



**City of Harrisonburg, Virginia**

**Community Development Block Grant Program**  
**Annual Action Plan for year FY 2007**

**ORIGINAL SUBMITTAL**

**Presented to**  
**U.S. Department of Housing and Urban Development**  
**Richmond Office of Community Planning and Development**

**May 16, 2006**

## Application For Funds From U.S. Department of Housing and Urban Development

Replaces SF424: [Application for Federal Assistance](#), when submitted electronically. However, until further notice, an original signed hardcopy of the SF424 must be provided to the local HUD CPD office. This module will most likely be absorbed by the E-Grants process by the end of FY05.

### A. Submission

Submission type is ([choose one of the three below](#)):

1.  **Strategic Plan with Annual Action Plan**

a. [Period covered in years is](#): 3  4  5

b. Timeframe covered (mm/dd/yr) is from 7/1/04 to 6/30/07.

c. Submission date (Note: no submissions accepted from 8/16 to 11/14): 7/14/04

d. Type of Submission (Check one in each of the two columns below):

- |   |   |
|---|---|
| <input type="checkbox"/> Original                               | <input type="checkbox"/> Full Plan        |
| <input type="checkbox"/> Update                                 | <input type="checkbox"/> Abbreviated Plan |
| <input type="checkbox"/> Amendment: Minor                       |   |
| <input type="checkbox"/> <a href="#">Amendment: Substantial</a> |   |

2.  **Annual Action Plan only**

a. Timeframe covered (mm/dd/yr) is from July 1, 2005 to June 30, 2006

b. Year of Strategic Plan period for this submission: 1  2  3  4  5

3.  **[Annual Performance Report](#)**

a. Timeframe covered (mm/dd/yr) is from \_\_\_\_\_ to \_\_\_\_\_

b. Year of Strategic Plan period for this submission: 1  2  3  4  5

4. Catalog of Federal Domestic

Assistance Numbers

Assistance Titles

Amounts of Application Requests

14-218

Community Development Block Grant (CDBG)

\$ 550,442

HOME Investment Partnership Act Grant (HOME)

\$

Emergency Shelter Grant (ESG)

\$

Housing Opportunities for Persons with Aids (HOPWA)

\$

**B. Applicant**

- 1. Name: City of Harrisonburg
- 2. Identifier: B-06-MC-51-0029
- 3. Employer Identification Number (EIN): 546001343
- 4. DUNS number: 070423694

5. Applicant is (choose one):

- Local Government: City
- Local Government: County
- Consortia
- State
- District of Columbia

6. U.S. Senators (list both): John Warner George Allen

7. Names of Members of Congress for this jurisdiction  
**Robert Goodlatte**

Congressional Districts  
**6th**

**8. Applicant/Grantee Representative:**

Name: Kimberly Alexander  
Title: Block Grant Coordinator  
Telephone Number: 540-432-8923

9. Certification

“To the best of my knowledge and belief, all data in this application are true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant will comply with the attached assurances if the assistance is awarded.”

Signed (enter PIN):

Date signed:

10. Contact Person for matters involving this application:

Name: Kimberly L. Alexander  
Title: Block Grant Coordinator  
Telephone Number: 540-432-8923 Fax Number: 540-432-7778  
E-mail Address: CDBG@ci.harrisonburg.va.us

**C. For HUD Use Only**

1. Is applicant delinquent on any Federal debt?  yes  no

2. Is application subject to review by State Executive Order 12372 process?

Yes.

This application was made available to the E.O. 12372 process for review on (date):

No. This program is not covered by E.O. 12372.

N/A. This program has not been selected by the State for review.

3. Date Plan submitted

4. Date Plan Review due ([45 days from HUD CPD receipt](#))

5. Date Plan Review completed

6. Plan approved  yes Date

or

no Date

Extension granted  yes  no Date

Quantity of days extended

Explanation

Date Grantee signed off

Date HUD signed off

Recommended actions

7. Reviewing offices (check those that will be reviewing):

- |                               |   |                                |
|-------------------------------|---|--------------------------------|
| <input type="checkbox"/> FOD  | <input type="checkbox"/> CPD Relocation | <input type="checkbox"/> IG    |
| <input type="checkbox"/> FHEO | <input type="checkbox"/> CPD FA         | <input type="checkbox"/> OGC   |
| <input type="checkbox"/> SF   | <input type="checkbox"/> CPD CPS        | <input type="checkbox"/> Other |
| <input type="checkbox"/> MF   | <input type="checkbox"/> CPD EO         |                                |

8. Check any of the following that have been included in this submission:

SF 424 in original signed hardcopy format

**Certifications**

Electronic version                       Original signed hardcopy

**Maps**

Electronic version                       Original signed hardcopy

**Databases**

Electronic version                       Original signed hardcopy

[Public comments](#)

[Replies to public comments](#)

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\* Please note that the only Appendices appearing in this document are Appendix A – Maps and Appendix B – HUD Tables. Further, these Appendices do not appear in their entirety, rather only the NEW portions of these Appendices are included. All other Appendices may be found in The City's 2005-2007 Consolidated Plan (2005-2007 Strategic Plan and 2005 Action Plan) and 2006 Action Plan, available in the City Manager's Office or on the City website [www.ci.harrisonburg.va.us](http://www.ci.harrisonburg.va.us).

## Executive Summary

The following Executive Summary is only a listing of the proposed projects for this Action Plan, the proposed funding amounts for those projects, the objectives and outcomes for the proposed projects, and a brief evaluation of past performance (see CAPER for detailed evaluation). For more detail regarding the projects or the CDBG program in general, please read the Action Plan in its entirety or contact the Block Grant Coordinator at (540) 432-8923 for more information.

**Project #1: Harrisonburg Redevelopment & Housing Authority (HRHA) – Harrison Heights Renovation**

Proposed Funding: \$140,000

Objective(s): *Decent Housing – Rehabilitate public housing units*

Outcome(s): *40 public housing units will be rehabilitated*

**Project #2: City (Parks & Recreation) – Morrison Park Athletic Field and Track**

Proposed Funding: \$64,481.99

Objective(s): *Suitable Living Environment – Upgrade recreational facilities at existing parks in LMI areas*

Outcome(s): *1 additional recreational facility will be made available to the community*

**Project #3: City (Public Works) – Gay & Noll Traffic Light**

Proposed Funding: \$97,000

Objective(s): *Suitable Living Environment - Pay for street, sidewalk, and traffic control improvements in designated LMI areas*

Outcome(s): *1 intersection will be made more accessible and improved to benefit the community*

**Project #4: City (Public Works) – Bicycle & Pedestrian Facilities**

Proposed Funding: \$50,000

Objective(s): *Suitable Living Environment – Upgrade recreational facilities in LMI areas, Pay for street, sidewalk, and traffic control improvements in designated LMI areas, and Fund projects that support the Citywide Bicycle and Pedestrian Plan*

Outcome(s): *1 segment of the new Citywide Bicycle and Pedestrian Plan will be made available*

**Project #5: City (City Manager’s Office) – Administration**

Proposed Funding: \$110,088

Objective(s): *Suitable Living Environment – Successfully and effectively administer the CDBG Program*

Outcome(s): *CDBG Program will continue to be successfully and effectively administered*

**Project #6: The Association of Retarded Citizens (ARC) – Op Shop**

Proposed Funding: \$14,000

Objective(s): *Suitable Living Environment – Support agencies that will provide expanded day support programs and continue to fund public service activities that target extremely low- and low-income households and individuals*

Outcome(s): *27 presumed LMI individuals (adult disabled) will continue to receive expanded day support, allowing them to avoid institutionalization*

**Project #7: Valley Program for Aging Services (VPAS) – Meals on Wheels**

Proposed Funding: \$9,000

Objective(s): *Suitable Living Environment – Provide funding for supportive services for the elderly and continue to fund public service activities that target extremely low- and low-income households and individuals*

Outcome(s): *16 LMI elderly will continue to receive home delivery of meals, disease prevention, health promotion, in-home assessments, and public information education and support*

**Project #8: Social Services/Office of Children & Youth – Bright Smiles Dental Care Program**

Proposed Funding: \$10,000

Objective(s): *Suitable Living Environment – Continue to fund public service activities that target extremely low- and low-income households or individuals*

Outcome(s): *35 children without dental insurance (targeting children in pain) will have treatment made available/affordable to them – they will have cavities filled and have sealant put on their teeth*

**Project #9: Mercy House – SAFE at Home/Emergency & Supportive Services**

Proposed Funding: \$14,000

Objective(s): *Suitable Living Environment – Provide additional job training, financial management training, and other supportive services, including emergency services, for those in transition and continue to fund public service activities that target extremely low- and low-income households and individuals*

Outcome(s): *25 families in transition from homelessness will have emergency and supportive services made available to them, making their transition affordable*

**Project #10: The Harrisonburg-Rockingham Free Clinic – Pharmacy Services**

Proposed Funding: \$15,000

Objective(s): *Suitable Living Environment – Continue to fund public service activities that target extremely low- and low-income households or individuals*

Outcome(s): *396 individuals will have 12,300 medications made available and/or affordable to them*

**Project #11: HRHA/Community Resource Center (CRC) – Homeless Management Information System (HMIS)**

Proposed Funding: \$6,000

Objective(s): *Decent Housing – Support organizations that provide direct services to prevent homelessness*

Outcome(s): *Individuals and families experiencing homelessness or in danger of homelessness will be assisted and directed to the appropriate organizations for help, and a computerized data collection system will be made available to capture information on the characteristics and service needs of the area’s homeless population*

**Project #12: City (Economic Development) – Downtown Façade Improvement Grant/Loan Program**

Proposed Funding: \$20,872.01

Objective(s): *Suitable Living Environment – Support projects that promote the revitalization of the Downtown Historic District and support neighborhood streetscaping and beautification projects*

Outcome(s): *4 building facades in historic downtown will be improved to enhance revitalization efforts*

This is the third year that the City of Harrisonburg has received CDBG entitlement funding. Each year becomes more difficult than the previous year to administer this program and to make Subrecipient awards, as each year the amount of CDBG funding available to the City decreases, yet the need for funding does not. The City of Harrisonburg’s performance under the CDBG program, particularly considering that it is a fairly new entitlement community, has been very good. Policy was developed quickly and has remained consistent. The City spends CDBG funding in a timely manner and requires that Subrecipients do the same. The City has a very comprehensive Subrecipient contract and constantly monitors all Subrecipients to ensure appropriate CDBG administration and compliance with all regulations. Proposed objectives are either met or exceeded, with few exceptions. Exceptions are always accompanied by reasonable explanations. The City keeps exceptional program documentation and requires that Subrecipients do the same. There has only been one instance of unacceptable documentation and noncompliance from a Subrecipient in previous years, and after acceptable documentation was obtained for monies spent, CDBG funding for the program was terminated by the City. A more detailed evaluation of past performance can be found in the City’s Consolidated Annual Performance and Evaluation Reports (CAPERs) for previous years, available in the City Manager’s Office or on the City’s website [www.HarrisonburgVA.gov](http://www.HarrisonburgVA.gov).

#### IV. Annual Action Plan

Due annually no less than 45 days prior to the grantee's program year start date.

For Year 1 2 3 4 5 of Strategic Plan period.

##### A. Managing the Process: Citizen Participation

1. Does jurisdiction have a completed and approved Citizen Participation Plan on file?  Yes  No

2. Actions taken to provide for/encourage citizen participation in developing the Annual Action Plan. Check all that apply.

Outreach (Indicate methods used):

- To minorities and non-English-speaking persons
- To persons with disabilities
- To low- and moderate-income persons living in slum and blighted areas
- To low- and moderate-income persons living in areas where CDBG funds are proposed to be used
- To residents of predominantly low- and moderate-income neighborhoods
- To residents of public housing

Citizen Advisory Committee

Neighborhood meetings

Focus groups

[Public hearings](#) Dates: December 21, 2005 & March 28, 2006

Other: (List below)

Public Notices in local newspaper

Press Releases

News Articles

Radio Spots

Fliers posted on City Hall Announcement Board

Announcements on City website and at televised City Council meetings

3. Public Notices/Public Comment:

Was notice given at least two weeks prior?  Yes  No

30-day comment period: From March 28, 2006 to April 28, 2006

Was reasonable access provided to the public for plan review during the 30-day comment period?  Yes  No

## B. Managing the Process: Consultation with Public and Private Entities

1. Which organizations were consulted when preparing the Annual Action Plan? Check all that apply.

Agencies that provide:

Assisted housing

Indicate names: Harrisonburg Redevelopment & Housing Authority, Pleasant View, Harrisonburg-Rockingham Community Services Board

Health services

Indicate names: Harrisonburg-Rockingham Health Dept., Harrisonburg-Rockingham Free Clinic, Lead Safe Virginia Program, Office of Healthy Homes & Lead Hazard Control, Rockingham Memorial Hospital

Social services

Indicate names: Harrisonburg-Rockingham Social Services

Homeless services

Indicate names: Mercy House, Community Resource Center

Services to persons with disabilities

Indicate names: Valley Associates for Independent Living, The ARC of Harrisonburg-Rockingham,

Adjacent units of general local government

Indicate names:

Other (identify): Harrisonburg Downtown Renaissance, Way to Go Transportation Program, Harrisonburg Economic Development Department, Harrisonburg Public Works Department, Harrisonburg Parks and Recreation Department, Harrisonburg Department of Community Development, Office of Children and Youth, Valley Program for Aging Services,

2. Lead agency or entity responsible for overseeing the development of the plan: City Manager's Office

3. Lead Based Paint: What organizations were consulted when preparing the portion of the plan dealing with lead-based paint hazards? (Check all that apply)

State or local health agencies

Indicate names: Harrisonburg-Rockingham Health Department, Lead Safe Virginia Program, Office of Healthy Homes & Lead Hazard Control

State or local child welfare agencies

Indicate names: Harrisonburg-Rockingham Social Services

Other

Indicate names: Harrisonburg Redevelopment and Housing Authority, 2000 Census

### C. Managing the Process: Certifications

For each year of the strategic planning period and for applicable programs, check the certifications on the Certification Checklist that are complete and correct. Until the feature of electronic signatures is available in this Consolidated Planning tool, please submit a hardcopy of each required certification to your local HUD Community Planning and Development Office. Be sure to use the appropriate version (Local or State certifications), and that it has been signed by your official Applicant/Grantee Representative (see the "Applicant Section" in Module I. "Application for Funds From U.S. Department of Housing and Urban Development").

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

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

### D. Financial Sources/Uses

Approximately \$550,442 in Federal funds from the CDBG program will be available in FY 2007 to provide decent housing, establish and maintain a suitable living environment, and expand economic opportunities, especially for low- and moderate-income persons.

#### Funding Sources

Entitlement Grant (includes reallocated funds)		
CDBG	\$550,442	
ESG	\$0	
HOME	\$0	
HOPWA	\$0	
Total		\$550,442
Prior Years' Program Income NOT previously programmed or reported		
CDBG	\$0	
ESG	\$0	
HOME	\$0	
HOPWA	\$0	
Total		\$0

Reprogrammed Prior Years' Funds		
CDBG	\$83,916.83	
ESG	\$0	
HOME	\$0	
HOPWA	\$0	
Total		\$83,916.83
Total Estimated Program Income		\$0
Section 108 Loan Guarantee Fund		\$0
TOTAL FUNDING SOURCES		\$634,358.83
Other Funds		\$0
Submitted Proposed Projects Totals		\$550,442
Un-Submitted Proposed Projects Totals		\$83,916.83

The City will not receive program income from prior years (not previously programmed or reported). Though the City is reprogramming \$83,916.83 in funds from the 2005 and 2006 Action Plans, this is being done through a separate document (amendments), and is not, therefore, included in this Action Plan.

The City anticipates that the following Federal, State, local, and private resources will remain or become available over the 3-year planning period to address priority strategies.

**Federal Resources**

Funds from HUD and any other Federal sources are available to address the Consolidated Plan's priority needs, such as grants and other revenues that may be available to provide funding to the City or other organizations within the City.

**Section 108 Loan Guarantee (Section 108):** Through Section 108, HUD guarantees notes issued by units of general local government. Funds finance economic revitalization and development activities that include housing and rehabilitation of privately owned buildings for residential purposes; expansion of for-profit businesses; financing and rehabilitation of low-income and public housing; acquisition, construction, or rehabilitation of neighborhood and community facilities; site improvement on community-owned land leased to a developer for

a commercial or industrial development project; site development; purchase of land or buildings for economic development; and infrastructure development that includes street reconstruction and/or sewer system repairs.

**Community Services Block Grant (CSBG):** This program can fund activities to implement anti-poverty activities such as housing counseling, emergency assistance, and other supportive services.

**Brownfields Economic Development Initiative (BEDI) Grants:** BEDI grants target Economic Development Initiative funds to brownfields projects. BEDI grants are made to local governments for use in supporting brownfield redevelopment activities and projects financed in whole or in part with Section 108 Loan Guarantees.

**Economic Development Initiative (EDI):** The Economic Development Initiative provides grants to be used in tandem with Section 108 guaranteed loans for economic revitalization projects. These grants will enhance the viability of such projects (through interest rate subsidies and debt service/operating reserves) and increase the likelihood that the Section 108 loans can be repaid from project revenue.

**Federal Historic Preservation Tax Incentives:** Federal Historic Preservation Tax Incentives are available for buildings listed in the *National Register of Historic Places* or located in certain historic districts that are substantially rehabilitated for income-producing purposes according to standards set by the Secretary of the Interior.

**Home Repair Loan Program (Section 504):** The Home Repair Loan Program is available to low-income and elderly people who prefer to stay in their current homes, though they cannot afford repairs.

**Housing Preservation Grant Program:** This program also makes available funds to repair housing. Non-profits receive grants, and they in turn make funds available to homeowners that cannot afford to make needed repairs.

**Head Start/Early Head Start:** This program awards grants to local public and private nonprofit and for-profit agencies for comprehensive child development services for children and families. Intended primarily for low-income families, the program fosters the development of children and enables them to deal more effectively with both their present environment and later responsibilities in school and community life.

**Section 8:** The Harrisonburg-Rockingham area receives approximately \$ 4 million in Section 8 Housing Choice Vouchers (HCVs). The Harrisonburg Redevelopment & Housing Authority (HRHA) manages 553 HCVs, the Community Services Board manages approximately 42-43, and the Valley AIDS Network manages around 20 vouchers. Section 8 new construction has been used for the following apartment complexes – Harris Gardens, JR Polly Lineweaver, and Chestnut Ridge.

**Low Income Housing Tax Credits (LIHTC):** LIHTC are available on a competitive basis and are not allocated by area. The HRHA receives these credits with the Lineweaver Annex, and they applied for LIHTC for the public housing units at Mosby Court in 2005. In Broadway (about 20 miles outside of the City), there is a group home that receives these tax credits.

**Continuum of Care:** The HRHA received \$42,000 through this program for the development of a Homeless Management Information System (HMIS) that is being developed through the Community Resource Center.

**Federal Shelter Grant (FSG):** The Salvation Army receives \$32,829 in FSG funding.

**Energy Share Grants:** The Salvation Army receives funding from this program.

**FEMA Emergency Food & Shelter Grant:** The Salvation Army receives funding from this program.

### **Local Public Resources**

Local funds may also be used to address the Consolidated Plan's priority needs.

**State Shelter Grant (SSG):** The Salvation Army receives \$82,500 in SSG funding.

**City of Harrisonburg General Funds:** These funds support organizations that provide public services, housing, and/or supportive services to area residents including low-income families and persons. The City provided \$1,242,402 in 2005, \$1,299,331 in 2006, and has proposed \$1,599,510 in 2007 for local outside agencies and organizations from general fund resources.

#### **Subrecipient Voluntary Match**

Although not required by the City in order for an agency or organization to receive CDBG funds, the City of Harrisonburg strongly encourages its subrecipient applicants to show a match (whether agency funds, private donations, or in-kind) against CDBG funds. By demonstrating matching funds, the applicant will receive additional evaluation points, thereby increasing the likelihood that its project will be funded.

## **V. Consolidated Annual Performance Report (CAPER):**

This document is available in the City Manager's Office, located at 345 South Main Street, or on the City of Harrisonburg website [www.HarrisonburgVA.gov](http://www.HarrisonburgVA.gov).

## VI. Narratives

### Year 3: General Needs and Issues

Through discussions with various local agencies and organizations, public hearings, phone calls/comments from individual citizens, and survey distribution, it appears that affordable, decent housing is a priority need in the City. Related specifically to housing, the following are the most prevalent current needs:

- Rehabilitation of public housing units;
- Transitional housing;
- Demand for single floor rental units for the elderly;
- Demand for 1 and 2 bedroom rental units;
- Elimination of accessibility barriers for elderly and disabled;
- Rental rehabilitation projects to benefit the very lowest-income households, especially large families, and 2-4 person households;
- Additional rent assistance for extremely low-income families;
- Owner-occupied rehabilitation especially for low and extremely low-income households;
- Assistance to low- and moderate-income renters for home purchase; and
- Revitalization of older neighborhoods.

Discussions with various local agencies and organizations, public hearings, phone calls/comments from individual citizens, and survey distribution also indicate a variety of non-housing community development needs. Those of the highest priority are:

- Health Care Services;
- Dental Services;
- Child Care;
- Elderly Services;
- Transportation Services;
- Sidewalks & Pedestrian Infrastructure (especially sidewalk improvements to business districts from elderly / disabled housing units);
- Streetscape Beautification and Downtown Revitalization;
- Homeless/Emergency Services;
- Job Creation/Retention;
- Recreational Services (especially youth services);
- Parks & Playgrounds;
- Disabled Services; and
- Employment Services & Job Training.

## **Year 2: Description of Actions To Be Taken**

In determining which projects to fund, the City made an effort to address as many of the above needs and issues as possible. The City received \$926,688 in funding requests for project year 2007, almost twice the City's entitlement amount. The CDBG application process for this funding cycle was extremely competitive, largely due to the more than 10% cut in CDBG funding. The City's \$550,442 in CDBG funds will be spent as outlined in the following paragraphs.

In the area of Housing and Property Improvements, the City selected two projects. \$140,000 will be provided to the Harrisonburg Redevelopment and Housing Authority (HRHA) to assist in financing debt service on a \$3.3-\$3.5 million bond for the rehabilitation of 40 Public Housing Units in the Harrison Heights Development, which are public housing units built in the early 1960's. This proposal will assist approximately 131 individuals (variable depending on the size of families living in the units at any given time) through enhanced living conditions. At this time, it is important to note that the City intends to continue using \$140,000 in CDBG funds each year for likely 15 years, but up to 20 years, to continue assisting in financing debt service on this same bond. This should be noted because future awards to the HRHA for this purpose will be considered "pre-award costs" that must necessarily comply with 24 CFR 570.200 (h). Future awards to the HRHA for this purpose will affect future grants by reducing the amount available to other applicants. However, there is no regulatory cap on the Housing & Property Improvements funding category (from where the HRHA award would be taken), so even if applications in this category increased in subsequent years, new applicants to this category may not necessarily be adversely affected, as they might be if the future awards were to come from Public Services or Administration funding. Additionally, because the City has identified Housing & Property Improvements, specifically the rehabilitation of public housing units, as a very significant and high priority, and because the City has made similar awards to the Housing Authority since the City became an entitlement, and because the HRHA seems to be the logical choice for funding a project that will benefit the highest number of LMI individuals with housing needs, the City believes that future awards to the HRHA for this purpose will not affect other applicants seeking CDBG funds any more or less than applicants have been affected in past funding cycles. It should also be noted that the City has received permission from HUD to make payments for this project with CDBG funds for a period of longer than two years (likely 15, but up to 20 years) following the effective date of the grant agreement for this project for the 2006 funding cycle (the funding cycle in which this project was first included). The City contends that continuing to fund this debt service for more than two years would significantly contribute to the goals and purposes of the CDBG Program by serving a very high number of LMI families and individuals, especially in comparison to the number of LMI individuals and families served by some other projects. Further, failure to continue funding this debt service for more than two years would likely result in an undue hardship to the City and to the HRHA. The rehabilitation of these public housing units was and is particularly important due to the environmental conditions at these units, such as lead-based paint and sanitary plumbing concerns. **This current funding cycle represents YEAR 2 of the 15-20 year period.**

The second project under Housing and Property Improvements is the Downtown Façade Improvement Grant/Loan Program. The City will provide \$20,872.01 to the City Department of Economic Development for this purpose. This City department will work with Harrisonburg Downtown Renaissance to identify eligible buildings in the City's Downtown Historic District that would most benefit from this funding. This Façade Program is a part of the City's larger downtown streetscape revitalization project, which will benefit the City in its entirety.

The City has chosen to support the following three Community and Public Facilities Projects, all of which are City projects. The City Parks and Recreation Department will use \$64,481.99 in CDBG funding to improve Morrison Park, next to Waterman Elementary School, to include an Athletic Field and Track. Current site conditions are undesirable and insufficient to maintain sufficient turfgrass, resulting in areas not safe for recreational and school activities. The total cost of this project is \$65,000, and the remaining \$518.01 will come from Amendment #10 to the

2005 Action Plan. The City Public Works Department will use \$97,000 in CDBG funding to improve an existing traffic signal at the intersection of Gay Street and Noll Drive to include detectors and crosswalks, handicap ramps, pedestrian signals, etc. This project will provide for pedestrian safety and mobility and is particularly important for the residents in this LMI area, particularly considering the current redevelopment of an adjacent warehouse into new apartments. \$150,000 was requested for this project, which initially included sidewalk reconstruction as well; because only \$97,000 is being funded, improvements will be as extensive as funding limitations permit. \$50,000 in CDBG funding will be used by the Public Works Department for Bike Paths within the City. This funding will assist in completing a segment of the citywide Bicycle and Pedestrian Plan that has been adopted by City Council and that benefits the entire City, which is 52.4% LMI. Items that may be included in this project are the construction of actual facilities, along with appropriate signage. Though the precise location of the assisted segment of bike path is undetermined, priority will be given to segments that are located, in their own right, in LMI census tracts.

The City will use \$110,088 in CDBG funds for Administration. This will be used for salaries, benefits, office supplies, postage, travel and training, and other administrative costs relating to the CDBG Program.

Six Public Services projects have been selected to receive CDBG funding. The Arc (Association of Retarded Citizens) of Harrisonburg and Rockingham will use \$14,000 in CDBG funding to expand and continue outings and volunteer activities by purchasing fuel for and maintaining the vans, purchasing storage cabinets for educational and cooking supplies, and purchasing other program materials. Valley Program for Aging Services (VPAS) will be awarded \$9,000 to continue their Meals on Wheels Program. VPAS intends to collect income data on those served, even though they are presumed LMI, and it is likely that all served will fall into the extremely low- income category. The City intends to award \$10,000 to the Office of Children and Youth, Institute for Innovation in Health and Human Services at JMU. This funding, which may actually be administered through Social Services, would be used for a dental care program that will provide service to 35 children from LMI families. These children will have cavities filled, sealant applied, and become pain free. \$14,000 in CDBG funding will be provided to Mercy House for assistance to those who have left the homeless shelter within the last year. Assistance includes emergency financial assistance, mentoring, childcare assistance, gas vouchers, bus passes, car repairs, training, and other services. The Harrisonburg-Rockingham Free Clinic will receive \$15,000 to provide free medications to low-income, uninsured residents of Harrisonburg. The final Public Service activity that the City will fund is a Homeless Management Information System. The City will provide \$6,000 to the Community Resource Network and/or Harrisonburg Redevelopment and Housing Authority for this purpose.

The City does not intend to spend any CDBG funds under Economic Development.

For more detailed information on the proposed projects, please refer to the Table 3 worksheets that have been completed for each project.

## **A. General**

1. Harrisonburg is a city of 17.4 square miles and approximately 42,500 inhabitants. It is located in the geographic center of the Shenandoah Valley of Virginia. The City is equidistant from Washington, D.C. (124 miles), Richmond, Virginia (116 miles), and Roanoke, Virginia (111 miles). It is a part of the Central Shenandoah Planning District. The community was established in 1780 and became an incorporated city in 1849. The City has a rich history of civic pride, philanthropy, and development. Despite the positive changes

experienced by the City, however, there remain areas of unmet need, and a collective desire to see our community improve and prosper to a greater extent.

Harrisonburg is an independent city, which means it is not part of any county. This legal separation of cities and counties is unique to the Commonwealth of Virginia. A city's boundaries can only expand via a court-approved annexation of property from the surrounding county. The last annexation involving Harrisonburg took place in 1983 and allowed the City to more than double in size and recapture some of the population that had shifted to suburban areas. The General Assembly has enacted a moratorium on annexation that is still in effect; therefore, for the 2005-2007 Consolidated Plan, the City considers its boundaries to be fixed.

Map 1, located in Appendix A of the City's Consolidated Plan (available on the City website or in the City Manager's Office), indicates the areas of concentration of low and moderate-income households. The Map titled "Project Sites for the 2007 Action Plan", located in Appendix A of this document, identifies the physical locations of the City's 2007 CDBG projects. In the case of public service activities or other activities that are Citywide, the location indicated is only that of the central office or location from which the program is run.

2. Due to the type and quantity of Subrecipient grant applications received and the limited amount of funding available to address priority needs and objectives, the City has focused on addressing areas of needs versus allocation of funds by geographical area. However, there is a map located in Appendix A that shows the physical locations of the 2007 project sites in relation to Harrisonburg's LMI census tracts. Those projects not located in LMI areas (and many of those that are) serve either an LMI limited clientele or the City as a whole, which is more than 51% LMI.

As far as addressing areas of need, when the City began the subrecipient application process this year, City staff identified the following percentages (and in parenthesis the equivalent dollar amount) as funding allocation targets for each area of need. The actual dollar amount proposed to be funded after subrecipient applications were reviewed, evaluated, and scored is also listed.

Housing & Property Improvements:	Target - 27% (\$ 148,620)	Proposed - \$ 160,872.01
Community & Public Facilities:	Target - 28% (\$ 154,124)	Proposed - \$ 211,481.99
Administration:	Target - 20% (\$ 110,088)	Proposed - \$ 110,088
Public Services:	Target - 10% (\$ 55,044)	Proposed - \$ 68,000
Economic Development:	Target - 15% (\$ 82,566)	Proposed - \$ 0

It should be noted that the priority project identified by the City Department of Economic Development technically falls under Housing & Property Improvements rather than Economic Development.

The City estimates that, as in previous years, 100% of its CDBG funds will be used to benefit persons of low- and moderate- income.

3. At this point, the primary obstacle identified in meeting underserved needs would be the financial limitations of the City and the various other agencies attempting to meet those needs.

**B. Affordable Housing**

**1. BASIS FOR ASSIGNING PRIORITY:**

Following the research and data gathering process, the City grouped LMI housing needs by category as follows:

**1. Households with incomes 0-30% of median**

**A. Small families who are renting and paying more than 50% of their income for rent.**

Reason for priority: Small households at this income level who are paying over 50% of their income for rent are not left with much to cover the additional essential expenses of food, clothing and transportation. Additionally, at this income level, even half of the monthly income is not large in terms of actual dollar amount, which is likely to mean that the property owner is not receiving sufficient cash flow to adequately maintain the rental property.

**B. Small families who are renting and paying more than 30% of their income for rent**

Reason for Priority: Small households at this income level who are paying over 30% of their income for rent are not left with much to cover the additional essential expenses of food, clothing and transportation. Additionally, at this income level, even half of the monthly income is not large in terms of actual dollar amount, which is likely to mean that the property owner is not receiving sufficient cash flow to adequately maintain the rental property.

**C. Large renter families living in substandard housing**

Reason for Priority: By addressing this category of need, the City not only will assist low-income households to improve their living situation but by improving the condition of the housing stock, will improve neighborhood conditions and stabilize the tax base.

**D. Elderly renters paying more than 50% of their income for rent**

Reason for priority: The elderly have no further income-earning potential and therefore few alternatives when faced with disproportionate rents.

**E. Elderly renters paying more than 30% of their income for rent**

Reason for priority: The elderly have no further income-earning potential and therefore few alternatives when faced with disproportionate rents.

**F. Owners who are paying more than 50% of their income for housing related costs**

Reason for priority: Owners in this income category who are paying over 50% of their income for basic housing related costs do not have any funds available for routine maintenance needed on homes. This problem is especially serious for low-income households, as they are limited by income to purchase older homes, which require more maintenance. This results in unsafe living conditions for members of these households, and it has a negative impact on the appearance of neighborhoods.

**2. Households with incomes 31-50% of median**

**A. Elderly renters paying more than 50% of their income for rent**

Reason for priority: The elderly have no further income earning potential and therefore few alternatives when faced with disproportionate rents.

**B. Elderly renters paying more than 30% of their income for rent**

Reason for priority: The elderly have no further income-earning potential and therefore few alternatives when faced with disproportionate rents.

**C. Owners who are paying more than 50% of their income for housing related costs**

Reason for priority: Owners in this income category who are paying over 50% of their income for basic housing related costs do not have any funds available for routine maintenance needed on homes. This problem is especially serious for low-income households, as they are limited by income to purchase older homes, which require more maintenance. This results in unsafe living conditions for members of these households, and it has a negative impact on the appearance of neighborhoods.

**D. Owners who are living in substandard housing**

Reason for priority: By addressing this category of need, the City not only will assist low-income owner households to improve their living situation, but by improving the condition of the housing stock, the effect will be to improve the condition of neighborhoods and stabilize the tax base.

**3. Households with incomes 51-80% of median**

There does not appear to be a significant problem for owners or renters in this income category, thus the City has no plans to make housing related assistance a priority for these owners.

**2. HOW THE CHARACTERISTICS OF THE HOUSING MARKET INFLUENCE USE OF FUNDS.**

The proportion of renters to owners has increased over the last decade in Harrisonburg and homeownership affordability is becoming more of an issue. Rental housing remains relatively affordable, although it is becoming more difficult for large family renters. However, some rental units, particularly public housing units are aging and in need of upgrades and improvements. The Harrisonburg Redevelopment and Housing Authority is taking a very proactive approach in establishing and supporting programs that seek to increase homeownership opportunities in Harrisonburg and that improve and expand the stock of decent affordable privately owned rental housing and public housing. In furtherance of these efforts, the Authority has targeted renovations to existing public housing units as its number one priority. The units in Harrisonburg were all built in the 1960's and have not received any significant renovations since that time. In light of this, the City allocated funds in FY 2005 to the Authority that allowed it to undertake the architectural and engineering design for the renovations, and the City awarded the Authority \$140,000 in CDBG funding in FY 2006 and committed the same award in subsequent years (including this year) to assist in funding the renovations themselves. The City and the Authority will also continue to monitor trends in homeownership and privately-owned rental units, and support programs that assist LMI residents in meeting their housing needs.

In the City's May 2006 Amendment to the FY 2005-2007 Strategic Plan, the Housing Market Analysis section is enhanced to include discussion of the extent to which any racial or ethnic group in the above categories has a disproportionately greater need in comparison to the needs of the respective categories as a whole. This analysis was completed in 2005 as a part of the City's Analysis of Impediments to Fair Housing Choice (AI).

**C. Homelessness**

1. *Describe the jurisdiction's strategy for helping low-income families avoid becoming homeless.*

Through data that has been gathered to date, there does not appear to be a large problem of existing homelessness, including low income families being threatened with homelessness. The City will continue to work with the Harrisonburg Redevelopment and Housing Authority to assist low income families in meeting their housing needs and will continue to monitor trends in order to be able to prioritize needs and prevent identified problems from resulting in homelessness.

2. *Describe how the jurisdiction will reach out to homeless persons and address their individual needs.*

As noted in Section 3/4, there is not a significant homeless problem in Harrisonburg at this time. However, the City will continue to support agencies and organizations that provide the homeless with temporary and/or transitional housing. The City funded Mercy House, an agency that provides temporary/transitional shelter and homeless services, with 2005 and 2006 CDBG funding, and the City intends to fund this agency again in this grant cycle. Please see the Mercy House Table 3 sheet in Appendix B of this Plan for detailed information on this project.

3. *Address the emergency shelter and transitional housing needs of homeless persons.*

Information relative to emergency shelter and transitional needs is addressed in Table 1A of the City's Consolidated Plan, available in the City Manager's Office or on the City website.

4. *Describe how the jurisdiction will assist homeless persons to make the transition to permanent housing and independent living.*

The City will continue to work with and through the Harrisonburg Redevelopment and Housing Authority and the agencies identified in Section 3/4 to assist the homeless in transitioning to permanent housing and independent living. The City's proposed funding of Mercy House specifically addresses this issue, and more information regarding this particular project may be found in Table 3 for Mercy House.

5. *Describe the jurisdiction's Continuum of Care*

While there is no existing Continuum of Care, the Community Resource Center, an agency funded by the City in FY 2005 with CDBG funds, is working in conjunction with the Harrisonburg Redevelopment and Housing Authority to develop a CoC and a Homeless Management Information System (HMIS) to better manage information on and services to the City's homeless population. The City is proposing in this 2007 Action Plan to again fund this HMIS project. When this system is in place and there is more data available on this population, the City's Consolidated Plan will be updated to reflect the new data.

6. *Describe the nature and extent of homelessness by racial and ethnic groups, to the extent that information is available*

See Section 3/4, Tables III-A and III-B. Again, when the Community Resource Center and the HMIS system have more information/data available, the Consolidated Plan will be updated to reflect this.

**D. Other Special Needs (Non-homeless)**

Other non-community development needs identified in the data gathering process included services for the elderly, persons with AIDS/HIV, and the developmentally disabled, and services complimenting or supplementing local law enforcement efforts in crime prevention and focus on at-risk youth. These needs are discussed in more detail in Section III (B)(5) and in Table 1B of the City's Consolidated Plan, available in the City Manager's Office and on the City website. Activities addressing some of these identified needs are proposed for funding in this Action Plan, and more detail on the specific projects is available in Appendix B in the Table 3 project sheets.

**E. Non-Housing Community Development Plan**

Public facilities, infrastructure improvements, economic development, and planning and administration were noted as the primary needs in this category. These needs are discussed in greater detail in Section III (B)(6) and in Table 2B of the City's Consolidated Plan, available in the City Manager's Office and on the City website. Public service needs and senior programs are also noted in that section, but are further elaborated upon in Section III (B)(5) of the City's Consolidated Plan. With the exception of economic development (for which no grant requests were made this year), activities addressing these identified needs are proposed for funding in this Action Plan, and more detail on the specific projects is available in Appendix B in the Table 3 project sheets.

### ***F. Barriers to Affordable Housing***

The City does not feel that it has any public policies that constitute barriers to affordability. The City permits construction of manufactured housing meeting state codes, and the minimum lot size requirement for lots in new subdivisions is not excessively large. Also, the City does not impose excessive development fees for new construction.

To better address this issue, the City developed an Analysis of Impediments to Fair Housing Choice (AI), using a qualified consulting firm. This AI has been completed and is available for review in the City Manager's Office and on the City website [www.ci.harrisonburg.va.us](http://www.ci.harrisonburg.va.us). The AI contains a detailed analysis of the City's housing market and includes a discussion of potential barriers within the City to affordable housing and fair housing choice, as well as strategies for remedying these potential barriers. This AI has previously been submitted to HUD, and is, by reference, included as a part of this document.

### ***G. Lead-based paint hazards***

It should be stressed that not all units with lead based paint pose a lead paint hazard. Lead paint presents a health hazard primarily to children under the age of 7 and then mainly when lead paint is not in good condition and housekeeping skills and nutrition are poor. For these reasons, the mere presence of lead based paint in all of the estimated units does not constitute a significant problem in and of itself.

The only way to determine the lead based paint hazard is to test for the presence of lead in household dust, soil, paint, etc, and to evaluate the condition of the paint containing lead. There has been no comprehensive testing for lead hazards in residential properties in the City and therefore, it is not possible to determine the actual lead paint hazard. However, while there have been no incidents of lead poisoning, the Housing Authority has noted that the majority of its public housing units do contain encapsulated lead-based paint which is beginning to show signs of deterioration. These public housing units were built in the early 1960's. This is one of the reasons the authority placed the renovations to existing public housing units as its number one priority. The City is, therefore, taking action to alleviate lead-based paint hazards and funding the #1 priority for public housing by funding the HRHA in the amount of \$140,000 for rehabilitation of the Harrison Heights units. Additionally, the City is providing the HRHA with a moral obligation of \$140,000 for the term of the bond for this rehabilitation, which is likely 15, but up to 20, years. This is year 2 of this 15-20 year period.

It is important to note that Harrisonburg is not included on the Virginia Department of Health's listing of "high risk areas" for lead poisoning, even though there are several areas in surrounding Rockingham County that are considered "high risk". The Department's "Prevalence of Elevated Blood Lead Levels and Proportion Tested by Locality of Residence " for children under 72 months, years 2000, 2001, 2002, and

2003 listed 3, 1, 4, and 1 child(ren), respectively, as having elevated blood lead levels. The respective percentages of children of that age with elevated blood levels to those tested is 1%, 0%, 1%, and 0%.

The 2003 Annual Report Summary of Surveillance Data for Children with Elevated Blood Lead Levels (Part B – Health District Statistics) offers some additional data for 2003, such as cases of elevated blood levels by race, sex, age, range of elevation, locality (Rockingham – not Harrisonburg), and patient status, however, this data is analyzed by Health District rather than locality, so it does not provide a clear picture of Harrisonburg’s statistics. In fact, it rather has the opposite effect, as Harrisonburg is probably counted with Rockingham County, which includes several high risk areas. Regardless, this data is provided in Appendix G of the 2006 (previous) Action Plan. Also provided in Appendix G is a table showing the number of children with elevated blood lead levels and rate per 100,000 for localities in the Central Shenandoah Valley Health District for 1996-2002. Appendix G is labeled as such because in addition to providing statistics for the 2006 and other Action Plans, it should be considered as an addition to the City’s Consolidated Plan, for which Appendices A-F already exist.

Further, discussion with the local Health Department revealed the following information. Since July of 2004, there have been 3 children residing in the City of Harrisonburg identified by the local Health Department as having elevated blood lead levels. All 3 children are Hispanic, and two of the three are located in LMI Census Tracts. The third is either located in an LMI census tract or just outside of one. The streets on which the 3 children live are Myrtle Street (LMI), Chicago Avenue (possibly LMI, depending on exact location), and Liberty Street (LMI). Comparatively, in the most recent cases of elevated blood lead levels identified by the local health department in children in surrounding Rockingham County, all of the children are white. The local Health Department expressed concern that they may see a greater number of Hispanic children in the area with elevated blood lead levels in the future compared to other ethnicities, due to the fact that much of the Hispanic population migrating to the area arrive with pottery and canned products from their homeland, which may contain high levels of lead. The local Health Department stated that it is difficult to tell whether the elevated blood lead levels in these groups are caused by lead in the houses in which they reside or in their pottery and canned products.

Additionally, 2000 Census data shows a total of 13,689 housing units in the City of Harrisonburg. Because Census data is separated by decade, it is impossible to determine how many housing units were built prior to 1978; the data used in this analysis and estimation is separated at the year 1979, because that is all the Census data provides. 7,736 of the 13,689 housing units in Harrisonburg were built in 1979 or before. These are broken down as follows: 1,176 built in 1939 or earlier; 719 built from 1940 to 1949; 1,390 built from 1950 to 1959; 1,466 built from 1960 to 1969; and 2,985 built from 1970 to 1979. Per the comments in the HUD CDBG award notice to the City, received September 3, 2004, “estimates show that, nation-wide, approximately 80-85% of units built prior to 1978 contain some lead based paint.” Using the above Census data, this would mean that 6,189 to 6,576 housing units in Harrisonburg contain lead-based paint. However, remember that the above data includes housing units built in 1978 and 1979, during which time the use of lead based paint was banned. For this reason, the City assumes that the number of housing units containing lead-based paint is less than 6,189 to 6,576. This would mean that less than 45% to 48% of all of the housing units in Harrisonburg contain lead-based paint. The Census data also tells us that the median year-built for all housing units in the City is 1977.

8,001 of the 13,689 housing units in the City are renter-occupied; 5,132 are owner-occupied. When broken down by tenure, we see that there are 3,348 owner-occupied housing units built in 1979 or before. Comparatively, there are 4,109 renter-occupied housing units built during that same period. However, while the median year-built for owner-occupied units is 1972, the median year-built for renter-occupied units is 1979.

Estimates of Lead-based paint presence and hazard were also calculated by inserting 2000 Census data into an excel spreadsheet distributed by Mr. John Baker of HUD. This spreadsheet is included in Appendix G of the 2006 (previous) Action Plan. According to these calculations, approximately 3,418 housing units in the City of Harrisonburg contain some lead-based paint, and approximately 1,709 of these are a hazard. Again, it is important to note that while the spreadsheet has a cut off year of 1977, 2000 Census data uses 1979 as cut off year.

## **H. Anti-poverty Strategy**

The City does not provide any direct services to reduce the number of households with income below the poverty line. In considering the factors affecting poverty that may be impacted by the existing housing programs of the City, it appears that coordination of production and preservation of affordable housing with supportive programs and services targeted to special needs populations including victims of domestic violence, the physically and mentally handicapped, and elderly would benefit this population. In addition, targeted projects such as street and sidewalk improvements, utility replacements and upgrades, and new or upgraded recreational facilities will contribute toward renewed vitality of and pride in affected neighborhoods.

## **I. Institutional Structure**

The following list includes all agencies that may have a role in addressing identified housing and community development needs in the populations covered in this strategy. The funding amounts listed in this section are from the City's General Fund and do not include CDBG funding.

Harrisonburg City Manager's Office: The City office agency providing access to and administration of Federal funds available to cities for the various projects described. The Manager's Office is responsible for the development and implementation of this Action Plan.

Harrisonburg Redevelopment and Housing Authority: A public housing authority providing rent assistance through HUD certificates and vouchers, management of subsidized housing for the elderly, access to funds for development of transitional housing. The City Council appoints the Board of Directors of this Authority, and the City Council must approve all borrowing of funds and issuing of bonds, etc. However, the City does not provide the Authority with any annual funding allocation, nor does the City provide oversight in regards to hiring, procurement, and contracting. The Authority does comply with all state and federal procurement and other procedures.

Harrisonburg-Rockingham Health Department: The public health agency charged with responding to reports of elevated blood lead level in children and conducting outreach, assessment and education services. Although the state appoints the Director of this agency, this agency receives annual funding from the City. The City funded this agency with \$321,156 in 2006, with \$332,727 proposed for 2007.

City of Harrisonburg Police Department: The Police department has several community-based crime prevention programs including include Community Watch, Auxiliary Police Officers, National Night Out, the Citizens Police Academy and the Weed and Seed Program. The HPD is a City Department and the Chief of Police is hired by the City Manager. The Police Department's 2006 budget was \$6,082,346 with a proposed budget for 2007 of \$6,678,195. Funding comes from the City, state funds, and grants. The HPD follows City/VA procurement procedures.

The Salvation Army: The Salvation Army provides financial assistance for rent, utilities and prescriptions. The Salvation Army also has a food pantry, clothing vouchers (used clothing) and in extreme emergencies our agency provides bus tickets. The Salvation Army also provides emergency shelter 24 hours a day. The City provides this organization with annual funding. The City funded this agency with \$15,000 in 2006, with \$15,000 proposed for 2007.

First Step: A private non-profit organization providing emergency shelter for families and individuals who are victims of domestic abuse, counseling, a 24-hour crisis line and programmatic support for residents of transitional housing facilities. The City provides this agency with \$21,000 annually.

Harrisonburg-Rockingham Free Clinic: Free family practice health care is provided to the low income, uninsured of Harrisonburg. Patients are seen by volunteer doctors, nurses, dentists, and other health professionals. The City provides this organization with annual funding. The City funded this agency with \$10,000 in 2006, with \$10,000 proposed for 2007.

Harrisonburg-Rockingham County Department of Social Services: The Social Services structure provides financial aid, housing, transportation, and health assistance to Harrisonburg residents. The City Manager and the Rockingham County Administrator appoint the Director of this agency, and they are the direct supervisors of this person. This agency receives annual funding from the City. The City funded this agency with \$1,991,284 in 2006, with \$2,138,220 proposed for 2007.

Harrisonburg Boys & Girls Club: The Club provides youth development programs including homework help and tutoring, alcohol and drug abuse prevention, teen pregnancy prevention, conflict resolution, juvenile delinquency prevention, athletics, cultural enrichment, citizenship and leadership development, outdoor and environmental education, and parent training. Boys and Girls Club also offers Hispanic programming. The Club participated in the renovation of its home site, the Lucy Simms School, which resulted in vastly improved facilities for club programs. The building is owned by the City of Harrisonburg. This agency receives annual funding from the City. The City funded this agency with \$45,000 in 2006, with \$50,000 proposed for 2007.

Harrisonburg Department of Public Transportation: Provides transportation for low-income, elderly, and disabled people, as well as the general population of Harrisonburg, along with public school transportation. This is a City Department, and the department head is hired by the City Manager. The 2006 budget for this department was \$5,174,660, and the proposed 2007 budget is \$6,638,936.

Harrisonburg Department of Public Works: Provides sanitation, street and sidewalk repair, maintenance, and construction, traffic planning and control, and stormwater management services in low and moderate income neighborhoods as well as the city in general. This is a City Department, and the department head is hired by the City Manager. The 2006 budget for this department was \$6,340,648, and the proposed 2007 budget is \$6,369,665.

Harrisonburg Department of Parks & Recreation: Provides maintenance of existing parks, playgrounds, and other public facilities, and provides construction oversight of the development of new facilities. Also runs the City's recreational & after-school programs. This is a City Department, and the department head is hired by the City Manager. The 2006 budget for this department was \$4,948,287, and the proposed 2007 budget is \$5,070,106.

Harrisonburg Department of Public Utilities: Provides water and sewer services, including repair, maintenance and replacement of existing lines, and construction of new lines in low and moderate income neighborhoods, as well as the city in general. This is a City Department, and the department head is hired by the City Manager. The 2006 budget for this department was \$13,432,946, and the proposed 2007 budget is \$13,995,589.

Harrisonburg Downtown Renaissance: Coordinates the revitalization of Harrisonburg's downtown area, which is a tremendous asset to the City as a whole. Works with the City Department of Public Works to coordinate and oversee the development of a new downtown streetscape design. The City funded this agency with \$21,801 in 2006, with \$22,000 proposed for 2007.

Friends of Blacks Run Greenway: Coordinates and oversees the Liberty Park Project, a unique park located in downtown that serves the entire City.

Valley Associates for Independent Living, Inc. (VAIL): VAIL provides vocational and residential placement and support, and educational services to adults who have a documented disability.

Mercy House, Inc.: Mercy House is a transitional housing shelter for homeless families with children. Assistance with clothing, food and counseling is also available.

Rockingham Memorial Hospital: The only hospital in Harrisonburg. They provide a variety of public service-type resource programs that target LMI individuals and families in the area.

Valley Program for Aging Services: Provides "Meals on Wheels" and other services for the elderly in the Harrisonburg area. This City funds this organization with \$25,000 annually.

Valley AIDS Network: Provides housing assistance and other types of assistance to persons with HIV and AIDS.

James Madison University (JMU): This is a state-funded university in the heart of Harrisonburg. JMU plays an integral role in the City's economic vitality. In addition to providing hundreds of jobs for area residents, a strong revenue stream for City businesses, and a steady demand for housing units, JMU provides a variety of public services to the community. JMU's Institute for Innovation in Health and Human Services administers a variety of grants that serve the Harrisonburg area.

The ARC of Harrisonburg-Rockingham: The Association for Retarded Citizens (ARC) provides an array of services for persons with mental retardation and their families. services include the ARC Op Shop -- a work activity center for adults with mental retardation; respite care; parent - to - parent assistance, support and information (for parents of all types of special needs children).

Harrisonburg Children's Museum (HCM): HCM is a community-based museum offering a wide range of educational exhibits and programming options for children.

Gemeinschaft Home: Gemeinschaft is a 41 bed residential program that addresses the needs of non-violent ex-offenders and substance abusers coming out of therapeutic community programs inside the Virginia Department of Corrections. It is dedicated to providing an

environment where the ex-offender can find support, acquire work and living skills, advance education goals and secure safe and affordable housing.

Roberta Webb Child Care: Roberta Webb child care provides quality, affordable, licensed child care in a safe and nurturing environment. The Webb Center serves children ages 2-5 in the Harrisonburg area. The program is geared toward parents that balance work and/or school with parenting (often with little support). The City funded this agency with \$12,000 in 2006, with \$12,000 proposed for 2007.

Training to Achieve Rewarding Careers (TARC), Inc.: TARC is a job training and educational program whose focus is in helping low-income residents overcome barriers to attaining, retaining and advancing in employment.

The City feels that between the continued efforts of those listed above there is sufficient existing basis for addressing any gaps that may be discovered in the existing institutional structure without the City itself creating a new entity to address this issue.

In terms of carrying out activities to address identified housing and community development needs, the City will continue to work directly with the agencies providing these services and related services to better coordinate efforts.

#### ***J. Coordination***

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.

Economic development activities will continue to be primarily coordinated with the City's economic and community development departments. Redevelopment efforts will be coordinated with local organizations and citizens groups on an ad hoc basis based on the area and impact of proposed redevelopments.

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

#### ***K. Public housing resident initiatives***

Appendix D of the City's Consolidated Plan (available in the City Manager's Office and on the City website) includes the Harrisonburg Redevelopment and Housing Authority's (HRHA's) 5-Year PHA Plan which outlines resident participation in the planning process and other initiatives of the Authority. Further, the City of Harrisonburg will, as detailed in the Year 2 narrative on page 13 of this and other Action Plans, continue to fund the HRHA's rehabilitation of the 40 public housing units located in the Harrison Heights development, as this is the HRHA's #1 priority.

**L. Low income housing tax credit coordination** N/A

**M. HOME:** N/A

**N. ESG:** N/A

**O. HOPWA:** N/A

**P. Monitoring**

Each project supported by the Community Development Block Grant will be monitored carefully by the City to ensure appropriate use of CDBG funds. As a part of their application for funding, all subrecipients are asked to submit an action plan with measurable objectives to be achieved by the following specified dates: September 30, December 31, March 31, and June 30. Quarterly progress reports corresponding with these deadlines (due 14 days after each deadline) will be required for each project receiving grant funds. Quarterly Reports will include, at minimum:

- A description of all project activities that have taken place to date, including all outreach activities and public participation events;
- Photographs of progress to date, if applicable;
- A description of how objectives specified for achievement by that date have been met, OR a description of obstacles that have prevented those objectives from being met, how those obstacles are being addressed, and a new anticipated date of completion for those objectives;
- A description and dollar amount of CDBG funds spent to date, and how much of those funds have already been reimbursed;
- A description and dollar amount equivalent of matching funds (including in-kind) expended to date;
- A description of any anticipated problems or obstacles, and a plan for how those future obstacles will be addressed;
- A description of the **number** and **qualifying LMI characteristics of persons or households** assisted with CDBG funds to date, such as LMI by household income, homeless, severely disabled, abused children, migrant farm workers, battered spouses, illiterate adults, elderly, or persons living with AIDS; and
- Other supportive information or documentation, as applicable.

The final quarterly report will serve as the final project report, and will include, in addition to items outlined above, a thorough assessment of the project, including successes and weaknesses; a comparison of projected accomplishments and objectives to

actual accomplishments and goals achieved, including reasons for any discrepancies between the two; notation of any CDBG funds or matching funds that were not expended and reasons why; total **number** and **qualifying LMI characteristics of persons or households** assisted with CDBG funds or other resources leveraged by using CDBG funds, including any matching funds or donations that would not have been received without CDBG assistance; and identification of future related projects that may be eligible for CDBG assistance. This final report will be due 14 days after June 30 or date of final reimbursement, whichever is later.

In addition to these quarterly reports, each recipient will submit periodic requests for reimbursement. Each reimbursement request must be accompanied by a City request form, documentation of payment for eligible expenses (i.e., invoices, receipts, copies of checks, time sheets, etc.), documentation of matching funds expenditure or donations (i.e., volunteer time logs, time sheets, mock invoices for donated items, etc.), and other supporting documentation.

Each organization receiving funding will be required to maintain records of all project expenses, activities, correspondence, and other information as requested by the City or by HUD, for a period of no less than five years from the date of the final project report. All files and records will be made available during normal business hours and other reasonable times for review by the City or by HUD.

Additionally, City staff will make site visits to inspect the progress of each project and review subrecipient records at least once per project during each grant cycle. For all projects requiring substantial building construction or renovation, the City building inspector will make site visits to ensure that construction/renovation meets City building codes and zoning regulations. These inspections will only be completed as dictated by the City's building permit process. Additionally, for construction/renovation projects, including façade improvements, City staff will complete a site inspection prior to reimbursements to ensure that materials for which a reimbursement is requested are in place on the building. **Reimbursements for construction/building materials and façade improvements will only be made once the materials are in place.** A Site Visit Evaluation Worksheet will be completed for each monitoring visit, building materials verification visit, or other visit by City staff, and all worksheets will be maintained in City CDBG files.

As a part of the subrecipient application process, organizations were required to outline a plan for project/program evaluation. Each plan is different and is tailored specifically to the organization's project. During site inspections and quarterly report and records reviews, City staff will confirm that each subrecipient is following their outlined evaluation plan OR the agency will be required to submit an amended evaluation plan to the City, which satisfies City requirements.

The City will also perform any other monitoring activities as prescribed by HUD or as the City deems necessary to ensure full compliance with all CDBG and other federal, state, and local regulations.

## **Q. Summary of Annual Objectives**

As identified in the Table 3(c) Project Listing Sheets, the annual objectives that the City expects to achieve through this Action Plan are as follows:

- Objective # 1 – Provide additional job training, financial management training, and other supportive services, including emergency services, for those in transition (25 units) (could also qualify as 25 units under Objective #30)
- Objective # 3 – Support organizations that provide direct services to prevent homelessness (? units)
- Objective # 6 – Provide funding for supportive services for the elderly, e.g., meals, home maintenance, etc. (16 units) (could also qualify as 16 units under Objective #30)
- Objective # 10 – Support agencies that will provide expanded day support programs (27 units) (could also qualify as 27 units under Objective #30)
- Objective # 12 – Rehabilitate public housing units (40 units)
- Objective # 22 – Upgrade or add new playground and recreational facilities at existing parks, playgrounds, child care facilities, or recreation centers in low- and moderate- income areas (1 unit)
- Objective # 24 – Pay for street, sidewalk, and traffic control improvements; water and sewer improvements; and storm water management and drainage improvements in designated LMI areas (1 unit)
- Objective # 25.1 – Support projects that promote the revitalization of commercial districts, including but not limited to the Downtown Historic District (4 units) (could also qualify as 4 units under Objective #25 – Support neighborhood streetscaping and beautification projects)
- Objective # 25.2 – Fund projects that support the Citywide Bicycle and Pedestrian Plan (1 unit) (could also qualify as 1 unit under Objective # 22 or Objective #24)
- Objective # 30 – Continue to fund public service activities that target extremely low- and low-income households or individuals (431 units)