

# City of Harrisonburg, VA



**2015-2016 CDBG Action Plan**

**Submitted 05/15/2015**



# Annual Action Plan

The CPMP Annual Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations.

## Narrative Responses

### ACTION PLAN

Annual Action Plan includes the [SF 424](#) and is due every year no less than 45 days prior to the start of the grantee's program year start date. HUD does not accept plans between August 15 and November 15.

### Executive Summary 91.220(b)

1. The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 4 Action Plan Executive Summary:

#### Purpose of the Plan

The City of Harrisonburg has prepared a FY 2015 – FY 2016 Annual Action Plan, as required under 24 CFR 91.220, in order to strategically implement the federal Community Development Block Grant program to fund housing, community development, and economic development activities within the City. The City has developed a Five Year Consolidated Plan (CP) for HUD FY 2012 - FY 2016 to encompass the needs of the City related to both housing and non-housing activities using the Community Development Block Grant (CDBG) Program.

The FY 2015 – FY 2016 Annual Action Plan will serve the following functions for the City:

- An application for federal funds under HUD's formula grant programs, and
- An action plan that provides a basis for assessing performance.

The national goals for the housing and community development programs covered by the Five Year CP and Annual Action Plan are:

- To provide decent housing,
- To establish and maintain a suitable living environment, and
- To expand economic opportunities for every American, particularly for low- and moderate-income persons.

It is these goals against which the CP and the City's performance under the CP will be evaluated by HUD. The FY 2015 – FY 2016 Action Plan furthers the achievement of these goals through the implementation of a variety of housing and community development activities.

The City anticipates that 100% of its FY 2015 – FY 2016 CDBG funds will be expended for projects that benefit low- to moderate-income persons in the City.

### **FY 2015 – FY 2016 Action Plan Development Process**

The FY 2015 – FY 2016 Annual Action Plan was developed in accordance with Title I of the Cranston-Gonzalez National Affordable Housing Act and pursuant to the requirements of the U.S. Department of Housing and Urban Development. The City prepared the plan in order to apply for funding through the CDBG program.

A public meeting was held to obtain input from citizens on community development and housing needs for the FY 2015 – FY 2016 program year. The public meeting was held on January 13, 2015 in Harrisonburg Council Chambers. This meeting was advertised in the Daily News Record to notify as many persons as possible regarding the City's intent to develop the FY 2015 – FY 2016 Annual Action Plan. A copy of this notice is included in Appendix H.

The FY 2015 – FY 2016 Annual Action Plan was developed during the months of January 2015-March 2015. Copies of the Plan were distributed to various locations for public review and comment. In addition, notice was published on March 16, 2015 in the Daily News Record to inform interested parties of the availability of the Plan for public review. The Plan was also viewable online at [www.harrisonburgva.gov](http://www.harrisonburgva.gov) and in hard copy at the following locations:

- Office of the City Manager, Harrisonburg Municipal Building
- Massanutten Regional Library

The public review period lasted from April 8, 2015 to May 10, 2015. A public meeting was held to allow for review and discussion of the City's proposed use of FY 2015 – FY 2016 program funds. The public meeting was held on April 8, 2015 in Harrisonburg Council Chambers. Harrisonburg City Council will consider approval of the submittal of the Annual Action Plan and Five Year Consolidated Plan on May 12, 2015. Documentation of the citizen participation is included below.

### **Housing and Community Development Activities**

The City's FY 2015 – FY 2016 Annual Action Plan goals are based on the Five Year Strategy developed for HUD FY 2012-FY 2016. In addition, these goals represent activities that are expected to occur in FY 2015 – FY 2016. The City will monitor and modify strategy performance and set annual goals in future years accordingly.

The City's FY 2015 – FY 2016 funding strategy for its CDBG activities consists of its CDBG entitlement allocation of \$542,005. The following chart lists the city's FY 2015 – FY 2016 CDBG activities.

## FY 2015-2016 CDBG PROGRAM

ACTIVITY	CDBG FUNDS
HRHA - Harrison Heights Renovation	\$140,000.00
Mercy House: Shelter Unit Bathroom Upgrade	\$10,330.00
CITY PROJECT - (PW) West Mosby Sidewalks Phase 2	\$77,000.00
CITY PROJECT - (PARK/REC) Price Rotary Senior Center Renovation	\$143,740.30
City Admin Costs	\$108,401.00
Shenandoah Valley Workforce Investment Board: Pathway to Employment	\$13,691.24
JMU IIHHS: Suitcase Clinic	\$24,552.36
VPAS: Meals on Wheels	\$15,500.00
Open Doors: Emergency Shelter	\$4,040.10
The Arc	\$4,750.00
<b>TOTAL CDBG FUNDS</b>	<b>\$542,005.00</b>

### Evaluation of Past performance

The City of Harrisonburg prepared a Consolidated Annual Performance and Evaluation Report (CAPER) for FY 2013-2014, which covered the period from July 1, 2013 through June 30, 2014. The CAPER reported the FY 2013-2014 accomplishments of the CDBG program. The following information is a summary of the accomplishments detailed in the FY 2013-2014 CAPER:

- Rehabilitation of 40 units of Section 8 project-based units (\$140,000)
- Quality of life improvements made in homeless housing units (\$27,537)
- Infrastructure improvements included: Two park handicapped parking areas, and Fire traffic preemption devices. (\$224,853.09)
- Public facility improvements: Two parks (\$110,000)
- Program and equipment upgrades to help individuals at a facility for developmentally disabled (\$36,262)
- Assisted senior citizens via Meals on Wheels (\$12,500)

Affirmatively furthered fair housing by collaborating with the Harrisonburg Redevelopment and Housing Authority (HRHA) to conduct a fair housing seminar for both non-profit and private sector providers in spring 2014; Provided more than ¼ of the current year's CDBG funding to HRHA for payment on the rehabilitation of affordable housing units; Set aside CDBG funding to be used for home accessibility ramps in conjunction with HRHA; Promoted opportunities to participate in both paid and unpaid local government positions on the City's website, in City buildings, and on the local government television channel; Modified and disseminated educational materials regarding fair housing choice; Planned with HRHA to begin a program for 1<sup>st</sup> time homebuyers that includes down payment assistance; Set aside a portion of the Administration funds to be used in fair housing education seminars; Continued to research the

feasibility of developing, in tandem with HRHA staff and City Community Planning and Development, proposals for consideration by Council that would improve and preserve the City's existing affordable housing stock; Provided CDBG funding to the Arc in the amount of \$10,000 to pay for a down payment on an accessible van, as well as purchase iPads for their clients to use; Provided \$6,600 in CDBG funds to the Mercy House to replace windows that were in very poor condition at one of their shelters. The City has an up to date and well-defined plan for action as it pursues the furtherance of fair housing. City staff is excited to be implementing many of the goals and objectives outlined in the plan. The plan was submitted to HUD in May 2012.

In FY 2013-2014, all CDBG funds expended for activities met one of the three national objectives as defined under the CDBG regulations, and 100% of the CDBG funds expended benefited low-to moderate-income persons.

## **Citizen Participation 91.200 and 91.200(b)**

2. Provide a summary of the citizen participation and consultation process (including efforts to broaden public participation in the development of the plan.
  - a. Based on the jurisdiction's current citizen participation plan, provide a summary of the citizen participation process used in the development of the consolidated plan. Include a description of actions taken to encourage participation of all its residents, including the following:
    1. low- and moderate-income residents where housing and community development funds may be spent;
    2. minorities and non-English speaking persons, as well as persons with disabilities;
    3. local and regional institutions, the Continuum of Care, and other organizations (including businesses, developers, nonprofit organizations, philanthropic organizations, community and faith-based organizations);
    4. residents of public and assisted housing developments and recipients of tenant-based assistance;
    5. residents of targeted revitalization areas.

The City of Harrisonburg conducted two public meetings during the Action Plan process to solicit additional public input.

A public meeting was held on Tuesday, January 13, 2015 at the Harrisonburg City Council Chambers to explain the CDBG program and Action Plan process, and to get input on the types of projects to be funded. This meeting was publicized in the following ways:

- Advertised in the Daily News Record
- Listing on the City's website ([www.harrisonburgva.gov](http://www.harrisonburgva.gov))
- Public notices posted in the Municipal Building and public library

The Public Notice and summary of the January 13, 2015 public meeting can be found in Appendix H.

The information solicited from the public meeting was incorporated into the Action Plan planning process. The comments received from the public are listed in the summary, and were accepted.

A second public meeting was held on March 24, 2015. At this meeting, the draft HUD FY 2015 – FY 2016 Annual Plan was presented to City Council. This meeting was publicized in the following ways:

- Advertised in the Daily News Record
- Listing on the City's website ([www.harrisonburgva.gov](http://www.harrisonburgva.gov))
- Public notices posted in the Municipal Building and public library

The public notice and minutes from the March 24, 2015 public meeting are located in Appendix I. A draft of the Action Plan was made available for public review and comment for 30 days beginning on March 24, 2015. The public comment period was closed on April 24, 2015, and at the May 12, 2015 council meeting the council unanimously approved the City's 2015-2016 Action Plan.

Comments received outside of the CDBG Public Hearing on January 13, 2015 and March 24, 2015 are detailed under #3 below.

Public notices of the draft Action Plan, as well as the public meetings, were published in the Daily News Record on March 16, 2015.

In addition to publishing the notices advertising the public meetings and availability of the draft Action Plan for public review, the City also communicated information to key stakeholders and other interested parties. On December 18, 2014, the email was sent to 108 individuals and organizations in the Harrisonburg area, informing them of the CDBG application process, as well as the dates for public hearings. These organizations and individuals include all parties that have expressed interest in CDBG in the past, and include organizations that target populations of minorities, non-English speaking persons, individuals with disabilities, the Continuum of Care, housing development contacts, and resident representatives of organizations in targeted areas. Throughout the months of January and February 2015, CDBG staff met with numerous agencies and organizations interested in applying for or obtaining more information about the CDBG. These meetings helped organizations to understand the application process and eligibility requirements of the CDBG. CDBG staff also held a training session on January 15th for those interested in applying for the grant. CDBG staff also solicited input from these organizations regarding needs within the City.

The City made the draft FY 2015 – FY 2016 Annual Action Plan available for public review at the City Manager's office beginning March 24, 2015.

The City anticipates submitting the City Council-approved FY 2015 – FY 2016 Annual Action Plan to HUD on or before May 15, 2015.

2.

b. Identify agencies, groups, and organizations that participated in the process. This should reflect consultation requirements regarding the following:

1. General §91.100 (a)(1) - Consult with public and private agencies that provide health services, social and fair housing services (including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, homeless persons) during the preparation of the plan.
2. Homeless strategy and resources to address needs of homeless §91.100 (a)(2) – Consult with continuum of care, public and private agencies that address the housing, health, social services, victim services, employment, or education needs of low-income persons, homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) and person at risk of homelessness; publicly funded institutions and systems of care that may discharge persons into homelessness (such as health-care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions), and business and civic leaders.
3. Metropolitan planning §91.100 (a)(5) -- Consult with adjacent units of general local government, including local government agencies with metropolitan-wide planning responsibilities, particularly for problems and solutions that go beyond a single jurisdiction, i.e. transportation, workforce development, economic development, etc.
4. HOPWA §91.100 (b)-- Largest city in EMSA consult broadly to develop metropolitan-wide strategy for addressing needs of persons with HIV/AIDS and their families.
5. Public housing §91.100 (c) -- Consult with the local public housing agency concerning public housing needs, planned programs, and activities.

The City of Harrisonburg undertook a high level of agency consultation in the fall/winter of 2011 in an effort to demonstrate its commitment to (a) identifying priority needs and (b) engaging the participation of public and private agencies, non-profit organizations and other stakeholders in a positive and collaborative manner, as it prepared the current Consolidated Plan. A list of stakeholders was developed and included public and private agencies, nonprofit organizations and other stakeholders whose missions include the provision of affordable housing and human services to low and moderate income households and persons, homeless families and individuals, and those at risk of homelessness. These stakeholders were invited to participate in a series of focus group sessions and interviews. Prior to the meetings, questionnaires were mailed to the stakeholders to collect data on the populations served by each agency and nonprofit organization. A list of the agencies and stakeholders who were consulted is in Appendix B on the Consolidated Plan. In an effort to consult with a large variety of stakeholders regarding the CDBG process, in the months of January, February, and March 2015, CDBG staff read information from, spoke to, or met with city council members, the City Manager, the Assistant City Manager, the Director of Community Development, the Director of Economic Development, The Director of Parks and Recreation, Staff from Public Works and Public Utilities,

Fire Department Staff, Police Department Staff, the Director of the Harrisonburg and Rockingham Housing Authority, The Director of Social Services, as well as staff from NewBridges, Mercy House, Valley Program for Aging Services, On the Road Collaborative, Second Home, JMU, Big Brothers Big Sisters, The Arc, Our Community Place, The Boys and Girls Club, Open Doors, and the Shenandoah Valley Workforce Investment Board. These individuals and groups amply represent all consultation requirements.

3. Provide a summary of citizen comments or views on the plan.

Public Comments are detailed in the meeting minutes located in appendices H and I. Comments received outside of the Public Hearing are as follows:

Insert Comments.

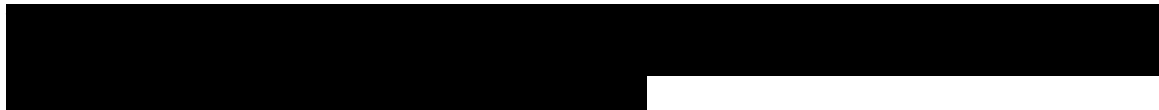
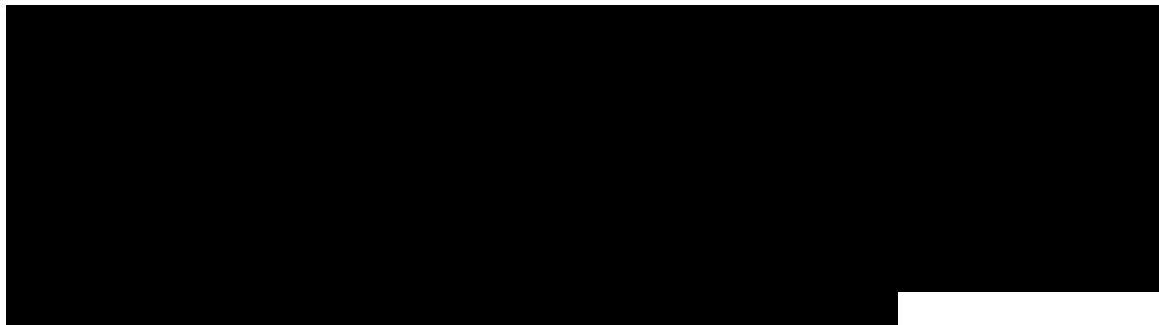
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

The City did not receive any comments on the plan that were not accepted.

### **Resources 91.220(c)(1) and (c)(2)**

5. Identify the federal, state, and local resources (including program income) the jurisdiction expects to receive to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

The City of Harrisonburg anticipates receiving an FY 2015 – FY 2016 CDBG entitlement grant in the amount of \$542,005.





6. Explain how federal funds will leverage resources from private and non-federal public sources, including how matching requirements of HUD Programs will be satisfied.

See response to Question 5.

## Annual Objectives 91.220(c)(3)

*\*If not using the CPMP Tool: Complete and submit Table 3A.*

*\*If using the CPMP Tool: Complete and submit the Summary of Specific Annual Objectives Worksheets or Summaries.xls*

Goals and objectives to be carried out during the action plan period are indicated by placing a check in the following boxes.

	OBJECTIVE CATEGORY		OBJECTIVE CATEGORY		OBJECTIVE CATEGORY
X	Decent Housing (which includes)	X	Suitable Living Environment (which includes)	X	Expanded Economic Opportunities (which includes)
	Assisting homeless persons obtain affordable housing	X	Improving the safety and livability of neighborhoods		Job creation and retention
X	Assisting persons at risk of becoming homeless		Eliminating blighting influences and the deterioration of property and facilities		Establishment, stabilization and expansion of small business (including micro-business)
X	Retaining the affordable housing stock	X	Increasing the access to quality public and private facilities	X	The provision of public services concerned with employment
X	Increasing the availability of affordable permanent housing in standard condition to low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status or disability		Reducing the isolation of income groups within areas through spatial deconcentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods		The provision of jobs to low-income persons living in areas affected by those programs and activities under programs covered by the plan
	Increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence		Restoring and preserving properties of special historic, architectural, or aesthetic value		Availability of mortgage financing for low-income persons at reasonable rates using non-discriminatory lending practices
	Providing affordable housing that is accessible to job opportunities		Conserving energy resources and use of renewable energy sources		Access to capital and credit for development activities that promote the long-term economic social viability of the community

7. Provide a summary of specific objectives that will be addressed during the program year.

### ***Housing Needs***

**Goal I: Increase supply of affordable housing for LMI households**

Objective A: The City of Harrisonburg will allot \$140,000 of its annual CDBG allocation for debt servicing for the renovation of Harrison Heights (DH-2).

**Goal II: Increase the rate of homeownership among LMI households**

Objective A: Support agencies such as VPAS Meals on Wheels (\$15,500), that help LMI seniors remain in their homes by providing meals delivered to the home.

**Goal III: Promote physically accessible housing for those with disabilities through partnerships with nonprofits and other appropriate agencies**

### ***Homeless Needs***

**Goal I: Improve the quality for life for homeless individuals and families by providing funds to public service agencies that serve the homeless population.**

Objective A: The City will allocate CDBG funds to agencies that provide supportive services that address the needs of the homeless population. This includes a \$10,330 allocation to Mercy house, a \$4,040.10 allocation to Open Doors, and a \$24,552.36 allocation to the IHHS Suitcase Clinic.

**Goal II: Continue to participate in the Harrisonburg/Rockingham County Continuum of Care.**

Objective A: Support efforts to implement the Harrisonburg/Rockingham County Ten-Year Plan to End Homelessness

**Goal III: Improve the Quality of Life for Homeless Individuals and Families by Providing Funds to Improve Homeless Facilities**

Objective A: Support efforts of the Mercy House to upgrade bathroom areas of their shelter (\$10,330).

### ***Community Development Needs***

**Goal I: Improve the quality of life in low- and moderate-income neighborhoods through infrastructure and public facilities improvements, and spot demolition.**

Objective A: The City will fund infrastructure or public facilities improvements annually for streets, sidewalks, sewers, recreational facilities, etc. CDBG funds will be used for the W. Mosby Rd. Sidewalks project.

Objective B: The City may demolish vacant buildings in LMI areas to prevent blighting influences. (SL-3)

Objective C: The City will provide funding to renovate the Price Rotary Senior Center (\$143,740.30).

**Goal II: Improve economic opportunities for LMI residents by fostering and maintaining partnerships and initiatives that provide living-wage jobs and job training**

Objective A: The City will use general funds annually to provide direct financial assistance to small business interests through the Small Business Loan Program, and the City will research the possibility of utilizing CDBG funds to create a separate micro-lending program to promote small business development to benefit LMI residents. (EO-1)

Objective B: The City will foster and maintain partnerships and initiatives that provide living-wage jobs and job-training opportunities and that encourage a linkage between the job training recipients and City employers. (EO-1)

Objective C: The City will provide CDBG funds (\$13,691.24) to The Shenandoah Valley Workforce Investment Board to help LMI individuals obtain employment.

**Goal III: Support public services that address the housing and community development needs of LMI residents, especially extremely low-income persons.**

Objective A: The City will provide CDBG funding for public services annually to meet the needs of LMI residents and special needs populations. Funding will be provided to the Price Rotary Senior Center (\$143,740), the Arc (\$4,750), and VPAS (\$15,500). (SL-3)

## Description of Activities 91.220(d) and (e)

*\*If not using the CPMP Tool: Complete and submit Table 3C*

*\*If using the CPMP Tool: Complete and submit the Projects Worksheets and the Summaries Table.*

- Provide a summary of the eligible programs or activities that will take place during the program year to address the priority needs and specific objectives identified in the strategic plan; the number and type of families that will benefit from the proposed activities; proposed accomplishments; and target dates for the completion of the activity.

Describe the outcome measures for activities in accordance with Federal Register Notice dated March 7, 2006, i.e., general objective category (decent housing, suitable living environment, economic opportunity) and general outcome category (availability/accessibility, affordability, sustainability).

### FY 2015-2016 CDBG PROGRAM

ACTIVITY	CDBG FUNDS
HRHA - Harrison Heights Renovation	\$140,000.00
Mercy House: Shelter Unit Bathroom Upgrade	\$10,330.00
CITY PROJECT - (PW) West Mosby Sidewalks Phase 2	\$77,000.00
CITY PROJECT - (PARK/REC) Price Rotary Senior Center Renovation	\$143,740.30
City Admin Costs	\$108,401.00
Shenandoah Valley Workforce Investment Board: Pathway to Employment	\$13,691.24
JMU IIHHS: Suitcase Clinic	\$24,552.36
VPAS: Meals on Wheels	\$15,500.00
Open Doors: Emergency Shelter	\$4,040.10
The Arc	\$4,750.00
<b>TOTAL CDBG FUNDS</b>	<b>\$542,005.00</b>

More detailed information is contained in the Project Worksheets and the Summaries Tables in Appendix C.

## Geographic Distribution/Allocation Priorities 91.220(d) and (f)

- Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

The City of Harrisonburg is using 60% of its FY 2015 – FY 2016 CDBG funds for activities and programs that will provide a benefit to the entire city, which includes all areas of concentration of low/moderate income residents and minority populations.

14% of the funds are going to census tract #302.1, which is 54% LMI.

26% of the funds are going to a debt servicing project for subsidized housing in census tract #101.3, which is 47% LMI and has a concentration of Hispanic and black populations.

The above percentage calculations were based off of the grant allocation of \$542,005. A map showing the location of each project can be found in the appendix, and other maps showing the areas of minority concentrations can be found in the five year consolidated plan.

10. Describe the reasons for the allocation priorities, the rationale for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) during the next year, and identify any obstacles to addressing underserved needs.

The City of Harrisonburg has directed its FY 2015 – FY 2016 CDBG activities to low/moderate income neighborhoods where concentrations of poverty, deteriorated infrastructures and community facilities, and poor housing conditions are most prevalent. The primary obstacle to meeting underserved needs is the limited funding resources available to address identified priorities.

## **Annual Affordable Housing Goals 91.220(g)**

*\*If not using the CPMP Tool: Complete and submit Table 3B Annual Housing Completion Goals.*

*\*If using the CPMP Tool: Complete and submit the Table 3B Annual Housing Completion Goals.*

11. Describe the one-year goals for the number of homeless, non-homeless, and special-needs households to be provided affordable housing using funds made available to the jurisdiction and one-year goals for the number of households to be provided affordable housing through activities that provide rental assistance, production of new units, rehabilitation of existing units, or acquisition of existing units using funds made available to the jurisdiction. The term affordable housing shall be defined in 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership.

The City of Harrisonburg will provide affordable housing to 40 low-income households via its \$140,000 allocation of CDBG funds for payment of debt service incurred for the rehabilitation of units at the Harrison Heights project-based development.

## Public Housing 91.220(h)

12. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.

N/A Harrisonburg does not have any public housing.

13. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

The Harrisonburg Redevelopment and Housing Authority is not designated as "troubled" by HUD or otherwise performing poorly.

## Homeless and Special Needs 91.220(i)

14. Describe, briefly, the jurisdiction's plan for the investment and use of available resources and one-year goals for reducing and ending homelessness.

The City of Harrisonburg will use FY 2015 – FY 2016 CDBG funds improve shelter units at the Mercy House by upgrading the bathrooms. CDBG funding is also being directed to the Harrison Heights project for the debt servicing of a low-income housing neighborhood. Funding will be used to provide care at Open Doors emergency shelter, and organization that provides shelter and equips individuals to become more self-sufficient. Medical care will be offered to homeless individuals through the IIHHS Suitcase Clinics program. Having medical issues under control can help alleviate homelessness. Funding will also be used to enhance the programs at the Shenandoah Valley Workforce Investment Board, which will help those in critical positions find employment that could help them avoid homelessness.

The City is a member of the Harrisonburg/Rockingham County Continuum of Care (CoC) and will collaborate with CoC member agencies to implement the strategies in the Harrisonburg/Rockingham County Ten Year Plan to End Homelessness (TYP).

The CoC has identified a need for permanent supportive housing units for the chronically homeless. The Harrisonburg Redevelopment and Housing Authority (HRHA), which is the lead agency for the CoC, intends to use tax-exempt financing and low-income housing tax credits to develop 18-24 units of permanent supportive housing. The City supports the HRHA efforts to create this much-needed housing.

15. Describe specific action steps for reducing and ending homelessness that (i) reach out to homeless persons (especially unsheltered persons) and assessing their individual needs; (ii) address emergency shelter and transitional housing needs; (iii) help homeless persons (especially persons that are chronically homeless, families with children, veterans, and unaccompanied youth) make the transition to permanent housing and independent living.

The City of Harrisonburg will use FY 2015 – FY 2016 CDBG funds improve shelter units at the Mercy House by upgrading the bathrooms. CDBG funding is also being directed to the Harrison Heights project for the debt servicing of a low-income housing neighborhood. Funding will be used to provide care at Open Doors emergency shelter, and organization that provides shelter and equips individuals to become more self-sufficient. Medical care will be offered to homeless individuals through the IIHHS Suitcase Clinics program. Having medical issues under control can help alleviate homelessness. Funding will also be used to enhance the programs at the Shenandoah Valley Workforce Investment Board, which will help those in critical positions find employment that could help them avoid homelessness.

16. Homelessness Prevention—Describe planned action steps for reducing or ending homelessness that help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to be discharged from publicly funded institution and systems of care or those receiving assistance from public or private agencies that address housing, health, social service, employment, education or youth needs.

Due to its limited CDBG funding allocation, the City of Harrisonburg will not use CDBG funds to directly reduce or end homelessness, but it will support the efforts of agencies who seek to do so through implementation of the Ten Year Plan for Ending Homelessness in Harrisonburg and Rockingham County.

17. Describe specific activities the jurisdiction plans to undertake to address the housing and supportive service needs of persons who are not homeless (elderly, frail elderly, persons with disabilities, persons with HIV/AIDS, persons with alcohol or other substance abuse problems).



- Valley Program for Aging Services, Inc. (Frail and elderly) – Funding for Meals on Wheels Program

## **Barriers to Affordable Housing 91.220(j)**

18. Describe the actions that will take place during the next year to remove barriers to affordable housing.

The City of Harrisonburg recognizes that there are barriers that prevent access to affordable housing for some populations. There are also impediments that affect the maintenance, production and renovation of quality rental housing and the promotion of new construction and renovation of owner-occupied units.

The City of Harrisonburg intends to not only encourage good, affordable housing, but also ensure that current homeowner investments are protected and that future homeowners will realize appreciation on their investments. The City will continue to work with property owners, developers, non-profit community housing providers, and others to diversify the rental housing stock and modernize existing units. The City will also continue to work on goal prescribed in the Action Plan to Fair Housing that was created during the Consolidated Planning process.







## Other Actions 91.220(k)

19. Describe the actions that will take place during the next year to address obstacles to meeting underserved needs, foster and maintain affordable housing, evaluate and reduce the number of housing units containing lead-based paint hazards, reduce the number of poverty-level families develop institutional structure, enhance coordination between public and private agencies (see 91.215(a), (b), (i), (j), (k), and (l)).

### Lead-Based Paint

Harrisonburg is not included on the Virginia Department of Health's listing of "high risk areas" for lead poisoning. In 2010, the Department's "Prevalence of Elevated Blood Lead Levels and Proportion Tested by Locality of Residence" for children under 72 months listed only one child in Harrisonburg as having an elevated blood lead level.

Despite the apparently minor extent of lead-based paint hazards in Harrisonburg's housing stock, the City seeks to reduce these hazards as much as possible. The City will work with other parties to achieve cost effective methods for controlling these hazards through the following:

- As part of its code enforcement efforts, Harrisonburg's building code department will continue to educate City residents about lead paint hazards.
- Properties will be made lead safe during renovation of older residential units.
- Harrisonburg will continue to demolish pre-1978 nuisance housing, which often contains lead-based paint.
- The City will continue to monitor Virginia Department of Health reports regarding Harrisonburg children with elevated blood lead levels.
- The City may apply for a grant to combat lead-based paint hazards via public education, building code department staff training, and residential rehabilitation that controls or eliminates lead-based paint hazards.

### Anti-Poverty Strategy

Poverty is a function of income. Factors that affect income are education, job training, health, housing quality, cost of living and employment. As a single unit of government, the City of Harrisonburg has only limited influence on the overall factors that cause poverty. However, the City will collaborate with human service, social service, and economic development agencies and organizations to facilitate their efforts and maximize their resources to provide quality services to low-income residents to help them improve their incomes.

Through the collaboration described above, the City can positively influence the likelihood of poverty-stricken residents moving up and out of poverty, reduce the number of residents living in poverty by minimizing threats to individual and family financial stability, and extend services that will provide adequately for those in need.

Harrisonburg will continue to support organizations that provide supportive services to encourage local economic development, and to preserve and improve affordable housing options as part of its strategy to prevent and alleviate poverty.

## **Institutional Structures**

In its HUD FY 2012-FY 2016 Consolidated Plan, the City of Harrisonburg identified numerous agencies, organizations and institutions that may participate in the implementation of consolidated Plan activities. The City feels that the existing institutional structure is sufficient for carrying out activities to address identified housing, homeless and community development needs. The City will continue to work directly with the implementing agencies and attempt to identify any gaps in the delivery system.

## **Coordination**

The City will collaborate with numerous governmental entities to carry out the goals and objectives of Harrisonburg housing, homeless and community development activities. Implementation partners will include the Commonwealth of Virginia; regional bodies such as the Central Shenandoah Planning District Commission; the Harrisonburg Rockingham Metropolitan Planning Organization; Rockingham County; the Harrisonburg/Rockingham County Continuum of Care; Harrisonburg Redevelopment and Housing Authority; and various City departments. Cooperation and coordination among these entities will be achieved through both fixed meeting schedules and as-needed consultation and communication.

Through its participation in the Harrisonburg/Rockingham County Continuum of Care (CoC), the City of Harrisonburg will seek to identify ways to enhance coordination among the CoC, assisted housing providers and governmental health, mental health, and service agencies.

The City anticipates continuing its coordination of human service funding with other social service agencies and charitable organizations to better target the limited amount of human service dollars available in the community. The City will also continue to coordinate its housing efforts with the Harrisonburg Redevelopment and Housing Authority (HRHA), which is the lead agency for the CoC.

Economic development activities will continue to be primarily coordinated with the City's economic and community development departments.

Community facilities improvements and new construction will be coordinated with the City's Public Works, Parks and Recreation, and Fire Departments.

20. Describe the actions to coordinate its housing strategy with its transportation planning strategies to ensure to the extent practicable that residents of affordable housing have access to public transportation.

The Harrisonburg Department of Public Transportation (HDPT), a department of City government, provides public transportation throughout the greater Harrisonburg region. It operates fixed-route bus services, Americans with Disabilities Act (ADA) paratransit service, and scheduled shuttles to the nearby towns of Bridgewater and Dayton.

Existing transit infrastructure is an important consideration for Harrisonburg in planning for the provision and maintenance of housing, especially as it relates to connecting workers between affordable housing and local employment destinations. Every effort is made in Harrisonburg to ensure that affordable housing developments are sited conveniently to public transit access points. In 2011, HDPT completed its most recent Transit Development Plan (TDP).

## PROGRAM SPECIFIC REQUIREMENTS

### **CDBG 91.220(I)(1)**

21. Identify program income expected to be received during the program year, including:
- amount expected to be generated by and deposited to revolving loan funds;
  - total amount expected to be received from each new float-funded activity included in this plan; and
  - amount expected to be received during the current program year from a float-funded activity described in a prior statement or plan.

N/A

22. Program income received in the preceding program year that has not been included in a statement or plan.

N/A

23. Proceeds from Section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in its strategic plan.

N/A

24. Surplus funds from any urban renewal settlement for community development and housing activities.

N/A

25. Any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.

N/A

26. Income from float-funded activities.

N/A

27. Urgent need activities, only if the jurisdiction certifies.

N/A

28. Estimated amount of CDBG funds that will be used for activities that benefit persons of low- and moderate income.

The City of Harrisonburg estimates that 100% of its entitlement funds will benefit persons of low- and moderate-income.

## **HOME 91.220(l)(1)**

29. Describe other forms of investment. (See Section 92.205) If grantee (PJ) plans to use HOME funds for homebuyers, did they state the guidelines of resale or recapture, as required in 92.254.

30. If grantee (PJ) plans to use HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds, state its refinancing guidelines required under 24 CFR 92.206(b).

31. Resale Provisions -- For homeownership activities, describe its resale or recapture guidelines that ensure the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4).

32. HOME Tenant-Based Rental Assistance -- Describe the local market conditions that led to the use of HOME funds for tenant based rental assistance program.

33. If the tenant based rental assistance program is targeted to or provides a preference for a special needs group, that group must be identified in the Consolidated Plan as having an unmet need and show the preference is needed to narrow the gap in benefits and services received by this population.

34. If a participating jurisdiction intends to use forms of investment other than those described in 24 CFR 92.205(b), describe these forms of investment.

35. Describe the policy and procedures it will follow to affirmatively market housing containing five or more HOME-assisted units.

36. Describe actions taken to establish and oversee a minority outreach program within its jurisdiction to ensure inclusion, to the maximum extent possible, of minority and women, and entities owned by minorities and women, including without limitation, real estate firms, construction firms, appraisal firms, management firms, financial institutions, investment banking firms, underwriters, accountants, and providers of legal services, in all contracts, entered into by the participating jurisdiction with such persons or entities, public and private, in order to facilitate the activities of the participating jurisdiction to provide affordable housing under the HOME program or any other Federal housing law applicable to such jurisdiction.

37. If a jurisdiction intends to use HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds, state its financing guidelines required under 24 CFR 92.206(b).

The City of Harrisonburg does not receive HOME entitlement funds.

### **HOPWA 91.220(I)(3)**

38. One year goals for the number of households to be provided housing through the use of HOPWA activities for: short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family, tenant-based rental assistance, units provided in housing facilities that are being developed, leased, or operated.

The City of Harrisonburg does not receive HOPWA funds.

### **ESG 91.220(I)(4)**

39. Identify the written standards for providing ESG assistance in accordance with 24 CFR 576.400(e)(1) and (e)(3).

40. If the Continuum of Care for the jurisdiction's area has established a centralized or coordinated assessment system that meets HUD requirements, describe the centralized or coordinated assessment system and the requirements for using the system, including the exception for victim service providers, as set forth under 24 CFR 576.400(d).

41. Identify the process for making awards and how the jurisdiction intends to make its allocation available to nonprofit organizations, and in the case of urban counties, funding to participating units of local government.

42. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), specify the plan for reaching out to and consulting with homeless or formerly homeless individuals in considering and making policies and decisions regarding any facilities or services that receive funding under ESG.

43. Describe the performance standards for evaluating ESG activities.

44. Describe the consultation with each Continuum of Care that serves the jurisdiction in determining how to allocate ESG funds, develop performance standards, evaluate outcomes of activities assisted by ESG funds, and develop funding policies, and procedures for the administration and operation HMIS.

The City of Harrisonburg does not receive ESG funds.

## OTHER NARRATIVES AND ATTACHMENTS

Include any action plan information that was not covered by a narrative in any other section. If optional tables are not used, provide comparable information that is required by consolidated plan regulations.

### **Affirmatively Further Fair Housing**

[REDACTED]



# Appendix A

## Project Funding Summary

City of Harrisonburg, Virginia  
 Community Development Block Grant  
 Year Ending June 30, 2016  
 \$542,005

<u>Expenditure Code</u>	<u>Project Code</u>	<u>Project Description</u>	<u>Amount</u>
810721-45676	16CDBG01	HRHA - Harrison Heights Renovation	\$140,000.00
810721-45676	16CDBG02	Mercy House: Shelter Unit Bathroom Upgrade	\$10,330.00
810721-45676	16CDBG03	CITY PROJECT - (PW) West Mosby Sidewalks Phase 2	\$77,000.00
810721-45676	16CDBG04	CITY PROJECT - (PARK/REC) Price Rotary Senior Center Renovation	\$143,740.30
810721-OTHER	16CDBG05	City Admin Costs	\$108,401.00
810721-45676	16CDBG06	Shenandoah Valley Workforce Investment Board: Pathway to Employment	\$13,691.24
810721-45676	16CDBG07	JMU IHHHS: Suitcase Clinic	\$24,552.36
810721-45676	16CDBG08	VPAS: Meals on Wheels	\$15,500.00
810721-45676	16CDBG09	Open Doors: Emergency Shelter	\$4,040.10
810721-45676	16CDBG10	The Arc	\$4,750.00

<b>\$542,005.00</b>
---------------------

# Appendix B

Tentative Schedule for 2015-2016 CDBG Program

## **TENTATIVE Schedule for 2015-2016 CDBG Program**

December 22, 2015	<b>Advertise RFP</b> in DNR & on website for grant proposals.
January 13, 2015	<b>Council Meeting/Public Hearing #1</b> (get input regarding what types of projects should be funded, what need is, explain purpose of grant and answer questions) – <b>7:00 PM</b>
January 15, 2015	<b>Training Session</b> for CDBG Applicants – <b>2:00pm</b>
February 19, 2015	<b>Grant Application Deadline</b> – receipt by <b>NOON</b>
March 5, 2015	<b>Selection Committee Meeting, Consideration of Proposals, &amp; Development of Action Plan</b>
March 24, 2015	<b>Council Meeting/Public Hearing #2</b> (Present Budget, 2015 Action Plan, & open 30 day Public Comment Period – <b>7:00 PM</b>
April 24, 2015	<b>All public comments must be received by 5:00 PM on April 24, 2015 to be considered.</b>
May 12, 2015	<b>Council Meeting/Council Final Approval of 2015 CDBG Budget/Action Plan</b> (Council to consider approval of budget/Annual Action Plan)*
May 15, 2015	<b>Annual Action Plan due to HUD</b>
June 2015	<b>HUD Approval of 2015 CDBG Action Plan</b>

**Funding of specific projects is not final until approved by HUD.**

# Appendix C

Project Sites



- PROJECT LIST**
- 1 - HHRHA, Harrison Heights Renovation, 286 Kelley St.
  - 2 - Mercy House, Shelter Unit Bathroom Upgrade, 247 N. High St.
  - 3 - West Mosby Sidewalks II, W. Mosby Rd. between Mosby Ct. and Millwood Loop
  - 4 - Price Rotary Senior Center Renovation, Westover Park
  - 5 - Administration, 345 S Main St.
  - 6 - Shenandoah Valley Workforce Investment Board, 160 N. Main St.
  - 7 - IHHS Sutcase Clinic, 601 University Boulevard
  - 8 - VPAS Meals on Wheels, Office not located in City or on this map
  - 9 - Open Doors Emergency Shelter, 176 W. Marker St.
  - 10 - The ARC, 620 Simms Ave.

**Legend**

**Areas Eligible for CDBG**

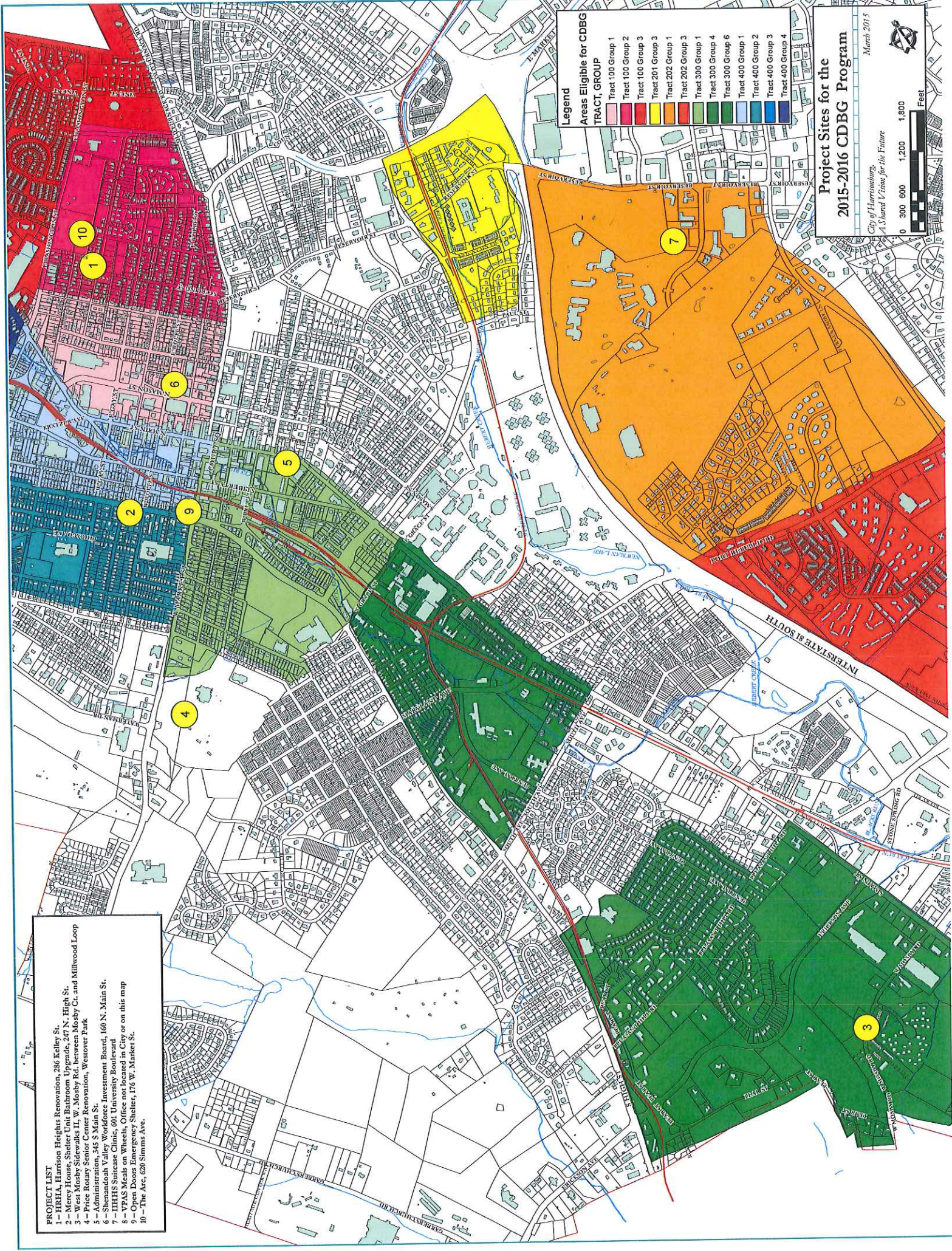
TRACT, GROUP	Color
Tract 100 Group 1	Light Pink
Tract 100 Group 2	Light Red
Tract 100 Group 3	Red
Tract 201 Group 3	Orange
Tract 202 Group 1	Light Orange
Tract 202 Group 3	Light Green
Tract 300 Group 1	Green
Tract 300 Group 4	Light Green
Tract 300 Group 6	Light Green
Tract 400 Group 1	Light Blue
Tract 400 Group 2	Blue
Tract 400 Group 3	Dark Blue
Tract 400 Group 4	Dark Blue

**Project Sites for the 2015-2016 CDBG Program**

City of Harrisonburg  
A Shared Vision for the Future

March 2015

0 300 600 1,200 1,800 Feet





# Appendix D

Accomplishment Codes

## B.2 Accomplishment Codes

This code is entered on the Setup Activity screen, C04MA04.

- 1 People (Used for Public Service activities.)
- 2 Youth
- 3 Elderly
- 4 Households (Used for Housing activities.)
- 5 Large households
- 6 Small households
- 7 Elderly households
- 8 Businesses
- 9 Organizations
- 10 Housing units
- 11 Public facilities (Used for Public Facilities and Public Improvements.)
- 12 Feet of Public Utilities
- 13 Jobs
- 14 Loans
- 15 Low/Mod Persons
- 16 Low/Mod Jobs



# Appendix A

## CDBG MATRIX CODES

### CDBG Matrix Codes by Category

Matrix codes are listed here by category so you can quickly review the available choices.

#### Acquisition, Disposition, Clearance, Relocation

01	Acquisition of Real Property	04A	Cleanup of Contaminated Sites
02	Disposition of Real Property	08	Relocation
04	Clearance and Demolition		

#### Administration and Planning

20	Planning	21E	Submission of Applications for Federal Programs
20A	Planning (State-Administered CDBG Grantees)	21H	CDBG Funding of HOME Admin
21A	General Program Administration	21I	CDBG Funding of HOME CHDO Operating Expenses
21B	Indirect Costs	21J	State Administration
21C	Public Information	14H	Rehab: Administration
21D	Fair Housing Activities (subject to Admin cap)		

#### Economic Development

14E	Rehab: Publicly or Privately Owned Commercial/Industrial (CI)	17D	CI: Other Improvements
17A	CI: Acquisition/Disposition	18A	ED: Direct Financial Assistance to For-Profits
17B	CI: Infrastructure Development	18B	ED: Technical Assistance
17C	CI: Building Acquisition, Construction, Rehabilitation	18C	ED: Micro-Enterprise Assistance

#### Housing

12	Construction of Housing	14G	Rehab: Acquisition
13	Direct Homeownership Assistance	14H	Rehab: Administration
14A	Rehab: Single-Unit Residential	14I	Lead-Based Paint/Lead Hazards Testing/Abatement
14B	Rehab: Multi-Unit Residential	14J	Housing Services
14C	Rehab: Public Housing Modernization	16A	Residential Historic Preservation
14D	Rehab: Other Publicly Owned Residential Buildings	19E	Operation/Repair of Foreclosed Property
14F	Rehab: Energy Efficiency Improvements		

#### Public Facilities and Infrastructure Improvements

03A	Senior Centers	03L	Sidewalks
03B	Handicapped Centers	03M	Child Care Centers
03C	Homeless Facilities (not operating costs)	03N	Tree Planting
03D	Youth Centers	03O	Fire Stations/Equipment
03E	Neighborhood Facilities	03P	Health Facilities
03F	Parks, Recreational Facilities	03Q	Facilities for Abused and Neglected Children
03G	Parking Facilities	03R	Asbestos Removal
03H	Solid Waste Disposal Improvements	03S	Facilities for AIDS Patients (not operating costs)
03I	Flood Drainage Improvements	03	Other Public Facilities/Improvements
03J	Water/Sewer Improvements		
03K	Street Improvements		

**Public Services**

05A Senior Services	05N Services for Abused and Neglected
05B Handicapped Services	05O Mental Health Services
05C Legal Services	05P Screening for Lead Poisoning
05D Youth Services	05Q Subsistence Payments
05E Transportation Services	05R Homeownership Assistance (not direct)
05F Substance Abuse Services	05S Rental Housing Subsidies
05G Services for Battered and Abused Spouses	05T Security Deposits
05H Employment Training	05U Housing Counseling
05I Crime Awareness/Prevention	05V Neighborhood Cleanups
05J Fair Housing Activities (subject to Public Services cap)	05W Food Banks
05K Tenant/Landlord Counseling	03T Operating Costs of Homeless/AIDS Patients Programs
05L Child Care Services	05 Other Public Services
05M Health Services	

**Repayment of Section 108 Loans**

19F Planned Repayments of Section 108 Loans	19G Unplanned Repayments of Section Loans
---	---

**Other**

06 Interim Assistance	19C Non-Profit Organization Capacity Building
07 Urban Renewal Completion	22 Unprogrammed Funds
09 Loss of Rental Income	23 Tornado Shelters Serving Private Mobile Home Parks
11 Privately Owned Utilities	
15 Code Enforcement	
16B Non-Residential Historic Preservation	

Definitions of the matrix codes are provided in the table that follows.

# Appendix E

City Five Year Goals to be Met

# **CITY FIVE YEAR GOALS TO BE MET**

**The needs identified in the 2012-2017 Strategic Plan are as follows:**

## **Housing:**

- Goal I: Increase the supply of affordable housing for low- and moderate-income households
- Goal II: Increase the rate of homeownership among low- to moderate-income households
- Goal III: Promote physically accessible housing for those with disabilities through partnerships with nonprofits and other appropriate agencies

## **Homelessness:**

- Goal I: Improve the quality for life for homeless individuals and families by providing funds to public service agencies that serve the homeless population.
- Goal II: Continue to participate in the Harrisonburg/Rockingham County Continuum of Care and support efforts to implement the Harrisonburg Rockingham County Ten-Year Plan to End Homelessness.
- Goal III: Improve the quality of life for homeless individuals and families by providing funds to improve homeless facilities.

## **Non-housing community development:**

- Goal I: Improve the quality of life in low- and moderate income (LMI) neighborhoods through infrastructure and public facilities improvements, and spot demolition
- Goal II: Improve economic opportunities for low-income residents by fostering partnerships and initiatives that provide living-wage jobs and job training
- Goal III: Support public services that address the housing and community development needs of low- to moderate-income residents, especially extremely low-income persons

# Appendix F

Table 3s

**Table 3C  
Consolidated Plan Listing of Projects**

**Applicant's Name** Harrisonburg Rockingham Housing Authority

**Priority Need**  
Housing – Housing Supply

**Project Title**  
Harrison Heights Renovation

**Project Description**

The Subrecipient for this project is the Harrisonburg Redevelopment and Housing Authority (HRHA). This proposal addresses the most significant housing related need identified in the City's Strategic Plan, the rehabilitation of public housing units. The HRHA is requesting funding for debt servicing on a \$3.2-\$3.5 million bond for the renovation of 40 public housing units in the Harrison Heights Development. Requested funds will be used in conjunction with \$60,000 from the Authority's Capital Funds and \$60,000 from its Local Community Development Fund. The City has provided the HRHA with a moral obligation of \$140,000 in CDBG funding each year for the term of the bond, which will likely be 15 years, but could be up to 20 years. This is year 11 of this period.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

Northeast Community / Harrison Heights, Kelley Street, Hill Street, & Lincoln Circle

Objective Number 1	Project ID 16CDBG01
HUD Matrix Code 14C	CDBG Citation 570.202
Type of Recipient Housing Authority	CDBG National Objective LMH
Start Date (mm/dd/yyyy) 07/01/2015	Completion Date (mm/dd/yyyy) 06/30/2016
Performance Indicator 10	Annual Units 40
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$ 140,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$ 140,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name**    Mercy House

**Priority Need**        Homeless – Serve the Homeless Population

**Project Title**        Mercy House – Small Mercies Expansion

**Project Description**

Mercy House will use the funding allotted to this project to purchase bathroom fixtures, hardware, backing board, and other materials to be used in the bathroom upgrades at their homeless facility. The amount requested for this project is \$10,330.

**Objective category:**     Suitable Living Environment     Decent Housing     Economic Opportunity  
**Outcome category:**     Availability/Accessibility     Affordability     Sustainability

**Location**            305 N. High St., Harrisonburg, VA

Objective Number 11, 12	Project ID 16CDBG02
HUD Matrix Code 03M	CDBG Citation 570.201(c)
Type of Recipient 501(3)c	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2015	Completion Date (mm/dd/yyyy) 06/30/2016
Performance Indicator 1	Annual Units 7 units
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$ 10,330
ESG	.....
HOME	.....
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
Total	\$ 10,330

The primary purpose of the project is to help:  the Homeless     Persons with HIV/AIDS     Persons with Disabilities     Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name** City of Harrisonburg – Public Works Department

**Priority Need** Public Facilities – Infrastructure

**Project Title** W. Mosby Rd. Sidewalks Phase II

**Project Description**

This project consists of the construction of an approximate total of 1400 linear feet of sidewalk, curb and gutter on W. Mosby St. between Mosby Court and the westernmost entrance to Millwood Loop. There will also be new curb and gutter installed between the two Millwood Loop entrances, where there is currently none. Drive entrances and ADA ramps will be installed or repaired as necessary.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location** W. Mosby Rd. between Mosby Court and Millwood Loop, Harrisonburg.

Objective Number 21	Project ID 16CDBG03
HUD Matrix Code 03L	CDBG Citation 570.201(c)
Type of Recipient Local Government	CDBG National Objective LMA
Start Date (mm/dd/yyyy) 07/01/2015	Completion Date (mm/dd/yyyy) 06/30/2016
Performance Indicator 11, 12	Annual Units 1,400 L.F.
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$ 77,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$ 77,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs



**Table 3C  
Consolidated Plan Listing of Projects**

**Applicants's Name** Harrisonburg Parks and Recreation

**Priority Need**

Public Facilities – Quality of Life

**Project Title**

Price Rotary Senior Center Renovation

**Project Description**

The City's Parks and Recreation Department has requested \$143,740.30 to Update and Renovate the Price Rotary Senior Center. This project will be an extensive renovation, including HVAC, windows, doors, ceiling, lighting, floors, security, insulation and crawl space, accessibility improvements, Parking, engineering costs, guttering, and other expenses as they relate to the upgrade of this facility.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

Westover Park, Harrisonburg, VA

Objective Number 23	Project ID 16CDBG04
HUD Matrix Code 03A	CDBG Citation 570.208(a)(2)
Type of Recipient 501 (c) 3	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 01/14/2015	Completion Date (mm/dd/yyyy) 12/31/2016
Performance Indicator 11	Annual Units 1 renovation
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$ 143,740.30
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$ 143,740.30

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Applicant's Name** City of Harrisonburg – City Manager's Office

**Priority Need**

Planning / Administration

**Project Title**

City Block Grant Administration Costs

**Project Description**

This funding will be used to support the general administration and planning activities for the Community Development Block Grant Program. Costs include salaries & wages, FICA, retirement, hospital insurance, workers compensation, advertising, postage, telecomm costs, office space, utilities, training & travel, office supplies, vehicle fuel and maintenance, and other administrative items as required by the Director of Special Projects and Grants Management, Grants Compliance Officer, and other employees in the performance of CDBG-related duties. \$108,401 was requested for these expenses.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

City Manager's Office, 345 South Main Street, Harrisonburg, VA 22801

Objective Number N/A	Project ID 16CDBG05
HUD Matrix Code 21A	CDBG Citation 570.206
Type of Recipient Local Government	CDBG National Objective Assumed LMI Benefit
Start Date (mm/dd/yyyy) 07/01/2015	Completion Date (mm/dd/yyyy) 06/30/2016
Performance Indicator N/A	Annual Units N/A
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$ 108,401
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$101,031

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name** Shenandoah Valley Workforce Investment Board, Inc. (SVWIB)

**Priority Need** Public Services – Community Development

**Project Title** Pathway to Employment

**Project Description**

SVWIB will use \$13,691.24 to increase access to technology to LMI individuals who are seeking employment opportunities, educate participants, assist in referrals, and provide skills workshops. Specifically, funding will be used to purchase computers, accessories, furniture and assistance, as well as printing supplies, thumb drives, and other expenses as they relate to the goals of this project. \$13,691.24 was requested for this project.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location** 160 N. Mason St., Harrisonburg, VA

Objective Number 22; 23	Project ID 16CDBG06
HUD Matrix Code 05H	CDBG Citation 570.201(a)(2)
Type of Recipient 501(3)c	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2015	Completion Date (mm/dd/yyyy) 06/30/2016
Performance Indicator 1	Annual Units 500
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$ 13,691.24
ESG	.....
HOME	.....
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
<b>Total</b>	<b>\$ 13,691.24</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name** IHHHS

**Priority Need** Public Services - Homeless Services

**Project Title** Suitcase Clinic

**Project Description**

The Institute for Innovations in Health and Human Services of JMU "Suitcase Clinic" provides on-site medical services at five homeless shelters in Harrisonburg. The proposed project requests funds for lab costs, supplies, disposable and durable medical supplies and equipment, dental care costs, and other items necessary to run the Suitcase Clinic.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location** City-wide, Harrisonburg, VA

Objective Number 11	Project ID 16CDBG07
HUD Matrix Code 05M	CDBG Citation 570.201(e)
Type of Recipient 501(3)c	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2015	Completion Date (mm/dd/yyyy) 06/30/2016
Performance Indicator 1	Annual Units 275
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$ 24,552.36
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$ 24,552.36

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Applicant's Name** Valley Program for Aging Services (VPAS)

**Priority Need**

Public Services – Improve Services

**Project Title**

Meals on Wheels (Home Delivered Meals)

**Project Description**

The Subrecipient for this project is Valley Program for Aging Services (VPAS). This funding will help address the nutritional risk of homebound seniors. This service will support the basic needs of and provide a safety net for LMI persons ages 60 or older who are at nutritional risk, socially isolated, and wishing to remain independent in their own homes. Comprehensive in-home assessments will be completed and individualized plans of care developed. Clients may receive home delivery of hot meals Monday-Friday, or monthly delivery of shelf stable or liquid supplements. Referrals are also made to area food banks when needed. The provision of these services provides increased support and human contact for each senior, thus reducing social isolation and offering an emergency contact option. Additionally, clients will receive disease prevention, health promotion, and public information education and support. VPAS requested \$15,500 for this project.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

Services will be available to eligible individuals on a City-wide basis.

Objective Number 23, 2	Project ID 16CDBG08
HUD Matrix Code 05A	CDBG Citation 570.201(e)
Type of Recipient 501(c)3	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/15	Completion Date (mm/dd/yyyy) 06/30/16
Performance Indicator 3	Annual Units 38
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$ 15,500
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$ 15,500

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3**  
**Consolidated Plan Listing of Projects**

**Applicant's Name** Open Doors

**Priority Need** Public Services - Homeless Services

**Project Title** Open Doors Emergency Shelter

**Project Description**

Open Doors will use CDBG funding to pay for supplies for their emergency shelter, as well as pay for liability insurance. Open Doors is an emergency shelter that moves from location to location throughout the winter months. \$4040.10 was requested for this project.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location** 176 W. Market St., Harrisonburg, VA

Objective Number 11	Project ID 16CDBG09
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient 501(3)c	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2015	Completion Date (mm/dd/yyyy) 06/30/2016
Performance Indicator 1	Annual Units 145
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$ 4040.10
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$ 4040.10

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C  
Consolidated Plan Listing of Projects**

**Applicants's Name** The Arc of Harrisonburg and Rockingham

**Priority Need**

Public Services – Improve Services

**Project Title**

Op Shop Day Support Program

**Project Description**

The Subrecipient for this project is the Arc of Harrisonburg and Rockingham. This project will provide recreational activities to low-income adults with intellectual and developmental disabilities to improve their quality of life, provide community inclusion opportunities, and increase their independence. The Arc requested \$10,000 for this project. Funding will specifically be used to support their Integrated Community Recreation Project by reimbursing the costs of items such as tickets, entry fees, educational meals out, project and activity supplies and materials, and other costs associated with this program.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area**

620 Simms Avenue, Harrisonburg, VA, Services will be available to qualifying individuals City-wide

Objective Number 23	Project ID 16CDBG10
HUD Matrix Code 050	CDBG Citation 570.201(e)
Type of Recipient 501 (c) 3	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2015	Completion Date (mm/dd/yyyy) 06/30/2016
Performance Indicator 3;7	Annual Units 85
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$ 4,750
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	\$
Total	\$ 4,750

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

# Appendix G

Table 3A/1C/2C

Table 3B



# Appendix H

1/13/15 Public Notice and Minutes



## **PUBLIC HEARING NOTICE & REQUEST FOR PROPOSALS**

### **CITY OF HARRISONBURG**

### **COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

**PUBLIC HEARING** - The City of Harrisonburg will hold a public hearing on Tuesday, January 13, 2015 at 7:00 p.m. in the City Council Chambers, 409 South Main Street, in order to receive citizen input regarding funding priorities for the Community Development Block Grant (CDBG) Program. Citizen participation is essential to the City's involvement in the Federal Department of Housing & Urban Development's (HUD) CDBG Program. Citizen participation and comments on funding needs and priorities will assist the City in the development of the City's 2015-2016 Action Plan. The Action Plan serves as the City's guide for addressing overall community development and housing needs that will utilize the City's annual entitlement of CDBG funding available from HUD to meet those needs.

All citizens and organizations are invited to attend the public hearing to comment orally or in writing on funding needs and priorities. Questions regarding the grant program are also encouraged. The City of Harrisonburg will make reasonable accommodations and services necessary for sensory-impaired and disabled citizens at the public meeting. Additionally, translation services may be offered upon request and availability. Persons requiring such accommodations/services should contact the City at least three working days in advance of the meeting.

**REQUEST FOR PROPOSALS** – The City of Harrisonburg is requesting proposals from non-profit organizations, for-profit businesses and organizations, and government agencies for the 2015-2016 CDBG Program. The City's CDBG Program is funded by an annual entitlement from HUD. The entitlement amount for FY 15-16 has not yet been announced by HUD, but will likely be less than approximately \$505,000. Projects must meet all local and federal eligibility requirements, and eligible projects must meet one of HUD's three national objectives: 1) Low and Moderate Income Benefit, 2) Elimination of Slum and Blight, or 3) Urgent Need. Furthermore, eligible projects must address at least one of the needs identified in the City's current Consolidated Plan. City needs in the past have included funding projects related to health care and dental services, housing, child care, transportation, sidewalks and pedestrian infrastructure, employment services and job creation/retention, homeless services, recreational services, services for the disabled, parks & playgrounds, and more! Specific needs objectives, and eligibility requirements (including a listing of projects funded in previous years) are available on the City website or in the City Manager's Office.

All parties interested in applying for funding through this Program are *strongly* encouraged to attend the Public Hearing outlined above AND to contact Ande Banks prior to submitting an application, to ensure that the proposed project is eligible. The 2015-2016 CDBG Application package is available on the City website at [www.harrisonburgva.gov](http://www.harrisonburgva.gov). Applications are due no later than 12:00 pm on February 19, 2015. Late applications will not be accepted.

Please contact Ande Banks at [ande.banks@harrisonburgva.gov](mailto:ande.banks@harrisonburgva.gov), or 540-432-8923 with questions. Written comments may also be mailed to Ande Banks, Director of Special Projects and Grants Management, 345 South Main Street, Harrisonburg, VA 22801.

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# City of Harrisonburg

Municipal Building  
345 South Main Street  
Harrisonburg, VA 22801

## Master

File Number: ID 14-311

<b>File ID:</b> ID 14-311	<b>Type:</b> Report	<b>Status:</b> Filed
<b>Version:</b> 1	<b>Agenda Public Hearing Section:</b>	<b>In Control:</b> City Council
<b>Subject:</b> CDBG Funding Priorities		<b>File Created:</b> 12/18/2014
		<b>Final Action:</b> 01/13/2015
<b>Title:</b> Consider CDBG Funding Priorities		

**Internal Notes:** 1/7/14 - Changed to public hearing; 1/21/15 - Added PowerPoint

**Agenda Date:** 01/13/2015

**Agenda Number:** 6.b.

**Sponsors:**

**Enactment Date:**

**Attachments:** 15-16 Public Meeting #1 RFP, TENTATIVE Schedule for 2015-2016 CDBG Grant Round, PowerPoint

**Enactment Number:**

**Contact:**

**Hearing Date:**

**Drafter:** kristin.mccombe@harrisonburgva.gov

**Effective Date:**

### Approval History

Version	Date	Approver	Action
1	12/18/2014	Ande Banks	Approve
1	12/18/2014	Erica Kann	Approve
1	12/18/2014	Kurt Hodgen	Approve

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	01/13/2015					
	<b>Action Text:</b>	This will be the first of two public hearings required by HUD to receive citizen comments on Community Development Block Grant funding priorities for the 2015-2016 Program Year. Entitlement amount will most likely be approximately \$505,000.					
		Staff will make a short presentation outlining City Needs & Objectives as outlined in the CDBG Strategic Plan, to be followed by a public hearing.					
		There is no action needed on this item at this time.					

Notes: Ande Banks, Director of Projects and Grant Management, reviewed the amounts that the Community Development Block Grant (CDBG) program had received in the past and stated the amount for 2015 would be approximately \$505,000. Mr. Banks reviewed the strategic plan the city completed in 2012 that identifies the five year goals which must be met as the city spends CDBG funds. Mr. Banks reviewed the three categories and the goals of needs identified in the 2012-2017 Strategic Plan are the following: 1. Housing - increase the supply of affordable housing for low and moderate-income households; increase the rate of homeownership among low to moderate-income households; and promote physically accessible housing for those with disabilities through partnership with nonprofits and other appropriate agencies; 2. Homelessness - improve the quality of life for homeless individuals and families by providing funds to public service agencies that serve the homeless population; continue to participate in the Harrisonburg/Rockingham County Continuum of Care and support efforts to implement the Harrisonburg/Rockingham County Ten-Year Plan to End Homelessness; and improve the quality of life for homeless individuals and families by providing funds to improve homeless facilities; and 3. Non-housing community development - improve the quality of life in low and moderate income (LMI) neighborhoods through infrastructure and public facilities improvements, and spot demolition; improve economic opportunities for low-income residents by fostering partnerships and initiative that provide living-wage jobs and job training; and support public services that address the housing and community development needs of low-to-moderate income residents, especially extremely low-income persons. Mr. Banks reviewed the tentative schedule for the 2015-2016 CDBG Program and stated that grant applications are due by noon on February 19, 2015 and suggested applicants contact him prior to submittal. Mr. Banks also suggested those interested attend a training session that will occur on Thursday, January 15 at 2:00 p.m. Mr. Banks stated no action is needed at this time.

Council Member Shearer stated there are a required set of mandates and also encouraged everyone to come to the meeting and reach out to Mr. Banks prior to submitting an application.

At 7:35 p.m., Mayor Jones closed the regular session and called the second public hearing to order. A notice appeared in the Daily News-Record on Monday, December 22, 2014.

James "Bucky" Berry, 30 West Washington Street, stated he would like to see CDBG use funds towards rapid re-housing programs.

Gary Rays, 765 Northfield Court, stated he was a volunteer with the Suitcase Clinic and it has received funding through CDBG and stated how important the program is and reported that 250 individuals were seen last year.

At 7:37 p.m., Mayor Byrd closed the public hearing and the regular session

reconvened.

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# Appendix I

3/24/15 Public Notice and Minutes



**CITY OF HARRISONBURG  
2015-2016 ACTION PLAN  
PUBLIC HEARING/COMMENT NOTICE  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

The City of Harrisonburg will hold a public hearing on Tuesday, March 24, 2015, at 7:00 PM in the City Council Chambers, 409 South Main Street, in order to receive citizen input regarding the 2015-2016 Action Plan for the Community Development Block Grant (CDBG) Program. Citizen participation is essential to the City's involvement in the Federal Department of Housing & Urban Development's (HUD) CDBG Program. The Action Plan serves as the planning document for addressing overall community development and housing needs that will utilize the \$542,005 entitlement of CDBG funding available to the City for 2015-2016. Projects selected to receive this funding will be included in the Action Plan.

All citizens and organizations are invited to attend the public hearing to comment orally or in writing on the FY 2015 Action Plan. The City of Harrisonburg will make reasonable accommodations and services necessary for sensory-impaired and disabled citizens at the public meeting. Additionally, translation services may be offered upon request and availability. Persons requiring such accommodations/services should contact Ande Banks at (540) 432-8923 at least five working days in advance of the meeting.

Copies of the Action Plan are available at the City Manager's Office, 345 South Main Street, Harrisonburg between 8:00 AM and 5:00 PM, Monday through Friday, and at the reference desk at the Massanutten Regional Library for a 30 day public comment and review period which begins March 24, 2015. The Action Plan will also be posted on the City website at [www.ci.harrisonburg.va.us](http://www.ci.harrisonburg.va.us) on this date. Written comments may be mailed to Kristin McCombe, Grants Compliance Officer, Office of City Manager, 345 South Main Street, Harrisonburg, VA 22801. Comments may also be submitted by calling (540) 432-8926 or emailing [kristinm@harrisonburgva.gov](mailto:kristinm@harrisonburgva.gov). Comments are welcomed prior to the start of the review period, but all comments should be received no later than 5:00pm on Friday, April 24, 2015, to be considered.

# Appendix J

Certifications