



ARLINGTON COUNTY, VIRGINIA

County Board Agenda Item Meeting of April 21, 2012

DATE: March 26, 2012

SUBJECT: Approval of the County's Annual Consolidated Plan for Fiscal Year (FY) 2013, which includes the FY 2013 Annual Consolidated Plan for the City of Falls Church, adoption of the Community Development (CD) Program for FY 2013 and allocation of Affordable Housing Investment Fund (AHIF) Housing Services funds.

C. M. RECOMMENDATIONS:

1. Approve the FY 2013 Annual Consolidated Plan for Arlington (Attachment 1), which includes the Community Development Program for FY 2013 (Attachment 2) as described in the Proposed Budget for FY 2013 (Book page 225; Web page 696).
2. Approve the FY 2013 Annual Consolidated Plan for the City of Falls Church (Attachment 3) and the allocation of Community Development Block Grant (CDBG) and HOME funds for the City of Falls Church.
3. Authorize the County Manager to submit the FY 2013 Annual Consolidated Plan and execute contracts and documents (1) to make grants in FY 2013 as shown in Attachment 2, and (2) as may be required by U.S. Department of Housing and Urban Development (HUD), including Community Development Block Grant (CDBG) Certifications, and (3) as may be required by Virginia State Department of Social Services (DSS) and the U. S. Department of Health and Human Services (HHS).
4. Approve the allocation of certain revolving loan fund program income received by AHC, Inc.(AHC) and Ethiopian Community Development Corporation's Enterprise Development Group (EDG), pursuant to program agreements between the County and AHC, and the County and EDG, as required by CDBG regulations.
5. Allocate \$100,000 from FY 2013 AHIF Housing Services funds (101.495130.91102) to six nonprofit organizations for four programs (101.456300.91102): \$22,500 for Friends of Guest House; \$20,000 to PRS, Inc. \$20,000 to Arlington Partnership for Affordable Housing; and \$37,500 for collaborative case management services

County Manager:

County Attorney:

42.

Staff: Joel Franklin and Jennifer Daniels, CPHD, Housing Division

provided by three nonprofits, Doorways (\$13,820), Arlington Street People’s Assistance Network (A-SPAN) (\$10,000), and Northern Virginia Family Service (NVFS) (\$13,680). The balance of \$20,913 for collaborative case management services will be funded through CDBG (Arlington-Alexandria Coalition for the Homeless (AACH) - \$13,820 and A-SPAN - \$7,093).

6. Authorize the County Manager to execute the required documents to convey the AHIF grant of up to \$100,000 in total to: Friends of Guest House; PRS, Inc.; Arlington Partnership for Affordable Housing; Doorways; A-SPAN; and NVFS.

ISSUES: County Board approval is required for the County’s FY 2013 Annual Consolidated Plan, including the appropriation and allocation of FY 2013 CDBG, CSBG and AHIF Housing Services funds. No issues have been identified.

SUMMARY: The FY 2013 Annual Consolidated Plan describes allocations, objectives, activities, and performance measures for goals identified in the 5-Year Consolidated Plan for FY 2011-2015. Both are planning documents designed to guide housing, homelessness and community development goals and strategies within the County. The plans are required by HUD to continue receiving federal funds.

The following table shows HUD allocations for FY 2013 and the estimated CSBG allocation.

Federal funding	
Community Development Block Grant (CDBG) - Arlington	\$1,164,470
CDBG – Falls Church	\$57,558
CDBG Subtotal	\$1,222,028
HOME Investment Partnerships (HOME) - Arlington	\$497,464
HOME – Falls Church	\$21,972
HOME Subtotal	\$519,436
Community Services Block Grant (CSBG) (Estimated)	\$198,593
Total	\$1,940,057

Board approval is needed for actions related to the administration of Arlington County's FY 2013 CDBG Entitlement from HUD and the CSBG from HHS and the Virginia DSS. Board action is also required to allocate AHIF Housing Services funds to six nonprofits to implement four housing service projects. When the Federal FY 2013 appropriations are authorized and CSBG awards are announced, Board action may be required to adjust the final allocation amounts.

BACKGROUND: The Annual Consolidated Plan for FY 2013 (Attachments 1-3) focuses on activities planned for the coming fiscal year that will implement the goals of the 5-Year Consolidated Plan for FY 2011-2015 related to affordable housing, homelessness, neighborhood

strategy areas, community development, citizen participation, and institutional structure. The Annual Consolidated Plan, including all the attachments, will be submitted to HUD no later than May 15, 2012. The Citizen Summary serves as the executive summary and HUD Narratives (Attachment 1) provides more detail on the range of initiatives involving the HUD and related funding.

DISCUSSION: *Community Development Program:* The proposed FY 2013 CD Program (Attachment 2) has decreased significantly from FY 2012, as Arlington's CDBG grant has been reduced by 24% from the previous year's allocation. In the proposed FY 2013 budget, County General Funds absorb much of this reduction, by moving two CDBG-funded positions (planner and homeownership coordinator) to County General Funds, and full funding of the Shirlington Employment and Education Center (SEEC). To balance the program budget, subrecipient grants have been reduced by approximately 8% from FY 2012 funding levels.

The Community Service Block Grant allocation is still uncertain, as it is allocated for federal Fiscal Year 2013. Staff is assuming level funding, but funding amounts may need to be adjusted once final allocations are made.

The Community Development Citizens Advisory Committee (CDCAC) endorses the County Manager's FY 2013 recommendations as proposed.

30 programs are recommended for FY 2013, including housing development and rehabilitation, homeownership, housing services, economic development, and neighborhood-based and countywide public service programs. The performance and capacity of each ongoing subrecipient have been reviewed against contract requirements.

Program Income: AHC, Inc. (AHC) and Ethiopian Community Development Corporation's Enterprise Development Group (EDG), as subrecipients of County CDBG entitlement funds, operate and administer the County's CDBG revolving loan fund programs which receive loan repayments that become CDBG program income. Pursuant to anticipated program agreements, dated July 1, 2012, between the County and AHC, and the County and EDG, program income to be generated by payments to the County's CDBG revolving loan fund programs for Single Family Programs (Home Improvement Program and Barrier Removal Program); Homeownership Programs (Moderate Income Purchase Assistance Program and Moderate Income Home Ownership Program), and Microenterprise Programs, that are operated and maintained by AHC and EDG respectively, will be retained by AHC and EDG respectively, pursuant to applicable federal law and regulations. The respective revolving loan fund program income retained by AHC and EDG will be utilized solely for eligible activities pursuant to applicable federal law and regulations, and the anticipated program agreements. The County's revolving loan fund program for Multifamily Housing Development that AHC operated and maintained has been discontinued.

City of Falls Church: The County administers funding for the CDBG and HOME programs for the City of Falls Church through a Cooperation Agreement. Of the FY 2013 estimated federal funds shown above, Falls Church will receive \$79,530, including \$57,558 of the CDBG allocation and \$21,972 of HOME. The Falls Church City Council will approve the Consolidated

Plan Annual Plan on April 10, 2012. (Attachment 3). Staff has reviewed the attached plan and recommends County Board approval.

Emergency Shelter Grant (ESG): The County's FY 2013 allocation is added to the State of Virginia's Nonentitlement ESG allocation and the County will apply for its ESG funding through the Virginia Department of Housing and Community Development.

Affordable Housing: As part of the budget the County Manager recommends leveraging federal HOME funds with local general funds and local recordation tax revenues providing the Affordable Housing Investment Fund (AHIF) with a total of \$6,688,557 for the development and preservation of affordable housing. The Manager's proposed Community Development program allocates an estimated \$550,000 in CDBG funding for affordable housing development, rehabilitation, homeownership, and housing services. Housing subsidies are provided through the following programs: the federal Section 8 rent assistance (\$17.8 million) and HOPWA (\$0.1 million) programs and the local Housing Grants (\$6.4 million) and Real Estate Tax Relief (\$4.55 million) programs.

Citizen Participation: The CDCAC reviewed the County Manager's FY 2013 Recommended Community Development Program on February 1, 2012 and its comments are provided in a memo to the County Manager and County Board dated April 5, 2012. The Housing Commission reviewed the AHIF Housing Services projects on October 26, 2011, and November 3, 2011. It supports the recommended allocations to Friends of Guest House, PRS, Inc., Arlington Partnership for Affordable Housing and the Housing Services Collaborative.

Public comments on the draft FY 2013 Consolidated Plan and Community Development Program were received at a combined CDCAC and Housing Commission public hearing on the FY 2013 Action Plan, held on March 7, 2012. Comments were also received at the County Board budget and tax hearings on March 20 and March 22, 2012. All public comments are included in the attached HUD Narratives.

FISCAL IMPACT: In FY 2013, Arlington will receive \$1,222,028 in CDBG, \$519,436 in HOME and \$198,593 in CSBG. Additionally, \$320,000 in program income will be used to address the needs identified in this Plan. Of Arlington's FY 2013 Federal funds, Falls Church will receive \$57,558 of the CDBG allocation and \$21,972 in HOME.

The impact on General Fund net tax support includes \$85,000 previously allocated to SEEC through CDBG. In addition, two positions formerly funded with CDBG funds (homeownership coordinator and housing planner) will be funded through County General funds, for a total of \$217,210.

The Consolidated Plan recommendations leave a balance of \$401,781 in unprogrammed CDBG funds.

Arlington County FY 2013 Annual Consolidated Plan



What is the Annual Action Plan?

The U.S. Department of Housing and Urban Development (HUD) requires localities receiving Community Development Block Grant (CDBG), HOME, Emergency Shelter Grant (ESG) and Housing Opportunities for Persons with AIDS (HOPWA) funds to complete an Annual Action Plan. Arlington's plan also includes the Community Services Block Grant (CSBG) program. The FY 2012 plan describes Community Development (CD) Fund allocations, objectives, activities, and performance measures for six goals identified in the 5-Year Consolidated Plan for FY 2011-2015 related to Affordable Housing, Homelessness, Neighborhood Strategy Areas (NSAs), Community Development, Citizen Participation and Institutional Structure.

New Census Figures Impact CD allocations

All entitlement jurisdictions across the country received an across the board cut of close to 11%. In addition, Arlington's grant amount is impacted by 2010 Census data. For the first time, in FY2012 the allocation formula utilizes American Community Survey data combined with 2010 Census data. This has resulted in a change in the allocation formula for Arlington. The census data shows that the County has experienced a 70.6% drop in overcrowding and nearly a 50% reduction in the number of residents living in poverty. Both of these factors have contributed to the reduced funding amount. The impact of these reductions equals a 25% reduction in CDBG funds, which is \$387,931 less than in FY 2012 and a 54% reduction in HOME funds, which is \$599,893 less than FY 2012. Due to these reductions, Arlington County will continue discussions on ways to better focus our funds to have the most significant impact. Examples include focusing funding on housing and homeless related services by targeting the goals of the Ten Year Plan to End Homelessness and the Housing Goals and Targets as well as concentrating on economic development activities focused on job training for residents most at-risk of homelessness.

FY 2013 Funding:

Federal Funding

CDBG: \$1,222,028
 Program Income: \$320,000
 HOME: \$519,436
 Housing Choice Vouchers:
 \$17,883,678
 CSBG: \$198,593
 ESG: *The County will apply to the state for these funds.*

Local Funding

Affordable Housing Investment Fund (AHIF):
 \$ 6,221,065 in local funds and
 \$ 467,492 in HOME funds, for a total of \$6,668,557
 Housing Grants: \$6,413,507
 Real Estate Tax Relief: \$4,550,000

Arlington's Launches 100 Homes Campaign

The 100 Homes Campaign launched in October 2011 is part of a statewide effort called 1,000 homes for 1,000 Homeless Virginians. 150 community volunteers and staff canvassed the county to identify and survey over 153 homeless persons living on the streets in Arlington. The survey yielded valuable information on the characteristics of the population such as 80% are males, while 19% are females. The average age of the participants is 52 years while the youngest is 19. Based on the survey 37% (57) of the participants were determined vulnerable based upon health conditions and/or other high mortality risk factors. The collaborative effort led by the Department of Human Services and Arlington People's Assistance Network (A-SPAN) is part of Arlington's Ten Year Plan to End Homelessness. The partners will continue working together to provide resources for housing and services so that the 153 homeless individuals can be moved into permanent supportive housing.



FY 2013 Housing Funding

An estimated \$42.3 million will be available to address housing needs in FY 2013. Housing assistance presents the largest expenditure, through the federal Housing Choice Voucher program and the local Housing Grants and Homeowners' Grant programs. Special Needs funding includes both local and federal money for residential services and emergency shelter programs. More than \$6 million in local AHIF funds is included in the Development & Rehab category.

*Does not include an estimated \$4.5 million in forgone tax revenue from Real Estate Tax Relief.

FY 2013 Affordable Housing Funding	
Activity	\$ in millions
Housing Assistance*	\$25.7
Special Needs	\$6.9
Development & Rehab	\$8.1
Info & Services	\$1.2
Planning	\$0.4
Total	\$42.3*



Objectives and Performance Measures

Affordable Housing Targets Review

The Arlington County Board voted in March to revise the County’s affordable housing goals and targets, adding the prevention/ending of homelessness and sustainable development as goals and adopting targets to meet those goals.

“Arlington has been, and will continue to be, a regional leader in preserving and expanding the pool of committed affordable units as market rate units become increasingly unaffordable for working people,” said County Board Chairman Christopher Zimmerman. “Today’s action by the Board further strengthens the County’s long-term efforts to ensure that Arlington remains a diverse community with homes affordable to persons with low-to-moderate incomes.”



Arbor Heights will provide 198 committed affordable units on Columbia Pike’s west end

Additional Information on County Website

The **FY 2013 Projects Chart** lists the allocations for each project funded, the agency responsible, and expected accomplishments.

The **FY 2013 Housing Funding Chart** summarizes the various federal, state, local and other resources expected for housing.

The **HUD Narratives** provide more detail on the range of housing, homeless, community development, Neighborhood Strategy Area and other initiatives involving the HUD and related funding.

5-Year Goals & Annual Objectives		FY 2013 Performance Measure
Housing Goal:		
<ul style="list-style-type: none"> Provide decent and affordable housing opportunities for low income persons. 		
Housing Objectives		
1. Increase the supply of Committed Affordable Units.		400 units added
2. Improve owner-occupied housing.		49 units rehabbed
3. Provide housing subsidies.		3,724 households served
4. Assist low and moderate income households to become homeowners.		50 households become homeowners
5. Provide supportive housing for low income people with disabilities.		104 clients
Homeless Objectives		
1. Provide transitional housing for the homeless.		180 households served
2. Provide emergency housing for the homeless.		720 persons served
3. Prevent homelessness.		447 households served
Community Development Goals:		
<ul style="list-style-type: none"> Create economic opportunities for low income persons. Ensure that Neighborhood Strategy Areas (NSAs) provide suitable living environments and affordable housing opportunities for low income persons. 		
Community Development Objectives		
1. Improve physical conditions in NSAs.		460 properties brought into compliance
2. Increase access to human services information and service delivery.		940 NSA residents served
3. Increase participation in community affairs.		20 Neighborhood College graduates
4. Improve economic conditions of low and moderate income persons in NSAs.		600 clients secure or improve employment
5. Foster microenterprise development for low and moderate income business owners.		17 businesses start or expand; 10 loans issued

Hearings Held to Receive Community Comment

Residents and stakeholders are encouraged to offer comments on the Draft Plans at the following public hearings located in the County Board Room at 2100 Clarendon Blvd:

- Housing Commission/CDCAC** public hearing on March 7 at 7:00 p.m.
 - On Funding Allocations:** County Board Budget Hearing, March 20 at 7:00 p.m.
 - On Non-Financial Issues:** County Board public hearing on Saturday, April 21 at 9:00 a.m.

View the HUD narratives at: www.arlingtonva.us and search for “Con Plan.” For questions or a copy of any of the documents, please call the Housing Division at 703.228.3760.

ARLINGTON COUNTY, VIRGINIA

Department of Community Planning, Housing and Development
 Housing Division, 2100 Clarendon Boulevard, Suite 700, Arlington, VA 22201

Draft HUD Narratives

FY 2013 Annual Action Plan



DEPARTMENT OF COMMUNITY PLANNING, HOUSING &
DEVELOPMENT

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FY 2013 Annual Action Plan

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Executive Summary

The Executive Summary is optional, but encouraged. If you choose to complete it, please provide a brief overview that includes major initiatives and highlights that are proposed during the next year.

Program Year 3 Action Plan Executive Summary:

The Executive Summary is the Citizen Summary (Attachment 1), as well as “FY 2013 CDBG, HOME, HOPWA, CSBG and AHIF Services Projects” (Attachment 2).

Strategic Plan

Arlington’s vision is to be “a diverse and inclusive world-class urban community with secure, attractive residential and commercial neighborhoods where people unite to form a caring, learning, participating, sustainable community in which each person is important.”

The Five-Year Consolidated Plan provides the framework for implementation of the above vision. It is designed to guide the County’s affordable housing, homeless, community and economic development policies and programs over the FY 2011 – 2015 five-year period. The Plan provides a comprehensive overview of federal, state and local efforts in these program areas and it describes the County’s needs, resources, goals, strategies and objectives.

The Annual Action Plans describe Arlington’s annual funding allocations for the Community Development Block Grant (CDBG), HOME Investment Partnership, Community Services Block Grant (CSBG), Affordable Housing Investment Fund (AHIF) Services, and Housing Opportunities for Persons With AIDS (HOPWA) programs. These allocations fund activities to meet five major goals: Affordable Housing, Homelessness, Community Development, Special Needs and Citizen Participation, as identified in the Five-Year Consolidated Plan for FY 2011 - 2015.

General Questions

1. 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.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
4. Identify the federal, state, and local resources expected to be made available 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.

Program Year 3 Action Plan General Questions response:

Arlington conducts a variety of County-wide and neighborhood-specific housing and community development activities that benefit low and moderate income households, using federal, state and local resources. The County combines its HOME funds annually with local resources to create the Affordable Housing Investment Fund (AHIF). These funds are used County-wide for new construction, acquisition and/or rehabilitation projects to preserve and improve the supply of affordable housing. HOME funds also support homeownership activities. Arlington uses the majority of its CDBG and CSBG funds for housing and community development activities and services that are limited to low and moderate income residents in Neighborhood Strategy Areas (NSAs) and County-wide.

For more than 30 years, the County has concentrated a portion of its CDBG funds in NSAs showing the greatest needs and opportunities for revitalization, as determined by income and other socio-economic criteria and trends. NSA designation is limited to areas where at least 51% of the residents are low and moderate income, making the areas eligible under Federal regulations for “area benefit” CDBG activities. The County uses part of its annual CDBG funds on “area benefit” activities through its NSA program. Additionally, part of the competitive Community Development Fund annual allocation is made to public service activities that serve residents of the NSAs.

For this Consolidated Plan and Action Plan, data from the 2000 Census, the 2010 Census, the American Community Survey (ACS), local data and public input is utilized to allocate resources and assign priorities.

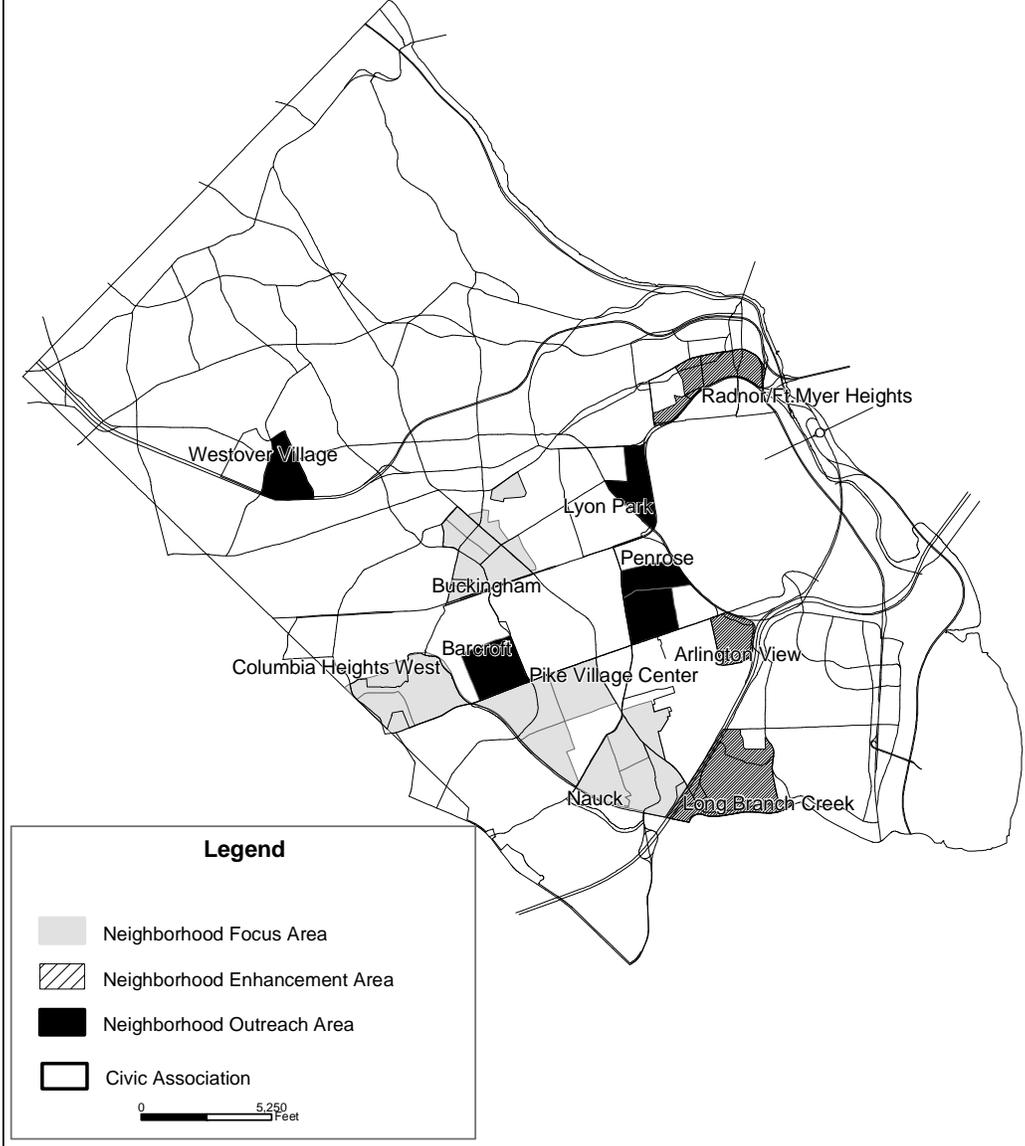
The NSA program utilizes a neighborhood classification system with three tiers. Each tier defines a level of need and establishes the foundation for the type and scope of assistance to be provided. This system utilized the 2000 Census and is described in more detail in the Community Development section.

The map shows the location of the 11 designated areas, which are one or more block groups within the following neighborhoods¹: Arlington View, Barcroft, Buckingham, Columbia Heights West², Douglas Park, Lyon Park, Long Branch Creek, Nauck, Penrose, Radnor/Ft. Myer Heights and Westover.

¹ These block groups are identified on Table I of Appendix 1.

² The Forest Glen neighborhood adjacent to Columbia Heights West is now included in its NSA boundaries.

Arlington County, Virginia Neighborhood Strategy Area Classifications



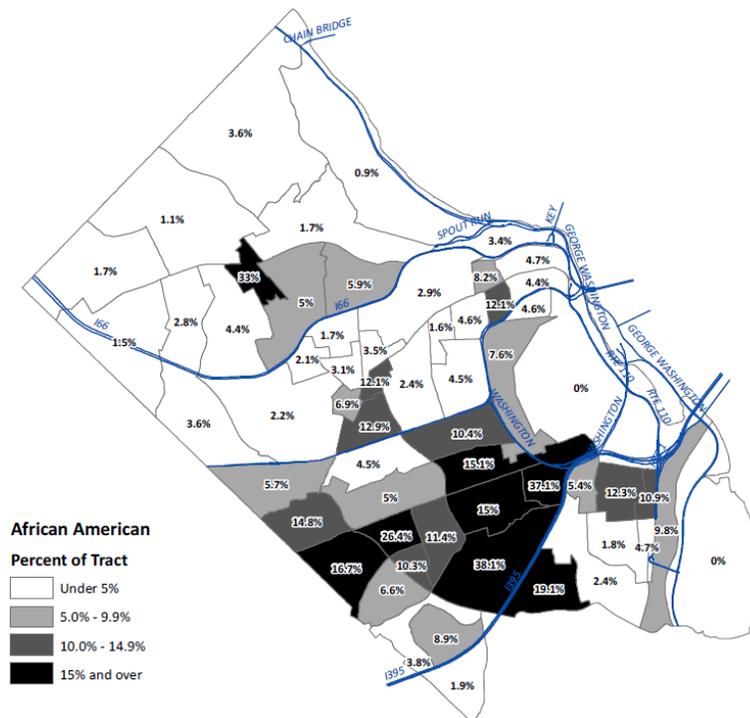
Minority Concentrations

The following maps show the distribution of African-Americans, Hispanics and Asian-Americans in the County. Several areas of minority concentration³ existed in the County in 2010 for the Asian and Hispanic or Latino populations. The Metropolitan Statistical Area (MSA) of the Washington, D.C. region is 25.2% African American, 9.3% Asian, and 13.8% Hispanic or Latino, according to the 2010 Decennial Census.

African-Americans:

Even though there are no minority concentrations of the African-American population according to the HUD guidelines, three areas have particularly higher concentrations of African-Americans: Nauck, Arlington View, and High View Park in which there are 38.1%, 37.1% and 33.0%, respectively. The fact that High View Park, Nauck and Arlington View are historically African-American neighborhoods dates back to the Civil War. The concentrations of African-Americans have decreased in each of these three neighborhoods since 1990. These percentages compare with the County's overall African-American population of 8.2%. Two of these neighborhoods—Nauck and Arlington View—are Neighborhood Strategy Areas.

African American Population by Census Tract, 2010

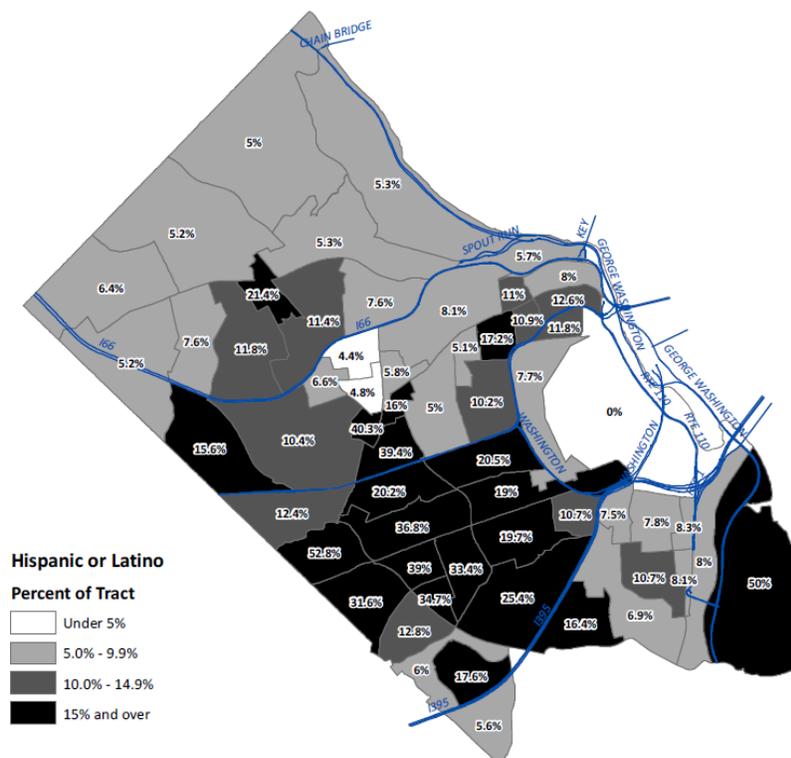


³ Areas of concentration, as defined by HUD guidelines, are those with double the regional average percentage of a particular population. For example, if 10% of the region's population is members of a minority group, an area of concentration of that minority would be an area with more than 20% of that minority.

Hispanic or Latino:

The Hispanic or Latino population represents 15.1% of Arlington's 2010 population. Nine census tracts were considered minority concentrations, with the percentage of Hispanic or Latinos per census tract above twice that of the region's 13.8%. The areas with the highest percentage of Hispanic residents were the areas of: Douglas Park, comprised of two census tracts with Hispanics or Latinos representing 39.0% and 34.7% of the tracts population; Columbia Heights West with 52.8%; and Buckingham with two tracts representing 39.4% and 40.3%. All of these neighborhoods have block groups that are designated NSAs (the block groups designated within Douglas Park are named the Pike Village Center NSA).

Hispanic or Latino Population by Census Tract, 2010



Asian:

Overall, the Asian population represented 9.6% of the County's total population in the 2010 Census. While there were small areas of concentration of Asian-Americans in the County, this population was distributed more evenly throughout the County than other minority groups. Rosslyn (at 21.7%), Pentagon City (at 20.5%), and Glencarlyn (at 17.1%) contained the largest concentrations of Asians. While a block group within Glencarlyn was income-eligible, the neighborhood decided against NSA designation.

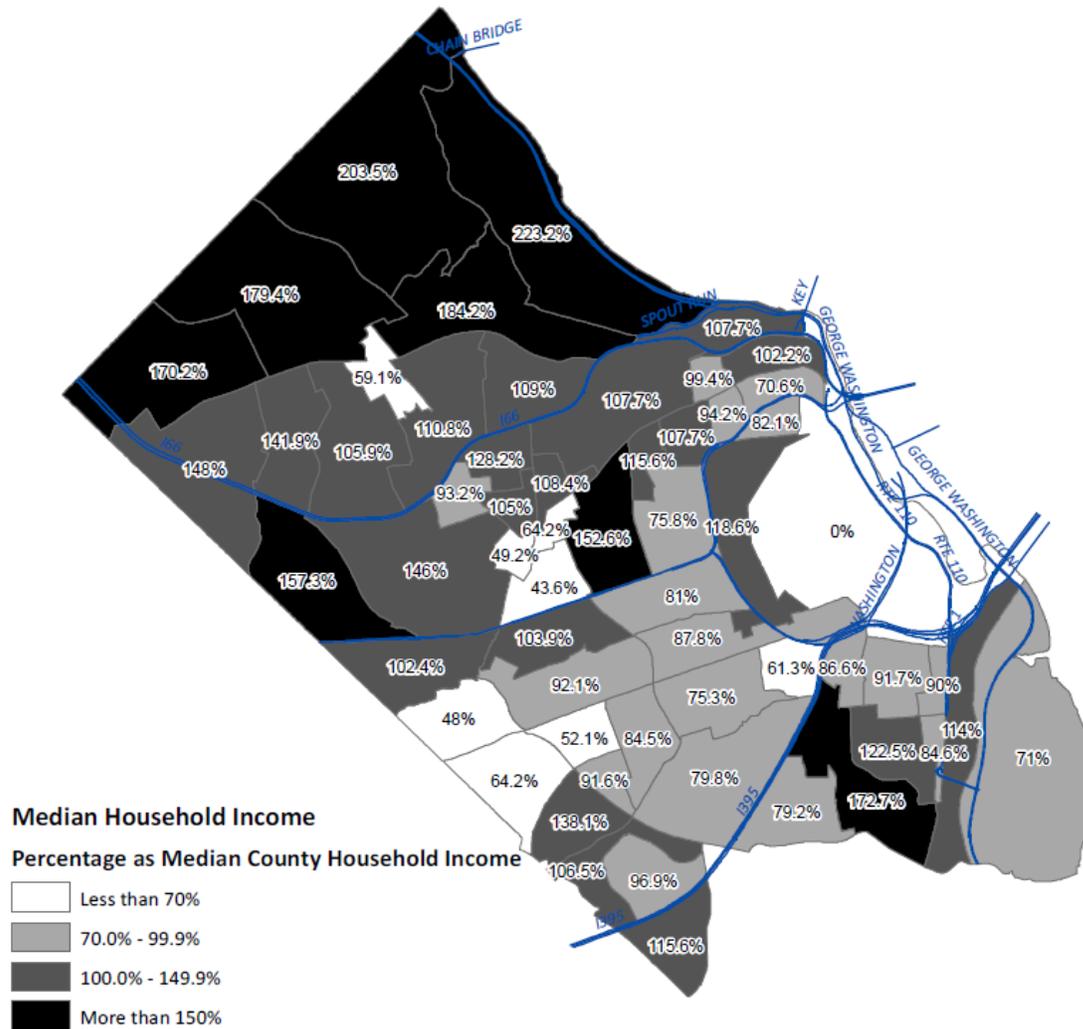
Low-Income Concentrations

Within the County, there continue to be large disparities in income by geographic area. In 2006-2010, the County median household income was \$94,880 and the median family income was \$126,947, according to the 2006-2010 American Community Survey 5-Year Estimates. As seen in the map below, the northernmost census tracts—those located north of Lee Highway—have household incomes 150% and higher than the County’s overall median income. Three other areas in the County also have median incomes in this bracket: Dominion Hills and Boulevard Manor, the eastern part of Ashton Heights, and the southern portions of Arlington Ridge and Aurora Highlands. On the other hand, seven census tracts have median household incomes 70% and less of the County-wide median income. These tracts are located in: Buckingham, Columbia Heights West, Pike Village Center, Columbia Forest, Arlington View, and High View Park.

Consistent with national patterns, the 2006-2010 American Community Survey 5-Year Estimate found that the median incomes of minority households in Arlington were below those of non-minorities, as shown below. There are also significantly higher percentages of minorities in poverty than of white persons. Between 2000 and 2006-2010, the percentages of white persons and Hispanic persons in poverty both increased, while the percentages of African-American and Asian-American decreased.

Minorities, however, are not unrepresented at higher income levels. Over 77% of all Arlington households had incomes above \$50,000 in 2006-2010, including 55% of all African-American, 72.9% of Asian-American and 56.7% of Hispanic households.

Median Household Income of Census Tract as a Percentage of County wide Median Household Income, 2006-2010 ACS



Source: ACS data 2005-2009 and Census 2010

In FY 2013 Arlington will receive \$1,222,028 in CDBG, \$519,436 in HOME, and \$198,593 CSBG. Additionally, \$320,000 in program income will be used to address the needs identified in this Plan. Of Arlington's FY 2013 Federal funds, Falls Church will receive \$57,558 of the CDBG allocation and \$21,972 in HOME.

Obstacles to Meeting Underserved Needs

There are a variety of obstacles to meeting underserved needs in the County. These include limited availability of federal and state funds, limited availability of accessible and affordable housing, cultural and language barriers, lack of technical skills, immigration status that limits employment or training, and distrust of, or lack of familiarity with, government, in general. Indications from Congress point to the likelihood of domestic spending reductions in the coming years. CDBG and HOME funds for FY2013 are significantly less than FY2012. County General funds are being used to offset the bulk of the reduction in federal funds and subrecipient award for FY2013 will be reduced by an average of 8%. These obstacles and others will be discussed in more detail in several sections of this Plan.

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.

Lead Agency

The Housing Division of Arlington's Department of Community Planning, Housing, and Development (CPHD) is the lead agency for the development of the Plan. A significant amount of local funds are also utilized to accomplish the County's housing and community development goals, primarily the Affordable Housing Investment Fund (AHIF) and the Housing Grants rent assistance program.

- The Housing Division administers the CDBG, CSBG, HOME Investment Partnerships, and the County AHIF programs. The Action Plans describe proposed CDBG, CSBG, HOME, AHIF Services Projects and list public and private agencies that will administer the various housing and community development activities each year.
- The County's Department of Human Services (DHS) administers the Section 8 program, ESG, HPRP, and other Continuum of Care programs for the homeless. The County receives ESG funds competitively from the state, and typically funds

operating expenses of the Emergency Winter Shelter and the County-owned Residential Program Center (RPC).

- Additionally, the County is a Local Government Community Action Program, and receives Community Services Block Grant (CSBG) funds from the U.S. Department of Health and Human Services, through the Virginia State Department of Social Services.

The Washington D.C. metropolitan area is an Eligible Metropolitan Statistical Area (EMSA) that receives HOPWA funds. Currently the administering agency is the Northern Virginia Regional Commission. The County's DHS receives a portion of the Suburban Virginia HOPWA award, which is one component of the award for the D.C. area. Arlington County administers funding for the CDBG and HOME programs for the City of Falls Church through a Cooperation Agreement. The Cooperation Agreement between Arlington County and the City of Falls Church will expire in 2015.

Consolidated Plan Development

While the Housing Division serves as the lead agency for the development of the Consolidated Plan, the Department of Human Services plays a major role in planning and administering Consolidated Plan programs. A number of other public and private agencies participated in the Plan development. The Institutional Structure portion of this plan fully describes the various divisions and inter-departmental teams that took part in the development of the Consolidated Plan.

The County held a community forum in September 2009, which was an important tool for consulting with residents as well as housing, homeless, special needs and other service providers. During the last year, staff also attended community and commission meetings to solicit input, and conducted a housing needs survey, distributed by internet and hard copy. County staff consulted closely with the public/private Implementation Task Force (ITF) that is implementing the 10 Year Plan to End Homelessness and DHS to develop the Plan sections related to supportive housing and emergency assistance for various special needs and homeless populations.

The Community Development staff also conducted a needs survey in the four Neighborhood Focus Areas: Buckingham, Columbia Heights West, Nauck and Pike Village Center. The surveys were distributed to residents at key locations within the NSAs and at regular meetings of various resident and advisory groups within each Focus Area. The results informed the prioritization of needs for the next five years in the Community Development Needs table.

The development of the Consolidated Plan also included collaboration and consultation with the Metropolitan Washington Council of Governments (COG), Northern Virginia Regional Commission (NVRC), Virginia Department of Housing and Community Development (DHCD), the Virginia Coalition to End Homelessness (VCEH), Virginia Department of Health and Virginia State Historic Preservation Officer.

3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.
 - Housing Division staff members are active on the Ten Year Plan to End Homelessness Implementation Task Force. The County and community collaboration has multiple strategies to implement the Ten Year Plan.
 - Housing Division will continue to work with housing developers/sponsors to create affordable housing. Staff will provide training sessions for subrecipients to discuss compliance with requirements and provide an opportunity for development of coordinated efforts to address needs.
 - County staff from various departments and members of the Community Development Citizens Advisory Committee and the Housing Commission will review proposals submitted for consideration in the Community Development Fund.
 - A capacity-building initiative for nonprofits continues to be implemented in cooperation with several public and private agencies, and assists participating nonprofits to develop collaborative partnerships.
 - Housing Division staff will attend meetings convened by DHS for nonprofit Executive Directors to discuss service delivery and promote collaboration.
 - Health, housing and code enforcement staff will review procedures and collaborate on issues related to lead-based paint.

Citizen Participation

1. Provide a summary of the citizen participation process.
2. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.

Arlington's goal for citizen participation is to ensure broad participation of Arlington residents and service providers in housing and community development planning, program development, program implementation and evaluation. The Community Development Citizens Advisory Committee (CDCAC) and the Citizens Advisory Commission on Housing (Housing Commission) are the lead groups for the Consolidated Plan citizen participation processes. Both groups were involved in the development of the Five-Year Consolidated Plan and this Action Plan. Other County Board Advisory Commissions including the Tenant-Landlord Commission; the Disability Advisory Commission; Partnership for

Children, Youth and Families; Community Services Board; Commission on Aging; and the Environment and Energy Conservation Commission were consulted.

Community Participation Plan

The Five-Year Consolidated Plan includes the Community Participation Plan as an attachment. It was amended in April 2009 and reflects outreach mechanisms to ensure broad community involvement. Member organizations are identified to allow representation from interest groups and service providers directly involved in Consolidated Plan activities and programs. The Community Participation Plan also meets the requirements of the CSBG Community Advisory Board membership and procedures.

Community Forum

This year the primary tool for involving residents as well as a variety of housing, homeless, special needs and other service providers was the Community Forum, referenced in the previous Consolidated Plan Development section.

County staff undertook a comprehensive outreach approach for the Community Forum, including bilingual email announcements, fliers, brochures, and notices in local papers, webpages and the Division's electronic newsletter. The email announcement was sent to members and staff liaisons of 18 County Board advisory commissions; the Implementation Task Force of the 10 Year Plan to End Homelessness, presidents of civic associations; a list of nonprofits that work with CPHD and DHS; and other governmental agencies in the region.

Staff circulated fliers in English and Spanish through the County's recreation centers, Outreach Centers, libraries, public schools and English as a Second Language (ESL) classes through the Clarendon Education Center. An announcement of the forum was included in The Arlington Citizen, and the County's Housing Online newsletter. Finally, the Housing Division included a webpage linked through its "news and events" with detailed information about the forum and a "Con Plan Blog" was set up to keep the community informed and to allow communication among interested people.

Housing and Community Development Survey

In the summer and fall of 2009, the Housing Division conducted a Housing and Community Development Survey. The purpose of the survey was to get feedback from the community about current housing and community development needs and services and to use the results to guide strategies for developing the County's 2011-2015 Consolidated Plan. The complete results of the survey can be found in the FY 2011-2015 Five Year Consolidated Plan.

CDCAC and Housing Commission Review of Proposed Projects

A total of 25 proposals/renewals were received in September. The CDCAC, Housing Commission, and staff reviewed the requests and met with ten sponsors. Submissions included agencies delivering housing and economic development programs and CDCAC and staff evaluating performance and proposed FY 2013 activities and costs. Many of these “negotiated” program providers met with CDCAC to review FY 2012 performance and discuss program activities for next fiscal year. The scores/ranks for each Community Development Fund proposal were considered as the recommended FY 2013 Community Development Program and Budget was developed. The revised Community Development Program and Budget was developed with CDCAC guidance and was reviewed by the Committee and the Housing Commission at a public hearing on October 12, 2011.

Other Community Participation

Other recent efforts to solicit input from low and moderate income neighborhoods included surveying clients in several outreach center programs, meetings with service providers in the NSAs, discussions of needs at regular meetings of neighborhood groups such as civic associations, Neighborhood College members, and one-on-one conversations with residents. Efforts to identify needs of low and moderate income residents also included review of data and information provided by other nonprofit groups who work with NSA residents. Organizations such as CHOICE and ENDependence Center were also consulted. All publicity informed residents about the accessible locations and the availability of interpreters at forums and public hearings.

Review of the Revised Draft Plan

The draft Consolidated Plan was distributed in print and online and public comment will be solicited at a public hearing held by the Housing Commission and the CDCAC on the draft Annual Action Plan on March 7, 2012. The County Board will hold public hearings on the County Manager’s revised FY 2013 Annual Action Plan on March 20 and 22, 2012 where residents are encouraged to attend and offer comments. The County Board is scheduled to adopt the plan on April 21, 2012.

3. Provide a summary of citizen comments or views on the plan.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

Comments from the community will be summarized in Attachment 3

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.
 - Arlington County is working with the Metropolitan Washington Council of Governments (COG) Housing Directors Advisory Committee to develop an affordable housing database that will identify all affordable housing units in the region.
 - The County continues to support its Nonprofit Assistance Network that includes a resource center at Central Library with a business librarian; a coordinating council of nonprofits; workshops and classes around a nonprofit curriculum; and organizational assessment and coaching for nonprofit executives and boards.
 - The County has established a Leadership Consortium of Arlington's 10-year Plan to End Homelessness. The Leadership Consortium, comprised of public, private, and community representatives, is guiding the implementation of the 10-year Plan. The Implementation Task Force leads and manages the detailed implementation of the Plan, under the guidance of the Leadership Consortium. Guided by the broad goals and strategies of the Leadership Consortium, the Task Force develops detailed annual operational plans with specific actions and timetables. (Refer to Homelessness section for more specifics.)

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program and financial management staff conduct formal on site monitoring at least once every two years of CDBG and HOME funded projects implemented by subrecipients (more frequently if the subrecipient is new or is having difficulty meeting program or contract requirements). Review of monthly or quarterly reports, program evaluation forms, program visits and phone calls are also part of program monitoring procedures. Program participants are surveyed periodically to determine level of satisfaction with services and areas in need of improvement. Program monitoring ensures that the subrecipient's performance is adequate and in compliance with Federal and local regulations, as determined by the contract agreement and scope of service.

Components of project monitoring include compliance with eligible activities and National Objectives, HUD program rules and administrative requirements; accessibility to all sites where federally-assisted programs are implemented; progress against production goals; needs for technical assistance; composition and activity of a subrecipient's board; statements of non-conflict of interest by board members; compliance with equal employment opportunities and labor practices; reviewing client files where appropriate; reviewing

program brochures and printed material to ensure compliance with language accessibility; and evidence of innovative or outstanding performance.

Financial monitoring ensures that subrecipients comply with all Federal regulations governing their financial operations. This includes reviewing original supporting documentation for financial transactions, time sheets, independent audit reports and management letters, tracking expenditures into the general ledgers, check books and bank transactions, internal controls, reviewing financial transactions to ensure that they are within the approved budget, and that expenditures are eligible and reasonable. An overall monitoring schedule is established at the beginning of each program year, as well as an individual monitoring checklist for each activity.

Monitoring of a subrecipient that results in multiple significant findings will require a corrective action plan and repeated interim monitoring visits by County staff. If corrective actions are not taken within a prescribed period or if the findings are egregious in nature, project reimbursement is immediately suspended until the deficiencies are corrected. Any financial malfeasance will be immediately reported to the CPD office of the Washington Field Office of the U.S. Department of Housing and Urban Development, as well as the HUD Inspector General. The County complies with the Federal Funding Accountability and Transparency Act and checks with the Excluded Parties Listing prior to entering into any contract with a subrecipient.

Long term compliance with property management and disposition requirements are outlined in contracts with subrecipients. County interests in real property acquired with CDBG or HOME funds are required to be recorded as part of the deed.

Federally-assisted housing projects that have HOME or CDBG funds invested are monitored periodically. Some projects have a full code inspection by the Code Enforcement staff and Fire Marshall. An on-site compliance monitoring review examines all aspects regarding the leasing of an affordable unit. It begins with a review of the components of the affordable housing agreement with leasing and management staff to ensure that all parties understand the requirements. Additionally, the lease, the rental amounts and the rent roll, the tenant selection policy and process, the waiting list procedures, property marketing plan and fair housing notices are reviewed. Tenant files of households occupying affordable units are reviewed to ensure required procedures are followed, such as using HUD Handbook 4350.3 to identify and calculate income correctly, obtaining signatures of all adult household members on income certifications and renting at allowable amounts. Occupancy reports submitted by the owners are reviewed while on site to verify that the information being reported concurs with file documentation.

When discrepancies are noted, the owner is required to make corrections. Corrective action ranges from the owners making corrections on their report to providing a replacement affordable unit when the existing household is ineligible for the unit. Other changes might be preparing a more effective marketing plan or repayment of rent to tenants.

Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families.

Currently, the NSA community inspector completes the in-house review form to ensure compliance with all Federal statutes concerning lead-based paint in any Federally-assisted capital project. The NSA community inspector is to be certified in Lead Based Paint program administration, and convenes half yearly roundtable discussions with nonprofit housing developers that work with rehabilitation projects. The community inspector also provides technical assistance and refers training opportunities to nonprofit housing developers and assists community development staff in monitoring subrecipient compliance with federal statutes.

Testing for lead-based paint on all units built prior to 1978 that are being rehabilitated using Federal funds is required per statutes. The nonprofit developers responsible for each project must report findings to the County. Costs associated with lead based paint testing and mitigation are eligible to be charged to federal entitlement grants.

The Code Enforcement Unit of Inspection Services Division inspects units and notifies owners of the need to take corrective action regarding encapsulation or abatement of lead-based paint in a dwelling unit. This could include testing by a licensed contractor and laboratory.

Public education includes informing the public of the dangers of lead-based paint through pamphlets distributed to targeted population sectors and awareness campaigns by the Virginia Department of Public Health and Arlington County Public Schools.

The Arlington County DHS Health Division screens all child clients at ages 9 or 12 months and two years, and any child new to the clinic over the age of two. Cases of elevated blood level are provided counseling and are monitored until the case is resolved. The DHS also requires that private physicians and laboratories notify it in cases of elevated blood levels.

If the elevated blood lead level is greater than 15 µg/dL for any DHS child client, the case is referred to Environmental Health Bureau for environmental history. An Environmental Health Specialist visits the dwelling with a Public Health Nurse to determine the source of the lead by completing a questionnaire and conducts sampling of paint, dust, water, soil or

other likely lead sources. A written report including the sampling results and any recommendations is given to the tenant and if relevant, to the owner of the property.

Arlington County DHS, Housing Assistance Bureau inspectors are trained in visual assessment. Annual inspections are conducted at properties receiving Housing Choice Voucher (formerly Section 8) rent subsidies to ensure that paint conditions are stable. Section 8 staff compares subsidized unit addresses with Environmental Health to ensure that no units identified with lead hazards are in the Section 8 program. In 2011 there were no “hits” matching a Housing Choice Voucher subsidized unit with an incident of elevated lead in the blood.

As part of Arlington County’s five-year goal to protect public health and safety from environmental hazards, including lead-based paint hazards, it will address the issue through a four-pronged strategy that includes: collaboration; assessment and testing; public education; and enforcement of public health laws. The community inspector in the Housing Division is key to the implementation of monitoring, evaluation, and compliance of all federally-assisted housing projects within the County. This staff has received and will continue to receive training and monitor changes in statutory regulations, and will evaluate all federally-assisted projects to determine applicability and compliance with the most recent lead-based paint rule. This staff also serves as a resource to the County’s subrecipient affordable housing development partners.

Collaboration: Enhance communication between County agencies, as well as State agencies, to ensure identification and reduction in lead-based paint hazards.

Assessment/ Testing: Improve ability to test for lead-based paint in units where there is a risk or probable cause, such as a child with elevated blood levels. Continue testing children in all DHS public health clinics.

Public Education: Take steps to inform the public of the dangers of lead-based paint, methods for identifying it and behavior strategies for reducing contact (especially children) with lead dust and chips.

Enforcement/Correction: Inspect units and notify owners of the need to take corrective action regarding covering or abatement of lead-based paint in a dwelling unit. Refer to resources for correction and/or enforcement.

Specific Housing Objectives

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Arlington's goals and targets, approved by the County Board in December 2003 and updated in 2011, established the County's overall objectives and outcome measures for affordable housing. The goals and targets were developed to plan for the needs of families; older residents; persons with disabilities; entry level professionals; teachers, police, firefighters and other public employees; and employees in the many jobs that support the County's strong economic development. The Five-Year Consolidated Plan lists the goals and targets and attached Arlington's Goals and Targets for Affordable Housing, which displays baseline data, stretch and aggressive targets with graphs and short narrative accompanying each target.

The purpose of the targets is to establish a long term vision of where the County would ideally like to be and to provide a quantitative way to measure its progress. The targets guide implementation activities and track Arlington's progress in achieving its Affordable Housing Goals. Many of the targets are interrelated and may even be in conflict in certain situations. This will require the County to set priorities among targets. For example, creating more family-sized housing units may result in a lower overall number of units created. Due to the costs, creating committed units in the Metrorail corridors will likely result in fewer units than outside the corridors. Ultimately, Arlington must exercise judgment and creativity to strike the appropriate balance across a range of different affordable housing goals, which, together, result in a community that is economically diverse and economically sustainable.

An Annual Targets Report is issued each year to update the County Board and community on progress in meeting the targets. For each target, baseline performance has been determined. The overall objective is to improve on the baseline performance each year. All of the targets will not be met. Thus, the "baseline" is at least equally as important as the target.

The Goals and Targets originally established the County's objectives and outcome measures for affordable housing until FY 2010. In March 2011, the County Board voted to revise the County's goals and targets which extended most of the targets to 2015 and added the prevention/ending of homelessness and sustainable development as goals and adopting targets to meet those goals.

Revisions to the Goals and Targets for 2015 adopted by the Board include:

- Preventing, ending homelessness:
 - Reduce the number of unsheltered homeless by half
 - Create a comprehensive homeless service center, including up to 50 year—round shelter beds
 - Increase the number of homeless individuals and families moving into permanent housing, increasing supply of permanent supportive housing units to 425
 - Permanent housing for at least 95% of sheltered homeless elder and families with children and for 65% of sheltered homeless persons with disabilities
- Sustainability in producing, converting and renovating committed affordable units (CAFs)
 - Reduce total energy use by an average of 15% in total supply of CAF multi-family properties
 - Track electric, gas and water utilities in 50% of all CAF rental properties
 - Reduce total water use by average of 10% in total supply of CAF multi-family properties
- Minimize involuntary displacement of low- and moderate-income households in complexes being renovated, converted or redeveloped with County assistance. For committed affordable units (CAFs), strive to house 60% of households onsite or nearby.
- Link at least 50% of persons in shelters, transitional or supportive housing to training, employment or enrollment in public assistance benefits.
- Strive to provide rental assistance (including Housing Grants) to 100% of the eligible households requesting rental assistance.

Section 215 Goals

While the Annual Targets Report will report on progress towards the County's comprehensive housing goals and targets, the CAPER will report on the Section 215 housing goals shown in the Housing Needs Table. For Fiscal Year 2013, the Section 215 renter goal is 18 and the 215 owner goal is 105. These goals are based upon the CDBG, HOME-funded, and HOPWA programs/units that meet the 215 definition.

Resources

Attachment 2 is a chart that details the Revised FY 2013 CDBG, HOME, HOPWA, CSBG and activities and expected outcomes. In addition, there will be a number of other financial resources available this year to help address the identified affordable housing needs of the County. Below is a listing of these resources and estimated funding levels; detailed descriptions of each are in the Five-Year Consolidated Plan.

Affordable Housing Investment Fund: In FY 2013, the Affordable Housing Investment Fund (AHIF) will receive \$467,492 of the Federal HOME allocation, to be leveraged with an estimated \$5,032,508 of local general fund revenues and an estimated \$1,188,557 in incremental recordation tax revenues to equal more than \$6.6 million. A separate \$51,944 from the County's HOME fund allocation will be used for program administration. Additional funds from loan repayments will also be received during FY 2013.

Homeownership Assistance:

The CDBG and HOME-funded Moderate Income Purchase Assistance Program (MIPAP) offers down payment and closing cost assistance to low and moderate income first time homebuyers. The MIPAP Program was recently changed to a shared appreciation program that provides more substantial down payment assistance to eligible homebuyers. CDBG and HOME program income from loan repayments and other HOME funds are sources of support for this activity in FY 2013, in addition to \$500,000 in County general funds. The County has a target to assist 50 homebuyers per year, of which 9 will receive MIPAP funding.

Housing Grants Rental Assistance Program: This County funded rent assistance program serves low-income working families with minor children, residents aged 62 or older, and persons with disabilities and those not receiving housing Choice Vouchers (Section 8). Rent subsidies allow households to pay about 40% of income in rent. As of December 2011, there were 1,204 households receiving subsidies. It is anticipated that \$6,413,507 in General Fund will be available for Housing Grants in FY 2013.

Real Estate Tax Relief Program for the Elderly and Disabled: This program provides an exemption, partial exemption, and/or deferral of real estate taxes to eligible homeowners based on the household income and assets. Eligible persons must be at least age 65 or permanently and totally disabled and not be engaged in substantial gainful employment. Income for Elders may not exceed \$85,268. Disabled persons may have unearned income up to \$85,268. Assets may not exceed \$340,000 for exemption and \$540,000 for deferral. It is anticipated that \$4,550,000 General Fund will be available for Real Estate Tax Relief in FY 2013, and is foregone revenue. Approximately 1,150 households will benefit in FY 2013.

Homelessness Program Resources

Additional programs and resources are described in the section on Homelessness.

Live Near Your Work Program: This local schools program provides a forgivable loan in the amount of 1% of the purchase price up to a maximum of \$5,000. The program is targeted to serve approximately 20 qualified school employees to purchase a home in Arlington.

Needs of Public Housing

1. 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.
2. 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.

Program Year Action Plan Public Housing Strategy response:

While Arlington County does not have public housing, it does manage a Housing Choice Voucher program. The Voucher program provides rent subsidies for low income households. In FY 2013, the Department of Human Services plans to administer 1,425 housing choice vouchers and will serve fifty additional families with fifty vouchers from the Family Unification Program.

Barriers to Affordable Housing

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

Program Year Action Plan Barriers to Affordable Housing response:

As part of the Five Year Consolidated Plan, a Draft Analysis of Impediments and Fair Housing Report has been developed. This report discusses potential barriers to affordable housing and recommends certain strategies.

The County does not have HUD-defined barriers such as:

- zoning ordinance minimum building size requirements that exceed the local housing or health code or is otherwise not based upon explicit health standards
- impact fees on development
- lack of use of a recent version of one of the nationally recognized model building codes
- land use regulations prohibiting the use of manufactured housing
- lack of a single, consolidated permit application process for housing development that includes building, zoning, engineering, environmental, and related permits
- lack of concurrent, not sequential, reviews for all required permits and approvals
- requirements for public review of affordable housing projects that are in full compliance with the zoning ordinance and other development regulations.
- the County has bonus provisions for affordable housing and will continue refining and expanding provisions for increased density in return for affordable housing.

In the last five years, the County has produced new policies to overcome some HUD-defined regulatory barriers.

- *Accessory Dwelling Units:* In 2008, the County approved changes in the Zoning Ordinance that will allow for accessory dwellings (AD). An AD is a second legal living space with kitchen, bathroom, and a separate entrance. In Arlington, ADs are permitted inside single-family detached houses, e.g. in a basement, on the second floor, or in an addition to the home.
- *Affordable Housing Ordinance:* In 2005, the County approved a new Affordable Housing Ordinance. The developer chooses whether to provide a cash contribution or to provide units using a percent of the increased gross floor area (GFA) above 1.0 Floor Area Ratio (FAR).
- *Affordable Housing Goals and Targets:* Even though there is not a housing element for the comprehensive plan, the Affordable Housing Goals and Targets perform a similar function. The Goals and Targets calculate current and anticipated housing needs, taking into account the anticipated growth of the region, for existing and future residents, including low, moderate and middle income families, for at least the next five years.

The County identified that it did have HUD-defined regulatory barriers in the following areas:

- *Fast Track Permitting:* The County does not have expedited or fast track permitting and approvals for affordable housing projects.
- *By-Right Density Bonuses:* HUD recommends by-right density bonuses that provide for a fixed percentage or number of additional market rate dwelling units in exchange for the provision of a fixed number or percentage of affordable dwelling units and without the use of discretion in determining the number of additional market rate units.
- *Time Limits for Government Review:* HUD recommends that jurisdictions establish time limits for government review and approval or disapproval of development permits. If, after the application is deemed complete, the government fails to act within the designated time period, the application will be automatically approved.
- *Waiver of Parking Requirements:* HUD recommends that localities have an explicit policy that adjusts or waives existing parking requirements for all affordable housing developments.

- *Infrastructure:* HUD recommends that localities modify infrastructure standards and/or authorize the use of new infrastructure technologies (for example, water, sewer, street width) to significantly reduce the cost of housing.

County Actions: Some strategies that the County might consider to eliminate regulatory barriers identified are:

- *Fast Track Permitting:* Creation of fast track permitting for affordable housing projects could lessen construction costs by mitigating inflationary costs associated with a lengthy construction phase. Project budgets would also trend toward a smaller variance. Affordable housing projects are queued with market projects to receive building permits and obtain inspections during the construction phase. Cost overruns resulting from construction delays for any reason can have adverse financial effects on the development for both developer and the lenders. Significant delays can risk the loss of low-income housing tax credits, which have a two-year clock in which to complete construction and place a project in service.
- *Fair Housing Plan Strategies:*
 1. Expand tenant-landlord program, housing fair, housing coordination, and foreclosure prevention in Housing Services to include an education campaign on predatory lending focused on vulnerable neighborhoods and populations.
 - In FY 2013, Housing Services staff will continue presentations at civic associations, churches and Arlington PTA meetings, as well as collaboration with AHOME and the Hispanic Committee of Virginia. Regional outreach strategies are planned with Alexandria, Fairfax and the City of Falls Church.
 - Staff will also continue to meet with a regional coalition of Northern Virginia jurisdictions, VHDA, and housing nonprofits in order to reach Hispanic communities.
 - Arlington will continue to sponsor the Annual Housing Fair, including seminars on renters' rights and responsibilities (including fair housing information), how to buy a house (including short sale and foreclosure properties), federal, state, and local housing programs and resources, home energy conservation workshops, and credit counseling.
 - A Tenant-Landlord Mediation Program, designed to give landlords and tenants a means of constructively exploring differences, will continue to be available in FY 2013.
 2. Enhance the process to identify available accessible units, market them, and develop a public education campaign for the public and County staff.
 - Educate staff and the Housing Commission on the inventory of accessible affordable units and the different levels of accessibility.

3. Include principles of visitability and universal design in all new County construction and rehabilitation projects and provide a universal design brochure to private developers to encourage them to incorporate universal design features.
4. Catalog and inventory all forms that are used by HUD-assisted programs in the County. Determine with the County's Limited English Proficiency (LEP) Working Group and Office of Human Rights which documents are best translated into appropriate world languages. This is accomplished through assistance of the LEP working group and staff in the Human Rights Office.
5. Work with the 10 Year Plan to End Homelessness Implementation Task Force to find new funding streams to increase rental assistance and to expand the pool of eligible persons for Housing Grants.

HOME/ American Dream Down payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
 - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
 - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
 - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
 - a. Describe the planned use of the ADDI funds.
 - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
 - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

HOME and CDBG Funds for Homebuyers

The American Dream Downpayment Initiative (ADDI) funding is no longer awarded separately from HOME funding.

MIPAP

CDBG and HOME funds have been used to provide down payment and closing cost assistance to low and moderate income first time homebuyers, through a program called Moderate Income Purchase Assistance Program (MIPAP). Currently MIPAP is a shared appreciation program, utilizing a combination of CDBG, HOME and program income funds. These subsidies help leverage affordable mortgages for eligible purchasers. The amount of assistance provided is calculated up to 25% of the purchase price of the home. The current maximum purchase price and loan amount (indexed to the HUD HOME Program guidelines) are \$362,790 and \$90,700 respectively. At the time of sale or refinance of the property, the homeowner repays the MIPAP loan amount plus a proportionate share of the net appreciation of the property

It is expected that a total of 9 households will benefit from this program in FY 2013. Outreach is targeted to qualified low and moderate income first time homebuyers. Home ownership education classes and Virginia Housing and Development Authority certification are required for clients to ensure their ability to undertake and maintain homeownership.

Resale/Recapture Guidelines

MIPAP properties must remain owner-occupied as long as the loan is outstanding. At the time of sale or refinance of the property, the homeowner repays the MIPAP loan amount plus a proportionate share of the net appreciation of the property. Repaid MIPAP loans become program income and will be lent to subsequent qualified households. This policy also applies to owner Committed Affordable Units (CAFs) that are developed through the site plan process.

Homeownership Counseling

CDBG funds are also used for first time home-buyer counseling programs. Programs are certified to be compliant with Virginia Housing Development Authority (VHDA) guidelines, and are a requisite part of applying and being eligible for low-interest loans made by VHDA. The following program enables this process:

- **Achieve Your Dream:** \$36,000 CDBG for Arlington Home Ownership Made Easier, Inc. (AHOME) to conduct outreach and provide workshops to eligible prospective homebuyers to promote homeownership for low and moderate income and minority households. **Expected Outcome:** One-on-one counseling and educational workshops resulting in 40 families becoming first-time Arlington homebuyers.

HOMELESS

Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. **Sources of Funds**—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction’s plan for the investment and use of funds directed toward homelessness.
2. **Homelessness**—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.

Funding Priorities for FY 2013

Committee Priorities	By When	Measurable Outcome
Ensure continued access to emergency shelter for single individuals and families.	FY 2013 and ongoing	-Expand the existing emergency winter shelter program into a new 50 bed year round comprehensive homeless service center for single individuals. -Continue to operate the 73 bed emergency winter shelter with 15 beds of overflow for singles until the new year round shelter is developed. -Operate a 44 bed shelter for singles. -Operate 71 beds of emergency shelter for single individuals and

		families. -Operate an 11 bed emergency shelter for victims of domestic violence.
Increase the number of affordable housing units to meet the needs of persons at or below 40% of AMI.	FY 2013 and ongoing	Working with Housing Division and housing organizations, develop 75 new units/per year over a five year period to serve individuals and family households with incomes at 40% of the AMI.
Increase the number of permanent supportive housing units (PSH).	FY2013 and ongoing	40 units/per year over five years (200 units)
Increase the supply of rental assistance by: 1) continuing to fund the Housing Grants program to meet the growing demand as budget constraints permit 2) consider broadening eligibility to include working singles staying in shelters 3) apply for federal rental assistance program Notices of Funding Availability	FY2013 and ongoing	-Fund program to accommodate growth in FYs 2012, 2013, 2014, and 2015. -Revise rules to include eligible working singles staying in shelters and add funds to base budget for this population if budget constraints permit -Applications submitted for federal rental assistance funds and applications funded
Begin occupying a small efficiency apartment program.	2014	-Affordable Efficiency that contains up to 20 units is occupied
Continue administration of the Homeless Prevention & Rapid Re-Housing Program (HPRP) with federal and state funds. Seek additional resources to continue HPRP upon expenditure of existing funding.	FY 2013 and ongoing	-Expend 100% of housing funds and provide stabilization services to 68 households. Seek additional resources to continue HPRP.

Develop an “Early Warning” system that links households at risk of losing housing with appropriate stabilization services.	FY2013 & ongoing	-Develop program with Community Assistance Bureau -Establish links with community partners and landlords -Market program throughout the community
Develop a range of programs that addresses income and financial literacy needs for households that are homeless or at risk of homelessness.	FY2013 & ongoing	-Implement financial literacy program on-site at a housing project in 2013. Evaluate program outcomes. -Continue SOAR program to increase receipt of SSI/SSDI benefits for disabled individuals referred by their case managers. -Identify funding to continue successful Culinary Arts training program and develop other training and employment opportunities for the homeless
Establish a flexible pool of funding for supportive services.	FY 2013 and ongoing	Utilize existing resources (DHS, CSBG, and CDBG) and identify other sources of funding.
Enhance the medical care for homeless individuals and families.	FY 2013 and ongoing	- Develop a medical discharge planning system with Virginia Hospital Center. -Create a medical respite bed program. -Provide nursing/wellness services/programs at Emergency Winter Shelter

Transitional housing services are provided through County contracts with non-profit providers. In FY 2013, the programs will provide 47 families monthly with a rental subsidy and case management services to help families develop the life skills needed to maintain independent living on leaving the program.

Arlington County operates a variety of **Permanent Supportive Housing programs** that are funded at the federal and local levels. In FY 2013, the Department of Human Services (DHS), through local funding, will provide 156 permanent supportive housing clients each month with a rental subsidy and case management services.

New Hope Housing and ASPAN, the Arlington Street People's Network, will provide 30 chronically homeless clients with supportive housing through funding from HUD.

Shelter Plus Care funds are used to support the Milestones I, II and III programs which serve 21 chronically homeless adults with a serious mental illness (SMI). Clients receive a rental subsidy administered by the Section 8 office, along with supportive services to address their daily needs, e.g. medication management, money skills, etc. These services are provided by case managers from the Department of Human Services (DHS).

Emergency Services Grant (ESG) and State Shelter Grant (SSG): In FY 2012, Arlington County received \$31,050 from the Commonwealth of Virginia to operate the Emergency Winter Shelter. The program has 73 overnight beds and 15 overflow spaces. In FY 2013, the County will again seek this funding.

SuperNOFA Resources:

Arlington receives funding for eight programs for homeless supportive housing and supportive service only programs that include: Adopt-a Family, In-Roads, Striving Home, Opportunity Place, Milestones (I, II, III), Homebound, Just Home and Susan's Place (Safe Haven). It is expected that these programs will continue if funded and if not additional opportunities for funding will be explored.

Family Unification Program: Arlington County Housing Choice Voucher/Section 8 program was awarded \$500,000 in HUD funds to support 50 families, in danger of separation from their children or unable to reunite with children due to inadequate housing and for youth aging out of foster care with inadequate housing.

CDBG Allocations:

In FY 2013, the following programs will receive CDBG allocations:

- **Volunteer Coordinator:** \$31,000 CDBG for Arlington Street People's Assistance Network (A-SPAN) for a volunteer coordinator to manage and recruit volunteers. Expected outcome: 5 volunteer liaisons trained; 10 volunteer mentors assist in employment training; and 5 volunteers assist with grant writing.

Other Funding: In FY 2013, funding from AHIF Housing Services will be used for the following:

- **Housing Services Team Collaborative:** \$37,500 AHIF Services and \$20,900 CDBG funds for four nonprofits (Doorways, A-SPAN, AACH and NVFS) to continue HPRP

case management services for individuals at risk of homelessness in conjunction with DHS Housing Assistance Bureau

- Friends of Guest House: \$20,000 AHIF Services for a pilot pre-release mentoring program that will provide support to 20 women before they reenter the community and up to 12 months afterwards.
 - PRS, Inc Project Hope: \$20,000 AHIF Housing Services to provide community support services for four to eight Arlington County residents with mental illness in temporary residences to teach them independent living skills necessary to move to/retain permanent housing.
 - CRI, Inc. Living Independently for Tomorrow: \$26,700 Community Services Block Grant (CSBG) to expand support services and the number of apartments for youth with mental health diagnoses who are aging out of foster care. 21 Arlington youth (age 17-21) will develop skills to live independently after foster care.
 - APAH Resident Services Program for North Arlington: \$20,000 AHIF Services to APAH for launching a fulltime bilingual adult-oriented resident services program for APAH's North Arlington properties. Expected Outcome: 846 low-income residents in 381 households will benefit from this program.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.

Chronic Homelessness

Arlington's 10 Year Plan addresses the issues of chronically homeless individuals. Outreach services provided by ASPAN and DHS will continue to engage homeless individuals who are living on the streets and have a diagnosis of serious mental illness, chronic substance abuse, or dual diagnosis. Engagement services include a bagged meal food program, a drop in center, and mobile mental and substance abuse services. The drop in center provides additional services that include, but are not limited to, shower services, access to toiletries, laundry services, access to medical services, and mail and phone services.

Arlington County does utilize an Emergency Winter Shelter⁴ which is primarily accessed by persons who are chronically homeless. The County and A-SPAN have made a commitment to provide comprehensive services for homeless individuals, including case management

⁴ The Emergency Winter Shelter is operated November 1st through March 31st of each winter year.

services⁵ that are housing-focused in nature, mobile mental health and substance abuse services, and a weekly interdisciplinary meeting.

The County's ultimate goal of serving the chronically homeless is to place them in permanent housing. The 10 Year Plan does focus on the development of permanent supportive housing programs that include "housing first" models. Most of the programs include a combination of a rental subsidy combined with supportive services. The 10 Year planning goals include the continued development of housing stock and the need to expand local rental subsidies and apply for other federal and state funding sources that support the development of permanent housing solutions.

Specific steps to be taken during FY 2013 are described in the previous section on Funding Priorities.

4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.

Homelessness Prevention

Households that require immediate rental assistance to prevent an impending eviction are referred for prevention funding once an assessment is completed. Households can receive financial assistance from one of three organizations: (1) the County Bureau of Crisis Assistance which utilizes local funding, (2) the NVFS Homeless Prevention Program that utilizes state funding, and (3) Arlingtonians Meeting Emergency Needs (AMEN). There are also several community groups and religious organizations that provide rental assistance to families and individuals on the verge of eviction, including the Hispanic Committee and Catholic Charities. One of the goals of the 10 Year Plan is to develop a universal assessment that can be used by various agencies providing rental assistance, in order to streamline the process for households.

In addition to the above mentioned services, Arlington County began the implementation of the federally funded program Homeless Prevention Rapid Re-Housing Program (HPRP). A major aspect of this program is to provide rental assistance coupled with housing-focused case management services. Implementation of the program began on October 1, 2009 and will continue through FY 2013. A Housing Locator funded with ARRA funds has played a key role in helping households find and retain housing. In FY 2013, \$54,000 General Fund will support A-SPAN's Housing Locator position.

⁵ Housing focused case management services were added as part of the 2009-2010 winter season. These services will continue to be utilized each winter year.

In FY 2013, it is anticipated that 688 households will receive funds to avoid eviction through the County's Emergency Needs, Carter- Jenkinson Fund, with another 2,950 receiving rental help through the Emergency Needs Daily Fund. This assistance is delivered by Arlingtonians Ministering to Emergency Needs, with a small portion coming from the Hispanic Committee of Northern Virginia.

In FY 2013, about 600 clients will receive shelter and utility assistance through the General Relief Emergency Assistance Program. This assistance is available through DHS social workers as a resource to prevent homelessness.

5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Discharge Coordination Policy

As part of Arlington County's 10 Year Plan to End Homelessness, a primary prevention goal is the need to develop discharge planning protocols with: (1) Arlington County jail, (2) local emergency hospitals, (3) DHS/Child and Family Services, and (4) Virginia state mental health institutions. Memorandums of agreement (MOA) have been established with the Arlington County jail and with DHS/Child and Family Services. Additional MOAs will be established with the mental health institutions, and an enhanced MOA is currently being worked on with the Virginia Hospital Center.

The Implementation Task Force has developed action steps to develop a medical and mental health jail discharge policy that will result in improved outcomes for homeless patients and ex-offenders.

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.
*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year Action Plan Community Development response:

The Community Development Needs Table 2A displays the priority non-housing community development needs for the next five years and annual goals, for which CDBG funds will be used. This includes County-wide economic development and neighborhood-specific needs. Since the first tier of the NSA program (Neighborhood Focus Areas) is the only one eligible to receive CDBG-funded programs and services, Table 2A primarily reflects the five-year priority needs of that tier.

These priority needs are based on data gathered through the neighborhood needs analysis for the NSA re-designation process as well as community input through meetings and submission of CD proposals. The assignment of priority to each category was based on:

- the degree that the need would not be met by a County-funded program or service;
- the ranking of needs through survey tools and community meetings in the neighborhoods; and
- the evidence of need in proposals submitted for Community Development Fund consideration.

The following lists the County's Five-year objectives and annual outcome measures for community development through the NSA program and economic development for low income persons countywide.

- Improve physical conditions in NSAs.
 - ✓ Identify and prevent code violations and provide ways to resolve them.
 - ✓ Develop and implement physical improvements related to housing, energy conservation and public infrastructure.

The following programs mitigate code violations and ameliorate physical deterioration of housing owned by low- and moderate income families:

- Volunteer Home Repair Program: \$71,000 CDBG to Rebuilding Together for staff and related costs to manage two home repair programs. Volunteers conduct energy audits and repair houses occupied by low and moderate income persons who are elderly or have disabilities. Expected Outcome: 27 properties rehabilitated.
- Home Improvement Program (HIP): No additional program funds are recommended for AHC, Inc. to provide low and moderate income homeowners financial and technical assistance to rehabilitate their homes, with priority given to homes in Neighborhood Focus Areas (NFAs) and Neighborhood Enhancement Areas (NEAs). Revolving funds are sufficient to fund HIP activity in FY 2013. Expected Outcome: 8-10 deteriorated owner-occupied homes brought up to code.
- Increase access to human services through the provision of information and service delivery.
 - ✓ Plan and deliver community events to inform residents of services.
 - ✓ Facilitate partnerships that expand and improve services.
 - ✓ Fund priority projects.
 - ✓ Provide technical assistance to increase access to human services.
- Increase participation in community affairs.
 - ✓ Develop community leaders through the Neighborhood College.
- Improve economic conditions of low and moderate income persons in the NSAs and county wide.
 - ✓ Provide job training and skills development opportunities that are accessible and affordable.
 - ✓ Provide services to remove barriers to employment.
 - ✓ Provide financial literacy training opportunities for clients at-risk of homelessness.
 - ✓ Provide technical and financial assistance to reduce energy costs for low and moderate income persons.
- Foster microenterprise development for low and moderate income business owners.
 - ✓ Provide technical and financial assistance to new or expanding businesses in appropriate language and format.

The following program is tailored to foster microenterprise development:

- Enhancing Stability Through Micro-Business: \$48,900 CDBG to Arlington-Alexandria Coalition for the Homeless (AACH) to help families with limited resources augment their income through microenterprise. Expected Outcome: 5 families will establish micro-businesses and the micro-loan fund will be capitalized through loan repayments.

Housing Services outreach staff will continue activities to increase resident participation in available services, improve property maintenance and improve the appearance of physical structures in the NSAs. Promotion of Neighborhood College activities to residents County-wide, including those from low and moderate income neighborhoods, will ensure that residents become involved in and stay informed of County activities and systems. The following programs are tailored to the needs of neighborhood youth:

- Buckingham Youth Brigade: \$16,000 CDBG to BU-GATA to continue a program to promote civic involvement, and develop leadership skills among youth and their families in the Buckingham NSA. Expected Outcome: 15-20 youth will participate in the program.
- Greenbrier After School Program: \$13,500 CDBG to Greenbrier Learning Center for a pilot program to provide after school and summer leadership training for middle school youth in NSAs. Expected Outcome: 10-15 middle school youth and rising 6th graders will complete the program.
- Project Discovery: \$30,000 CSBG to DHS/AEC as a match for State Project Discovery funds, providing academic support, mentoring and college visits for low-income high school students. Expected Outcome: 52 youth successfully complete program; 15 enroll in post-secondary education.

Improve Economic Conditions

Small, Minority and Women-owned Business Enterprises and Section 3

The County encourages small, minority and women-owned businesses to participate in all aspects of procurement. This is facilitated through education and outreach in several ways including, one-on-one counseling, business workshops and networking events in Spanish and English. MBEs and WBEs are encouraged to promote their services through registration with the County's Purchasing Agent and market their services to other County agencies and service providers.

The County has implemented a revised Section 3 Policy that covers all federally-assisted construction projects. In collaboration with the Arlington Employment Center and partner developers, opportunities to learn construction trades is made available to eligible residents. The County maintains a list of Section 3 certified contractors and the Arlington Employment Center maintains a list of certified Section 3 trainees and tracks their progress.

Employment Training and Microenterprise Activities

The County provides training opportunities for very-low and low income individuals at the Arlington Employment Center. It also partners with two non-profits that respectively administer a micro-loan program/incubator and provide technical assistance to new small businesses. The County also serves day laborers in the County by partnering with the Shirlington Employment and Education Center which is a non-profit organization wholly dedicated to this issue. Other programs include:

- **Small Business Assistance:** \$44,500 CDBG to Business Development Assistance Group (BDAG) for counseling on business creation, retention and expansion County-wide, with special emphasis in Nauck, Buckingham, Pike Village Center and Columbia Heights West NSAs. Expected Outcome: Five businesses will be assisted with start-up, five retained and two businesses expanded.
- **Microenterprise Loan Program:** \$49,000 CDBG to Ethiopian Community Development Council's Enterprise Development Group for staff costs and loan/loss reserve to operate a micro-loan program and assist eligible clients in small business incubator. Expected Outcome: 12 loans will be made; 20 businesses receive technical assistance and 4 rental assistance loans provided
- **Shirlington Employment and Education Center (SEEC):** \$204,275 County General Funds to SEEC for staff and program support to continue employment services to day laborers congregating on South Four Mile Run Drive. Expected Outcome: Employment services for 100 workers per month.
- **NSA Employment and Training:** \$110,277 CDBG and \$37,893 CSBG to the Arlington Employment Center (AEC)/County Department of Human Services to continue employment and support services to low income residents County-wide. Expected outcome: 64 residents receive training and full-time employment in various fields; 90 residents trained in computer skills, secure full-time employment or improve current employment.

- Enhancing Stability through Micro-Business: \$48,900 CDBG to Arlington-Alexandria Coalition for the Homeless (AACH) to help families with limited resources augment their income through microenterprise. Expected Outcome: 5 families will establish micro-business and the micro-loan fund will be capitalized through loan repayments.

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year Action Plan Antipoverty Strategy response:

ACS data (2005-2009) shows that 7.2% of Arlington residents live below poverty levels. According to this source, the population in poverty is 55.6 percent female, 22% is under age 18, and 12% is 65 and over; therefore, the majority is between the ages 18 to 64. The geographic areas with noticeable concentrations of persons living below poverty level are census tracts in Rosslyn, tracts to the north and south of Columbia Pike and the Buckingham area south of Ballston.

In FY 2013 the County's Anti-Poverty Strategy is to continue to support State and County efforts to move low income persons and families towards economic self-sufficiency or to enable clients to achieve the maximum level of independence for which they are capable. The Arlington County Department of Human Services (DHS) spearheads several 'anti-poverty' programs aimed at stabilizing families in crisis. In FY 2013, DHS will continue to administer the following programs that help low income households:

Public Assistance/Emergency Crisis

- Food Stamps/SNAP
- Medicaid/FAMIS
- Temporary Assistance for Needy Families(TANF)
- General Relief
- Energy Assistance

Housing Assistance Programs

- Housing Grants and Housing Choice Voucher program
- Homeless and Shelter Services
- Supportive Housing
- Transitional Housing

Employment Services

- Job training and placement
- One-stop-shop for career development
- Virginia Initiative for Employment (not) Welfare (VIEW)

The Safety Net programs include Housing Grants, Permanent Supportive Housing and General Relief. In 2013, funding for these programs is recommended to increase, as demand for these services for the neediest residents continues to grow. Another important strategy undertaken by the County is implementation of the Homeless Prevention and Rapid Re-Housing Program (HPRP). This model for intervention and collaboration among service providers is intended to prevent homelessness and address issues related to poverty. This strategy will be continued.

The 10 Year Plan Implementation Task Force to the Arlington County Board plans to ensure maintenance of the safety net by increasing the FY 2013 budget over the FY 2012 budget as follows:

- Housing Grants:
 - ✓ Maintain level funding of housing grant funds
 - ✓ Add a new category for homeless working individuals who now reside in shelters because of insufficient income to afford housing
- Permanent Supportive Housing
 - ✓ Additional funds are needed to support persons with disabilities in scattered site apartments; the program consistently maintains a waiting list of 26 households
- Additional year-round shelter
 - ✓ The County is pursuing acquisition of a property to provide year- round comprehensive services to meet the needs of 50 homeless individuals and 75 in the winter.

An important action implemented by DHS, in the effort to reduce poverty, was co-locating many of the client services in one location and developing a team concept in providing services. This has several benefits, including streamlining services and being able to identify the need for comprehensive or wraparound services to serve families in need. On-site services available to help families move toward achieving economic self sufficiency include assessments (career, disability, mental health, substance abuse etc.); therapy/treatment; job/career guidance; job readiness training; skills training; high school/GED/secondary education; job placement; transportation assistance; parenting training; child care and before/after school care; clothing assistance; housing assistance; emergency services transition assistance; and client incentives.

In response to the current challenging economic conditions, the County has provided increased levels of support for key assistance programs such as employment services, food and shelter. Additionally, DHS staff intake and assessment system was enhanced and a public awareness campaign was initiated. It is anticipated that this “safety net” initiative will continue in FY 2013.

In addition to these ongoing programs and initiatives, the County's five-year plan to address poverty includes three major goals based on priority needs. The following strategies will continue to be pursued in FY 2013:

Financial Literacy: Identify common components of financial literacy training delivered by service providers serving low and moderate income residents and populations at risk of being homeless. At least 60 clients will benefit from intensive financial literacy training.

Workforce Training: Staff will continue working closely with area employers to facilitate employment placement. 100 clients will complete training and a minimum of 70 workers will retain employment beyond ninety days.

Energy Conservation: Increase awareness of energy conservation measures through educational workshops for residents and strengthen partnerships with various organizations to identify affordable programs that would benefit low and moderate income residents. It is expected that several multifamily and single family homes will receive energy audits and/or improvements that will lower heating and cooling costs. The County's Energy Assistance Program provides low-income households with fuel assistance and cooling assistance and is expected to serve 1,560 households. In addition, the following programs are provided by partner agencies:

- Arlington Group Home Energy Retrofit: \$44,500 CDBG funds to Community Residences Inc. (CR) to improve energy efficiency for thirteen group homes throughout the County, housing 32 homeless individuals with mental health challenges. Expected Outcome: Energy costs reduced for 13 group homes.
- Energy Efficiency Education: \$18,000 CDBG funds for Arlingtonians for a Clean Environment (ACE) to train volunteers to weatherize apartments in NSAs and educate residents about energy efficiency measures. Expected Outcome: 50 volunteers trained; 40 educational workshops provided; improved energy efficiency in 150 CAF units.

Community Services Block Grant (CSBG)

The Community Services Block Grant Program is in the fifth year of administration by the Housing Division of the Department of Community Planning, Housing and Development and is aimed at the population in poverty. Household eligibility for the grant is based on federal poverty guidelines. The federal poverty threshold for a four person household in FY 2012 is \$22,350. According to 2010 US Census and 2009 ACS data, approximately 7.2 percent of Arlington families live in poverty, or approximately 14,545 residents. The following programs will be funded in FY 2013 through CSBG, and are aimed at the very low income population in the County:

- Faith-based/Workforce Program: \$31,000 to Offender Aid and Restoration (OAR) to match clients with mentors in the faith-based community and obtain skills and complete court-ordered community service hours. Expected Outcome: 20-30 clients assisted with obtaining skills while completing community service.
- Immigration Legal Services: \$18,000 to Just Neighbors Ministry for on-site legal clinics to help immigrants receive work authorizations, family unifications and to resolve domestic violence cases. Expected Outcome: 10 low income residents of NSAs secure work authorization; 36 immigrant women and their families become free from domestic violence and increase self-sufficiency and 25 families are unified.
- Immigrant Advocacy Program: \$18,000 to Legal Aid justice Center to provide legal assistance and information concerning fair treatment for immigrant workers. Expected Outcome: 40 Arlington County residents receive legal representation; and 100 receive information on workers' rights; 150 receive bilingual referrals.
- Dental Link: \$31,000 CSBG to NVFS for case management services to secure dental services for low income persons who are unable to access dental care. Expected Outcome: 250 persons will receive dental care and improve oral health.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year Action Plan Specific Objectives response:

Arlington County estimates that there are approximately 371 individuals and families who have a housing and supportive service need. The breakdown of subpopulations such as persons with mental illness, persons with physical disabilities, families experiencing homelessness and youth aging out of foster care can be found in the Non-Homeless Special Needs Table.

It should be noted that the FY 2006-2010 Consolidated Plan stated that the number of individuals who needed supportive housing was 400. Since then, the County has established its Permanent Supportive Housing (PSH) program. PSH serves individuals and families with

disabilities and youth aging out of foster care who need a subsidy and supportive services in order to obtain and maintain an apartment. To date, there are 151 households that are served through PSH. 96% of PSH households stay in their housing for at least one year. The goal for the Permanent Supportive Housing program is to serve 425 households.

Arlington’s Five-Year Supportive Housing Plan, adopted in 2005, has produced 251 apartments to date, and another 83 units are in development. Arlington’s five year goal is to produce the additional units required to achieve the County’s overall goal of 425 supportive housing units. The chart below depicts the current inventory.

Units in Available Inventory, February 1, 2012:

Supportive Housing Sponsor	# units
AHC, Inc.	68
Arlington Partnership for Affordable Housing (APAH)	8
Wesley Housing Development Corporation (WHDC)	16
Paradigm	23
Kettler Management	8
Robert Pierre Johnson Housing Development Corporation	6
Bozutto	12
A-SPAN	23
Community Residences	7
Dittmar	6
New Hope Housing	3
Equity Residential	5
Various	4
Telesis	10
Volunteers of America	52
Total	251

Supportive Housing Units under Development or Predevelopment, February 2012

Sponsor	Project & Type	# units
APAH	Arlington Mill Columbia Grove Views of Clarendon Buchanan Gardens Permanent Supportive Housing (PSH)	45
AHC, Inc.	Macedonia & Jordan Manor PSH	9
Telesis	Buckingham Village III (PSH)	12

Wesley Housing	Colonial Village	17
Total		83

Actions will be undertaken in FY 2013 to develop the additional supportive housing units required to meet the Supportive Housing goal of 425 units. DHS will continue to use the three basic housing strategies recommended in the Supportive Housing Plan and described in detail in the Five Year Consolidated Plan:

- Encourage **small-scale supportive housing project** development for various subpopulations, including youth aging out of foster care, young adults with serious emotional disturbance, homeless adults with serious mental illness or substance abuse, and formerly incarcerated persons. This strategy included development of the Mary Marshall Assisted Living Residence, which has been completed and began occupancy in the fall of 2011; and a Single Person Efficiency (SPE) or Affordable Efficiency (AE) project expected to house up to 20 individuals.
- Dedicate a **portion of Committed Affordable Rental Units** supported by County funds that would be designated as supportive housing and linked to rental assistance subsidies.
- Commit a **portion of affordable rental units negotiated through the County’s Site Plan** process that would be set aside as supportive housing and linked with Section 8 project-based rental assistance or the County’s Housing Grants Program.

Resources Available

A variety of Federal, State, and local public and private resources are potentially available to fund Arlington’s supportive housing initiative. These are described in detail in the Five Year Consolidated Plan and FY 2013 allocations are described in the Citizen Summary.

Housing Opportunities for People with AIDS

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on the accomplishments under the annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address

needs identified in the plan.

6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year Action Plan HOPWA response:

HOPWA funds are awarded to metropolitan areas with populations of 500,000 or more that have at least 1,500 AIDS cases, based on data from the Centers for Disease Control and Prevention (CDC). These funds can be used for housing assistance and related supportive services for persons with HIV/AIDS. In the DC metropolitan area, the administering agency is the Northern Virginia Regional Commission. The administering agency submits the application for annual funds.

It is projected that 8 individuals will receive this rental assistance in FY 2013.

DRAFT FY 2013 CDBG, HOME, HOPWA, CSBG AND AHIF SERVICES PROJECTS Attachment 2

5-Year Obj. #	Outcome Category	Activity	Organization	Amount and Source	Service Area	Expected Accomplishment
PROVIDE DECENT HOUSING.						
H1	Afford.	Housing development	APAH	\$89,000 (CDBG)	County-wide	100 units
H1	Afford.	Housing Development	RPJ	\$67,000 (CDBG)	County-wide	25-40 units
H1	Afford.	Housing Development	TBD	\$959,998 (HOME)	County-wide	10 units
H1	Afford.	Rehab and Development Architectural Services	TBD	\$ 30,000 (CDBG Housing Dev. Fund)	County-wide	100 units
H2	Avail./Acc.	Volunteer Home Repair	Rebuilding Together	\$71,000 (CDBG)	County-wide	27units
H2 CD1	Avail./Acc.	Home Improvement Program	AHC, Inc.	CDBG Program Revolving Funds	County-wide	15 units
H2	Avail./Acc.	Barrier Removal	AHC, Inc	CDBG Program Income	County-wide	10 units
H2	Avail./Acc.	Single Family Program Delivery Costs	AHC, Inc	\$170,000 reallocated Program income	County-wide	See HIP, Barrier Removal, MIHOP
H2	Avail./Acc.	Single Family Rehabilitation Energy Pilot	AHC, Inc.	-0-	County-wide	10 units
H1	Afford.	Group Homes Energy Retrofit	Community residences, Inc. (CRI)	\$44,500 (Unprogrammed CDBG)	County-wide	6 group homes
H1	Avail./Acc.	Project HOPE	PRS	\$20,000 (AHIF Services)	County-wide	2-4 clients
H1	Avail./Acc.	Resident Services Program	APAH	\$20,000	North Arlington	381 households
H4	Avail./Acc.	Achieve Your Dream Homebuyer Workshops	AHOME	\$36,000 (CDBG)	County-wide	40 families
H4	Avail./Acc.	MIHOP	AHC, Inc	CDBG Program	NFAs	3 units

				Income and carryover funds		
H4	Afford.	Moderate Income Purchase Assistance Program (MIPAP) and Administration	AHC, Inc	\$150,000 (MIPAP Program Income) + Program Income for loans	County-wide	15 families
H4	Avail./Acc.	County Home Ownership Program	County HD	\$112,577 (General Funds)	County-wide	See AHOME and MIPAP
H4	Avail./Acc.	Housing Svc. Collaborative	AACH, NVFS, A-SPAN, Doorways	\$37,500 (AHIF Services)+ \$20,913 (CDBG)	County-wide	60-72 households
H4	Avail./Acc	Energy Efficiency Education	Arlingtonians for a Cleaner Environment (ACE)	\$18,000 (Unprogrammed CDBG)	NSAs	300 CAF units; 50 volunteers trained
H4	Avail./Acc.	Living Independently	CRI	\$26,700 (CSBG)	County-wide	21 youth
HM2	Avail./Acc.	Volunteer Coordinator	A-SPAN	\$31,000 (Unprogrammed CDBG)	County-wide	20 volunteers
HM2	Avail./Acc	Mentoring Pre-release Female Prisoners	Friends of Guest House	\$22,500 (AHIF Services)	County-wide	20 clients
HM2	Avail./Acc.	Rent Assistance/Case Management	County DHS	\$113,000 (HOPWA)	County-wide	6-8 families

5-Year Obj. #	Outcome Category	Activity	Organization	Amount and Source	Service Area	Expected Accomplishment
CREATE ECONOMIC OPPORTUNITY.						
CD5	Avail./Acc.	Small Business Technical Assistance	BDAG	\$44,500 (CDBG)	County-wide	12 businesses assisted
CD5	Avail./Acc.	Microenterprise Loans	ECDC	\$49,000 (CDBG)	County-wide	12 loans
CD4	Avail./Acc.	Employment Services	SEEC	\$204,275 (General Fund)	County-wide	100 workers/month
CD4	Avail./Acc.	Employment and Training	County AEC	\$110,277 (CDBG), and \$37,893 (CSBG)	County-wide	154 persons
CD4	Avail./Acc.	Enhancing stability through Micro- Business	AACH	\$48,900 (CDBG)	County-wide	5 families

5-Year Obj. #	Outcome Category	Activity	Organization	Amount and Source	Service Area	Expected Accomplishment
CREATE SUITABLE LIVING ENVIRONMENT.						
H2/ CD1	Sustain.	<i>Housing Services Outreach</i>	County HD	\$172, 901 (CDBG)	NFAs ; NEAs & NOAs and committed affordable units	16 w/shops;6 events
CD4	Avail./Acc.	Immigration Legal Service	Just Neighbors	\$18,000 (CSBG)	NFAs and NEAs	46 persons, 25 families
CD4	Avail./Acc.	Immigrant Legal Counseling for Employment	Legal Aid Center	\$18,000 (CSBG)	NFAs and NEAs	40 individuals
CD2	Avail./Acc.	Resident Services Program	APAH	\$20,000 (AHIF Services)	NFAs	40 households
CD2	Afford.	Greenbrier Middle School Buddies Afterschool Program	Greenbrier Learning Center	\$13,500 (CDBG)	NFAs	10-15 youth
CD2	Avail./Acc.	Buckingham Youth Brigade	BuGATA	\$16,000 (CDBG)	Buckingham NFA	15-20 youth

5-Year Obj. #	Outcome Category	Activity	Organization	Amount and Source	Service Area	Expected Accomplishment
COUNTY-WIDE SERVICES						
CD-2	Avail./Acc.	Faith-based/Workforce Program	OAR	\$31,000 (CSBG)	County-wide	15-20 clients
CD-2	Avail./Acc.	Dental Link	NVFS	\$31,000 (CSBG)	County-wide	200 persons
CD-2	Avail./Acc.	Project Discovery	County DHS	\$30,000 (CSBG + State funding)	County-wide	52 youth

5-Year Obj. #	Outcome Category	Activity	Organization	Amount and Source	Service Area	Expected Accomplishment
OTHER OBJECTIVES						
		Planning and Administration	County HD	\$326,979 (CDBG); \$6,000 (CSBG); \$21,297 (HOME)	N/A	N/A
		HOME Administration	County HD	\$ 30,647 (HOME)	N/A	N/A
		Capacity Building for CDBG/CSBG Subrecipients	County AED	\$30,000 (General Fund)	County-wide	3 organizations

FY 2013 PROJECT DESCRIPTIONS

HOUSING DEVELOPMENT AND REHABILITATION

Housing Development: Arlington Partnership for Affordable Housing (APAH) for staff and related program delivery costs to develop multi-family housing for low and moderate income households. Additional funds for acquisition and rehabilitation could be requested from CDBG, the state, AHIF and/or private lenders when a project has established feasibility.

Housing Development: Robert Pierre Johnson (RPC) for staff and related program delivery costs to develop multi-family housing for low and moderate income households, including supportive housing for persons with special needs. Funding for acquisition and rehabilitation could be requested from CDBG, the state, AHIF and/or private lenders when a project has established feasibility.

Housing Development: County's HOME allocation is used in combination with local funds to support new construction, acquisition, and rehabilitation activities designed to improve and preserve the supply of affordable housing. The AHIF (Affordable Housing Investment Fund) utilizes private funds, Low Income Housing Tax Credits, tax-exempt and taxable mortgage revenue bonds to produce affordable housing projects with nonprofit and for-profit developers.

Rehab and Development: Housing Development Fund for architectural services and pre-development project costs to rehabilitate privately owned rental units or group homes for low and moderate income persons.

Volunteer Home Repair Program: Rebuilding Together /Arlington, Fairfax Falls Church for staff and related costs to manage two home repair programs, Rebuilding Together and Hearts and Hammers. Volunteers repair houses occupied by low and moderate income persons who are elderly or have disabilities.

Home Improvement Program (HIP): AHC, Inc. to provide to low and moderate income homeowners financial and technical assistance to rehabilitate their homes, with priority given to homes in Neighborhood Focus Areas (NFAs) and Neighborhood Enhancement Areas (NEAs). Revolving funds are sufficient to fund HIP activity in FY 2013.

Barrier Removal Program: AHC, Inc. to provide to low and moderate income persons with disabilities accessibility loans and grants for owner-occupied and rented dwellings. Revolving funds are sufficient to sustain program activity in FY 2013.

Single Family Program Delivery: AHC, Inc. to use AHC single family program income and CD funds to deliver single family programs.

Arlington Group Homes Energy Retrofit: Community Residences Inc. (CR) to improve energy efficiency for six group homes throughout the County.

HOME OWNERSHIP PROGRAMS

Achieve Your Dream: Arlington Home Ownership Made Easier, Inc. (AHOME): to conduct outreach and provide workshops to eligible prospective home buyers to promote homeownership for low and moderate income and minority households

Moderate Income Home Ownership Program and Buybacks (MIHOP): AHC, Inc. to continue to acquire and rehabilitate deteriorated houses in NSAs and sell them to low and moderate income families. Program will utilize carryover funds and program income.

Moderate Income Purchase Assistance Program and Administration (MIPAP): AHC, Inc. to use CDBG revolving fund and HOME funds for downpayment and closing costs for first time homebuyers. AHC to administer homeownership programs that assist income-eligible households to become first-time homeowners.

Homeownership Program: County Housing Division staff and related costs to coordinate County homeownership efforts by providing program planning and management, information and referral, public education and outreach.

SPECIAL HOUSING PROGRAMS

Housing Services Team Collaborative : Four nonprofits, AACH, NVFS, A-SPAN and Doorways will continue HPRP case management services for individuals at risk of homelessness, provided in conjunction with DHS Housing Assistance Bureau.

Energy Efficiency Education; Arlingtonians for a Clean Environment (ACE) to train volunteers to weatherize apartments in NSAs and educate residents about energy efficiency measures.

Living Independently for Tomorrow: Community Residences, Inc. (CRI) to expand support services and the number of apartments for youth with mental health diagnoses who are aging out of foster care.

Volunteer Coordinator: Arlington Street People's Assistance Network (A-SPAN) to hire volunteer coordinator to manage and recruit volunteers.

Friends of Guest House Detention Center Pilot: Friends of Guest House for mentoring services to support female ex-offenders prior to release and for a twelve month period.

Rent Assistance and Case Management Services: County DHS will use HOPWA (Housing Opportunities for Persons with Aids) to assess clients and develop service plans, as well as provide rent assistance.

Resident Services in North Arlington: Arlington Partnership for Affordable Housing (APAH) will launch a full-time bilingual adult – oriented resident services at North Arlington properties.

Project HOPE for Arlington: PRS, Inc will provide community support services to residents with mental illness in temporary residences to increase their independence.

ECONOMIC DEVELOPMENT PROGRAMS

Small Business Assistance: Business Development Assistance Group (BDAG) for counseling on business creation, retention and expansion County-wide, with special emphasis in Nauck, Buckingham, Pike Village Center and Columbia Heights West NSAs.

Microenterprise Loan Program: Ethiopian Community Development Council's Enterprise Development Group for staff costs and loan/loss reserve to operate a micro-loan program and assist eligible clients in small business incubator.

Shirlington Employment and Education Center (SEEC): Staff and program support to continue employment services to day laborers congregating on South Four Mile Run Drive.

Employment and Training: Arlington Employment Center (AEC)/County Department of Human Services to continue employment and support services to low income residents County-wide.

Enhancing Stability Through Micro-Business: Arlington-Alexandria Coalition for the Homeless (AACH) to help families with limited resources augment their income through microenterprise.

NEIGHBORHOOD STRATEGY AREA SERVICES

Housing Services Outreach Program: Outreach Team to provide housing inspections, counseling, education, clean-up events, and technical assistance to residents of NSAs to improve their homes and neighborhood conditions to residents of NSAs to care for and improve their homes and neighborhood conditions.

NSA Small Grants: County Housing Division for a set-aside fund to respond to neighborhood needs and encourage resident participation.

Immigration Legal Services: Just Neighbors Ministry for on-site legal clinics to help immigrants apply for and receive work authorization, family unification and to obtain assistance with domestic violence issues.

Immigrant Advocacy Program : Virginia Legal Aid Center to provide legal assistance and information regarding fair treatment for immigrant workers.

Greenbrier After School Program: Greenbrier Learning Center to provide after school and summer enrichment to children and families in NSAs.

Buckingham Youth Brigade: BU-GATA to continue a program to encourage civic involvement and develop leadership among youth and their families in the Buckingham NFA.

COUNTY-WIDE SERVICES

Faith-based/Workforce Program: OAR to match clients with mentors in the faith-based community to obtain job skills and complete court-ordered community service hours.

Dental Link: NVFS to use CDBG funds for case management services to secure dental services for low income persons who are unable to access dental care.

Project Discovery: Arlington's DHS to use CSBG funds as match for State Project Discovery funds to provide academic support and college campus visits to low income high school juniors and seniors.

ADMINISTRATION AND PLANNING

CDBG Administration and Planning: County Housing Division staff to: a) administer the Community Participation Plan for the CD Program, including staffing CDCAC; b) conduct outreach to low and moderate income and multi-cultural communities; c) manage the CDBG and CSBG programs in accord with the priorities detailed in the Consolidated Plan, including City of Falls Church Cooperation Agreement; d) implement overall CD program planning and development; and d) monitor program performance and assess program effectiveness in producing desired outcomes.

HOME Administration: County Housing Division/Housing Development staff to manage HOME program, provide technical assistance, and facilitate financing of affordable housing development.

Capacity Building for CDBG/CSBG Subrecipients: Arlington Economic Development (AED) program for organizational assessment and technical assistance to increase capacity of nonprofit subrecipients delivering direct services to low and moderate income clients.

**Public Comments Received
FY 2013 Action Plan**

**Consolidated Plan
Housing and Community Development Needs Hearing
October 12, 2011 Minutes**

Maryclare Whitehead called the hearing to order at 7 pm. She welcomed people to the needs hearing, co-sponsored by the Housing Commission and CDCAC. She noted it is required by HUD to get this input.

She stated that comments on the needs of very low income persons are sought. We have received some input and this is an opportunity to receive more. The Annual Action Plan will be submitted in April, related to HOME, CDBG, CSBG and HOPWA. Speakers may comment up to 5 minutes.

Dave Leibson spoke as the co chair of the County's Implementation Task Force on the 10 Year Plan to End Homelessness. He said that he served on the Housing Commission years ago, which drafted the initial targets. He wished to speak about homelessness and he doesn't represent staff of any of the organizations that have applied for funding. His main message is that the work this program funds is really important. The Task Force has launched the "100 Homes" campaign to look at medical conditions of homeless people. They want to identify the most vulnerable folks and move 100 people into some sort of supportive housing. He cautioned CDCAC to be careful with cutting funding to the small organizations so we don't put them out of business. He added that he is available to answer questions about homelessness issues.

Ms. Eboch asked Mr. Leibson to speak about other sources of funding for homeless programs. Mr. Leibson noted that the County has been successful in getting stimulus money – HPRP. The Housing Locator position was critical. The County has found ways to keep that program going. He added that the negative side is that the stimulus money has gone away. He stated that the other positive is that the task force and consortium of 50 organizations put up some of their own money from private contributors at the community foundation. His last point was about the importance of permanent supportive housing programs. He urged funding to keep that going. There are about 150 people in the Supportive Housing program. He said that CDCAC activities reach the neediest people in the County. At any given night there are 480 people living in shelters and on the streets. He wanted CDCAC to understand that housing grant programs keep about 1000 more families in affordable housing and prevents homelessness.

Angie Rodgers spoke on behalf of Northern Virginia Housing Alliance: affordable housing developers and designers. She stated that her comments were similar to Mr. Leibson's

comments. The Alliance would be looking to submit some comments more formally to address some of the questions outlined, and include some of the experiences of their organizations.

**Community Development Citizens Advisory Committee and Housing Commission Joint Public Hearing on the FY 2013 Annual Action Plan
Held March 7, 2012**

MaryClare Whitehead opened with framework and purpose for the hearing. She explained the need for public input in this process in the submission of the one year action plan as well as helping staff and CDCAC determine funding priorities for FY 2014 NOFA.

Speaker 1: Elizabeth Jones (OAR)

She thanked the County for all the years of financial support. She spoke about the services they offer ex-offenders . They have a 0 percent recidivism rate when the national rate is 34%. They are now concentrating on workforce development as many ex-offenders must pay restitution through community service hours. They are very thankful and are looking forward to future support from the County.

Speakers 2: Cindy Stevens (DHS), Kathy Siebert (AsPAN), Michael O'Rourke (AACH), Carolyn Jones (Doorways), Sharon Legrande (NVFS). They are thankful for second year funding of the HPRP program. The rapid rehousing program helps beneficiaries skip the entire shelter process. Over 70 families were served this year, with a success rate of 75%. They are grateful for continued support for this national strategy and there are new pathways now for stable housing as opposed to shelters. The participants are well-served through this excellent collaboration and they will grow on lessons learned and it is a national best practice model. Michael O'Rourke thanked the County for the microenterprise program at AACH, Kathy Siebert thanked the County for the volunteer coordinator position, and Sharon Legrande said that NVFS was replicating its rapid rehousing program in Fairfax.

Speaker 3: Linda Kelleher (APAH)

Thanked the County for helping them develop new affordable units. Their goal is 100 per year and with Buchanan Gardens, they are exceeding it. They are breaking ground on Arlington Mill. They are thankful for the AHIF funds for FY 2013 at Marbella for resident services. She provided two anecdotal stories about resident successes.

Speaker 4 : Kari Galloway (FoGH).

Thanked the County for support in the past and the new funding for the new pilot program starting in FY 2013 (mentoring women still incarcerated). It is a cutting edge program that

Governor McDonnell is very interested in as the recidivism rate is exponentially lower in Virginia where this program is offered compared to other localities across the nation.

Speaker 5 Rita Gutierrez (BDAG)

Thanked the County for its support of low income business owners and for the minority community. It has been very helpful in establishing economic sustainability and viability with many families.

**Comments from County Board Budget Hearings
Held March 20 and 22, 2012**

Homelessness

Several volunteers, board members, and staff from the Arlington Street People's Assistance Network (A-SPAN) spoke about the need to house the homeless. Many touched on the 100 Homes campaign which was an inventory of the homeless population in Arlington and an effort to house the 100 most vulnerable homeless individuals. They are currently in the phase of housing the homeless at this point and it has been a very hard process. Have housed 15 so far and are requesting a dedicated case manager for the 100 homes campaign. They urged the County Board to find \$50,000 in the FY 2013 budget for the case manager in order to continue to meet the goals of the 100 homes campaign. They expressed thanks that the County Board is moving forward with the year round comprehensive homeless shelter and also urge them to continue the support of the HPRP program in the FY 2013 budget for housing subsidies and case management that is needed to keep the program successful. They would also like to ask for the continued funding for the homeless working single program.

Arlington Interfaith Council supports the year-round homeless shelter and the Mary Marshall Center. Permanent supportive housing is critical to addressing homelessness.

Arlington Alexandria Coalition for the Homeless (AACH) said that they are in support of an additional \$250,000 for the HPRP program. HPRP is a cost effective program recognized nationally. This funding would support case management and housing subsidies and would help people find new housing rather than have them wind up in the shelter system.

Doorways for Women and Children thanked the County Board for the continued support. They are asking for continued funding for the HPRP program. HPRP model has provided a new way to respond to people who are at high risk of homelessness by accelerating the housing process. It is the most cost effective and humane approach to housing homeless. Without a local investment in this effort we risk losing new federal funding.

Affordable Housing

Arlington Partnership for Affordable Housing spoke in favor of increasing the tax rate to 96.5 cents to enable the County to preserve affordable housing. The County had 17,500 affordable units in 2000, and according to 2010 figures, this number had decreased to 5300 a 70% decrease in rental affordable units. They endorsed the Pike Housing plan and suggested an increase in AHIF to (\$5M) next year and the increase in the tax rate would allow for this increase.

Arlington Interfaith Council supports restoration of HOME funding through general funds.

Four community members spoke in support of funding or increasing the AHIF and Housing Grants programs. Increasing the tax rate will support additional investments in AHIF, enable an increase in the number of permanent supportive housing units, permit continuation of the HPRP program and continue the MIPAP program.

An affordable housing recipient said that she is a supporter of affordable housing in Arlington and right now affordable housing is sustaining her and her family and that she hopes to be able to continue to stay in Arlington. She hopes that affordable housing will continue in Arlington and be a part of the budget.

Alliance for Housing Solutions supports the CM recommendation for review of the current housing program, but feels that it shouldn't take three years and critical funding shouldn't be held up until the planning is finished. They recommend an increase of \$3million in AHIF over the proposed budget to increase the stock of affordable housing. They also recommend an increase of 2.2 million in the Housing Grants program to help meet the anticipated need. Many sectors of the economy have improved but the lower-income earners still continue to struggle as evidence by the number of Arlington residents supported by these programs.

The Northern Virginia Affordable Housing Alliance supports \$2.2 million additional in Housing Grants; \$50,000 additional to restore the homeless working singles pilot program; County Board allocate \$1 million in Housing Grants in FY2012 to meet anticipated demand; \$250,000 for the HPRP program; \$698,000 for the Community Service Board to support existing services for mental illness and substance abuse; \$3 million additional for AHIF; \$248,000 for the Permanent Supportive Housing program; and \$650,000 for the MIPAP program. These programs are all very important tools to help the County maintain a healthy continuum of housing for Arlington residents.

Public Services and Economic Development

A Community Services Board representative supported the two cent increase in tax rate to provide support for critical services such as comprehensive services and programs for substance abuse clients and other vulnerable residents such as those with disabilities and the elderly. Cited 65% increase in the number of clients going to AFAC for food assistance. Providing sufficient

funding for these programs would reduce costs over the long term. Funding for programs such as the Jobs Avenue program for persons with disabilities makes them productive citizens and reduces the cost of supporting them.

Northern Virginia Family Services said that the Intervention Prevention and Education (IPE) program is losing its federal funding in 2013. It is the only direct case management for gang prevention that aims to reduce youth violence and counteract the appeal of gang membership. They are requesting funding to restore the lost Federal funding.

BU-GATA Executive Director and three community members requested \$50,000 for BU-GATA's program. BU-GATA provides an important service to help residents learn about services available to them, resolve rent and landlord issues, and become leaders in their community. In 2011, BU-GATA helped 30 families from Henderson Courts to find housing.

SEEC's Executive Director and a community member thanked Arlington County for funding Shirlington Employment and Education Center, commenting that it is an important program for helping people to get jobs.

Hispanic Committee of Virginia offers Immigration legal assistance to assist Hispanic/Latino immigrants seeking to reduce barriers to the U.S. naturalization process. They said that Hispanic immigrants continue to fall victim to fraud in this area. They served 300 Arlington citizens last year by helping them attain citizenship or reunite them with their family. They are not currently funded by Arlington but urged the County Board to support them at some level to help these Arlingtonians gain economic self sufficiency.

Also, the Hispanic Entrepreneurship Program from the Hispanic committee of Virginia is not currently funded by Arlington, but it assists Hispanic business to be successful and contribute to the community at large. They often get clients referred to them by other organizations funded by Arlington. This fiscal year they provided 36 residents intensive small business counseling or with entrepreneurial courses. This last fiscal year the program helped open eight new Arlington businesses. They urge the County Board to support the Hispanic Committee's 2013 budget request.

COMMUNITY PLANNING, HOUSING AND DEVELOPMENT
COMMUNITY DEVELOPMENT

RECOMMENDED FY 2013 COMMUNITY DEVELOPMENT PROGRAM

PROGRAMS	FY 2012 CDBG Approved*	FY 2012 CSBG Approved	FY 2012 Other	FY 2013 CDBG Rec	FY 2013 CSBG Rec	FY 2013 Other	SOURCE
LOW/MODERATE INCOME HOUSING							
Housing Development - APAH	100,000			89,000			
Housing Development - RPJ	75,000			67,000			
Rehab and Development			30,000			30,000	(2)(3)
Volunteer Home Repair - Rebuilding Together	80,000			71,000			
Single Family Program Delivery - AHC	225,000		65,000			170,000	(1)
Arlington Group Homes Energy Retrofit - CRI			50,000	44,500			
Water Conservation for Affordable Hsg - APAH			41,200				
Trenton House - Friends of Guest Hse/WHDC			27,700				
Subtotal, Housing Development/Rehab	\$480,000	\$0	\$213,900	\$271,500	\$0	\$200,000	
Achieve Your Dream - AHOME	40,500			36,000			
MIPAP and Administration - AHC	106,800		59,200			150,000	(1)
Home Ownership Program - CPHD-HD	115,900					112,577	(5)
Subtotal, Home Ownership	\$263,200	\$0	\$59,200	\$36,000	\$0	\$262,577	
Housing Services Outreach - CPHD-HD	173,320			172,901			
Living Independently for Tomorrow - CRI		30,000			26,700		
Housing Srv. Collab - A-SPAN/Doorways/AACH/NVFS			75,000	20,913		37,500	(4)
Energy Efficiency Education - ACE			20,300	18,000			
Volunteer Coordinator - A-SPAN			35,000	31,000			
APAH Residence Services						20,000	(4)
PRS Project Hope						20,000	(4)
Assistance for Friends of Guest House			10,000			22,500	(4)
Financial Independence Literacy - Doorways/APAH			15,000				
Subtotal, Special Housing	\$173,320	\$30,000	\$155,300	\$242,814	\$26,700	\$100,000	
TOTAL, LOW/MODERATE INCOME HOUSING	\$916,520	\$30,000	\$428,400	\$550,314	\$26,700	\$562,577	
ECONOMIC DEVELOPMENT PROGRAMS							
Small Business Assistance - BDAG	50,000			44,500			
Micro-Enterprise Loan Program - EDG	55,000			49,000			
Shirlington Employment & Education Center (SEEC)			204,275			204,275	(5)
Employment & Training Programs - AEC/DHS	3,087	47,993	209,220	110,277	37,893		
Enhancing Stability Thru Micro-Business - AACH	55,000			48,900			
TOTAL, ECONOMIC DEVELOPMENT PROGRAMS	\$163,087	\$47,993	\$413,495	\$252,677	\$37,893	\$204,275	

*FY 2012 CDBG funding reflects the budget revision based on HUD reductions, which was adopted by the County Board in July 2011.

KEY

AACH=Arlington-Alexandria Coalition for the Homeless
AED=Arlington Economic Development
AEC=Arlington Employment Center
AHOME=Arlington Home Ownership Made Easier, Inc.
APAH=Arlington Partnership for Affordable Housing
A-SPAN=Arlington Street People's Assistance Network
ACE=Arlingtonians for a Clean Environment
BDAG=Business Development Assistance Group
CARE=Community Association of Resources, Education, Enrichment, and Economics
CPHD=Community Planning, Housing and Development

CRI=Community Residences, Inc.
DHS=Department of Human Services
EDG=Enterprise Development Group
HD=Housing Division
NSD=Neighborhood Services Division
NVFS=Northern Virginia Family Services
OAR=Offender Aid and Restoration of Arlington County, Inc.
RPJ=Robert Pierre Johnson
WHDC=Wesley Housing Development Corporation

COMMUNITY PLANNING, HOUSING AND DEVELOPMENT
COMMUNITY DEVELOPMENT

PROGRAMS	FY 2012 CDBG Approved*	FY 2012 CSBG Approved	FY 2012 Other	FY 2013 CDBG Rec	FY 2013 CSBG Rec	FY 2013 Other	SOURCE
NEIGHBORHOOD STRATEGY AREA SERVICES							
NSA Small Grants - NSD				5,000			
Immigration Legal Services - Just Neighbors Ministry		20,000			18,000		
Immigrant Advocacy Center - Legal Aid Justice Center		20,000			18,000		
Nauck Youth and Teens - CARE	10,000						
Buckingham Youth Brigade - BU-GATA	18,200			16,000			
Greenbrier Middle School Buddies Program	15,000			13,500			
TOTAL, NSA SERVICES	\$43,200	\$40,000	\$0	\$34,500	\$36,000	\$0	
COUNTYWIDE SERVICES							
Faith-Based/Workforce Program OAR		\$9,600	25,400		31,000		(6)
Dental Link - NVFS		35,000			31,000		
Project Discovery - DHS		30,000			30,000		
TOTAL, COUNTYWIDE SERVICES	\$0	\$74,600	\$25,400	\$0	\$92,000	\$0	
CDBG ADMINISTRATION/PLANNING							
CD Administration and Planning	411,323	6,000	24,395	326,979	6,000	21,297	(7)
Nonprofit Capacity Building Initiative - AED			30,000				
TOTAL, CDBG ADMINISTRATION/PLANNING	\$411,323	\$6,000	\$54,395	\$326,979	\$6,000	\$21,297	
TOTAL, ARLINGTON GRANT	\$1,534,130	\$198,593	\$921,690	\$1,164,470	\$198,593	\$788,149	
FALLS CHURCH							
Volunteer Home Repair Program - RPJ	5,000						
County Administration of Falls Church Program	7,583			5,785			
CDBG Administration - City of Falls Church	7,583			5,785			
Homeownership Education and Counseling - AHOME	336		728	323			(8)
Even Start Family Literacy Program			6,310			4,823	(8)
Tenant Based Rent. Assist. Program Delivery - City of FC			46,050	2,195		11,086	(7)/(8)
Transitional Hsg. Homeless Rental Prog. - Homestretch			16,348			10,886	(7)
Dow npayment Assistance - City of Falls Church	40,404						
Habitat for Humanity				42,766			
Emergency Assistance - Community Services Council	4,000			704		2,150	(8)
Energy Retrofits Upgrade- Falls Church Housing Corp.	10,923					52,517	(8)
Unprogrammed Funds							
TOTAL, FALLS CHURCH	\$75,829	\$0	\$69,436	\$57,558	\$0	\$81,462	
TOTAL, ARLINGTON AND FALLS CHURCH	\$1,609,959	\$198,593	\$991,126	\$1,222,028	\$198,593	\$869,611	

*FY 2012 CDBG funding reflects the budget revision based on HUD reductions, which was adopted by the County Board in July 2011.

- | | |
|---|---|
| (1) Reallocate AHC Program Income | (5) General Fund |
| (2) Reallocate CDBG Housing Development Funds | (6) CSBG Unprogrammed Funds |
| (3) Reallocate CDBG Unprogrammed Funds | (7) HOME Funds |
| (4) AHIF Housing Services | (8) Reallocate Falls Church's CDBG Unprogrammed Funds |

City of Falls Church, Virginia

DRAFT
Consolidated Plan Action Plan

**For Housing and Community Development Needs
Fiscal Year 2013
(July 1, 2012 - June 30, 2013)**

*A Component of the City's Five-Year
Consolidated Plan*



**Building Better Lives
Housing and Human Services**



CITY OF FALLS CHURCH, VIRGINIA

CITY COUNCIL

Nader Baroukh, **Mayor**

David F. Synder, **Vice Mayor**

Johannah Barry

Robin Gardner Ira Kaylin

Ron Pepe

Lawrence Webb

CITY MANAGER

Wyatt Shields

HOUSING COMMISSION

Donald Brobst, **Chair**

M.T. Gutmanis

Julio Idrobo

Tori McKinney

Steve Sprague

HOUSING & HUMAN SERVICES

DEPARTMENT OF HUMAN SERVICES

Earl Conklin, **Director**

M. Nancy Vincent, **Manager, Housing and Human Services**

Leslyn Barrow

Kevin Denton

Dana Lewis

Susan Richter

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





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Executive Summary

The purpose of this annual Action Plan is to provide the City of Falls Church with a basis for assessment of its housing and community development needs. This Action Plan outlines the City's FY2013 housing and community development goals and describes the resources expected to be available in July 1, 2012 through June 30, 2013 from federal, state, local 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 and Community Development Needs. This 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. It specifically identifies how the City shall utilize federal Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) funds, as well as other resources. to meet those needs.



FY 2013 Consolidated Plan Action Plan Goals

Activities within the FY2013 Consolidated Plan Action Plan are consistent with all four of the goals identified in the FY2011-2015 Consolidated Plan for Housing and Community Development needs. They are listed :

- Prevent Homelessness and Provide Transitional Housing
- Provide Services to Special Needs Populations
- Create Affordable Housing Opportunities
- Increase Economic Opportunity

FY 2013 Activities

The 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 2013 through 2014.



Citizen Participation

There were two public hearings conducted in the formulation of this plan. The Falls Church Housing Commission held public hearings for FY 2013 activities on October 4 and October 11, 2011. The Commission made its final funding recommendations during its October 11, 2011 public meeting. The Falls Church City Council held a public hearing on November 28, 2011 to approve the final funding recommendations. The hearings were conducted in facilities that were accessible to persons with disabilities. English-language services and sign-language interpretation were available by request.

Notices of public hearings in both English and Spanish (next page) were sent to housing and human service providers, civic organizations, faith based organizations, and citizen groups. Notices were placed in the local newspaper and broadcast on the City's cable television channel. In addition, the City had available through the telephone-based service Language Line, interpretation services in over 140 languages to citizens who wished to comment on the plan.



NOTICE OF AVAILABILITY

Fiscal Year FY 2013 Annual Action Plan for Housing & Community Development Activities

The FY 2013 Annual Action Plan for Housing & Community Development Activities details the City's proposed activities and programs that will be undertaken in FY 2013. A copy of the report is available at the Mary Riley Styles Library and at the offices of Housing and Human Services in City Hall.

Citizens are invited to submit their comments on the report through Thursday, February 16, 2012.

Comments may be submitted in writing or by contacting Dana Lewis at 703-248-5170, fax 703-248-5149 or email dlewis@fallschurchva.gov.

City of Falls Church
Housing and Human Services
300 Park Avenue, Room G04
Falls Church, Virginia
703-248-5005; TTY/711



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 alternate format upon request. Call 703-248-5005, TTY 711



AVISO DE DISPONIBILIDAD

Plan de Acción Anual para la Vivienda y Actividades de Desarrollo Comunitario del Año Fiscal 2013

El Plan de Acción Anual para la Vivienda y Actividades de Desarrollo Comunitario del Año Fiscal 2013 detalla actividades y programas propuestas por la Ciudad que se llevaran a cabo en el año fiscal 2013. Una copia del reporte estará disponible en la biblioteca de Mary Riley Styles, y en la División de Vivienda y Servicios Humanos.

Los residentes de la Ciudad están invitados a someter sus comentarios sobre el reporte hasta el día jueves 16 de febrero del 2012.

Comentarios pueden ser sometidos a Dana Lewis por escrito o por llamada telefónica al 703-248-5170; por fax al 703-248-5149 o por correo electrónico a dlewis@fallschurchva.gov

City of Falls Church
Housing and Human Services
300 Park Avenue, G04
Falls Church, Virginia
703-248-5005, TTY /711



La Ciudad de Falls Church esta comedido en cumplir según la letra y espíritu con el Acta de Americanos con Incapacidades. Para solicitar acomodación por algún tipo de incapacidad llame al 703 248-5005, (TTY 711)



Consolidated Plan Action Plan - FY 2013

Fiscal Year 2013 Housing & Community Development Activities: Funds Summary

Activity Name	Activity Applicant	Grant Source	FY 2013 Grant Amount
Tenant Based Rental Assistance	City of Falls Church Housing & Human Services	CDBG HOME	\$ 2,195 \$ 10,986
Transitional Housing for Homeless Families	Homestretch	HOME	\$ 10,986
Habitat for Humanity – Home Repair	Habitat for Humanity of Northern Virginia	CDBG	\$ 42,766
Mt. Daniel Family Literacy Program	Falls Church City Public Schools/Mt. Daniel Elementary	CDBG	\$ 4,823
Achieve Your Dream Homeownership Counseling/Classes	Arlington Home Owner Made Easier (AHOME)	CDBG	\$ 323
Replacement of Windows at Winter Hill Rental Units	Falls Church Housing Corporation	CDBG	\$ 52,517
Emergency Monetary Assistance	Falls Church Community Services Council	CDBG	\$ 2,854
CDBG Program Administration	Arlington County and the City of Falls Church	CDBG CDBG	\$ 5,785 \$ 5,785

Total CDBG Funds:	\$ 117,048
Total HOME Funds:	<u>\$ 21,972</u>
Total CDBG & HOME Funds:	\$ 139,020



Sources of Funds to Implement FY 2013 Activities

The activity applicants for FY2013 have proposed leveraging resources as follows:

I. Federal and Other Public Resources

The City of Falls Church will receive approximately \$57,588 in CDBG funds and \$21,972 in HOME funds in FY 2013.

Funds are distributed to the activity applicants via a competitive grant process. All of the grantees leverage the CDBG and HOME funds they receive by providing a combined additional \$399,030 of local dollars to accomplish their funded activities. These funds will be used to address priority needs and specific goals 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 2013 Activity Descriptions" beginning on page 8.

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 2013 CDBG and HOME activities result in \$300,000 of private and other leverage.

III. FY 2013 Activities

The tables on the following pages provide specific descriptions for each of the FY 2013 activities.



Fiscal Year 2013 Activity Descriptions



Consolidated Plan Action Plan - FY 2013

Table 3*
Consolidated Plan Listing of Projects

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

Priority Need

Rental Assistance

Project Title

Tenant-Based Rental Assistance (TBRA)

Project Description

The TBRA Program provides rental subsidies up to eight income eligible households for a period of up to 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.

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

Location

Citywide

<u>Objective Number</u> Consolidated Plan – Table 2C-Rental Housing – Objective 1	<u>Project ID</u>
<u>HUD Matrix Code</u> 21A	<u>CDBG Citation</u> 570.201(k)
<u>Type of Recipient</u> Public	<u>CDBG National Objective</u> LMH
<u>Start Date</u> 07/01/2012	<u>Completion Date</u> 6/30/2013
<u>Performance Indicator</u> 3 households assisted	<u>Annual Units</u> 3 households
<u>Local ID</u>	<u>Units Upon Completion</u>

Funding Sources:

CDBG	2,195
STATE	
HOME	10,986
FEDERAL	
Total Formula	
Prior Year Funds	
Assisted Housing	
Local	40,500
Other Funding	
Total	53,681

The primary purpose of the project is to help:

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

*HUD Chart



Consolidated Plan Action Plan - FY 2013

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 up to five homeless families residing in the City of Falls Church, 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 including 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

Objective Number Consolidated Plan – Table 2C-Rental Housing – Objective 1	Project ID
HUD Matrix Code 21A	CDBG Citation
Type of Recipient Nonprofit	CDBG National Objective LMH
Start Date 7/1/2012	Completion Date 6/30/2013
Performance Indicator 5 sheltered residents	Annual Units 5 households
Local ID	Units Upon Completion 5 households

Funding Sources:

CDBG
STATE
HOME	10,986
FEDERAL
Total Formula
Prior Year Funds
Assisted Housing
Local Funding	50,000
Other Funding	300,000
Total	360,986

- 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 2013

Table 3
Consolidated Plan Listing of Projects

Applicant's Name: Habitat for Humanity of Northern Virginia

Priority Need
Housing

Project Title
Home Repair

Project Description

The program will provide home rehabilitation and repairs such as new roofs, clean gutters, ramps and exterior painting. Funding will pay for a portion of the program administration and building materials.

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

Location
Citywide

<u>Objective Number</u> Consolidated Plan- Table 2C – Objective # 3	<u>Project ID</u>
<u>HUD Matrix Code</u> 14	<u>CDBG Citation</u> 570.201(n)
<u>Type of Recipient</u> Public	<u>CDBG National Objective</u> LMH
<u>Start Date</u> 07/01/2012	<u>Completion Date</u> 06/31/2013
<u>Performance Indicator</u> 2 households	<u>Annual Units</u> 2 households
<u>Local ID</u>	<u>Units Upon Completion</u> 2- homes

Funding Sources:

CDBG	42,766
STATE	
HOME	
FEDERAL	
Total Formula	
Prior Year Funds	
Assisted Housing	
Local Funding	
Other Funding	
Total	42,766

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 2013

**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. Children will also be provided assistance with homework during the Homework Club. Funds will be used to purchase educational materials, cover child care costs so that 10 parents may attend English as a Second Language classes, and cover a portion of the Homework Club Coordinator's salary.

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

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

<u>Objective Number</u> Consolidated Plan – Table 2C – Public Service Objective # 1	<u>Project ID</u>
<u>HUD Matrix Code</u> 05H	<u>CDBG Citation</u> 570.201(e)
<u>Type of Recipient</u> Public	<u>CDBG National Objective</u> LMC
<u>Start Date</u> 07/01/2012	<u>Completion Date</u> 06/30/2013
<u>Performance Indicator</u> 10 students completing employment/ESL training	<u>Annual Units</u> 10 persons
<u>Local ID</u>	<u>Units Upon Completion</u> 10 persons

Funding Sources:	
CDBG	4,823
STATE	
HOME	
FEDERAL	
Total Formula	
Prior Year Funds	
Assisted Housing	
Local Funding	179,530
Other Funding	
Total	184,353

- 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 2013

**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 prospective homebuyers with low- and moderate-incomes. AHOME will also provide one-on-one mortgage readiness assessments. 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 for 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, and Falls Church Housing Corporation's Community Center Room, 330B S. Virginia Ave, Falls Church, VA 22046

Objective Number Consolidated Plan Table 2C – Objective # 1	Project ID
HUD Matrix Code 13	CDBG Citation 570.201(e)
Type of Recipient Nonprofit	CDBG National Objective LMC
Start Date 07/01/2012	Completion Date 06/30/2013
Performance Indicator 1-5 households receiving counseling	Annual Units 1-5 households
Local ID	Units Upon Completion 1-5 households

Funding Sources:

CDBG	323
STATE	
HOME	
FEDERAL	
Total Formula	
Prior Year Funds	
Assisted Housing	
Local Funding	45,000
Other Funding	
Total	45,323

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 2013

**Table 3
Consolidated Plan Listing of Projects**

Applicant's Name Falls Church Housing Corporation (FCHC)

Priority Need
Housing

Project Title
Window Replacements of Rental Units

Project Description
Aging bedroom windows on rental units of Winter Hill will be replaced with new energy efficient windows that will reduce heating and cooling costs. These units have seniors and persons with disabilities as a priority. The funds are for materials only, replacing 127 windows

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

Location
Winter Hill Apartments. Falls Church, 22046

<u>Objective Number</u> Consolidated Plan- Table 2C – Objective # 3	<u>Project ID</u>
<u>HUD Matrix Code</u> 14B	<u>CDBG Citation</u> 570.202(a)(1)
<u>Type of Recipient</u> Nonprofit	<u>CDBG National Objective</u> LMH
<u>Start Date</u> 07/01/2012	<u>Completion Date</u> 06/30/2013
<u>Performance Indicator</u> 127 windows replaced	<u>Annual Units</u> 127 windows (@\$400 each)
<u>Local ID</u>	<u>Units Upon Completion</u>

Funding Sources:

CDBG	52,517
STATE	
HOME	
FEDERAL	
Total Formula	
Prior Year Funds	
Assisted Housing	
Local Funding	
Other Funding	15,000
Total	67,517

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 2013

**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 will be provided directly to households; all funds will be paid to the landlord or public utility.

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

Location
City Wide

<u>Objective Number</u> 570.208 (a)(z)(i)(B)/(C)	<u>Project ID</u>
<u>HUD Matrix Code</u> 05Q	<u>CDBG Citation</u> 570.201 (e)
<u>Type of Recipient</u> Public	<u>CDBG National Objective</u> LMC
<u>Start Date</u> 07/01/2012	<u>Completion Date</u> 06/30/2013
<u>Performance Indicator</u> 10 households	<u>Annual Units</u> 10 households
<u>Local ID</u>	<u>Units Upon Completion</u> 10 households

Funding Sources:

CDBG	2,854
STATE	
HOME	
FEDERAL	
Total Formula	
Prior Year Funds	
Assisted Housing	
Local Funding	69,000
Other Funding	
Total	71,854

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 2013

Table 3
Consolidated Plan Listing of Projects

Applicant's Name City of Falls Church/Arlington County

Priority Need

Planning/Administration

Project Title

Community Development Block Grant Program 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

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

<u>Objective Number</u> Not Applicable	<u>Project ID</u>
<u>HUD Matrix Code</u> 21A	<u>CDBG Citation</u> 570.206
<u>Type of Recipient</u> Public	<u>CDBG National Objective</u> LMC
<u>Start Date</u> 07/01/2012	<u>Completion Date</u> 06/30/2013
<u>Performance Indicator</u> 100% Activities w/o findings	<u>Annual Units</u> 100% activities w/o monitoring findings
<u>Local ID</u>	<u>Units Upon Completion</u> 100% activities w/o monitoring findings

Funding Sources:

CDBG	11,570
STATE
HOME
FEDERAL
Total Formula
Prior Year Funds
Assisted Housing
PHA
Other Funding
Total	11,570

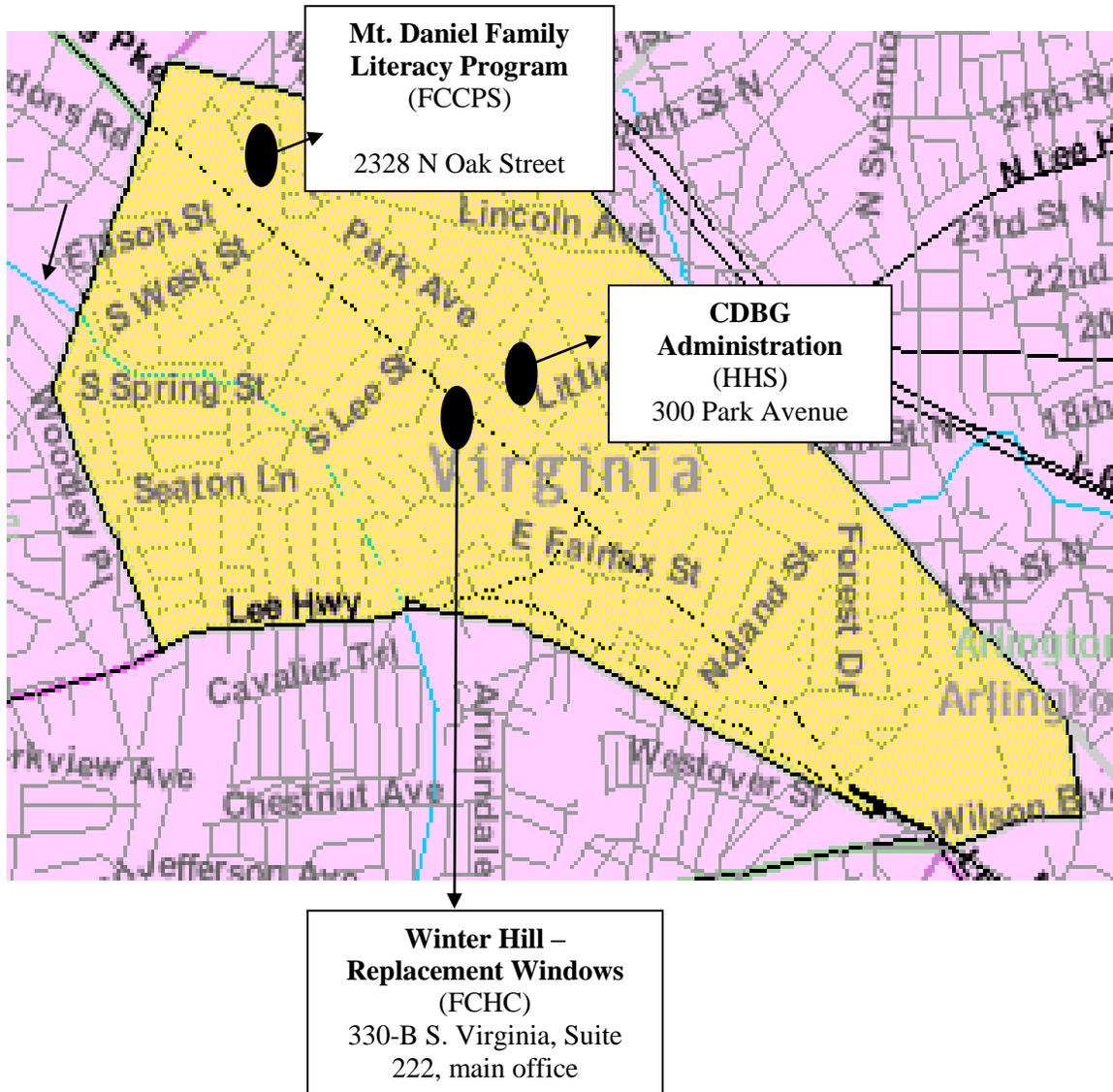
The primary purpose of the project is to help:

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



GEOGRAPHIC ACTIVITY DISTRIBUTION

Geographic Map of Proposed CDBG and HOME FY 2013 Activities



Acronyms:

- FCHC: Falls Church Housing Corporation
- AHOME: Arlington Home Ownership Made Easier
- HHS: City of Falls Church Housing & Human Services

Note: Habitat for Humanity, Community Services Council, AHOME Home Ownership Classes, Transitional Housing for Homeless and Tenant Based Rental Assistance may be used throughout the City and are not included in the map above.



ETHNICAL/RACIAL/POVERTY DATA



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

The following map and the below tables 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 demonstrates minority and racial concentrations, while Table 2 demonstrate the concentration of low-income households in the City. Both tables are broken down by Census Tract which is shown on page 21. The map on page 18 indicates the location of the FY2013 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
Total:	3,091		6,071		4,279	
White	2,461	80%	4,209	69%	3,183	74%
Black or African American alone	61	2%	300	5%	171	4%
American Indian and Alaska Native alone	6	0%	18	0%	9	0%
Asian alone	243	8%	495	8%	424	10%
Native Hawaiian and Other Pacific Islander alone	0	0	1	0%	3	0%
Hispanic or Latino	182	6%	645	11%	282	6%
Some other race alone	27	1%	177	3%	55	1%
Two or more races	111	5%	226	4%	152	3%

Source: Census 2010

Table 2: Average Household Incomes

	Census Tract 5001	Census Tract 5002	Census Tract 5003	Total
Total:	964	1859	1307	4130
Less than \$10,000	12	78	9	99
\$10,000 - \$24,999	63	81	64	208
\$25,000 - \$49,999	129	283	261	673
\$50,000 - \$99,999	199	448	251	898
\$100,000 - \$199,999	348	718	501	1567
\$200,000 or more	213	251	285	749
Median household income				\$113,313
Mean earnings				\$132,107

Source: U.S. Census Bureau, 2005-2009 American Community Survey Estimates



Consolidated Plan Action Plan - FY 2013



HOUSING & COMMUNITY DEVELOPMENT NARRATIVES



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

According to recently released census data from the 2005-2009 American Community Survey, the median household income in the City of Falls Church is over \$113,000 (family of four). In addition, seven out ten adults have at least a bachelor's degree and 39% percent have advanced degrees. Over 67% of the population, 16 years or over are in the Labor force. The average homeowner has a home with a median value of \$655,600. The average family size is 3.39. Although this is an affluent community, according to the above mentioned survey nearly 11% of the population has low to moderate incomes and nearly 3% of residents are very low-income. In FY2011 according to Fairfax County services reports, 146 residents received public assistance and 16 residents received Supplemental Nutrition Assistance Benefits (SNAP).

In order to assist these families, the City provides human services to City residents directly or through the provision of contract services through Fairfax County and locally funded programs. In addition, the City will continue to participate in the regional Workforce Investment Board (WIB) to streamline and expand access to employment opportunities. Finally, FY2013 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. Basic and advanced computer classes are also available to eligible city residents through a partnership with Arlington County.

In 2011, the City had 5 foreclosure sales and 6 short sales. Job growth continued to be on the rise but the recession was still evident. As a result the AHOME organization provides foreclosure prevention and financial literacy classes to eligible residents. The Community Services Council provides emergency rent and utilities assistance for families that may be struggling with the high cost of living in the City. CDBG also funds two rental assistance programs (TBRA and Homestretch) for low-income and homeless residents. These residents also receive budget and employment counseling to help them on their road to self-sufficiency. In addition, residents that may not be able to afford needed maintenance or repairs on their homes may be assisted through CDBG funds by the Northern Virginia Habitat for Humanity.

Evaluation and Reduction of Lead Based Paint Hazards

The City of Falls Church 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 2013 budget: estimated \$280,000 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 these vulnerable residents. The program is administered through the Treasurer's Office (Tax Relief) and Housing and Human Services (Rent Relief). Estimated Number of Beneficiaries: 43 individuals. Estimated percent of low and moderate income Beneficiaries: 100%. Funded with local funds. Geographic distribution: Citywide.
- Affordable Dwelling Unit (ADU) Programs. The city negotiated with developers of new properties for the inclusion of affordable units and a contribution to an Affordable Housing Fund.

Homeownership - Households with low- and moderate-incomes that are first-time homebuyers are able to purchase units when these they become available.

Rental - Construction began in 2011 at the Northgate property which will have rental ADUs. Estimated Number of Beneficiaries: 9 households. Estimated percent of beneficiaries that will be low and moderate Income: 100%. Funded with local funds for Housing and Human Services staff administration. Geographic distribution: Citywide.

- Fair Housing counseling and education. During FY2013 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 residential marketing office staff and to the public. This is to ensure that all City residents have equal opportunity to housing. Funded with local funds. Geographic distribution: Citywide.
- Landlord-tenant and housing counseling. The City provides education, advocacy, and information services related to the Virginia Landlord-Tenant Law. Services are provided through Housing and Human Services and Legal Services of Northern Virginia. Funded with local funds for Housing and Human Services staff administration. Geographic distribution: Citywide.
- Provide rental assistance using Housing Choice Vouchers. The City is a part of the Fairfax County administered Housing Choice Voucher rental assistance program The program pay 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 developmental disabilities, including supportive services at housing facilities. Funded with local funds. FY 2013 budgeted: cost \$605,595. Geographic distribution: Citywide.



Provide Intermediary Assistance for At-Risk Individuals

- Assist victims of domestic violence. Housing and Human Services (HHS) 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.
- 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, the Northern Virginia Regional Commission and Long Term Affordability Workgroup. 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 with 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.



Consolidated Plan Action Plan - FY 2013

- 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 the Fairfax County Ten Year Plan 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.



PUBLIC COMMENTS

No Comments Received



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 an annual recertification. 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 2013 Strategies to Meet HOME Goals

The FY 2013 estimated allocation of HOME funds is \$21,972. The City of Falls Church will use \$10,986 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, through a contract with the City, will also use \$10,986 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 2013.

Other forms of Investment for the City's HOME Program

Not applicable; (see 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 provides a cash match for the HOME program in its operation of the City's Special Housing Fund. In Fiscal Year 2013, 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 (average wait is four years). 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 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 IN HHS OFFICE

Signature; Wyatt Shields, City Manager,
Signature/Authorized Official

Date 2/7/2012



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 7/1/2012, 6/30/2013 (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.



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Excessive Force -- It has adopted and is enforcing:

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

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 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 IN HHS OFFICE

Signature; Wyatt Shields, City Manager,
Signature/Authorized Official

Date 2/7/2012



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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 IN HHS OFFICE

Signature; Wyatt Shields, City Manager,
Signature/Authorized Official

Date 2/7/2012



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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:



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"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).