

**FY 2012 – FY 2013**

**ANNUAL ACTION PLAN**



# 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 1 Action Plan Executive Summary:

#### Purpose of the Plan

The City of Harrisonburg has prepared a FY 2012 – FY 2013 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 2012 – FY 2013 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 2012 – FY 2013 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 2012 – FY 2013 CDBG funds will be expended for projects that benefit low- to moderate-income persons in the City.

### **FY 2012 – FY 2013 Action Plan Development Process**

The FY 2012 – FY 2013 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 2012 – FY 2013 program year. The public meeting was held on January 10, 2012 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 2012 – FY 2013 Annual Action Plan and HUD FY 2012-FY 2016 Consolidated Plan. A copy of this notice is included in Appendix A

The CP and FY 2012 – FY 2013 Annual Action Plan were developed during the months of January 2012-April 2012. Copies of the Plans were distributed to various locations for public review and comment. In addition, notice was published on April 30, 2012 in the Daily News Record to inform interested parties of the availability of the Plans for public review. The Plans were 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 May 9, 2012 to June 8, 2012. A public meeting was held to allow for review and discussion of the City's proposed use of FY 2012 – FY 2013 program funds. The public meeting was held on May 8, 2012 in Harrisonburg Council Chambers. Harrisonburg City Council will consider approval of the submittal of the Annual Action Plan and Five Year Consolidated Plan on June 12, 2012. Documentation of the citizen participation is included in Appendix A

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

The City's FY 2012 – FY 2013 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 2012 – FY 2013. The City will monitor and modify strategy performance and set annual goals in future years accordingly.

The City's FY 2012 – FY 2013 funding strategy for its CDBG activities consists of its CDBG entitlement allocation of \$477,713. The following chart lists the city's FY 2012 – FY 2013 CDBG activities.

<b>FY 2013 CDBG Program</b>	
<b>Activity</b>	<b>CDBG Funds</b>
Harrison Heights Renovation	\$140,000.00
Mercy House -- Phalen House	\$17,000.00
Ralph Sampson Park	\$48,000.00
Sidewalk Construction	\$119,747.00
Administration	\$95,542.00
Public Services -- OCP Program	\$8,815.00
Public Services -- ARC Op shop	\$11,975.00
Public Services -- VPAS Meals on Wheels	\$10,500.00
Public Services -- Big Brothers/Big Sisters	\$8,160.00
Public Services -- II HHS	\$9,968.00
Public Services -- HARTS	\$8,006.00
<b>Total CDBG Funds</b>	<b>\$477,713.00</b>

**Evaluation of Past performance**

The City of Harrisonburg prepared a Consolidated Annual Performance and Evaluation Report (CAPER) for FY 2010-2011, which covered the period from July 1, 2010 through June 30, 2011. The CAPER reported the FY 2010-2011 accomplishments of the CDBG program. The following information is a summary of the accomplishments detailed in the FY 2010-2011 CAPER:

- Rehabilitation of 40 units of Section 8 project-based units (\$140,000)
- Safety improvements at four homeless facilities (\$10,000)
- Accessible housing improvements (\$10,000)
- Public facility improvements: 2 parks (\$33,000)
- Infrastructure improvements included: 2 water/sewer improvements (\$87,082) and 1 sidewalk improvement (\$147,000)
- Medical care provided to 21 individuals at homeless shelters (\$10,000)
- Accessibility improvements at a facility for developmentally disabled (\$10,000)
- Assisted 708 individuals at youth services facilities (\$7,200)
- Assisted 35 senior citizens via Meals on Wheels (\$10,000)
- Assisted 84 individuals via family self-sufficiency services (\$8,655)

- Affirmatively furthered fair housing via working with the Harrisonburg Redevelopment and Housing Authority for the purchase and renovation of 25 residential units; updated the fair housing elements of the City's comprehensive plan; attended fair housing training in Davenport, Iowa; began the bidding process to engage a consultant to prepare a new Analysis of Impediments to Fair Housing Choice; collaborated with the Harrisonburg Redevelopment and Housing Authority to conduct a fair housing seminar for both non-profit and private sector providers in spring 2012; and worked on modifying fair housing education materials for distribution through the City.

In FY 2010-2011, 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 Consolidated Plan (CP) process to solicit additional public input.

A public meeting was held on Tuesday, January 10, 2012 at Harrisonburg Municipal Building to explain the CDBG program and CP process, and to get input on the types of projects to be funded. Approximately 20 residents attended. 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 following is a summary of the January 10, 2012 public meeting:

**SUBJECT:**

**CDBG PUBLIC HEARING**

**EXTRACT TAKEN FROM MINUTES OF  
CITY COUNCIL MEETING HELD ON:**

REGULAR MEETING  
January 10, 2012

Ande Banks, Director of Special Projects and Grants Management, stated that tonight's meeting would begin the public hearing followed by a 30-day public comment period for the Community Development Block Grant (CDBG) FY 2012-FY 2013 Program to receive comments on funding priorities. Mr. Banks stated with the budget passed by Congress in December, the City received a preliminary estimate of \$478,000. Mr. Banks stated that CDBG is guided through a Strategic Plan, better known as the Consolidated Plan to help award applicants. Mr. Banks also stated that the City was currently developing & updating the CDBG Five-Year Strategic Plan with the aid of consultants. Mr. Banks reviewed the tentative schedule for the current year and highlighted an Informational Session to be held on January 12, 2012 and February 9, 2012 being the Grant Application Deadline.

Mayor Baugh closed the regular session and called the evening's first public hearing to order at 7:08 p.m. The following notice appeared in the Daily News-Record on January 2, 2012.

**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 10, 2011 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 FY 2012-FY 2013 Action Plan and the HUD FY 2012-FY 2016 Consolidated Plan. The Action Plan and Consolidated Plan serve 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 FY 2012-FY 2013 CDBG Program. The City's CDBG Program is funded by an annual entitlement from HUD. The entitlement amount for FY 12-13 has not yet been announced by HUD, but will likely be approximately \$488,106. 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 objectives identified in the City's Consolidated Plan, which is currently being developed. City objectives 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 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 2012-2013 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 Thursday, February 19, 2011. 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.

Mayor Baugh called on anyone desiring to speak for or against the CDBG funding priorities for the 2012-2013 Program Year.

James "Bucky" Berry suggested that the money be used towards gang prevention within the Boys and Girls Club.

Michael Wong thanked Council for their great partnership and support with Harrisonburg Redevelopment Housing Authority (HRHA) Mr. Wong reviewed awards and projects that had been received or completed because of funding and support they received.

At 7:12 p.m., Mayor Baugh declared the public hearing closed and the regular session reconvened.

The information solicited from the public meeting was incorporated into the CP planning process.

A second public meeting was held on May 8, 2012. At this meeting, the draft HUD FY 2012-FY 2016 CP and FY 2012 – FY 2013 Annual Plan were presented to City Council. Approximately \_\_\_\_ people attended. 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 following is a summary of the May 8, 2012 public meeting:

[INSERT MEETING SUMMARY]

On January 12, 2012, the City conducted an information session to answer questions regarding the CDBG application process and to provide technical assistance to potential proposal applicants.

A draft of the CP was made available for public review and comment for 30 days beginning on May 9, 2012. The review period ended on June 8, 2012.

Public notices of the draft CP, as well as the public meetings, were published in the \_\_\_\_\_ (newspaper/s) on \_\_\_\_\_ (date).

In addition to publishing the notices advertising the public meetings and availability of the draft CP for public review, the City also emailed copies of the notices to key stakeholders and other interested parties. The email recipients included the many agencies who were interviewed or attended group focus sessions during the preparation of the CP.

The City made the draft CP and FY 2012 – FY 2013 Annual Action Plan available for public review at the City Manager's office beginning May 9, 2012.

The City anticipates submitting the City Council-approved CP and FY 2012 – FY 2013 Annual Action Plan to HUD on or before June 14, 2012.

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 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. 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.

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

**[To be inserted in final draft]**

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

**[To be inserted in final draft]**

## **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 2012 – FY 2013 CDBG entitlement grant in the amount of \$477,713. The Harrisonburg Development and Housing Authority's fiscal year is January 1 – December 31. Its FY 2013 funding has not been determined, but in FY 2012, its total budget was \$6.2 million, including \$4.25 million for Housing Assistance Program payments and \$430,000 for administration fees. In addition, the City of Harrisonburg will provide \$\_\_\_\_\_ of City general funds to address priority needs.

The Harrisonburg Redevelopment and Housing Authority anticipates using approximately \$1.4 million of tax exempt bond financing and low-income housing tax credits to develop 18-24 units of permanent supportive housing for chronically homeless individuals.

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)		Expanded Economic Opportunities (which includes)
	Assisting homeless persons obtain affordable housing	X	Improving the safety and livability of neighborhoods		Job creation and retention
	Assisting persons at risk of becoming homeless	X	Eliminating blighting influences and the deterioration of property and facilities		Establishment, stabilization and expansion of small business (including micro-business)
	Retaining the affordable housing stock		Increasing the access to quality public and private facilities		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 thoes 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: The City may apply for State HOME funds through the Central Shenandoah Planning District Commission to use for down payment assistance.

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

Objective A: Work with partners to produce housing units that will be accessible or adaptable for persons with disabilities (DH-1)

### ***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.

**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

### **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.

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

**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)

**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. (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.*

8. 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 2013 CDBG Program**

Activity	CDBG Funds
Harrison Heights Renovation	\$140,000.00
Mercy House -- Phalen House	\$17,000.00
Ralph Sampson Park	\$48,000.00
Sidewalk Construction	\$119,747.00
Administration	\$95,542.00
Public Services -- OCP Program	\$8,815.00
Public Services -- ARC Op shop	\$11,975.00
Public Services -- VPAS Meals on Wheels	\$10,500.00
Public Services -- Big Brothers/Big Sisters	\$8,160.00
Public Services -- II HHS	\$9,968.00
Public Services -- HARTS	\$8,006.00
<b>Total CDBG Funds</b>	<b>\$477,713.00</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)**

9. 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 most of its FY 2012 – FY 2013 CDBG funds for activities in Census Tract 1.01, which is an area of concentration of low/moderate income residents and minority populations. The remainder of its FY 2012 – FY 2013 CDBG funds is directed to activities and programs that serve special needs populations on a citywide basis.

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 2012 – FY 2013 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 2012 – FY 2013 CDBG funds to improve a homeless facility and provide operating support for a homeless shelter. 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.

Due to its limited CDBG funding allocations, 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.

16. Homelessness Prevention—Describe planned action steps for reducing 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).

The City of Harrisonburg will use FY 2012 – FY 2013 CDBG funds to provide operating costs for the following supportive services that address the needs of non-homeless special needs populations:

- Arc Op Shop (Persons with disabilities) – Replace passenger van; provide additional computer technology; and provide interactive technology to increase client physical activity.
- Valley Program for Aging Services, Inc. (Frail and elderly) – Funding for Meals on Wheels Program
- Our Community Place – Funding for building improvements, equipment and general supplies

## **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.

## **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 Parks and Recreation, Public Works and Public Utilities Departments, respectively.

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). The TDP recommends projects to be implemented over the next six years. In 2012, HDPT will apply for grants to establish two taxi voucher programs. One of the programs will offer limited hours of taxi services to provide a way home for people whose jobs require them to work later than the bus routes operate. The other taxi program – the Job Access Taxi Voucher Program – will help parents and children access daycare and work by providing transportation to help find and keep employment.

## 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(I)(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(l)(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(l)(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**

In FY 2012 – FY 2013, the City of Harrisonburg will allot 1%-3% of its CDBG allocation to fair housing activities.