - Acquisition of Real Property - Pump Station - Varina District.

# Appendix C: Sources and Uses of Funds

## 2021-2022 CDBG, HOME, & ESG Programs

### Sources & Uses of Funds

SOURCES	CDBG	Amended CDBG	HOME	Amended HOME	ESG
FY 2021-2022 Allocation	\$1,747,341	\$1,747,341	\$887,581	\$887,581	\$147,536
Funds Brought Forward	\$0	\$60,125	\$0	\$30,415	\$0
Program Income	\$0	\$0	\$0	\$50,862	\$0
<b>Total Available</b>	<b>\$1,747,341</b>	<b>\$1,807,466</b>	<b>\$887,581</b>	<b>\$968,858</b>	<b>\$147,536</b>

### CDBG/HOME USES

1. CDBG & HOME Administration	290,000	290,000	88,500	88,500	
2. Commercial Assistance Program	215,000	215,000			
3. CONNECT Program	160,000	160,000			
4. project:HOMES - Homeowner Rehabilitation Program	176,162	233,287	456,581	506,581	
5. project:HOMES - Critical Home Repair Program	596,929	596,929			
6. Habitat for Humanity - Critical Home Repair Program	70,000	70,000			
7. HOME Inc. - Downpayment Assistance	41,250	41,250	142,500	142,500	
8. Southside Community Development & Housing Corp. - Downpayment Assistance	18,000	21,000	65,000	96,277	
9. CHDO Activities Rehab for Sale - Undesignated			135,000	135,000	
10. Commonwealth Catholic Charities - Housing Stabilization Program	30,000	30,000			
11. Safe Harbor - Human Trafficking Shelter	100,000	100,000			
12. Central Virginia Legal Aid Society - Housing Law Outreach &	50,000	50,000			

### ESG USES

1. ESG Administration					11,025
2. Housing Families First - Hilliard House Emergency Shelter Program					44,511
4. CARITAS - Case Management for Shelter Clients					20,000
5. YWCA of Richmond - Greater Richmond Regional Domestic					15,500
6. Homeward - Homeless Management Information System					2,500
7. Commonwealth Catholic Charities - Homeless Outreach					24,000
8. HomeAgain - Rapid Rehousing Program					30,000
<b>TOTAL</b>	<b>\$1,747,341</b>	<b>\$1,807,466</b>	<b>\$887,581</b>	<b>\$968,858</b>	<b>\$147,536</b>

July 13, 2021  
Units in red are reflect the changes described in the February 28, 2022 Amendment

## Appendix D: Public Hearing Notices

### Notice of Public Hearing on the Submission of the Henrico County 2021-22 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 16, 2021. The Henrico County Board of Supervisors will hold a public hearing on Tuesday, July 13, 2021 at 7:00 PM in the Board Room of the County Administration Building at East Parham and Hungary Spring Roads to consider a resolution to authorize submission of the 2021-22 Annual Action Plan and to approve the proposed use of funds for 2021-22, and consider a resolution to amend the 2019-20 Annual Action Plan for a proposed reallocation of CARES Act CDBG-CV and ESG-CV funds.

The 2021-22 Annual Action Plan identifies funding for the 2021-22 program year as follows:

2021-22 CDBG Entitlement Grant	\$1,747,341
2021-22 HOME Entitlement Grant	\$887,581
2021-22 Emergency Solutions Entitlement Grant	<u>\$147,536</u>
Total Funds Available	\$2,782,458

The following projects are recommended for funding in 2021-22:

**CDBG and HOME Program Administration** – CDBG: \$290,000; HOME: \$88,500.

**Commercial Assistance Program** – administration of the Enterprise Zone and Commercial Assistance programs. CDBG: \$215,000.

**CONNECT Program** – afterschool and summer program for at-risk youth. CDBG: \$160,000.

**project:HOMES Homeowner Rehabilitation Program** – rehabilitation of homes of elderly and/or disabled low-income homeowners. CDBG: \$176,162; HOME: \$456,581.

**project:HOMES Critical Home Repair Program** – home repair for low-income homeowners. CDBG: \$596,929.

**Habitat for Humanity Critical Home Repair Program** – home repair for low-income homeowners. CDBG: \$70,000.

**HOME Inc. Downpayment Assistance** – counseling and down payment and closing costs assistance for first-time homebuyers. CDBG: \$41,250; HOME: \$142,500.

**Southside Community Development & Housing Corp. Downpayment Assistance** – counseling and down payment and closing costs assistance for first-time homebuyers. CDBG: \$18,000; HOME: \$65,000.

**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: \$135,000.

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

**Safe Harbor** – support for a human trafficking emergency shelter. CDBG: \$100,000.

**Central Virginia Legal Aid Society Housing Law Outreach and Assistance** – legal assistance and housing law outreach. CDBG: \$50,000.

**ESG Program Administration** – ESG: \$11,025.

**Housing Families First** – Hilliard House emergency shelter program – ESG: \$44,511.

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

**YWCA of Richmond** – EmpowerNet hotline – ESG: \$15,500.

**Homeward** – homeless management information system – ESG: \$2,500.

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

**HomeAgain** – rapid rehousing program - \$30,000.

The proposed amendment to the 2019-20 Annual Action Plan provides for the following reprogramming of funds among existing 2019-20 projects: \$49,062.47 of CDBG-CV funds from Henrico Area Mental Health & Development Services (HCDSS) Homeless Prevention to Henrico County Department of Social Services COVID-19 Recovery Rental Assistance; \$90,000 of ESG-CV funds from HCDSS COVID-19 Recovery Rental Assistance to CARITAS Shelter and Case Management; and \$30,000 of ESG-CV funds from HCDSS COVID-19 Recovery Rental Assistance to Commonwealth Catholic Charities Homeless Outreach and Diversion.

Anyone may attend the meeting and express an opinion on the above matters. In addition, anyone may be heard remotely during the meeting by phone or through the internet by completing and submitting the signup form in advance of the meeting. The signup form is available at <https://henrico.us/services/citizen-participation-registration/>. Alternatively, anyone may submit written comments in advance of the meeting by email to [har66@henrico.us](mailto:har66@henrico.us), through the County's webpage listed above, or by regular mail to Clerk, Henrico County Board of Supervisors, P.O. Box 90775, Henrico, VA 23273-0775. Any written comments received in advance of the meeting will be provided to the Board of Supervisors before the hearing and included in the record of the hearing.

The proposed 2021-2022 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](http://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).

## **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 2021-22 Annual Action Plan will include the County's proposed uses of CDBG, HOME, and ESG funds for the program year beginning October 1, 2021 through September 30, 2022.

Henrico County will conduct a public hearing at 7 pm, Thursday, February 18, 2021 hosted online through Webex. Attendees will need to register online, and the registration link can be found on the County website at [henrico.us/revit](https://henrico.us/revit). The County encourages citizens to attend, especially low- and moderate-income citizens and residents of low- and moderate-income neighborhoods, and express their opinions concerning community development needs in the County, past performance of community development programs and the 2019-20 CAPER. Needs may include housing, enhancement of neighborhoods, expansion of economic opportunities, or any other community development needs that citizens consider important.

**The public hearing will be a virtual hearing only; there will be no opportunity for in-person attendance. In order to participate you must register at [henrico.us/revit](https://henrico.us/revit). Upon registration, you will receive instructions to participate in the meeting.**

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 interested in applying for CDBG, HOME, or ESG funds for Program Year 2021-22 may obtain an application from the County website at [henrico.us/revit](https://henrico.us/revit). The deadline to apply is March 8, 2021.

If you have comments or need additional information concerning the public hearing, instructions on how to register for the public hearing, or applying for CDBG, HOME, or ESG funds, please call the Department of Community Revitalization at (804) 501-7617.



**Henrico County**

**Department of Community Revitalization**

**Community Development Needs Public Hearing**

**Thursday, February 18, 2021**

**Public Comment Notes**

Meeting Location: Online/Call-in based through Webex

Meeting Start Time: 7:00pm EST

Meeting End Time: 7:45pm EST

A public hearing was held on Thursday, February 18, 2021 via Webex regarding the development of the Annual Action Plan for the fiscal year 2021 to 2022. This meeting asked community member to voice needs that are present in the County of Henrico as well as address any questions the community may have about the Annual Action Plan.


David Sacks presented the following presentation at this meeting.



# 2021 Community Development Needs Public Hearing

County of Henrico  
Department of Community Revitalization  
February 18, 2021

We will begin promptly at 7:00



## How to Participate in Tonight's Meeting


- Hover your mouse over the screen
- Click on the chat bubble icon
- If you wish to speak, please choose **Geleene Goffena** from the drop-down menu.
- Add a message that you'd like to speak
- You will be unmuted and prompted when it is your turn to speak **chat button**



At any time, you can use the magnifying glass at the lower left of your screen to zoom in on the slide


## Why are we here?

- Henrico Community Revitalization staff will be preparing a budget for 2021-22 for the use of federal grant funds
- Funds must be used for community development purposes
- The Plan for these expenditures must be submitted to HUD for approval
- Need your thoughts on community needs that we should attempt to address through these funds



## Annual Action Plan

- Identifies Henrico's proposed federal funds expenditures for 2021-22
- Expenditures should be consistent with the overall goals in the 2020-25 (5-Year) Plan
- A request for proposals for funding has been issued
- **HUD requires public hearings prior to finalizing expenditures**



## Community Development Block Grant (CDBG)

- Allocation for 2021-22 expected at approx. \$1.7 million
- Funding has been received by Henrico since 1989
- Wide range of possible uses to benefit low-income people/areas
  - Public services,
  - Housing improvements and development.
  - Infrastructure and public facility improvements
  - Economic development




## HOME Investment Partnerships Program (HOME)

- Allocation for 2021-22 expected at approx. \$900,000
- Funding has been received by Henrico since 1996
- Must be used to create or maintain affordable housing
  - New construction and rehab of vacant homes
  - Down payment assistance for first-time homebuyers
  - Rehabilitation of homeowner-occupied housing
  - Rental assistance



### Emergency Solutions Grant (ESG)

- Allocation unknown for 2021-22 (expected at approx. \$150,000)
- Used for activities that assist individuals or families who are homeless or facing homelessness
  - Rental assistance to prevent homelessness
  - Services or facilities that provide housing to homeless persons

**Homeless or Facing Eviction?**



### Accomplishments in 2019-2020

Described in the Annual Performance Report (CAPER)

- 112 children living in low-income communities were served through after-school programs
- 409 people served through Homeless prevention, case management, shelter, and rapid rehousing services
- 5 new jobs created for low-income persons through economic development assistance to businesses
- 9 businesses owned by low- to moderate-income persons were supported through economic development assistance.

### Accomplishments In 2019-20

Continued

- 12 homes rehabilitated for elderly and/or disabled homeowners
- 66 homes were repaired for low-/mod-income homeowners
- 8 first-time homebuyers received down payment and closing cost assistance
- 1 home was constructed or bought/rehabbed and sold

### After today, what's next?

- Organizations have until March 8 to apply for 2022-22 funds
- County staff will review requests and make funding recommendations to Board of Supervisors
- Proposed funding published in late May
  - CDBG, HOME, ESG
- Board of Supervisors Public Hearing in late June
- Annual Action Plan submitted to HUD by August 16.

Find updated information at: [henrico.us/revit](http://henrico.us/revit)

### TELL US WHAT YOU THINK...

- Priorities for funding
- Important Community Development Needs

<ul style="list-style-type: none"> <li>Public Services for low-income persons</li> <li>Creation of new affordable housing</li> <li>Housing repair and rehabilitation assistance</li> </ul>	<ul style="list-style-type: none"> <li>Other housing Assistance</li> <li>Assistance for homeless persons</li> <li>Assistance for small businesses</li> <li>Infrastructure improvements</li> <li>Community Facilities</li> </ul>
--	---

Current HUD Income Limits for Richmond-Petersburg MSA

PY 2020 Income Limit	Household Size							
	1	2	3	4	5	6	7	8
80% AMI	\$20,050	\$27,000	\$34,350	\$41,500	\$47,250	\$52,050	\$56,700	\$61,400

- Area Median Income (AMI) is currently \$80,400
- Individuals/Households where the household income is below 80% of AMI are eligible for services funded with CDBG and HOME funds. For ESG funds, the household income needs to be below 50% of AMI.

Comments received and accepted during this meeting include the following:

1. **Varina Resident:** Residents of Varina need to travel very far for indoor sports facilities. How can we invest in an indoor practice facility, with turf, in the Varina area.
  - a. David Sacks responded about previous community center projects funded with CDBG monies, and that the Department of Community Revitalization would look into how an indoor practice facility may possibly be funded through these programs.
2. **Henrico Resident:** Sidewalks are needed between Glenside and Parham on West Broad Street, as well as crosswalks on Broad Street at the Emerywood, Sunnybrook, Hungary Springs, and Parham intersections. There is a need to be able to get to adjacent shopping areas and other services (banking, pharmacies). Another area of need is benches for bus patrons.
3. **Henrico Resident:** Suggested focus area of Williamsburg Road for infrastructure improvements.
4. **Virginia Supportive Housing Representative:** Asked about the funding available for homeless services.
  - a. David Sacks responded that ESG funds are dedicated towards this purpose and we usually receive around \$150,000 of this type of grant.

A total of eighteen individuals joined the meeting, with five of them being County of Henrico employees. The other attendees were residents or representatives from local organizations.

One comment was received after the meeting through email. The description below summarizes the comment. This comment is available upon request.

- Henrico County should focus on helping smaller non-profit organizations within the community through other avenues besides the grant programs offered.

#### Attendee list from Webex:

Name

David Sacks (Henrico Co)

Roy Props (Henrico Co)

Jane Howk (Henrico Co)

Rachael Thayer (Henrico Co)

Geleene Goffena (Henrico Co)

Kaye Carrithers

Sheralyne Tierseron

William Hocker

N Bacote

Chevin Young

Jenny High

Audrey Forbes

Felecia Motteler

Call-in User\_3 (804517\*\*\*\*)

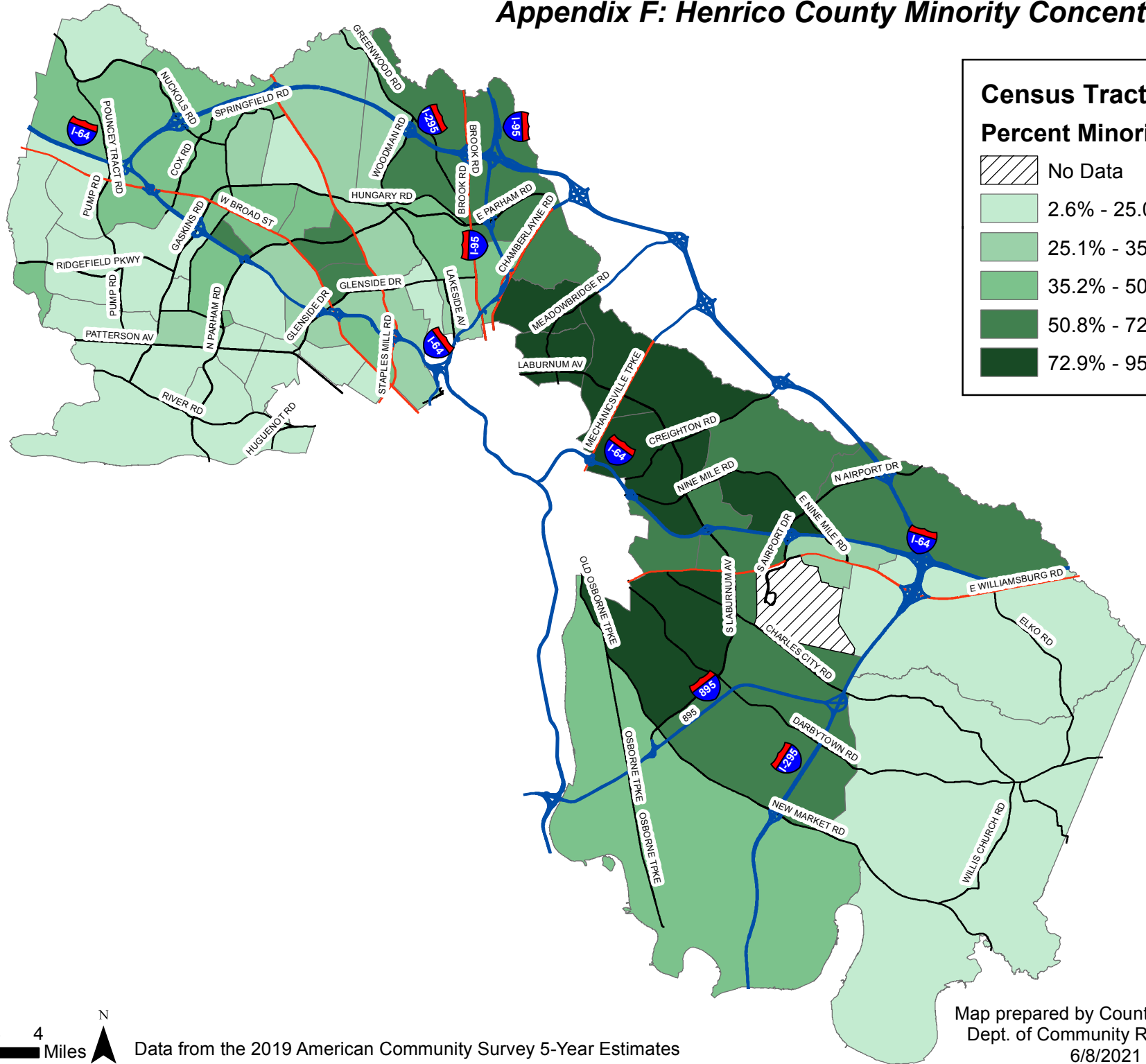
Call-in User\_4 (804517\*\*\*\*)

Call-in User\_5 (804517\*\*\*\*)







Call-in User\_6 (508395\*\*\*\*)

Call-in User\_7 (804329\*\*\*\*)

# Appendix F: Henrico County Minority Concentration



**Census Tract 2010  
Percent Minority**

-  No Data
-  2.6% - 25.0%
-  25.1% - 35.1%
-  35.2% - 50.7%
-  50.8% - 72.8%
-  72.9% - 95.9%



Data from the 2019 American Community Survey 5-Year Estimates

Map prepared by County of Henrico,  
Dept. of Community Revitalization  
6/8/2021



**Appendix G – Henrico County Recapture Provisions**

***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 PY 2021-22.

Better Housing Coalition: \$38,405

CARITAS: \$50,000

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

Children's Hospital: \$1,500

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

Cultural Arts Center at Glen Allen: \$600,000

FeedMore (Meals on Wheels, Cent. Va. Foodbank) \$25,000

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

Homeward: \$20,500

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

Local Initiatives Support Corporation of Virginia (LISC):

\$30,000 McShin Foundation: \$60,000

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

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

Resources for Independent Living: \$36,162

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



# Greater Richmond Continuum of Care

## GRCoC Ranking and Review Committee

April 30, 2021

Participants: Kathleen Kramer (Committee Chair), Patrick Odehnal, Jessica Russo, David Sacks, Rachel Thayer, Michael Mallett

Staff: Michael Rogers

- I. Henrico County shared received funding requests for PY 2021022 ESG applications. The requests total \$288,100, while the recommended allocation is \$147,536. All applicants are GRCoC members, with all but one currently receiving coordinated funding for homeless services. Henrico County solicited feedback from the committee on requested increases, as well as new applicants not previously funded.
- II. Staff reviewed purpose and operations of system and project performance measurements in the GRCoC. Committee members reviewed previous project performance measurements and engaged in a preliminary discussion on how to address program outcomes affected by the COVID-19 pandemic. A committee member suggested adding a measurement of average months from entry to exit in a RRH project. Staff plans meetings with providers to continue planning performance measurements.
- III. Adjourned

# Appendix J: HUD Approval Letter for the Methodology and Results for the HOME Value Limits



## U.S. Department of Housing and Urban Development Virginia Office of Community Planning and Development

600 E Broad Street, Suite 300  
Richmond, VA 23219-1800  
(800) 842-2610

25 January 2022

Mr. David M. Sacks  
Community Development Manager  
Department of Neighborhood Revitalization  
County of Henrico  
4905 Dickens Road, Suite 200  
PO Box 90775  
Henrico, VA 23273-0775

SUBJECT: Your letter of 17 December 2021

Dear Mr. Sacks:

We have completed our review of the methodology and findings you recently submitted to support 95% housing value limits for Henrico County that differ from HUD's standard published limits. Finding your methods sound and findings reasonable, CPD Richmond, by this letter, approves Henrico County to use 95% housing value limits of \$289,750.00 for existing homes and \$362,021.25 for new homes until such time that HUD publishes and puts in force new limits. You may, of course, petition this office for alternate limits again in the future.

If you have any questions, please call me at (804) 822-4831. Staff requiring technical assistance should contact Dr. P. Anthony Brinkman, Senior Community Planning and Development Representative, at (804) 822-4827.

Sincerely,

A handwritten signature in cursive script that reads "Ronnie J. Legette Sr".

Ronnie J. Legette, Sr.  
Director

# Appendix K: Methodology and Results for the HOME Value Limits



## Henrico County, VA.

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

Prepared by the Henrico County Department of Community Revitalization  
and

Housing Opportunities Made Equal of Virginia

February 22, 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 2021 are as follows:

\$230,000 for existing single-family homes

\$276,000 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 downpayment and closing cost assistance programs which utilize HOME funds. The homeowner rehabilitation program is similarly impacted. To address this issue, Henrico County took advantage of a provision in the HOME Rule which provides an option, as described in 24 CFR 92.254(a)(2)(iii), for the Participating Jurisdiction to undertake a market analysis to determine 95% of the median area purchase price that more accurately reflects the current local situation. The following describes the analysis undertaken by Henrico County in partnership with Housing Opportunities Made Equal of Virginia, 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 December 1, 2020 and November 30, 2021. That dataset was further refined to include only those properties with the following characteristics:

---

<sup>1</sup> Department of Housing and Urban Development. (2021, May). *Home Homeownership Value Limits*. HUD Exchange. Retrieved December 17, 2021, from <https://www.hudexchange.info/resource/2312/home-maximum-purchase-price-after-rehab-value/>

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
- 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, 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: 5,213 sales

Sales of new construction homes: 475 sales

#### 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: \$305,000.00

New Construction Homes: \$381,075.00

#### 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: \$ 289,750.00

New Construction Homes: \$ 362,021.25

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.

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 Dec. 2020 – Nov. 2021	5,213	475		
Median Sales Price 95% Henrico Analysis			HUD June 2021 Published Limits	
Single-Family - 1 Unit	<b>\$289,750.00</b>	<b>\$362,021.25</b>	<b>\$230,000</b>	<b>\$276,000</b>
2 Unit	\$370,880.00	\$463,387.20	\$294,000	\$353,000
3 Unit	\$449,112.50	\$561,132.94	\$356,000	4427,000
4 Unit	\$556,320.00	\$695,080.80	\$441,000	\$529,000

The above methodology and housing value limits were approved by the HUD Richmond Field Office on January 25, 2022.

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

<sup>2</sup> Community Planning and Development, “Methodology for Calculating HOME Maximum Purchase Price or After-Rehab Value Limits – FY 2021” (April 2021). Retrieved December 17, 2021, from <https://www.huduser.gov/portal/datasets/home-datasets/files/FY-2021-HOME-Homeownership-Value-Limits-Methodology.pdf>



# HOME - ARP Allocation Plan

County of Henrico, Virginia  
Department of Community  
Revitalization

March 14, 2023

Amended March 26, 2024

# Acknowledgements

The HOME-ARP Allocation 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 2023**

Chair, Frank J. Thorton, Fairfield

Vice Chair, Tyrone E. Nelson, Varina

Patricia S. O'Bannon, Tuckahoe

Daniel J. Schmidt, Brookland

Thomas M. Branin, Three Chopt

John A. Vithoukas, County Manager

## **County of Henrico Department of Community Revitalization**

Eric Leabough, Director of Community Revitalization

David Sacks, Community Development Manager

Geleene Goffena, AICP, CDBG Program Manager

Trinity Waldron, HOME Program Manager

Claire Parkey, Enterprise Zone Program Manager

Makeba Berry, Accountant I

Thomas Mendoza, Intern II

Additional assistance provided by the U.S. Department of Housing and Urban Development (HUD) Richmond Field Office, Office of Community Planning and Development.

Ronnie J. Legette, Director

P. Anthony Brinkman, Ph.D., CPD Representative

# Preface

The "HOME -ARP Allocation 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 e-mail at [revtialization@henrico.us](mailto:revtialization@henrico.us)
- ♦ By telephone at 804-501-4757

County of Henrico  
Department of Community Revitalization  
March 2024



# Table of Contents

- Introduction ..... 2
- Public Participation ..... 4
- Efforts to Broaden Public Participation ..... 4
- Summary of Comments and Recommendations Received ..... 5
- Summary of Comments and Recommendations Not Accepted ..... 5
- Consultation ..... 6
- Summary of the Consultation Findings ..... 8
- Needs Assessment and Gaps Analysis ..... 18
- Size and Demographic Composition of the Qualifying Populations: ..... 18
- Unmet Housing and Service Needs of Qualifying Populations: ..... 30
- Gaps within the Current Shelter and Housing Inventory and the Service Delivery System: ..... 33
- Additional Characteristics Associated with Instability and Increased Risk of Homelessness ..... 34
- Priority Needs for Qualifying Populations: ..... 34
- Method of Determination of the Level of Need and Gaps in the Shelter and Housing Inventory and Service Delivery System: ..... 34
- HOME-ARP Activities ..... 36
- Use of HOME-ARP Funding ..... 36
- Methods for Soliciting Applications for Funding and Selection of Subrecipients ..... 37
- HOME-ARP Production Housing Goals ..... 38
- Preferences and Limitations ..... 38
- Identify the Intended Preferences ..... 38
- Identify the Intended Limitations ..... 39
- Referral Methods ..... 39
- HOME-ARP Refinancing Guidelines ..... 40
- Appendices ..... 41

## Introduction

The American Rescue Plan Act of 2021 created a special allocation of \$5 billion to support state and local programs for populations experiencing homelessness or identified as at-risk of homelessness. This special allocation is administered by the U.S. Department of Housing and Urban Development (HUD) through the HOME Investment Partnerships Program, with the primary goal being to assist four “qualifying populations” through four types of eligible activities. Qualifying populations include those experiencing homelessness, those at-risk of homelessness, domestic violence survivors, and “other” populations not traditionally included in those definitions such as veterans and young adults.

Eligible activities that can be funded with HOME-ARP include: (1) development and support of affordable housing, (2) tenant-based rental assistance (TBRA), (3) provision of supportive services; (4) acquisition and development of non-congregate shelter units (NCS); and operating and capacity building for non-profits. Recipients of HOME-ARP funds, known as Participating Jurisdictions (PJs), may use up to 10% of the award for Nonprofit Operating and Capacity Building Assistance and 15% of the award for Administration and Planning.

The County of Henrico, Virginia, received an allocation of \$3,216,865 in HOME-ARP funds to pursue projects that fall within the four eligible activities listed above. To receive this allocation, Henrico County, as a Participating Jurisdiction (PJ), must submit a HOME-ARP Allocation plan to HUD as a substantial amendment to the Program Year 2021-22 Annual Action Plan for approval by March 31, 2023. The Allocation Plan must describe the intended distribution of HOME-ARP funds, including how these funds will be used to address the needs of the HOME-ARP qualifying populations (QPs). The Allocation Plan must include the following:

- A summary of the consultation process and results of upfront consultation with community stakeholders and those working with the qualifying populations;
- A summary of comments received through the public participation process and a summary of any comments or recommendations not accepted and the reasons why;
- A description of HOME-ARP qualifying populations within the jurisdiction;
- A needs assessment and an analysis of gaps in housing and shelter inventory, homeless assistance and services, and the homelessness prevention service delivery system;
- A summary of the planned use of HOME-ARP funds for eligible activities based on the unmet needs of the qualifying populations;
- An estimated number of housing units for qualifying populations the PJ will produce or preserve with its HOME-ARP allocation; and
- A description of any preferences for individuals and families in a particular qualifying population or a segment of a qualifying population.

With an understanding that homelessness and housing instability are regional issues that require jurisdictional cooperation and communication, the Counties of Henrico and Chesterfield and the City of Richmond contracted with the Corporation for Supportive Housing to undertake

the required consultation process, needs assessment and gaps analysis, and provide recommendations for the use of HOME-ARP funds with a regional framework in mind. All three localities will submit separate Allocation Plans to HUD for approval.

This document was created to meet the requirements detailed by HUD in CPD Notice 21-10 *Requirements of the Use of Funds in the HOME-American Rescue Plan Program* (the Notice) and Notice 22-13 *Revisions to HOME-ARP Allocation Plan Requirements and Final Submission Deadline for all HOME-ARP Allocation Plans*. The HUD approved template was used as a basis for the information detailed in this document with moderate adjustments for readability.

The HOME-ARP Allocation Plan was considered by the Henrico County Board of Supervisors on March 14, 2023, for approval for submission of the Allocation Plan to HUD. The Resolution and public meeting minutes are attached to the document as Appendix A and B, respectively.

## Public Participation

- *Date of public notice:* February 4, 2023
- *Public comment period:* February 4, 2023 to March 6, 2023
- *Date of public hearing:* February 16, 2023
- *Date of public notice for Amendment #1:* February 23, 2024
- *Public comment period for Amendment #1:* February 23, 2024 to March 22, 2024
- *Date of public hearing:* March 26, 2024

The public comment period started on February 4, 2023, with an advertisement posted in the Richmond Times Dispatch, and the Henrico Citizen and the Richmond Free Press ran the advertisement on February 9, 2023. The ad was also published on Henrico County’s Facebook and Twitter pages on February 6, 2023. The advertisement was also included in the HenricoNews Weekly News Publication on February 6, 2023 (Appendix C). This comment period ran until March 6, 2023, and the advertisements included instructions on how to comment on the draft Allocation Plan through calls, emails, physical mail, online form submissions, and speaking to members of the Department of Community Revitalization.

The advertisement provided details about the date, location, and time of the public hearing and how to request disability accommodations or language accommodations. This public hearing was held on February 16, 2023, at the Fairfield Library (1401 N Laburnum Ave, Richmond, VA 23223) from 6:00 PM to 8:00 PM. A presentation was made by staff from the Henrico County Department of Community Revitalization, which is attached as Appendix D, along with the minutes of the public hearing.

The public hearing for Amendment #1 was held on March 26, 2024, having previously been advertised in the Richmond Times Dispatch on February 23, 2024. Copies of the draft amendment were made available for review online and at the offices of the Henrico County Department of Community Revitalization.

### Efforts to Broaden Public Participation

The draft HOME-ARP Allocation Plan was published on the Henrico County Department of Community Revitalization Webpage, and a copy of the Allocation Plan was made available at the office of the Department of Community Revitalization. Notice of the public hearing and public comment period was published in three newspapers and links to the draft HOME-ARP Allocation Plan and online comment submission form were posted on the County’s Facebook and Twitter.

Accommodations for persons with disabilities and those with limited English proficiency were made available for both the draft HOME-ARP Allocation Plan and the public hearing upon request.

## Summary of Comments and Recommendations Received

The presentation and minutes from the public hearing held on February 16, 2023, are found in Appendix D. Comments received focused on asking questions related to the HOME-ARP Allocation Plan and the proposed uses, and providing comments for options to serve the qualifying populations. Suggestions included:

- Providing transportation, utility bill assistance, and child care assistance to the households served.
- Heating and cooling shelters are needed in this region.
- The proposed shelter development should be located within Henrico County's boundaries and not in the City of Richmond.
- Consider pursuing bonds for additional financial assistance for shelters.
- Partner with a housing land trust in order to ensure affordability in any housing units developed.
- Renovation of warehouses to produce affordable housing units and shelters.
- Disperse qualifying populations throughout the County and do not concentrate poverty. Provide housing in areas with opportunities for employment, transportation, and other services.

## Summary of Comments and Recommendations Not Accepted

No comments or recommendations not accepted.

## Consultation

The County of Henrico, in partnership with Chesterfield County and the City of Richmond, contracted with the Corporation for Supportive Housing (CSH) to undertake the required stakeholder consultation process. In accordance with Section V.A of the Notice (page 13), at a minimum, a PJ must consult with:

- CoC(s) serving the jurisdiction’s geographic area,
- Homeless service providers,
- Domestic violence service providers,
- Veterans’ groups,
- Public housing agencies (PHAs),
- Public agencies that address the needs of the qualifying populations, and
- Public or private organizations that address fair housing, civil rights, and the needs of persons with disabilities.

The process involved CSH consulting with the required organizations through listening-sessions, stakeholder interviews, and a survey. CSH hosted four listening-sessions and eight key informant interviews. At each session and interview, CSH staff provided an overview of HOME-ARP funds, the qualified populations the funds are required to serve, and the eligible activities under the HOME-ARP regulation.

The stakeholder listening-sessions targeted homeless services providers, community partners, and persons with lived experience. The key informant interviews included agencies that work directly with one or more of the qualified populations (QPs) and were conducted to glean more in-depth insights into the needs of the community and the strategies best suited to meet those needs.

The following stakeholder listening sessions were completed by CSH:

1. Homelessness Providers through a virtual meeting on December 1, 2022.
2. Community Partners through a virtual meeting on December 1, 2022.
3. Persons with Lived Experience through in-person interviews during the week of December 12, 2022, at the single-men’s shelter.
4. Persons with Lived Experience through in-person interviews during the week of December 12, 2022, at the women and families shelter.

The following key stakeholder interviews were completed by CSH:

1. Greater Richmond Continuum of Care on July 1, 2022, and December 27, 2022
2. YWCA - EmpowerNet (domestic violence service provider) on July 12, 2022
3. Partnership for Housing Affordability (agency that address the needs of QPs) on July 15, 2022
4. Chesterfield Department of Social Services (agency that addresses the needs of QPs) on August 19, 2022

5. Regional Community Services Boards: Henrico CSB, Chesterfield CSB, Richmond Behavioral Health Authority (organizations that address fair housing, civil rights, and the needs of persons with disabilities) on January 4, 2023
6. State Housing Services: Virginia Department of Housing and Community Development (public agency that addresses needs of QPs), Virginia Department of Behavioral Health and Developmental Services (public agency that addresses needs of QPs), and Virginia Housing (PHA) on January 4, 2023
7. Henrico Department of Social Services (agency that addresses the needs of QPs) on January 9, 2023.
8. Richmond Redevelopment Housing Authority (PHA) on January 11, 2023

CSH developed a short survey for service providers that did not have an opportunity to participate in a session and/or for service providers that did participate in a session or interview but had additional input to provide. CSH received a total of 9 responses from 8 different agencies and one community member. The following is a summary of the survey responses:

- Eight responses identifying the need for available affordable housing/permanent supportive housing as the priority need for the region.
- Coordination between service providers, local government, and funders is an important step in increasing the effectiveness of serving the qualifying populations.
- Co-locating healthcare, support services, and housing should be a priority when looking into a model for housing development.
- Funding for capacity building and staff operations is needed to ensure that as providers take on more projects that they can maintain them with trained staff.
- There is not enough housing to utilize rental assistance such as tenant-based rental assistance or vouchers.
- “Criminal justice impacted people are disproportionately represented among the homeless population. Resources must go to the lowest segment of the housing stability continuum; it's a matter of racial justice. I know housing affects virtually all working-class people these days, but our solutions must be equitable and not sacrifice the most disadvantaged populations (e.g., homeless, incarcerated) who have the least voice in the political process [at] large.”

Henrico County staff also met with four different service providers for one-on-one discussions regarding the use of these funds including Henrico Mental Health and Development Services (11/21/2022), Henrico Department of Social Services (11/30/2022), Richmond YWCA (11/17/2022), and Virginia Supportive Housing (11/18/2022). The responses from these meetings are found within Table 1. A presentation was made by Henrico staff to the Henrico Chapter of the NAACP and a discussion about the HOME-ARP Allocation Plan and funds occurred on March 7, 2023. A list of all organizations contacted for consultation and method of contact is included in Appendix E.

## Summary of the Consultation Findings

The primary gap these consultations identified that the region is in critical need of deeply affordable units. Providers made it clear that without affordable units available for QPs, the current system cannot prevent or break the cycle of chronic homelessness. Additionally, once deeply affordable units are developed, intense supportive services will be needed to ensure the households served by these units are stabilized and that they build the necessary skills to ensure they can remain stable without case management or financial assistance. Specific populations discussed were single parents with children, persons with mental disabilities or illnesses, and persons that have barriers to getting the traditional documentation needed (e.g., social security number, birth certificate, insurance) needed to obtain housing or services.

Other major gaps that were identified in these consultations included the need for nonprofit capacity building to address staffing concerns, need for an increase in shelter beds, and a distinct call for more partnerships between localities, state partners, and nonprofit organizations to best utilize the current systems to assist the qualifying populations. Vouchers were a common topic of discussion during the consultation process, and how they could be leveraged in a way that best serves the community through the use of project-based vouchers.

The term “flexible funding” was another common theme throughout the stakeholder listening sessions, there needs to be a funding source that allows for service providers to pull from the funds for multiple types of services such as childcare, GED testing, healthcare, and general housing related costs (rental arrears, utility payments, security deposits, etc.). Stakeholders discussed the difficulties of not having a general fund that could be pulled from for any number of supportive services based on a household-by-household basis. There was discontent that many funding sources put too many barriers to funding making it difficult to service households that need stabilization. Most funding sources prescribe a specific amount of funding for a specific type of service instead of a larger sum of funding that has a list of services that it could be used for.

Through the discussions with those currently experiencing homelessness, the primary need identified was more shelters need to be developed and the secondary need was for affordable long-term housing to be developed. Specifically, it was stated that there needed to be more accessible shelters for women and shelters that do not separate families. In relation to affordable housing, it was stated that the processes have too many steps, are difficult to navigate, and it takes too long to get households into affordable, safe spaces. It was also noted that there should be more development as well as rehabilitation of the stock that is already present in the Region.

Eight of the fourteen people consulted stated that vouchers were not needed, and one person shared that “[T]he vouchers don't work anywhere because all these landlords are greedy and up the prices. And if I'm being completely honest, most of the white people working in this [kind of] stuff don't like Black people, and it seems to me like they want us to fail anyway, so what's the point?”

Table 1 below lists all major points made during the consultation process by organization.



Agency/Org Consulted	Type of Agency/Org	Method of Consultation	Feedback
Homeward/ Greater Richmond Continuum of Care	Continuum of Care	<ul style="list-style-type: none"> <li>• Listening Session (homeless service providers)</li> <li>• Survey</li> <li>• Two Key Stakeholder Interviews</li> </ul>	<ul style="list-style-type: none"> <li>• Affordable housing units for all QPs are the biggest need and barrier that providers are running into. All providers are struggling to find affordable housing.</li> <li>• Coordinated Entry will be the best way to handle referrals, since there is already staff trained on the system, an infrastructure in place, and a process that is familiar to staff and clients.</li> <li>• Permanent supportive housing with wrap around supportive services will make the greatest impact in the current situation seen by the Greater Richmond area. Chronic homelessness cannot be adequately addressed without having a safe, affordable place to house people as they receive the services they need.</li> </ul>
Richmond Redevelopment Housing Authority	Public Housing Agency	<ul style="list-style-type: none"> <li>• Key Stakeholder Interview</li> </ul>	<ul style="list-style-type: none"> <li>• The number of vouchers that have been awarded for the region is not nearly enough to address the overwhelming need in the region.</li> <li>• Not enough inventory available to place families, so even when the nonprofits in the area are able to assist in getting funding together for a household there is not enough housing stock to place them.</li> <li>• RRHA is no longer allowed to lease vouchers within 25 miles from their office and must stay within the City of Richmond, which effectively cuts off Henrico and Chesterfield as options for them to house in-need populations.</li> <li>• The passing off of vouchers and services due to the jurisdictional boundaries caused undue stress and confusion on the households being served.</li> <li>• Criminal background checks and lack of identification (SSNs) are two large barriers to many households on the waitlists.</li> <li>• There are over 10,000 households on the one bedroom waiting list.</li> <li>• There are approximately 4,800 households on the two-bedroom waitlist.</li> <li>• There are approximately 4,100</li> </ul>

			<p>households on the housing choice voucher waitlist.</p> <ul style="list-style-type: none"> <li>• Over all 22 waitlists, there are other 100,000 households waiting to be served.</li> <li>• Due to the overwhelming number of households on the waitlists, they were closed in April 2022.</li> <li>• “You can’t just have one or the other [shelter beds and permanent supportive housing] I mean we need to attack this from all fronts you know because people need help in the immediate as much as they need help with the long term.”</li> </ul>
Chesterfield Department of Social Services	Public Agency that addresses QP needs	<ul style="list-style-type: none"> <li>• Key Stakeholder Interview</li> </ul>	<ul style="list-style-type: none"> <li>• Shortage of immediate emergency shelter, which is already very limited in the region.</li> <li>• Priority need is for affordable housing, especially as inflation and market demand cause the availability to become scarcer.</li> <li>• Senior population and families are difficult to place due to limitations with income and size/type of housing needed.</li> <li>• Affordability is more than meeting a monthly payment, it is also assisting households with arrears, previous evictions, and those with a criminal background.</li> </ul>
Henrico Department of Social Services	Public Agency that addresses QP needs	<ul style="list-style-type: none"> <li>• Key Stakeholder Interview</li> <li>• 1:1 Discussion with Henrico County staff</li> </ul>	<ul style="list-style-type: none"> <li>• Permanent housing solutions are the priority need. Deeply affordable, accessible housing is the best need.</li> <li>• Supportive services are needed to wrap around the housing to make sure those exiting the system do not re-enter the system.</li> <li>• While they have the infrastructure and track record for providing one-time rental assistance, they do not currently have the capacity to implement a new TBRA project due to staffing issues.</li> </ul>
EmpowerNet	Domestic Violence Hotline	<ul style="list-style-type: none"> <li>• Key Stakeholder Interview</li> </ul>	<ul style="list-style-type: none"> <li>• Coordinated entry would be the best referral method for those looking to enter the current system to receive support.</li> <li>• Having affordable housing that those fleeing domestic violence can be placed, quickly and without the usual barriers facing low-income renters, would give these clients a way to receive supportive</li> </ul>

			<p>services while having a safe area for themselves and their children.</p> <ul style="list-style-type: none"> <li>• Provided data regarding the domestic violence hotline and demographics for those that called during a year's time frame.</li> </ul>
Richmond YWCA	Domestic Violence Shelter	<ul style="list-style-type: none"> <li>• Listening Session (Homeless Providers)</li> <li>• 1:1 Discussion with Henrico County staff</li> </ul>	<ul style="list-style-type: none"> <li>• Having affordable housing that those fleeing domestic violence can be placed, quickly and without the usual barriers facing low-income renters, would give these clients a way to receive supportive services while having a safe area for themselves and their children.</li> <li>• The young adult cohort is one that is often not considered, especially those aging out of the foster care system. Those individuals are often left without proper resources or stability, leading them to become homeless quickly after aging out of the system.</li> <li>• HUD Guidelines have not been keeping up with inflation for limits such as Fair Market Rent or how much vouchers are able to be used for, making locating an available unit that much harder.</li> </ul>
Partnership for Housing Affordability	Agency that addresses QP needs	<ul style="list-style-type: none"> <li>• Key Stakeholder Interview</li> <li>• Listening Session (Community Partners)</li> </ul>	<ul style="list-style-type: none"> <li>• Provided data from the Housing Resource Line for the demographics of one of the QPs.</li> <li>• There is a serious need for affordable housing in the region, especially for those with <math>\leq 30\%</math> AMI.</li> <li>• Rental controls should be considered for the area.</li> <li>• Priority should be on the development and rehabilitation of affordable housing.</li> </ul>
Henrico Community Service Board	Public Agency that addresses QP needs & agency that represents persons with disabilities	<ul style="list-style-type: none"> <li>• Key Stakeholder Interview</li> </ul>	<ul style="list-style-type: none"> <li>• Barriers to housing include previous poor housing history, credit scores, criminal background, and finding landlords that understand the population that falls into the Serious Mental Illness category.</li> <li>• Funds based on disability type are extremely limiting the potential to assist households with these disabilities as they commonly have multiple types. Funding focused primarily on housing status would be more beneficial for assisting these populations.</li> </ul>

			<ul style="list-style-type: none"> <li>• Property manager and landlord education about these populations would be beneficial.</li> </ul>
Chesterfield Community Service Board	Public Agency that addresses QP needs & agency that represents persons with disabilities	<ul style="list-style-type: none"> <li>• Key Stakeholder Interview</li> </ul>	<ul style="list-style-type: none"> <li>• Primary barrier to housing their populations is that the housing stock does not have enough available units.</li> <li>• Making and maintaining relationships with developers has been a goal of this CSB to potentially work towards getting more units set aside for their populations. However, developers do not always understand what affordable housing means especially when working with homeless or at-risk populations with disabilities.</li> </ul>
Richmond Behavioral Health Authority	Public Agency representing persons with disabilities & other QPs	<ul style="list-style-type: none"> <li>• Listening Session (Homeless Providers)</li> <li>• Key Stakeholder Interview</li> </ul>	<ul style="list-style-type: none"> <li>• Reiterated that finding affordable housing units, even for voucher holders, is extremely difficult. There is not enough available housing stock nor stock that has landlords and property managers willing to make accommodations for clients.</li> <li>• Staffing issues have limited client's accessibility and resources within the system.</li> <li>• Individuals with Serious Mental Illness have barriers to housing entry that are not normally considered when locating housing and need reasonable accommodation from landlords and property managers.</li> <li>• Pregnant and parenting women that move through their programs are primarily coming out of homelessness or at risk of homelessness.</li> </ul>
Virginia Department of Housing and Community Development	Public Agency that addresses QP needs	<ul style="list-style-type: none"> <li>• Key Stakeholder Interview</li> </ul>	<ul style="list-style-type: none"> <li>• Looking to leverage the available local resources when assessing applications for state funding.</li> <li>• Their HOME-ARP Allocation prioritizes capital subsidies to support the development of affordable housing projects.</li> </ul>
Virginia Department of Behavioral Health and Development Services	Public Agency that addresses QP needs	<ul style="list-style-type: none"> <li>• Key Stakeholder Interview</li> </ul>	<ul style="list-style-type: none"> <li>• Allowing clients the choice of their housing and services is important, however unit alignment is an issue as the available affordable housing stock is so low that there is usually only one unit available at the time of service.</li> </ul>

			<ul style="list-style-type: none"> <li>• Would prefer to avoid seeing concentrations of certain populations, such as those with disabilities, and advocated that there is a need for integration in the community.</li> </ul>
Virginia Housing	Public Housing Authority	<ul style="list-style-type: none"> <li>• Key Stakeholder Interview</li> </ul>	<ul style="list-style-type: none"> <li>• Priority is to transition a portion of the vouchers to project-based to make it easier for households using those vouchers to find housing.</li> <li>• Need for resources to focus on building the capacity and operating funds for nonprofits as they're hitting a ceiling for the number of households and individuals that they serve.</li> </ul>
Virginia Supportive Housing	Homeless Service Provider	<ul style="list-style-type: none"> <li>• Listening Session (Homeless Providers and Community Partners)</li> <li>• 1:1 Discussion with Henrico County staff</li> </ul>	<ul style="list-style-type: none"> <li>• Discussed the need for more affordable housing units in the area, specifically rental. This was identified as the largest issue faced.</li> <li>• Discussed the difficulties surrounding finding a parcel for development along with figuring out the capital costs for the development.</li> </ul>
Housing Opportunities Made Equal of Virginia, Inc.	Fair Housing Agency	<ul style="list-style-type: none"> <li>• Listening Sessions (Homeless Providers and Community Partners)</li> </ul>	<ul style="list-style-type: none"> <li>• Discussed the difficulties of discrimination against these types of populations when looking for housing and common practices by landlords that create barriers to entry.</li> </ul>
Henrico Mental Health and Development Services	Agency representing persons with disabilities	<ul style="list-style-type: none"> <li>• 1:1 Discussion with Henrico County staff</li> <li>• Survey</li> </ul>	<ul style="list-style-type: none"> <li>• While they have the infrastructure for a TBRA program, they do not currently have the capacity to implement a new TBRA project due to capacity issues.</li> <li>• Influx of vouchers for the County has been their primary priority.</li> </ul>
The Salvation Army RVA	Homeless Service Provider	<ul style="list-style-type: none"> <li>• Listening Session (Homeless Providers)</li> </ul>	<ul style="list-style-type: none"> <li>• Needs permanent supportive housing with supportive services so that they can be housed long-term.</li> </ul>
CARITAS	Homeless Shelter & Service Provider	<ul style="list-style-type: none"> <li>• Listening Session (Homeless Providers)</li> <li>• Survey</li> </ul>	<ul style="list-style-type: none"> <li>• "With the aging populations comes more medical needs. Finding assisted living environments for those w medical needs (even simple ones that make living alone hard) is almost nonexistent."</li> <li>• Supported the idea of supportive service mobile units to meet clients at important locations (DMV).</li> <li>• Staffing remains an issue for case managers and shelter staff. Funding to help provide competitive pay and training</li> </ul>

			<p>needs would assist with maintaining the ability to serve the QPs in an effective manner or take on other projects.</p> <ul style="list-style-type: none"> <li>• More affordable housing options and/or short-term housing options to support households as they transition to permanent supportive housing.</li> </ul>
Saint Joseph’s Villa - Flagler Housing and Homeless Service	Homeless Service Provider	<ul style="list-style-type: none"> <li>• Listening Session (Homeless Providers)</li> </ul>	<ul style="list-style-type: none"> <li>• Discussed EHC Vouchers and that they are successful due in part due to not being as rigid as other voucher options.</li> </ul>
Housing Families First	Homeless Shelter & Service Provider	<ul style="list-style-type: none"> <li>• Listening Session (Homeless Providers)</li> </ul>	<ul style="list-style-type: none"> <li>• Housing units for families have been difficult to locate.</li> <li>• Persons with cognitive disabilities can be difficult to get resources for due to limited availability.</li> </ul>
Safe Harbor	Domestic Violence and Human Trafficking Shelter	<ul style="list-style-type: none"> <li>• Listening Session (Homeless Providers)</li> </ul>	<ul style="list-style-type: none"> <li>• Organization did not offer input during the Listening Session.</li> </ul>
VA Home for Boys and Girls	Homeless Service Provider	<ul style="list-style-type: none"> <li>• Listening Session (Homeless Providers and Community Partners)</li> </ul>	<ul style="list-style-type: none"> <li>• Organization did not offer input during the Listening Session.</li> </ul>
Daily Planet Health Services	Homeless Service Provider	<ul style="list-style-type: none"> <li>• Listening Session (Homeless Providers)</li> <li>• Survey</li> </ul>	<ul style="list-style-type: none"> <li>• Needs to be an increase in services for elderly and/or frail individuals as well as those with mental illnesses.</li> <li>• Individuals who are not eligible for public assistance are taken out of assisted living situations due to issues such as lack of birth certificate, SSN, and other documents. These are serious barriers to entry for these cases.</li> <li>• Mobile Medical and Street Medicine services have been successful as far as going to those who are unsheltered.</li> <li>• Permanent supportive housing is a priority.</li> <li>• “We cannot overlook the immediate needs of those facing or experiencing homelessness today,” regarding focusing the funding solely on the development of permanent supportive housing.</li> </ul>

Richmond Metropolitan Habitat for Humanity	Community Partner that deals with affordable housing	<ul style="list-style-type: none"> <li>• Listening Session (Homeless Providers)</li> </ul>	<ul style="list-style-type: none"> <li>• Organization did not offer input during the Listening Session.</li> </ul>
EMS of Virginia	Homeless Service Provider & agency representing persons with disabilities	<ul style="list-style-type: none"> <li>• Listening Session (Homeless Providers)</li> </ul>	<ul style="list-style-type: none"> <li>• “People receiving disability/SSDI have a lot of difficulty finding housing that they can afford.”</li> <li>• Need for a “one-stop shop” for clients to receive services, application assistance, and linked with housing assistance.</li> <li>• Public private partnerships are incredibly beneficial and should be sought after.</li> </ul>
OAR of Richmond	Homeless Service Provider & Incarceration Re-Entry	<ul style="list-style-type: none"> <li>• Listening Session (Community Partners)</li> <li>• Survey</li> </ul>	<ul style="list-style-type: none"> <li>• Those released from incarceration usually do not have safe, stable housing and no secure base to build a new life.</li> <li>• Those impacted by the criminal justice system make up a decent portion of the homeless population yet commonly have barriers to entry to the homeless services system.</li> <li>• Barriers include being blocked from services such as rapid rehousing and permanent supportive housing as they commonly have trouble getting off the waitlist for emergency shelter. Many landlords also have blanket bans on persons with felony convictions.</li> </ul>
ACTS	Homeless Service Provider	<ul style="list-style-type: none"> <li>• Listening Session (Community Partners)</li> </ul>	<ul style="list-style-type: none"> <li>• Nonprofit capacity is a large issue when addressing the needs of the qualifying populations.</li> <li>• Decreasing the length of leases has become an issue when getting voucher holders into housing.</li> <li>• Development of affordable housing stock for low and extremely low-income households is needed.</li> </ul>
project:HOMES	Community Partner that deals with affordable housing	<ul style="list-style-type: none"> <li>• Listening Session (Community Partners)</li> </ul>	<ul style="list-style-type: none"> <li>• Organization did not offer input during the Listening Session.</li> </ul>
Henrico Chapter of the NAACP	Civil Rights Organization	<ul style="list-style-type: none"> <li>• Presentation and discussion</li> </ul>	<ul style="list-style-type: none"> <li>• Educational opportunities and partnering with the Public School system should be a priority when looking into utilizing these funds.</li> </ul>

			<ul style="list-style-type: none"> <li>• Working with the voucher programs available to the County is important to ensure that stabilization can occur.</li> <li>• Concerns with making sure specific populations are included, such as Veterans and those in the LGBTQ+ community.</li> </ul>
Commonwealth Catholic Charities	Homeless Shelter & Service Provider	Invited to a Listening Session (Homeless Providers) through email	Agency did not attend the Listening Session nor answer the Survey.
Liberation Veterans Services	Veterans Groups, Homeless Service Providers	Invited to a Listening Session (Community Partners) through email	Agency did not attend the Listening Session nor answer the Survey.
VCU Hospital (Project Empower)	Homeless Service Provider, agency representing persons with disabilities	Invited to a Listening Session (Homeless Providers) through email	Agency did not attend the Listening Session nor answer the Survey.
Henrico County Public Schools	Agency works with McKinney-Vento Students	Invited to a Listening Session (Homeless Providers) through email	Agency did not attend the Listening Session nor answer the Survey.
Resources for Independent Living Inc and Central Virginia Resource Corporation	Agency representing persons with disabilities	Invited to a Listening Session (Homeless Providers) through email	Agency did not attend the Listening Session nor answer the Survey.
Virginia Department of Veteran Services	Public agency that serves veterans.	Invited to a Listening Session (Homeless Providers) through email	Agency did not attend the Listening Session nor answer the Survey. Hen
Henrico Capital Region Workforce	Public Agency	Invited to a Listening Session (Community Partners) through email	Agency did not attend the Listening Session nor answer the Survey.
Chesterfield Mental Health Support Services	Public agency representing persons with disabilities	Invited to a Listening Session (Community Partners) through email	Agency did not attend the Listening Session nor answer the Survey.
Senior Connections	Non-profit	Invited to a Listening Session (Community Partners) through email	Agency did not attend the Listening Session nor answer the Survey.



The James House	Domestic Violence Shelter	Invited to a Listening Session (Homeless Providers) through email	Agency did not attend the Listening Session nor answer the Survey.
Hanover Safe Place	Domestic Violence Shelter	Invited to a Listening Session (Homeless Providers) through email	Agency did not attend the Listening Session nor answer the Survey.

Table 1: List of the organizations consulted or attempted to consult with.

# Needs Assessment and Gaps Analysis

PJs must evaluate the size and demographic composition of the qualifying populations within its boundaries and assess the unmet needs of those populations. In addition, a PJ must identify any gaps within its current shelter and housing inventory as well as the service delivery system. This is to gain an understanding of the current make-up of the qualifying populations and the apparent gaps and strains in the current system. Homeless service providers that serve Henrico County also serve Chesterfield County and the City of Richmond, among others, thus regional breakdowns are the primary way this data is described, though Henrico specific data is included where possible. There are limitations to the data available surrounding the qualifying populations, and figures may not be exact matches due to these limitations. This analysis will break down the source of the data and the jurisdictional context for each figure and findings will be based on the best inferences possible from the multiple sources of data.

When referring to the “Region” in this section, it is referencing the service area of the Greater Richmond Continuum of Care (GRCoC). This service area includes the City of Richmond and the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, and New Kent. Cases when the geography is not solely Henrico County or the entire Region are specified in their respective sections.

## Size and Demographic Composition of the Qualifying Populations:

### Homeless as defined in 24 CFR 91.5

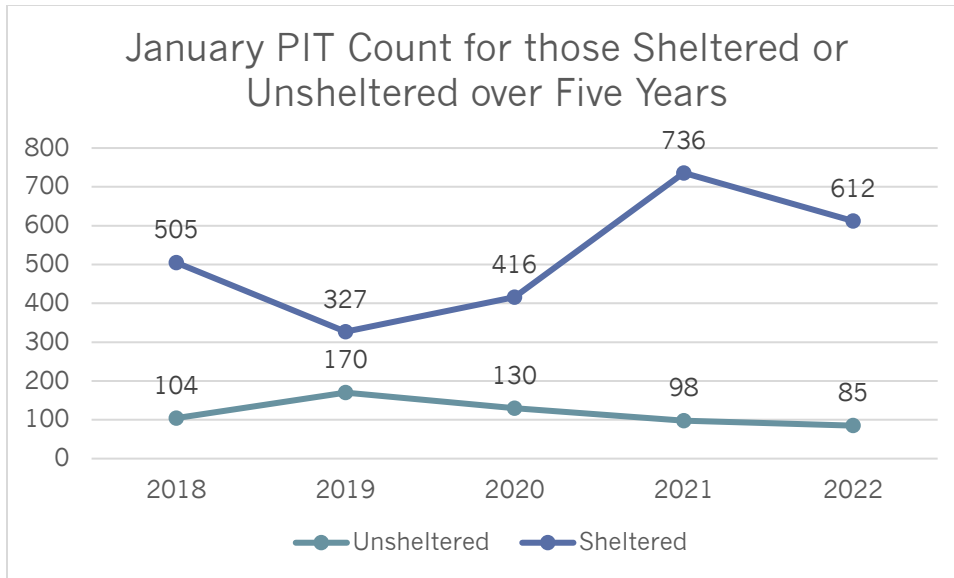
#### Regional

Twice a year, the Greater Richmond Continuum of Care (Homeward) conducts a Point in Time (PIT) count to gather a census on the number of sheltered and unsheltered persons experiencing homelessness in Henrico, Chesterfield, Hanover, and Richmond. According to the January 2022 PIT, there were a total of 697 people (513 households) experiencing homelessness with 612 persons (428 households) having some form of shelter (emergency, transitional, or safe haven) and 85 persons/households being unsheltered.<sup>1</sup> This is a 17% decrease from the reported number of persons experiencing homelessness in January 2021, which was reported to be at 838, however it is still a 27.6% increase from the January 2020 PIT which was reported to be at a total of 546 persons.<sup>2</sup> Out of the 513 households, there was a total of 428 adult only households and 85 households with children.

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<sup>1</sup> Homeward. *January 2022 Point in Time Count*.

<sup>2</sup> Homeward. (2021, February 17). “January point in time count shows large increase in region’s homeless population.” Retrieved February 4, 2023, from <https://www.homewardva.org/january-point-in-time-count-shows-large-increase-in-region-s-homeless-population>



Graph 1: January PIT Count for those sheltered or unsheltered over the span of five years.

From the PIT count from January 2022, there were 222 persons classified as chronically homeless which is defined by HUD as an individual or household that has *“experienced homelessness for longer than a year, during which time the individual may have lived in a shelter, Safe Haven, or a place not meant for human habitation.”* Out of the 428 adult only households, a total of 41.6% meet the definition of chronically homeless. Out of the 85 households with children a total of 15.4% meet the definition of chronically homeless.

For households with children, the majority of persons are under the age of 18, identify as female, are Black, African American, or African, and are Non-Hispanic/Latin(a)(o)(x). This differs from the adult only households, which are primarily over the age of 24, identify as male, are Black, African American, or African, and are Non-Hispanic/Latin(a)(o)(x). The racial and ethnicity demographics for both types of households are similar, with both in the 60 to 70 percentile range for Black, African American, or African for race and in the upper 90s percentile range for Non-Hispanic/Latin(a)(o)(x) for ethnicity. The demographic characteristics for households with at least one adult and one child and adult only households are displayed in the tables below.

<b>January 2022 PIT Demographics for Persons in Households with at least One Adult and One Child</b>					
	Emergency Shelter	Transitional Shelter	Unsheltered	Total	Total Percentage
<b>Age</b>					
<18	139	5	0	144	55.6%
18-24	23	1	0	24	9.3%
>24	87	4	0	91	35.1%
<b>Gender</b>					
Female	145	6	0	151	58.3%
Male	101	4	0	105	40.5%
Gender that is not singularly 'Female' or 'Male'	2	0	0	2	0.8%
Questioning	0	0	0	0	0.0%
Transgender	1	0	0	1	0.4%
<b>Ethnicity</b>					
Non-Hispanic/Non-Latin(a)(o)(x)	230	10	0	240	92.7%
Hispanic/Latin(a)(o)(x)	19	0	0	19	7.3%
<b>Race</b>					
American Indian, Alaska Native, or Indigenous	1	0	0	1	0.4%
Asian or Asian American	2	0	0	2	0.8%
Black, African American, or African	179	0	0	179	69.1%
Native Hawaiian or Pacific Islander	1	0	0	1	0.4%
White	44	0	0	44	17.0%
Multiple Races	22	0	0	22	8.5%
<b>Chronically Homeless</b>					
Persons	40	0	0	40	15.4%

Table 2: January 2022 PIT Demographics for Persons in Households with at least One Adult and One Child.

January 2022 PIT Demographics for Adult Only Households						
	Emergency Shelter	Transitional Shelter	Safe Haven	Unsheltered	Total	Total Percentage
<b>Age</b>						
18-24	13	0	0	30	43	9.8%
>24	296	16	28	55	395	90.2%
<b>Gender</b>						
Female	79	2	1	21	103	23.5%
Male	226	14	27	64	331	75.6%
Gender that is not singularly 'Female' or 'Male'	2	0	0	0	2	0.5%
Questioning	0	0	0	0	0	0.0%
Transgender	2	0	0	0	2	0.5%
<b>Ethnicity</b>						
Non-Hispanic/ Non-Latin(a)(o)(x)	301	16	27	80	424	96.8%
Hispanic/ Latin(a)(o)(x)	8	0	1	5	14	3.2%
<b>Race</b>						
American Indian, Alaska Native, or Indigenous	5	0	0	1	6	1.4%
Asian or Asian American	0	0	0	1	1	0.2%
Black, African American, or African	206	11	22	38	277	63.2%
Native Hawaiian or Pacific Islander	0	0	0	0	0	0.0%
White	83	5	6	41	135	30.8%
Multiple Races	15	0	0	4	19	4.3%
<b>Chronically Homeless</b>						
Persons	154	0	5	23	182	41.6%

Table 3: January 2022 PIT Demographics for Persons in Adult Only Households.

To obtain a more detailed demographic breakdown of the GRCoC Region, CSH staff used data from Stella P, a data visualization tool, provided by HUD. Stella P utilizes data from the Homeless Management Information System (HMIS) and uses algorithms to deduplicate data. Because of this, there are some minor inconsistencies including different totals for different categories. This data does, however, provide a broader context related to the demographic composition of the people experiencing homelessness.

The data used to analyze the demographic composition of the population experiencing homelessness included clients entered into the HMIS system between October 1, 2020, and September 30, 2021.

According to Stella P, during this time period, 2,544 households were entered into the Richmond CoC HMIS system and received service. The 2,544 households included 2,026 adult only households and 518 households with at least one adult and one child.

The majority of the households served in the GRCoC Region were Black, African-American, or African. They represented 73.5% of the households captured in HMIS. This is over two and a half times the percentage of this demographic in the general population overall where 28% of persons identify as Black, African American, or African. Table 4 below shows the demographic characteristics of the households and persons entered into HMIS. Other demographic majorities found from this data set include persons that identify as male and non-veterans. The age cohort that has the most significant representation are those between the ages of 55 and 64. A total of 26% of the population during this time were self-identified as domestic violence survivors, and 8.2% of the population was currently fleeing domestic violence during the time of entry into HMIS.

<b>GRCoC HMIS Demographic Characteristics - October 2020 to September 2021</b>			
	Adult Only Households	Households with Children	Persons
<b>Race and Ethnicity</b>			
American Indian, Alaska Native or Indigenous	13	5	
Asian or Asian American	7	3	
Black or African American or African	1433	437	
Multiple Races	0	0	
Native Hawaiian or Pacific Islander	3	3	
White, Hispanic/Latin(a)(o)(x)	27	16	
White, Non-Hispanic/Non-Latin(a)(o)(x)	506	48	
Unknown	37	6	
<b>Gender</b>			
Female			973
Male			1548
No Single Gender			6
Questioning			0
Transgender			19
Unknown			19
<b>Age</b>			
0-5			355
6-17			386
18-24			260
25-54			1585
55-64			550
65+			164
Unknown			8
<b>Veteran Status</b>			
Veteran			266
Non-Veteran			2255
Unknown			42
<b>Domestic Violence Status</b>			
Not a DV Survivor			1819
DV Survivor and Currently Fleeing			211
DV Survivor and Not Currently Fleeing			458
Unknown			77

Table 4: Greater Richmond CoC HMIS Demographic Breakdown from October 2020 to September 2021.

## Henrico County

The Homeless Management Information System (HMIS) is used by all service providers in the Greater Richmond Continuum of Care (GRCoC) to collect and manage demographic data for the households and persons served. While this is not a completely comprehensive view of the homelessness population and services in Henrico County or the Region, as there are service providers not in the GRCoC that do not use HMIS, it provides the most accurate information available for the homeless qualifying population. From October 1, 2020, to September 20, 2021, 557 households (860 persons) that identified Henrico County as the place of their last permanent address were entered into HMIS.

The demographic breakdown of this qualifying population represents individuals rather than household. Data labels are taken directly from HUD and HMIS. The majority of clients from the Henrico County specific data were those that identified as female, between the ages of 25-54, identified as Black, African American, or African, and Non-Hispanic/Non-Latin(a)(o)(x), were disabled, and were non-veterans. This mirrors with what the GRCoC Region and the Stella P data indicated for the Richmond Region as a whole. The domestic violence statistic and those fleeing domestic violence percentages also aligned with the Region, as Henrico County had 28.4% of the homeless population answer “yes” to experiencing some form of domestic violence, and only 12% indicated that they were fleeing domestic violence at the time of entry into HMIS.

Table 5 provides additional demographic detail for Henrico County specific data.



<b>Henrico County HMIS Demographic Data by Persons from October 2020 to September 2021</b>		
<b>Race</b>	<b>Total</b>	<b>Percentage</b>
American Indian, Alaska Native, or Indigenous	8	0.9%
Asian or Asian American	3	0.3%
Black, African American, or African	613	71.3%
Native Hawaiian or Pacific Islander	1	0.1%
Other Multi-Racial	46	5.3%
White	188	21.9%
Unknown	1	0.1%
<b>Ethnicity</b>	<b>Total</b>	<b>Percentage</b>
Hispanic/Latin(a)(o)(x)	36	4.2%
Non-Hispanic/Non-Latin(a)(o)(x)	822	95.6%
Unknown	2	0.2%
<b>Age</b>	<b>Total</b>	<b>Percentage</b>
0-5	99	11.5%
6-17	164	19.1%
18-24	92	10.7%
25-54	381	44.3%
55-64	102	11.9%
65+	22	2.6%
<b>Gender</b>	<b>Total</b>	<b>Percentage</b>
Female	460	53.5%
Male	395	45.9%
Transgender	2	0.2%
Unknown	2	0.2%
A gender other than singularly female or male	1	0.1%
<b>Disabled</b>	<b>Total</b>	<b>Percentage</b>
Yes	488	56.7%
No	368	42.8%
Unknown	4	0.5%
<b>Veteran Status</b>	<b>Total</b>	<b>Percentage</b>
Veteran	31	3.6%
Non-Veteran	818	95.1%
Unknown	11	1.3%

<b>Domestic Violence Status</b>	<b>Total</b>	<b>Percentage</b>
DV Survivor	244	28.4%
Not a DV Survivor	613	71.3%
DV Status Unknown	3	0.3%
<b>Fleeing Domestic Violence</b>	<b>Total</b>	<b>Percentage</b>
Yes	103	12.0%
No	203	23.6%
Question Not Asked	543	63.1%
Client Does Not Know	1	0.1%

Table 5: Racial and Ethnic Composition of Persons Experiencing Homelessness in Comparison to General Population.

**At Risk of Homelessness as defined in 24 CFR 91.5**

HUD receives custom tabulations of American Community Survey (ACS) data from the U.S. Census Bureau. This data, known as “CHAS” data (Comprehensive Housing Affordability Strategy) quantifies the extent of housing problems and housing needs, particularly for low- to moderate-income households. The most current CHAS data for Henrico County is from 2015-2019. Henrico County anticipates that the number of households with a cost burden has increased since 2019 due to a variety of housing cost increases, specifically rent costs.

HUD defines those at risk of homelessness as individuals and families, with an income at or below 30% of the area median income (AMI), do not have sufficient resources or support networks to prevent them from becoming homeless, or live with instability. According to HUD’s CHAS 2015-2019 and ACS 2020 data, there were 47,975 total renters in the County of Henrico.

Of these renters, 9,160 were extremely low income (less than 30% AMI) which qualifies them as at-risk of homelessness. Of these extremely low-income households, there were 7,465 households experiencing at least one housing problem as defined by the ACS, indicating that they are staying in inadequate housing. The ACS recognizes four causes of inadequate housing/housing problems: incomplete kitchen facilities, incomplete plumbing facilities, more than 1 person per [bed]room, and cost burden greater than 30% of households gross income. Cost burden is defined as a household paying more than 30% of their income toward housing costs, and severe cost burden is defined as a household paying more than 50% their of income toward housing costs. For renters with an income of 30% AMI or less, 72% of these households are severely cost burdened and 10% are cost burdened.

There are 8,100 renters with incomes between 30% and 50% AMI, and 87% of this income cohort is experiencing at least one housing problem. 39% of these households are severely cost burdened and 42% are cost burdened.

<b>Cost Burdened Rental Households by Household Area Median Family Income</b>			
Income by Cost Burden (Renters only)	Cost burden > 30%	Cost burden > 50%	Total
Household Income <= 30% HAMFI	7,425	6,880	<b>9,160</b>
Household Income >30% to <=50% HAMFI	6,880	2,485	<b>8,100</b>
Household Income >50% to <=80% HAMFI	5,650	370	<b>12,105</b>
Household Income >80% to <=100% HAMFI	715	165	<b>5,765</b>
Household Income >100% HAMFI	275	85	<b>12,840</b>
<b>Total</b>	<b>20,945</b>	<b>9,985</b>	<b>47,975</b>

Table 6: Cost Burdened Households by Household Area Median Family Income.

<b>Housing Problems for Renters by Household Area Median Family Income</b>			
Income by Housing Problems (Renters only)	Household has at least 1 of 4 Housing Problems	Household has no Housing Problems OR cost burden not available and no other problems	Total
Household Income <= 30% HAMFI	7,465	1,695	<b>9,160</b>
Household Income >30% to <=50% HAMFI	7,025	1,075	<b>8,100</b>
Household Income >50% to <=80% HAMFI	6,035	6,070	<b>12,105</b>
Household Income >80% to <=100% HAMFI	965	4,805	<b>5,765</b>
Household Income >100% HAMFI	635	12,205	<b>12,840</b>
<b>Total</b>	<b>22,120</b>	<b>25,855</b>	<b>47,975</b>

Table 7: Housing Problems for Renters by Household Area Median Family Income.

**Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking, as defined by HUD in the Notice**

The data from the EmpowerNet Hotline focuses primarily on those experiencing or fleeing domestic violence. The EmpowerNet Hotline serves the geographic area of the City of Richmond and the Counties of Chesterfield, Hanover, and Henrico. The data was collected between July 2021 and June 2022.

During this time, there were 1,442 calls to the hotline from Chesterfield, Henrico, and the City of Richmond. A total of 409 of the callers identified their location as Henrico County. Table 8 includes the demographic breakdown of all 1,442 callers as this data is not broken down by jurisdiction. The data set has a higher number of “Not Applicable/No Answer” responses

because callers often are in crisis and are unable to give detailed demographic data at the time of their call. This data is difficult to obtain due to the population involved, however what has been provided still gives a snapshot of the characteristics of this qualifying population.

<b>EmpowerNet Hotline Caller Demographics from July 2021 to June 2022</b>		
<b>Race and Ethnicity</b>	<b>Total</b>	<b>Percentage</b>
American Indian, Alaska Native, or Indigenous	16	1.1%
Asian or Asian American	25	1.7%
Black, African American, or African	741	51.4%
Native Hawaiian or Pacific Islander	6	0.4%
Other Multi-Racial	147	10.2%
White	428	29.7%
Hispanic/Latin(a)(o)(x)	125	8.7%
<b>Approximate Age</b>	<b>Total</b>	<b>Percentage</b>
<18	14	1.0%
18-24	214	14.8%
25-39	809	56.1%
40-59	369	25.6%
>59	36	2.5%
<b>Gender</b>	<b>Total</b>	<b>Percentage</b>
Female	460	31.9%
Male	395	27.4%
Transgender	2	0.1%
Unknown	2	0.1%
A gender other than singularly female or male	1	0.1%
<b>Disabled</b>	<b>Total</b>	<b>Percentage</b>
Yes	133	9.2%
No	241	16.7%
Not Applicable/No Answer	1068	74.1%
<b>Veteran Status</b>	<b>Total</b>	<b>Percentage</b>
Veteran	6	0.4%
Non-Veteran	205	14.2%
Not Applicable/No Answer	1231	85.4%
<b>Does the person identify as homeless?</b>	<b>Total</b>	<b>Percentage</b>
Yes	110	7.6%
No	235	16.3%
Not Applicable/No Answer	1097	76.1%

Type of Violence Experienced	Total	Percentage
Adult - Domestic Violence	1248	86.5%
Adult - Domestic Violence as a Child	15	1.0%
Child/Youth - Domestic Violence/Abuse	6	0.4%
Child/Youth - Exposed to Domestic Violence	2	0.1%
Teen Dating Violence	2	0.1%
None of the Above	169	11.7%

Table 8: EmpowerNet Hotline Caller Demographics from July 2021 to June 2022.

**Other populations requiring services or housing assistance to prevent homelessness and other populations at greatest risk of housing instability, as defined by HUD in the Notice**

There is a large overlap between those at-risk of homelessness (above data) and households in need of assistance to prevent homelessness or are at a greater risk of housing instability. Lack of affordability is the primary issue highlighted in data and consultation. Of the severely cost burdened, 6,595 are households in the extremely low-income range ( $\leq 30\%$  AMI) and are considered at the greatest risk of housing instability.

The Housing Resource Line, a regional service that connects households experiencing housing instability to housing related resources has received 3,567 calls from Henrico County. Of these calls, 55% of callers identified themselves as Black or African American, 22% of callers identified as white, 3% of callers identified as Latino, and 4% of callers identified as Multi-Racial. Approximately 16% of callers did not identify their race or ethnicity on their call. While this is not an all-encompassing demographic breakdown of the population, since the data only represent those persons who call the Housing Resource Line, it does provide a general snapshot of those experiencing housing instability in the County.

## Unmet Housing and Service Needs of Qualifying Populations:

GRCoC Region Homeless Gaps Analysis																
	Current Inventory						Homeless Population				Gap Analysis					
	Family		Adult Only		Vets	Survivors of DV	Households with Adults & Children	Adult Only HH	Vets*	Survivors of DV**	Family		Adults Only		Survivors of DV	
	# of Beds	# of Units	# of Beds	# of Units	# of Beds	# of Beds					# of Beds	# of Units	# of Beds	# of Units	# of Beds targeted	# of Units
Emergency Shelter	256	84	193	193	0	13										
Transitional Housing	13	3	22	22	21	4										
Permanent Supportive Housing	181	65	586	586	518	0										
Safe Haven	0	0	47	47	44	47										
Other Permanent Housing	9	2	86	86	14	0										
Sheltered Homeless							259	353	49	159						
Unsheltered Homeless							0	85	9	22						
Current Gap											(10)	(2)	223	223	117 117	

Table 9: Greater Richmond Continuum of Care Region’s Homeless Gaps Analysis per the January 2022 PIT Count and the 2022 Housing Inventory Count.

\*The GRCoC PIT does not collect information regarding Veteran Status. The percentage 10.5% found from the Stella P data was applied to the total number of adults experiencing homelessness to approximate this figure.

\*\* The GRCoC PIT does not collect information regarding domestic violence status. The percentage of 26% found from the Stella P data was applied to the total number of persons experiencing homelessness to approximate this figure.

**Homeless as defined in 24 CFR 91.5 and Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking, as defined by HUD in the Notice**

Table 9 above shows the current inventory available to house those experiencing homelessness as defined in 24 CFR 91.5 using the 2022 Housing Inventory Count that is completed by the Greater Richmond Continuum of Care (GRCoC) annually. This Housing Inventory Count categorizes the available beds and units of various types of housing available for those in housing crisis, such as emergency shelter, transitional housing, Safe Haven beds, rapid re-housing, and permanent supportive housing. This count also breaks down which facility has beds and units designated for households with at least one child or adult only households, as well as which beds or units were being used by Veterans and those that were allocated for survivors of domestic violence. The January 2022 Point in Time was used for the counts of sheltered and unsheltered persons, with the Stella P demographic percentages being applied for Veterans and survivors of domestic violence.

The final gaps analysis is based off the amount of emergency shelter and transitional housing available for households with children and adult only households. These are the households that would be counted during the PIT, and therefore experiencing the gap in resources. The survivors of domestic violence gap is calculated on the number of beds allocated to survivors of domestic violence and Safe Haven beds subtracted from the estimates of those that reported on being survivors of domestic violence when being entered into HMIS.

The analysis showed that there is a unmet need and gap in the availability of shelter beds and units for adult only households, with an unmet need of 223 beds/units, and as of the January 2022 PIT, there were 85 persons unsheltered. There is also an unmet need and gap in the availability of shelter beds and units for survivors of domestic violence. Using the Stella P percentage discussed previously, it was estimated that a total of 181 persons were survivors of domestic violence during the January 2022 PIT. The Housing Inventory Count indicated that there were only 47 Safe Haven beds and 17 beds allocated to serve survivors of domestic violence, creating a large gap and unmet need for this population.

This analysis shows that there is not a gap or unmet need for shelter beds or units for households with at least one adult and one child, with an excess of 10 beds and two units. While this is not a gap, this overage is not significant enough to disregard the need for beds or units for households with children.

Henrico County Non-Homeless Gaps Analysis				
	Current Inventory	AMI of Renters	Level of Need	Gap Analysis
	# of Units	# of Households	# of Households	# of Households
Total Rental Units	47,975			
Rental Units Affordable to HH at 30% AMI (At-Risk of Homelessness)	4,003			
Rental Units Affordable to HH at 50% AMI (Other Populations)	24,180			
0%-30% AMI Renters		9,160		
30% - 50% AMI Renters		8,100		
0% - 30% AMI Renter HH w/ 1 or more severe housing problems (At-Risk of Homelessness)			7,465	
30% - 50% AMI Renter HH w/ 1 or more severe housing problems (Other Populations)			7,025	
<b>Current Gaps for 0% to 30% AMI Renters</b>				<b>5,157</b>
<b>Current Gaps for 30% to 50% AMI Renters</b>				<b>(9,055)</b>

Table 10: Henrico County Non-Homeless Gaps Analysis per the 2020 American Community Survey and 2015-2019 CHAS.

**At Risk of Homelessness as defined in 24 CFR 91.5 and Other populations requiring services or housing assistance to prevent homelessness and other populations at greatest risk of housing instability, as defined by HUD in the Notice**

Table 10 above shows the affordability of rent in Henrico County using the 2020 American Community Survey estimates and the 2015-2019 Comprehensive Housing Affordability Strategy (CHAS) data. This table shows that there is a gap in the amount of affordable rental housing for households that make 30% AMI or below, with a need for 5,157 units that are affordable to this demographic. Those with 30% AMI have a total of 81% of households were experiencing at least one housing problem. As discussed in the demographic characteristics of the At Risk of Homelessness qualifying population, a total of 72% of the households that are extremely low-income (30% AMI or below) are severely cost burdened and 10% are cost burdened.

There are 8,100 renters that are between 30% and 50% AMI, and 87% of this income cohort is experiencing at least one housing problem. For renters with an income between 30% and 50% AMI, a total of 39% of households are severely cost burdened and a total of 42% are cost burdened. However, there is not a gap for this income cohort, as the analysis shows that there are 9,055 units that are affordable to this income cohort and do not have one or more housing problem.



## Gaps within the Current Shelter and Housing Inventory and the Service Delivery System:

The primary gap in the shelter and housing inventory is the availability of deeply affordable housing units, permanent supportive housing (PSH) for those experiencing homelessness, and non-congregate shelter for survivors of domestic violence.

The availability of housing units does not meet the needs of the qualifying populations. As discussed above, there are 9,160 extremely low-income renters in Henrico, and there are only 4,003 affordable and available homes for rent, meaning there is a gap of 5,157 for affordable housing units in Henrico County for those with extremely low-income. These are also the households that would need short term rental assistance to prevent eviction and entrance into homelessness, which currently is not an available service in the Region.

From the PIT county from January 2022, there were 222 persons classified as chronically homeless which is defined by HUD as an individual or household that has “*experienced homelessness for longer than a year, during which time the individual may have lived in a shelter, Safe Haven, or a place not meant for human habitation.*” Of the 428 adult only households 41.6% meet the definition of chronically homeless, and of the 85 households with children there are 15.6% that meet the definition of chronically homeless. PSH has been successful in addressing chronic homelessness to assist the stabilization of household through the application of supportive services. There are currently 568 units of permanent supportive housing in the Region, however according to the 2022 Housing Inventory Count, only two of eleven facilities that provide PSH were not at or over a 100% utilization rate. This means that there are only approximately 6 PSH units available for those that need access to this form of housing.

Need for Permanent Supportive Housing				
	Existing Stock	Annual Turnover Rate	# Available Annually	Annual Need (based on assumptions)
PSH (Families)	65	-	0	<b>85</b>
PSH (Individuals)	586	0.04	26	<b>1041</b>

Table 11: Need for Permanent Supportive Housing based on the current housing stock and annual turnover rate.

Table 11 describes the existing stock available for PSH based the assumption for the number of units available annually. Turnovers are calculated as the number of households leaving PSH divided by the inventory of units based. The number of available units annual is calculated by the inventory of units multiplied by the turnover rate. The results of this table show that there is an annual need for 1,126 units of PSH in the Region, which shows that there is a gap of 475 units of PSH.

Lastly, there is a large unmet need for non-congregate shelter beds to be available to survivors of domestic violence. These shelters require an increased security and safety measures to

provide adequate service to those fleeing domestic violence or human trafficking. Currently, there is a gap of 117 beds servicing this population in the Region.

### **Additional Characteristics Associated with Instability and Increased Risk of Homelessness**

During the stakeholder consultation process, several homeless service providers indicated that there were intersectional identities that presented unique challenges to obtaining and maintaining suitable, stable housing.

Single parents was a population brought up multiple times throughout the consultation process. This population commonly faces problems maintaining housing due to the necessities surrounding childcare, transportation, and education for their children. Service providers indicated that locating affordable, safe housing in proximity to school or education center was a barrier to locating housing. Affordable childcare was another major barrier that single parents face, as often their incomes were not able to cover both housing costs and childcare costs. Lastly, housing that is available to these households often does not have reliable, if any, public transportation which is another barrier to supporting these households in maintaining employment and education opportunities.

Folks that are returning from incarceration was another population that was mentioned during the consultation process. This population often faces barriers and discrimination based on previous criminal records for housing and employment opportunities. This form of discrimination is illegal though landlords have been increasing the security deposits as a way of enforcing this act of discrimination.

### **Priority Needs for Qualifying Populations:**

There were three priority needs that were pulled from this analysis and the stakeholder consultations:

- Affordable housing development for those At-Risk of Homelessness and Other Populations
- Development of Permanent Supportive Housing for the Homeless population
- Development of Non-Congregate Shelter for Survivors of Domestic Violence

These determinations are based off the stakeholder consultation and the needs assessment and gaps analysis, as detailed above.

### **Method of Determination of the Level of Need and Gaps in the Shelter and Housing Inventory and Service Delivery System:**

To determine the level of need and the gaps being experienced, Henrico County and CSH looked at both qualitative and quantitative measures. Quantitative data was gathered and used from the:

- American Community Survey 2020 Estimates

- Comprehensive Housing Affordability Strategy (CHAS)
- Homeless Inventory Management System (HMIS)
- Stella P (a HUD visualization tool using HMIS data)
- Housing Resource Line
- January 2022 Point in Time Count
- EmpowerNet Hotline
- 2022 Housing Inventory Count

These data sources were used in partnership with feedback and on-the-ground insights from key stakeholders in the area. The takeaways from data analysis and stakeholder input were incorporated into the needs assessment when determining the priority needs and which qualifying populations should be targeted for preference or limitations.

# HOME-ARP Activities

This section describes how Henrico County is proposing to use the HOME-ARP allocation to address the unmet needs and gaps ascertained from the consultation process and needs assessment and gaps analysis. In addition, the method that Henrico County will use to solicit agencies, subrecipients, or other partners to undertake these activities is also outlined below. The funding amounts below are proposed amounts and may be adjusted based on the proposals received during the solicitation process.

## Use of HOME-ARP Funding

	Funding Amount	Percent of the Grant	Statutory Limit
Supportive Services	\$ 500,000	15.5%	
Acquisition and Development of Non-Congregate Shelters	\$ 500,000	15.5%	
Tenant Based Rental Assistance (TBRA)	\$ 0	0 %	
Development of Affordable Rental Housing or Permanent Supportive Housing	\$ 2,000,000	62.2%	
Non-Profit Operating	\$ 0	0 %	5%
Non-Profit Capacity Building	\$ 0	0 %	5%
Administration and Planning	\$ 216,865	6.7%	15%
<b>Total HOME ARP Allocation</b>	<b>\$ 3,216,865</b>		

Table 12: Proposed distribution of HOME-ARP funds for each type of eligible activity

The primary need that surfaced from the consultation sessions and the needs assessment is the need for deeply affordable housing. The needs assessment and gaps analysis demonstrated that while there is a gap in the number of shelter beds available to the qualifying populations, there is a greater need for permanent solutions to be added to the current system. Additional shelter beds will be developed through non-congregate shelter, and those units will have a *preference* for those fleeing, or attempting to flee, domestic violence or human trafficking. This *preference* is described in a later section.

To address the needs of lack of affordable housing and non-congregate shelter, Henrico County will pursue a capital project(s) that will be accessible to all four QPs. By increasing the available affordable housing stock, with Permanent Supportive Housing (PSH), the most vulnerable households can regain their stability and break the cycle of homelessness for their household. In addition, by moving households to permanent housing, shelter beds can be freed up for others in need. Households with permanent supportive housing will also receive essential services including, case management, workforce development, and other services to ensure households remain independent and thrive.

The needs assessment and gaps analysis concluded that there is a gap of 475 PSH units, 117 non-congregate shelter beds, and 5,157 deeply affordable rental units. The proposed use of HOME-ARP funds addresses the development of all three of these housing types, along with supportive services, as short-term rental assistance to help support the PSH.

Funds for Supportive Services are intended to provide rental assistance for residents of a HOME-ARP-funded PSH development to provide short-term rental assistance until other rental assistance can be provided. Funds may be provided as a capital reserve to a PSH project.

## **Methods for Soliciting Applications for Funding and Selection of Subrecipients**

The County of Henrico will use the standard procurement process that is currently in place when using a Request for Proposal (RFP) or Notice of Funding Availability (NOFA) method. This RFP or NOFA will be aimed at experienced nonprofit organizations that work with the qualifying populations to develop affordable housing, development of non-congregate shelter, provide supportive services, and administer rental assistance. If an RFP process is used it will be posted by the Henrico County Purchasing Office to the Commonwealth of Virginia's VA Procurement System and will be distributed through the email listserv.

If a NOFA process is used it may occur together with Chesterfield County and the City of Richmond if it is expected that there is a project that will serve all three jurisdictions which would benefit from receiving HOME-ARP funds from all three jurisdictions. In this scenario, the three localities would issue a NOFA and funding application, collectively review all applications, and decide on funding from each locality by project.

The County of Henrico will allocate funds to one or more subrecipients or contractors to oversee the development of permanent supportive housing units, and non-congregate shelter, and administer rental assistance (as supportive services as described above) to serve the QPs. The chosen subrecipient(s) will provide invoices for any type of eligible activity along with appropriate supporting documentation. Henrico will be providing technical assistance and programmatic monitoring of the activity to ensure that the HOME-ARP funds are being used for eligible activities.

No funds designated for Administration and Planning will be provided to a subrecipient or contractor.

## HOME-ARP Production Housing Goals

The primary goal HOME ARP funds will be used for is to increase the amount of affordable housing that is appropriate for households accessing the Coordinated Entry System and on the PHA waitlists. Henrico County will pursue projects that develop affordable housing, which includes permanent supportive housing (PSH) units. The estimated number of units HOME ARP funds will create is 20-40.

By creating affordable housing that includes PSH units, referral partners will have the flexibility to better match clients with housing that meets their specific needs. Households that only require deeply affordable rents to regain and maintain stability can be matched to units that do not offer essential services. Households that require affordable rent but need short-term essential services can be matched with units that provide those services and finally, those households that need long-term essential services can be matched with PSH.

The funds designated as “supportive services,” within the HOME-ARP Allocation Plan are intended as a rent reserve. These funds are intended for the use of rental assistance in combination with the development of the designated funds aimed for PSH or affordable rental units.

## Preferences and Limitations

A preference provides a priority for the selection of applicants who fall into a specific QP or category (e.g., elderly or persons with disabilities) within a QP (i.e., subpopulation) to receive assistance. A *preference* permits an eligible applicant that qualifies for a PJ-adopted preference to be selected for HOME-ARP assistance before another eligible applicant that does not qualify for a preference. A *method of prioritization* is the process by which a PJ determines how two or more eligible applicants qualifying for the same or different preferences are selected for HOME-ARP assistance. This section delves into how preferences have been determined, how these preferences will address the unmet need or gap in benefits, and the method of prioritization that will occur to determine the order of applicants to specific eligible activities. For a more detailed explanation of *preferences*, *method of prioritization*, and *limitations* per the Notice, see Appendix F.

### Identify the Intended Preferences

The non-congregate shelter units will have a *preference* placed on them for those fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, as defined by HUD in the Notice. The use of a *preference* has been deemed preferable due to the gap of 117 non-congregate shelter beds for survivors of domestic violence. The *method of prioritization* for this use is applied through a screening tool by first prioritizing individuals with children and those in need of a longer stay. All other qualifying populations will be served on a first-come, first-served basis for the non-congregate shelter units.

All qualifying populations will have an opportunity for service through one of the three activities being funded through the use of the HOME-ARP allocation. The development of permanent supportive housing, affordable rental housing, and supportive services will have a preference for individuals experiencing homelessness. The *method of prioritization* will follow the method established through the Coordinated Entry (CE) system. All other populations will be served on a first-come, first-serve basis using a waitlist system.

## Identify the Intended Limitations

There will be no *limitations* given to any qualifying populations for any of the eligible activities being funded.

## Referral Methods

The County of Henrico will use the Coordinated Entry (CE) system, Homeless Connection Line (a component of CE), and Housing Resource Line to refer households and individuals to the subrecipient operating the PSH, and the subrecipient will be responsible for the intake process. Homeless individuals as defined by HUD which includes those in imminent danger of becoming homeless within 14 days, will be given a preference through the referral and assistance process and will therefore have a preference over other QP individuals and households referred through the Housing Resource Line.

The Greater Richmond Continuum of Care's (GRCOC) existing *method of prioritization* through the CE system will be implemented for this eligible activity. Homeless individuals will be put at the top of the list for referrals. Those experiencing chronic homelessness may meet first priority according to the method utilized by the GRCOC CE system. All other QPs will be referred on a first-come, first-served basis once the list of initially preferred referrals is exhausted.

For projects funded that are not located in Henrico County, a set number of units based on the percentage of funding allocated will be reserved for qualifying populations either located in Henrico County or whose last permanent address was in Henrico County.

Preference for supportive services/ rental assistance, will be given to PSH residents, having been previously prioritized as described above and then based on need as determined by subrecipient operating PSH. Any subsequent prioritization will follow CoC standards for rental assistance.

The non-congregate shelter will have a *preference* placed on it for those fleeing, or attempting to flee, domestic violence or human trafficking. These clients will be referred to the subrecipient for service through the EmpowerNet Hotline and other domestic violence providers in the area. The *method of prioritization* will be applied through the screening tool which prioritizes those with children or in need of a longer stay. All other QP's will be assessed and served on a first-come, first-serve basis.

## HOME-ARP Refinancing Guidelines

The County of Henrico does not intend to use HOME-ARP funds to refinance existing multifamily housing debt through rehabilitation activities.



# HOME-ARP Allocation Plan Appendices

**Appendix A:** Resolution of the Board of Supervisors, March 14, 2023

**Appendix B:** March 14, 2023, Public Meeting Minutes

**Appendix C:** Public Hearing Notices

**Appendix D:** HOME-ARP Allocation Plan Public Hearing Presentation and Minutes, February 16, 2023

**Appendix E:** Table of Organizations Contacted for Consultation

**Appendix F:** Tables for the Demographics for the Qualifying Populations

**Appendix G:** Definition of a Preference, Method of Prioritization, and Limitation per CPD Notice 21-10.

# Appendix A: Resolution of the Board of Supervisors, March 14, 2023, Amended March 26, 2024



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 87-23  
Page No. 1 of 1

**Agenda Title: RESOLUTION — Authorizing the County Manager to Submit an Amendment to the Henrico County 2021-22 Annual Consolidated Action Plan adding the HOME-ARP Allocation Plan and to Execute an Amended HOME Agreement**

<p>For Clerk's Use Only:</p> <p>Date: <u>3/14/2023</u></p> <p><input checked="" type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to: _____</p>	<p><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) <u>Nelson</u> Seconded by (1) <u>O'Bannon</u></p> <p>(2) _____ (2) _____</p> <p>REMARKS: <b>APPROVED</b></p>	<table border="1"> <thead> <tr> <th></th> <th>YES</th> <th>NO</th> <th>OTHER</th> </tr> </thead> <tbody> <tr> <td>Branin, T.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Schmitt, D.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table>		YES	NO	OTHER	Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

WHEREAS, Henrico County is an entitlement community under the United States Department of Housing and Urban Development (HUD) HOME Investment Partnerships Program ("HOME") as authorized by the HOME Investment Partnerships Act of 1990; and,

WHEREAS, localities are required to submit an Annual Consolidated Action Plan ("Plan") as a condition of receiving HOME funds, and the Board of Supervisors previously approved submission of a Plan that included proposed uses of HOME funds for Fiscal Year 2021-22; and,

WHEREAS, the American Rescue Plan Act ("ARP Act") allocated additional HOME funds of \$3,216,865 to Henrico County; and,

WHEREAS, the County is required to submit an amended Plan adding a HOME-ARP Allocation Plan as a condition of receiving the additional HOME funds, and the Department of Community Revitalization has prepared a HOME-ARP Allocation Plan identifying proposed uses of the additional funds as summarized in the attached table.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that it: (1) approves the submission to HUD of an amended Plan adding a HOME-ARP Allocation Plan for the additional HOME funds allocated to the County under the ARP Act for Fiscal Year 2021-22 as summarized in the attached table, and (2) authorizes the County Manager to execute an additional HOME agreement with HUD to accept the additional funds allocated to the County.

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

By Agency Head [Signature] <sup>for Eric Leach</sup> By County Manager [Signature]

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

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

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





**FY 2021-22 HOME – American Rescue Plan Act Funds  
Proposed Uses**

Acquisition and Development of Permanent Supportive Housing and/or Affordable Rental Housing	\$2,000,000
Acquisition and Development of Non-Congregate Shelter	\$500,000
Supportive Services through Rental Assistance	\$500,000
Administration and Planning Expenses	\$216,865
<b>Total HOME-ARP Allocation</b>	<b>\$3,216,865</b>

# Appendix B: March 14, 2023, Public Meeting Minutes



**Henrico County**  
**Department of Community Revitalization**  
**HOME-ARP Allocation Plan Public Hearing**  
**Thursday, February 16, 2023**  
**Public Hearing Minutes & Public Comment Notes**

Meeting Location: Fairfield Area Library, 1401 N Laburnum Avenue, Richmond VA, 23223

Meeting Start Time: 6:00pm

Meeting End Time: 8:15pm

A public hearing was held on Thursday, February 16, 2023, at the Fairfield Area Library regarding the development of the HOME-ARP Allocation Plan per the requirements of CPD Notice 21-10. This meeting consisted of a presentation given by staff from the Department of Community Revitalization on the background of the HOME-ARP allocation and the HOME-ARP Allocation Plan. This meeting asked community members to voice priority needs and populations that this funding could be used for and address questions the community had about the HOME-ARP Allocation Plan.

David Sacks opened the meeting and Rachael Thayer presented the attached presentation at this meeting. Cara Kaufman took notes on questions and comments received.

A total of twelve individuals attended the meeting, three of whom were County of Henrico employees. The other attendees were residents of Henrico County or representatives from local organizations.

# HOME-ARP Allocation Plan Public Hearing

COUNTY OF HENRICO  
DEPARTMENT OF COMMUNITY REVITALIZATION

February 16, 2023



## Meeting Agenda

- HOME-ARP: What is it?
- Qualifying Populations
- Eligible Activities
- HOME-ARP Allocation Plan
- Findings
- Proposed Use of Funding
- What Comes Next
- Public Comment and Discussion

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FEBRUARY 16, 2023

2

## HOME-ARP: What is it?

- Special **one-time allocation** created by the American Rescue Plan Act (ARP) of 2021
- Administered by the U.S. Department of Housing and Urban Development (HUD)
- Henrico County received an allocation of **\$3,216,865**
- Funds are to be used for the **creation or rehabilitation of affordable housing and supportive services** for four types of qualifying populations



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FEBRUARY 16, 2023

3

## Qualifying Populations

### QP1 - Homeless

- Experiencing literal homelessness, with no permanent shelter options
- Will imminently lose their primary residence (14 days)



### QP2 - At-Risk of Homelessness

- Individuals and households that have an Area Median Income (AMI) of 30% or below
- Are housing cost burdened and are experiencing one or more housing problems classifying their permanent residence as "inadequate" or "unstable"



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FEBRUARY 16, 2023

4

## Qualifying Populations

### QP3 - Fleeing or Attempting to Flee Domestic Violence

- Individuals and households that are fleeing or attempting to flee:
  - Domestic Violence
  - Sexual Assault
  - Human Trafficking
  - Stalking
  - Dating Violence
  - Labor Trafficking

### QP4 - Other Populations

- Those with the greatest risk of housing instability:
  - AMI  $\leq$  50% and lives in housing that is classified as "unstable"; moved two or more times in 60 days; lives in a hotel or motel; exiting a publicly funded institution or system of care; among others
- Veterans and families that include a Veteran family member

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FEBRUARY 16, 2023

5

## Eligible Activities

There are five eligible activities that can be pursued using HOME-ARP funds to assist the four qualifying populations:

1. Development, Acquisition, or Rehabilitation of Affordable Rental Housing\*
2. Tenant-Based Rental Assistance (TBRA)
3. Supportive Services\*
4. Acquisition and Development of Non-Congregate Shelter (NCS)
5. Nonprofit Operating and Capacity Building

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FEBRUARY 16, 2023

6



## HOME-ARP Affordable Rental Housing

Acquisition, rehabilitation, or development of affordable rental housing primarily (70%) for those of the qualifying populations.

FY 2023 Richmond, VA MSA Fair Market Rents				
Efficiency	1-Bedroom	2-Bedroom	3-Bedroom	4-Bedroom
\$1,157	\$1,183	\$1,336	\$1,727	\$2,100

Source: U.S. Department of Housing and Urban Development, Fair Market Rent Documentation System

### Examples:

- Rental units at or below fair market rent
- Permanent Supportive Housing
- Single Room Occupancy (SRO) units

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FEBRUARY 16, 2023

7

## Supportive Services

Funding used to assist households and individuals experiencing homelessness or are at-risk of homelessness through various means beyond housing.

### Examples:

- Case management
- Short-term rental assistance
- Child care costs
- Housing search and counseling services
- Legal services
- Health services and many more.



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FEBRUARY 16, 2023

8

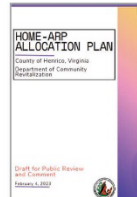
## How does Henrico County get access to these funds?

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FEBRUARY 16, 2023

9

## HOME-ARP Allocation Plan



- Must complete a HOME-ARP Allocation Plan by **March 31, 2023**
- HOME-ARP Allocation Plan is submitted to HUD as a substantial amendment to the *2021-22 Annual Action Plan*
- HOME-ARP Allocation Plan must have:
  - Stakeholder consultations
  - Needs assessment & gaps analysis of the current housing inventory and homeless services system
  - Proposed uses of the funds and what populations each use serves

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FEBRUARY 16, 2023

10

## STAKEHOLDER CONSULTATION

- Consulted with **28 agencies** that either work with the qualifying populations or in fields related to housing
- Spoke with **14 persons** currently experiencing homelessness
- Key take-a-ways from the consultations include:
  - Need for **affordable units** for those with an AMI of 30% or less
  - Supportive services** to provide stabilization for those living in the affordable units
  - "Flexible Funding" for service providers to use to assist households on a **case-by-case basis**

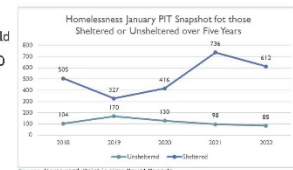
DEPT. OF COMMUNITY REVITALIZATION

FEBRUARY 16, 2023

11

## NEEDS ASSESSMENT & GAPS ANALYSIS

- 697 persons (513 households) were experiencing homelessness in the Richmond Region in January 2022
  - 428 households were adult only
  - 85 households had at least one child
- 27.6% Increase from January 2020
- 220 persons fit the definition of chronic homelessness
- 28.4% of persons experiencing homelessness have a history with domestic violence



DEPT. OF COMMUNITY REVITALIZATION

FEBRUARY 16, 2023

12

## NEEDS ASSESSMENT & GAPS ANALYSIS



- Henrico counted 57 persons in the January 2023 PIT
- From Oct. 2020 to Sept. 2021, 860 persons (557 households) entered into the Homeless Management Information System reported Henrico as their last permanent residence

## NEEDS ASSESSMENT & GAPS ANALYSIS

- Renters between 0-30% AMI:
  - Total of 9,160
  - 7,465 experiencing at least one housing problem
  - 10% are cost burdened
  - 72% are severely cost burdened
- Renters between 30-50% AMI:
  - Total of 8,100
  - 7,047 experiencing at least one housing problem
  - 42% are cost burdened
  - 39% are severely cost burdened

	Current Inventory # of Units	AMI of Renters # of Households	Level of Need # of Households	Gap Analysis # of Households
Total Rental Units	47,273			
Affordable Units Affordable to rent at 30% AMI (at-risk of homelessness)	4,003			
Rental Units Affordable to live at 50% AMI (Other Populations)	24,180			
0% - 30% AMI Renters	5,188			
30% - 50% AMI Renters	8,100			
0% - 30% AMI Renters with housing problems (at-risk of homelessness)			7,465	
30% - 50% AMI Renters with housing problems (Other Populations)			7,047	
Current Gaps for 0% to 30% AMI Renters				5,187
Current Gaps for 30% to 50% AMI Renters				15,050

## NEEDS ASSESSMENT & GAPS ANALYSIS

	Existing Stock	Annual Turnover Rate	# Available Annually	Annual Need (based on assumptions)
PSH (Families)	55	0	0	85
PSH (Individuals)	586	0.04	26	1041

- Permanent supportive housing provides affordable housing units equipped with wrap around services
- Preferred solution for working with households experiencing chronic homelessness
- There are no time limits for support or occupancy to households living in the units
- Currently there are twelve facilities that provide permanent supportive housing in the Richmond Region

## KEY TAKE-A-WAYS

- Gap of 223 shelter beds for adult only households
- Gap of 117 shelter beds for persons that have experienced domestic violence, dating violence, human trafficking, and other forms of abuse
- Gap of 5,157 rental units affordable to households with 0-30% AMI
- Of those experiencing chronic homelessness, 41.6% are adult only households and 15.6% are households with children
- Gap of 475 permanent supportive housing units
- Demographic characteristics associated with increased risk included single parents and those returning from incarceration

## Proposed Use of Funds

- Development of **Permanent Supportive Housing**
  - Serving the homeless, at-risk of homelessness, and other populations
- Development of **Non-Congregate Shelter (NCS)**
  - Serving those who have experienced domestic violence and those at-risk of homelessness
- Supportive Services** focusing on **short-term rental payments** to prevent eviction and support those moving into the Permanent Supportive Housing development
  - Serving the homeless, at-risk of homelessness, and other populations

## Proposed Use of Funds Cont.

	Funding Amount	Percent of the Grant	Statutory Limit
Supportive Services	\$ 500,000	15.5%	
Acquisition and Development of Non-Congregate Shelters	\$ 500,000	15.5%	
Tenant Based Rental Assistance (TBRA)	\$ 0	0%	
Development of Affordable Rental Housing (Permanent Supportive Housing)	\$ 2,000,000	62.2%	
Non-Profit Operating	\$ 0	0%	5%
Non-Profit Capacity Building	\$ 0	0%	5%
Administration and Planning	\$ 216,865	6.7%	15%
<b>Total HOME ARP Allocation</b>	<b>\$ 3,216,865</b>		



### After Today, What's Next?

- February 16, 2023**  
Public Hearing to discuss the HOME-ARP Allocation Plan with Henrico County citizens
- March 6, 2023**  
Public comment on the draft HOME-ARP Allocation Plan closes
- March 14, 2023**  
The HOME-ARP Allocation Plan goes before the Henrico Board of Supervisors
- March 31, 2023**  
The HOME-ARP Allocation Plan is submitted to HUD for approval
- Summer and Fall 2023**  
Collaboration with the City of Richmond and Chesterfield to solicit applications or proposals for funds

DEPT. OF COMMUNITY REVITALIZATION      FEBRUARY 16, 2023      19

### Public Comment

Public comment on the draft HOME-ARP Allocation Plan is open from February 4th to March 6th, comments can be received by:

- Email to [revitalization@henrico.us](mailto:revitalization@henrico.us)
- Phone by calling (804) 501-7640
- Online by visiting [henrico.us/revit/home-arp-program](https://henrico.us/revit/home-arp-program)
- Here! Right now!

DEPT. OF COMMUNITY REVITALIZATION      FEBRUARY 16, 2023      20

### Tell Us What You Think

- Priorities for Funding
- Important housing or service needs for the qualifying populations
- Comments or questions about HOME-ARP Funds or the HOME-ARP Allocation Plan

DEPT. OF COMMUNITY REVITALIZATION      FEBRUARY 16, 2023      21

This slide is kept blank on purpose.

#### GRCoC Region Homeless Gaps Analysis

	Current Inventory					Homeless Population					Gap Analysis							
	Family		Adult Only		Vets	Survivors of DV			Households with Adults & Children	Adult Only HH	Vets*	Survivors of DV**	Family		Adult Only		Survivors of DV	
	# of Beds	# of Units	# of Beds	# of Units	# of Beds	# of Beds	# of Units	# of Units					# of Beds	# of Units	# of Beds	# of Units	# of Beds	# of Units
Emergency Shelter	256	84	199	193	0	33												
Transitional Housing	13	3	22	22	21	4												
Permanent Supportive Housing	181	65	586	586	518	0												
Safe Haven	0	0	47	47	44	47												
Other Permanent Housing	9	2	86	86	14	0												
Sheltered Homeless							259	953	46	158								
Unsheltered Homeless							0	85	9	22								
Current Gap												(10)	(2)	229	229	117	117	

DEPT. OF COMMUNITY REVITALIZATION      FEBRUARY 16, 2023      22

Comments and questions received and accepted during this meeting include the following:

1. **Henrico Resident:** Is homelessness a product of the economy? Is income and financial status the primary cause of homelessness?
  - a. David Sacks, Rachael Thayer, and Cara Kaufman (Henrico staff) answered that it is difficult to determine a “primary cause” of homelessness, as it is a multifaceted issue. Income and financial instability is one of the easier ways that homelessness demographics are collected and quantified, however other causes or factors include mental, behavioral, or physical health, circumstances surrounding their originating housing instability (e.g., re-entry from incarceration, single parenthood, discrimination), access or knowledge of resources, or status as a domestic violence survivor can all be factors in causing homelessness.
2. **Henrico Resident:** Can we use funds to build tiny homes/tiny home communities with community amenities such as kitchens? Could we influence the regulations to be able to build tiny homes in Henrico?
  - a. David Sacks answered that these funds could potentially be used to create tiny homes for rent to the qualifying populations, however Henrico zoning code would need to be reviewed and revised for the allowance of this type of development.
3. **Henrico Resident:** It is disheartening that Henrico is giving out \$1.5 million dollar bonds for no kill animal shelters but not for homeless shelters.
4. **Henrico Resident:** \$500,000 for homeless services isn’t enough. It’s going to be spent quickly.
5. **Henrico Resident:** There needs to be adequate shelter beds located within Henrico County, not just the City of Richmond. It is unfair for the homeless population to have to travel across jurisdictional boundaries to receive shelter or services when we should be serving them in Henrico. It’s an issue that we don’t have a shelter for adult only households in the County. It’s especially an issue for a household in transition or a teen to have to leave your entire community to go to the City of Richmond for services or shelter.
  - a. Rachael Thayer and Cara Kaufman explain why the primary location for shelters is in the City of Richmond, due to how Henrico County is shaped the City of Richmond ends up being the most central area and allows access to the populations across both the East and West ends of Henrico County. The City of Richmond also has more access to public transportation lines which the County does not have the same level of infrastructure to support as of now.
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7. **Henrico Resident:** What is the number of units of permanent supportive housing that this \$2,000,000 will produce? And how will these units be secured for only the qualifying populations?

- a. Rachael Thayer answered that Henrico staff have been given an estimated 20-40 units, however if multiple jurisdictions fund the same project, more units could be developed. For eligibility, any units funded with HOME-ARP must be used to serve households that are in the qualifying populations as a part of the agreement to receive these funds. This requirement will be included in any contracts signed with non-profits and developers, and Henrico staff conducts annual monitoring of all the programs funded with federal funds to ensure compliance.
8. **Henrico Resident:** Henrico should consider using some of these funds to assist with transportation, child care, and utility assistance, and should consider partnering with GRTC.
9. **Henrico Resident:** We should consider getting bonds as an additional way to support developments for the qualifying populations. Twenty to forty units is not enough, and a bond referendum or creating an affordable housing trust for Henrico County would be beneficial.
10. **Henrico Resident:** Henrico residents are receiving a two cent real estate taxes return. Is there any way this money could be put into a housing trust fund instead of being returned to the citizens? The money is nice, but it's not enough to do much with, especially when collectively it could be used for other projects to assist low-income persons. Henrico should be actively working with land trusts.
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11. **Non-Profit Representative:** Can funds be granted for pass through? For example, a non-profit puts the application in for a CDC that does not have the resources to put an application in or needs a fiscal agent.
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12. **Non-Profit Representative:** Henrico is proposing to use these funds in this manner, but then there's the regional approach mentioned. How would that work?
  - a. Rachael Thayer and Cara Kaufman answer that discussions have occurred with Chesterfield and the City of Richmond to potentially do one large project, and a few smaller projects focused as a single entity.
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14. **Henrico Resident:** What is the motivation to do this regionally? NIMBY is real so how does this work?
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faster than if all three jurisdictions funded separately. More funding means faster service.

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# Appendix C: Public Hearing Notices

## Public Hearing on HOME-ARP and Notice of Draft Allocation Plan for Public Comment

Henrico County, Virginia

As a part of the American Rescue Plan Act (ARP), the U.S. Department of Housing and Urban Development has allocated a special one-time fund type through the HOME Investment Partnership Program (HOME). Henrico County has been allocated \$3,216,865 for one or more of the following eligible activities: development or acquisition for non-congregate shelter, development of affordable rental housing, tenant based rental assistance, supportive services, and non-profit operating and capacity building for those participating in the previously listed eligible activities.

As a participant in the HOME-ARP Program, Henrico County will prepare a *HOME-ARP Allocation Plan* for submission to the U.S. Department of Housing and Urban Development as a substantial amendment to the *2021-22 Annual Action Plan*. The *HOME-ARP Allocation Plan* will include data on regional housing needs for specific populations and the County's proposed uses of HOME-ARP funds. A draft of the *HOME-ARP Allocation Plan* has been posted on our website, [henrico.us/revit](http://henrico.us/revit), and the public comment period will open on February 4, 2023, and will close on March 6, 2023. Comments on the draft HOME-ARP Allocation Plan may be provided by email to [revitalization@henrico.us](mailto:revitalization@henrico.us), online at [henrico.us/revit](http://henrico.us/revit), or by phone to (804) 501-7640

Henrico County will conduct a public hearing at **6:00 pm, Thursday, February 16, 2023, at the Fairfield Library, 1401 N Laburnum Avenue, Richmond VA 23223**. The public hearing provides citizens with an opportunity to express opinions on the use of HOME-ARP funds and needs in Henrico County. The County encourages all residents to attend, especially those who are low- and moderate-income or reside in low- and moderate-income communities or have experienced homelessness, to share their opinions about community development needs in the County.

**This public hearing will be an in-person meeting. There will be no opportunity to participate virtually.** Comments may be provided in advance of the public hearing by email to [revitalization@henrico.us](mailto:revitalization@henrico.us), online at [henrico.us/revit](http://henrico.us/revit), or by phone to (804) 501-7640.

**Inclement Weather:** In the event of inclement weather, please visit our website, [henrico.us/revit](http://henrico.us/revit) the morning of Thursday, February 16, 2023, for updated meeting information.

If you have comments or need additional information concerning the public hearing or ways to comment on the draft HOME-ARP Allocation Plan, please call the Department of Community Revitalization at (804) 501-7640. Assistance for disabled persons or those with limited English proficiency will be provided upon request, with at least three (3) business days prior notification to the Department of Community Revitalization.



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Advertisement that was published in the Richmond Times Dispatch (February 4, 2023) and the Free Press (February 9, 2023) newspapers.

Advertisement that was published in the Henrico Citizen as a pop-up advertisement (ran from February 6 to February 16, 2023).

Henrico County Govern... 7,408 Tweets Follow

Tweets Tweets & replies Media Likes

**Henrico County Government** · 1d  
 Henrico will hold a public hearing 6pm Thursday, Feb. 16, at Fairfield Area Library to receive comments on the county's draft HOME-ARP Allocation Plan, which proposes uses for \$3.2M in federal funding for housing-support services.

Details: [henrico.us/revit/home-arp...](https://henrico.us/revit/home-arp...)

**PUBLIC HEARING**

Henrico County

**HOME-ARP Allocation Plan**

6 PM, THURSDAY, FEB. 16  
Fairfield Area Library • 1401 N. Laburnum Ave.

**PUBLIC HEARING**

1 2 2

**Henrico County Government** · 1d  
 Comments can be given in person at the public hearing; by email at [revitalization@henrico.us](mailto:revitalization@henrico.us); by phone at (804) 501-7640; and at [henrico.us/revit/home-arp...](https://henrico.us/revit/home-arp...)

HOME-ARP Program -  
Henrico County, Virginia  
[henrico.us](https://henrico.us)

**Henrico County Government** · 1d

Henrico will hold a public hearing Thursday, Feb. 16 to receive comments on the county's draft HOME-ARP Allocation Plan, which proposes uses for \$3.2 million in federal American Rescue Plan funding for a range of housing-support services.

The public hearing is scheduled for 6 p.m. at Fairfield Area Library, 1401 N. Laburnum Ave. The draft plan and other details are available at <https://henrico.us/revit/home-arp-program/>.

Allocation of HOME-ARP funds is limited to five eligible activities and the nonprofits and community organizations that provide them:

- ▶ Development or acquisition of noncongregate shelter
- ▶ Development of affordable rental housing
- ▶ Tenant-based rental assistance
- ▶ Supportive services
- ▶ Nonprofit operating and capacity building

In addition to the public hearing, comments can be given by email at [revitalization@henrico.us](mailto:revitalization@henrico.us); by phone at (804) 501-7640; and at <https://henrico.us/revit/home-arp-program/>.

**PUBLIC HEARING**

Henrico County

**HOME-ARP Allocation Plan**

6 PM, THURSDAY, FEB. 16  
Fairfield Area Library • 1401 N. Laburnum Ave.

**PUBLIC HEARING**

Like Comment Share

# HENRICONNEWS

Henrico County Public Relations

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**Henrico Planning launches new tools to receive community input**

The **Department of Planning** has introduced the HenricoNext Public Engagement Portal and Meeting in a Box tools to help residents shape a vision for Henrico County's future as it prepares the **2045 Comprehensive Plan**. The plan will serve as Henrico's blueprint and guide for a healthy and prosperous future.

The Portal contains an **interactive map** to pin comments and the **Meeting in a Box** tool encourages community groups to have a free-flowing discussion about the county's future growth. [Info](#)

**Attention Henrico businesses**

Wednesday, March 1 is the deadline to file and submit payment for business license renewal. It's also the deadline to file a business return of tangible personal property. Visit the [Online Business Tax Filing and Payment Portal](#). Penalty and interest fees apply for late filings. [Info](#)

**Comments sought for HOME-ARP funding plan**

**PUBLIC HEARING**

Henrico County

**HOME-ARP Allocation Plan**

6 PM, THURSDAY, FEB. 16  
Fairfield Area Library • 1401 N. Laburnum Ave.

**PUBLIC HEARING**

The **Department of Community Revitalization** will hold a public hearing Thursday, Feb. 16 at **Fairfield Area Library** for the county's draft HOME-ARP Allocation Plan, which proposes uses for \$3.2 million in federal funding for a range of housing-support services. [Details](#)

Advertisements posted on social media and electronic newsletters on February 6, 2023.

From right to left: Twitter, Facebook, the HenricoNews.





HENRICO COUNTY NEWS

# Henrico to hold public hearing for housing-support plan totaling \$3.2 million

by: [Brandon Carwile](#)  
Posted: Feb 10, 2023 / 06:09 PM EST  
Updated: Feb 10, 2023 / 06:09 PM EST

**PUBLIC HEARING**

Henrico County

**HOME-ARP Allocation Plan**

6 PM, THURSDAY, FEB. 16  
Fairfield Area Library • 1401 N. Laburnum Ave.

**PUBLIC HEARING**

*Henrico will hold a public hearing Thursday, Feb. 16 to receive comments on the county's HOME-ARP Allocation Plan.*

SHARE

HENRICO COUNTY, Va. (WRIC) — Henrico officials would like to hear from residents regarding a HOME-ARP Allocation Plan, which proposes using \$3.2 million in federal American Rescue Plan funding for a variety of housing-support services within the county.

The public hearing will be held Thursday, Feb. 6, at 6 p.m., at the Fairfield Area Library located at 1401 North Laburnum Avenue.

According to guidelines from the U.S. Department of Housing and Urban Development, the allocation of HOME-ARP funds is limited to five eligible activities:

- Development or acquisition of non-congregate shelter
- Development of affordable rental housing
- Tenant-based rental assistance
- Supportive services
- Nonprofit operating and capacity building

News post written about the HOME-ARP Allocation Plan public hearing on the Channel 6 news website, posted on February 10, 2023.

# Appendix D: HOME-ARP Allocation Plan Public Hearing Presentation and Minutes, February 16, 2023



**Henrico County**  
**Department of Community Revitalization**  
**HOME-ARP Allocation Plan Public Hearing**  
**Thursday, February 16, 2023**  
**Public Hearing Minutes & Public Comment Notes**

Meeting Location: Fairfield Area Library, 1401 N Laburnum Avenue, Richmond VA, 23223

Meeting Start Time: 6:00pm

Meeting End Time: 8:15pm

A public hearing was held on Thursday, February 16, 2023, at the Fairfield Area Library regarding the development of the HOME-ARP Allocation Plan per the requirements of CPD Notice 21-10. This meeting consisted of a presentation given by staff from the Department of Community Revitalization on the background of the HOME-ARP allocation and the HOME-ARP Allocation Plan. This meeting asked community members to voice priority needs and populations that this funding could be used for and address questions the community had about the HOME-ARP Allocation Plan.

David Sacks opened the meeting and Rachael Thayer presented the attached presentation at this meeting. Cara Kaufman took notes on questions and comments received.

A total of twelve individuals attended the meeting, three of whom were County of Henrico employees. The other attendees were residents of Henrico County or representatives from local organizations.



Comments and questions received and accepted during this meeting include the following:

20. **Henrico Resident:** Is homelessness a product of the economy? Is income and financial status the primary cause of homelessness?
  - a. David Sacks, Rachael Thayer, and Cara Kaufman (Henrico staff) answered that it is difficult to determine a “primary cause” of homelessness, as it is a multifaceted issue. Income and financial instability is one of the easier ways that homelessness demographics are collected and quantified, however other causes or factors include mental, behavioral, or physical health, circumstances surrounding their originating housing instability (e.g., re-entry from incarceration, single parenthood, discrimination), access or knowledge of resources, or status as a domestic violence survivor can all be factors in causing homelessness.
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## Appendix E: Table of Organizations Contacted for Consultation

Organizations Contacted for Consultation		
Organization	Type of Stakeholder	Method of Outreach
Homeward	Continuum of Care	Email
Housing Families First	Homeless Service Provider	Email
Saint Joseph's Villa	Homeless Service Provider	Email
Commonwealth Catholic Charities	Homeless Service Provider	Email
CARITAS	Homeless Service Provider	Email
Focused Outreach	Homeless Service Provider	Email
EmpowerNet	Homeless Service Provider	Email
Hanover Safe Place	Homeless Service Provider & Domestic Violence Service Provider	Email
HomeAgain	Homeless Service Provider	Email
Salvation Army RVA	Homeless Service Provider	Email
ACTS	Homeless Service Provider	Email
Goochland Cares	Homeless Service Provider	Email
Hand Up	Homeless Service Provider	Email
Daily Planet Health Services	Homeless Service Provider	Email
Virginia Supportive Housing	Homeless Service Provider	Email
Safe Harbor	Homeless Service Provider & Domestic Violence Service Provider	Email
Liberation Veterans Services	Homeless Service Provider & Veteran Agency	Email
Richmond YWCA	Homeless Service Provider & Domestic Violence Service Provider	Email
The James House	Homeless Service Provider	Email
VCU Hospital program (Project Empower)	Public Agency	Email
Bon Secours	Community Partner	Email
Credit Restoration Institute	Community Partner	Email
The Community Foundation	Community Partner	Email
Resources for Independent Living Inc. and Central Virginia Resource Corporation	Disability Agency	Email
Senior Connections	Elderly Care Agency	Email
OAR of Richmond	Reentry Agency	Email
Partnership for Housing Affordability	Community Partner	Email
Capital Region Workforce	Public Agency	Email
Department of Veteran Services	Public Agency & Veteran Agency	Email
Hanover Department of Social Services	Community Partner	Email
Richmond Behavioral Health	Homeless Service Provider & Public	Email

	Agency	
Housing Opportunities Made Equal, INC.	Fair Housing	Email
Resources for Independent Living Inc. and Central Virginia Resource Corporation	Disability Agency	Email
Senior Connections	Elderly Care Agency	Email
Virginia Home for Boys and Girls	Homeless Service Provider & Community Partner	Email
Chesterfield County Public Schools	Public Agencies	Email
Chesterfield Social Services	Public Agencies	Email
Chesterfield Citizen Information and Resources	Public Agency	Email
Chesterfield Mental Health Support Services	Public Agency	Email
Chesterfield Community Engagement police officers	Community Partner	Email
Henrico Mental Health and Development Services	Public Agency	Email
Henrico County Public Schools	Public Agency	Email
Henrico Department of Social Services	Public Agency	Email
Richmond Redevelopment Housing Authority	Public Housing Authority	Email
Henrico Chapter NAACP	Civil Rights Agency	In-Person, Email
Virginia Department of Housing and Community Development	Public Agency	Email
Virginia Housing	Public Housing Authority	Email
Richmond Metropolitan Habitat for Humanity	Community Partner	Email
EMS of Virginia	Homeless Service Provider	Email
Project:HOMES	Community Partner	Email

# Appendix F: Definition of a Preference, Referral Methods, and Limitation per CPD Notice 21-10

## Preferences

A preference provides a priority for the selection of applicants who fall into a specific QP or category (e.g., elderly or persons with disabilities) within a QP (i.e., subpopulation) to receive assistance. A *preference* permits an eligible applicant that qualifies for a PJ-adopted preference to be selected for HOME-ARP assistance before another eligible applicant that does not qualify for a preference. A *method of prioritization* is the process by which a PJ determines how two or more eligible applicants qualifying for the same or different preferences are selected for HOME-ARP assistance. For example, in a project with a preference for chronically homeless, all eligible QP applicants are selected in chronological order for a HOME-ARP rental project except that eligible QP applicants that qualify for the preference of chronically homeless are selected for occupancy based on length of time they have been homeless before eligible QP applicants who do not qualify for the preference of chronically homeless.

Please note that HUD has also described a method of prioritization in other HUD guidance. Section I.C.4 of Notice CPD-17-01 describes Prioritization in CoC CE as follows:

“Prioritization. In the context of the coordinated entry process, HUD uses the term “Prioritization” to refer to the coordinated entry-specific process by which all persons in need of assistance who use coordinated entry are ranked in order of priority. The coordinated entry prioritization policies are established by the CoC with input from all community stakeholders and must ensure that ESG projects are able to serve clients in accordance with written standards that are established under 24 CFR 576.400(e). In addition, the coordinated entry process must, to the maximum extent feasible, ensure that people with more severe service needs and levels of vulnerability are prioritized for housing and homeless assistance before those with less severe service needs and lower levels of vulnerability. Regardless of how prioritization decisions are implemented, the prioritization process must follow the requirements in Section II.B.3. and Section I.D. of this Notice.”

If a PJ is using a CE that has a method of prioritization described in CPD-17-01, then a PJ has preferences and a method of prioritizing those preferences. These must be described in the HOME-ARP allocation plan in order to comply with the requirements of Section IV.C.2 (page 10) of the HOME-ARP Notice.

In accordance with Section V.C.4 of the Notice (page 15), the HOME-ARP allocation plan must identify whether the PJ intends to give a preference to one or more qualifying populations or a subpopulation within one or more qualifying populations for any eligible activity or project.

- Preferences cannot violate any applicable fair housing, civil rights, and nondiscrimination requirements, including but not limited to those requirements listed in 24 CFR 5.105(a).

- The PJ must comply with all applicable nondiscrimination and equal opportunity laws and requirements listed in 24 CFR 5.105(a) and any other applicable fair housing and civil rights laws and requirements when establishing preferences or methods of prioritization.

While PJs are not required to describe specific projects in its HOME-ARP allocation plan to which the preferences will apply, the PJ must describe the planned use of any preferences in its HOME-ARP allocation plan. This requirement also applies if the PJ intends to commit HOME-ARP funds to projects that will utilize preferences or limitations to comply with restrictive eligibility requirements of another project funding source. **If a PJ fails to describe preferences or limitations in its plan, it cannot commit HOME-ARP funds to a project that will implement a preference or limitation until the PJ amends its HOME-ARP allocation plan. For HOME-ARP rental housing projects, Section VI.B.20.a.iii of the HOME-ARP Notice (page 36) states that owners may only limit eligibility or give a preference to a particular qualifying population or segment of the qualifying population if the limitation or preference is described in the PJ's HOME-ARP allocation plan.** Adding a preference or limitation not previously described in the plan requires a substantial amendment and a public comment period in accordance with Section V.C.6 of the Notice (page 16).

## Referral Methods

PJs are not required to describe referral methods in the plan. However, if a PJ intends to use a coordinated entry (CE) process for referrals to a HOME-ARP project or activity, the PJ must ensure compliance with Section IV.C.2 of the Notice (page10).

A PJ may use only the CE for direct referrals to HOME-ARP projects and activities (as opposed to CE and other referral agencies or a waitlist) if the CE expands to accept all HOME-ARP qualifying populations and implements the preferences and prioritization established by the PJ in its HOME-ARP allocation plan. A direct referral is where the CE provides the eligible applicant directly to the PJ, subrecipient, or owner to receive HOME-ARP TBRA, supportive services, admittance to a HOME-ARP rental unit, or occupancy of a NCS unit. In comparison, an indirect referral is where a CE (or other referral source) refers an eligible applicant for placement to a project or activity waitlist. Eligible applicants are then selected for a HOME-ARP project or activity from the waitlist.

The PJ must require a project or activity to use CE along with other referral methods (as provided in Section IV.C.2.ii) or to use only a project/activity waiting list (as provided in Section IV.C.2.iii) if:

1. the CE does not have a sufficient number of qualifying individuals and families to refer to the PJ for the project or activity;
2. the CE does not include all HOME-ARP qualifying populations; or,
3. the CE fails to provide access and implement uniform referral processes in situations where a project's geographic area(s) is broader than the geographic area(s) covered by the CE

If a PJ uses a CE that prioritizes one or more qualifying populations or segments of qualifying populations (e.g., prioritizing assistance or units for chronically homeless individuals first, then prioritizing homeless youth second, followed by any other individuals qualifying as homeless, etc.) then this constitutes the use of preferences and a method of prioritization. To implement a CE with these preferences and priorities, the PJ **must** include the preferences and method of prioritization that the CE will use in the preferences section of their HOME-ARP allocation plan. Use of a CE with embedded preferences or methods of prioritization that are not contained in the PJ's HOME-ARP allocation does not comply with Section IV.C.2 of the Notice (page10).

### **Limitations in a HOME-ARP rental housing or NCS project**

Limiting eligibility for a HOME-ARP rental housing or NCS project is only permitted under certain circumstances.

- PJs must follow all applicable fair housing, civil rights, and nondiscrimination requirements, including but not limited to those requirements listed in 24 CFR 5.105(a). This includes, but is not limited to, the Fair Housing Act, Title VI of the Civil Rights Act, section 504 of Rehabilitation Act, HUD's Equal Access Rule, and the Americans with Disabilities Act, as applicable.
- A PJ may not exclude otherwise eligible qualifying populations from its overall HOME-ARP program.
- Within the qualifying populations, participation in a project or activity may be limited to persons with a specific disability only, if necessary, to provide effective housing, aid, benefit, or services that would be as effective as those provided to others in accordance with 24 CFR 8.4(b)(1)(iv). A PJ must describe why such a limitation for a project or activity is necessary in its HOME-ARP allocation plan (based on the needs and gap identified by the PJ in its plan) to meet some greater need and to provide a specific benefit that cannot be provided through the provision of a preference.
- For HOME-ARP rental housing, section VI.B.20.a.iii of the Notice (page 36) states that owners may only limit eligibility to a particular qualifying population or segment of the qualifying population if the limitation is described in the PJ's HOME-ARP allocation plan.
- PJs may limit admission to HOME-ARP rental housing or NCS to households who need the specialized supportive services that are provided in such housing or NCS. However, no otherwise eligible individuals with disabilities or families including an individual with a disability who may benefit from the services provided may be excluded on the grounds that they do not have a particular disability.



**Certifications and SF 424's Submitted  
with Henrico County 2021-2022 Annual  
Action Plan**

**Application for Federal Assistance SF-424**

<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>
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<b>* 3. Date Received:</b> <input type="text" value="05/13/2021"/>	<b>4. Applicant Identifier:</b> <input type="text"/>
---	---

<b>5a. Federal Entity Identifier:</b> <input type="text" value="54-6001344"/>	<b>5b. Federal Award Identifier:</b> <input type="text"/>
--	--

**State Use Only:**

<b>6. Date Received by State:</b> <input type="text"/>	<b>7. State Application Identifier:</b> <input type="text"/>
--	--

**8. APPLICANT INFORMATION:**

<b>* a. Legal Name:</b> <input type="text" value="County of Henrico"/>
--

<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text" value="54-6001344"/>	<b>* c. UEI:</b> <input type="text" value="074735515000"/>
---	---

**d. Address:**

<b>* Street1:</b>	<input type="text" value="P.O. Box 90775"/>
<b>Street2:</b>	<input type="text" value="4301 E. Parham Road"/>
<b>* City:</b>	<input type="text" value="Richmond"/>
<b>County/Parish:</b>	<input type="text" value="Henrico"/>
<b>* State:</b>	<input type="text" value="VA: Virginia"/>
<b>Province:</b>	<input type="text"/>
<b>* Country:</b>	<input type="text" value="USA: UNITED STATES"/>
<b>* Zip / Postal Code:</b>	<input type="text" value="23273-0775"/>

**e. Organizational Unit:**

<b>Department Name:</b> <input type="text" value="Community Revitalization"/>	<b>Division Name:</b> <input type="text" value="Community Development"/>
--	---

**f. Name and contact information of person to be contacted on matters involving this application:**

<b>Prefix:</b> <input type="text" value="Mr."/>	<b>* First Name:</b> <input type="text" value="David"/>
<b>Middle Name:</b> <input type="text"/>	
<b>* Last Name:</b> <input type="text" value="Sacks"/>	
<b>Suffix:</b> <input type="text"/>	

<b>Title:</b> <input type="text" value="Community Development Manager"/>
--

<b>Organizational Affiliation:</b> <input type="text" value="Local Government"/>
---

<b>* Telephone Number:</b> <input type="text" value="(804) 501-7611"/>	<b>Fax Number:</b> <input type="text" value="(804) 501-7630"/>
--	--

<b>* Email:</b> <input type="text" value="sac01@henrico.us"/>
---

**Application for Federal Assistance SF-424**

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

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

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

U.S. Department of Housing and Urban Development

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

14.218

CFDA Title:

Community Development Block Grant Program/Entitlement Grants

**\* 12. Funding Opportunity Number:**

\* Title:

**13. Competition Identification Number:**

Title:

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

Add Attachment

Delete Attachment

View Attachment

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

Community Development Block Grant (CDBG)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* 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="1,747,341.00"/>
* 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="1,747,341.00"/>

**\* 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:

**Application for Federal Assistance SF-424**

**\* 1. Type of Submission:**

- Preapplication
- Application
- Changed/Corrected Application

**\* 2. Type of Application:**

- New
- Continuation
- Revision

**\* If Revision, select appropriate letter(s):**

**\* Other (Specify):**

**\* 3. Date Received:**

05/13/2021

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

54-6001344

**5b. Federal Award Identifier:**

**State Use Only:**

**6. Date Received by State:**

**7. State Application Identifier:**

**8. APPLICANT INFORMATION:**

**\* a. Legal Name:**

County of Henrico

**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

54-6001344

**\* c. UEI:**

074735515000

**d. Address:**

**\* Street1:**

P.O. Box 90775

**Street2:**

4301 E. Parham Road

**\* City:**

Richmond

**County/Parish:**

Henrico

**\* State:**

VA: Virginia

**Province:**

**\* Country:**

USA: UNITED STATES

**\* Zip / Postal Code:**

23273-0775

**e. Organizational Unit:**

**Department Name:**

Community Revitalization

**Division Name:**

Community Development

**f. Name and contact information of person to be contacted on matters involving this application:**

**Prefix:**

Mr.

**\* First Name:**

David

**Middle Name:**

**\* Last Name:**

Sacks

**Suffix:**

**Title:**

Community Development Manager

**Organizational Affiliation:**

Local Government

**\* Telephone Number:**

(804) 501-7611

**Fax Number:**

(804) 501-7630

**\* Email:**

sac01@henrico.us

**Application for Federal Assistance SF-424**

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

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

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

U.S. Department of Housing and Urban Development

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

14.239

CFDA Title:

HOME Investment Partnerships Program/Entitlement Grants

**\* 12. Funding Opportunity Number:**

\* Title:

**13. Competition Identification Number:**

Title:

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

Add Attachment

Delete Attachment

View Attachment

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

HOME Investment Partnerships (HOME)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

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

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

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

* a. Federal	<input type="text" value="887,581.00"/>
* 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="887,581.00"/>

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Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative: 

\* Date Signed:

Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>
<b>* 3. Date Received:</b> <input type="text" value="05/13/2021"/>	<b>4. Applicant Identifier:</b> <input type="text"/>	
<b>5a. Federal Entity Identifier:</b> <input type="text" value="54-6001344"/>	<b>5b. Federal Award Identifier:</b> <input type="text"/>	
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> <input type="text"/>	<b>7. State Application Identifier:</b> <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> <input type="text" value="County of Henrico"/>		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text" value="54-6001344"/>	<b>* c. UEI:</b> <input type="text" value="074735515000"/>	
<b>d. Address:</b>		
<b>* Street1:</b> <input type="text" value="P.O. Box 90775"/>	<input type="text"/>	
<b>Street2:</b> <input type="text" value="4301 E. Parham Road"/>	<input type="text"/>	
<b>* City:</b> <input type="text" value="Richmond"/>	<input type="text"/>	
<b>County/Parish:</b> <input type="text" value="Henrico"/>	<input type="text"/>	
<b>* State:</b> <input type="text" value="VA: Virginia"/>	<input type="text"/>	
<b>Province:</b> <input type="text"/>	<input type="text"/>	
<b>* Country:</b> <input type="text" value="USA: UNITED STATES"/>	<input type="text"/>	
<b>* Zip / Postal Code:</b> <input type="text" value="23273-0775"/>	<input type="text"/>	
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> <input type="text" value="Community Revitalization"/>	<b>Division Name:</b> <input type="text" value="Community Development"/>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b> <input type="text" value="Mr."/>	<b>* First Name:</b> <input type="text" value="David"/>	
<b>Middle Name:</b> <input type="text"/>	<input type="text"/>	
<b>* Last Name:</b> <input type="text" value="Sacks"/>	<input type="text"/>	
<b>Suffix:</b> <input type="text"/>	<input type="text"/>	
<b>Title:</b> <input type="text" value="Community Development Manager"/>		
<b>Organizational Affiliation:</b> <input type="text" value="Local Government"/>		
<b>* Telephone Number:</b> <input type="text" value="(804) 501-7611"/>	<b>Fax Number:</b> <input type="text" value="(804) 501-7630"/>	
<b>* Email:</b> <input type="text" value="sac01@henrico.us"/>		



**Application for Federal Assistance SF-424**

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

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

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

U.S. Department of Housing and Urban Development

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

14.231

CFDA Title:

Emergency Solutions Grant/Entitlement Grants

**\* 12. Funding Opportunity Number:**

\* Title:

**13. Competition Identification Number:**

Title:

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

Add Attachment

Delete Attachment

View Attachment

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

Emergency Solutions Grant (ESG)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

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

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

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

* a. Federal	<input type="text" value="147,536.00"/>
* 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="147,536.00"/>

**\* 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.

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- 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:

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2022

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

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

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

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


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

Previous Edition Usable

Authorized for Local Reproduction

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

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

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE County Manager
APPLICANT ORGANIZATION County of Henrico	DATE SUBMITTED 8/23/2021

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

**CERTIFICATIONS**

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

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

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

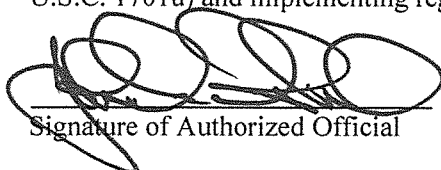
**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

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

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

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

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

  
Signature of Authorized Official

8/2/2021  
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) \_\_\_\_\_ 2021-2022 \_\_\_\_\_ [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.

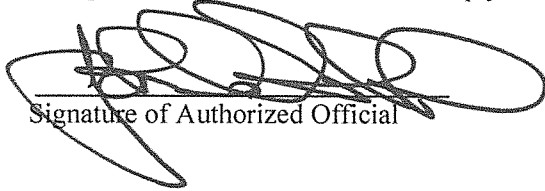
**Excessive Force** -- It has adopted and is enforcing:

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

8/2/2021  
Date

County Manager  
Title



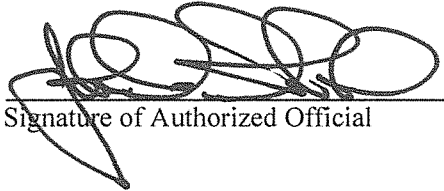
**Specific HOME Certifications**

The HOME participating jurisdiction certifies that:


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

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

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



Signature of Authorized Official



Date

County Manager

Title



## Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

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

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

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

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

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

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

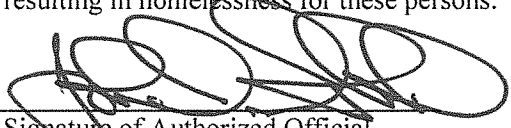
**Matching Funds** – The recipient will obtain matching amounts required under 24 CFR 576.201.

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

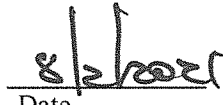
**Homeless Persons Involvement** – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services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

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

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



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



\_\_\_\_\_  
Date

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

Title

## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

#### **Lobbying Certification**

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