

# CONSOLIDATED PLAN ACTION PLAN

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**For Housing & Community Development Needs  
Fiscal Year 2011  
(July 1, 2010 – June 30, 2011)**

**A component of the City's  
Five-Year Consolidated Plan  
for addressing  
Housing and Community Development Needs**



**City of Falls Church, Virginia**

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**BUILDING BETTER LIVES**



# CITY OF FALLS CHURCH, VIRGINIA

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## CITY COUNCIL

Robin S. Gardner, **Mayor**

Harold (Hal) Lippman, Ph.D. **Vice Mayor**

Nader Baroukh     Daniel K. Maller     David F. Synder

Daniel X. Sze     Lawrence Webb

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## CITY MANAGER

F. Wyatt Shields

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## HOUSING COMMISSION

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Catherine A. Findlay     M.T. Gutmanis     Tori McKinney

Steve Sprague, *Falls Church Housing Corporation Liaison*

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## HOUSING & HUMAN SERVICES DIVISION

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Leslyn Barrow

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Lisa Reid

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The City of Falls Church complies with the Americans with Disability Act. This document will be made available in an alternate format upon request. This location is accessible to persons with disabilities.

Special services or assistance for persons with disabilities can be requested by calling the Housing and Human Services Division prior to the public hearing at 703-248-5005; TTY 711.



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- Volunteer Home Repair • Community Development Administration

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# Consolidated Plan Action Plan – FY 2011

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## Executive Summary

The purpose of this annual One-Year Action Plan is to provide the City with a basis for assessment of its housing and community development activities. This one-year action plan describes the resources expected to be available in the coming program year (July 1, 2010 through June 30, 2011) from federal, public and private sources. It includes a description of the activities that will be undertaken to meet the stated objectives in the City's 2011-2015 Consolidated Plan for Housing & Community Development Needs. The Action Plan also describes actions to be undertaken to address obstacles in meeting the needs of the under-served, removing barriers, and enhancing coordination in the community. This Action Plan specifically identifies how the City shall utilize federal (CDBG) and (HOME) funds, as well as other resources, to meet those needs in FY 2011. In FY 2010 the City began the process of updating the City's 2011-2015 Consolidated Plan.



## FY 2011 Consolidated Plan Action Plan Objectives

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Activities within the FY 2011 Consolidated Plan Action Plan are consistent with all four of the objectives identified in the Consolidated Plan. The Consolidated Plan priority areas are listed below:

- Prevent Homelessness & Provide Transitional Housing
- Provide services to Special Needs Populations
- Create Affordable Housing Opportunities
- Increase Economic Opportunities

## FY 2011 Activities

This Action Plan outlines the City's FY 2011 housing and community development goals. It describes the City's anticipated expenditure of housing and community development funds from federal, state, local and private resources. This annual Action Plan is updated and submitted to Arlington County and the U. S. Department of Housing and Urban Development (HUD) each year. The City of Falls Church will also renew its cooperation agreement with Arlington County for the time period covering FY 2011 through 2012.

## Citizen Participation

There were two public hearings conducted in the formulation of this plan. The Falls Church Housing Commission held public hearings for FY 2011 activities on October 13 and October 20, 2009. The Commission made its final funding recommendations during its October 20, 2009 public meeting. The



# Consolidated Plan Action Plan – FY 2011

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Falls Church City Council held a public hearing on November 9, 2009 to approve the final funding recommendations. The hearings were conducted in facilities that are accessible to persons with disabilities. English-language translation services and sign-language interpretation were available by request.

Notices of public hearings in both English and Spanish were sent to housing and human service providers, civic organizations, faith based organizations, and citizen groups. Notices were advertised in both the local newspaper and broadcast on the City's cable television channel. In addition, the City subscribes to the telephone-based service, Language Line, to provide interpretation services in over 140 languages to anyone who visits/calls City Hall with questions regarding housing and community development services and programs.



## NOTICE OF AVAILABILITY and PUBLIC HEARING

### FISCAL YEARS 2011-2015 CONSOLIDATED PLAN and FY 2011 ACTION PLAN FOR HOUSING & COMMUNITY DEVELOPMENT

THE 2011-2015 CONSOLIDATED PLAN FOR HOUSING & COMMUNITY DEVELOPMENT NEEDS, SERVES AS THE CITY'S APPLICATION TO THE U.S. DEPARTMENT OF HOUSING & URBAN DEVELOPMENT IN ORDER TO RECEIVE FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), HOME INVESTMENT PARTNERSHIPS (HOME) FUNDS. A COPY OF THE REPORT AND THE FY 2011 ACTION PLAN WILL BE AVAILABLE, BEGINNING NOVEMBER 13, 2009 AT THE MARY RILEY STYLES LIBRARY AND AT THE CITY OF FALLS CHURCH HOUSING AND HUMAN SERVICES DIVISION.

#### **Public Comment**

Citizens are invited to submit their comments on both plans through December 14, 2009. Comments may be submitted in writing or by contacting Dana Lewis at 703-248-5170, fax 703-248-5184, electronic mail [dlewis@fallschurchva.gov](mailto:dlewis@fallschurchva.gov) . Written comments may be sent to the following address:

City of Falls Church  
Housing and Human Services Division  
300 Park Avenue  
Falls Church, Virginia  
**703-248-5005; TTY/Voice 711**

#### **Public Hearing**

The Falls Church City Council will receive comments on the Consolidated Plan for Housing & Community Development Needs and the FY 2011 Action Plan. The public hearing will be December 14, 2009 at 7:30 pm in Council Chambers (City Hall, 300 Park Avenue, Falls Church, Virginia). The Public Hearing was rescheduled to January 11, 2010.

The City of Falls Church is committed to the letter and spirit of the  
Americans with Disabilities Act.

This document will be made available in an alternate format upon request. To request a request a reasonable accommodation for any type of disability by call the Housing and Human Services Division prior to the public hearing at 703-248-5005; TTY 711.



## AVISO DE DISPONIBILIDAD Y AUDIENCIA PÚBLICA

### EL PLAN CONSOLIDADO DE VIVIENDA Y DESARROLLO COMUNITARIO DEL LOS AÑOS FISCAL 2011 – 2015 Y EL PLAN DE ACCIÓN DEL AÑO FISCAL 2011 DE VIVIENDA Y DESARROLLO COMUNITARIO

El Plan Consolidado de las Necesidades de Vivienda y Desarrollo Comunitario de los años fiscales 2011-2015 servirá como una aplicación de la Ciudad al Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos para solicitar fondos del Programa de Subsidios Globales para el Desarrollo Comunitario (CDBG) y del Programa de Asociación para Inversiones en Vivienda (HOME). Copias del Plan Consolidado y copias del Plan de Acción estarán en la biblioteca Mary Riley Styles y en la División de Vivienda y Servicios Humanos a partir del 13 de noviembre del 2009.

#### **Comentario Público**

Los residentes de la Ciudad están invitados a enviar sus comentarios sobre los dos Planes hasta el 14 de diciembre 2009. El público puede enviar sus comentarios por escrito o pueden comunicarse con Dana Lewis llamando al 703- 248-5170, o vía fax al 703-248-5184; por correo electrónico a [dlewis@fallschurchva.gov](mailto:dlewis@fallschurchva.gov). Comentarios por escrito pueden ser enviados a la siguiente dirección:

City of Falls Church  
Housing and Human Services Division  
300 Park Avenue  
Falls Church, Virginia  
703-248-5005, TTY /Voz 711

#### **Audiencia Pública**

El Concilio de la Ciudad de Falls Church patrocinará una audiencia pública para recibir comentarios sobre el Plan Consolidado de las Necesidades de Vivienda y Desarrollo Comunitario y del Plan de Acción del Año Fiscal 2011. La audiencia pública se llevara a cabo 14 de diciembre de 2009, 7:30 P.M., Cámara del Concilio, (City Hall, 300 Park Avenue, Falls Church, Virginia).

La Ciudad de Falls Church esta comprometido en cumplir, según la letra y espíritu, con el Acta de Americanos con Incapacidades.

Este documento se hará disponible en un formato alterno según solicitado. Para solicitar acomodación por algún tipo de incapacidad llame a la División de Vivienda y Servicios Humanos, antes de la Audiencia Publica, al 703 248-5005 (TTY 711).

# Consolidated Plan Action Plan – FY 2011



## Fiscal Year 2011 Housing & Community Development Activities: Funds Summary

Activity Name	Activity Sponsor	Grant Source	FY 2011 Grant Amount
Tenant Based Rental Assistance	City of Falls Church Housing & Human Services Division	CDBG	\$ 15,000.00
		HOME	\$ 36,116.35
Transitional Housing for Homeless	Homestretch	HOME	\$ 17,789.00
First Time Homebuyers Assistance	City of Falls Church Housing & Human Services Division	CDBG	\$ 49,761.45
Mt. Daniel Family Literacy Program	Falls Church City Public Schools/Mt. Daniel Elementary	CDBG	\$ 4,190.00
Volunteer Home Repair	Robert Pierre Johnson Housing Development Corporation	CDBG	\$ 4,000.00
Achieve Your Dream Homeownership Counseling/Classes	Arlington Home Owner Made Easier (AHOME)	CDBG	\$ 4,255.95
Emergency Monetary Assistance	Falls Church Community Services Council	CDBG	\$ 4,000.00
CDBG Program Administration	Arlington County and the City of Falls Church	CDBG	\$ 8,297.30.
		CDBG	\$ 8,297.30

Total CDBG Funds: \$ 97,802.00  
 Total HOME Funds: \$ 53,905.00  
 Total CDBG & HOME Funds: \$151,707.00



## Sources of Funds to Implement FY 2011 Activities

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The applicants for FY 2011 have proposed leveraging resources as follows:

### **I. Federal and Other Public Resources**

The City of Falls Church will receive approximately \$97,802 in CDBG funds and \$53,905.00 in HOME funds in FY 2011.

All of the grantees leverage the CDBG and HOME funds they receive by providing an additional \$585,325 of State funds, \$55,000 of federal funds and \$446,297 of local dollars to accomplish their funded activities. These funds will be used to address priority needs and specific objectives as identified in the strategic plan. Detailed descriptions of the resources that will be used to meet specific objectives are identified in the section of this Action Plan entitled, "Fiscal Year 2011 Activity Descriptions."

The City will also utilize local funds (included in total local dollars above) to provide the required match for the federal HOME program. These HOME match funds will be used to provide additional rental assistance under the Tenant-Based Rental Assistance (TBRA) Program.

### **II. Leveraging Private Funds**

The FY 2011 CDBG and HOME activities result in a \$2,500 of private leverage.

### **III. FY 2011 Activities**

The charts on the following pages provide specific descriptions for each of the FY 2011 activities.



# **Fiscal Year 2011**

## **Activity Descriptions**



**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name**     City of Falls Church Housing & Human Services Division

**Priority Need**  
Rental Housing

**Project Title**  
Tenant-Based Rental Assistance (TBRA)

**Project Description**

The TBRA program provides rental subsidies to five income eligible households for a period of up to eighteen (18) months. CDBG funds will be used to pay for personnel costs associated with the administration of this activity. The TBRA program is targeted to households with low- and extremely low-incomes. Household participants will pay no more than 30% of their monthly income for rent; HOME funds will pay the balance of the monthly rent, subject to compliance with program guidelines. The program is administered through the Housing and Human Services Division.

Estimated percent of beneficiaries that will be low and moderate income: 100%

**Location**  
Citywide

<b>Objective Number</b> Consolidated Plan – Table 2C-Rental Housing – Objective 1	<b>Project ID</b>
<b>HUD Matrix Code</b> 21A	<b>CDBG Citation</b> 570.201(k)
<b>Type of Recipient</b> Public	<b>CDBG National Objective</b> LMH
<b>Start Date</b> 07/01/2010	<b>Completion Date</b> 6/30/2011
<b>Performance Indicator</b> 5 households assisted	<b>Annual Units</b> 5 households
<b>Local ID</b>	<b>Units Upon Completion</b>

<b>Funding Sources:</b>	
CDBG	15,000
STATE	
HOME	36,116
FEDERAL	
Total Formula	
Prior Year Funds	
Assisted Housing	
Local	40,500
Other Funding	
<b>Total</b>	<b>91,616</b>

The primary purpose of the project is to help:

- The Homeless
- Persons with HIV/AIDS
- Persons with Disabilities
- Public Housing Needs

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

**Applicant's Name** Homestretch

**Priority Need**  
Rental Assistance

**Project Title**  
Transitional Housing for Homeless Families

**Project Description**

The program provides transitional housing rental assistance for six homeless families residing in the City of Falls Church. The program will provide rental assistance made payable directly to landlords at affordable City of Falls Church apartment complexes. Support services from Caseworkers at Homestretch will also be provided to the families residing in these homes. These services include debt counseling and financial literacy. A stable living environment will enable these families to continue to work. Household participants will pay no more than 30% of their monthly income for rent. This rental assistance will last for one year.

Estimated Percent of Beneficiaries that will be low and moderate Income: 100%

**Location**

Citywide

<b>Objective Number</b> Consolidated Plan – Table 2C-Rental Housing – Objective 1	<b>Project ID</b>
<b>HUD Matrix Code</b> 21A	<b>CDBG Citation</b>
<b>Type of Recipient</b> Nonprofit	<b>CDBG National Objective</b> LMH
<b>Start Date</b> 7/1/2010	<b>Completion Date</b> 6/30/2011
<b>Performance Indicator</b> 6 sheltered residents	<b>Annual Units</b> 6 households
<b>Local ID</b>	<b>Units Upon Completion</b> 6 households

**Funding Sources:**

CDBG	_____
STATE	75,000
HOME	17,789
FEDERAL	50,000
Total Formula	_____
Prior Year Funds	_____
Assisted Housing	_____
Local Funding	70,000
Other Funding	_____
Total	212,789

The primary purpose of the project is to help:

- The Homeless
- Persons with HIV/AIDS
- Persons with Disabilities
- Public Housing Needs

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

**Applicant's Name** City of Falls Church, Housing & Human Services Division

**Priority Need**

Owner Occupied Housing

**Project Title**

First Time Homebuyer Assistance Program

**Project Description**

The City will provide a deferred payment loan to two to five low- and moderate-income first time homebuyers. The loan will provide up to \$20,000 to cover downpayment & closing costs and it is anticipated that at least four low/moderate-income households will participate. Assistance is in the form of a deferred "second" mortgage loan. There is no loan interest and loan repayment occurs when the home is resold. All participating households will receive homeownership counseling. The Housing Division will administer the program.

Estimated Percent of Beneficiaries that will be Low and Moderate Income: 100%.

**Location**

Citywide

<b>Objective Number</b> Consolidated Plan – Table 2C – Owner Housing – Objective # 2	<b>Project ID</b>
<b>HUD Matrix Code</b> 13	<b>CDBG Citation</b> 570.201(n)
<b>Type of Recipient</b> Public	<b>CDBG National Objective</b> LMH
<b>Start Date</b> 07/01/2010	<b>Completion Date</b> 06/31/2011
<b>Performance Indicator</b> 2-4 households units	<b>Annual Units</b> 2 -4 units
<b>Local ID</b>	<b>Units Upon Completion</b> 2-4 units

**Funding Sources:**

CDBG	49,761
STATE (SPARC)	500,000
HOME	
FEDERAL	
Total Formula	
Prior Year Funds	
Assisted Housing	
Local Funding	
Other Funding	
<b>Total</b>	<b>549,761</b>

The primary purpose of the project is to help:

- The Homeless
- Persons with HIV/AIDS
- Persons with Disabilities
- Public Housing Needs

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

**Applicant's Name** Falls Church City Public Schools/Mt. Daniel Elementary

**Priority Need**  
Public Services

**Project Title**  
Mt. Daniel Family Literacy Program

**Project Description**  
This activity is a partnership with the Falls Church City Public Schools (Mt. Daniel Elementary School) and the City. Parents of pre-school age-children attend a structured regimen of reading and career preparation while their children receive literacy training to ensure preparedness for kindergarten. CDBG funds will be used to purchase educational materials and cover child care cost so that 20 parents may attend English as a Second Language classes.  
Estimated Percent of Beneficiaries that will be Low and Moderate Income: 100%.

**Location**  
Mt. Daniel Elementary School, 2328 Oak Street, Falls Church, VA 22046

<b>Objective Number</b> Consolidated Plan – Table 2C – Public Service Objective # 1	<b>Project ID</b>
<b>HUD Matrix Code</b> 05H	<b>CDBG Citation</b> 570.201(e)
<b>Type of Recipient</b> Public	<b>CDBG National Objective</b> LMC
<b>Start Date</b> 07/01/2010	<b>Completion Date</b> 06/30/2011
<b>Performance Indicator</b> 20 students completing employment/ESL training	<b>Annual Units</b> 20 persons
<b>Local ID</b>	<b>Units Upon Completion</b> 20 persons

**Funding Sources:**

CDBG	4,190
STATE	
HOME	
FEDERAL	
Total Formula	
Prior Year Funds	
Assisted Housing	
Local Funding	239,297
Other Funding	
<b>Total</b>	<b>243,487</b>

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

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

**Applicant's Name** Arlington Home Ownership Made Easier (AHOME)

**Priority Need**  
Housing/Community Development

**Project Title**  
**Achieve Your Dream** (Homeownership Education & Counseling)

**Project Description**  
CDBG funds will be used to pay for AHOME staff to deliver classes for five to ten prospective homebuyers with low- and moderate-incomes that are participating in the City of Falls Church First Time Homebuyers Assistance Program or Affordable Dwelling Unit (ADU) purchase program. Courses will be delivered in the City of Falls Church. Households will also have the opportunity to receive one-on-one credit counseling and financial literacy classes in order to prepare or improve success in homeownership programs.

Estimated Percent of Beneficiaries that will be Low and Moderate income: 100%

**Location**  
Falls Church Community Center, 223 Little Falls Street, Falls Church, VA 22046

<b>Objective Number</b> Consolidated Plan <b>Table 2C –</b> Objective # 1	<b>Project ID</b>
<b>HUD Matrix Code</b> 13	<b>CDBG Citation</b> 570.201(e)
<b>Type of Recipient</b> Nonprofit	<b>CDBG National Objective</b> LMC
<b>Start Date</b> 07/01/2010	<b>Completion Date</b> 06/30/2011
<b>Performance Indicator</b> 5-10 households receiving counseling	<b>Annual Units</b> 5 - 10 households
<b>Local ID</b>	<b>Units Upon Completion</b> 5-10 households

**Funding Sources:**

CDBG	4,255
STATE	10,325
HOME	
FEDERAL	5,000
Total Formula	
Prior Year Funds	
Assisted Housing	
Local Funding	40,500
Other Funding	
Total	60,080

The primary purpose of the project is to help:

- The Homeless
- Persons with HIV/AIDS
- Persons with Disabilities
- Public Housing Needs

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

**Applicant's Name** Robert Pierre Johnson Housing Development Corporation (RPJ Housing)

**Priority Need**  
Housing

**Project Title**  
Volunteer Home Repair

**Project Description**  
RPJ Housing, an established nonprofit affordable housing developer, will expand its existing housing rehabilitation programs for income-eligible households within the City of Falls Church. CDBG funds will be used to pay for three staff positions associated with housing rehabilitation and will complement volunteer labor and donated materials. Program will target frail elderly households and owners with disabilities.

Estimated Percent of Beneficiaries that will be Low and Moderate Income: 100%

**Location**  
Citywide

<b>Objective Number</b> Consolidated Plan- Table 2C – Objective # 3	<b>Project ID</b>
<b>HUD Matrix Code</b> 14A	<b>CDBG Citation</b> 570.202(a)(1)
<b>Type of Recipient</b> Nonprofit	<b>CDBG National Objective</b> LMH
<b>Start Date</b> 07/01/2010	<b>Completion Date</b> 06/30/2011
<b>Performance Indicator</b> 3 households/homes receiving improvements	<b>Annual Units</b> 3 households
<b>Local ID</b>	<b>Units Upon Completion</b> 3 households

**Funding Sources:**

CDBG	4,000
STATE	
HOME	
FEDERAL	
Total Formula	
Prior Year Funds	
Assisted Housing	
Local Funding	
Other Funding (volunteer labor)	2,500
<b>Total</b>	<b>6,500</b>

The primary purpose of the project is to help:

- The Homeless
- Persons with HIV/AIDS
- Persons with Disabilities
- Public Housing Needs

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

**Applicant's Name Falls Church Community Services Council, Inc. (FFCS)**

**Priority Need**

Public Service

**Project Title**

Emergency Monetary Assistance

**Project Description**

The Falls Church Community Services Council will use CDBG funds to provide emergency monetary assistance for rent and utilities for ten low-income families in the City. Households with emergency needs can contact FCCSC and the organization will help pay for the requested service. No funds are provided directly to households; all funds are paid to the landlord or public utility.

Estimated Percent of Beneficiaries that will be Low and Moderate Income: 100%

**Location**

City Wide

<b>Objective Number</b> 570.208 (a)(z)(i)(B)/(C)	<b>Project ID</b>
<b>HUD Matrix Code</b> 05Q	<b>CDBG Citation</b> 570.201 (e)
<b>Type of Recipient</b> Public	<b>CDBG National Objective</b> LMC
<b>Start Date</b> 07/01/2010	<b>Completion Date</b> 06/30/2011
<b>Performance Indicator</b> 10 households	<b>Annual Units</b> 10 households
<b>Local ID</b>	<b>Units Upon Completion</b> 10 households

**Funding Sources:**

CDBG	4,000
STATE	
HOME	
FEDERAL	
Total Formula	
Prior Year Funds	
Assisted Housing	
Local Funding	56,000
Other Funding	
Total	60,000

The primary purpose of the project is to help:

- The Homeless
- Persons with HIV/AIDS
- Persons with Disabilities
- Public Housing Needs

# Consolidated Plan Action Plan – FY 2011



**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name** City of Falls Church/Arlington County

**Priority Need**

Planning/Administration

**Project Title**

Community Development Administration

**Project Description**

Funding pays for two staff to administer CDBG and HOME programs. Duties include monitoring and assessment, environmental review and technical assistance to all sub recipients receiving these funds. CDBG administrative costs are divided evenly between the City of Falls Church and Arlington County.

**Location**

Housing & Human Services Division, 300 Park Avenue, Falls Church, VA 22046

<b>Objective Number</b> Not Applicable	<b>Project ID</b>
<b>HUD Matrix Code</b> 21A	<b>CDBG Citation</b> 570.206
<b>Type of Recipient</b> Public	<b>CDBG National Objective</b> LMC
<b>Start Date</b> 07/01/2010	<b>Completion Date</b> 06/30/2011
<b>Performance Indicator</b> 100% Activities w/o findings	<b>Annual Units</b> 100% activities w/o monitoring findings
<b>Local ID</b>	<b>Units Upon Completion</b> 100% activities w/o monitoring findings

**Funding Sources:**

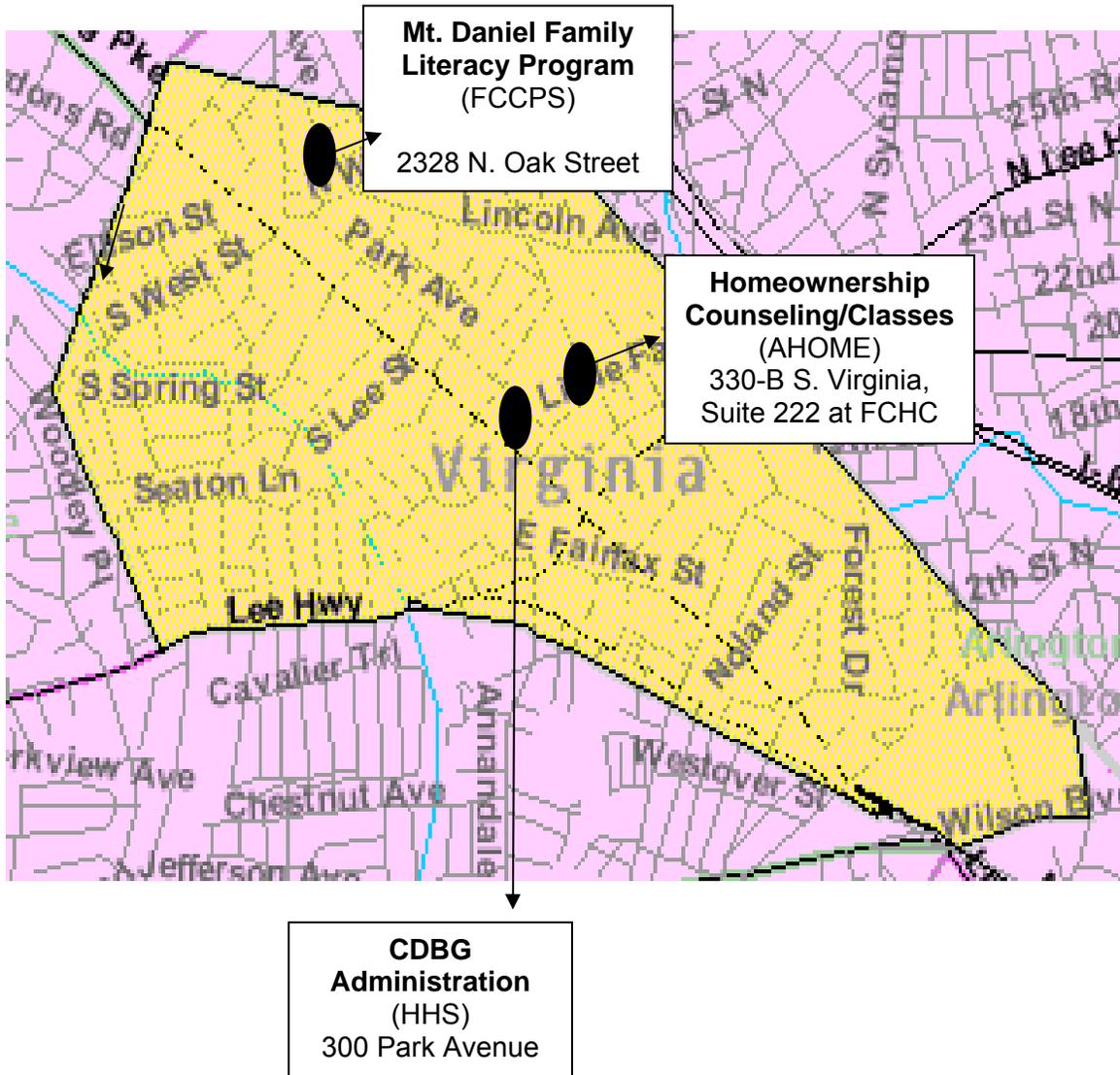
CDBG	16,594
STATE	.....
HOME	.....
FEDERAL	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
<b>Total</b>	<b>16,594</b>

The primary purpose of the project is to help:

- The Homeless
- Persons with HIV/AIDS
- Persons with Disabilities
- Public Housing Needs



## Geographic Map of Proposed CDBG and HOME FY 2011 Activities



### Acronyms:

FCCPS: Falls Church City Public Schools

AHOME: Arlington Home Ownership Made Easier

HHS: City of Falls Church Housing & Human Services Division

**Note:** Volunteer Home Repair, First Time Homebuyer Assistance, Falls Church Community Services Council, Transitional Housing for Homeless and Tenant Based Rental Assistance may be used throughout the City and are not included in the map above.



## ETHNIC/RACIAL AND INCOME CONCENTRATION IN THE CITY OF FALLS CHURCH

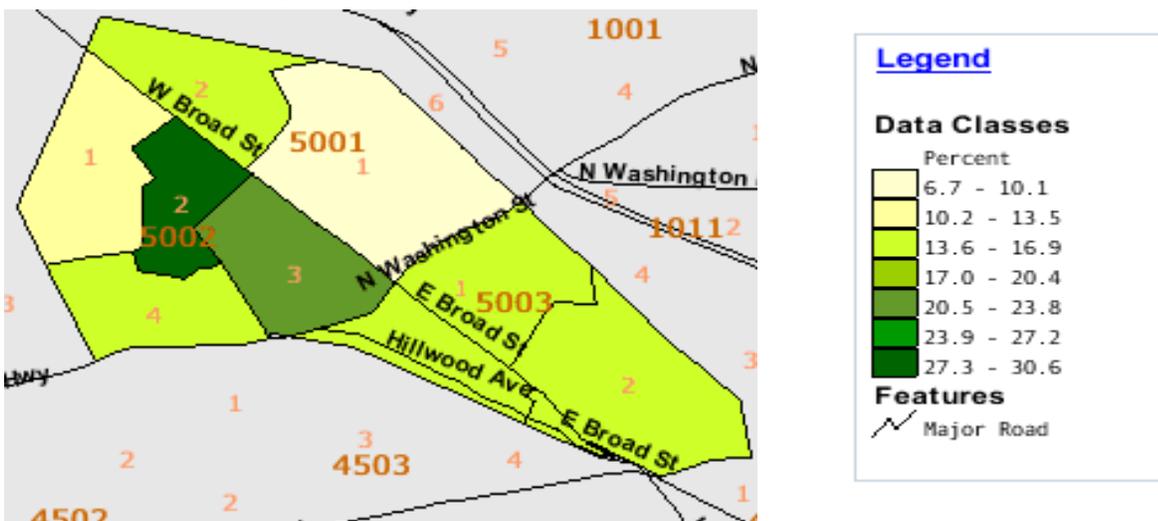
The following table and maps are provided to illustrate areas where there is significant concentration of low-income and racial/minority households and to compare this information to areas that receive housing and community development funding. Table 1 and Map 1 demonstrate minority & racial concentrations, while Maps 2 and 3 demonstrate the concentration of low-income households in the City. Map page 16 indicates the location of the FY 2011 proposed CDBG and HOME activities.

**Table 1: Ethnic Concentrations in the City of Falls Church by Census Tract**

Ethnicity/Race	Census Tract (CT) 5001 (# in CT)	% in CT	Census Tract 5002 (# in CT)	% in CT	Census Tract 5003 (# in CT)	% in CT
<b>Total:</b>	<b>2,288</b>		<b>4,704</b>		<b>3,385</b>	
White alone	2,065	90%	3,919	83%	2,833	84%
Black or African American alone	45	2%	166	4%	129	4%
American Indian and Alaska Native alone	5	0%	14	0%	6	0%
Asian alone	105	5%	277	6%	293	9%
Native Hawaiian and Other Pacific Islander alone	2	0%	4	0%	1	0%
Hispanic or Latino	114	5%	616	13%	146	4%
Some other race alone	35	2%	180	4%	46	1%
Two or more races	31	1%	144	3%	77	2%

Source: Census 2000

**City of Falls Church**  
**MAP 1: Ethnic Racial Concentration: Percent of Ethnic/Racial Minorities**  
by Census Tract (5001,5002,5003) and Block Groups

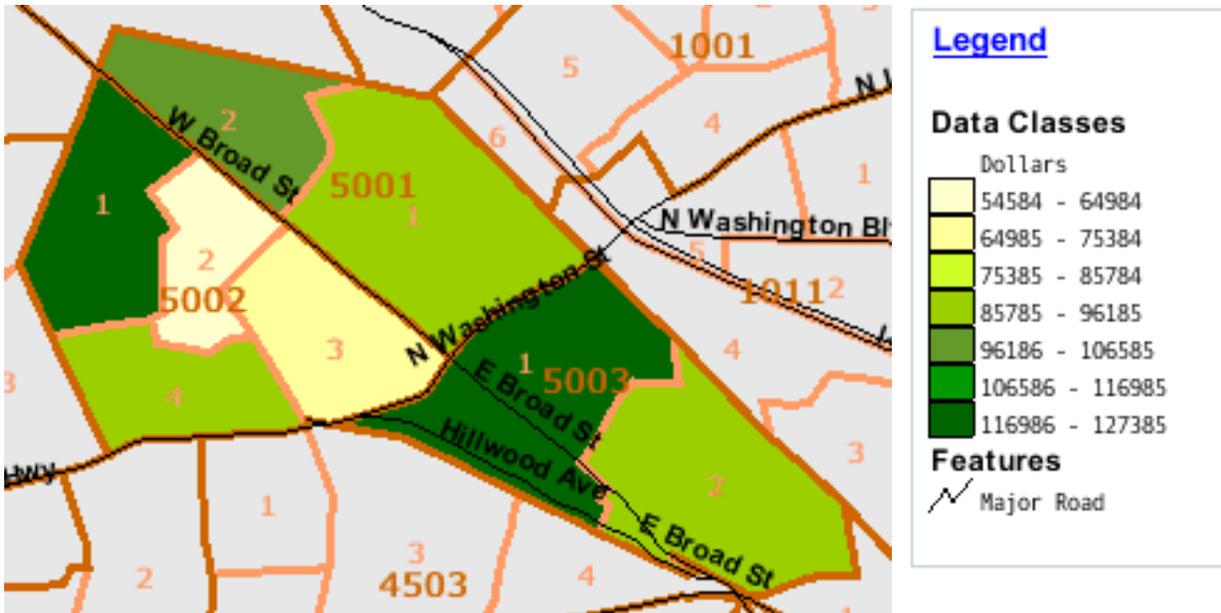


Source: Census 2000



## Map 2: Average Household Incomes

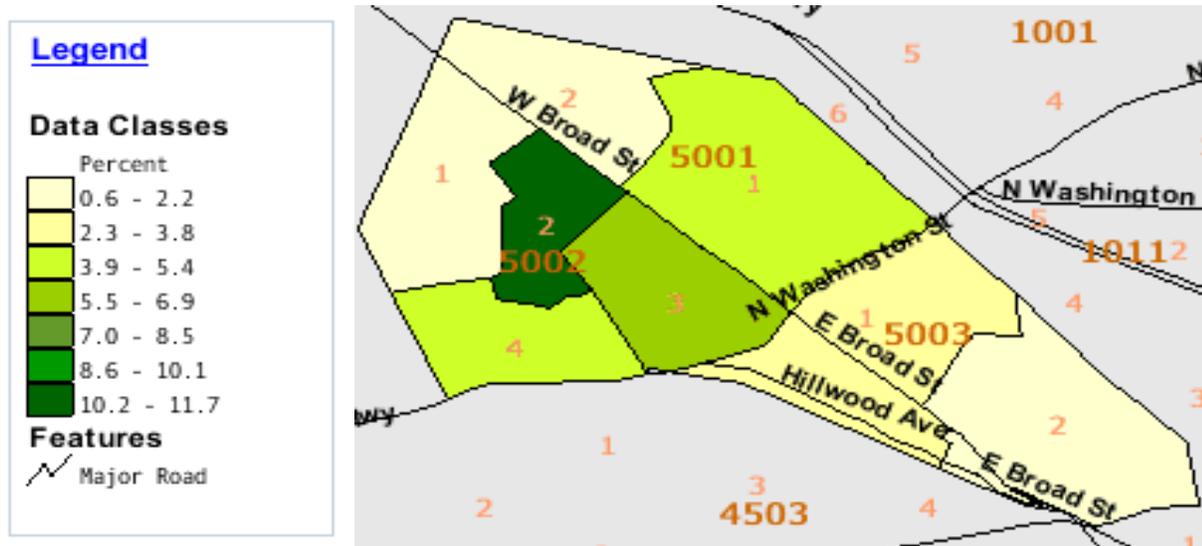
(by Census Tract (5001,5002,5003) and Block Groups)



Source: Census 2000

## Map 3: Percent of Persons Below the Poverty Level

by Census Tract (5001,5002,5003) and Block Groups)



Source: Census 2000



## Activities to Benefit Homeless and Other Special Populations

The City of Falls Church does not have public housing, but does cooperate with Fairfax County for access to Housing Choice Vouchers (formerly Section 8) for Falls Church City residents and persons working in the City of Falls Church.

## Antipoverty Strategy

Although the City of Falls Church has experienced significant wealth among its population (median household income is \$74,924 as of Census 2000), nearly 25% of its population has low and moderate incomes and 2.8% of the families live below the poverty level. In order to assist these families, the City provides human services to City residents directly or through the provision of contract services and locally funded programs. In addition, the City will continue to participate in regional Workforce Investment Board to streamline and expand access in employment opportunities. Finally, Fiscal Year 2011 CDBG funds will be used to assist families living in poverty to pursue additional professional training through the Mt. Daniel Family Literacy Program. Participants in the Family Literacy Program, many of whom are non-native English speakers, will receive child care and educational materials so that they may attend the program and graduate from ESL/Employment classes.

In addition in 2008 and forecasting into 2009, the City has seen and expects several foreclosures to take place. Job growth has slowed in the region and many residents have lost retirement or other wealth due to the recession. As a result the AHOME organization has now added foreclosure prevention classes to the homeowners and financial literacy classes already being provided.

## Evaluation and Reduction of Lead Based Paint Hazards

The City of Falls will continue to comply with federal requirements for lead-based paint testing and abatement in assisted housing. The City will continue to contract with the Fairfax County Health Department for lead screening and response services and offer lead testing to private owners in targeted areas. FY 2011 budget: estimated \$150,000 for all services of the Fairfax County Health Department, which includes lead-based paint screening, testing and treatment.

## Other Actions

In addition to the activities described, the City will implement the following activities to meet various housing and community development goals.

## Create Affordable Housing Opportunities

- Rental assistance and property tax relief to elderly and disabled resident households. This program provides tax and rent relief to income-eligible elderly and disabled City residents to reduce the cost burden of housing for vulnerable residents. The program is administered through the Treasurer's Office. Estimated Number of Beneficiaries: 28 individuals. Estimated percent of Low and Moderate Income Beneficiaries: 100%. Funded with an estimated \$76,700 of local funds. Geographic distribution: Citywide.
- Affordable Dwelling Unit (ADU) program. As part of new residential development, the City is able to negotiate with developers to include affordable units within these developments. Households with low- and moderate-incomes that are first-time homebuyers will be able to purchase units when these units become available. The City is also working with a developer to build seven 2



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bedroom rental ADU units at the future Northgate property. Construction is slated to begin in FY 2010 or FY2011. Both programs will be administered through the Housing and Human Services Division. Estimated Number of Beneficiaries: 22 households. Estimated Percent of Beneficiaries that will be Low & Moderate Income: 100%. Funded with local funds for Housing and Human Services Division staff administration. Geographic distribution: Citywide.

- Fair Housing counseling and education. During Fiscal Year 2011 the City will continue fair housing testing for all new mixed-use developments as well as provide fair housing education and outreach to all new marketing office staff and the public. Geographic distribution: Citywide.
- Landlord-tenant and housing counseling. Provides education, advocacy, and information services related to the Virginia Landlord-Tenant Law. Services are provided through the Housing and Human Services Division and Legal Services of Northern Virginia. Funded with local funds for Housing and Human Services Division staff administration. Geographic distribution: Citywide.
- Provide rental assistance using Section 8 housing vouchers. The City participates in the Fairfax County-administered Section 8 Housing Choice Voucher rental assistance program and Falls Church Housing Corporation vouchers for Winter Hill Apartments. The program pays a portion of the rent on behalf of income-eligible households. Estimated Number of Beneficiaries: 119 households receiving the subsidy. Estimated Percent of Beneficiaries that will be Low and Moderate Income: 100%. Funded with federal funds. Geographic distribution: Citywide.
- Residential and support services to people with disabilities. The City will continue contracting services from the Fairfax-Falls Church Community Services Board to people with mental health and substance abuse disabilities and to people with mental retardation, including supportive services at housing facilities. Funded with local funds. FY 2011 budget: estimated \$594,000. Geographic distribution: Citywide.

## **Provide Intermediary Assistance for At-Risk Individuals**

- Assist victims of domestic violence. Housing and Human Services staff will continue to coordinate with the City Police Department regarding victims of domestic violence who may be in need of shelter or support services.
- Provide outreach to potentially homeless populations: HHS staff will continue to respond on site to reports of individuals that appear to be homeless. Staff will offer assessments, limited case management, information and referral and advocacy as needed.
- Provide case management for service-resistant individuals, who are homeless, and monitor funding and other development opportunities to meet the needs of this population. Housing and Human Services will continue to provide these services and monitoring functions through case management, coordination with other service agencies, referrals, and participation in local and regional groups addressing the issue of homelessness.
- Provide early intervention services to persons and families at risk of homelessness due to eviction or other catastrophic circumstances. Housing and Human Services will continue to coordinate with the Sheriff's office to identify and contact persons facing eviction to provide services and resources.
- Provide education to homeowners at risk for foreclosure. Foreclosure prevention workshops have been added to home ownership education.

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- Provide emergency assistance and case management services to low-income renter households to help prevent homelessness. Housing and Human Services will continue to provide assistance and services.
- Participate in regional work groups to promote coordination of services and effective data collection, particularly through the Metropolitan Washington Council of Governments and the Northern Virginia Regional Commission. Housing and Human Services staff will regularly attend meetings at all of the above.
- Continue the City's contract with Fairfax County Department of Family Services for emergency and transitional shelter services. Contracted services will be continued.

## **Develop Institutional Structures/Enhancing Coordination between Housing and Service Agencies**

- Continue to work with the Washington Metropolitan Council of Governments (COG) to maintain an inventory of affordable housing throughout the region. Housing and Human Services staff will continue to provide information and statistics as requested by COG.
- Continue to work with the Northern Virginia Regional Commission and other Northern Virginia jurisdictions to monitor and enforce inter-jurisdictional agreements designed to provide continuity of services to individuals and families who are homeless. Housing and Human Services staff will continue to participate in the development and review of inter-jurisdictional agreements.
- Continue to monitor contractual services with Fairfax County and other relevant providers. Housing and Human Services will continue to request and review data from contract providers to monitor and evaluate services as they relate to housing and community development strategies and goals.
- Continue participation in the ten year plan to prevent and end homelessness with Fairfax County. Housing and Human Services staff will continue to participate in this Northern Virginia group which submits grant proposals to the U. S. Department of Housing & Urban Development and monitors programs and gaps at various housing and service need levels.

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**No Public Comments Received**



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## Monitoring Standards and Procedures

The City receives annual allocations of the federal Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) programs. The monitoring standards and procedures for each program are described below.

**CDBG:** The City is a sub-recipient of CDBG funds through Arlington County. The County monitors all funds and provides technical assistance and auditing functions. Programs funded through the City are required to submit quarterly progress reports, are monitored on-site at least once a year and must submit an annual independent audit by a certified public accounting (CPA) firm. Reports from programs are used as part of the evaluation process for future funding requests.

**HOME:** The City also receives HOME funds through Arlington County. The County is responsible for reviewing all program files and funding and ensuring that the funds meet program requirements. HOME funds have been used exclusively by the City to fund its Tenant Based Rental Assistance program. Each tenant is on schedule for annual recertifications. Further, the City conducts annual inspections both prior to occupancy and during the annual income recertification for all HOME program participants.



## HOME INVESTMENT PARTNERSHIPS PROGRAM – NARRATIVE STATEMENT

### **FY 2011 Strategies to Meet HOME Goals**

The FY 2011 estimated allocation of HOME funds is \$53,905. The City of Falls Church will use \$36,116.35 to provide rental assistance to households earning up to 60% of the HUD area median income. Through this program, the assisted household pays a portion of the rent and the other portion is paid with HOME funds. Homestretch will also use \$17,789 for rental assistance for homeless families.

The following information describes how these activities will comply with HOME procedures:

### **Guidelines for Resale of HOME-funded properties**

Not applicable; the City will not use HOME funds to acquire properties in FY 2011.

### **Other forms of Investment for the City's HOME Program**

Not applicable; (see discussion on HOME match discussion below).

### **Affirmative Marketing**

Although the City of Falls Church does not have any HOME-properties that have five or more units (and thus, require an affirmative marketing plan), the City encourages participating apartment complexes to market their properties in compliance with Fair Housing laws and to make an effort to market to groups/persons that are underrepresented within the community.

### **Minority/Women's Business Outreach**

The City will continue to make every effort to encourage the inclusion of minority and women's business enterprises concerning future HOME-funded activities, consistent with 24 CFR 92.350. Currently, the City's business partners in the HOME program are landlords.

### **Match Contribution**

Section 220 of the HOME Statute requires the City to make match contributions on a Federal fiscal year basis. The match contributions must equal at least 25 percent of the funds used from the City's HOME Investment Trust Fund in that fiscal year. The City of Falls Church provides a cash match for the HOME program in its operation of the City's Special Housing Fund. In Fiscal Year 2011, the City will use local funds to provide an estimated HOME match of \$40,500 in the form of rental assistance for households earning 60% of the HUD median income.

### **Neighborhood Standard Report**

Not applicable; the City does not have HOME-funded new construction of rental development.

### **HOME Tenant Based Rental Assistance Justification**

As noted in the Housing Market Analysis of the Consolidated Plan for Fiscal Years 2011-2015, almost 80% of all extremely low, low and moderate-income households in the City of Falls Church are rent burdened. Although these households would qualify for rental assistance under the federal Housing Choice Voucher program, such assistance is limited as the Wait list for the voucher program is now closed. Therefore at this point in time eligible households would have to wait an average of four years for assistance. The City's decision to use HOME funds for tenant-based rental assistance also allows households to find adequately sized housing that is not currently offered by the City's multifamily

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housing stock. The addition of the Homestretch Rental Assistance Program, which will be partially funded by HOME funds, will also assist homeless families in locating affordable rental housing.



## LOCAL GOVERNMENT CERTIFICATIONS

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

**Affirmatively Further Fair Housing --** The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan --** It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace --** It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about -
  - (a) The dangers of drug abuse in the workplace;
  - (b) The grantee's policy of maintaining a drug-free workplace;
  - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
  - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
  - (a) Abide by the terms of the statement; and
  - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -



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- (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

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

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

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

**Consistency with plan --** The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3 --** It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature on file: \_\_\_\_\_  
 Signature/Authorized Official Date

\_\_\_\_\_  
Title



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## Specific CDBG Certifications

The Entitlement Community certifies that:

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

**Community Development Plan --** Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan --** It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2 2010, 2011 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

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



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

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

**Lead-Based Paint --** Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

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

Signature on File:

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

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## Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance --** If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

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

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

Signature on file:

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title



## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

#### A. Lobbying Certification

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

#### B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. For grantees other than individuals, Alternate I applies. (This is the information to which jurisdictions certify).
4. For grantees who are individuals, Alternate II applies. (Not applicable jurisdictions.)
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).
8. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)  
300 Park Avenue, Falls Church, VA.

Check \_\_\_ if there are workplaces on file that are not identified here; The certification with regard to the drug-free workplace required by 24 CFR part 24, subpart F.



9. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C.812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

