

**Five Year Consolidated Plan**  
**Fiscal Years: FY 2017 – FY 2021**  
**Strategic Plan & Annual Plan Fiscal Year 2017**

**Community Development Block Grant Program (CDBG)**  
**HOME Investment Partnership Program (HOME)**  
**Emergency Shelter Grant Program (ESG)**



One-on-one Counseling Non-Profit business management  
Business certifications, licenses, permits and insurances Grant writing assistance  
Home repair Foreclosure prevention Home buying assistance  
Credit review assistance Business Planning Community Workshops  
Home affordability analysis Small business loan packaging  
Financial literacy training Debt repayment plans

## ***HUD Submission***

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**FIVE YEAR CONSOLIDATED PLAN, STRATEGIC PLAN, ANNUAL ACTION PLAN  
FY 2017 – FY 2021**

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# Executive Summary

## ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

The U.S. Department of Housing and Urban Development (HUD), requires the City of Norfolk as a recipient of federal grant funds to develop a Consolidated Plan (ConPlan) every five years that describes the city's community development priorities and multi-year goals, based on an assessment of housing and community development needs and an analysis of housing and economic market conditions and available resources.

The Consolidated Plan is a collaborative process whereby the City of Norfolk establishes a unified vision for community development actions. It is the city's opportunity to shape the various housing, community and economic development programs into effective, coordinated neighborhood and community development strategies. It also creates the opportunity for strategic planning and citizen participation to take place in a comprehensive context, and to reduce duplication of effort at the local level.

In May 2012, HUD introduced an Econ-Planning Suite, an electronic template for producing ConPlan, Action Plan and other required reports, directly within the Department of Housing and Urban Development's (HUDs) Integrated Disbursement and Information System (IDIS). As mandated by HUD, the city has developed the Five-year (FY 2017-FY 2021) Consolidated Plan and FY 2017 Annual Action Plan using HUD's template.

The entitlement grant programs governed by these regulations are the: Community Development Block Grant (CDBG), the HOME Investment Partnership (HOME) Program, and the Emergency Solutions Grant (ESG) Program. These programs will address affordable housing, homeless, and community and economic development issues over the next five year period.

#### **Community Development Block Grant (CDBG) Program**

CDBG funds are used to develop viable urban communities by providing decent to moderate-income persons.

#### **HOME Investment Partnership (HOME) Program**

HOME funds are used for a wide range of activities including acquiring, developing, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income persons. The main goal for this program is designed exclusively to create affordable housing for low-income households.

#### **Emergency Solutions Grant (ESG) Program**

ESG funds engage homeless individuals and families living on the street; improve the number and quality of emergency shelters for homeless individuals and families; help operate shelters; provide essential services to shelter residents; rapidly re-house homeless individuals and families; and prevent individuals and families from being homeless.

To receive these federal funds, the city must assess local housing and community development needs and resources, and socioeconomic impediments toward building viable neighborhoods. The City of Norfolk's Consolidated Plan will be developed according to this process.

The city was awarded the following entitlement funding allocations for Year One (FY 2017/ PY 2016) of the FY 2017 – FY 2021 ConPlan. At a minimum, the city anticipates funding throughout the implementation period of this ConPlan. The total anticipated over the next five years is \$25,669,500. The breakdown is provided in Ad-25 under Attachments - The City of Norfolk Appendices.

## **2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview**

The City of Norfolk is required to use HUD's Performance Outcome Measurement System (POMS). The POMS was developed to enable HUD to collect and aggregate standardized performance data on entitlement-funded activities annually from all entitlement communities nation-wide for use in reporting to Congress on the effectiveness of formula entitlement programs in meeting HUD's strategic objectives. The city is required by federal law that housing and community development grant funds benefit primarily low- and moderate-income persons in accordance with the following HUD objectives: Provide decent housing; establish and maintain a suitable living environment; and provide expanded economic opportunities.

These objectives are combined with three performance outcomes categories: Accessibility; affordability, and sustainability. The performance outcomes measurement statements are: Accessibility, affordability and sustainability for providing decent housing; accessibility, affordability, and sustainability for the purpose of providing suitable living environment; and accessibility affordability and sustainability of creating economic opportunities. The FY 2017 through FY 2021 ConPlan outlines the various activities the city proposes to carry out to achieve the objectives and associated outcomes required by HUD. The city will undertake activities within these categories: housing rehabilitation and construction; public services and community development; business/economic development; and homeless prevention activities.

## **3. Evaluation of past performance**

Much has occurred in Norfolk since FY 2009, when the city produced both its Three-Year and Five-Year Consolidated Plan through FY 2016. The largest impact on our city came from the 'Recession' that began in late 2008, triggered by the financial meltdown of Wall Street investments, and its ripple effects throughout the country. The economy of Norfolk began to take a hard hit, its longstanding economic reliance on a healthy real estate market and construction activity contributed greatly to unemployment rates that continue to be higher than the national average.

The city's evaluation of past performance comes from several different sources. First, the city's Consolidated Plan itself creates the opportunity for strategic planning and citizen participation to take place in a comprehensive context, and to reduce duplication of effort at the local level, and serves as a management tool that helps the city and citizens assess performance and track results.

The economic crisis affected the city's implementation of a Three- to Five-Year Consolidated Plans for FY 2009-FY 2011 and FY 2012-FY 2016. In part, the city benefitted from a number of HUD programs, starting in 2012, designated to address the national financial crisis, including a series of Neighborhood Stabilization Program (NSP) grants. The enactment of the American Recovery and Reinvestment Act of 2009 (ARRA) provided a variety of new program funds for Norfolk and other jurisdictions hit hard by the recession. Many of these grant programs gave Norfolk the opportunity to create new program 'infrastructure', and to build new and enhance existing partnerships among city departments, private sector partners and stakeholders, local philanthropies, community development financial institutions, and advocates for housing, public transit, environmental sustainability, public services and many other local constituencies. The city's housing, homeless and development agencies participated in these efforts.

The city's Annual Action Plans and CAPERs (Consolidated Annual Performance and Evaluation Report) have for the past eight years provided many details about these innovations and special funds, in addition to other efforts started prior to the recession. All of these initiatives have contributed to the ideas in this plan, including the trail blazing innovative proposal to leverage Consolidated Plan resources with funds from public transit investments.

In the past eight years, the following initiatives involving the Consolidated Plan and other resources all of which were the result of governmental and non-governmental partnerships, were established or substantially enhanced:

### **Continued Past Performance**

In the past eight years, the following initiatives involving the Consolidated Plan and other resources all of which were the result of governmental and non-governmental partnerships, were established or substantially enhanced such as:

- Permanent Supportive Housing Program
- Neighborhood Stabilization Program (NSP 1, 2 & 3)
- Homeless Prevention and Rapid Re-Housing Program (HPRP)
- CDBG-Recovery Program (ARRA)
- Community Services Block Grant (ARRA)
- Lead hazard remediation and healthy homes production programs
- Federal Emergency Management Agency (FEMA)
- Low Income Tax Credits
- Single Room Occupancy Facilities (South Bay Apartments, Heron's Landing, Crescent Square)

Going forward, the city recognizes that evaluation of past performance is critical to ensuring that the city and its contractors are implementing activities effectively and that they align with the city's overall

strategies and goals. In addition, to meet HUD reporting requirements, such as the CAPER, the city's ConPlan administering agency, the Department of Neighborhood Development, has its own methods of program evaluation and outcome reporting. Projects are largely defined from the community needs assessment, housing market analysis and input from service providers and the general public. However, a review of past performances allows the city to determine progress towards achieving goals, what is left to be done and what adjustments are needed.

The city's Department of Neighborhood Development reviewed goals and actual outcomes for the past eight years. As a result of the evaluation of several programs, it was determined that some are no longer top priorities. In addition, the amount of funding for programs has changed. An internal evaluation was combined with feedback gained from the affordable housing policy process, affordable housing survey and public forums to give this department a clear picture of goals to be accomplished in the next five years.

#### **4. Summary of citizen participation process and consultation process**

The citizen participation and stakeholder consultation process are key components of the development of the ConPlan as set forth in Subpart B of 24 CFR Part 91. The City of Norfolk strives to ensure that the ConPlan planning process includes opportunities for public participation, such as public hearings and public comment periods; involvement of concerned citizens; transparency and freedom of access to the proposed ConPlan and Action Plan; and consultation with public and private agencies that provide assisted housing, health services, and fair housing initiatives, including public hearings, on-line surveys and community meetings.

The city has adopted a Citizen Participation and Consultation Plan for the Consolidated Plan. All meetings are held in fully accessible facilities. Meeting announcements are sent to media outlets via press releases through newspapers, civic leagues, public libraries and through the city's communications department.

The planning process was kicked off in the City of Norfolk with a Community Needs Assessment followed with a community meeting to discuss needs. Through the process, a variety of methods was used to ensure citizen participation: a resident and agency survey was publicized and the city received responses; and participation in multiple citizen advisory commission meetings, including focus groups representing a wide variety of populations and interests.

A summary of the activities for the development of the city's Consolidated Plan follows:

- **Informal Meetings** were held during the months of December 2015, January 2016, and February 2016 to discuss the annual updates on the categories of Homelessness, Housing and Non-Housing Community Development. Notifications were posted on the agency's website, and the meeting information was placed in the Virginian Pilot newspaper inviting all interested individuals to participate.
- **A Public Input Session** was held February 1, 2016 where all components were discussed. Notifications were posted on the city's website, and the meeting information was placed in the Virginian Pilot newspaper inviting all interested individuals to participate.

- **A Public Hearing was held in February 2016.** As with the Public Input Session, the hearing was publicized through the resources mentioned above. As per HUD Citizen Participation requirements, the city accepted comments up to 30 days after the date of the formal Public Hearing.
- **2nd Public Hearing will be held in April 2016.** The hearing was publicized through the resources mentioned above. The city will accept comments up to 30-days through May 19, 2016.

Department staff participates in taskforces, committees, and councils. City departments are in constant dialogue with their non-profit services to ensure that programs respond to community needs and follow best practices. City departments engaged various advisory groups in the development of the ConPlan and the FY 2017 Annual Plan priorities through these discussions.

## **5. Summary of public comments**

A summary of the public comments received will be included in the Appendix Section of the ConPlan. It will incorporate the comments received from the two public hearings and written comments. Furthermore, the city included comments received during the 30-day comment period that will conclude through May 19, 2016.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

All comments have been accepted and considered in the development of the ConPlan which are provided in the Appendices Section of the document.

## **7. Summary**

The City of Norfolk's proposed FY 2017 – FY 2021 ConPlan and FY 2017 Annual Action Plan identifies the housing and community development needs of predominantly low-income areas in Norfolk. The objective is to target available resources to meet the identified needs in order to revitalize neighborhoods and improve the quality of life of Norfolk residents.

The ConPlan provides a unified vision for community development and housing actions with the primary goals of providing affordable housing and public services, revitalizing neighborhoods, supporting homeless and special needs populations, eliminating slum and blight and expanding economic development opportunities.

The FY 2017 (PY 2016) Annual Action Plan begins July 1, 2016 and identifies funding for projects that address Norfolk's critical needs.

Listed below is the funding the city anticipates receiving from HUD for each of the entitlement programs in fiscal years FY 2017 – FY 2021.

# The Process

## PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

### 1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator		City Department of Neighborhood Development
HOME Administrator		City Department of Neighborhood Development
ESG Administrator		City Department of Neighborhood Development

Table 1 – Responsible Agencies

### Narrative

The Department of Neighborhood Development (DND) serves as the lead department responsible for the CDBG, HOME and ESG Programs as well as the reuse of the funds allocated from the previous unspent funds. The DND is in charge of the administration of these programs as well as code enforcement activities.

### Consolidated Plan Public Contact Information

Mr. James Rogers is the Director for the Department of Neighborhood Development at 401 Monticello Avenue, 1st Floor, Norfolk, Virginia 23510. The Consolidated Plan information point of contact is Leila LaRock, Program Administrator, at 757-664-4779 or email at [leila.larock@norfolk.gov](mailto:leila.larock@norfolk.gov).

## **PR-10 Consultation - 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The City of Norfolk's consultation was achieved through a variety of methods that included a public input forum, a resident and public agency survey, and public hearings to obtain views and comments for stakeholders and citizens alike. Surveys were distributed to public agencies and residents to obtain more detailed information on community needs.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).**

The City of Norfolk's Department of Neighborhood Development (DND) coordinates the development of the Plan. The Plan is reviewed by the City Manager and input is sought from the general public and a variety of non-profit, business, governmental, professional and citizen organizations. The City of Norfolk enhances the coordination between public and private housing, health and social service agencies by maintaining involvement in the activities of local non-profit service providers, local advisory boards and commissions, other government agencies and professional associations especially through planning forums and community events.

The Strategic Plan builds on previous and ongoing community development efforts by the city, local public agencies, non-profit organizations, community development organizations, neighborhoods, and the private sector that includes three innovative elements: 1) Coordination of public and private sector investments; 2) The annual identification of areas that focuses the resources of multiple departments, agencies, and stakeholders in targeted areas to stimulate comprehensive community development; and 3) Implementation proposals, reporting, and evaluation rely on indicators and measurable outcomes derived from citywide real estate market value analysis.

### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

Annually, during the beginning of the fiscal year, one of the first questions city representatives are asked to consider is, "What would our community be like if we were to succeed in accomplishing our community development goals?" The response was to create and sustain a connected community comprising of:

- Sustainable neighborhoods that are safe, walkable, mixed-use, diverse, compact, green and well designed;

- An ample supply and diverse range of affordable, quality and green housing that is well-integrated into mixed neighborhoods;
- Physical infrastructure that supports community development;
- Economic opportunity accessible to residents in the form of jobs and workforce education resulting in living wages and increasing per capital income;
- Equitable services; and
- A clean and healthy environment with safe places and ready access to a wide range of case management and supportive service opportunities including medical, mental health, and additional services.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS**

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	The Planning Council
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless Continuum of Care
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation occurred through online meetings and written correspondence. Anticipated outcomes are identifying opportunities for coordination of services for homeless persons.
2	<b>Agency/Group/Organization</b>	ACCESS AIDS Care
	<b>Agency/Group/Organization Type</b>	Services-Persons with HIV/AIDS Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Non-Homeless Special Needs HOPWA Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Norfolk consulted with ACCESS AIDS Care through written correspondence, emails telephone during the ConPlan process.
3	<b>Agency/Group/Organization</b>	NRHA
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Market Analysis

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Norfolk consulted with NRHA through teleconference meetings, email and written correspondence. Anticipated outcomes are identifying housing opportunities for low to moderate income households including the homeless population.
4	<b>Agency/Group/Organization</b>	FORKIDS, INC.
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was consulted during the ConPlan period by telephone meetings and written correspondence.
5	<b>Agency/Group/Organization</b>	YWCA OF SHR
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency was consulted during the ConPlan period to provide domestic violence information and projections.
6	<b>Agency/Group/Organization</b>	City of Norfolk
	<b>Agency/Group/Organization Type</b>	Other government - Local Civic Leaders Business and Civic Leaders Grantee Department

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Norfolk consulted with various city departments including the Department of Public Works, Department of Economic Development, the Office to End Homelessness, Department of Utilities, the Department of Planning and Community Development on various strategies to achieve over the next five year consolidated plan period.
7	<b>Agency/Group/Organization</b>	Endeppendence Center, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The city consulted with the Endeppendence Center to provide the needs assessment for Norfolk residents who have disabilities and provide housing needs for the disabled over the five year consolidated plan period.

**Identify any Agency Types not consulted and provide rationale for not consulting**

The city of Norfolk made every effort to consult all agency types in preparation of the Five-Year Consolidated Plan, Strategic Plan, and the Annual Action Plan.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	The Planning Council	shared goals include: Continued efforts to increase effectiveness in grant applications for funding to include city grant fund applications (Human Services Grant); continued development with standardizing tool to effectively monitor the homeless provider performance; and increase citizen participation for the Annual Plans.
Economic Development	National Development Council	The agency was able to provide the eligible economic development activities and factors to consider when the city decided to fund the economic development activities that are aligned with objectives to achieve to increase workforce development, infrastructure projects and increase level of businesses assisted over the next five years.

**Table 3 – Other local / regional / federal planning efforts**

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))**

In addition to the various strategic plans referenced in the above section, the city considered other local, regional, state, federal planning efforts and will continue its efforts to coordinate further with local, regional, state, and federal partners to create opportunities for a comprehensive strategic planning and to reduce duplication of efforts at the local level

**Narrative (optional):**

## PR-15 Citizen Participation

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

HUD requires entitlement jurisdictions to provide citizen participation in developing the ConPlan. The City of Norfolk has encouraged citizens and non-profits to provide input throughout the process. A copy of the city's revised Citizen Participation Plan is included as Appendix C. All meetings to include informal program specific input sessions, formal Public Input Session, and formal Public Hearing are held in handicap accessible facilities. Meeting announcements were made via the Virginian Pilot newspaper and the city's website.

A summary of the activities for the development of the city's Consolidated Plan include:

- **Informal Meetings** were held during the months of December 2015, January 2016, and February 2016 to discuss the annual updates on the categories of Homeless, Housing, and Non-Housing Community Development. Notifications were posted on the agency's website, and the meeting information was placed in the Virginian Pilot newspaper inviting all interested individuals to participate.
- **Public Needs Survey for Both Residents and Public Agencies** were available online at [www.norfolk.gov](http://www.norfolk.gov) beginning October 13, 2015 through November 30, 2015.
- A **Public Input Session** was held on February 1, 2016 where all components were discussed. Notifications were posted on the city's website, and the meeting information was placed in the Virginian Pilot newspaper inviting all interested individuals to participate. Additionally, the session was listed on the HUD Entitlement webpage calendar.
- A **Public Hearing** will be held in May 2016. As with the Public Input Session, the hearing was publicized through the resources mentioned above. As per HUD Citizen Participation requirements, the city accepted comments up to 30 days after the date of the formal Public Hearing.

Drafts of the Consolidated Plan and Annual Plan were posted on the City's website for its 30-day comment period and hard copies provided to all Norfolk public libraries. A 30-day comment period ran through May 19, 2016. Citizens, public agencies, or other interested parties wishing to comment on the plans could do so online, by email, or by mail and/or call the Department of Neighborhood Development.

Input from the community, including comments received from individual citizens as well as agencies, contributed to the establishment of housing and community development goals. This is particularly true regarding input received from city departments. Verbal and written

comments are extremely valuable. The city also relies on the input of community-based organizations to help identify housing and community development needs within neighborhoods.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Non-targeted/broad community	6	3	0	
2	Public Hearing	Non-targeted/broad community	183	0	0	
3	Internet Outreach	Non-targeted/broad community	102	102	0	
4	Newspaper Ad	Non-targeted/broad community	N/A	N/A	N/A	
5	Focus Groups	City Depts., Non-Profit Agencies, Public Agencies	13	5	0	
6	Focus Groups	Non-targeted/broad community	N/A	N/A	N/A	

**Table 4 – Citizen Participation Outreach**

# Needs Assessment

## NA-05 Overview

### Needs Assessment Overview

The data provided in this section is from the 2000 and 2010 Census, and the 2007-2011 CHAS provided by HUD. Overall needs created a framework to base decisions in selecting projects to fund. Priority needs formed the basis for choosing specific projects for FY 2017 (PY 2016) in the Annual Action Plan, and for further Annual Action Plans.

**Housing:** The most common housing problem in the City of Norfolk is cost burden. Cost burden is the fraction of a household's total gross income spent on housing costs. This was a problem for households across most income groups but significant for low-income renter households. Renter households comprised 93 percent of total households within the lowest income group that paid 50 percent or more of their income on housing. Owner households within this income group comprised 67 percent of total households.

The second most common housing problem was overcrowding, defined by HUD as more than one person per room, not including bathrooms, porches, foyers, halls or half room. Over 13,060 renter households and 5,150 owner households were overcrowded across all income groups, 15 percent of which were renter households. Of these, 1,095 were low- to moderate-income households earning between 0-50 percent AMI.

The City of Norfolk used the U.S. Census Bureau, The Bureau of Labor Statistics, Housing Agencies, the results of the City's Consolidated Plan Community Needs Assessment Survey, and comments received during the public input session, as well as the consultation process to identify the affordable housing, economic development, community development and homeless needs for the next five years.

The city obtained additional input from citizens and representatives from local organizations, focus group, city staff, and comments from the public input session and online survey, as well as the consultation process to further refine these overall needs into priority needs acceptable to the City of Norfolk's City Council. The following items represent the top recommended priorities from the online survey and the public input session.

According to the housing tables in this section, the primary factors contributing to significant challenges for low income individuals and families in finding affordable housing in Norfolk are a severe shortage of affordable rental units and limited housing opportunities for persons and families experiencing or at-risk of homelessness.

## NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

### Summary of Housing Needs

The population in the City of Norfolk is currently 245,428 according to the U.S. Census Bureau. However, according to the Table 5 with 2011 being the most recent Housing Needs Assessment Demographics, Norfolk shows 241,943 total population from 234,403 in 2000. Norfolk has increased by three percent between 2000 and 2011; while household's shows a decrease by one percent, from 2000 to 2011. Small family households comprise the greatest percentage and number of all households, followed by households with one or more children age 6 or younger.

Renters between 0-30 percent AMI make up the greatest percentage of households having at least one or more of the four housing problems: (lacks a kitchen, lacks complete plumbing, severe overcrowding and severe cost burden). On the other hand, owners between 50 – 80 percent AMI have the greatest percentage of having at least one of the four housing problems. The online survey and input session indicated a need for rehabilitation of both renter and owner-occupied housing units as well a need for rental assistance.

“Small Related” renter households, followed by “Other” renter households have a cost burden greater than 30 percent of their income. Within owner-occupied households, “Small Related” households, followed by “Elderly” households have a cost burden greater than 30 percent of their income. As residents age, there is a transitioning that occurs, directly impacting income and cost of living. Therefore, as Norfolk’s population continues to age, affordability for this group is expected to be a growing concern. To accommodate aging in place, elderly residents will increasingly require public assistance for home maintenance, accessibility and energy efficiency improvements to support independent lifestyles.

Demographics	Base Year: 2000	Most Recent Year: 2011	% Change
Population	234,403	241,943	3%
Households	86,178	85,076	-1%
Median Income	\$31,815.00	\$43,914.00	38%

**Table 5 - Housing Needs Assessment Demographics**

**Data Source:** 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

### Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households *	13,760	11,275	17,750	9,995	32,300
Small Family Households *	4,840	4,640	7,340	4,155	15,645
Large Family Households *	770	805	1,165	770	2,210

	<b>0-30% HAMFI</b>	<b>&gt;30-50% HAMFI</b>	<b>&gt;50-80% HAMFI</b>	<b>&gt;80-100% HAMFI</b>	<b>&gt;100% HAMFI</b>
Household contains at least one person 62-74 years of age	1,960	1,620	2,195	1,255	5,000
Household contains at least one person age 75 or older	1,655	1,305	1,705	1,040	2,400
Households with one or more children 6 years old or younger *	3,205	2,200	3,545	1,775	2,645
* the highest income category for these family types is >80% HAMFI					

**Table 6 - Total Households Table**

Data 2007-2011 CHAS  
Source:

## Housing Needs Summary Tables

### 1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Substandard Housing - Lacking complete plumbing or kitchen facilities	50	120	55	25	250	45	45	70	0	160
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	75	305	280	95	755	0	0	70	0	70
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	290	255	300	55	900	0	105	55	10	170
Housing cost burden greater than 50% of income (and none of the above problems)	6,785	3,500	820	50	11,155	1,595	1,320	1,465	370	4,750

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	950	3,100	4,750	845	9,645	450	545	2,230	1,750	4,975
Zero/negative Income (and none of the above problems)	1,140	0	0	0	1,140	275	0	0	0	275

**Table 7 – Housing Problems Table**

Data 2007-2011 CHAS  
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Having 1 or more of four housing problems	7,200	4,180	1,455	225	13,060	1,640	1,470	1,660	380	5,150
Having none of four housing problems	2,840	4,185	9,740	4,645	21,410	660	1,440	4,895	4,750	11,745
Household has negative income, but none of the other housing problems	1,140	0	0	0	1,140	275	0	0	0	275

**Table 8 – Housing Problems 2**

Data 2007-2011 CHAS  
Source:

### 3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	3,170	3,305	2,325	8,800	465	670	1,785	2,920
Large Related	540	505	335	1,380	55	175	395	625
Elderly	1,330	770	575	2,675	1,115	765	850	2,730
Other	3,065	2,590	2,540	8,195	445	360	750	1,555
Total need by income	8,105	7,170	5,775	21,050	2,080	1,970	3,780	7,830

**Table 9 – Cost Burden > 30%**

Data 2007-2011 CHAS  
Source:

### 4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	2,800	1,625	305	4,730	430	505	630	1,565
Large Related	430	220	0	650	40	100	115	255
Elderly	1,005	320	100	1,425	795	460	325	1,580
Other	2,800	1,485	435	4,720	365	295	425	1,085
Total need by income	7,035	3,650	840	11,525	1,630	1,360	1,495	4,485

**Table 10 – Cost Burden > 50%**

Data 2007-2011 CHAS  
Source:

### 5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	280	495	410	150	1,335	0	70	115	0	185
Multiple, unrelated family households	60	70	110	0	240	0	35	10	10	55

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Other, non-family households	50	0	60	0	110	0	0	0	0	0
Total need by income	390	565	580	150	1,685	0	105	125	10	240

**Table 11 – Crowding Information – 1/2**

Data Source: 2007-2011 CHAS

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

**Table 12 – Crowding Information – 2/2**

Data Source  
Comments:

**Describe the number and type of single person households in need of housing assistance.**

According to the 2010 – 2012 ACS, there were 50 non-family households, 280 single family households, and 130 unrelated family households below the poverty. While this statistic includes both single person households and persons living together who are unrelated, the city would estimate that perhaps these households would need assistance.

**Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.**

The YWCA of South Hampton Roads’ Domestic Violence Hotline served more than 2,000 callers in 2015, and of those callers, 1,084 persons/ 620 households were seeking domestic violence shelter. Using data from the Help Line, the agency can document more than 4,596 victims with housing needs over the last five year Consolidated Plan (FY 2012-FY 2016).

YWCA of South Hampton Roads’ domestic violence services such as counseling, case management, legal advocacy and legal representation seek to keep domestic violence victims and children safely in their homes, instead of being forced to flee to shelters. For example, legal advocacy and legal representation can help a victim seek a remedy for exclusive possession of the home with an order of protection. That remedy would order the abuser to leave the home and allow the victim and children to remain safe in their own home. These additional supportive services are especially important due to the lack of shelter beds in the city for victims and their children. Domestic violence shelter clients often do not have the

resources to afford stable housing, including first month's rent and a security deposit. This puts families at high-risk of becoming homeless.

In estimating the housing needs of the disabled, the reviews data collected by DHS through its Aging and Disability operated as of the City of Norfolk. The goal is to provide individuals with integrated access to public benefit programs, community-based services, long-term options and supports. Through DHS, the general public including persons with disabilities and older adults can receive information and services from a centralized source rather than contacting multiple organizations. In 2015, 183 elderly persons and 64 disabled persons called DHS requesting information about housing.

The needs of non-seniors who are disabled are typically more severe: these residents have a very high poverty rate and often have difficulty finding employment that meet their needs. Finding affordable housing with accessibility improvements and which is near transit is very difficult in the current rental market. According to the 2007-2011 CHAS Data an estimated 23,824 adults in Norfolk have disabilities and live below the poverty level and are likely to have critical housing needs.

### **What are the most common housing problems?**

The most common housing problems are a housing cost burden greater than 50 percent of income for renter households and a housing cost burden greater than 30 percent of income for owner households. Renters with 0-30 percent AMI have the highest percentage of having one or more of the severe housing problems, while owners between 50-80 percent AMI have the highest percentage of having one or more of the severe housing problems.

Similar problems were seen within the 30-50 percent AMI group where 67 percent of renter households and 19 percent of owner households spent more than 50 percent or more of their income on housing. Overall, a total of 10,685 households earning between 0-50 percent AMI have a housing cost burden of 50 percent or over. Also significant is the number of households without income – 1,415 households had a zero income.

The second most common housing problem is overcrowding. Over 1,925 households were overcrowded across all income groups, 88 percent of which were renter households. Substandard housing was another problem facing a significant amount of Norfolk households. There were 18,210 households, including both renter and owner occupied housing with incomplete plumbing or kitchen facilities, of which 14,449 households earning within 0-50 percent of AMI. That is why the city has created programs to aid in the rehabilitation of households.

### **Are any populations/household types more affected than others by these problems?**

The clear trend is that amongst those households who reside in housing, renters and extremely low-income households are much more likely to have housing problems than homeowners and higher income groups. According to the CHAS data for Renter households, "Small Related", followed by

“Other”, have the greatest number of households with a cost burden of greater than 30 percent. Within Owner households, “Small Related”, followed by “Elderly”, have the greatest number of households with a cost burden of greater than 30 percent.

The CHAS data shows that renter households, and specifically, small related renter households and elderly renter households earning 0-30 percent AMI were affected more by cost burden than other household types. Approximately 2,800 and 1,005 of these households respectively were affected by cost burden. Cost burden also affected small related rental household types earning between 30-50 percent AMI at 14 percent of total renter household types. This highlights the need for an increase in the number of affordable housing units in Norfolk as the demand increases.

The City of Norfolk utilizes homeless prevention programs to serve individuals and families at risk of homelessness. These programs provide one time (in a 24 month period) assistance to households experiencing a temporary financial crisis and are at risk of homelessness as a result. The most common crises are loss of employment or decrease in work hours, a significant change in household composition, a medical emergency, a death in the family, homelessness, and the potential loss of subsidized housing. The most common characteristic of the households that received assistance their lack of savings to deal with a crisis.

In 2014 the city launched the Rapid Re-Housing (RRH) program under the Emergency Solutions Grant. Participating households ranged in size and the average monthly income was approximately \$918. An estimated 92 percent of the households who exited from RRH to permanent housing situations, both individuals and families, graduated with a variety of stable housing barriers including rent burdens, low-wage jobs in fields with high turnover, low education levels, poor credit histories, mental health and substance abuse, and special needs. The most significant concern for households nearing the end of their RRH assistance is maintaining enough income to cover their housing expenses. Lower cost apartment units have drawbacks (example, older buildings with poor insulation can leave tenants with higher heating and cooling costs) but are chosen because they are affordable for the individual or family.

**Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance**

According to the Office to End Homelessness and the Continuum of Care data, individuals with an imminent risk of residing in shelters or becoming unsheltered typically have a combination of financial factors present in their lives: lack of living wage job, rent consuming more than 30 percent of their income, and high child care, medical, or transportation costs. In addition to these factors, individuals at risk of becoming homeless will often have additional issues present including family conflicts, domestic violence, doubling up with family members, recent crisis, housing with code or safety violations, family

members with disabilities, criminal histories, history of mental health or chemical dependency, difficulty navigating systems to access public benefits or community based services, and prior experience with homelessness.

While the city will continue its efforts to support the availability of rapid re-housing programs over the next five years, it recognizes that the loss of a job or underemployment will continue to be part of the haunting characteristics of participating households. As such, the city supports the expansion of programs targeting families and individuals who are nearing the end of rapid re-housing assistance and continue to need permanent full-time employment with a living wage, affordable housing, reliable transportation and follow-up services that are available when needed. Included amongst these services would be prevention assistance aimed at assisting households served through rapid housing programs in their efforts to maintain their housing if they should encounter temporary obstacles long after graduation.

**If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:**

The city's definition of the at-risk population was determined by federal and state guidance. The federal guidelines used are found in the Emergency Solutions Grant Rule and include the following at-risk characteristics:

An individual or family who:

- (i) Has an annual income below 30 percent of median family income for the area' and
- (ii) Does not have sufficient resources or support networks immediately available to prevent them from moving to an emergency shelter or another place defined in Category 1 of the 'homeless' definition; and
- (iii) Meets one of the following conditions:
  - 1. Has moved because of economic reasons 2 or more times during the 60 days immediately preceding the application for assistance; or
  - 2. Is living in the home of another because of economic hardship; or
  - 3. Has been notified that their right to occupy their current housing or living situation will be terminated within 14 days after the date of application for assistance; or
  - 4. Lives in a hotel or motel and the cost is not paid for by charitable organizations or by Federal, state or local government programs for low-income individuals; or
  - 5. Lives in an SRO or efficiency apartment unit in which there resides more than 2 persons or lives in a larger housing unit in which there reside more than one and a half persons per room; or
  - 6. Is exiting a publicly funded institution or system of care; or

7. Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the approved Consolidated Plan.

The guidelines used for the Homeless Prevention Program considers households to be at-risk of homelessness and eligible for prevention assistance if they are facing a one-time crisis such as temporary loss of job, fire, illness, etc. that can be resolved with one-time financial assistance.

### **Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness**

The characteristic that has been linked clearly with instability and an increased risk of homelessness is a lack of affordable housing for lower-income households. The typical measure of housing affordability is whether tenants are paying more than 30 percent of their gross income on rent. According to the U.S. Census Bureau, just over half of all city renters paid more than 30 percent of their income on housing. The affordability issue is also illustrated by the fact city apartments rent for approximately \$965 per month, yet extremely low-income individuals find this is a cost burden and cannot afford to pay rent costs.

Housing problems continue to impact a significant portion of the population in the city. Using the 2007-2011 CHAS data, the city identified that 18,245 households, approximately 60 percent with incomes 0-50 percent had cost burdens. A total of 3,635 small-family households comprised 31 percent of AMI living in the lowest income category at 30 percent AMI.

Another characteristic linked to instability and an increased risk of homelessness is the difficulty eligible individuals have in obtaining Permanent Supportive Housing. PSH is almost fully utilized, but a number of issues occur when eligible recipients are placed on a waiting list. They often remain homeless, move into rooming houses, or relapse into drugs or other harmful activities. Many eligible recipients even lost their eligibility for PSH during the waiting period.

Renter households were more likely to have one or more of the four housing problems defined by HUD. They comprised 72 percent of total households experiencing one or more of the four housing problems as compared to 28 percent of owner households. Approximately 20 percent of the renter households were living in the lowest income category. Households operating at a deficit see higher rates of homelessness, frequent changes in residence, and other issues. The dual effect of a low income and decreasing affordable housing stock has proven extremely problematic to the elderly and those with disabilities. The elderly and disabled are often impacted by fixed income, rising medical costs, and access to services.

The city seeks to address the housing problems residents experience by increasing the supply of affordable housing, reducing cost burden and reducing overcrowding, and facilitating investment to improve substandard housing in Norfolk neighborhoods, especially those with incomes below 30 percent AMI.

## Discussion

## NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

HUD defines a disproportionately greater number of housing problems by a racial or ethnic group as when a group experiences housing problems at a rate greater than 10 percent of the income group as a whole. The data summarizes the percentage of each minority group experiencing any of four housing problems: cost burden (paying more than 30 percent of income for housing); overcrowding (more than one person per room); and lacking complete kitchen facilities or complete plumbing facilities (substandard housing).

Income classifications are defined as: extremely low-income (under 30 percent AMI); low-income (between 30 and 50 percent); moderate-income (between 50 and 80 percent); and middle-income (between 80 and 100 percent). Of the 10,240 households reported in the 2007-2011 CHAS, 3,585 were White, 5,700 were Black/African American, 220 were Asian, 80 were American Indian/ Alaska Native, and 450 were Hispanic. The data shown in Table 13 notes that a disproportionate greater need exists as follows: Housing problems exist only for Black/African Americans, were 55.7 percent, compared to 17.3 percent for the jurisdiction as a whole, have one or more of the four housing problems. Considering the small number of one minority group, the age of the data, and the limited sample size, the results of this analysis should be used with caution.

According to regulations at 24 CFR 91.205(b)(2), 91.305(b)(2), and 91.405, jurisdictions must provide an assessment for each disproportionately greater need identified. Although the purpose of these tables is to analyze the relative level of need for each race and ethnic category, the data also provide information for the jurisdiction as a whole that can be useful in describing overall need.

### 0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	10,240	2,100	1,420
White	3,585	255	650
Black / African American	5,700	1,770	630
Asian	220	10	60
American Indian, Alaska Native	80	0	4
Pacific Islander	0	0	0
Hispanic	450	25	45

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data 2007-2011 CHAS  
 Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

**30%-50% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	9,300	1,975	0
White	3,095	750	0
Black / African American	5,180	1,140	0
Asian	345	35	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	480	25	0

**Table 14 - Disproportionally Greater Need 30 - 50% AMI**

Data 2007-2011 CHAS  
 Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

**50%-80% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	10,095	7,655	0
White	4,120	3,390	0
Black / African American	4,740	3,295	0
Asian	325	225	0
American Indian, Alaska Native	95	40	0
Pacific Islander	70	0	0
Hispanic	620	610	0

**Table 15 - Disproportionally Greater Need 50 - 80% AMI**

Data 2007-2011 CHAS  
 Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

**80%-100% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,195	6,800	0
White	1,725	3,545	0
Black / African American	1,070	2,620	0
Asian	95	170	0
American Indian, Alaska Native	0	45	0
Pacific Islander	0	4	0
Hispanic	245	365	0

**Table 16 - Disproportionally Greater Need 80 - 100% AMI**

Data 2007-2011 CHAS  
 Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

**Discussion**

The 2007-2011 CHAS housing problems estimate for the City of Norfolk comprised of 32,830 households at incomes 0-100 percent that has one or more of four housing problems which lacks complete kitchen and plumbing facilities, more than one person per room, and cost burden paying greater than 30 percent of monthly income on housing costs for 31 percent of which are 10,240 households.

As incomes increase, the housing burden decreases. Therefore, moderate income households face a lower housing burden when compared to extremely low and low-income households. The largest percentage of housing problems in this group is faced by elderly Hispanic, owner households. In this group, 100 percent experience housing problems, which is disproportionately more than those in other ethnic groups. There is not much variance in the total percentage of housing problems within all ethnic groups.

More than 32,830 households comprised with the only race or ethnicity household type that had a disproportionate need in any of the income categories was the Black/African-American households. The disproportionate need in the extremely low income and low income categories of 48 percent

households were effected. Although the housing burden is drastically reduced when looking at all income levels, it is still prevalent. Among all racial groups, renters and the elderly face the greatest cost burden.

## NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

HUD defines a disproportionately greater number of severe housing problems is defined as when a member of a racial or ethnic group at an income level experiences housing problems at a rate greater than 10 percent of the income level as a whole. The City of Norfolk’s population is 246,139 with 105,347 (42.8 percent) Black/ African American, 121,346 (49.3 percent) being White, 10,830 (4.4 percent) as Asian American or Alaskan Native, 492 (0.2 percent) being Native Hawaiian and Other Pacific Islander and 8,368 (3.4 percent) as having two or more races.

Of the 52,780 households reported in the 2007-2011 CHAS, 21,150 (40 percent) were White, 26,145 (49.5 percent) were Black/ African American; 1,485 (2.8 percent) were Asian; 229 (0.4 percent) were American Indian/ Alaska Native; and 2,875 (5.4 percent) were Hispanic.

The data shown in the 0-30 percent AMI notes that a disproportionately greater need exists as follows: Housing problems exist for White were 36 percent, Black/African Americans, were 54 percent, compared to 8,840 households as a whole, have one or more of the four housing problems.

### 0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	8,840	3,500	1,420
White	3,165	680	650
Black / African American	4,810	2,660	630
Asian	220	10	60
American Indian, Alaska Native	80	0	4
Pacific Islander	0	0	0
Hispanic	390	90	45

**Table 17 – Severe Housing Problems 0 - 30% AMI**

Data 2007-2011 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

### 30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	5,650	5,625	0
White	2,050	1,790	0
Black / African American	3,000	3,320	0
Asian	190	190	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	310	200	0

**Table 18 – Severe Housing Problems 30 - 50% AMI**

Data 2007-2011 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,115	14,635	0
White	1,335	6,175	0
Black / African American	1,330	6,705	0
Asian	190	360	0
American Indian, Alaska Native	30	105	0
Pacific Islander	0	70	0
Hispanic	215	1,015	0

**Table 19 – Severe Housing Problems 50 - 80% AMI**

Data 2007-2011 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

## 80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	600	9,395	0
White	275	5,000	0
Black / African American	235	3,455	0
Asian	10	255	0
American Indian, Alaska Native	0	45	0
Pacific Islander	0	4	0
Hispanic	55	555	0

**Table 20 – Severe Housing Problems 80 - 100% AMI**

Data 2007-2011 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

## Discussion

The most disproportionate need is in households earning less than 30 percent AMI. The CHAS tables show that 64 percent of households at this earning level have severe housing problems. Also, the 2007-2011 CHAS housing problem estimate for the City of Norfolk had a total of 18,205 households in all income levels experienced at least one of the two severe housing problems, lacks complete kitchen facilities, lacks complete plumbing facilities, more than 1.5 persons per room, and cost burden paying greater than 50 percent of monthly income on housing costs. Both White and Black/ African American households had the majority of disproportionate need of the income categories. The disproportionate need was shown in the 0-80 percent income categories.

## NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction:

HUD defines a disproportionately greater number of severe housing problems is defined as when a member of a racial or ethnic group at an income level experiences housing problems at a rate greater than 10 percent of the income level as a whole. The City of Norfolk’s population is 246,139 with 105,347 (42.8 percent) African Americans, 121,346 (49.3 percent) being White, 10,830 (4.4 percent) as Asian American or Alaskan Native, 492 (0.2 percent) being Native Hawaiian and Other Pacific Islander and 8,368 (3.4 percent) as having two or more races.

Of the households reported in the 2007-2011 CHAS data in Table 21, 42,620 (51.0 percent) were White, 33,425 (40.0 percent) were Black/ African American, 2,519 (3.0 percent) were Asian, 329 (0.4 percent) were American Indian/ Alaskan Native, 95 (0.1 percent) were Pacific Islander, and 4,070 (5.0 percent) were Hispanic.

The data shown in the 30 percent to 50 percent AMI notes that a disproportionate greater need exists as follows: Housing cost-burdened households are the highest for Black/African Americans, where 56.2 percent, compared to 16.5 percent for the jurisdiction as a whole. There are housing cost burdens in the other income levels. Considering that housing cost burden was identified as a leading cause of homelessness, there is a need to provide housing assistance to cost burdened residents.

### Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	19,385	15,505	16,440	1,455
White	26,445	8,770	6,735	670
Black / African American	16,360	8,715	8,350	645
Asian	1,330	575	555	59
American Indian, Alaska Native	120	70	135	4
Pacific Islander	25	70	0	0
Hispanic	2,080	1,125	820	45

**Table 21 – Greater Need: Housing Cost Burdens AMI**

Data Source: 2007-2011 CHAS

### Discussion:

Over the next five year period, the City of Norfolk anticipates a mounting need for more housing programs to assist low- to moderate-income households with their housing costs. Maximizing opportunities to provide a variety of affordable housing choices to extremely low, low and moderate income households and those in categories with special needs, increasing access to homeownership, and assuring fair housing practices continue to be priority areas for the City of Norfolk. Like other localities in the region, this is an ongoing challenge, as a large percentage of households are facing housing cost burdens.

## **NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)**

### **Are there any income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?**

Black/African American households with an income of less than (<) 30 percent AMI are indicated as having a disproportionately greater need than the needs of that income category as a whole for: having one more of four housing problems, and having one or more severe housing problems. Black/African American households also have a disproportionate greater need than the needs of the income category as a whole regarding housing cost burden of greater than 50 percent of their household income.

### **If they have needs not identified above, what are those needs?**

The needs not identified above are improved incomes, housing rehabilitation assistance, homebuyer assistance, homebuyer education and counseling, demolition of deteriorated structures, affordable housing, code enforcement, additional Section 8 and Tenant-based rental assistance funding, public services identified in the public input session and online survey, and additional jobs and job skills.

### **Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?**

To determine the location of minority groups with disproportionately greater needs, maps were created that match low- and moderate-income (LMI) areas with these populations. LMI areas are block groups where more than 51 percent of the households are low- and moderate-income. Areas of minority concentration are block groups where populations of racial or ethnic groups are at least 10 percent greater than for the city as a whole. LMI block groups with minority concentrations indicate where these disproportionately greater needs are located.

2000 Census data indicates that over half of Norfolk's census tracts are low- to moderate-income (LMI). The data also indicates that 19.4 percent of Norfolk residents are categorized as LMI; for 2006 the percentage decreased to 16.9 percent (a 2.5 percent decrease). The number of census tracts with households with incomes less than 80 percent of AMI are scattered proportionately across the City of Norfolk. The table indicates the number of households and number of census tracts living below the poverty level.

Over the next five years, the city will continue to employ strategies and housing policies that will focus on the de-concentration of poverty. This will include increasing homeownership in low- and moderate-income neighborhoods, designing rehabilitation programs, providing opportunities and incentives that attract higher income demographics, including non-traditional households, creatively diverse housing options mixed income housing, townhouses, condos, etc. that appeal to a broad spectrum of the population (young professionals, retirees, etc.). Maps 1 and 2 located in the Appendix section depicts

concentration of low and very low owner-occupied housing units and low and very low household incomes.

## NA-35 Public Housing – 91.205(b)

### Introduction

The Norfolk Redevelopment and Housing Authority (NRHA) provides management and oversight of all public housing units. The City of Norfolk provides the oversight for the Tenant-based Rental Assistance (TBRA) programs. Data and information was provided by both NRHA and the City of Norfolk.

The NRHA provides Section 8 vouchers for Norfolk residents and TBRA vouchers are provided within the City of Norfolk. The TBRA voucher assists eligible families paying rent for apartments owned by private landlords. Participating families are responsible for finding their apartments and landlords that will accept the vouchers. Families must meet income guidelines to qualify for the Section 8 and TBRA programs. Both parties will enter into a lease agreement, with the tenant paying the security deposit in most cases. The TBRA program does allow payment of a security deposit in conjunction with TBRA. NRHA, and the city, inspect Section 8 or TBRA properties prior to move-in and on a yearly basis to ensure that apartments comply with HUD standards for safety, size and accessibility. The NRHA and the city also provide information on other affordable housing developments, some with units accessible for persons with disabilities.

### Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	56	3,423	2,757	0	2,568	34	50	105

**Table 22 - Public Housing by Program Type**

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

## Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	6,775	11,172	12,860	0	12,893	13,904	13,113
Average length of stay	0	2	10	7	0	7	0	6
Average Household size	0	1	2	2	0	2	1	3
# Homeless at admission	0	4	2	8	0	5	3	0
# of Elderly Program Participants (>62)	0	8	634	370	0	358	4	1
# of Disabled Families	0	31	617	773	0	643	18	14
# of Families requesting accessibility features	0	56	3,423	2,757	0	2,568	34	50
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

**Table 23 – Characteristics of Public Housing Residents by Program Type**

**Data Source:** PIC (PIH Information Center)

## Race of Residents

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	12	66	187	0	164	4	5	14
Black/African American	0	44	3,329	2,526	0	2,366	30	44	86
Asian	0	0	5	3	0	3	0	0	0
American Indian/Alaska Native	0	0	7	13	0	10	0	1	2
Pacific Islander	0	0	16	28	0	25	0	0	3
Other	0	0	0	0	0	0	0	0	0

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 24 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

## Ethnicity of Residents

Ethnicity	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	49	42	0	38	0	1	3
Not Hispanic	0	56	3,374	2,715	0	2,530	34	49	102

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 25 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

## **Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:**

The Housing Choice Vouchers waiting list has a significant portion of its families identified as female head of households. It is not known what percentage of these female head of households are victims of domestic violence. Domestic violence is a primary cause of homelessness among women.

Over the next five years, the City of Norfolk has identified the Public and Assisted Housing Needs that include:

- NRHA has a housing portfolio of 4,508 affordable rental housing units. Under NRHA management are 3,268 rental housing units of which 3,221 are public housing units and 47 are Project Based Voucher (PBV) units. Under private management are 1,240 rental housing units of which 81 are Project Based Vouchers (PBV) units and 1,159 are unassisted rental housing units.
- Restoration and revitalization need of public housing projects. NRHA plans to undertake three (3) projects during FY 2017.
- NRHA plans over the next five years to complete prior year site improvement projects, energy improvements, etc. in its inventory of public housing communities that have been prioritized by housing community.

Annually, NRHA properties are inspected by HUD to ensure the NRHA is compliant with Uniform Physical Conditioned Standards (UPCS) and to provide the agency with recommendations for improvement. NRHA uses the rating it receives from HUD to determine the priority level for completing activities in each community. Modernization has not been completed in all communities; however, routine maintenance is performed on a continuous basis. Age of property, safety concerns, energy efficiency, cost effectiveness and market attractiveness are the factors that determine the priority level (high, medium, low). The activities will be completed within a period of three to five years, depending on funding availability, with safety concerns being addressed first.

### **Most immediate needs of residents of Public Housing and Housing Choice voucher holders**

- There are currently 1847 families on the Public Housing Waiting List consisting of the following types of families: 652 Disabled, 115 Elderly, 710 Families with Dependent Children and 370 Single Non-Elderly Individuals.
- There are currently 730 families on the Housing Choice Voucher Waiting List consisting of the following types of families: 173 Disabled, 18 Elderly, 350 Families with Dependent Children and 189 Single Non-Elderly Individuals. The Housing Choice Voucher Program Waiting List opens up for pre-applications on Saturday, June 4, 2016 from 9:00 a.m. to 3:00 p.m.; therefore, these statistics are projected to significantly change.
- The most immediate needs for public housing residents are additional parking and/or resident controlled parking; green space(s); many public housing units are in need of upgrades such as Central Air Conditioning; grocery stores, pharmacies and recreation for older youth in close

vicinity; affordable child care; infrastructure to resolve flooding issues; and more funding to address capital needs in each community.

- The most immediate needs for Housing Choice Voucher holders is reasonable accommodations for disabled families; an increased number of landlord participation in the program; increased number of housing meeting housing quality standards; and an increased number of housing units in the areas with low poverty rates.

### **How do these needs compare to the housing needs of the population at large**

The needs identified for the Housing Choice Voucher holders reflect the needs of the population at large. Those needs consist of supportive services, transportation, job training and housing.

### **Discussion**

The demand for public housing and vouchers in Norfolk continues to increase as does the number of low- and moderate-income residents. While NRHA distributes approximately 17K vouchers, families continue to apply to the Housing Choice Voucher waitlist. This shows a clear need in the community for additional ways to subsidize rents for low-income households.

## NA-40 Homeless Needs Assessment – 91.205(c)

### Introduction:

The City of Norfolk complies with all federally required data collection standards and commissions its own additional data gathering and research projects to better understand the needs of homeless individuals and families. The city and its partners use data gathered through the Point-In-Time (PIT) Count conducted annually in January and the Homeless Management Information System (HMIS) to inform the development of new programs, track the progress of existing programs and refine its overall response to homelessness.

The PIT Count offers information about individuals and families experiencing homelessness on a given night, while program level data collection reported through HMIS offers information about program utilization, an unduplicated count of individuals and families and veterans experiencing homelessness throughout the entire year. HMIS also offers system data when program level information is rolled up to the system level. While both sources of information play a role in the planning process, the data does have some limitations since the CoC data includes PIT information from the Union Mission (the city’s largest shelter provider), which, is a privately funded faith-based provider that currently does not participate in the SVHC’s HMIS system. Additionally, annual data may not be available for domestic violence and VASH programs. Therefore, estimates are based on the information provided by those who participate in HMIS.

The 2016 PIT Count was conducted on January 26, 2016, and revealed three major findings:1) A significant change in chronically homeless numbers over the past four years; 2) Continued downward decline in the number of chronically homeless individuals; and 3) Continued downward decline in the number of veterans experiencing homelessness.

### Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	103	3	459	168	207	0

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Only Children	0	0	0	0	0	0
Persons in Households with Only Adults	416	41	1,169	1,037	71	0
Chronically Homeless Individuals	23	5	25	0	14	0
Chronically Homeless Families	0	0	5	0	2	0
Veterans	63	4	249	146	0	0
Unaccompanied Child	28	1	69	48	0	0
Persons with HIV	5	1	10	5	0	0

**Table 26 - Homeless Needs Assessment**

**Data Source Comments:**

Indicate if the homeless population is: Has No Rural Homeless

**If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):**

The 2016 PIT Count showed the following statistics of homelessness and at-risk populations in the region and with the City of Norfolk. Emergency shelters operating within the City of Norfolk for people experiencing homelessness provided 50,825 nights of shelter in 2015. Of those 1,085 people were single persons and 369 were in families. In total, there were 1,221 adults and 232 children in the shelters. Those numbers may count the same person twice if they had more than one shelter stay. Point in Time data in January, 2016, found 519 persons in households sheltered, 106 of those were persons in households with children, and 457 were single households. There were 44 persons unsheltered; including one (1) household with two (2) children. The table below provides the 2016 PIT Count regionally by the Southeastern Virginia Homeless Coalition (SVHC) versus to the 2016 PIT count for the City of Norfolk.

**Nature and Extent of Homelessness: (Optional)**

<b>Race:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
White	135	19
Black or African American	423	62
Asian	2	0
American Indian or Alaska Native	1	0
Pacific Islander	1	0
<b>Ethnicity:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
Hispanic	545	78
Not Hispanic	12	13

Data Source  
Comments:

**Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.**

There are approximately 12 families that are families of veterans experiencing homelessness. The greatest need for housing assistance for families with children is threefold. The types of families are those affected by poverty with single parents in low-income jobs and often times with a mixture of substance abuse, domestic violence, mental health issues and child abuse in the family dynamic. They also have limited support systems. However, the January 26, 2016 PIT Count shows that there were no chronically homeless families.

**Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.**

Black/ African American households and individuals are over represented in the population experiencing homelessness in Norfolk and people of Hispanic origin are underrepresented. According to the Hampton Roads HMIS shelter statistics for 2015, 78 percent were Black/ African American, 17 percent were White, 2.91 were Hispanic origin, and 2.34 were other multi-racial. This is in a city where population is 44 per cent White, 45 percent Black/African American, 3 percent Asian, 0.2 percent Pacific Islander and 7 percent of Hispanic origin.

**Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.**

It is always important to remember that the City of Norfolk is the central city of the Hampton Roads area surrounded by Virginia Beach, Chesapeake, Hampton, Portsmouth, Newport News and Suffolk. Also, it is noteworthy that the Union Mission, the largest regional shelter serving the single adult male population, is located within the city limits. What this means is that often people experiencing homelessness in

Norfolk may have also lived in other communities in the Hampton Roads area, while others may be lifelong Norfolk residents.

Beyond people living in the shelters there were over 487 children in Norfolk schools who were identified as homeless in 2015. Almost all of these are in families where they are doubled up and living with friends and relatives. Much of the homelessness in Norfolk is due simply to poverty. In any given year between the HUD definition of literal Homelessness and the more liberal definition offered by the McKinney-Vento Act for school aged children, 1,000 to 2,000 people are experiencing homelessness in Norfolk. People who are unsheltered are a smaller group. According to the 2016 annual PIT count, these persons tend to be nearly exclusively single member adult households, lacking community support or connections and who often times are facing issues of substance abuse, mental health and physical debilitation. On average, over the period from 2013-2016 approximately 253 adult households were counted as unsheltered in the January 26, 2016 PIT count versus less than one household with children.

People who are unsheltered are a smaller group. According to the 2016 annual PIT count, these persons tend to be nearly exclusively single member adult households, lacking community support or connections and who often times are facing issues of substance abuse, mental health and physical debilitation. On average, over the period from 2013-2016 approximately 253 adult households were counted as unsheltered in the January 26, 2016 PIT count versus less than one household with children.

**Discussion:**

## **NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)**

### **Introduction:**

There are consistent patterns between the special needs population and the increased risk for homelessness because of lack of adequate housing facilities. There is no permanent housing available in Norfolk though there is a well-integrated service delivery system. The Norfolk Department of Human Services and the agencies that provide services for these populations work closely and cooperatively. The access to mainstream resources for these populations has a well-defined intake system. The main issue is one of capacity and adequate funding. There is a small number of services for people with addictions.

In addition to the homeless population, many non-homeless persons have special needs and may be at risk of becoming homeless. Based on information received via Consolidated Plan Community Needs Survey, the following populations were identified for housing and supportive services:

- Vulnerable Adults (elderly/ frail elderly)
- Persons with disabilities (mental, physical and developmental)
- Persons identified with HIV/AIDS
- Alcohol and Drug Abuse
- Victims of domestic violence

In addition, persons with special needs are those that are physically, emotionally or mentally impaired or suffer from mental illness, developmentally disabled, youth aging out of foster care, persons with addictions, HIV/AIDS and their families and victims of domestic violence.

### **Describe the characteristics of special needs populations in your community:**

Non-homeless persons with special needs include the elderly; frail elderly; persons with mental, physical and/or developmental disabilities; persons with drug and alcohol addictions; persons with HIV/AIDS and their families; and victims of domestic violence, dating violence, sexual assault, and stalking. Members of these special needs populations often have very low incomes. Data on special needs populations is limited, but generally speaking, there is a significant need for housing and/or supportive services for all special needs subpopulations and meeting these needs is a high priority for the city.

Unfortunately, funding to address the needs of these special needs populations is very limited and cannot address even most of the needs cited. However, the city will continue to provide funding for agencies and organizations that serve special needs populations and will encourage these groups to share information on services, resources, and best practices in an attempt to maximize the impact of the city's funding.

### **What are the housing and supportive service needs of these populations and how are these needs determined?**

The city of Norfolk does not receive HOPWA funding and therefore this is not applicable.

However, according to the Greater Hampton Roads HIV/AIDS Health Services through the Planning Council, there are approximately 7,000 persons living in the Hampton Roads areas. The agency provides testing as well as brings awareness to the public. Ongoing developments with HIV/AIDS will be maintained through collaboration with case managers and agencies to ensure services meet the needs for people living with HIV/AIDS (PLWHA). Since the last Consolidated Plan period, information from providers indicates housing stability continues to be a major barrier to maintain adequate care of people affected with HIV/AIDS. In addition to housing, services such as medical care, mental health care, financial assistance and transportation continue to be critical for this population. The combination of stable housing and consistent medical attention improves both the longevity and quality of life for PLWHA.

**Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:**

The city of Norfolk does not receive HOPWA funding and therefore this is not applicable.

However, according to the Greater Hampton Roads HIV/AIDS Health Services through the Planning Council, there are approximately 7,000 persons living in the Hampton Roads areas. The agency provides testing as well as brings awareness to the public. Ongoing developments with HIV/AIDS will be maintained through collaboration with case managers and agencies to ensure services meet the needs for people living with HIV/AIDS (PLWHA). Since the last Consolidated Plan period, information from providers indicates housing stability continues to be a major barrier to maintain adequate care of people affected with HIV/AIDS. In addition to housing, services such as medical care, mental health care, financial assistance and transportation continue to be critical for this population. The combination of stable housing and consistent medical attention improves both the longevity and quality of life for PLWHA.

There are many organizations that work together to increase housing and other services for the special needs community. Team work between organizations plays an important role in the success of establishing and running effective programs. Over the past ten years, Norfolk has greatly expanded its community mental health system. The community has a very active National Alliance on Mental Illness that has been instrumental in supporting a Crisis Mental Health Program for law enforcement personnel and also supporting the Norfolk Community Services Board that works closely with the Development of the Healing Place, a peer run drop in center for persons experiencing severe and persistent mental illness. The City of Norfolk and its not-for-profit providers have provided aftercare for youth aging out of care since 1985 and has two transitional housing programs that target unaccompanied youth (ages 18 to-24) who are experiencing homelessness.

**Discussion:**

## **NA-50 Non-Housing Community Development Needs – 91.215 (f)**

### **Describe the jurisdiction’s need for Public Facilities:**

Public facilities in the City of Norfolk include improvements to buildings, parks and recreational facilities, senior centers, handicapped centers, homeless facilities, youth centers, childcare centers, neighborhood facilities, fire stations and equipment, health facilities and facilities for special needs populations. CDBG funds may be used for such facilities when they are used for eligible populations or neighborhoods.

### **How were these needs determined?**

Public facility needs were determined through the online ConPlan survey, agency and stakeholder consultation, and staff consultation. The online survey ranked public facility needs as “High”, “Medium”, “Low”, or “No Need”. Results of the survey indicated a strong “High” or “Medium” priority for all public facility questions.

### **Describe the jurisdiction’s need for Public Improvements:**

The City of Norfolk public improvement needs include street improvements including sidewalks, curb, gutter, sewer, signage, trees, lighting, and landscaping.

### **How were these needs determined?**

Public improvement needs were determined through a ConPlan online survey, Capital Improvement Plan (CIP), the City of Norfolk’s Comprehensive Plan, public street assessment through the Department of Public Works, and staff coordination.

### **Describe the jurisdiction’s need for Public Services:**

Public Services needs in the City of Norfolk include senior services, youth services, transportation services, services for battered and abused spouses, health services, services for neglected and abused children, substance abuse services, employment training, crime awareness, fair housing counseling, child care, legal services, and mental health services.

### **How were these needs determined?**

Public Services needs were determined through the ConPlan online survey, agency and stakeholder consultation, the public input session, and staff consultation. The ConPlan online survey ranked public service needs as “High”, “Medium”, “Low”, or “No Need”. Results of the survey indicated a strong “High” or “Medium” priority for all public service needs questions. Participants in the public input session also ranks the public services identified at that meeting.

# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

This section provides information on the affordability and condition of the housing market in the City of Norfolk. Many of the data tables were populated by HUD and use the American Community Survey (ACS) and the Comprehensive Housing Affordability Strategy (CHAS) five year (2007-2011) data set. ACS data shows that the city has 95,001 housing units with a homeownership rate of 64.4 percent which has increased since 2000. In 2000, Norfolk's homeownership rate was 45.5 percent, in 2009, Norfolk's homeownership rate was 46.7 percent. According to Norfolk's Real Estate Market Overview the market trends in Norfolk shows a 14 percent drop in median sales price and a 2 percent rise in median rent per month.

The American Housing Survey data provided in AD-25 Attachments and Appendices shows that the majority of the city's housing stock was built between 1950 and 1979; 46,422 housing units at 48 percent. The second largest category of housing units were built before 1950; 27,355 housing units at 28 percent. Units built after 2000 total 7,473 units at 8 percent. With the majority of the housing units being constructed prior to 1980, 73,777 units, at 77 percent of total number of homes, there is a greater risk for lead-based paint issues.

Norfolk is an older urban city with an aging housing stock. Over 63 percent of the city's housing stock is 40 years or older and 28.4 percent of the houses were built prior to 1950. The city is landlocked with new development occurring only as a result of the demolition of existing structures to create opportunities for new development. Currently, developers are responding to a market which has less demand for home purchases, with new multi-family rental units. Therefore, to be competitive in the region, Norfolk's housing must be rejuvenated and adapted to meet market expectations.

Substandard housing suitable for rehabilitation are units where the cost for improvements for completing all items to bring the property in standard condition when added to the debt on the property does not exceed the after-rehabilitation appraised value. However, given the markets in low-income areas, the feasibility of rehabilitating sub-standard units may not meet this requirement because of low value neighborhoods. Therefore, CDBG and HOME funds have been used to structure programs that compensate for weak markets and affordability. The city of Norfolk will continue its efforts over the next five years to assist low- to moderate-income households with basic maintenance and aesthetic improvements.

## MA-10 Number of Housing Units – 91.210(a)&(b)(2)

### Introduction

According to ACS data, housing units in the City of Norfolk are primarily 1-unit detached structures, with 46,820 units at 49 percent. Three or more bedroom units comprise the majority of units, with 31,934 units at 81 percent and 13,118 units for renters at 29 percent.

### All residential properties by number of units

Property Type	Number	%
1-unit detached structure	46,820	49%
1-unit, attached structure	7,608	8%
2-4 units	12,882	14%
5-19 units	18,496	19%
20 or more units	8,518	9%
Mobile Home, boat, RV, van, etc.	677	1%
<b>Total</b>	<b>95,001</b>	<b>100%</b>

Table 27 – Residential Properties by Unit Number

Data Source: 2007-2011 ACS

### Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	98	0%	1,900	4%
1 bedroom	474	1%	11,450	25%
2 bedrooms	6,963	18%	19,139	42%
3 or more bedrooms	31,934	81%	13,118	29%
<b>Total</b>	<b>39,469</b>	<b>100%</b>	<b>45,607</b>	<b>100%</b>

Table 28 – Unit Size by Tenure

Data Source: 2007-2011 ACS

### Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

The public housing inventory and the Housing Choice Voucher Program provide an affordable housing choice to very low-income households, the elderly, and the disabled living in Norfolk. The Norfolk Redevelopment and Housing Authority (NRHA) provides Section 8 vouchers for 2,763 units of scattered site housing for households up to 80 Percent AMI. In accordance with the NRHA Agency Plan, families selected for Section 8 vouchers are based on the following preferences: date and time of the completed application; residency preference for families who live, work, or have been hired or who are attending school in the jurisdiction; families who are graduates or are active participants in educational and

training programs designed to prepare the individual for the job market; disability; involuntary displacement due to the local government action related to code enforcement, public involvement or development; victims of domestic violence; welfare-to-work program eligibility; family unification program eligibility; and all families with children and families who include an elderly person or a person with a disability.

The Office to End Homelessness and the Department of Human Services provide approximately 63 Tenant-Based Rental Assistance (TBRA) vouchers for homeless households up to 60 per cent of AMI through the city administered HOME Program. The city provided home repair grants to 23 low- to moderate-income qualifying households in 2016. The city also sold 29 single family homes as of February 29, 2016 with 2nd mortgage purchase assistance and forgivable down payment and/or closing cost assistance grants in FY 2016.

**Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.**

The Norfolk Redevelopment and Housing Authority (NRHA) does not expect any affordable housing units to be lost from its Section 8 inventory. While it can be expected that some affordable housing units will be lost, additional affordable housing units will be replaced through new development and redevelopment of other tax credit projects. Overall, the City of Norfolk expects there will be a net gain of affordable housing units.

**Does the availability of housing units meet the needs of the population?**

The Housing Needs Assessment (sections NA-10, NA-15, NA-20, NA-25, and NA-30) and the Housing Market Analysis (sections MA-15 and MA-20) in this Consolidated Plan clearly indicate that the available housing units do not meet the needs of many of the very-low, low- and moderate-income residents living in Norfolk, particularly in terms of affordability.

**Describe the need for specific types of housing:**

Affordable housing for low-income and extremely low-income households is needed because market rents often translate into high housing cost burdens for low-income families. Special Needs handicapped accessible housing assistance continues to be needed, especially for the frail elderly and physically disabled population. Likewise, affordable housing for families with children remains a need throughout the City of Norfolk as evidenced by the numbers of people experiencing overcrowding.

***Safe, Affordable, and Accessible Housing:*** There is a need for safe, affordable, and accessible renter and owner housing, be it new construction or rehabilitated, energy efficient older housing. As shown on the HUD mandated tables, there are approximately 10,240 very low, low, and moderate-income households living in Norfolk who are paying more than 30 percent of their incomes for housing.

***Permanent Supportive Housing for Persons with Special Needs:*** There is a need for permanent supportive housing for persons with special needs, including chronically homeless individuals and families, persons with severe mental illness and/or chronic substance abuse, veterans and their families, persons living with HIV/AIDS and their families, and victims of domestic violence.

The Southeastern Virginia Homeless Coalition (SVHC) conducted both a sheltered and an unsheltered Point-In-Time Count on January 26, 2016. The 24-hour count was conducted across the six jurisdictions covered by SVHC that include: Norfolk, Chesapeake, Suffolk, Franklin, Isle of Wight County and Southampton County. Overall, 723 homeless persons were identified as being homeless in Norfolk, Chesapeake and Western Tidewater during the 24-hour period, of which 563 were from the City of Norfolk. The sheltered and unsheltered counts for each category is shown in table below.

Based on the latest PITC data, provided by The Planning Council, the chart below shows there is an increase both in the number of individuals with substance abuse issues and those with mental health issues. The data supports a need for increased services for these populations. The CoC is currently addressing this need through a Cooperative Agreement to Benefit Homeless Individuals (CABHI) grant offered by the Substance Abuse and Mental Health Services Administration (SAMHSA) and locally administered by the NCSB and The Healing Place of Hampton Roads.

In addition, the SVHC also realized a 53 percent decrease in the number of chronically homeless individuals identified between 2015 and 2016 shown in the charts attached comparing the Homeless Subpopulations for 2013 through 2016.

## **Discussion**

The City of Norfolk continues to be challenged to preserve and increase the supply of affordable housing units and affordable rental units for all groups with needs which is by far the most critical housing need in Norfolk.

## MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

### Introduction

Between 2000 and 2011, the cost of housing significantly increased for renters and homeowners. The median home value increased 140 percent while the median contract rent increased 66 percent.

When compared to housing costs in other parts of the country, home values within the City of Norfolk have fluctuated in recent years. Foreclosures and short sales drastically reduced property values from their housing boom value. Although the adjustments made many units affordable, the simultaneous economic downturn made acquiring these properties difficult. The housing market continues to be stabilized through various initiatives offered through private and public sectors throughout the community. These initiatives have allowed units to become and remain affordable. However, there are many units that are in need of rehabilitation, which can increase the cost of these units. Cost burden appear to be the largest housing problem for many households.

### Cost of Housing

	Base Year: 2000	Most Recent Year: 2011	% Change
Median Home Value	88,300	211,600	140%
Median Contract Rent	449	746	66%

Table 29 – Cost of Housing

Data Source: 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	8,032	17.6%
\$500-999	27,880	61.1%
\$1,000-1,499	7,152	15.7%
\$1,500-1,999	2,144	4.7%
\$2,000 or more	399	0.9%
<b>Total</b>	<b>45,607</b>	<b>100.0%</b>

Table 30 - Rent Paid

Data Source: 2007-2011 ACS

### Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	3,685	No Data
50% HAMFI	9,680	1,265
80% HAMFI	30,095	8,080
100% HAMFI	No Data	14,030
<b>Total</b>	<b>43,460</b>	<b>23,375</b>

Table 31 – Housing Affordability

Data Source: 2007-2011 CHAS

## Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	918	944	1,136	1,570	1,976
High HOME Rent	815	874	1,051	1,205	1,325
Low HOME Rent	642	688	825	953	1,063

**Table 32 – Monthly Rent**

Data Source: HUD FMR and HOME Rents

### Is there sufficient housing for households at all income levels?

Despite the national housing downturn and prolonged recession, housing costs have increased substantially in the City of Norfolk with home prices increasing by 140 percent and rents climbing by 66 percent since the 2000 Census. There is a lack of decent affordable housing units across the board. From a pure quantitative standpoint there are ample units in the City of Norfolk to house the population. However, high home values and rents result in much of the housing stock being out of the affordable range for large portions of the population. Approximately 52 percent of owners with a mortgage and 59 percent of renters are currently cost burdened, pointing to a disconnect between the housing supply and residents' income. Furthermore, 23 percent of homeowners without a mortgage are currently cost burdened. Starting at the 100 percent AMI income group there is a considerable lack of affordable units; this gap is progressively larger for moderate, low, and extremely low income groups. Finally, 41 percent of housing types in the region are single-family, detached with household sizes decreasing and single-person housing increasing, this housing type may not be as desirable for many households in the future.

The issue of severe cost burden exists for households throughout Norfolk. Extremely low income households, regardless of where they live, have high rates of severe cost burden. The situation lessens somewhat for low income and moderate-income households, although census tract rates above 50 percent for these household types remain common.

### How is affordability of housing likely to change considering changes to home values and/or rents?

From 2000 to 2011 City of Norfolk's median home value increased 140 percent, from \$88,300 to \$211,600 and the median rent increased 66 percent, from \$449 to \$746. Over the same period median income only went up 28 percent, going from \$31,815 in 2000 to \$43,914 in 2011. As such housing cost burden has increased tremendously in the city. Continued increases in housing values and rents without adequate income growth will further increase housing cost burden across the board.

With the emergency of more steady real estate market relative to both home values and rent levels, no significant change is anticipated in the overall affordability of the housing market. At this time, the housing market is more affordable for buyers as the median housing value has decreased. Provided that

lower income households can qualify for mortgages, it could be expected that the demand in the rental market may decrease. Conversely, rents may increase at a smaller rate or even slightly decrease if vacancy rates are high enough.

**How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?**

The median rent for the city of \$746 (according to the 2011 ACS estimates in Table 28) means half of units rent for lower than this amount and half rent for more than \$746. The largest rent cohort in the city was the \$500 to \$999 range – with 27,880, or 61 percent of the rental stock. The second largest rent cohort was the less than \$500 group – with 8,032 units, or 18 percent of the rental stock. The third largest rent cohort was the \$1,000 to \$1,499 group – with 7,152, or 16 percent of the rental stock.

The median rent for the city of \$746 falls between the High HOME Rent for a 1-bedroom and 2-bedroom unit, and also between a no-bedroom and 1-bedroom unit under Fair Market Rent. Overall, rents paid in Norfolk roughly fall within the ranges of Low and High HOME Rents as well as Fair Market Rent. As was highlighted above, 52 percent of city renters are currently cost burdened due to housing. The figure represents a 66 percent growth in renter cost burden since 2000. This points to the fact that as housing costs increase continue to outpace income growth a great number of renter households are deeply in need of assistance, either from direct rental assistance, Section 8 or through more affordable rents.

The HOME and Fair Market rents for efficiency and one-bedroom units in the City of Norfolk are less than the median rent reported in the 2007-2011 ACS, and greater than the median rent for two bedrooms or more. This information would seem to indicate that more affordable housing may be needed for two or more bedroom-units. The higher rents in those unit types may also encourage the market to utilize rental assistance programs, such as Section 8 and TBRA voucher

**Discussion**

HUD considers a housing unit affordable if the occupant household expends no more than 30 percent of its income on housing costs. If the household spends more than 30 percent of its income on housing costs, the household is considered to be cost-burdened. Cost burdened households have less financial resources to meet other basic needs (food, clothing, transportation, medical, etc.), less resources to properly maintain the housing structure, and are at greater risk of foreclosure, eviction, and housing order from the City's Department of Neighborhood Development for property code violations.

The city will be taking the approach of maintaining the supply of affordable housing, and expanding that supply when possible to address the needs of cost burdened households. The city has prioritized the creation of affordable rentals in the next five years due to limited supply of rental units and lack of public assistance relative to need.

## MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

### Introduction

The need for rehabilitation has already been discussed in the previous sections of the ConPlan. The majority of units, 78,763 were built before 2000. These homes are more likely to need repairs to provide safe, decent and affordable housing. Conditions of units may be associated with the lack of complete kitchen or plumbing facilities, more than one person per room, or having a cost burden greater than 30 percent of their household income. According to the Condition of Units chart below, 35 percent of owner-occupied units and 50 percent of renter-occupied units have at least one of the selected conditions.

### Definitions

Substandard condition could be defined as housing that does not meet local building, fire, health and safety codes. Substandard condition but suitable for rehabilitation could be defined as housing that does not meet local building, fire health and safety codes but is both financially and structurally feasible for rehabilitation. It may be financially unfeasible to rehabilitate a structure when costs exceed 30 to 50 percent of the assessed value of the property.

### Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	13,800	35%	22,709	50%
With two selected Conditions	212	1%	1,234	3%
With three selected Conditions	78	0%	84	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	25,379	64%	21,580	47%
<b>Total</b>	<b>39,469</b>	<b>100%</b>	<b>45,607</b>	<b>100%</b>

Table 33 - Condition of Units

Data Source: 2007-2011 ACS

### Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	2,801	7%	3,512	8%
1980-1999	4,176	11%	10,098	22%
1950-1979	18,276	46%	22,104	48%
Before 1950	14,216	36%	9,893	22%
<b>Total</b>	<b>39,469</b>	<b>100%</b>	<b>45,607</b>	<b>100%</b>

Table 34 – Year Unit Built

Data Source: 2007-2011 CHAS

### Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	32,492	82%	31,997	70%
Housing Units build before 1980 with children present	1,045	3%	2,715	6%

**Table 35 – Risk of Lead-Based Paint**

Data Source: 2007-2011 ACS (Total Units) 2007-2011 CHAS (Units with Children present)

### Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	0	0	0
Abandoned Vacant Units	0	0	0
REO Properties	0	0	0
Abandoned REO Properties	0	0	0

**Table 36 - Vacant Units**

Data Source: 2005-2009 CHAS

### Need for Owner and Rental Rehabilitation

Most of the City of Norfolk’s households *have* no housing problems, 25,379 owner-occupied units at 64 percent and 21,580 renter-occupied units of which 47 percent have none of the four evaluated housing problems. There are 13,800 homeowner-occupied units or 35 percent, and 22,079 renter-occupied units or 50 percent that have at least one housing problem. Since the age of Norfolk’s housing is a significant factor, it is presumed that many of these owner- and renter-occupied homes need housing rehabilitation.

### Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

Lead-based paint (LBP) is a concern because of its effects on children: elevated blood levels in young children can lead to a host of problems from relatively subtle developmental disabilities to severe impairment or even death.

The use of lead-based paint was banned from residential usage in 1978. However, a majority of the structures constructed prior to the ban are at-risk of containing lead-based paint. Lead poisoning is most likely to occur in old, poorly maintained dwellings with deteriorated paint. Remodeling of homes with lead paint will exacerbate exposure if lead hazards have not been mitigated.

Approximately 32,493 owner-occupied housing units at 82 percent and 31,997 at 70 percent of the population of the City of Norfolk are low- to moderate-income. Using the data from Table 33 in which there are 32,493 owner-occupied, and 31,997 renter-occupied housing units built before

1980. Regarding the hazard posed by lead-based paint, a significant percentage of housing units in Norfolk are at risk. Furthermore, the greater the age of a housing unit, the more likely it is to contain lead-based paint. Overall, Norfolk had a lower rate of children identified in housing units which consist of about three (3) percent in homeowner-occupied units and six percent renter-occupied units.

## **Discussion**

## MA-25 Public and Assisted Housing – 91.210(b)

### Introduction

The following table shows the number of households in public and assisted housing through the Norfolk Redevelopment and Housing Authority.

### Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
			Veterans Affairs Supportive Housing				Family Unification Program	Disabled *	
# of units vouchers available	0	56	3,629	3,763	0	3,763	300	763	436
# of accessible units									

**\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

**Table 37 – Total Number of Units by Program Type**

Data Source: PIC (PIH Information Center)

**Describe the supply of public housing developments:**

**Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:**

The NRHA has facility maintenance and improvement plans to its public housing units.

## Public Housing Condition

Public Housing Development	Average Inspection Score
Tidewater Gardens	88c
Diggstown	89c
Grandy Village	90b
Young Terrace	80c
Calvert Square	75c
Oakleaf Forest	90b
Partrea Midrise	97b
Hunter Square	100a
Bobbitt Midrise	98a
Sykes Midrise	88a
Franklin Arms	91a
Scattered Sites	99b
North-Wellington Place	93b

**Table 38 - Public Housing Condition**

### **Describe the restoration and revitalization needs of public housing units in the jurisdiction:**

The city will collaborate with NRHA to utilize additional strategies to address the revitalization and restoration needs of public housing; to not only provide rental units but also create mixed-income communities to reduce the high density of low-income housing. The city is committed to implementing the initiatives to distribute affordable housing throughout the city, thereby, reducing low-income density. Various resources will be utilized to finance these initiatives including, but not limited to: low-income housing tax credits, new market tax credits, replacement housing funds/ factor funds, and partnerships with entities to further the goal of creating additional housing opportunities.

### **Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:**

To improve the management of and operation of public housing and improve the living environment for the extremely low-income, low-income, and moderate-income households residing in NRHA communities, the agency conducts assessments of its entire portfolio, paying particular attention to the developments that have not been renovated to determine feasibility of redeveloping, disposition, or total demolition. The assessment reviews the age of the buildings, systems, viability, and marketability and is conducted by using a consultant.

Additionally, NRHA staff conducts its own studies on an annual basis. Each site manager, the Directors of Property Management, Capital Fund, and Specialized Maintenance, in addition to support personnel use the analysis to determine the repair and replacement timeline. Based on the recommendations by the Focus Group, the agency's capital-fund budget allocation is determined. The capital fund is an annual formula-based allocation provided to jurisdictions based on the number of units NRHA has in its inventory.

### **Discussion:**

## MA-30 Homeless Facilities and Services – 91.210(c)

### Introduction

In Norfolk, the network of public, private, and non-profit agencies that comprise the Southeastern Virginia Homeless Coalition and the Continuum of Care (CoC) work in concert to meet the needs of homeless persons, actively promoting an approach that focuses on preventing and ending homelessness and rapidly returning people who have become homeless to housing. The vision of the CoC is to make homeless rare, brief and non-recurring.

### Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	75	4	92	173	0
Households with Only Adults	170	219	73	176	5
Chronically Homeless Households	40	0	0	130	5
Veterans	0	0	5	0	0
Unaccompanied Youth	0	0	0	0	0

**Table 39 - Facilities and Housing Targeted to Homeless Households**

Data Source Comments:

**Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons**

HUD defines mainstream benefits and services as services that “consist of a wide variety of publicly funded services, programs, and entitlement for low-income people that address basic needs, including, but not limited to, *income* and employment, housing, food and nutrition, health and behavioral health services, child welfare, and transportation.”

The city’s benefits and services are provided through numerous state, and local governmental departments, and include services such as mental health, co-occurring mental health and chemical dependency treatment and counseling services through the Norfolk Community Services Board; early childhood and youth services through a variety of non-profit agencies such as the YWCA of South Hampton Roads; educational assistance programs such as the United for Children initiative; and, employment services through the Virginia Employment Commission and Goodwill Industries. Additionally, homeless housing providers work diligently to ensure that their staff members are SOAR (SAMHSA’s SSI/SSDI Outreach, Access, and Recovery Technical Assistance) trained and their clients are aware of, and enrolled in, all applicable mainstream benefits, such as Temporary Assistance to Needy Families (TANF), SNAP (food stamps), WIC, Social Security (SSI, SSDI, SSA) and the Virginia Department of Rehabilitative Services.

**List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.**

The following services and facilities meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth.

**Housing:** Provides access to shelter and housing options – SVHC Service Coordination Committees: instituted to provide the CoC with a central/coordinated assessment process which offers all clients experiencing homelessness with equal access to ongoing housing options beyond emergency shelter. Where appropriate households may be eligible for diversion services, short-term cash assistance, rapid rehousing, transitional housing, tenant based rental assistance or permanent supportive housing – SVHC – CoC Service Coordination Committee

**Health, Mental Health Care, Substance Abuse Counseling and Treatment:** Provides free, low cost health, mental health care, substance counseling and treatment - Norfolk Community Services Board and the Department of Human Services and various clinics in Norfolk.

**Transportation:** Provides light rail, and bus transportation - Bus passes are provided throughout the city in order to access services.

**Income Assistance:** Provides links to mainstream benefits – Norfolk Department of Human Services, Social Security Administration, and Virginia Employment Commission.

**Educational Opportunities and Job Training:** Provides GED classes, education, employment classes and training - Tidewater Community College (TCC), area high schools, Opportunity Inc., Workforce Development, and VIEW through the Norfolk Department of Human Services.

**Food and Nutrition:** Provides food, free meals, and other food assistance - Foodbank of Southeastern Virginia, and area churches and missions.

**Legal Aid and Mediation:** Provides free or low-cost legal assistance - Legal Aid of Southeastern Virginia and Community Mediation Center.

**Veteran's Services:** Provides various services for veterans - Hampton VA Medical Center; Virginia Veterans and Family Services; STOP Inc., ForKids Inc., and Virginia Beach Community Development Corporation (SSVF providers); Virginia Employment Commission; etc.

**Homeless Advocacy:** Advocates for the rights of the homeless - Southeastern Virginia Homeless Coalition (SVHC) - Particular emphasis is placed on coordinating the CoC and implementing the federal Open Doors strategy including an emphasis on meeting the plan's goals in ending homelessness amongst veterans, chronically homeless individuals and families, families with children, and unaccompanied youth. The network includes providers of housing and supportive services for the homeless, as well as governmental departments and area non- profit agencies that provide housing & services and link persons to mainstream benefits, helping the homeless to find and retain housing; Virginia Housing Alliance – a statewide advocacy group dedicated to ending homelessness and preserving affordable housing.

## **MA-35 Special Needs Facilities and Services – 91.210(d)**

### **Introduction**

There are a variety of service providers in Norfolk. These providers coordinate amongst themselves to ensure they are meeting community needs efficiently.

**Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs**

Supportive housing needs for people with disabilities tend to be specific to their need. With the aging population, the city anticipates seeing an increase in the need for specialized housing for elderly persons. The DHS, a network of providers deliver housing and supportive services to persons who are elderly, frail elderly, persons with mental, physical and/or developmental disabilities, persons with substance abuse addictions, or persons with HIV/AIDS.

Persons with drug and alcohol addictions need supportive housing that encourages sobriety. Norfolk residents have been instrumental in establishing the Healing Place facility that will provide support. The City of Norfolk also has mental health aides that check in on people with severe and persistent mental illness to provide support and medication compliance.

**Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing**

The Norfolk Community Services Board and the Department of Human Services work with people while they are in mental health institutions to arrange supportive housing upon discharge. Physical health institutions have social workers who help plan for discharged patients to ensure supportive services are in place.

**Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)**

The City of Norfolk is exploring providing a wider array of community substance abuse services in the coming year that may include housing.

**For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))**

The city's priority for assisting those individuals categorized with special needs is listed in Non-Homeless Special Needs Table located on the next page. Each Special Needs category was assigned a priority based on the following criteria:

1. Current availability of services;
2. Priorities received based on Web-based Consolidated Plan Survey;
3. Comment received during public input session.

The supportive housing needs of the city's non-homeless special needs population are estimated below:

**Goal 1:** Support organizations that assist the city's special needs population. The city identified one goal; and it also identified five (5) strategies over the Five-Year Consolidated Plan which include:

**Strategy 1:** Support local and regional agencies that provide shelter, housing support services for homeless and those close to becoming homeless.

**Strategy 2:** Operate programs that assist low-income and special needs populations in all population groups.

**Strategy 3:** Operate programs to provide education and job training.

**Strategy 4:** Operate the Office to End Homelessness initiatives and other programs that prevent homelessness.

**Strategy 5:** Provide funding for the Tenant-Based Rental Assistance (TBRA) and the other homeless programs in efforts to assist individuals and families from becoming homeless

## **MA-40 Barriers to Affordable Housing – 91.210(e)**

### **Negative Effects of Public Policies on Affordable Housing and Residential Investment**

Identified barriers to affordable housing include inadequate national funding for the Housing Choice Voucher Program, decreasing levels of Federal and state resources, HOME rule, and the cost and financing of housing stock maintenance.

There are a number of State and local regulations designed to promote the orderly development and maintenance of safe, decent and sanitary housing in the community. Sometimes these regulations can act as barriers to affordable housing. That does not appear to be the case in Norfolk.

To eliminate duplication, the city uses the building codes established by the State for uniform construction standards. These standards parallel the three National Code Standards and are minimum provisions to ensure general safety for the public. The State codes and guidelines are also appealable to the State. Consequently, the city's building codes do not appear to hinder the development or preservation of affordable housing.

Also, the locally established Minimum Housing Code does not create a barrier for affordable housing. These standards parallel the National Minimum Housing Code Standards and are minimum requirements established to preserve and promote the public health, comfort, safety, personality and general welfare of the people. Their enforcement is necessary to preserve and encourage the private/public interests in housing and its maintenance. At the same time, these standards are appealable, locally, to ensure there are no undue hardships.

An examination of the community's fee structure indicates the city's building permit fees and charges are set at a median, as compared to surrounding Hampton Roads communities. In fact, in the case of new housing development, the city is currently subsidizing the cost of services because the cost to the city is greater than the development fees charged. The city's positive, proactive position on housing development and preservation is further evidenced by its departmental restructuring to facilitate and better coordinate the development and housing process, as well as the substantial resources and technical assistance the city provides to the development and preservation of affordable housing.

The city's zoning and land-use codes promote the morals, aesthetics, prosperity, health, safety and general welfare of all people in Norfolk. These codes are constructed to allow compatible development throughout the community and are flexible enough to encourage redevelopment in the community's existing, established areas. These codes, like other local codes, are appealable locally to ensure equitable and fair treatment.

All residential properties are assessed on a citywide basis using market sales data of comparable properties in and around the immediate neighborhood. Citywide assessing appears to ensure an equitable treatment of residential property and provides an incentive to those who maintain and improve their properties.

## MA-45 Non-Housing Community Development Assets – 91.215 (f)

### Introduction

There are consistent patterns between the special needs population and the increased risk for homelessness because of lack of adequate housing facilities. There is no permanent housing available in Norfolk though there is a well-integrated service delivery system. The Norfolk Department of Human Services and the agencies that provide services for these populations work closely and cooperatively. The access to mainstream resources for these populations has a well-defined intake system. The main issue is one of capacity and adequate funding. There is a small number of services for people with addictions.

In addition to the homeless population, many non-homeless persons have special needs and may be at risk of becoming homeless. Based on information received via Consolidated Plan Community Needs Survey, the following populations were identified for housing and supportive services:

- Vulnerable Adults (elderly/ frail elderly)
- Persons with disabilities (mental, physical and developmental)
- Persons identified with HIV/AIDS
- Alcohol and Drug Abuse
- Victims of domestic violence

In addition, persons with special needs are those that are physically, emotionally or mentally impaired or suffer from mental illness, developmentally disabled, youth aging out of foster care, persons with addictions, HIV/AIDS and their families and victims of domestic violence.

### Economic Development Market Analysis

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	71	9	0	0	0
Arts, Entertainment, Accommodations	10,091	12,638	15	12	-3

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Construction	4,189	4,251	6	4	-2
Education and Health Care Services	13,412	28,423	21	28	7
Finance, Insurance, and Real Estate	4,551	8,041	7	8	1
Information	1,689	2,456	3	2	-1
Manufacturing	4,706	5,960	7	6	-1
Other Services	3,114	4,225	5	4	-1
Professional, Scientific, Management Services	7,450	12,235	11	12	1
Public Administration	0	0	0	0	0
Retail Trade	10,741	13,366	16	13	-3
Transportation and Warehousing	2,912	6,898	4	7	3
Wholesale Trade	2,378	3,815	4	4	0
Total	65,304	102,317	--	--	--

**Table 40 - Business Activity**

**Data Source:** 2007-2011 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs)

## Labor Force

Total Population in the Civilian Labor Force	113,906
Civilian Employed Population 16 years and over	102,040
Unemployment Rate	10.42
Unemployment Rate for Ages 16-24	28.64
Unemployment Rate for Ages 25-65	5.97

**Table 41 - Labor Force**

Data Source: 2007-2011 ACS

Occupations by Sector	Number of People
Management, business and financial	20,257
Farming, fisheries and forestry occupations	4,151
Service	12,440
Sales and office	26,216
Construction, extraction, maintenance and repair	11,872
Production, transportation and material moving	6,571

**Table 42 – Occupations by Sector**

Data Source: 2007-2011 ACS

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	83,843	75%
30-59 Minutes	23,977	21%
60 or More Minutes	4,607	4%
<b>Total</b>	<b>112,427</b>	<b>100%</b>

**Table 43 - Travel Time**

Data Source: 2007-2011 ACS

## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	7,878	1,601	5,978

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
High school graduate (includes equivalency)	21,710	2,557	7,501
Some college or Associate's degree	26,614	2,386	6,395
Bachelor's degree or higher	23,317	623	4,287

**Table 44 - Educational Attainment by Employment Status**

Data Source: 2007-2011 ACS

### Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	765	814	536	1,666	2,258
9th to 12th grade, no diploma	3,934	3,507	3,030	5,961	4,011
High school graduate, GED, or alternative	17,826	10,876	7,943	15,342	6,945
Some college, no degree	19,893	11,788	7,062	12,042	4,405
Associate's degree	1,877	2,954	2,436	3,341	678
Bachelor's degree	2,631	6,682	4,497	7,341	2,286
Graduate or professional degree	254	3,985	2,789	5,468	2,235

**Table 45 - Educational Attainment by Age**

Data Source: 2007-2011 ACS

### Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	19,122
High school graduate (includes equivalency)	25,079
Some college or Associate's degree	31,667
Bachelor's degree	41,708
Graduate or professional degree	57,036

**Table 46 – Median Earnings in the Past 12 Months**

Data Source: 2007-2011 ACS

### Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

According to the Business Activity table above, the major employment sectors within the City of Norfolk include: Arts, Entertainment, Accommodations, Education, and Health Care Services, Manufacturing and Retail Trade.

### **Describe the workforce and infrastructure needs of the business community:**

The city proposes over the next five years to strengthen its workforce within the business community to attain and retain well educated, motivated, healthy, skilled, trainable locally mobile, multi-talented employees. Each sector's job needs include job readiness, job preparedness of employees with post-secondary education, and competence in basic and technical skills. The business community's infrastructure needs are an efficient, safe, and reliable transportation system, including street, rail and airport facilities, access to water and sewer services through the Norfolk Department of Utilities, internet service, recreational facilities, entertainment venues and cultural attractions, improvement of hospitality services such as hotels and fine dining establishments, good schools, affordable housing for their workforce, and access to post-secondary colleges and universities.

Further needs were identified in Norfolk to promote business, government, and education and community service leaders and include:

- Attraction of similar companies with the same specific training needs
- Targeting of non-traditional students by technical schools
- Expansion of existing and development of additional mentoring programs that connect education with businesses
- Expansion of commuter rail
- Full funding of infrastructure support
- Improvement of riverfront access for quality of life
- Coordination of information and resources for potential and current small business owners
- Development of investor's group to fund or finance small businesses
- Collaboration by local governments to provide information on city zoning and permitting process to potential and small business owners
- Development of a healthy downtown area
- Improvement of the image and services of the City of Norfolk Job Center with employers
- Improve the marketing efforts of job recruitment

### **Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

The economic development mission for the City of Norfolk, through its Five-Year Consolidated Plan, has identified job creation and economic growth as a fundamental local government purpose. The Department of Economic Development plans to foster economic growth and create vibrant, healthy and welcoming places for businesses and residents to prosper.

The Department of Economic Development is charged with driving this economic development activity, working with businesses and development projects of all sizes, through the Community Infrastructure and Economic Development Initiatives, and its' various lending and grant programs. Job creation is accomplished by offering borrowers and project funding through a portfolio of gap-financing products at below-market rates and terms. Subordinated low-interest loans are made available for business expansion, innovation and accelerated growth, real estate development and reutilization.

The Department of Economic Development plans to run a seasoned internal lending operation for this broad spectrum of business and economic expansion needs. It also intends to collaborate with other organizations to expand to large scale attraction opportunities in Norfolk.

In addition, the Department of Economic Development has applied for Section 108 loan authority of \$19,000,000 to create a fund which will support real estate development in key communities as well as operating businesses. It is expected most, if not all, of the Section 108 loans will be lent in the 14 priority development areas (Broad Creek, Central Business Park, Church Street Triangle, Downtown, East Ocean View, Fort Norfolk, Hampton Boulevard, Little Creek, Military Circle, Newtown Road, Saint Paul's Southside, Tidewater Drive South, and Wards Corner) and/or the six priority neighborhood districts (Berkley South, Chelsea, Downtown Arts Area, Five Points, Ocean View Avenue, Park Place/35th Street).

Additionally, for the operating businesses that will be considered for the Section 108 loans, priority will be given to those business or real estate development that target business in the City's targeted industries clusters, including:

- Healthcare/Life Sciences
- Maritime. Supply Chain
- Defense/Cyberspace
- Innovation/Technology/Manufacturing
- Headquarters
- Policy Associations
- Creative/Artisanal/Film
- Retail
- Renewable Energy

### **How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

According to the Table 40, 28.64 percent of the civilian labor force in Norfolk has a bachelor's degree or higher. Table 41 displays Occupation by Sector showing that the Management, business and financial sector has the highest number of people with 24.9 percent, or 20,257 persons. The Management, business and financial sector usually requires an education of a bachelor's degree or higher to hold these positions. Sales and Office occupations represent 32.2 percent, or 26,216 persons in Norfolk's workforce. This sector may or may not require an education beyond high school diploma or

equivalency. According to Table 43, there are 31,768 persons, or 28.7 percent of the population that are high school graduates. While there are insufficient sales and office jobs for this population, they may work in the service, construction, extraction, maintenance and repair; production, transportation and material moving occupations. Regardless of a worker's home community, the workforce issues are similar. The dominant issue is the ongoing need for more educational and training opportunities.

With the dynamic of having a workforce that is more highly educated in general than the baseline needs of business means that low-skilled individuals are boxed out of competition for most jobs, even across the service sector. Still--the most rapidly changing needs in the employer community are for jobs that require specific short-term college training or a post-secondary non-degree award, which would include occupations such as Median Assistants and Computer Support Techs. This creates an opening for lower-skilled individuals to enter middle-class jobs through shorter term training interventions.

**Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

There a variety of workforce development training and professional development opportunities available for Norfolk residents and workers in various employment sectors offered at area universities, Community College, Human Services employment programs and Opportunity Inc. facilities. These programs and training support the Consolidated Plan by providing the education and training needs for many current jobs. These facilities offer professional continuing education courses and MBA degree programs designed to be pursued on a part-time basis. Other training categories include:

- Educational institutions such as Tidewater Community College and Old Dominion University providing professional training and development customized for individual businesses. Programs are delivered either off-site at the company facility or on-site at one of the college campuses.
- The collaborative workforce system of Norfolk assists both employers and job seekers, facilitated by the Hampton Roads Workforce Development Board, which does business as Opportunity Inc. The Workforce Development serves as the liaison to determine employer needs. Both on-the-job training and new hire programs exist. [MW1] They also assist individuals in an effort to reenter the workforce after a layoff, incarceration, and employment opportunities for homeless individuals by offering networking and computer skills.
- Higher Education Institutions offer degree-seeking students certificates and degrees annually. These institutions focus on talent development programs linking the higher education and business communities to enhance college access and completion; address workforce needs; and promote and facilitate experiential learning, which connects classroom learning with professional practice for students and improves recruitment and retention efforts for employers.

The City of Norfolk through the Learning Center offers training through computer skills lab and a learning center. The Learning Center provides adult basic educational services on an individual basis including brushing up on academic skills, GED or high school equivalency diploma, or in need of tutoring. The Learning Center also offers workshops on job search preparation, career development and life skills.

**Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

**If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

Currently, the City of Norfolk is updating its current Comprehensive Economic Development Strategy (CEDS). The city anticipates this will be completed within the upcoming year.

Since 2015, the Department of Economic Development has been restructured in order to develop an economic development plan for Norfolk. The plan laid out six major steps to move the City of Norfolk forward, along with goals. These major steps include:

1. Build awareness of Norfolk among employers in and around Hampton Roads area.
2. Align the funding priorities of Economic Development in order to better manage revolving loan funds with the goals of the strategic plan.
3. Bring the business, workforce training, and education communities closer together.
4. Place greater emphasis on entrepreneurship and small business development.
5. Address a gap in the city's industrial/commercial real estate inventory.
6. Elevate the image of the City of Norfolk regionally.

The five goals are:

1. Support and expand the existing base through business retention and consolidation strategies.
2. Position the City of Norfolk for long-term economic growth and vitality.
3. Attract, retain and engage talent.
4. Ensure all parts of the city are economically, digitally, and physically connected.
5. Build a distinct image and brand for the City of Norfolk.

**Discussion**

## **MA-50 Needs and Market Analysis Discussion**

### **Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

An area where households with multiple housing problems exist is defined as a census tract which contains one or more housing problems (one of four severe housing problems, housing cost burden >30 percent, housing cost burden >50 percent, overcrowding and substandard housing) which exist at a rate of at least 10 percent greater than in the City of Norfolk.

Based on this definition, HUD defines "housing problems" as one or more of the following:

**Substandard Housing** (Lacking complete plumbing or kitchen facilities).

**Overcrowded** (Housing more than 1.01 persons per room excluding bathrooms, porches, foyers, halls or half rooms).

**Housing Cost Burden** (Housing costs that are more than 30 percent of the household's total gross income. For renters, cost includes rent paid plus utilities. For owners, cost includes mortgage payments, taxes, insurance, and utilities).

**Household Has No/ Negative Income** (Households whose income is zero or negative due to self-employment, dividends, and net rental income).

A "concentration" of multiple housing problems can be identified as households who experience multiple housing problems at a greater rate (10 percent points or greater) than the households for the Norfolk. The CPD Maps Reports for Norfolk, prepared by HUD, shows number of households that have or to not have "housing problems". Cost burden was the major problem cited by most of the households having one or more "housing problems".

### **Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

Areas where racial or ethnic minorities or low-income families are concentrated is defined as census tracts where at least 40 percent of the population are racial or ethnic minorities. Areas where low-income families are concentrated is defined as census tracts where at least 51 percent of the households have incomes less than 80 percent AMI.

The low- to moderate- income census tracts have a concentration of racial minorities, where at least 40 percent of the census tract is comprised of non-white families. There are not census tracts with 40 percent or more of ethnic minorities as of the 2007-2011 ACS; have the greatest concentration of low-income families are located, where 51 percent or more of families are low-income.

### **What are the characteristics of the market in these areas/neighborhoods?**

Census tracts with concentrations of households with any housing problems are found amongst the low and moderate income census tracts. These census tracts typically have a lack of shopping opportunities, depressed housing values, a larger percentage of rental housing, housing need rehabilitation, few job opportunities and households with lower incomes.

### **Are there any community assets in these areas/neighborhoods?**

The City of Norfolk's Comprehensive Plan describes many of the community assets and strategic opportunities in these areas. The areas will be key to achieving the goals laid out in the Comprehensive Plan to create complete, healthy connected neighborhoods throughout the city to meet the needs of Norfolk households. The low- to moderate-income census tract table using HUD 2000 Definition is provided in the attachment.

### **Are there other strategic opportunities in any of these areas?**

There are strategic opportunities in many of the above listed census tracts that relate to one or more of the major planning and public infrastructure projects mentioned in MA-45 Non-Homeless Community Development Assets, including capital planning for infrastructure improvements, and economic development. The city's economic plan emphasizes job creation and economic growth in cooperation with the private sector. Funding for this program uses local, non-federal resources and federal resources. There are also strategic opportunities in terms of housing. The NRHA's Homebuyer Assistance Programs, using HOME resources, are frequently utilized in these areas, which improves residential neighborhood stability. In addition, CDBG funds will result in improvements to infrastructure and public facilities.

# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

This section contains the Strategic Plan that will guide the City of Norfolk's allocation of Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME) and the Emergency Solutions Grant Program (ESG) funding during the FY 2017 – FY 2021 planning period.

The City of Norfolk's Five Year Consolidated Plan identifies the community's affordable housing, community development and economic development needs and outlines a comprehensive and coordinated strategy for addressing them. The city's upcoming five-year strategy will focus primarily on leveraging U.S. Department of Housing and Urban Development (HUD) funds with local, state and private sector capital for the purposes of:

- Increasing homeownership rates in areas of the city that traditionally have had low rates of homeownership,
- Improving the existing housing stock through rehabilitation of owner-occupied substandard housing for low-income households,
- Financing for new or existing rental housing that serves low- and moderate-income households,
- Targeting economic development activities that promote job creation, and
- Achieving a functional end to homelessness for the chronically homeless, families with children, youth and others, while maintaining the system which achieved this goal for veterans.

The city will also leverage its existing social service infrastructure to continue providing public service and social service programs that serve other at-risk populations including youth.

## SP-10 Geographic Priorities – 91.215 (a)(1)

### Geographic Area

Table 47 - Geographic Priority Areas

1	<b>Area Name:</b>	BERKLEY III
	<b>Area Type:</b>	Strategy area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	7/1/2006
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Comprehensive
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	
	<b>Identify the needs in this target area.</b>	
	<b>What are the opportunities for improvement in this target area?</b>	
	<b>Are there barriers to improvement in this target area?</b>	
2	<b>Area Name:</b>	BERKLEY IV
	<b>Area Type:</b>	Strategy area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	7/1/2001
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Comprehensive
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	
	<b>Identify the needs in this target area.</b>	
	<b>What are the opportunities for improvement in this target area?</b>	
	<b>Are there barriers to improvement in this target area?</b>	

3	<b>Area Name:</b>	BROADCREEK AREA
	<b>Area Type:</b>	CDFI area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	81
	<b>Revital Type:</b>	
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	
	<b>Identify the needs in this target area.</b>	
	<b>What are the opportunities for improvement in this target area?</b>	
	<b>Are there barriers to improvement in this target area?</b>	
4	<b>Area Name:</b>	CENTRAL BRAMBLETON
	<b>Area Type:</b>	Strategy area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	7/1/2002
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Comprehensive
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	
	<b>Identify the needs in this target area.</b>	
	<b>What are the opportunities for improvement in this target area?</b>	
	<b>Are there barriers to improvement in this target area?</b>	
5	<b>Area Name:</b>	HUNTERSVILLE
	<b>Area Type:</b>	Strategy area

	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	7/1/2001
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Comprehensive
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	
	<b>Identify the needs in this target area.</b>	
	<b>What are the opportunities for improvement in this target area?</b>	
	<b>Are there barriers to improvement in this target area?</b>	
6	<b>Area Name:</b>	LAMBERT'S POINT
	<b>Area Type:</b>	Strategy area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	7/1/2008
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Comprehensive
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	
	<b>Identify the needs in this target area.</b>	
	<b>What are the opportunities for improvement in this target area?</b>	
	<b>Are there barriers to improvement in this target area?</b>	
7	<b>Area Name:</b>	PARK PLACE
	<b>Area Type:</b>	Strategy area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	7/1/2001
	<b>% of Low/ Mod:</b>	

<b>Revital Type:</b>	Comprehensive
<b>Other Revital Description:</b>	
<b>Identify the neighborhood boundaries for this target area.</b>	
<b>Include specific housing and commercial characteristics of this target area.</b>	
<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	
<b>Identify the needs in this target area.</b>	
<b>What are the opportunities for improvement in this target area?</b>	
<b>Are there barriers to improvement in this target area?</b>	

**General Allocation Priorities**

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

The city does not receive HOPWA funds, the city receives federal CDBG, HOME and ESG funds that are intended to provide low- to moderate-income households with viable communities, which include access to decent housing, suitable living environment and expanded economic opportunities. Eligible activities include community facilities and improvements, housing rehabilitation and preservation, affordable housing development activities, public services, economic development as well as planning and administration. The entirety of CDBG and ESG funds are allocated to services for extremely low-, low- and moderate-income Norfolk households. Funds received through the HOME Program provide Community Housing Development Organizations (CHDOs) to develop affordable housing throughout the city. Fifteen (15) percent of the HOME allocation is earmarked for CHDO activities only. The process for establishing the priority for the selection of projects is predicated upon the following criteria:

- Meeting the statutory requirements of the CDBG, HOME and ESG programs;
- Meeting the needs of LMI residents;
- Focusing on low- and moderate-income areas;
- Coordination and leveraging of resources;
- Response to expressed needs;
- Sustainability and/or long-term impact, and
- Ability to demonstrate measurable progress and success.

The CDBG, HOME and ESG program funds minus program administration funds over the next five years are invested in LMI areas within the City of Norfolk as identified in the map on page 72. Establishing target areas helps DND direct funding and activities to certain areas of the city to enhance these areas while also preserving affordability. The basis for choosing target areas for investment is to consolidate scarce funding to create major improvements in selected areas of the city in need.

## SP-25 Priority Needs - 91.215(a)(2)

### Priority Needs

Table 48 – Priority Needs Summary

<b>1</b>	<b>Priority Need Name</b>	Affordable Housing:
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Middle Families with Children Elderly Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Affordable Housing Affordable Rental Housing

	<b>Description</b>	<p>Priority needs were chosen from among a larger list of overall needs. Priority needs formed the basis of selecting projects for the FY 2017 (PY 2016) annual plan and these needs will also help shape future annual plans. The city has identified the following priority needs mentioned above over the next five years that include: Affordable Housing, Community Development, Economic Development; Homelessness; Special Needs Population; and Planning and Administration activities for CDBG, HOME and ESG.</p> <ul style="list-style-type: none"> <li>• <b>Affordable Housing:</b> Rehabilitation of rental and owner-occupied units; homeownership assistance.</li> </ul>
	<b>Basis for Relative Priority</b>	The City of Norfolk plans to assist households with providing financial assistance to homeowners with housing rehabilitation needs, and provide landlords who owns privately owned homes with financial assistance in order to rehabilitate rental property for low- to moderate-income households.
2	<b>Priority Need Name</b>	Community Development:
	<b>Priority Level</b>	High
	<b>Population</b>	Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Public Services Street and Sidewalk Improvements Code Enforcement Public Facilities/ Site Improvements
	<b>Description</b>	<ul style="list-style-type: none"> <li>• Demolition of abandoned and deteriorated structures; provision of public services; and improvements to public facilities and infrastructure; historic preservation; rehabilitation of public buildings.</li> </ul>
	<b>Basis for Relative Priority</b>	<ul style="list-style-type: none"> <li>• Demolition of abandoned and deteriorated structures; provision of public services; and improvements to public facilities and infrastructure; historic preservation; rehabilitation of public buildings.</li> </ul>
3	<b>Priority Need Name</b>	Economic Development
	<b>Priority Level</b>	High
	<b>Population</b>	Non-housing Community Development

	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Economic Development
	<b>Description</b>	Lending to support job creation; workforce development; small business and micro-enterprise assistance; technical assistance; commercial corridor and façade improvements; and rehabilitation of commercial and industrial buildings.
	<b>Basis for Relative Priority</b>	The City of Norfolk plans to provide assistance both technical support and financial assistance towards economic development activities for small women-owned minority businesses (SWaM) (Micro-Enterprise) and Business Cafe's; provide technical assistance to support local businesses create or retain jobs for low- to moderate-income individuals;
<b>4</b>	<b>Priority Need Name</b>	Homelessness
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Chronic Homelessness Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence

	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Public Services Homelessness
	<b>Description</b>	<ul style="list-style-type: none"> <li>Expansion of street outreach resources; continued implementation of the central/coordinated assessment process, development of additional permanent supportive housing options by increasing the availability of housing focused case management and rapid re-housing options, and the refocusing of emergency and transitional housing programs to a housing first model utilizing well-documented best practice approaches.</li> </ul>
	<b>Basis for Relative Priority</b>	The City of Norfolk will be providing assistance to those individuals and families who are either or all chronically homeless, families with children, veterans, unaccompanied youth, non-homeless special needs, public housing needs. The city will also be providing emergency shelter, transitional housing, day shelter, rapidly re-housing and homeless prevention services, emergency food services, and dental clinic services for income qualified individuals and households. The city plans to provide services well over 130K people with services over the plan period.
5	<b>Priority Need Name</b>	Special Needs
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Mentally Ill Chronic Substance Abuse Persons with HIV/AIDS Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence

	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Public Services Homelessness
	<b>Description</b>	The city will provide housing assistance and supportive services for persons with HIV/AIDS, seniors, the disabled, domestic violence households, and persons with mental health or substance abuse problems.
	<b>Basis for Relative Priority</b>	The city will provide housing assistance and supportive services for persons with HIV/AIDS, seniors, the disabled, domestic violence households, and persons with mental health or substance abuse problems through public service activities, HOME tenant based rental assistance, ESG street outreach, emergency shelter, and rapidly re-housing activities.
6	<b>Priority Need Name</b>	Planning and Administration
	<b>Priority Level</b>	High
	<b>Population</b>	Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	General Oversight of Planning and Administration
	<b>Description</b>	<ul style="list-style-type: none"> <li>• Program administration and delivery; planning, management, and capacity building; oversight and coordination.</li> </ul>
	<b>Basis for Relative Priority</b>	The city will be providing CDBG planning and administration activities that will provide CDBG management oversight and provide for general planning development oversight for community development plans.

**Narrative (Optional)**

Priority needs were chosen from among a larger list of overall needs. Priority needs formed the basis of selecting projects for the FY 2017 (PY 2016) annual plan and these needs will also help shape future annual plans. The city has identified the following priority needs mentioned above over the next five years that include: Affordable Housing, Community Development, Economic Development; Homelessness; Special Needs Population; and Planning and Administration activities for CDBG, HOME and ESG.

The city attempts to address a variety of needs using HUD funded allocations. Housing for the homeless, especially permanent supportive housing, rapid re-housing options and affordable rental housing programs have been and are one of Norfolk's top priorities.

## SP-30 Influence of Market Conditions – 91.215 (b)

### Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	The data in Section NA-10 indicates that cost burden is the major housing problem facing renters in virtually all low- and moderate-income categories and family types. Moreover, severe cost burden is a problem for almost 8,105 extremely low-income households, 7,170 low-income households, and 5,775 moderate-income households. This clearly demonstrates a need for tenant-based rental assistance; but the limited amount of resources available prevents the city from providing this level of assistance beyond its use of TBRA to end homelessness.
TBRA for Non-Homeless Special Needs	See above description. The TBRA program is intended to assist low-income residents who may or may not have special needs. The city will continue its TBRA efforts by providing financial assistance to those in need of rental assistance.
New Unit Production	Market factors influencing development of new housing units, and particularly affordable housing units include: Cost of land, cost of infrastructure improvements required for development of land; development fees; construction requirements; and general economic conditions, including income and employment levels and market interest rates. HOME funds can be used to assist in the development of new affordable housing, targeting different levels of income, up to 80% AMI, and various locations citywide. Currently, the city has partnered with various contractors to construct and/or rehabilitate affordable housing units with CHDO dollars and rehab with CDBG funds.
Rehabilitation	Housing and market data more clearly demonstrate the need for the rehabilitation of existing units. Housing providers also cited the overwhelming need for rehabilitation and the reduction of lead-based paint hazards. Financial constraints limit many low- to moderate-income households to units that are old and likely to be in substandard condition. The city plans to continue supporting home repairs for owner-occupants, and substantial rehabilitation for multi-family units, to preserve the existing housing stock to better align the supply with market demand.
Acquisition, including preservation	Market conditions influencing acquisition, including preservation are: age of structure, cost of land, and cost of infrastructure improvements required for development of land and positive rate of return.

Table 49 – Influence of Market Conditions

## SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

### Introduction

The city's FY 2017 (PY 2016) Entitlement Grant Funding and estimated program income amounts are provided below. The city assumed flat funding for FY 2017 (PY 2016) in determining the budget. From the FY 2016 (PY 2015) grant allocations, the city actually received a 2 percent increase in CDBG funding, an 8 percent decrease in HOME, and a 6 percent increase in ESG.

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	3,885,982	250,000	853,333	4,989,315	15,543,928	Funds to be used towards LMC, LMA, LMJ, LMH, & \$250K in PI Rehab Payments during FY 17 of deferred loans.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	921,022	25,000	0	946,022	3,664,304	Funds to provide direct homebuyers assistance towards purchase of first home, build housing for income qualified households.\$25K is PI anticipated from repayments of deferred loans. Some funds will be used towards providing subsidies to assist individuals in obtaining rental housing.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	348,293	0	0	348,293	1,393,172	Funds will be used towards street outreach, emergency shelter, rapidly re-housing and homeless prevention services and financial assistance all of which will improve the lives of the homeless and those at risk of becoming homeless. Some funds will provide financial assistance in obtaining rental housing.

Table 50 - Anticipated Resources

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The city regularly applies for competitive federal, state, and foundation grants when it meets the application criteria. These funds are used as leverage with local and other grant funds to create new and expand existing programs and services. However, the nature and amount of such funding is unknown at this time. Listed below are the various non-HUD resources the city uses to support community development, housing and a wide range of public service activities.

## **Federal Resources**

- Low-Income Housing Tax Credits
- Economic Development Initiative
- Continuum of Care
- Medicaid
- Ryan White Title II
- Department of Transportation
- Section 8 Moderate Rehabilitation Program for Single Room Occupancy
- Environmental Protection Agency

## **State Resources**

- Housing Trust Fund
- Weatherization Assistance Program
- Department of Health
- Single Room Occupancy Program
- Supportive Housing Program
- Department of Transportation

## **Local Resources**

- Community-Based Organizations
- Community Housing Development Organizations
- Financial Institutions (lending and donations)
- Land Donations
- Department of Human Services
- Local charitable foundations and fundraising activities

## Other Resources

- United Way/ FEMA, EFSP

In addition to the receipt of CDBG, HOME and ESG funds, the city anticipates receiving \$25.7 million to be available over the next five years and combined with other public and private sector sources to address its priority needs.

The city encourages applicants to seek other funding and in-kind contributions from private and public sources to match city funding. Other things being equal, applications with greater matching sources will receive favorable consideration. Although specific matching requirements are not currently defined, the city may implement them in the future. The city prefers not to be the sole source of funding for a project or program. Eligible match sources include, but are not limited to, non-federal funds, tax credit proceeds, privately activity bonds, municipal General Fund monies, lending institutions, foundations, government entities (city or state), earned revenue, volunteer time, and in-kind donations. The city works with NRHA and HOME subrecipients to ensure the HOME match requirement is satisfied as well as works with its ESG subrecipients to satisfy is dollar-for dollar match requirement.

### **If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The city will consider the use of publicly-owned land for the construction of affordable housing for low- to moderate-income households as well as provide vacant/undeveloped lots to CHDOs for new construction of affordable housing units on a case-by-case basis.

## Discussion

Additional creativity, local funding and more partnerships are all necessary if we are to combine to achieve plan objectives, including the use of Low Income Housing Tax Credits (LIHTC) funds for larger development projects.

## SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
City of Norfolk	Government	Economic Development Homelessness Non-homeless special needs Ownership Planning Public Housing Rental neighborhood improvements public facilities public services	Jurisdiction
BEACON LIGHT COMMUNITY HOUSING DEVELOPMENT ORGANIZATION	CHDO	Ownership Rental	Jurisdiction
NRHA - HOMEBUYER ASSISTANCE	PHA	Ownership Planning	Jurisdiction
Norfolk Community Services Board (CSB)	Subrecipient	Homelessness Non-homeless special needs public services	Other
FOOD BANK	Non-profit organizations	public services	Jurisdiction
YWCA OF SHR	Non-profit organizations	Homelessness	Jurisdiction
SALVATION ARMY	Non-profit organizations	Homelessness	Other
ACCESS AIDS Care	Non-profit organizations	Homelessness Non-homeless special needs public services	Jurisdiction

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
ST. COLUMBA ECUMENICAL MINISTRIES, INC.	Non-profit organizations	Homelessness public services	Jurisdiction
ForKids Inc.	Non-profit organizations	Homelessness Non-homeless special needs public services	Jurisdiction
Virginia Supportive Housing	Non-profit organizations	Homelessness Non-homeless special needs public services	Jurisdiction
The Planning Council	Continuum of care	Homelessness Non-homeless special needs	Region

**Table 51 - Institutional Delivery Structure**

**Assess of Strengths and Gaps in the Institutional Delivery System**

**City Structure:** The primary responsibility for development and administration of the Consolidated Plan and Annual Plan rests with the Department of Neighborhood Development (DND). DND provides programmatic and fiscal management for CDBG, HOME and ESG entitlement programs. The Department of Finance provides professional accounting for all fund disbursements and accounting services and approves all transactions in the Integrated Disbursement and Information System (IDIS), HUD’s financial system. This structure ensures segregation of duties and supports a system of checks and balances. Both DND and Finance work together to support the annual audit of grant funds. In addition, public agencies, for profit agencies, and non-profit organizations all assist with providing housing, community development, homeless, and other public services.

**Public Agencies:** DND will also enter into interdepartmental agreements with Economic Development, Public Works, and the Community Services Board and other city departments, where applicable, and make sure the city meets timeliness requirements. In order to implement the various elements of the Consolidated Plan and Annual Plan, the city will enter into agreements with outside agencies to carry out their CDBG, HOME and ESG grant activities, in compliance with regulatory requirements.

**Norfolk Redevelopment and Housing Authority:** The Norfolk Redevelopment and Housing Authority (NRHA) is an independent public corporation that was founded in 1940. NRHA is headed by a board of seven commissioners appointed by Norfolk City Council, who are responsible for determining policy and direction. NRHA Commissioners are residents of Norfolk and serve staggered four-year terms. The board elects a chairman and vice chairman, as well as selects an executive director who is responsible for NRHA’s activities and operations. NRHA is responsible for the construction, rehabilitation, modernization, operation, and management of all low-income public housing within the city.

**CHDOs:** The city is committed to increase the number of non-profit developers that can be designated as CHDOs. CHDO applications are accepted on a rolling basis and the city evaluates each application for CHDO regulations. Based on guidance provided by HUD, reviews will concentrate on staff capacity and demonstrated development experience. Certified CHDOs may then respond to the city’s RFPs, or propose projects for city consideration. Since capacity building for CHDOs has been a constant challenge due to staff turnover, the city works to ensure that they remain up to date on regulations and best practices, and are organizationally prepared to continue carrying out these activities.

**Non-Profits:** The city contracts with over 30 non-profit organizations to provide services to those impacted by homelessness, other special populations and the disabled. Services include transportation, substance abuse, food, health and other services to low- to moderate-income persons. Activities for people who are homeless and living with HIV-AIDS including prevention and support services are also funded through various non-profits. The city issues RFPs for the delivery of its residential rehabilitation and homeownership assistance programs. The community-based organizations that are selected to provide these services are designated as contractors and compensated on a fee-for-service basis.

**Availability of services targeted to homeless persons and persons with HIV and mainstream services**

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy		X	X
Legal Assistance		X	X
Mortgage Assistance	X		X
Rental Assistance	X	X	X
Utilities Assistance	X		X
<b>Street Outreach Services</b>			
Law Enforcement	X	X	
Mobile Clinics	X	X	X
Other Street Outreach Services		X	
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X	X	X
Child Care	X		
Education	X	X	
Employment and Employment Training	X	X	
Healthcare	X	X	X
HIV/AIDS	X	X	X
Life Skills	X	X	X
Mental Health Counseling	X	X	X
Transportation	X	X	X

<b>Other</b>			
	X	X	X

**Table 52 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

Developing an effective and efficient program delivery system has been a priority for the city. While this system has been improved over the past few years, the city continues to monitor, assess, and seek ways to enhance its performance. Solid relationships have been built among the public agencies and non-profits that work with the city to implement these programs; and partners are encouraged to share their thoughts on how the delivery system and programs could work better.

The city’s strengths are of coordinating with other governments and agencies in the implementation of HUD and non-HUD funded programs and services. The DND is responsible for managing all HUD funds received by the city. The NRHA is responsible for managing HUD Section 8 funds, and the DHS and the OTEH are responsible for the TBRA HOME funding. The SVHC, a consortium of nearly all the homeless shelter providers and local government housing assistance agencies in the community including the CoC are equivalent, has been meeting over 20 years on a monthly basis to coordinate services for people who are low income and experiencing homelessness. It is well developed system that works to efficiently provide services and address gaps in the service delivery system. The meetings allowed network members and other community agencies to coordinate planning efforts, address problems, cooperate in the delivery of services, collaborate on funding opportunities, and develop a service delivery system for the homeless population which incorporates the entire CoC components in most of the community’s homeless programs. The SVHC’s greatest need includes increasing the capacity of its housing first resources and services,, particularly permanent housing; additional rapid re-housing and rental assistance options; the expanded availability of housing focused case management/housing stabilization services to fully utilize all housing resources and to broaden the effectiveness of homeless diversion efforts; and, expanded emergency housing resources to provide a safe and stable environment for households during the assessment and housing process.

**Persons with HIV/AIDS:** All services in our system are available to people who are experiencing homelessness. In addition, there is currently a wide array of services directed towards the needs of persons living with HIV/AIDS. Since there is a longstanding approach to serving the needs of people living with HIV/AIDS (PLWHA) community from a medical perspective, services for these clients become medically driven such as providing case management, primary care, pharmacology, treatment, and mental health services. The exception is the area of education and employment training. Often, those living with HIV/AIDS seek assistance when their condition has reached a high level of disability in which case it is much harder to find them steady employment.

The city has also been successful in addressing the needs of veterans experiencing homelessness. To reach this milestone the city brought together the resources of the local Veteran's Administration Medical Center, the HUD-VASH program, non-profit partners implementing the Supportive Services for Veteran Families (SSVF) program, the CoC's service coordination committees, the CoC's lead agency, the city's housing authority, other non-profit partners and the Office to End Homelessness. Working both within the CoC and collaboratively with neighboring CoC's in the region, this veterans initiative was able to build a by-name list of homeless veterans which tracks a household from the time they are identified until they obtain permanent housing or exit the system.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

Overall, the City of Norfolk have excellent services and a service delivery system due to the professionalism and cooperation between and among service providers. Strategies to End Homelessness is recognized as one of the best CoC's in the region. They are called upon to assist other CoC's and speak at various conferences in an effort to share best practices.

**Homeless Population:** Since the implementation of the HEARTH Act, the CoC and the city have been re-tooling the homeless service system, developing a coordinated entry system using a common assessment form that ensures housing placements are made equitably based on the needs of household experiencing homelessness, rather than on where there might be an empty bed. In coordination with the ESG recipients the CoC's service coordination process guarantees that all homeless households have the same access to programs and services regardless of where they enter the system. This system strength served as one of the catalysts which supported the city's ability to meet the challenge to end veteran homelessness and has allowed local service providers to make strides in their efforts to reach the same goal for families with children, the chronically homeless and the general homeless population.

In recent years, the city has set forth in collaborating with other Hampton Roads cities to construct new permanent supportive housing. The Church Street Station project is estimate to begin construction over the 2016 summer and estimated to complete in 2017.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

The city relies on a network of public sector, private sector, and non-profit agencies to implement the strategic plan. Over the next five years, the city expects to overcome gaps by providing: 1) Training and capacity building for non-profit organizations; 2) Monitor and identify weak links, improve program performance, and ensure compliance with applicable regulations; 3) Encourage collaboration among agencies to eliminate duplicative services to better serve residents, especially LMI households and special needs populations; and 4) Reallocate funding from low performing projects to support the development/expansion of best practice models.

## SP-45 Goals Summary – 91.215(a)(4)

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Services	2016	2020	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development		Community Development: Homelessness Special Needs	CDBG: \$2,910,000	Public service activities other than Low/Moderate Income Housing Benefit: 592665 Persons Assisted
2	Affordable Housing	2016	2020	Affordable Housing		Affordable Housing:	CDBG: \$2,979,910 HOME: \$3,211,785	Homeowner Housing Added: 8 Household Housing Unit  Homeowner Housing Rehabilitated: 75 Household Housing Unit  Direct Financial Assistance to Homebuyers: 76 Households Assisted
3	Street and Sidewalk Improvements	2016	2020	Community Development		Community Development:	CDBG: \$1,000,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 250000 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Code Enforcement	2016	2017			Community Development:	CDBG: \$100,000	Housing Code Enforcement/Foreclosed Property Care: 200 Household Housing Unit
5	Economic Development	2016	2020	Non-Housing Community Development		Economic Development	CDBG: \$2,678,333	Jobs created/retained: 75 Jobs  Businesses assisted: 27 Businesses Assisted
6	Public Facilities/ Site Improvements	2016	2020	Non-Housing Community Development Site Improvement to Horace Downing Library		Community Development:	CDBG: \$1,788,085	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1068 Persons Assisted  Jobs created/retained: 75 Jobs

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Homelessness	2016	2020	Affordable Housing Homeless		Homelessness Special Needs	CDBG: \$301,763 HOME: \$935,290 ESG: \$1,610,855	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 2436 Households Assisted  Tenant-based rental assistance / Rapid Rehousing: 130 Households Assisted  Homeless Person Overnight Shelter: 8025 Persons Assisted  Homelessness Prevention: 184 Persons Assisted  HIV/AIDS Housing Operations: 26 Household Housing Unit  Other: 3050 Other
8	General Oversight of Planing and Administration	2016	2020	General Planning and Administration Oversight		Planning and Administration	CDBG: \$2,450,000 HOME: \$458,035 ESG: \$130,610	Other: 3 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
9	Affordable Rental Housing	2016	2020	Affordable Housing		Affordable Housing:	CDBG: \$2,500,000	Rental units rehabilitated: 50 Household Housing Unit

Table 53 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Public service activities other than low- to moderate-income housing benefit: 592,665 persons assisted. An estimated amount over five years is more than \$2.9 million dollars for a wide array of public services that include child development, special needs, emergency food services, first-time homebuyer counseling, etc.
2	<b>Goal Name</b>	Affordable Housing
	<b>Goal Description</b>	Funding for HOME Homebuyer Assistance program will provide funds towards down payment and closing costs assistance to income qualified first-time homebuyers with the purchase of a newly-constructed or existing home over the next five year consolidated plan period. The total estimated funding for this program is \$2.5 million dollars; and provide CHDO's with HOME funds to develop at least 8 housing units for income qualified homeowners over five years totaling \$687,055.  Funds from the CDBG program will provide funds toward the rehabilitation for 180 housing units over the five year consolidated plan period.
3	<b>Goal Name</b>	Street and Sidewalk Improvements
	<b>Goal Description</b>	The Public Facility or Infrastructure Activity other than low- to moderate-income housing benefit will provide accessibility and improve suitable living environments for approximately 250K people over the five year consolidated plan period.

<b>4</b>	<b>Goal Name</b>	Code Enforcement
	<b>Goal Description</b>	Code Enforcement is designed to improve quality of life for the citizens of Norfolk through enforcement of
<b>5</b>	<b>Goal Name</b>	Economic Development
	<b>Goal Description</b>	<p>The city’s economic plan emphasizes job creation and economic growth in cooperation with the private sector. Funding for this program uses local, non-federal resources and federal resources for long term economic growth and vitality over the next five year consolidated plan period. The city plans to undertake public infrastructure projects including capital planning for infrastructure improvements that include improvements to buildings, parks and recreational facilities. In addition, the Department of Economic Development has applied for Section 108 loan authority of \$19,000,000 to create a fund which will support real estate development in key communities as well as operating businesses. It is expected most, if not all , of the Section 108 loans will be lent in the 14 priority development areas (Broad Creek, Central Business Park, Church Street Triangle, Downtown, East Ocean View, Fort Norfolk, Hampton Boulevard, Little Creek, Military Circle, Newtown Road, Saint Paul’s Southside, Tidewater Drive South, and Wards Corner) and/or the six priority neighborhood districts (Berkley South, Chelsea, Downtown Arts Area, Five Points, Ocean View Avenue, Park Place/35th Street).</p> <p>Additionally, for the operating businesses that will be considered for the Section 108 loans, priority will be given to those business or real estate development that target business in the City’s targeted industries clusters, including: Healthcare/Life Sciences; Maritime. Supply Chain; Defense/Cyberspace; Innovation/Technology/Manufacturing; Headquarters; Policy Associations; Creative/Artisanal/Film; Retail; and Renewable Energy.</p>

6	<b>Goal Name</b>	Public Facilities/ Site Improvements
	<b>Goal Description</b>	<p>The city plans to undertake public infrastructure projects including capital planning for infrastructure improvements that include improvements to buildings, parks and recreational facilities. In addition, the Department of Economic Development has applied for Section 108 loan authority of \$19,000,000 to create a fund which will support real estate development in key communities as well as operating businesses. It is expected most, if not all , of the Section 108 loans will be lent in the 14 priority development areas (Broad Creek, Central Business Park, Church Street Triangle, Downtown, East Ocean View, Fort Norfolk, Hampton Boulevard, Little Creek, Military Circle, Newtown Road, Saint Paul’s Southside, Tidewater Drive South, and Wards Corner) and/or the six priority neighborhood districts (Berkley South, Chelsea, Downtown Arts Area, Five Points, Ocean View Avenue, Park Place/35th Street).</p> <p>Additionally, for the operating businesses that will be considered for the Section 108 loans, priority will be given to those business or real estate development that target business in the City’s targeted industries clusters, including:</p> <ul style="list-style-type: none"> <li>• Healthcare/Life Sciences</li> <li>• Maritime. Supply Chain</li> <li>• Defense/Cyberspace</li> <li>• Innovation/Technology/Manufacturing</li> <li>• Headquarters</li> <li>• Policy Associations</li> <li>• Creative/Artisanal/Film</li> <li>• Retail</li> <li>• Renewable Energy</li> </ul>
7	<b>Goal Name</b>	Homelessness
	<b>Goal Description</b>	<p>Provide services for the HESG program that benefit those with street outreach, emergency shelter, homeless prevention and rapid re-housing as well as over ESG management and oversight costs. Over the next five year consolidated plan period, based on FY 2017 (PY 2016) HESG funding allocations, the city will receive and estimated amount totaling more than \$1.61 million dollars towards providing direct services for the homeless and those at risk of becoming homeless.</p> <p>The HOME TBRA programs will receive an estimated \$936 thousand towards assisting the homeless and those at-risk of becoming homeless.</p>

8	<b>Goal Name</b>	General Oversight of Planning and Administration
	<b>Goal Description</b>	The City of Norfolk's Department of Neighborhood Development will provide general oversight and administration for the CDBG and the HESG Program and the Norfolk Redevelopment and Housing Authority will be allocated HOME administration funds projected over the next five year consolidated plan period. For CDBG, the city anticipates receiving the capped amount for the planning and administration totaling more than \$2.45 million dollars over the five year consolidated plan period that will manage its public service, planning and project activities. The HOME program estimates receiving \$458 thousand dollars to oversee the homebuyer assistance and the CHDO activities funded with HOME dollars. The HESG administration has been estimated at \$131 thousand dollars to manage nine programs annually over the next five years.
9	<b>Goal Name</b>	Affordable Rental Housing
	<b>Goal Description</b>	The rental rehabilitation program is aimed to provide landlords who owns privately owned homes with financial assistance in order to rehabilitate rental property for low- to moderate-income households in increasing affordable, safe and suitable living environments for this population group.

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

The City of Norfolk will assist over five years approximately 658,978 persons who are extremely low-income, low-income and moderate-income households who meet the existing HUD income limits. For Year 1 in particular, the city will provide for an estimated four (4) new and /or rehabilitated housing units through its CHDOs, providing 55\* eligible first-time homebuyers direct financial assistance for homeownership acquisition, and providing 150 households with tenant-based rental assistance (TBRA) through the HOME program. During the Five-year Consolidated Plan, an estimated 100 low - to moderate-income households will be assisted through the above noted programs. \*Projections based on FY 2016 Homebuyer Assistance funding and current program guidelines.

## **SP-50 Public Housing Accessibility and Involvement – 91.215(c)**

### **Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)**

The Norfolk Redevelopment and Housing Authority is not required to increase the number of accessible units per a Section 504 Voluntary Compliance Agreement. As major renovations are completed in public housing communities, a minimum of 5 percent of the units, as required by HUD, are made accessible. However, there are a large number of persons on NRHA's transfer list for accessible units, particularly three bedrooms and larger.

### **Activities to Increase Resident Involvements**

NRHA employs various strategies to promote public housing resident involvement in NRHA's policy development and strategic decision-making processes. NRHA encourages residents to become involved through participation in Resident Councils, which operate at most public housing developments. NRHA staff provides technical assistance to Resident Council members and help to ensure that oversight is in place for annual election of officers.

Each Resident Council meets on a monthly basis to address general and property-specific issues. These meetings provide an opportunity for resident leaders to hear updates on major issues taking place at NRHA and within the affordable housing industry nationally. Time is allotted for resident leaders to raise issues or ask questions, which often become the basis for further dialogue. Discussions typically cover issues related to resident participation in governance, safety and security, community service requirements, summer programs, development plans, and job readiness.

Also, there is a Resident Advisory Board (RAB), representative of the population served by NRHA, consisting of public housing residents and housing choice voucher participants. The RAB meets during the annual plan process (about 5 months) to provide input on the plan submitted to HUD. In addition, if there are initiatives NRHA wish to undertake, the RAB convenes to provide input.

Lastly, a Resident Forum is held annually giving residents the opportunity to offer feedback and provide input into NRHA's annual planning for public housing and housing choice voucher programs.

### **Is the public housing agency designated as troubled under 24 CFR part 902?**

No

### **Plan to remove the 'troubled' designation**

The Norfolk Redevelopment and Housing Authority is not designated as a troubled agency.

## **SP-55 Barriers to affordable housing – 91.215(h)**

### **Barriers to Affordable Housing**

Identified barriers to affordable housing include inadequate national funding for the Housing Choice Voucher Program, decreasing levels of Federal and state resources, HOME rule, and the cost and financing of housing stock maintenance.

There are a number of State and local regulations designed to promote the orderly development and maintenance of safe, decent and sanitary housing in the community. Sometimes these regulations can act as barriers to affordable housing. That does not appear to be the case in Norfolk.

To eliminate duplication, the city uses the building codes established by the State for uniform construction standards. These standards parallel the three National Code Standards and are minimum provisions to ensure general safety for the public. The State codes and guidelines are also appealable to the State. Consequently, the city's building codes do not appear to hinder the development or preservation of affordable housing.

Also, the locally established Minimum Housing Code does not create a barrier for affordable housing. These standards parallel the National Minimum Housing Code Standards and are minimum requirements established to preserve and promote the public health, comfort, safety, personality and general welfare of the people. Their enforcement is necessary to preserve and encourage the private/public interests in housing and its maintenance. At the same time, these standards are appealable, locally, to ensure there are no undue hardships.

An examination of the community's fee structure indicates the city's building permit fees and charges are set at a median, as compared to surrounding Hampton Roads communities. In fact, in the case of new housing development, the city is currently subsidizing the cost of services because the cost to the city is greater than the development fees charged. The city's positive, proactive position on housing development and preservation is further evidenced by its departmental restructuring to facilitate and better coordinate the development and housing process, as well as the substantial resources and technical assistance the city provides to the development and preservation of affordable housing.

The city's zoning and land-use codes promote the morals, aesthetics, prosperity, health, safety and general welfare of all people in Norfolk. These codes are constructed to allow compatible development throughout the community and are flexible enough to encourage redevelopment in the community's existing, established areas. These codes, like other local codes, are appealable locally to ensure equitable and fair treatment.

All residential properties are assessed on a citywide basis using market sales data of comparable properties in and around the immediate neighborhood. Citywide assessing appears to ensure an equitable treatment of residential property and provides an incentive to those who maintain and improve their properties.

## **Strategy to Remove or Ameliorate the Barriers to Affordable Housing**

The city will continue its proactive position in regard to affordable housing by continuing to provide both financial and technical assistance to affordable housing activities and projects. The city is committed to the principle that all individuals should have available to them an equal opportunity for housing choices regardless of their race, color, religion, familial status, sex, national origin or handicap. The city will also continue to plan for and assemble vacant lots for the construction of new infill housing. The city also fosters and maintains its affordable housing stock through the code enforcement program, a systematic exterior inspection program targeted towards city's Rehabilitation program; the housing rehabilitation grant program which provides low- to moderate-income homeowners assistance with addressing the orders through the code enforcement program. The CHDO Program which purchases and rehabilitates substandard housing or builds new houses on infill sites to provide affordable homeownership opportunities to eligible first-time homebuyers. The Homebuyer Assistance Program provides direct financial assistance to eligible first-time homebuyers for affordable homeownership acquisition. The city will also continue to monitor relevant public policies to ensure they do not change in such a manner as to constitute a barrier to affordable housing.

## **SP-60 Homelessness Strategy – 91.215(d)**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City of Norfolk provides outreach services through several different programs across departments that target people experiencing homelessness including those who are not sheltered and who are hard-to-serve and may need ongoing efforts to engage. The Office to End Homelessness (OTEH) initiates planned outreach activities that include visiting known locations where people experiencing homelessness tend to congregate/stay to attempt engagement and assessment of those encountered. Additionally, OTEH outreach staff respond to requests from other city departments (Police, Libraries, etc.) and the community at large to investigate areas that have been identified as possible sites where people who are homeless may be staying. OTEH also coordinates annual outreach events through Project Homeless Connect (PHC) drawing people experiencing homelessness to a centralized one-stop-shop for service delivery on a large scale.

The Norfolk Community Services Board (CSB) operates the Projects for Assistance in Transition from Homelessness (PATH) program. PATH provides outreach and assistance to adults with serious mental illness, with or without co-occurring substance use disorders, who are experiencing homelessness or who are at risk of becoming homeless. PATH services include community-based outreach, mental health, substance abuse, case management and other supportive services. PATH staff also provide outreach to the community at large to educate citizens about homelessness and mental health disorders.

The City of Norfolk's Road2Home Program is a CSB initiative aimed at providing a comprehensive approach, including specialized outreach services, for assisting single adults who are chronically homeless and/or Veterans who have behavioral health issues and are homeless to access needed services and housing.

The City of Norfolk Department of Human Services (DHS) operates the Homeless Action Response Team (HART) does outreach to families experiencing homelessness who call in to the Housing Crisis Hotline and are referred to HART. Outreach workers provide direct support to the Hotline including a rapid and mobile response to families in immediate crisis.

All of these programs work collaboratively as part of the Norfolk Street Outreach Team. Team members communicate across disciplines to connect people to the most appropriate outreach program based on their needs and eligibility. Outreach workers assess needs utilizing a coordinated entry approach and common assessment tool (VI-SPDAT) and bring cases to the appropriate Services Coordination Committee for housing and services referrals.

## **Addressing the emergency and transitional housing needs of homeless persons**

The Union Mission, a men's and women's shelter opened 365 days a year, increased its capacity to serve single adult men to 250 beds last year. In June 2016, Union Mission will operationalize its new Women's and Family Shelter that will provide 70 beds for single adult women and seven units for families of various sizes utilizing a flexible space model. This added capacity will need to be analyzed over time to ascertain the impact on shelter needs in Norfolk. HART continues to successfully divert a significant number of referrals away from shelter and the city will continue to evaluate the need for any additional family units/beds. Low barrier shelter access for single adult men remains a challenge.

Transitional Housing Programs will need to be studied moving forward as the efficacy of this model is being scrutinized more closely from a funding standpoint. HUD did not fund a transitional housing program that had been serving single women and women with children in Norfolk in the 2015 competition. All existing transitional housing placements are secured through the SCC process or direct referrals from the Hotline.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.**

An effective strategy to ensure that homeless households make the transition to permanent housing and independent living is prioritizing safe and stable housing and making affordable housing options more accessible to homeless households. Many homeless households that struggle to transition into permanent housing and independent living suffer from mental illness and substance addiction. Recent trends through homeless prevention, rapid re-housing programs and the Housing First model prioritize placing homeless individuals and families into permanent housing quickly, and linking them to supportive services in the community. This is accomplished by prioritizing cases and maintaining a housing registry through the SCC process. HMIS data and the housing registries are used to monitor the length of time individuals and families remain homeless and to inform decisions about future funding targets.

Accessibility to affordable housing is being addressed through a proposed partnership with the Norfolk Redevelopment and Housing Authority (NRHA). Through this initiative, NRHA agrees to set aside up to 20 percent of its Public Housing units and Housing Choice Vouchers to serve referrals from the SCC processes. While final details and approval are still being decided, it is believed that this partnership has the capacity to close the gap in affordable housing for many experiencing homelessness.

**Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs**

The City of Norfolk relies upon its prevention providers to identify risk factors through the analysis of Homeless Management Information System (HMIS) data for households that may become homeless and establishing priorities for assistance. This includes households with a prior history of homelessness. HART diverts households from entering shelter through the use of a Diversion Assessment. The Hotline connects households who are eligible to community-wide prevention programs to avert homelessness whenever possible.

Individuals or families who are connected to publicly funded systems of care and institutions are served primarily through the Department of Human Services and the CSB as well as the city's non-profit partners. Agencies ensure that people are connected to benefits and entitlement programs for which they are eligible to lessen the impact of poverty to the greatest degree possible to reduce the likelihood of homeless episodes. Additionally, many agencies offer training and work programs to increase the likelihood of increasing household incomes.

The city continues to work with its partners on improving discharge planning from Foster Care, Hospitals, Mental Health and Correctional facilities. While there are protocols in place for these systems, it is imperative that the city remains vigilant to ensure that those procedures are implemented in an effective manner to avoid people "falling through the cracks".

## **SP-65 Lead based paint Hazards – 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

The City will ensure continued integration and coordination of its efforts in housing and public health programs. The City of Norfolk will collaborate with and work with the NRHA. The city assists through referrals from its Property Maintenance Code Enforcement program, CDBG Renovation Right Grant Program and Homebuyer Assistance programs.

The city anticipates to perform lead hazard control activities for a minimum of 100 housing units located in the City of Norfolk through July 2017. The city program addresses lead hazard control activities primarily for households with children under the age of six in owner-occupied homes, as well as renter-occupied homes with or without children under the age of six. Lead hazard control activities primarily include window replacement in homes funded with other resources. The city is currently training assessors in DND. Certified employees currently perform housing code enforcement inspections, work write ups and cost estimates for the city's Home Rehabilitation Program. Inspectors also complete progress and financial inspections, as well as visual clearance inspections for all repair projects.

For FY 2017 the city will expand its efforts to identify lead-based paint hazards through implementation of a Homeowner's Rehabilitation Loan Program, which is funded through the CDBG and HOME Program funds and will complete a Lead Risk Assessment for all homes funded with greater than \$5,000 of CDBG and/or HOME Program funds, identify hazards, and implement interim controls or abatement of lead-based paint hazards consistent with program requirements. The city anticipates that an additional 10 homes will be lead-safe for low-income and moderate-income families.

### **How are the actions listed above related to the extent of lead poisoning and hazards?**

For all structures constructed prior to 1978, all work performed on areas that potentially contain lead-based paint shall be tested for lead-based paint. If the lead-based paint is positively identified, treating or removing the lead-based paint in disturbed areas, including interim controls and lead-safe work practices, will be incorporated into the project as required by the amount of CDBG and/or HOME funding. CDBG funding may be used to rehabilitate the property depending upon the level of intervention required. If the homes are built prior to 1978 and the rehabilitation disturbs any lead surface, appropriate lead abatement techniques will be used.

The HOME TBRA programs require visual assessment for lead-based paint hazards as part of the housing inspection if the unit was built before 1978 and a child under the age of six years lives in the unit. If a visual assessment reveals lead-based paint, the renter owner must complete paint stabilization, clean up, and clearance activities before allowing occupancy. Also, renters must sign a receipt that they received the "Protect Your Family From Lead in Your Home" brochure that is kept on file. The providers are required to inform the local health department about children at risk for lead-based paint poisoning.

### **How are the actions listed above integrated into housing policies and procedures?**

The city's CDBG and HOME program policies include provisions for compliance with applicable lead-based paint hazard regulations.

## **SP-70 Anti-Poverty Strategy – 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

The City of Norfolk utilizes approximately 15% allowable to fund public service activities, HOME and ESG funds and local resources to projects that will provide services to foster self-sufficiency and provide affordable housing opportunities and transitional shelter. The goal is to provide opportunities for Norfolk residents to realize a greater degree of economic stability and quality of life by participating in at least one of the following programs:

#### **1. Sufficiency Programs**

**Family Sufficiency Programs:** This program operated by NRHA combines case management, workforce development, credit repair, and homebuyer counseling with the provision of down payment and closing cost assistance from the establishment of personal escrow accounts that result from the reservation of increased rent payments resulting from resident income growth. Participants in the Family Self Sufficiency work towards setting and obtaining future life and career goals by accomplishing specific activities and objectives.

**Norfolk Workforce Development Center (WDC):** The WDC offers Norfolk residents' convenient access to an array of job skills training and public benefits programs as well as access to several City of Norfolk and non-governmental partner agencies. Some of the services provided include:

- Virginia Initiative for Employment not Welfare (VIEW)
- Food Stamp Employment and Training Program (FSET)
- Volunteer Income Tax Assistance Site (VITA)

**Permanent Supportive Housing Services:** Various such as funded CoC, CDBG, and ESG agencies provide case management and after school tutoring to households with disabilities who are living in permanent supportive housing to help them overcome the educational and emotional barriers that prevent self-sufficiency created by the trauma of homelessness.

**Transitional Housing Programs:** Providers will provide transitional housing to approximately house single adult homeless individuals for up to two years. Each client served will receive case management to becoming independent by addressing substance abuse, recovery, education, employment, physical, and mental health issues, budgeting and life skills counseling.

#### **2. Homeless Services**

For FY 2017 the city will recommend a number of programs dedicated to serving the needs of the homeless populations. Each awarded agency will offer some level of supportive services to program participants. Housing stabilization services for existing housing assistance programs have been identified as a system's level gap that will need to be addressed moving forward.

Services will range from family counseling to job skill development, all of which are intended to promote self-sufficiency and prevent a return to homelessness.

The Family Sufficiency Program operated by ForKids, Inc. provide an array of scattered-site, independent living arrangements for youth (16-21 years of age) at a time. The long-term goal is to teach the skills necessary to maintain housing and lead a responsible adult lifestyle. The program offers independent living skills training, education planning, individualized treatment planning and assessment, as well as weekly in-house group meetings for support and Family Self Sufficiency information.

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

Although the mission is to meet the emergency needs of the homeless and at-risk households, it does provide a forum to discuss the many other objectives of its participating members which include measures to reduce poverty and provide affordable housing. The city has recognized the need for taking more coordinated and cooperative approach to addressing anti-poverty and affordable housing needs and policies are implemented in the daily work of DND and will remain. Another approach is the increased funding of the TBRA programs administered by the city as well as homebuyer programs administered by the Norfolk Redevelopment and Housing Authority (NRHA).

## **SP-80 Monitoring – 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City of Norfolk through the Department of Neighborhood Development (DND) will utilize the standards and procedures for monitoring CDBG, HOME and ESG subrecipients. The city will continue to use various administrative mechanisms to track and monitor the progress of HUD-funded projects that are under its control and jurisdiction. The goal is to ensure that consolidated plan related programs and activities are carried out in a timely manner in accordance with federal regulations and other statutory or regulatory requirements. The primary monitoring goals of the city is to provide technical assistance, identify deficiencies and promote corrections in order to improve, reinforce, or augment the City of Norfolk's Consolidated Plan performance.

The city will monitor all CDBG, HOME and ESG subrecipient activities as required by HUD in accordance with the agreement between the agencies and the city, and as required by CDBG, HOME and ESG regulations. Subrecipients are required to submit program and financial reports to facilitate monitoring. Annual monitoring includes ensuring that the subrecipients comply with the terms of their agreements including income and client eligibility, reporting requirements and timeliness. Staff will utilize both "desk monitoring" and internal and/or on-site monitoring to assess the quality of the program performance over the duration of the agreement. Improvements to the monitoring systems and process occur on an ongoing basis.

Other efforts will include on-going communication with subrecipients through the provision of on-site technical assistance when requested. In addition, frequent contacts, written communications, analysis of reports and annual audits (where applicable) and administrative and environmental guidance by city staff will be made.

The Department of Neighborhood Development (DND) will continue to monitor its grant programs in accordance with local policies and procedures and federal regulations as well as reviews the annual single audit reports from its federal grant subrecipients. DND staff will continue to monitor its subrecipients of federal CDBG, HOME and ESG funds. The monitoring process will include on-and off-site reviews to ensure compliance with the goals and objectives of the program and federal regulations. The Department of Finance is tasked to manage the accounting system and the auditors review subrecipients performance data, contractual agreements, environmental reviews, annual single audit reports, etc.

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

The city's FY 2017 (PY 2016) Entitlement Grant Funding and estimated program income amounts are provided below. The city assumed flat funding for FY 2017 (PY 2016) in determining the budget. From the FY 2016 (PY 2015) grant allocations, the city actually received a 2 percent increase in CDBG funding, an 8 percent decrease in HOME, and a 6 percent increase in ESG.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	3,885,982	250,000	853,333	4,989,315	15,543,928	Funds to be used towards LMC, LMA, LMJ, LMH, & \$250K in PI Rehab Payments during FY 17 of deferred loans.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	921,022	25,000	0	946,022	3,664,304	Funds to provide direct homebuyers assistance towards purchase of first home, build housing for income qualified households.\$25K is PI anticipated from repayments of deferred loans. Some funds will be used towards providing subsidies to assist individuals in obtaining rental housing.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	348,293	0	0	348,293	1,393,172	Funds will be used towards street outreach, emergency shelter, rapidly re-housing and homeless prevention services and financial assistance all of which will improve the lives of the homeless and those at risk of becoming homeless. Some funds will provide financial assistance in obtaining rental housing.

Table 54 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The city regularly applies for competitive federal, state, and foundation grants when it meets the application criteria. These funds are used as leverage with local and other grant funds to create new and expand existing programs and services. However, the nature and amount of such funding is unknown at this time. Listed below are the various non-HUD resources the city uses to support community development, housing and a wide range of public service activities.

**Federal Resources**

- Low-Income Housing Tax Credits
- Economic Development Initiative
- Continuum of Care
- Medicaid
- Ryan White Title II
- Department of Transportation
- Section 8 Moderate Rehabilitation Program for Single Room Occupancy
- Environmental Protection Agency

**State Resources**

- Housing Trust Fund
- Weatherization Assistance Program
- Department of Health
- Single Room Occupancy Program
- Supportive Housing Program
- Department of Transportation

**Local Resources**

- Community-Based Organizations
- Community Housing Development Organizations
- Financial Institutions (lending and donations)
- Land Donations
- Department of Human Services
- Local charitable foundations and fundraising activities

**Other Resources**

- United Way/ FEMA, EFSP

In addition to the receipt of CDBG, HOME and ESG funds, the city anticipates receiving \$25.7 million to be available over the next five years and combined with other public and private sector sources to address its priority needs.

The city encourages applicants to seek other funding and in-kind contributions from private and public sources to match city funding. Other things being equal, applications with greater matching sources will receive favorable consideration. Although specific matching requirements are not currently defined, the city may implement them in the future. The city prefers not to be the sole source of funding for a project or program. Eligible match sources include, but are not limited to, non-federal funds, tax credit proceeds, privately activity bonds, municipal General Fund monies, lending institutions, foundations, government entities (city or state), earned revenue, volunteer time, and in-kind donations. The city works with NRHA and HOME subrecipients to ensure the HOME match requirement is satisfied as well as works with its ESG subrecipients to satisfy is dollar-for dollar match requirement.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The city will consider the use of publicly-owned land for the construction of affordable housing for low-to moderate-income households as well as provide vacant/undeveloped lots to CHDOs for new construction of affordable housing units on a case-by-case basis.

**Discussion**

Additional creativity, local funding and more partnerships are all necessary if we are to combine to achieve plan objectives, including the use of Low Income Housing Tax Credits (LIHTC) funds for larger development projects.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2016	2020	Affordable Housing		Affordable Housing:	CDBG: \$150,000 HOME: \$500,000	Homeowner Housing Rehabilitated: 5 Household Housing Unit Direct Financial Assistance to Homebuyers: 56 Households Assisted
2	Affordable Rental Housing	2016	2020	Affordable Housing		Affordable Housing:	CDBG: \$500,000	Rental units rehabilitated: 50 Household Housing Unit
3	Public Services	2016	2020	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development		Community Development: Homelessness Special Needs	CDBG: \$582,897	Public service activities other than Low/Moderate Income Housing Benefit: 321000 Persons Assisted
4	Street and Sidewalk Improvements	2016	2020	Community Development		Community Development:	CDBG: \$300,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 53520 Persons Assisted
5	Code Enforcement	2016	2017			Community Development:	CDBG: \$100,000	Housing Code Enforcement/Foreclosed Property Care: 50 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	General Oversight of Planing and Administration	2016	2020	General Planning and Administration Oversight		Planning and Administration	CDBG: \$490,000 HOME: \$91,607 ESG: \$26,122	Other: 3 Other
7	Economic Development	2016	2020	Non-Housing Community Development		Economic Development	CDBG: \$700,000	Jobs created/retained: 23 Jobs Businesses assisted: 5 Businesses Assisted
8	Public Facilities/ Site Improvements	2016	2020	Non-Housing Community Development Site Improvement to Horace Downing Library		Community Development:	CDBG: \$950,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 193210 Persons Assisted
9	Homelessness	2016	2020	Affordable Housing Homeless		Affordable Housing: Homelessness Special Needs	CDBG: \$301,763 HOME: \$187,058 ESG: \$322,171	Tenant-based rental assistance / Rapid Rehousing: 130 Households Assisted Homeless Person Overnight Shelter: 930 Persons Assisted Homelessness Prevention: 800 Persons Assisted

Table 55 – Goals Summary

## Goal Descriptions

1	<b>Goal Name</b>	Affordable Housing
	<b>Goal Description</b>	The city will provide affordable housing opportunities under the CDBG and HOME program with various projects that will aid households who pay more than 30 percent of their income for housing and considered cost burdened and may have difficulty affording necessities such as food, clothing, transportation and medical care.
2	<b>Goal Name</b>	Affordable Rental Housing
	<b>Goal Description</b>	The city will provide financial assistance to landlords in order to complete rental rehabilitation for approximately 50 rental housing units for FY 2017 (PY 2016).
3	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	The city proposes providing funding for 15 public service activities for FY 2017 (PY 2016) provided below in hopes to achieve good results in order to provide needed services to low- to moderate-income households throughout the City of Norfolk over the program year.
4	<b>Goal Name</b>	Street and Sidewalk Improvements
	<b>Goal Description</b>	Provide funding to allow public improvements that will increase the number of persons with mobility impairments full use of the public right of way.
5	<b>Goal Name</b>	Code Enforcement
	<b>Goal Description</b>	Provide housing code enforcement activities for 50 foreclosed and abandoned housing units over the annual plan period.
6	<b>Goal Name</b>	General Oversight of Planning and Administration
	<b>Goal Description</b>	Overall administrative management and oversight of the CDBG, HOME and HESG program over the program year.

7	<b>Goal Name</b>	Economic Development
	<b>Goal Description</b>	<p>Provide CDBG funding to support the following economic development activities:</p> <ol style="list-style-type: none"> <li>1. Local Incentive Hiring program to create or retain 20 low- to moderate-income jobs;</li> <li>2. Provide technical support to help local businesses create or retain 3 low- to moderate-income jobs;</li> <li>3. Provide financial assistance and technical support for 5 SWaM businesses (small women owned and minority owned businesses) over the program year.</li> </ol>
8	<b>Goal Name</b>	Public Facilities/ Site Improvements
	<b>Goal Description</b>	<p>Public Facilities and Site Improvements over the program year include:</p> <ol style="list-style-type: none"> <li>1. Facade Treatment and Business Building Rehabilitation for 3 public facilities totaling to fund repairs and improvements to neighborhood facilities totaling \$250,000;</li> <li>2. Provide for the Public Facility Improvements for 2 activities that include: Improving access to public beaches and restrooms in an effort to modernize the public beach; and</li> <li>3. increase access to broadband and improve internet bandwidth capacity in low- to moderate-income areas to support neighborhoods and business development efforts.</li> </ol>
9	<b>Goal Name</b>	Homelessness
	<b>Goal Description</b>	<p>Funding from HOME and CDBG will provide for:</p> <ol style="list-style-type: none"> <li>1. Financial assistance through the HOME program for its TBRA programs totaling \$187,058 that will benefit 80 income qualifying individuals;</li> <li>2. Street Outreach, Emergency Shelter, Homeless Prevention and Rapid Re-Housing that will benefit approximately 1,730 individuals.</li> </ol>

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The city proposes the FY 2017 (PY 2016) public service and projects, HOME activities and HESG activities provided below and the outcomes the city hopes to achieve with these programs and projects over the annual plan period.

#### Projects

#	Project Name
1	Aids Care Center for Education & Support Services (ACCESS)
2	Child & Family Services/The Up Center
3	HOME-NRHA Administration
4	HOME-NRHA Homebuyer Assistance
5	CHDO-Acquisition, Rehab, Affordable Rental, & Single Residency Housing
6	HOME-City-OTEH-TBRA-End Chronic Homelessness
7	HOME-City-DHS-TBRA Program
8	FY 2017 HESG Activities
9	City of Norfolk-Community Services Board-Jail Case Manager
10	City of Norfolk-Dept. of Human Services-Emergency Utility Payment
11	City of Norfolk-Dept. of Police-Mental Health Crisis Program
12	Foodbank of SEV-Lead the Effort to Eliminate Hunger in Norfolk
13	ForKids, Inc. - Permanent Supportive Housing Services
14	Norfolk Redevelopment & Housing Authority - HomeNet
15	Park Place Health & Dental Clinic
16	St. Columba - Homeless Advocate & Day Center Assistant
17	St. Columba - Next Step Transitional Housing
18	The Planning Council - Continuum of Care Coordinator (CoC)/NHC
19	The Planning Council - Shelterlink
20	The Salvation Army - Hope Day Center
21	Virginia Supportive Housing - Supportive Services at Gosnold Apartments
22	City of Norfolk - CDBG Administration
23	City of Norfolk-Dept. of Neighborhood Development - Comprehensive Planning
24	City of Norfolk-Dept. of Neighborhood Development - Nuisance Abatement/Boardups
25	City of Norfolk-Dept. of Development - Local Incentive Hiring Fund
26	City of Norfolk-Dept. of Neighborhood Development-Renovate Norfolk
27	City of Norfolk-Dept. of Development-Economic Development Support

#	Project Name
28	City of Norfolk-Dept. of Development-SWaM Activities & Business Cafe
29	City of Norfolk-Dept. of Neighborhood Development-Rental Rehabilitation Project
30	City of Norfolk-Dept. of Public Works - ADA Ramps
31	City of Norfolk-Dept. of Neighborhood Development-Neighborhood Facilities/Site Improvements
32	City of Norfolk-Dept. of General Services-Improve Access to Public Beaches & Restrooms
33	City of Norfolk-Dept. of Communications & Technology-Increase Access to Broadband/Internet Bandwidth
34	NRHA - Revolving Loan Fund
35	Horace C. Downing Library Renovations (Re-Programmed Funds)
36	Community Infrastructure & Economic Development (Re-Programmed Funds)
37	Community Infrastructure & Economic Development (Re-Programmed Funds)

**Table 56 – Project Information**

**Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

The city developed its priorities and allocations based on input, discussions with stakeholders, citizens and the Community Assessment Survey. The city will continue to support non-profit agencies, homeless providers, local housing authority, and special needs groups to meet the needs of underserved persons throughout the community; however, the primary obstacle in meeting underserved needs remains the lack of funding. Federal and state and local funding simply isn't enough to meet demand. Over the past five years the city saw more than 18 percent and 50 percent reduction, respectively. Reductions in state aid to the city and the local budget have prohibited the city from being able to cover this funding gap, leaving many worthy and valuable programs unfunded and under-funded.

In addition to the projects listed above, the city will allocate funding that involves households that are cost burdened and severely cost burdened by placing priority on providing funds for housing rehabilitation, homeless assistance and services and affordable rental housing.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Aids Care Center for Education & Support Services (ACCESS)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services Affordable Housing Homelessness
	<b>Needs Addressed</b>	Affordable Housing: Community Development: Homelessness Special Needs
	<b>Funding</b>	CDBG: \$39,529
	<b>Description</b>	The CHAP-Norfolk Program provides assistance to homeless persons in obtaining affordable housing and related supportive services to enable persons with special needs (HIV/AIDS) to live with dignity.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	According to the agency, 26 low- to moderate-income households plan to be benefit from this public service activity.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
2	<b>Project Name</b>	Child & Family Services/The Up Center
	<b>Target Area</b>	
	<b>Goals Supported</b>	General Oversight of Planning and Administration
	<b>Needs Addressed</b>	Affordable Housing: Community Development: Economic Development Planning and Administration
	<b>Funding</b>	CDBG: \$3,303,085

	<b>Description</b>	The Parent as Teachers program will provide Norfolk families with parent education, support, and the encouragement parents need to help their children develop optimally during the crucial early years of life. The program will monitor child development, promote positive parent-child interaction, and screen for developmental and medical delays.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The FY 2017 (FY 2016) CDBG projects are planned to benefit low- to moderate-income Norfolk residents.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>3</b>	<b>Project Name</b>	HOME-NRHA Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	General Oversight of Planning and Administration
	<b>Needs Addressed</b>	Planning and Administration
	<b>Funding</b>	HOME: \$91,607
	<b>Description</b>	Funding will provide general management and oversight for the HOME Program.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	The Norfolk Redevelopment and Housing Authority has been allocated HOME Administration funds capped at ten percent of total HOME grant.
	<b>Planned Activities</b>	Provide HOME funds and allocate the funds to NRHA to provide the general management oversight.
<b>4</b>	<b>Project Name</b>	HOME-NRHA Homebuyer Assistance
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing:

	<b>Funding</b>	HOME: \$504,204
	<b>Description</b>	Funding will provide down payment and closing cost assistance to first-time homebuyers.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The NRHA Homebuyer Assistance Program plans to assist 16 low- to moderate-income homebuyers with down payment and closing cost assistance to first-time income qualified homebuyers with either an existing home or constructing a new home.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Provide down payment and closing costs assistance to first-time homebuyers who are low- to moderate-income qualified in an effort to purchase of a newly constructed or existing housing unit.
5	<b>Project Name</b>	CHDO-Acquisition, Rehab, Affordable Rental, & Single Residency Housing
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing:
	<b>Funding</b>	HOME: \$138,153
	<b>Description</b>	Funds will provide for new construction, acquisition and/or rehabilitation of housing units.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that two low- to moderate-income families will purchase homes with this HOME funds assistance.
	<b>Location Description</b>	This is available citywide.

	<b>Planned Activities</b>	<p>The city plans to allocate HOME CHDO funding to a certified CHDO organization for new construction, acquisition and/or rehabilitation of housing units. The CHDO will invest strategically in Norfolk neighborhoods in an effort for income qualified homebuyers in purchase a housing unit.</p> <p>A location has not been defined yet; however, it is anticipated that the planned activity include selection of a developer for the two housing units, an execution of an agreement and begin site design during the program year.</p>
<b>6</b>	<b>Project Name</b>	HOME-City-OTTEH-TBRA-End Chronic Homelessness
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Rental Housing
	<b>Needs Addressed</b>	Affordable Housing: Homelessness
	<b>Funding</b>	HOME: \$87,058
	<b>Description</b>	The City of Norfolk's Office to End Homelessness TBRA program will provide assistance to individuals and families with disabilities and who have experienced or are experiencing homelessness.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Office to End Homelessness will be funded for its Tenant Based Rental Assistance (TBRA) program. An estimated 40 income qualified individuals will benefit from this program in receiving direct financial assistance.
	<b>Location Description</b>	This program is provided citywide.
<b>Planned Activities</b>	The program is designed to assess each client with households with disabilities and histories of repeated prolonged homelessness to obtain rental housing, create affordability and stability, and increase income until the clients' gains independence.	
<b>7</b>	<b>Project Name</b>	HOME-City-DHS-TBRA Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Rental Housing
	<b>Needs Addressed</b>	Affordable Housing: Homelessness
	<b>Funding</b>	HOME: \$100,000

	<b>Description</b>	The City of Norfolk's Department of Human Services will provide security deposits and/or rent expenses for income-eligible households.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Norfolk Department of Human Services estimate in providing 40 income qualified individuals with direct financial assistance.
	<b>Location Description</b>	This program is provided citywide.
	<b>Planned Activities</b>	The Department of Human Services (DHS) will provide direct financial assistance using HOME funds towards security deposits for 40 income qualified low-income individuals.
<b>8</b>	<b>Project Name</b>	FY 2017 HESG Activities
	<b>Target Area</b>	
	<b>Goals Supported</b>	Homelessness Affordable Rental Housing
	<b>Needs Addressed</b>	Affordable Housing: Homelessness Special Needs Planning and Administration
	<b>Funding</b>	ESG: \$348,293
	<b>Description</b>	The FY 2017 Emergency Solutions Grant Program will provide essential services to homeless individuals and families, to help operate and improve the number and quality of emergency shelters , and to prevent families/individuals from becoming homeless. FY 2017 HESG Admin - \$26,122Street Outreach Activities: City of Norfolk-Office to End Homelessness-Street Outreach-\$29,405The Salvation Army-Street Outreach-\$10,000Virginia Supportive Housing-Street Outreach-\$15,000Emergency Shelter Activities: ForKids, Inc.-Haven House Emergency Shelter-\$47,216St. Columba Ecumenical Ministries-Day Center Emergency Shelter-\$29,479The Salvation Army-Day Center Emergency Shelter-\$18,186YWCA of SHR-Women in Crisis Emergency Shelter-\$32,478ForKids, Inc.-Rapid Re-Housing, Relocation & Stabilization-\$73,215The Planning Council, Inc. - Homeless Prevention Program-\$73,215
	<b>Target Date</b>	6/30/2018

	<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p>	<ol style="list-style-type: none"> <li>1. Administration: N/A</li> <li>2. Street Outreach through the Office to End Homelessness, The Salvation Army and Virginia Supportive Housing estimates in providing services for 800 homeless individuals.</li> <li>3. Emergency Shelters including ForKids, The Salvation Army, and the YWCA of South Hampton Roads and a Day Center, St. Columba Ecumenical Ministries, Inc., estimates in providing services for 800 persons.</li> <li>4. Homeless Prevention program through the Planning Council estimates that the program will provide services for 80 individuals.</li> <li>5. Rapidly Re-Housing through ForKids, Inc., program estimates providing services for 50 households.</li> </ol>
	<p><b>Location Description</b></p>	<p>Area shelters are located in the following census tract areas of Norfolk: Fairmount Park, 31; 36, Ocean View, 2.01; and 59.03.</p>
	<p><b>Planned Activities</b></p>	<p>The city plans to fund 10 programs including:</p> <ol style="list-style-type: none"> <li>1. ESG administration that provides management and oversight over the HESG program capped at 7.5 percent.</li> <li>2. Street Outreach that will provide outreach services to ensure homeless individuals living on the streets and abandoned buildings are approached and assisted with emergency shelter access, housing or critical services, providing urgent, non-facility based care, case management, emergency health and mental health services, and transportation services.</li> <li>3. Operating Costs associated with area emergency shelters and day center that provided needed shelter services for the homeless individuals.</li> <li>4. Homeless Prevention provides services in an effort to prevent homelessness to at-risk of homeless households that would otherwise become homeless.</li> <li>5. Rapidly Re-Housing program aims to reduce the number of homeless individuals in shelters and who are in and out of shelters and move them into permanent housing.</li> </ol>
<p><b>9</b></p>	<p><b>Project Name</b></p>	<p>City of Norfolk-Community Services Board-Jail Case Manager</p>
	<p><b>Target Area</b></p>	
	<p><b>Goals Supported</b></p>	<p>Public Services</p>

	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$18,367
	<b>Description</b>	The Jail Case Manager Program will provide case management services for offenders to the re-entry into the community in an effort to reduce recidivism.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 10 incarcerated individuals will benefit from this activity. The activity will provide social casework to offenders to the re-entry into the community in an effort to reduce recidivism.
	<b>Location Description</b>	
	<b>Planned Activities</b>	Social casework will be provided to approximately 10 individuals incarcerated in Norfolk on a regular basis in order to prevent recidivism.
<b>10</b>	<b>Project Name</b>	City of Norfolk-Dept. of Human Services-Emergency Utility Payment
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$66,532
	<b>Description</b>	Funds will be used to provide utility subsistence payments to income eligible Norfolk households in order to assist families to cover imminent loss of utilities in their residence. Utility payments will not exceed three consecutive months for qualified individuals or families.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 68 households (low to moderate income) will benefit from this program.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Clients will provide an application for financial assistance to help low to moderate income households with subsistence payments for their water bill in order to cover imminent loss of utilities in their residence.
<b>11</b>	<b>Project Name</b>	City of Norfolk-Dept. of Police-Mental Health Crisis Program
	<b>Target Area</b>	

	<b>Goals Supported</b>	Public Services Homelessness
	<b>Needs Addressed</b>	Community Development: Homelessness
	<b>Funding</b>	CDBG: \$75,000
	<b>Description</b>	The Norfolk Police Department will be work with the Norfolk Community Services Board to enhance the emergency services to persons with serious mental illness crisis.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 10 persons (low to moderate income) will benefit from this program. The program works to strengthen collaboration among the City's Police Department, the Norfolk Community Service Board, mental health providers, and social service providers in an effort to improve access to care.
	<b>Location Description</b>	Citywide.
	<b>Planned Activities</b>	
12	<b>Project Name</b>	Foodbank of SEV-Lead the Effort to Eliminate Hunger in Norfolk
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development: Homelessness Special Needs
	<b>Funding</b>	CDBG: \$29,000
	<b>Description</b>	Funds will provide partial costs for one year of utility costs for the Foodbank warehouse. The program provides food assistance/hunger relief for the benefit to eliminate hunger in Norfolk. The Foodbank provides approximately 4 million pounds of food to residents of Southeastern Virginia who reside at or below the federal poverty level.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Provide more than 4.9 million pounds of emergency food to Norfolk residents (Low to moderate income) who reside at or below the federal poverty level. The agency will provide food to those in need of emergency food throughout the program year.
	<b>Location Description</b>	

	<b>Planned Activities</b>	
<b>13</b>	<b>Project Name</b>	ForKids, Inc. - Permanent Supportive Housing Services
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services Homelessness Affordable Rental Housing
	<b>Needs Addressed</b>	Affordable Housing: Community Development: Homelessness Special Needs
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	The Permanent Supportive Housing Services program provides housing stabilization case management for high-risk families in an effort to keep them stabilized in the community rather than emergency shelters.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The program will benefit approximately 10 households (low to moderate income) and who are high and very high risk households in an effort to keep them stabilized in the community rather than emergency shelters.
	<b>Location Description</b>	
	<b>Planned Activities</b>	Funds will support partial salary staff to support a case manager position for households with disabilities by providing family assessment and referrals to mainstream services; and provide after school tutoring and enrichment activities to help further education goals.
<b>14</b>	<b>Project Name</b>	Norfolk Redevelopment & Housing Authority - HomeNet
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing:
	<b>Funding</b>	CDBG: \$65,882
	<b>Description</b>	The HomeNet Program provides homeownership counseling and educational services to potential first-time homebuyers to strengthen long-term homeownership success.
	<b>Target Date</b>	6/30/2017

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	NRHA will provide homeownership assistance to 101 individuals. The agency will provide homeownership counseling to 101 potential first-time homebuyers and attempt to remove credit report barriers, and improve savings and derogatory debt to ensure positive outcomes.
	<b>Location Description</b>	
	<b>Planned Activities</b>	The agency will provide potential first-time homebuyers with an opportunity to become homeowners by improving credit rating and increase savings.
<b>15</b>	<b>Project Name</b>	Park Place Health & Dental Clinic
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development: Homelessness Special Needs
	<b>Funding</b>	CDBG: \$35,137
	<b>Description</b>	The Park Place Health & Dental Clinic Program provides low-cost dental care for low-income, unemployed, and underemployed Norfolk adults.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Funds for this project will provide needed dental services for approximately 1,000 people who are low income, unemployed and underemployed Norfolk residents.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>16</b>	<b>Project Name</b>	St. Columba - Homeless Advocate & Day Center Assistant
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services Homelessness
	<b>Needs Addressed</b>	Community Development: Homelessness Special Needs
	<b>Funding</b>	CDBG: \$16,052

	<b>Description</b>	The Homeless Advocate & Day Center Assistant Program will provide client management services for adult homeless individuals through intake interviewing and assessment as homeless individuals move towards self-sufficiency.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The agency plans to provide needed client services for 600 homeless individuals with client management services.
	<b>Location Description</b>	Fairmount Park - Census Tract No. 31
	<b>Planned Activities</b>	
<b>17</b>	<b>Project Name</b>	St. Columba - Next Step Transitional Housing
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Homelessness Special Needs
	<b>Funding</b>	CDBG: \$22,000
	<b>Description</b>	The Next Step Transitional Housing Program is a two-year program that will assist 24 homeless adult males and females that provides case management to assist individuals in becoming independent and self-sufficient by addressing substance abuse recovery, education, employment, physical and mental health, budgeting, and life-skills.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The agency estimates that more than 24 homeless individuals will be assisted. The agency will provide case management for 24 homeless individuals to be housed in a homeless transitional housing program with background checks, drug screenings, and mental health screenings. These individuals may continue to be housed in this program 18-24 months.
	<b>Location Description</b>	These 4 houses are located in the following census tracts: 31, 57.02 and 27. (Fairmount Park, Sewells Gardens, and Park Place West)
	<b>Planned Activities</b>	
<b>18</b>	<b>Project Name</b>	The Planning Council - Continuum of Care Coordinator (CoC)/NHC
	<b>Target Area</b>	

	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$37,808
	<b>Description</b>	The Continuum of Care Coordinator will provide administrative support to the Norfolk Homeless Consortium and coordinate the federal application process for the Continuum of Care grant application for all working sub-committees to ensure the Continuum of Care's strategic plan is carried out.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	According to the agency, 602 homeless individuals will benefit from the program.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
19	<b>Project Name</b>	The Planning Council - Shelterlink
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services Homelessness
	<b>Needs Addressed</b>	Affordable Housing: Community Development: Homelessness Special Needs Planning and Administration
	<b>Funding</b>	CDBG: \$11,079
	<b>Description</b>	Funding will provide partial salary costs for the Norfolk Homeless Management Information System (HMIS) Administrator position to maintain HMIS. The Administrator provides on-going technical support for Norfolk HMIS users.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This program benefits the CoC funding applications submitted by the agency since the agency is the program administrators for the CoC funded programs. They develop, review and assign rankings based community needs.

	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>20</b>	<b>Project Name</b>	The Salvation Army - Hope Day Center
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services Homelessness
	<b>Needs Addressed</b>	Community Development: Homelessness Special Needs
	<b>Funding</b>	CDBG: \$95,158
	<b>Description</b>	The Hope Day Center provides services to homeless individuals such as a safe environment to access mainstream resources, comprehensive case management, housing services, and follow-up services.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The agency will provide services for 800 single homeless individuals.
	<b>Location Description</b>	
	<b>Planned Activities</b>	The agency will provide a safe environment to access mainstream resources, comprehensive case management, housing services, assistance securing and maintaining affordable housing, and provide follow-up services.
<b>21</b>	<b>Project Name</b>	Virginia Supportive Housing - Supportive Services at Gosnold Apartments
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services Homelessness
	<b>Needs Addressed</b>	Community Development: Homelessness Special Needs
	<b>Funding</b>	CDBG: \$25,000

	<b>Description</b>	Supportive Services at Gosnold Apartments provides case management, counseling and assists by linking medical, substance abuse counseling, and community building to those residing at the Gosnold Apartments in an effort to maintain housing for chronically homeless individuals.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The agency will provide services for 60 prior homeless individuals in providing case management services and assists the individuals with linking them to medical, substance abuse, dental services, skills training, and community building for residents at Gosnold Apartments in an effort to maintain housing for the homeless.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
22	<b>Project Name</b>	City of Norfolk - CDBG Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	General Oversight of Planning and Administration
	<b>Needs Addressed</b>	Planning and Administration
	<b>Funding</b>	CDBG: \$300,000
	<b>Description</b>	The CDBG Administration is managed by City's Department of Neighborhood Development who is responsible for all aspects of administration of the HUD Entitlement programs.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The program provides management oversight over the CDBG program.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
23	<b>Project Name</b>	City of Norfolk-Dept. of Neighborhood Development - Comprehensive Planning
	<b>Target Area</b>	
	<b>Goals Supported</b>	General Oversight of Planning and Administration
	<b>Needs Addressed</b>	Planning and Administration
	<b>Funding</b>	CDBG: \$190,000

	<b>Description</b>	Funding will provide general planning costs to support salary to oversee the planning process.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The activity will not provide direct client services but will provide for the oversight over the general planning development for the community development plan for the City of Norfolk.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
24	<b>Project Name</b>	City of Norfolk-Dept. of Neighborhood Development - Nuisance Abatement/Boardups
	<b>Target Area</b>	
	<b>Goals Supported</b>	Code Enforcement
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	The Nuisance Abatement/Board-ups Program will promote neighborhood enhancements through enforcement of applicable building and property maintenance codes aimed at the protection of public health, safety, and welfare.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The project will provide 200 needed housing boardups.
	<b>Location Description</b>	These boardups will occur in low to moderate income areas of Norfolk that will arrest neighborhood decline and preserve stock of affordable housing.
	<b>Planned Activities</b>	
25	<b>Project Name</b>	City of Norfolk-Dept. of Development - Local Incentive Hiring Fund
	<b>Target Area</b>	
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Economic Development

	<b>Funding</b>	CDBG: \$250,000
	<b>Description</b>	The Local Incentive Hiring Fund will provide management oversight to create and/or retain 20 low to moderate income jobs.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The estimated amount of individuals that will benefit from this activity are 20. The agency will create and/or retain 20 low moderate jobs (LMJ).
	<b>Location Description</b>	
	<b>Planned Activities</b>	
26	<b>Project Name</b>	City of Norfolk-Dept. of Neighborhood Development-Renovate Norfolk
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing:
	<b>Funding</b>	CDBG: \$150,000
	<b>Description</b>	The Renovate Norfolk Program will provide financial assistance to income-eligible Norfolk homeowners in renovating their homes. Staff conducts inspections, develop write-ups, and complete cost estimating services.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Renovate Norfolk Right Program is estimated to provide services for 5 low to moderate income households in Norfolk.
	<b>Location Description</b>	Citywide.
	<b>Planned Activities</b>	
27	<b>Project Name</b>	City of Norfolk-Dept. of Development-Economic Development Support
	<b>Target Area</b>	
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Community Development: Economic Development
	<b>Funding</b>	CDBG: \$150,000

	<b>Description</b>	The Economic Development Support Project will provide technical assistance support to help local businesses create or retain low to moderate income jobs.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This activity will technical assistance support to help local businesses create and/or maintain 3 low to moderate income jobs (LMJ).
	<b>Location Description</b>	
	<b>Planned Activities</b>	
28	<b>Project Name</b>	City of Norfolk-Dept. of Development-SWaM Activities & Business Cafe
	<b>Target Area</b>	
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Community Development: Economic Development
	<b>Funding</b>	CDBG: \$300,000
	<b>Description</b>	The SWaM Activities & Business Cafe Project will provide financial and technical assistance to local business to small, women and minority owned businesses.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The project is estimated to support 5 Small Women Owned and Minority Owned Businesses with this activity.
	<b>Location Description</b>	
	<b>Planned Activities</b>	Provide financial assistance and technical assistance to five (5) SWaM activities and Business Cafes.
29	<b>Project Name</b>	City of Norfolk-Dept. of Neighborhood Development-Rental Rehabilitation Project
	<b>Target Area</b>	
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Community Development: Economic Development

	<b>Funding</b>	CDBG: \$500,000
	<b>Description</b>	The Rental Rehabilitation Project will provide landlords who own privately owned homes with financial assistance in order to rehabilitate rental property for low to moderate income households.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This rental rehabilitation project will provide income qualified landlords who owns privately owned homes with financial assistance in order to rehabilitate rental property for low to moderate income households. A total of 20 rental rehabilitations will be completed under this program.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
30	<b>Project Name</b>	City of Norfolk-Dept. of Public Works - ADA Ramps
	<b>Target Area</b>	
	<b>Goals Supported</b>	Street and Sidewalk Improvements
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$300,000
	<b>Description</b>	Funds will provide ADA ramp installation at numerous locations in Norfolk that will allow persons with mobility impairments full use of the public right of way.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The program will provide for the reconstruction of failing sidewalk and curbs and install ADA ramps for improved accessibility in low to moderate income neighborhoods in Norfolk.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
31	<b>Project Name</b>	City of Norfolk-Dept. of Neighborhood Development-Neighborhood Facilities/Site Improvements
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facilities/ Site Improvements
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$250,000

	<b>Description</b>	The Neighborhood Facilities/Site Improvements Project will fund repairs and improvements to neighborhood facilities.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Three (3) Neighborhood Development Facilities and Site Improvements will benefit from this activity that will fund needed repairs and improvements to neighborhood facilities.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
32	<b>Project Name</b>	City of Norfolk-Dept. of General Services-Improve Access to Public Beaches & Restrooms
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facilities/ Site Improvements
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$300,000
	<b>Description</b>	Funding will be used to improve Ocean View Beach and park facilities to improve accessibility and enhance the visitor experience through modernization.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project will provide improved accessibility to the public beach facilities in Ocean View. This activity will also enhance the visitor experience through modernization and create increased accessibility to impaired individuals.
	<b>Location Description</b>	Ocean View area public beaches.
	<b>Planned Activities</b>	Upgrade the current public beaches in Ocean View and modernize for improved accessibility and facilities.
33	<b>Project Name</b>	City of Norfolk-Dept. of Communications & Technology-Increase Access to Broadband/Internet Bandwidth
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facilities/ Site Improvements
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$513,085

	<b>Description</b>	Funding will be used to increase access to broadband and improve internet bandwidth capacity in Low/Mod areas to support neighborhoods and business development efforts.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This will benefit a low to moderate income area (LMI) in Norfolk.
	<b>Location Description</b>	This activity will increase access to broadband and improve internet bandwidth capacity in LMA to support neighborhoods and business development efforts.
	<b>Planned Activities</b>	Increase access to LMA with increased access to broadband and internet bandwidth.
<b>34</b>	<b>Project Name</b>	NRHA - Revolving Loan Fund
	<b>Target Area</b>	
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing:
	<b>Funding</b>	CDBG: \$250,000
	<b>Description</b>	Funding will provide for rehabilitation of older housing in need of renovation.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Revolving Loan is program income project by the Rental Rehabilitation Project that is estimated to receive \$250,000 to provide additional 4 Housing Rehabilitation
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>35</b>	<b>Project Name</b>	Horace C. Downing Library Renovations (Re-Programmed Funds)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facilities/ Site Improvements
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$550,000

	<b>Description</b>	Funds will cover the construction or rehabilitation costs for the library.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project will benefit the public who visits the Horace C. Downing Library. The project will provide needed renovations to better serve the public.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
36	<b>Project Name</b>	Community Infrastructure & Economic Development (Re-Programmed Funds)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facilities/ Site Improvements
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$175,000
	<b>Description</b>	Funds will support a variety of infrastructure improvements and economic development initiatives.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project will provide funds to support a variety of infrastructure improvements and economic development initiatives.
	<b>Location Description</b>	
<b>Planned Activities</b>		
37	<b>Project Name</b>	Community Infrastructure & Economic Development (Re-Programmed Funds)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facilities/ Site Improvements
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$128,333

<b>Description</b>	Funds will provide financial assistance to for-profit businesses towards building and/or expanding buildings, purchase equipment, or providing operating capital for 2 community infrastructure improvements and economic development initiatives.
<b>Target Date</b>	6/30/2017
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project will provide financial assistance to For-Profit businesses towards building and/or expanding buildings, purchase equipment, or provide operating capital for two (2) community infrastructure improvements and economic development initiatives.
<b>Location Description</b>	
<b>Planned Activities</b>	

## AP-50 Geographic Distribution – 91.220(f)

### Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Low- and moderate-income families and individuals reside in communities throughout the City of Norfolk. Grants and other resources are geographically distributed throughout the city for community development and housing programs. All proposed Consolidated Plan activities are intended to primarily benefit populations that have special needs and citizens with low- and moderate-incomes. Assistance will be directed to areas of the city in which 51 percent or more of households are low- and moderate-income. The city certifies that 70 percent of all CDBG funds expended in FY 2017 (PY 2016) will be used for activities which benefit low- and moderate-income persons and special needs populations.

#### *Geographic Distribution*

#### Geographic Distribution

Target Area	Percentage of Funds
PARK PLACE	
BROADCREEK AREA	
BERKLEY III	
CENTRAL BRAMBLETON	
HUNTERSVILLE	
LAMBERT'S POINT	
BERKLEY IV	

Table 57 - Geographic Distribution

#### Rationale for the priorities for allocating investments geographically

The city proposes to utilize its funding for Fiscal Year 2017 to finance a variety of capital improvement projects and economic development activities in order to target community areas of greatest need and significant potential for positive intervention. The majority of funding will be used to towards homeowner rehabilitation, community infrastructure and economic development activities. In addition, the city will focus on funding community development activities including special needs targeting low- to moderate-income households that also include such needs as abused children, battered spouses, elderly persons, severely disabled adults, homeless persons, illiterate persons and people living with HIV/AIDS.

The FY 2017 strategy is to continue focusing resources on revitalization and other housing and community development needs in Norfolk's communities due to high concentrations of poverty and blight. The city's service delivery strategy focuses mainly in low- to moderate- income census tract areas. Revitalization funds will also be focused in business corridors of Norfolk.

#### Discussion

As the second largest city geographically and the largest city population wise in the Norfolk area since it is increasing difficult to spread diminishing resources across such a large area. The lack of land available

for building or existing structures available for rehabilitation within the City creates a serious barrier that needs to be worked around. The high cost of construction and land acquisition has demanded that the city collaborate with surrounding jurisdictions to create affordable housing to be shared by a formula for each jurisdiction base on the amount of development and maintenance funds placed into the project.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

This section specifies the goals for the the number of homeless, non-homeless, and special needs populations to be provided affordable housing and the number of affordable housing units supported by program type in FY 2017 (PY 2016) by July 1, 2016. To that end, the city projects to accomplish the following objectives to reduce the burden of housing costs and availability.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	1,164
Non-Homeless	2,350
Special-Needs	75
Total	3,589

**Table 58 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	175
The Production of New Units	4
Rehab of Existing Units	100
Acquisition of Existing Units	0
Total	279

**Table 59 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

The production is based on actual numbers from prior years and anticipated funding for the total allocation from HUD. The production of new units will be funded through the HOME Program. The rehabilitation of existing units will be funded through the CDBG Program.

**Households by Population Type:** Through the Low-Income Housing Trust Fund, the city projects it will support, 1,164 housing units targeted for the homeless population group. An additional 75 units targeted to seniors, people with disabilities and people living with HIV/AIDS will be assisted. Funding for affordable housing for non-homeless, low-income individuals will support 100 households.

**Households by Program Type:** Tenant-based rental assistance funded by HOME and ESG funds will assist approximately 175 households. HOME and CDBG funds will support construction of 4 housing units and rehabilitation of 100 housing units. The city is unable to determine if any acquisition units it will support.

**Home Repair Program:** The program will provide minor repairs, paint and accessibility and structure improvements to income-eligible homeowners as well reduce lead hazard in conjunction with ongoing housing rehabilitation projects.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

In 2015, Norfolk Redevelopment and Housing Authority (NRHA), amended its current PHA Plan, which outlines the agency' mission and strategic goals that will guide NRHA's current and future work. NRHA continues to pursue and/or plan for future implementation of the Plan's initiatives, which includes demolition and renovation in some communities.

### **Actions planned during the next year to address the needs to public housing**

NRHA will continue with its commitment to provide affordable units throughout its public housing stock. In addition, NRHA will enable low-income households to choose their place of residence in the private market, further increasing housing opportunities for program participants by subsidizing a portion of the monthly rental obligation through the allocation of a Housing Choice Voucher (HCV) made directly to the landlord. In FY 2017, NRHA will continue to utilize Project Based Vouchers to expand affordable housing opportunities in particularly low poverty areas in the City. Approximately 100 Based Vouchers will be made available through a competitive bid process.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

NRHA will continue to include residents in the planning and implementation of programs by working closely with the tenant organizations in each public housing community. Monthly meetings are held with the tenant organizations to keep them abreast of NRHA initiatives and to obtain their input and feedback. NRHA distributes a survey to each new public housing resident when they move in and when they move out. The purpose of the survey is to obtain feedback on the move in process and input on the services desired to assist residents in improving their quality of life while in public housing. The survey also assists in determining their level of customer satisfaction. An exit survey is conducted at move out to address any issues that may improve the process and/or how information is communicated.

The results of the surveys are used as measurements of NRHA's strengths and deficiencies in its overall service delivery. NRHA will continue to utilize the Resident Advisory Board, which consists of residents of public housing and participants in the housing choice voucher program. As new initiatives and policies are developed, input from the Board will be sought. Overall, resident input will be incorporated into day-to-day operations and policies when feasible. Program descriptions for encouraging homeownership among public housing residents are provided in the 'Discussion' section.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

The public housing agency is not designated by HUD as "troubled" or performing poorly. Historically,

NRHA received the highest HUD ratings for property management and housing choice voucher programs. NRHA will continue to maintain its high performer status through ongoing monitoring and review of key property management indicators. The indicators are physical condition of communities, financial assessment, management operations, and capital fund.

## **Discussion**

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The city will receive an ESG allocation totaling \$348,293 that will benefit the city’s population of homeless and those at-risk of becoming homeless. The city and its partners including the Office to End Homelessness, the Department of Human Services, and the Norfolk Community Services Board continue to make significant progress in implementing Norfolk’s original Blueprint to End Homelessness (“the Plan”). The three core tenets of the Plan are to:

- Prevent homelessness wherever possible;
- Rapidly re-house people when homelessness cannot be prevented; and
- Provide a wraparound services that promote housing stability and self-sufficiency.

The city joins the SVHC CoC’s vision to make homelessness “rare, brief and non-occurring”. The Plan originally called for a change from a shelter-based system, focused on temporary fixes; to a housing-first model emphasizing long-term living solutions for the literally homeless. To that end, Norfolk and its non-profit homeless provider partners have reduced the number of temporary shelter and transitional beds while significantly increasing the inventory of rapid re-housing, tenant-based rental assistance, permanent supportive housing and permanent housing slots.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

All agencies receiving funding through the U.S. Department of Housing and Urban Development's (HUD) Continuum of Care (CoC) and the Emergency Solutions Grant (ESG) homeless assistance programs are required to have in place a coordinated process by which households experiencing homelessness are assessed and prioritized for homeless assistance. Reaching out to homeless persons, especially unsheltered persons, and assessing their individual needs. The estimated date for all activities will begin July 1, 2016 through June 30, 2017.

**Outreach and Engagement:** The city will utilize CDBG and ESG funds to support the work of the Norfolk Street Outreach Partnership. The Partnership targets unsheltered homeless individuals, including youth, chronically homeless, and veterans living on the street, connecting them to basic needs such as shelter, food, clothing and urgently needed addiction, medical and/or mental health services. The team also assesses the vulnerability of those they encounter and advocates for a permanent housing solution. - 455 individuals served.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

***Addressing the emergency shelter and transitional housing needs of homeless persons:*** In

coordination with the CoC and area homeless service providers, the emergency shelter component of the city's network provides a safe platform for addressing the urgent housing needs of a household when a diversion strategy or a housing first placement is not immediately possible. Supported by the CDBG and ESG programs, the goal is to continue to reduce the average length of stay for a household in emergency shelter, while ensuring enough time is provided to allow a client to stabilize and be assessed and connected to long-term housing. - 555 individuals served.

**Transitional Housing:** While the city has joined the CoC in adopting the "housing first" model, the city also recognizes the value of continuing to support the operation of high performing transitional housing to focus on those households who require a more intensive service oriented program than rapid rehousing options traditionally can provide, but do not require the length of stay connected with permanent supportive housing--160 households served.

**Foodbank Food Supply:** As part of its emergency food program, the Foodbank of Southeastern Virginia provides food to shelters throughout the city to feed people who are homeless. Approximately seven shelters located within the city participate--200,000 individuals served.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Building on the successful coordination of the city's and CoC's resources Norfolk will utilize its funding to support the following approaches:

**Rapid Re-Housing Assistance:** Tenant-based rental assistance programs including Rapid Re-Housing and HOME-TBRA will be used to help households who have already fallen into homelessness be re-housed as quickly as possible by providing a security deposit and/or short-term rental assistance until sufficient income or a permanent tenant-based subsidy is in place--125 households will be served.

**Permanent Supportive Housing Services:** Virginia Supportive Housing (VSH) opened Crescent Square in Virginia Beach in March 2016 and is on target to complete the sixth regional Single Room Occupancy (SRO) apartment complex, Church Street Station in Norfolk late in 2017, adding 40 additional units for disabled and/or chronically homeless Norfolk residents.

**The Norfolk Community Services Board** was awarded a SAMSHA grant that will provide mental health and substance abuse case management and treatment services for people experiencing homelessness while re-housing them with existing rental subsidies or with subsidies provided through the grant.

**The Norfolk Redevelopment and Housing Authority** is proposing that a portion of the PH units

(approximately 80) and HCV vouchers (approximately 36) annually be targeted to homeless households in the agency's FY 2017 plan--*175 individuals served.*

**Shelter Plus Care:** The city also offers rental subsidies paired with a range of supportive services to disabled homeless individuals or families, including chronically homeless. Services include case management, employment assistance, and counseling and substance use services--Planned Outcomes 2017 - 1,000 individuals served.

**Permanent Housing with Short-Term Supports:** This program model targets households that need short term assistance (up to 12 months) with supportive services to move them towards a goal of self-sufficiency. HOME funded TBRA continues to expand and is serving households with good outcomes--*100 individuals served.*

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The CoC, in coordination with regional efforts, emphasizes systems integration efforts that focus on appropriate discharge planning for special populations. The South Eastern Coalition is charged with addressing coordination between child-welfare, corrections, homeless providers and other relevant entities. Additionally, the Mayor's and Chair's Regional Taskforce on Homelessness convenes a group to improve systems coordination in these areas. The city's HART Team through the Department of Human Services coordinates homeless prevention resources. These services contribute to homelessness prevention for low-income households.

**Homeless Prevention:** The city supports the HART Team works in coordination with the Regional Housing Crisis Hotline call center to conduct initial evaluations and referrals to available prevention assistance agencies, including the city's Rental Assistance Program, to provide homeless prevention supportive services. *105 individuals served with ESG rental assistance; 75 individuals served with homeless prevention supportive services; 2,000 Norfolk individuals served by the Regional Housing Crisis Hotline.*

**Community Service Centers:** Direct services are offered through various outside agencies where assessments, case management, counseling for victims of domestic violence, emergency food, transportation, and emergency rental and utility assistance are provided. Workforce services are co-located at various agencies as well as provides veterans employment assistance that helps veterans access a variety of benefit programs.

**Emergency Food Assistance for At-Risk Populations:** The city provides emergency food assistance for

at-risk populations using the Foodbank of Southeastern Virginia to increase the availability and accessibility of healthy and fresh food options to help at-risk residents meet their nutritional needs--75 agencies participate.

## **Discussion**

Partner with market rental landlords and private homeowners in an effort to increase the supply of affordable rental units and single family homes for low income individuals and families with high housing barriers, ensure access to supportive services and mainstream resources that addresses poor credit and rental histories and advocate for housing developers to create more affordable housing for low income families.

Planned activities in this area include:

- Continue to fund Rapid Re-Housing Programs and provide training to providers;
- Develop unified policies and standards for homeless programs;
- Improve connections between Intake and homeless programs to reduce the number of households entering homelessness and reduce the length of time people experiencing homelessness;
- Continue to develop permanent supportive resources; and
- Improve the use of HMIS data to analyze performance and outcomes both at the continuum and provider level.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

The barriers listed in the second question of this section still all exist but the real barriers that influence cities and developers from creating more affordable housing are three-fold before we even have a discussion about the areas outlined below. The three barriers are:

1. A lack of affordable or appropriate land, especially in an area that would meet the requirements for the integration of low-mod housing into market rate areas;
2. HUD and federal regulatory requirements no longer contained just within CPD;
3. Lack of reasonable, appropriate permanent financing beyond the highly competitive Low Income Housing Tax Credit (LIHTC) Program. Without LIHTC funds, most new construction projects have no hope of being funded.

Also, there is increased reliance on Project Based Vouchers from the Housing Choice Voucher program to subsidize the rents for the programs that work their way through all the regulatory requirements and get built. With the PIH funding streams now being called into account by Congress and the high cost of subsidy as home ownership decreases and reliance on rental housing increases along with higher rent rates because of the increased demand, even B and C level rental properties face rental gaps that put increasing pressure on subsidies. The increased subsidies combined with flat or lower HCV funding levels reduce the number of participants to be served.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

DND works with each developer on their project to guide them through the regulatory process of HUD and the local jurisdiction. This is increasingly difficult with reduced staff at the HUD level, the developer level and the department level. The city see one or two projects annually, which is a manageable level. However, the city continues to work to eliminate barriers that may limit the production of feasible affordable housing construction that are within the capacity of a local government to address. Foremost among these are zoning and land use regulations. Gap between supply and demand for rental housing in Norfolk continues to pose problems for Norfolk residents, particularly low-income households and persons with disabilities. Although the city and its partners administer a variety of affordable housing programs, getting the information to those who need the assistance can be challenging. The result is the potential for actual reduction of diversity in impacted neighborhoods, along with the concentration of poverty and segregation of persons in protected classifications within poorer neighborhoods. In order to reduce community tensions which may be exacerbated by race, class, and ethnic differences, the city is addressing these concerns in the following areas: **1) *Continue to process and mediate fair housing choice complaints*** referred to Hampton Roads Community Housing Resource Board

(HRCHRB). The HRCHRB will continue to review project marketing plans for compliance against the city's Affirmatively Furthering Fair Housing Rule and will require outreach efforts; **2) NIMBY (Not in My Backyard) Opposition to Affordable Housing:** Community opposition (NIMBY) is still one of the greatest barriers to affordable housing in Norfolk. The city will continue to implement viable programs to promote affordable housing development in the community; **3) Lack of Funding for Affordable Housing:** The city during FY 2017 will coordinate housing rehabilitation for owner-occupied residences through a deferred payment loan program. Financial assistance is provided through due-on-transfer loans with no interest and no monthly payments. Unfortunately, the primary barriers to the production of affordable housing in Norfolk remain the high cost of construction and high property values. These are, for most part, beyond the control of the local jurisdiction. The repayment amount of the deferred payment loans is based on the increase in property value created by the repairs which becomes due upon transfer of property ownership. The owner only pays closing costs, which are usually in the range of about \$300. A promissory note is secured by a recorded deed of trust (lien) for the amount of increase in the property's value resulting from the repairs. For those who qualify, the city intends to offer Veterans and Senior Tax Relief programs and Tax Abatement Program; and lastly, **4) Lack of Supportive Services Matched with Housing:** The city will continue to monitor the changes in the mortgage industry to create opportunities to connect homeowners, particularly priority need owners, with available resources, counseling, and assistance. Historically, the HOME Program was a significant resource for addressing barriers to affordable housing. However, over the past Consolidated Plan period (2012 – 2016), funding has decreased by more than 70 percent. The HOME Program is utilized to create and maintain opportunities for low- and moderate-income households to secure affordable housing.

#### **Discussion:**

Affordable housing needs and lack of affordable land, lack of sustainable funding, increased building cost and large gaps between low- and moderate-income levels and Fair Market Rents create challenges that require creative solutions, constant collaboration among non-profits, state and federal agencies working toward a common goal with reduced staff sizes. This is not impossible but certainly challenging during this phase of affordable history.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The City of Norfolk continues to invest federal funds for the FY 2017 (PY 2016) program year in projects and programs meeting the priority needs of the community. The priority needs include the need to renovate rental housing, renovate owner-occupied housing, provide public facility improvements and promote economic development activities. This section describes the planned actions the city will carry out to meet the strategies identified below.

### **Actions planned to address obstacles to meeting underserved needs**

The city's programs over the years have been heavily oriented toward fostering and maintaining affordable housing. Roughly 50 percent of the city's annual CDBG and HOME funding goes toward housing. The city will maintain its efforts to rehabilitate owner dwelling units, provide rehabilitation towards rental units, and assist lower-income homebuyers to purchase affordable housing units. Over the past five years, CDBG Program funding saw reductions totaling more than \$1.7 million, and the HOME program experienced reductions totaling \$1.1 million dollars.

Even though the city received CDBG and HOME reductions in funding, the city will continue its efforts to foster and maintain affordable housing. The allocation of federal dollars is influenced by the availability of leveraged resources. As a result of these conditions, the city has shifted greater resources towards programs that assist existing housing stock, with particular attention to those programs serving homes falling into disrepair or presenting imminent hazards to residents.

The city will also continue its efforts in providing subsidy assistance for income-eligible residents under 30 percent AMI, and supporting the Supportive Housing Program (SHP) funding, in the provision of supportive services that aid in and help overcome obstacles to moving from homelessness or near homelessness to self-sufficiency. Addressing the lack of affordable rental units and homeownership opportunities through the Housing Trust Fund which will be used to support the development of quality housing for low- to moderate-income Norfolk residents.

### **Actions planned to foster and maintain affordable housing**

The majority of the city's housing resources, especially federal dollars, will work to expand the number of affordable units available across different types of markets, with special attention to renter populations at the lowest income levels and those that require supportive services.

The last few years have seen a shift from homeownership in Norfolk and across the country fueled by lending restrictions, credit ratings damaged during the economic crisis, and consumer perceptions that housing is not a safe investment. To rebuild homeownership markets, the city will partner with other community-based organizations to provide education and counseling for potential homebuyers. The city will continue to expand its post-purchase education efforts and will continue to fund programs that enable homeowners including those who may be underwater on their mortgages and stay in their homes.

The city will also begin its efforts with the Low-Income Housing Trust Fund, which will address the lack of

affordable rental units and homeownership opportunities that will be used to support the development of quality housing for low- to moderate-income Norfolk residents.

### **Actions planned to reduce lead-based paint hazards**

The city will continue to prevent lead poisoning by maximizing the availability of affordable lead safe housing. The City of Norfolk and partnering agencies will work together to increase public awareness and knowledge about lead poisoning prevention in Norfolk. This includes lead-safe educational materials, in-home consultations, and other services to program participants.

Current lead-based paint rules require contractors performing renovation, repair and painting projects that disturb lead-based paint provide the 'Renovate Right: Important Hazard Information for Families, Child Care Providers, and Schools' lead hazard information pamphlet to owners and occupants of child care facilities and to parents and guardians of children under six that attend child care facilities built prior to 1978.

HUD promotes lead training whenever it is offered in Virginia. Both CDBG and HOME programs allow funds to be used to assist with the cost of lead-based paint removal activities, depending upon the type of activity being funded. For instance, once a home is selected for rehabilitation and the initial inspection reveals lead hazards, the rehabilitation plan for the structure is revised to include the necessary abatement. The current maximum amounts available for the Housing Rehabilitation Loan and Home Repair Grant are \$25,000 and \$10,000 respectively. These funds may be used to rehabilitate the property depending upon the level of intervention required.

The HOME TBRA programs requires a visual assessment for lead-based paint hazards as part of the housing inspection if the unit was built before 1978 and a child under the age of six years lives in the unit. If a visual assessment reveals lead-based paint, the rental owner must complete paint stabilization, clean up, and clearance activities before allowing occupancy. Any program participant whose unit was built prior to 1978 will also receive a brochure titled, "Protect Your Family from Lead in your Home." Renters must sign a receipt for the brochure that is kept on file. The providers are required to inform the local health department about children at risk for lead-based paint poisoning.

### **Actions planned to reduce the number of poverty-level families**

The City of Norfolk is dedicated to supporting a continuum of coordinated services to enhance the lives of Norfolk residents, particularly those in need, from birth through the senior years. The city works to promote the independence and well-being of individuals, support families and strengthen neighborhoods by providing direct assistance and administering resources to a network of community-based organizations, social service providers and institutions. The city will continue to use CDBG funding to provide services for low-income residents with the objective of providing basic needs and improving their quality of life and the quality of life for all citizens in the city. The city's Human Services Grant (HSG) and other funding sources are used to support and address the critical and emergency human service

needs of low-income persons and families. The goal of the Human Service Grant funds is to provide or help individuals and households access services that support positive outcomes that promote and help self-sufficiency. Service programs are tailored to meet immediate, short-term, or long-term goals.

### **Actions planned to develop institutional structure**

The City of Norfolk, through the Department of Neighborhood Development (DND), is the lead entity for implementing the FY 2016-FY 2017 First-Year Action Plan. DND works closely with other city government departments such as: Finance, Planning, Public Works, Economic Development, Budget, City Attorney, Police, Community Services Board, etc.

The city also works closely with community-based nonprofit organizations and community development corporations have made major contributions to neighborhood stability and growth, often by managing comprehensive, multi-strategy efforts that address not only housing development, but safety, education, health job skills and retail development. These established partners help implement housing-related programs and strategies that reflect neighborhood needs and culture. The city will continue to encourage private support of these organizations and provide direct support by funding a wide-ranging network of citywide and community-based agencies, as resources allow.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The Norfolk Department of Neighborhood Development (DND) has a hand in creating and rehabilitating strong, healthy housing markets, and DND will continue to strengthen its relationships and coordinate activities with other city departments. In addition, the city will continue to enhance its relationships with partnering agencies by identifying areas of improvement and DND will continue streamlining services where possible as well as continue to improve the reimbursement process, monitoring report preparation, and reporting.

Most importantly would be the coordination of resources among active plans, and communication to all implementation partners involved, will provide opportunities for greater impact while reducing duplication of effort.

### **Discussion:**

The longstanding policy of the city is to affirmatively further fair housing. To that end, the city is actively engaged in activities which promote fair housing and which facilitate handling of complaints as they arise. In 2012, in conjunction with its Five Year Consolidated Plan, the city commissioned an Analysis of Impediments (AI) to Fair Housing Choice. AI identifies impediments and offers recommendations that have become the city's road map for action. The report offers a number of recommendations which the city continues to implement. The Impediments to Fair Housing report may be viewed on the city's website at: <http://www.norfolk.gov/index.aspx?NID=424>.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction:

This section describes specific HUD program requirements for the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and the Emergency Solutions Grant (ESG) programs.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

#### HOME Investment Partnership Program (HOME)

##### Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is

as follows:

Refer to Appendix F for the HOME Resale Policy and Procedures attached.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Refer to Appendix F for the HOME Resale Policy and Procedures attached.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Refer to Appendix F for the HOME Resale Policy and Procedures attached.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Refer to Appendix F for the HOME Resale Policy and Procedures attached.

**Emergency Solutions Grant (ESG)  
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

Refer to Appendix E for the ESG Written Standards.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

Tasked with developing, sustaining, and coordinating a comprehensive continuum of care of homeless services for the citizens of Southeastern Virginia, the SVHC includes more than 100 member agencies and individuals working to address homelessness across 1,700 square miles of land and six jurisdictions: Norfolk, Chesapeake, Suffolk, Franklin, Isle of Wight County, and Southampton County. All of these entities are committed to working together to engage individuals, groups, and organizations throughout the community, including faith partners and members of the private sector, providing services to persons experiencing homelessness or have an interest in the process. Although the 2011 merger resulted in an instantaneous improvement of the coordination of the region's services including an enhancement of the area's HMIS implementation and the more efficient allocation of available resources; the merger actually set the platform for the development of the current CoC wide-coordinated assessment process. Utilizing federal, state, local and private

resources the merged CoC eliminated existing barriers by establishing a “no wrong door” approach for its delivery system implementing a regional service coordination process for the placement of all persons into transitional, permanent and permanent supportive housing, while developing new housing options, a Regional Housing Crisis Hotline and implementing effective strategies to exceed the required performance criteria established under the HEARTH Act and end homelessness. The HEARTH Act requires performance criteria include measures to reduce the length of time individuals and families remain homeless, the rate of households returning to homelessness, the number of homeless individuals and families, and the number of homeless individuals and families who become homeless.

The HEARTH Act also requires continuums to take measures to encourage homeless people to participate in services and include all homeless people served in the homeless management information system (HMIS), while also working to promote jobs and income growth for homeless individuals and families. The City of Virginia Beach opened its Crescent Square Regional Apartments project in December 2015, which includes 10 units of PSH for single homeless adults in Norfolk with two designated units for chronically homeless individuals. City of Norfolk is waiting for the Church Street Station Apartments project development which is set to begin occupancy by early 2017. To stimulate the development of the fifth regional permanent supportive housing project aimed at serving the hardest to serve amongst the homeless single adult population, the city donated the tract of land for the 80 unit building and provided financial resources through its CDBG, HOME and locally funded Capital Improvement Program.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The city utilizes the Request for Proposal process to allocate ESG funds. The city will ensure that all programs awarded meet the ESG categorical requirements. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG. In January 2015, a Point-In-Time (PIT) Count was conducted.

The DND issues a request for proposal at a minimum of every two years for all of its homeless services for ESG and annually for CDBG and HOME. These services include emergency and interim shelter, outreach and engagement and specialized mental health and substance abuse services. DND recently issued within the last year an RFP for its mental program for the first time. Applications are evaluated by internal and external partners who are local experts on these program areas. DND utilizes standard selection criteria in its RFPs.

Grants are awarded for a one-year period with an option taken in FY 2016 to extend for up to one additional year for CDBG for FY 2017. The extension option is contingent upon successful performance of the program and services provided, and upon availability of funds.

The city advertises funding opportunities through local newspapers, posting on the City of Norfolk's webpage, and provide open communication to our for-profit and non-profit organizations.

The City of Norfolk has administered ESG funds since the original program began in 1986. The process for making sub-awards was similar to that used over the last 25 years. Historically, the City publishes requests for ESG proposals in the late fall annually. Agencies submitting application(s) will be required to obtain a letter of support from the CoC endorsing the applicant's proposed project. FY 2017 ESG Focus Group reviewed the FY 2016 awarded and vetted. In order to ensure compliance with HUD's obligation period, the city will continue to request Council's approval to obligate ESG funds by May of every year. The contracts will begin to be developed in July annually and executed within 60 days of HUD's Annual Plan approval.

If religious organizations apply and receive ESG funds, the organization will provide all eligible activities under this program in a manner that is free from religious influence and in accordance with the following principles:

- It will not discriminate against any employee or applicant for employment on the basis of religion and will not limit employment or give preference in employment to persons on the basis of religion;
  - It will not discriminate against any person applying for shelter or any of the eligible activities under this part on the basis of religion and will not limit such housing or other eligible activities or give preference to persons on the basis of religion; and
  - It will provide no religious instruction or counseling, conduct no religious worship or services; engage in no religious proselytizing, and exert no other religious influence in the provision of shelter and other eligible activities under this part. Applicants that are primarily religious organizations are encouraged to contact the city for specifics or refer to 24 CFR 576.23.
4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

Currently, one member of the Southeastern Coalition is a formerly homeless person. Their participation serves to inform the homeless perspective and to help the committee direct any changes in homeless policies. The Continuum of Care (CoC) and the City of Norfolk are working towards enhancing the input from homeless and formerly homeless participants that would include: appointing a homeless representative who understands the process annually to serve on the CoC Review Group, and receive input from the Community Services Board Consumer Advisory Committee.

5. Describe performance standards for evaluating ESG.

Performance measure for ESG activities by program model are listed below. Some performance measures are blank, because agencies negotiate the target with the Department of Neighborhood Development based on target population and program model.

## **Discussion:**

## Grantee Unique Appendices

<b>CITY OF NORFOLK SECTION ATTACHMENTS AND APPENDICES</b>	
Five Year Consolidated Plan/ Strategic Plan/ FY 2017 (PY 2016) Annual Action Plan	
CONPLAN/ STRATEGIC PLAN/ FY 2017 ANNUAL ACTION PLAN SECTION ATTACHMENTS (The Attachments have been made in pdf for accessibility)	ATTACHMENT PG
ES-05: Executive Summary – 24 CFR 91.200(c), 91.220(b)	
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**CONSOLIDATED PLAN/ STRATEGIC PLAN/ ANNUAL PLAN  
ATTACHMENTS**

**ES-05 EXECUTIVE SUMMARY- 24 CFR 91.200(c), 91.220(b)**

**Table 1: Anticipated Entitlement Amounts Over Seven Years**

Consolidated Plan Program Actual Funding Levels (FY 2011 - FY 2017)										
Program	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Change (FY16-FY17)	Change (FY11-FY17)	% Change FY11-FY17
<b>CDBG</b>	\$5,622,885	\$4,717,818	\$3,887,210	\$4,018,211	\$3,886,824	\$3,869,059	<b>\$3,885,982</b>	\$16,923	-\$1,736,903	-30.9%
<b>HOME</b>	\$1,982,275	\$1,746,031	\$1,024,324	\$948,758	\$958,639	\$884,459	<b>\$916,076</b>	\$31,617	-\$1,066,199	-53.8%
<b>ESG</b>	\$226,225	\$227,807	\$408,550	\$283,584	\$326,434	\$346,458	<b>\$348,293</b>	\$1,835	\$122,068	54.0%
<b>Total</b>	<b>\$7,831,385</b>	<b>\$6,691,656</b>	<b>\$5,320,084</b>	<b>\$5,250,553</b>	<b>\$5,171,897</b>	<b>\$5,099,976</b>	<b>\$5,150,351</b>	<b>\$50,375</b>	<b>-\$2,681,034</b>	<b>-30.7%</b>

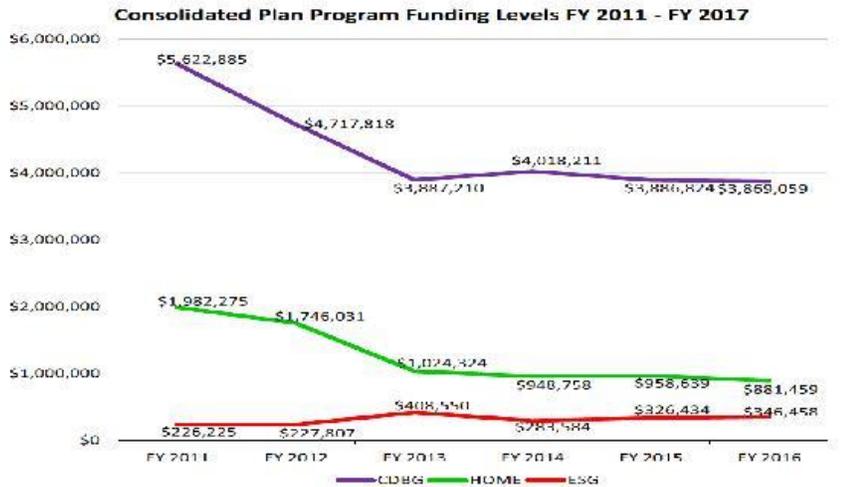
**Table 2: ConPlan Program Funding Levels for CDBG, HOME and ESG Over Five Years**

Listed below is the funding the city anticipates receiving from HUD for each of the entitlement programs in fiscal years FY 2017 – FY 2021.

Entitlement	CDBG	HOME	ESG	Total
FY 2017	\$3,885,982	\$916,076	\$348,293	\$5,150,351
FY 2018	\$3,885,982	\$916,076	\$348,293	\$5,150,351
FY 2019	\$3,885,982	\$916,076	\$348,293	\$5,150,351
FY 2020	\$3,885,982	\$916,076	\$348,293	\$5,150,351
FY 2021	\$3,885,982	\$916,076	\$348,293	\$5,150,351
<b>Total Anticipated Funding</b>	<b>\$19,429,910</b>	<b>\$4,580,380</b>	<b>\$1,741,465</b>	<b>\$25,751,755</b>

*Anticipated Funding for FY 2017-FY 2021 Consolidated Plan Period*

**Chart 1: Funding Levels Over Seven Years (FY 2011 through FY 2017)**



**NA-40 HOMELESS NEEDS ASSESSMENT – 91.205(c)**

**TABLE 1: NATURE AND EXTENT OF HOMELESSNESS (OPTIONAL) TABLE**

**Nature and Extent of Homelessness (Optional) Table**

<b>Race</b>	Sheltered	Unsheltered
White	135	19
Black or African American	423	62
Asian	2	0
American Indian or Alaska Native	1	0
Pacific Islander	1	0
Multiple Races	25	3
<b>Ethnicity</b>		
Hispanic	545	78
Not Hispanic	12	13

**Table 2: 2016 Point In Time Count (PITC)**

<b>2016 Point In Time (PIT) Count</b>	<b>2016 SVHC Results</b>	<b>2016 PITC Norfolk Results</b>
<b>Total Number of Homeless Persons</b>	<b>723</b>	<b>563</b>
Total Number Sheltered	638	519
Total Number of Unsheltered	85	44
Total Number of Adults	596	495
Total Number of Children	127	68
Total Number of Families*	58	32
Total Number of Persons in Families*	197	106
Total Number of Unsheltered Families	7	1
Total Number of Unsheltered Children	12	1
Total Number of Adult Only Households	523	456
Total Number of Persons in Adult Only Households	526	457
Total Number of Unsheltered Persons in Adult Only Households	63	41
Total Number of Persons in Households with only Children	0	0
Total Number of Parenting Youth	13	5
Total Number of Unaccompanied Youth	29	29
Total Number of Chronically Homeless	34	28
Total Number of Veterans	78	67
Total Number of Female Veterans	11	6
<b>The following numbers include only the sheltered population.</b>		
Total Number of Domestic Violence Victims	76	65
Total Number of Individuals with a Substance Abuse Problem	98	89
Total Number of Individuals with Mental Illness	123	112
Total Number of HIV-positive Individuals	7	6

**MA-05 OVERVIEW –**

**CHART 1: AMERICAN HOUSING SURVEY ESTIMATES**

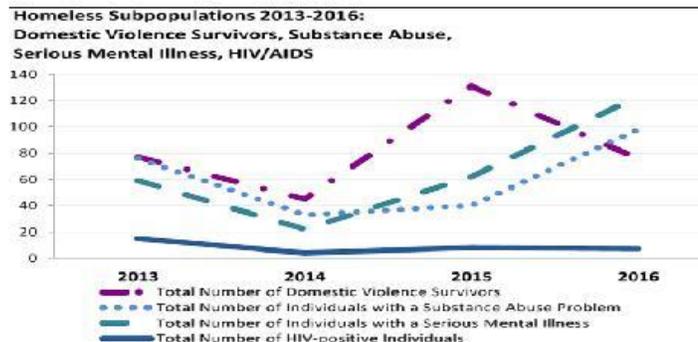
American Housing Survey Estimates			
Year Built	Age in Years	No. of Homes	Percent
1939 or earlier	69+	15,209	15.8%
1940 to 1949	59-68	12,146	12.5%
1950 to 1959	49-58	20,816	21.5%
1960 to 1969	39-48	12,622	13.1%
1970 to 1979	29-38	12,984	13.5%
1980 to 1989	19-37	9,645	10.0%
1990 to 1999	19-18	5,321	5.5%
2000 to 2004	4-8	3,760	3.9%
2005 and later	0-3	3,713	3.9%
<b>Total</b>		<b>96,216</b>	<b>99.9%</b>

**MA-10 HOUSING UNITS – HOMELESS SUBPOPULATIONS**

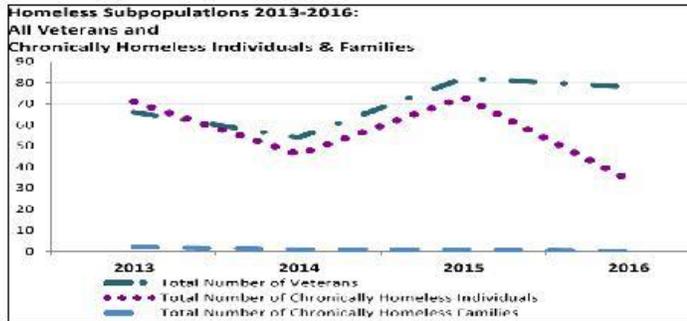
**TABLE 1:** The sheltered and unsheltered counts for each category as shown in table below and there were no families identified in the 2016 PITC.

Sheltered and Unsheltered Persons in Norfolk			
Individuals	Sheltered	Un-Sheltered	Total
Chronically homeless individuals and families	28	6	34
Persons with severe mental illness	112	11	123
Chronic Substance Abuse	91	7	98
Veterans and their families	88	8	96
Persons living with HIV/AIDS and their families	5	2	7
Victims of domestic violence	69	7	76

**CHART 1: HOMELESS SUBPOPULATIONS**



## CHART 2: HOMELESS SUBPOPULATIONS



## MA-50 NEEDS AND MARKET ANALYSIS –

### COMMUNITY ASSETS IN THESE AREAS/ NEIGHBORHOODS

Low to Moderate Income Census Tracts Using HUD 2000 Definition			
Census Tract	Name	Census Tract	Name
2.01.	OCEAN VIEW	43	BRAMBLETON (NORTH), MOTEN
4	WILLOUGBY	44	ROBERTS VILLAGE/ BOWLING GREEN
5	PAMLICO	46	CHESTERFIELD HEIGHTS
6	OCEANAIR, BAYVIEW	47	BRAMBLETON (SOUTH), NSU
8	MERRIMAC PARK, COMMODORE PARK	48	TIDEWATER GARDENS
9	NAVAL BASE	50	BERKLEY (NORTH)
11	GLENWOOD PARK	51	CAMPOSTELLA HEIGHTS
13	SUSSEX	52	DIGGS TOWN, OAKLEAF FOREST
14	WARDS CORNER	53	BERKLEY (SOUTH)
16	TITUSTOWN	55	MONTICELLO VILLAGE
17	TALBOT PARK	57.01	SOUTHERN SHOPPING CENTER
25	LAMBERT'S POINT, ODU	57.02	SEWELLS GARDENS
26	NORTH COLLEY	58	ROSEMONT, OAKWOOD
27	PARK PLACE (WEST)	59.01	WELLINGTON OAKS, NORVIEW
29	PARK PLACE (EAST)	59.03	FOX HALL, COMMERCE PLACE
31	FAIRMONT PARK	61	ESTABROOK, COLEMAN PLACE
32	SHOOP PARK AREA	64	INGLESIDE, NORFOLK SQUARE
33	BALLENTINE PLACE	65.01	EAST OCEAN VIEW (WEST)
34	LINDENWOOD, VILLA HEIGHTS	65.02	EAST OCEAN VIEW (EAST BEACH)
35.01	HUNTERSVILLE (EAST)	66.04	SHORE DRIVE, CAMELLIA GARDENS
35.02	HUNTERSVILLE (WEST)	67	AIRPORT, LAKE WRIGHT
41	YOUNG TERRACE, CHURCH STREET	69.01	JANAF, MILITARY CIRCLE
42	CALVERT SQUARE, CHURCH STREET	70.01	CROWN POINT, RABY ROAD



**SP-55 STRATEGIC PLAN BARRIERS TO AFFORDABLE HOUSING**

**TABLE 1: BARRIERS TO AFFORDABLE HOUSING AND HOW TO OVERCOME THEM**

Barriers to Affordable Housing and How to Overcome Them				
Barrier/ Issue	Action to Overcome	Where	How	Desired Result
Lack of Appropriately Zoned Land for Housing Development	Rezone land to allow housing as a by-right use	City's strategic plan growth area	Develop proposal and request adoption by Planning Commission and City Council	Proposals for housing do not have to go through a rezoning process; more land is available for housing
Allowable density combined with cost of land make development of affordable housing difficult.	Rezone land to allow increased density by-right when it includes some affordable units (both higher allowable density and density bonuses)	City's strategic plan growth areas	Develop proposal and request adoption by Planning Commission and City Council	Affordable housing is more feasible due to higher density/ owner land cost. Affordable housing proposals do not have to go through a rezoning process
Market rate housing is extremely financially attractive; thus affordable housing is unlikely to be built under current market conditions.	Require or incentivize portion of all housing be affordable	In defined zoning categories in strategic growth areas	Develop proposal and request adoption by Planning Commission and City Council	Affordable housing is created within new development and results in income integrated development
Current zoning does not allow housing in certain districts; some locations could provide affordable housing as part of a "mixed-use" development	Allow mixed use development in appropriate locations	In defined zoning categories	Develop proposal and request adoption by Planning Commission and City Council	Lower cost units created, costs are subsidized by retail, commercial use allowance
Cost of land makes affordable units difficult to develop	Provide development subsidies and/or gap financing	In appropriate areas, not related to zoning necessarily	Offer special financing, fee waivers, etc. in order to reduce cost of some/ all units. Also request set-aside of units to be sold to people with referrals/ owner subsidies	Lower cost units and/or units reserved for people in defined income groups and/or with subsidies
Cost of taxes contributes to lack of affordability	Provide appropriate and meaningful tax abatement allowances in return for defined number of affordable units	In strategic growth areas	Develop proposal and request approval of City Council	Total cost of development is reduced, thus increasing affordability if appropriate controls are in place
Review process is lengthy, uncertain and expensive	Reduce review time and increase certainty	Whenever development and redevelopment is desired	Allow zoning changes that will allow more by-right development, thus reducing time and uncertainty	Risk and cost of developing affordable housing is reduced, thus more developments are expected
Low-to-moderate income households unable to realize affordable homeownership due to the lack of funds required for	Utilizing HOME funds to provide direct financial assistance and an affordable first mortgage payment.	Citywide. HOME-assisted buyers may choose where they prefer to live, provided the home is within	The largest barrier for first-time homebuyers to realize homeownership, is the lack of funds required for down-	Increase in decent, safe and affordable homeownership opportunities in Norfolk.

Barriers to Affordable Housing and How to Overcome Them				
Barrier/ Issue	Action to Overcome	Where	How	Desired Result
down payment and closing costs assistance and/or ability to obtain a first mortgage loan with an affordable monthly payment.		their affordability with the direct financial assistance.	payment and closing costs. HOME Direct financial assistance eliminates this barrier and enables eligible homebuyers to obtain a first-mortgage loan amount with an affordable monthly payment.	
Fair Housing for people with disabilities	Communication between government and residents	Citywide	Strengthen education with city and residents about fair housing issues, impact of laws and regulation, and developing affordable housing for people with disabilities.	Engage fair housing forums and Increase number of quality housing for persons with disabilities.

**AP-90 PROGRAM SPECIFIC REQUIREMENTS:**

**HOMELESS PERFORMANCE STANDARDS FOR EVALUATING**

**5. Describe performance standards for evaluating**

Performance measure for ESG activities by program model are listed below. Some performance measures are blank, because agencies negotiate the target with the Department of Neighborhood Development based on target population and program model.

**Outreach and Engagement**

---

90%	of households that will accept one or more basic assistance services.
70%	of households connect to community-based case management, housing or other appropriate situation/settings (i.e., hospital, family reunification).
85%	of households connected to case management and/or supportive services will complete the CoC designated assessment tools and be incorporated into the CoC's service coordination process.
30%	of households incorporated into the CoC's service coordination process will be successfully housed in a stable community based setting directly from the street or a setting not meant for human habitation.

---

**Emergency Shelter**

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100%	of households will attain their basic needs for shelter, food and safety.
90%	of households will be assessed for housing options using the CoC's designated assessment tool(s) and incorporated into the CoC's service coordination process either through direct service or referral to a community based supportive service center.
50%	of households will be connected to case management and/or supportive services either through direct service or referral to a community based supportive service center.
20%	of households incorporated into the CoC's service coordination process will be successfully housed in a stable community based setting.

---

**Community Service Centers (Measurement D)**

---

90%	of households will accept one or more basic assistance services.
85%	Of households will complete the CoC designated assessment tools and be incorporated into the CoC's service coordination process.
90%	of households will be screened for alternative emergency housing as part of a shelter diversion process.
70%/20%	of households with children will be diverted from shelter to alternative emergency housing resolving their homeless episode / households without children will be diverted from shelter to alternative emergency housing resolving their homeless episode
70%	of households exit with a documented linkage to at least one new mainstream benefit, employment, vocational training, or an ongoing home for their medical, mental health or addiction services.
50%	of households incorporated into the CoC's service coordination process will be successfully housed in a stable community based setting .

---

**Homeless Prevention (Measurement E)**

---

100%	of households receive assessment to determine likelihood of homelessness.
85%	of households maintain permanent housing for six months after the financial assistance ends.

---

**Rapid Re-Housing**

80%	of households served and will move into housing within 60 days of referral.
50%	of households served will maintain or increase their income during the program participation period.
75%	of households will exit to permanent destinations.
80%	of households exiting to permanent destinations will remain in housing for 6 months follow-up after financial assistance ends.
70%	of households will not return to homelessness in the following 12 months after program graduation.

**Permanent Supportive Housing (Measurement G)**

100%	of households served will be literally homeless prior to entry.
100%	of households will obtain/maintain mainstream benefits for which they are eligible during the program participation period.
96%	of households will remained housed for at least 7 months
94%	of households will be provided with the occupancy rate and will be maintained throughout the fiscal year.

**Transitional Housing (Measurement H)**

87%	or more, of households will not return to homelessness within 24 months of graduation.
85%	of households will obtain/maintain mainstream benefits for which they are eligible during the program participation period.
83%	of households will exit to permanent housing after graduation.
75%	of households will graduate after nine months or less of program participation.
62%	of households will increase income from employment during the program participation period.
23%	of households will increase income from other sources during the program participation period.

**APPENDICES A-P**

**APPENDIX A**

**CITIZEN PARTICIPATION PLAN**



## **Amendment to FY 2012 – 2016 Citizen Participation Plan**

### **Citizen Participation Plan Revised**

Department of Neighborhood Development  
HUD Entitlement Unit  
401 Monticello Avenue, 1<sup>st</sup> Floor  
Norfolk, Virginia 23510  
Phone: (757) 664-4080  
Fax: (757) 664-6556  
Web: [www.norfolk.gov](http://www.norfolk.gov)  
Email: [grantsmgmtstaff@norfolk.gov](mailto:grantsmgmtstaff@norfolk.gov)

ATTACHMENTS &  
APPENDICES

CITY OF NORFOLK

3

## CITIZEN PARTICIPATION PLAN

### CITIZEN PARTICIPATION PLAN DESCRIPTIONS:

Section 1: Introduction

Section 2: Encouragement of Citizen Participation

Section 3: Development of the Consolidated and Annual Plan

Section 4: Anti-Displacement and Relocation Plan

Section 5: Public Hearings and Notices

Section 6: Assessment of Performance

Section 7: Amendments to the Consolidated or Annual Plans

Section 8: Technical Assistance

Section 9: Comments and Complaints

Section 10: Record Availability and Accessibility to the Public

## CITIZEN PARTICIPATION PLAN

### SECTION 1: INTRODUCTION

The Citizen Participation Plan sets forth the jurisdiction's policies and procedures for participation by the citizens of the City of Norfolk ("City") in activities funded by three federal programs: the Community Development Block Grant ("CDBG"), the Home Investment Partnership ("HOME"), and the Emergency Solutions Grant ("ESG") Program.

### SECTION 2: ENCOURAGEMENT OF CITIZEN PARTICIPATION

The City of Norfolk's Department of Neighborhood Development (DND) is responsible for assuring that all citizen participation requirements under the federal guidelines are met in the development of the Citizen Participation Plan, the Consolidated Plan or Annual Plan, Substantial Amendments thereunto, and Performance Reports. The requirements are set forth in Title 24, Part 91.105, Citizen Participation Plan – Local Governments.

The City of Norfolk will:

- Provide for and encourage citizens to participate in the development of any consolidated or annual plan, any substantial amendment to the consolidated or annual plan, and the performance report.
- The city will especially encourage participation by low-to-moderate income persons, particularly those living in areas where CDBG funds are proposed to be used and residents of predominately low-to-moderate income neighborhoods.
- Take appropriate action to encourage participation of minorities, non-English speaking persons, and persons with disabilities.
- Encourage the participation of local and regional institutions including Norfolk Redevelopment and Housing Authority (NRHA), businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith based organizations.
- Encourage, in conjunction with NRHA, the participation of residents of public and assisted housing developments.
- Explore alternative public involvement techniques and quantitative ways to measure efforts that encourage citizen participation.

### SECTION 3: DEVELOPMENT OF THE CONSOLIDATED PLAN AND ANNUAL PLAN

At least 30 days prior to adoption of the Consolidated Plan or Annual Plan the city will make available to citizens, public agencies, and other interested parties a draft of these documents. The draft plan(s) will include:

- The anticipated amount of assistance the city expects to receive from the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME) and Emergency Solutions Grants (ESG) including program income.
- The range of activities that may be undertaken, including the estimated amount that will benefit persons of low- to-moderate income.

The city will provide the opportunity for citizens, public agencies, and other interested parties to review and comment on the Draft Consolidated or Annual Plan by taking the following steps:

1. The city will publish a summary of the draft consolidated plan or annual plan in one or more newspapers of general circulation. This summary will describe the contents and purpose of the draft consolidated or annual plan and will include a list of the locations where copies of the entire draft plan(s) may be examined.
2. The city will make copies of the draft consolidated or annual plan available for examination at all Norfolk Library branches, at the Department of Neighborhood Development (DND), and on the City of Norfolk's DND webpage.
3. The city will consider all comments or views of citizens received in writing, or orally at the public hearings, in preparing the final Consolidated or Annual plan. A summary of these comments or views, and a summary of any comments or views not accepted and the reason therefore, shall be attached to the final Consolidated or Annual Plan.
4. After HUD approves the Consolidated or Annual Plan the city will make the document available to the public by posting the final plan on the city's website: [www.norfolk.gov](http://www.norfolk.gov).

#### **SECTION 4: ANTI – DISPLACEMENT AND RELOCATION PLAN**

The city will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended and implement regulations at 49 CFR 24. All of the City of Norfolk's Consolidated Plan activities are designed to eliminate (or minimize) the occurrence of displacement. Program guidelines and limitations are structured so that temporary displacement is unlikely.

If an involuntary displacement should occur, it is the City of Norfolk's policy to provide housing referral assistance and, if required, make relocation payments in accordance with local, state and federal law.

#### **SECTION 5: PUBLIC HEARINGS AND NOTICES**

The City will conduct at least two public hearings per year to obtain citizen's views and to respond to proposals and questions.

The first scheduled hearing shall occur at least 30 days prior to the issuance of the draft Consolidated or Annual Plan. The purpose of this hearing is to obtain the views of citizens on housing and community development needs (including priority non-housing community development needs) as well as the development of proposed activities and to discuss program performance.

The second public hearing will occur at least 30 days prior to adoption of the Consolidated or Annual Plan. This meeting will allow citizens, public agencies, and other interested parties to comment on the draft consolidated or annual plan.

Notice of the public hearings will be published in one or more newspapers of general circulation and on the city's website. The city will seek to accommodate non-English speaking or hearing impaired citizens to the best of its ability upon advanced request of at least 10 days.

Public Hearings shall be held in the City Hall Building, City Council Chambers, and/or other facilities that are handicapped accessible and are centrally located.

## SECTION 6: ASSESSMENT OF PERFORMANCE

At least 15-days prior to submitting the Consolidated Annual Performance Evaluation Report (CAPER) to HUD, the City of Norfolk will publish a notice of availability and opportunity to comment in a newspaper of general circulation.

The draft CAPER will be made available to citizens, public agencies, and other interested parties on the city's website.

The city will consider all comments or views of citizens received in writing by the specified deadline in preparing the CAPER. A summary of these comments or views shall be attached to the final CAPER submitted to HUD. It is anticipated that the notice of availability and opportunity to comment will be published in the first or second week of September and the CAPER will be submitted to HUD not later than September 28th each year.

## SECTION 7: AMENDMENTS TO THE CONSOLIDATED OR ANNUAL PLANS

### A. Amendments in General

The city shall amend its approved Consolidated Plan or Annual Plan whenever it makes one of the following decisions as referenced in 24 CFR, Part 91.505, the city will officially amend its approved Consolidated Plan whenever it decides to pursue any of the following:

- (1) To make a change in its allocation priorities or a change in the method of distribution of funds;
- (2) To carry out an activity, using funds from any program covered by the Consolidated Plan (including program income), not previously described in the action plan portion of the Consolidated Plan; and
- (3) To change the purpose, scope, location, or beneficiaries of an activity included in the annual action plan.

All amendments are limited to changes from one eligible activity to another and all proposed amendments must be reviewed and approved by an official representative of the city. All amendments will be made public and the city will notify HUD when an amendment has been made. Comments or views of citizens received in writing shall be considered during the amendment process and shall be attached to the amendment.

### B. Substantial Amendment

A substantial amendment is any change in the use of CDBG funds from one eligible activity to another. When it has been determined that a substantial change must be made to the Consolidated Plan, it will be published for review in at least one newspaper of general circulation. Citizens will have a 30-day period to submit written responses. A summary of these comments and a summary of any comments or views not accepted will be attached to the substantial amendment.

Upon completion of the substantial amendment process, the city shall notify HUD that an amendment has been made. A copy of the amendment will be provided to the HUD office for the jurisdiction and shall include a transmittal letter signed by an official representative of the city.

## SECTION 8: TECHNICAL ASSISTANCE

The city shall provide technical assistance to persons of low and moderate income that request such assistance in developing proposals for funding assistance under any of the programs covered by the

consolidated plan. The technical assistance shall consist of the provision of available and relevant information. Technical assistance will be provided for and arranged by the Department of Neighborhood Development, HUD Entitlement Unit, 810 Union Street, 401 Monticello Avenue, 1<sup>st</sup> Floor, Norfolk, VA 23510.

#### **SECTION 9: COMMENTS AND COMPLAINTS**

The City of Norfolk will consider any comments or views of citizens received in writing, or orally at public hearings, on the preparation of the Consolidated Plan, amendments to the Plan, and performance reports. A summary of all comments or views, as well as how they were addressed in the relevant document (or, if applicable, why they could not be accommodated), will be included in the final Consolidated Plan, amendments to the Plan, or performance reports.

With regard to citizen complaints, the city will make every reasonable effort to issue a written response to every written complaint or grievance within 15 working days of receipt. When this is not possible, the city shall, within 15 working days of receipt of a complaint, issue a letter indicating the status of the complaint review and the approximate anticipated date of a complete response.

#### **SECTION 10: RECORD AVAILABILITY AND ACCESSIBILITY TO THE PUBLIC**

##### Availability of Records

The adopted Consolidated Plans, Annual Action Plans, Substantial Amendments, and Performance Reports will be made available to the public, and upon request, in a form accessible to persons with disabilities and in a language that can be understood by non-English speaking persons, when requested.

The translation and/or modification of these documents will occur in as timely a manner as possible.

## **APPENDIX B**

### **ADVERTISING INFORMATION**

ATTACHMENTS &  
APPENDICES

CITY OF NORFOLK

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# City of Norfolk

## NOTICE OF PUBLIC COMMENT PERIOD

### FIVE-YEAR (FY 2017-FY 2021) CONSOLIDATED PLAN, STRATEGIC PLAN AND FY 2017 (PY 2016) ANNUAL ACTION PLAN

The City of Norfolk's Five-Year Consolidated Plan, Strategic Plan, and the FY 2017 (PY 2016) Annual Action Plan for the period of July 1, 2016 to June 30, 2017 will be available for public review and comment from April 19, 2016 through May 19, 2016. This Consolidated document reports on the following: Community Development Block Grant Program; HOME Investment Partnership Program; and the Emergency Solutions Grant Program. Copies of the report will be available for review at all Branch Libraries. All comments should be addressed to the **Department of Neighborhood Development**, 401 Monticello Avenue, 1<sup>st</sup> Floor, Norfolk, VA 23510. Comments received after 12 noon on Thursday, May 19, 2016 will be sent to the U. S. Department of Housing and Urban Development (HUD). Alternate formats will be available for the visually impaired upon request. For additional information or to make comments please contact the **Department of Neighborhood Development at (757) 664-4080 or email: leila.larock@norfolk.gov**. Office hours are 8:30 a.m.-5:00 p.m. Monday - Friday.

The City of Norfolk does not discriminate on the basis of race, color, religion, sex, handicap, familial status, or national origin in admission or access to, or treatment or employment in, its federally assisted programs and activities. The City of Norfolk's Section 504 Coordinator is the Director of Human Services.

Marcus D. Jones  
City Manager

**Public Notice on the Proposed FY 2017 Operating, Program Budgets and Proposed FY 2017 (PY 2016) Annual Plan (July 1, 2016 – June 30, 2017)**

THE VIRGINIAN-PILOT  
PUBLISHED WEEKLY  
OFFICIAL OF PUBLICATION  
IN THE VIRGINIAN-PILOT

CITY OF NORFOLK-CITY CLERK  
ATTN: MICHA WILSON  
1301 CITY HALL  
NORFOLK VA 23510

REFERENCE: 2016-0001      2016-0001      2016-0001

STATE OF VIRGINIA  
CITY OF NORFOLK

This day, MICHAEL WILSON, Clerk of the City of Norfolk, do hereby certify that the foregoing is a true and correct copy of the Resolution of the City Council of the City of Norfolk, Virginia, as published in the Virginia-Pilot newspaper, published in Norfolk, Virginia, on the 14th day of July, 2016, and that the same is a true and correct copy of the Resolution of the City Council of the City of Norfolk, Virginia, as published in said newspaper on the date stated.



EXECUTED ON: 7/14/16

TOTAL COST: \$ 111.00      NO. COPIES: 42,000      2016

Printed and bound to order of the City of Norfolk in the year of 2016. (2016) 114 3124

**City of Norfolk**  
**PUBLIC NOTICE**  
**CITY OF NORFOLK'S**  
**PROPOSED FY 2017 OPERATING**  
**AND CAPITAL IMPROVEMENT**  
**PROGRAM BUDGETS AND**  
**PROPOSED FY 2017 ANNUAL PLAN**  
**FISCAL YEAR JULY 1, 2016 - JUNE 30, 2017**

Having given notice of the proposed operating and capital improvement program budgets and annual plan for the fiscal year 2017, as required by the City Charter, the City Council has adopted the following proposed operating and capital improvement program budgets and annual plan for the fiscal year 2017.

PROPOSED FY 2017 GENERAL FUND REVENUES	
SALES TAX	10,000,000
PROPERTY TAX	10,000,000
PERMITS	1,000,000
FEES	1,000,000
GRANTS	1,000,000
INTEREST	1,000,000
INVESTMENT	1,000,000
UNASSIGNED	1,000,000
TOTAL	25,000,000

PROPOSED FY 2017 GENERAL FUND EXPENDITURES	
ADMINISTRATIVE	1,000,000
GENERAL	1,000,000
SALES TAX	1,000,000
PROPERTY TAX	1,000,000
PERMITS	1,000,000
FEES	1,000,000
GRANTS	1,000,000
INTEREST	1,000,000
INVESTMENT	1,000,000
UNASSIGNED	1,000,000
TOTAL	25,000,000

PROPOSED FY 2017 CAPITAL IMPROVEMENT PROGRAM BUDGET	
ROADS	1,000,000
WATER	1,000,000
SEWER	1,000,000
STORMWATER	1,000,000
PORT	1,000,000
HAZARDOUS WASTE	1,000,000
WATER TREATMENT	1,000,000
WATER SUPPLY	1,000,000
WATER TREATMENT	1,000,000
TOTAL	10,000,000

ATTACHMENTS & APPENDICES

CITY OF NORFOLK

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## APPENDIX C

### SUMMARY OF CITIZEN COMMENTS AND RESPONSES

ATTACHMENTS &  
APPENDICES

CITY OF NORFOLK

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Consolidated Plan

NORFOLK

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Organization Name	Consolidated Plan Comments
Virginia Supportive Housing (VSH)	Speaker expressed the appreciation of the support the city has shown in their programs. They recently completed a fifth building – Crescent Square located in Virginia Beach which is currently being leased. VSH's sixth (6) building project, the Church Street Station to be located in Norfolk, was scheduled on March 6, 2016 which all participating jurisdictions were invited.
The Salvation Army	Speaker stated they appreciate the funding the agency has received over the year to provide services for the homeless men and women as well as providing Veteran's Transitional Housing Program which continues to grow in Norfolk.
Endeppence Center	The agency provided written comments which provided critical, housing and a need for universal design in construction in new and sale and rental residential properties.

## APPENDIX D

### CITIZEN COMMENTS NOT ACCEPTED

**ALL COMMENTS WERE ACCEPTED  
DURING THE 30-DAY COMMENT PERIOD.**

## **APPENDIX E**

### **ESG WRITTEN POLICY AND PROCEDURES**

ATTACHMENTS &  
APPENDICES

CITY OF NORFOLK

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## ESG Written Standards

**Introduction:** The city has developed standards for providing assistance with ESG funds as required by 24 CFR 576.400 (e). These standards are in accordance with the ESG Program released by the HUD on December 4, 2011 and the final rule for the definition of homelessness also released by HUD on December 4, 2011. These initial standards have been created in coordination with the City of Norfolk's Continuum of Care (CoC) which includes connected Hampton Roads areas such as Virginia Beach, Portsmouth, and Chesapeake.

These standards represent goals for providing services for the community and the entire continuum, though it is expected that the standards will become more expansive as more experience and data is collected from services provided.

As noted by HUD, the development of comprehensive, coordinated, and effective policies and procedures is a process that takes a substantial amount of time and thought. Consequently, the city has established initial standards for ESG and will continue to develop and refine these standards in the Annual Action Plan as the city and CoC adapt and develop additional strategies for targeting resources and as new best practices are established. The city will ensure the following written standards required by HUD in the Interim Rule 575.400 Subpart E(e)2 are maintained or developed if needed to govern the new activity. The written standards will include:

- Standard policies and procedures for evaluating individuals and families eligible for assistance under ESG;
- Policies and procedures for admission, diversion, referral, and discharge by emergency shelters assisted under ESG, including standards regarding length of stay, and safeguards to meet the safety and shelter needs of special populations, *e.g.*, victims of domestic violence, dating violence, sexual assault, and stalking and individuals and families who have the highest barriers to housing and are likely to be homeless the longest;
- Policies and procedures for assessing, prioritizing, and reassessing individuals' and families' needs for essential services related to emergency shelter;
- Policies and procedures for coordination among emergency shelter providers, essential services providers, homelessness prevention, and rapid re-housing assistance providers; other homeless assistance providers; and mainstream service and housing providers (see § 576.400(b) and (c)) for a list of programs with which ESG-funded activities must be coordinated and integrated to the maximum extent practicable);
- Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance;
- Standards for determining what percentage or amount of rent and utilities costs each program participant must pay while receiving homelessness prevention or rapid re-housing assistance;
- Standards for determining how long a particular program participant will be provided rental assistance and whether and how the amount of that assistance will be adjusted over time; and
- Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide to a program participant, including the limits on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, the maximum number of months the program participant

received assistance; or the maximum number of times the program participant may receive assistance.

The city has proposed to work with the CoC to develop common forms, recordkeeping policies, and evaluation tools for the Homeless Prevention and Rapid Re-Housing Program (HPRP) in order to:

- a. Enhance compliance amongst all HUD homeless funding streams;
- b. Facilitate audits of ESG/ CoC funded programs; and
- c. Provide common outcome data and measureable results.

ESG standards have been scaled down in comparison to homeless prevention and rapid re-housing (HPRP) since ESG funding is significantly less than HPRP and requires greater targeting of homeless populations and services. These standards are not static and will be changed to address the current conditions of our community. It is imperative the city and CoC partners work together to establish policies, develop creative programming, and pursue funding sources to address the needs to transition populations from vulnerability to self-sufficiency.

Individuals and families may access ESG funding through one of the five methods listed below. The city, in partnership with a local providers such as Department of Human Services (DHS), The Planning Council and ForKids has implemented a Regional Housing Crisis Hotline for targeting referrals to one of the following five methodologies:

1. Connecting households with children to the case management, diversion services, prevention services or shelter/housing options offered through the city's designated housing support service provider by directly linking them to NDHS' HART program.
2. Receiving a referral to the city's designated emergency housing or community based supportive service provider or other CoC participating agency which provides services to single adults or youth experiencing homelessness while residing in the City of Norfolk; or
3. Providing referrals to outreach services through the Norfolk Street Outreach Partnership which will connect clients to the resources they require through the CoC's service coordination committees;
4. Providing referrals to a community service center which will connect clients to the resources they require through the CoC's service coordination committees.
5. Providing a referral to a city designated homeless prevention provider.

Once connected these providers will complete the screening process by collecting information from the client. If eligibility is established then the case manager will determine if the client has accessed mainstream benefits, particularly public assistance benefits. Clients who have not accessed these benefits will be directed to apply for benefits as part of the process and the benefits will be assessed in the determination of the provision of ESG assistance.

Upon meeting with the case manager, clients will be required to complete a comprehensive client intake form, bring proof of benefits documentation, and other supporting documentation (i.e., income, lease, eviction notices, etc.) to verify housing status and client eligibility. For those who need assistance applying, staff will assist with this process. A common client intake form is available but will be modified to provide improved flow in the system. It will be further developed in coordination with the CoC.

The initial screening will determine:

1. If the combined household income is below 30 percent AMI and if the household has assets that exceed the program asset limit;
2. If the household's living situation qualifies as either literally homeless or at imminent risk of homelessness; and

3. If households that qualify as at-risk of homelessness have one or more additional risk factors which make shelter entry more likely if not assisted. These factors include persons with eviction notices, currently living in a place they do not hold a lease, such as doubled up with family or friends, in a hotel/motel or in an institutional environment.

The initial screening also collects specific demographic information on the household (HMIS universal data elements), qualifies the household for other services, and gathers information on those seeking assistance for analysis and program refinement. Households determined initially eligible will receive a full assessment of housing barriers and household resources. Households may be screened out at this point if:

1. The household appears to have other resources and/or housing options to avoid homelessness; and/or
2. The household has very high or multiple barriers to re-housing and can be referred to another program that would be better suited over the long-term.

All ESG subrecipients will be provided with a set of written minimum standards in that would include, but are not limited to the following:

- Must follow the new definition of homelessness and serve only those meeting the definition of homeless;
- Programs only allow to serve those currently on the street or in emergency shelters;
- Must follow HUD Income Criteria for the program (below 30 percent AMI);
- Clients should pay no more than 30 percent of their income towards their rent while in the program;
- Must meet with clients receiving assistance at least once per month;
- Must re-evaluate for continued assistance;
- No more than 24 months of assistance can be provided. Assistance should be determined by the case manager each month;
- Require participation in the HMIS;
- Housing Case Management must be focused to include:
  - ✓ Monthly Case Management for re-evaluation of the need and level of services;
  - ✓ Follow-up for clients exiting the program;
  - ✓ Limits on the amount of financial assistance awarded to a client/household;
  - ✓ Programs to provide shallow subsidies;
  - ✓ Implementation of Housing First Model;
  - ✓ Coordination with mainstream resources (i.e. TANF, Medicaid, Social Security through SOAR, VA (SSVF and HUD-VASH), etc.

The organization(s) selected to administer the city's Rapid Re-Housing Program is expected to further develop written standards in conjunction with the CoC's governing:

- Selection;
- Case management;
- Method of determining assistance levels;
- Method of determining terms of assistance;
- Follow-up policies and protocols; and
- Administrative procedures.

## **APPENDIX F**

### **HOME RECAPTURE POLICY AND PROCEDURES**

## HOME RECAPTURE POLICY AND PROCEDURES

The City of Norfolk does not intend to use forms of investment other than those described in 24 CFR 92.205(b) or use HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds. The City plans to use HOME funds for homeownership in accordance to 24 CFR 92.254 and adopting the “reduction during affordability period” recapture option described in 24 CFR 92.254(a)(5)(ii)(2). The following are key terms and conditions relating to Norfolk Redevelopment and Housing Authority’s administration of the HOME program as a subrecipient of the City:

**Principal Residence:** The Property purchased must be the principal residence of the borrower during the affordability period. The “borrower” is not allowed to temporarily sublease the “property”. With prior written approval from NRHA, an exception to the principal residence requirement can be made to military individuals/families required to temporarily move for deployment purposes only if the following are applicable:

- Borrower is deployed (as defined by the military). This exception for military families is not applicable to a change in military duty station, whether voluntary or involuntary.
- A copy of deployment order is provided to NRHA HOME Program.
- The property can either remain vacant or be temporarily rented to an income eligible household until the HOME-assisted owner returns from deployment.
- Income eligibility of the household renting must be determined by NRHA using the HOME Program Income Limits.
- The rent charged must not exceed the prevailing HUD Fair Market Rent for the unit size and must be approved by NRHA.
- The initial term of the temporary lease cannot exceed the initial term of the deployment order and any subsequent term of the temporary lease cannot exceed any subsequent term of the deployment order.
- A copy of the temporary lease agreement must be provided to the NRHA HOME Program.
- The deployed borrower(s) must notify the NRHA HOME Program in writing within 10 calendar days of returning from ordered deployment (if during the affordability period) and provide verification of principal residence.

**Affordability Period:** The Property occupied by the borrower must remain affordable for a specific period of time, depending on the level of HOME assistance provided to the borrower as a direct subsidy. The affordability period for the borrower’s direct subsidy HOME loan is as follows:

HOME Assistance Provided Per Unit	Affordability Period
Less Than \$15,000	5 Years
\$15,000 - \$40,000	10 Years
Greater Than \$40,000	15 Years

**Forgiveness Terms:** The date of forgiveness shall begin on the date of closing. The direct subsidy HOME loan will be forgiven each annual anniversary date as follows:

HOME Assistance Provided Per Unit	Terms of Forgiveness
Less Than \$15,000	5 Years @ 20% Per Year
\$15,000 - \$40,000	10 Years @ 10% Per Year
Greater Than \$40,000	15 Years @ 6.67% Per Year

**Recapture Restrictions:** In the event the property does not continue to be the principal residence of the borrower for the duration of the affordability period due to the borrower either selling, permanently vacating or transferring the property voluntarily or involuntarily, the amount of HOME assistance provided to the borrower as direct subsidy will be recaptured on a prorated basis according to the time the borrower has owned and occupied the property measured against the required affordability period. Direct subsidy includes down payment, closing cost, interest subsidies, any assistance that reduced the purchase price from fair market value to an affordable price, or other HOME assistance provided that enabled the borrower to purchase the property. In the event of a voluntary or involuntary sale of the property during the affordability period, the direct subsidy will be recaptured from available net proceeds; therefore, the prorated amount recaptured will not exceed what is available from net proceeds and NRHA shall forgive repayment of any direct subsidy HOME loan amount in excess of the net proceeds. Net proceeds are defined as sales price minus (a) the payoff of superior loans and/or other amounts; and (2) closing costs.

To preserve the affordability of the property in the event the property is sold or transferred voluntarily or involuntarily during the affordability period, NRHA or an eligible Community Housing Development Organization (CHDO) will have a purchase option, right of first refusal, or other preemptive right to purchase the property within 45 days of NRHA receiving from the borrower either a written notice that the property will be sold, written notification of a deed-in-lieu of foreclosure or a written notification of foreclosure. If NRHA or an eligible CHDO purchases the property, the property will be sold to an income eligible family in a reasonable period of time following the purchase. If NRHA or an eligible CHDO choose not to purchase the property, the borrower has the option to sell to any willing buyer with no restriction on the resale price or on the income of the new homebuyer.

A subsequent homebuyer of the Property determined income eligible for HOME assistance may assume the borrower's existing direct subsidy HOME loan (subject to the loan's principal residence requirement, affordability period and recapture requirements) provided that no additional HOME assistance is provided. In the event a subsequent homebuyer of the Property determined income eligible for HOME assistance needs a direct subsidy HOME loan in excess of the balance owed on the borrower's HOME loan, the balance owed cannot be assumed and will be recaptured from the borrower and a separate direct subsidy HOME loan will be provided to the subsequent homebuyer with a new affordability period based on the amount of direct subsidy provided.

**Refinancing Restrictions:** During the affordability period, the borrower is not permitted to refinance the property without specific written permission from NRHA. NRHA will allow the subordination of its lien interest only for the sole purpose of the “borrower” refinancing for a first mortgage interest rate reduction, resulting in a monthly principal and interest payment reduction, and not for the purpose of removing cash or equity from the property proceeds. The borrower must make payable to NRHA the unforgiven amount of the principal balance of the Note, in accordance with the forgiveness terms and recapture restrictions, at the time of refinancing if cash or equity is removed.

**Foreclosures:** The borrower must immediately send NRHA any and all notices regarding a foreclosure or a deed-in-lieu of foreclosure to: *Norfolk Redevelopment & Housing Authority, ATTN: HOME Program for Homebuyers, P.O. Box 968, Norfolk, VA 23501*. Within 45 days of NRHA receiving any such notice from the borrower, NRHA or an eligible CHDO will have a purchase option, right of first refusal, or other preemptive right to purchase the property prior to foreclosure or deed-in-lieu of foreclosure in order to preserve affordability of the property. In the event NRHA or an eligible CHDO choose not to purchase the property and ownership of the property transfers pursuant to a foreclosure or deed-in-lieu of foreclosure, NRHA will recapture any net proceeds that may be available from the foreclosure or deed-in-lieu of foreclosure. In the event of foreclosure, deed-in-lieu of foreclosure or assignment of the first mortgage to the Secretary of Housing and Urban Development, all restrictions of borrower’s direct subsidy HOME loan shall be negated with no further force or effect and any subsequent person or entity receiving title to the Property shall receive title free and clear from the restrictions of the borrower’s direct subsidy HOME loan.

**Enforcement of Recapturing Direct Subsidy HOME Loans:** Each applicant, co-applicant and/or spouse is required to sign a “*HOME Program Application*” and “*Defined Rules & Restrictions of Borrowed HOME Program Funds*” which outlines the guidelines of the Principal Residence Requirement, Affordability Period, Forgiveness Terms, Recapture Restrictions, Refinance Restrictions and Foreclosures. Each borrower receiving a direct subsidy HOME loan will be required to sign a Home Investment Partnership Program Promissory Note and Deed of Trust on the Date of Settlement. The Home Investment Partnership Program Deed of Trust is recorded with the City of Norfolk’s Circuit Court as a second lien to cover a Home Investment Partnership Promissory Note which contains language setting forth Principal Residence Requirement, Affordability Period, Forgiveness Terms, Recapture Restrictions, Refinance Restrictions and Foreclosures.

In addition to the above documents, before or at the time of the sale NRHA will prepare a HOME written agreement that NRHA and the City of Norfolk will execute with the borrower(s) of the direct subsidy HOME loan. The HOME written agreement is a separate legal document apart from any loan instrument which clearly outlines requirements of the direct subsidy HOME loan regarding the Principal Residence Requirement, Affordability Period, Forgiveness Terms, Recapture Restrictions, Refinance Restrictions and Foreclosures.

**APPENDIX G**

**WORKING BUDGET  
FY 2016 – FY 2017**



## **APPENDIX H**

# **CONPLAN COMMUNITY SURVEY ASSESSMENT FOR PUBLIC AGENCIES AND RESIDENTS**

ATTACHMENTS &  
APPENDICES

CITY OF NORFOLK

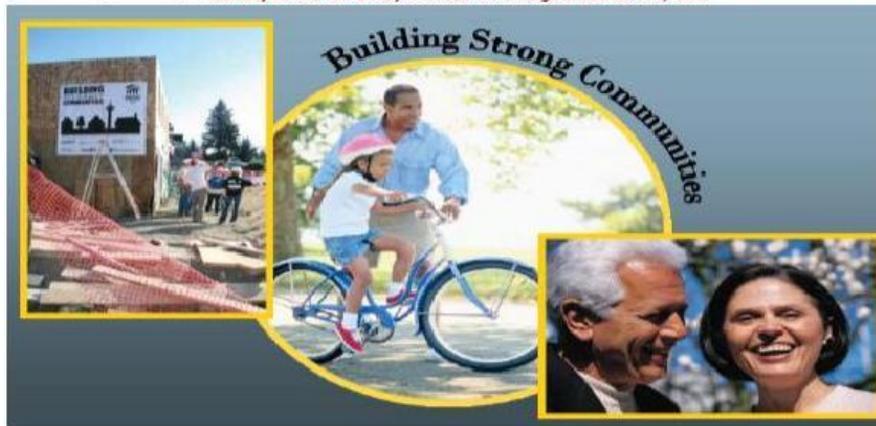
27



*Five - Year Consolidated Plan Development  
FY 2017 - FY 2022  
Community Needs Survey from  
Residents and Public Agencies*



You may access the Surveys October 13 through November 30, 2015



The City of Norfolk is in the process of developing a new Consolidated Plan for the use of entitlement funding made available by the U.S. Department of Housing and Urban Development (HUD). The Plan will cover fiscal years 2017 through 2022 and will identify the city's priorities for allocating these federal grant funds to address residents' and public agencies' needs under the Community Development Block Grant, HOME Investment Partnership Program and the Emergency Solutions Grant Program.

The Consolidated Plan, as required by HUD, is an important policy document. It sets forth both housing and community development needs and establishes strategies for meeting identified needs, consistent with available funding resources.

Please provide your perception of critical needs in the community by completing the ConPlan Survey for either public agencies and/or Norfolk residents. In addition, we would like to gain an understanding of Norfolk agencies and the supportive role they play in the community. Use the links below to access either Resident and/or Resident Survey or you may utilize the Surveys located here on Norfolk's Webpage at <http://www.norfolk.gov/index.aspx?NID=3321>.

**Norfolk Resident Survey:** <https://www.surveymonkey.com/r/F3JNJTH>

**Public Agency Survey:** <https://www.surveymonkey.com/r/JCDS9TS>

**Paper surveys will be made available by request. Please call 757-664-4779 for more information.**

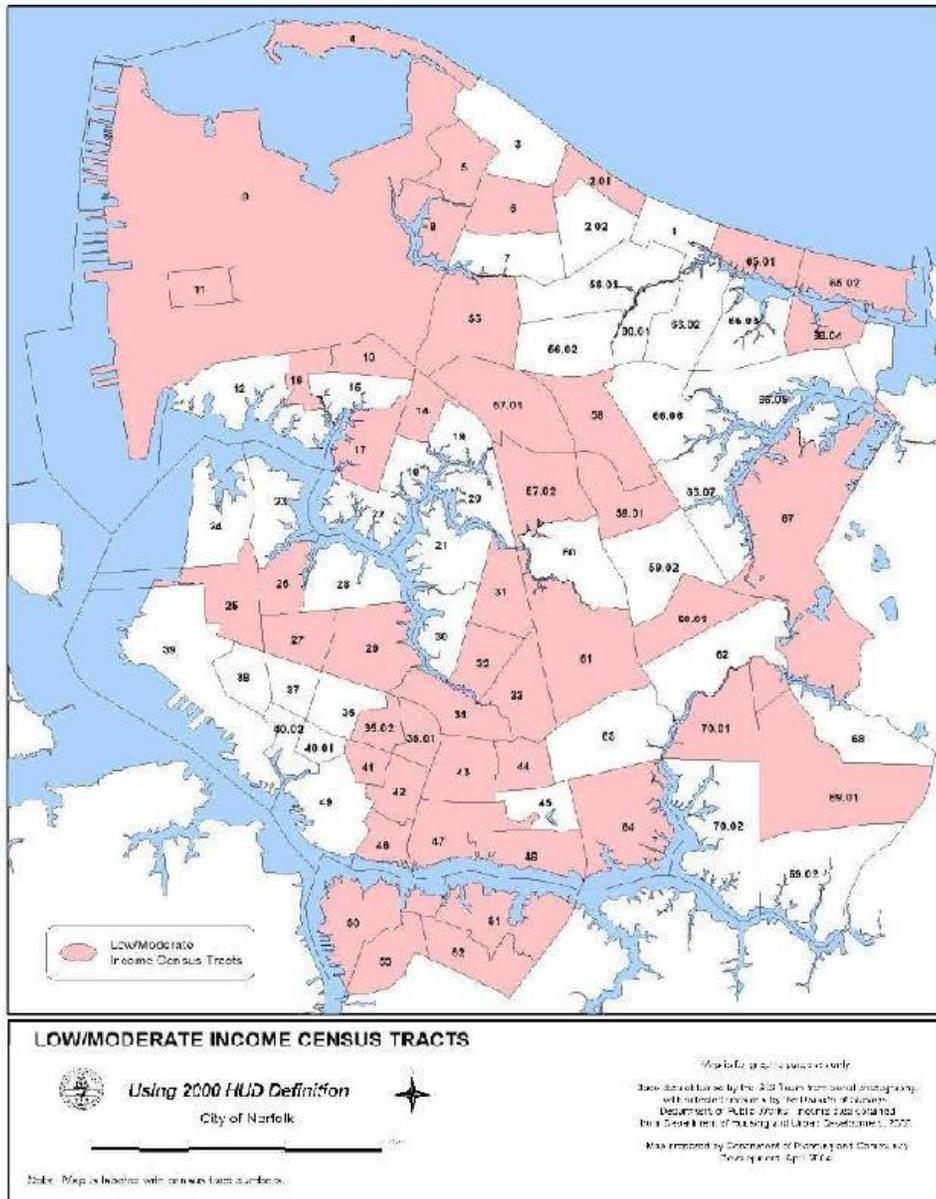
<b>Public Agencies Priority of Consolidated Plan Activities</b>	
<b>High Priority Activities</b>	<b>Low Priority Activities</b>
Homeless mental health care	Special housing needs for Assisted Living and Seniors
Homeless job/employment training	Energy Efficiency Improvements
Homeless physical health care (Medical, Dental, etc.)	Modifications for persons with disabilities
Homeless housing placement	Rehabilitation
Housing for persons with mental illness	
Housing for persons with alcohol/drug addictions	
Rental housing new construction/affordable housing	
Rental assistance vouchers	
Preservation of existing affordable rentals	

<b>Residents Priority of Consolidated Plan Activities</b>	
<b>High Priority Activities</b>	<b>Low Priority Activities</b>
Rehabilitation of apartments occupied by low income	Rental assistance
Mental health services	Low income housing acquisition
Housing code enforcement	Homeless services
Homeless transitional housing and emergency shelter	Food and clothing
Libraries	Senior centers
Youth centers	
Crime awareness	
Fair housing counseling	

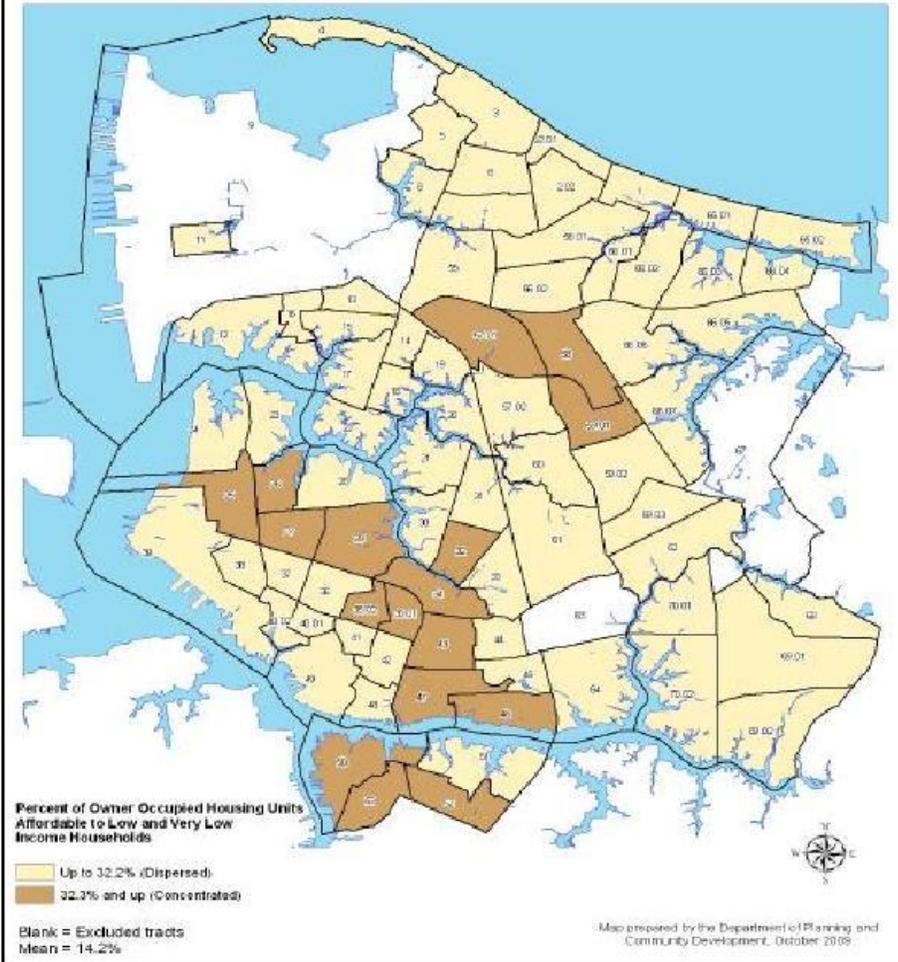
## **APPENDIX I**

### **CITY OF NORFOLK MAPS**

This section contains maps examining concentrations of low- to moderate-income census tracts.



**Map 1. Concentration of Owner Occupied Housing Units  
Affordable to Low and Very Low  
Income Households  
2000 Census**



**Map 2** Concentration of Very Low and Low Income Households  
 (Earning up to 50% of Area Median Household Income - AMI)  
 2000 Census



**APPENDIX J**

**AP-20 ANNUAL GOALS AND OBJECTIVES**

**FOR**

**CDBG, HOME AND ESG**

**AND**

**GOALS DESCRIPTIONS**

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

Table 54 – Goals Summary								
Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Enable Persons to Live in Dignity and Independence	2016	2017	Affordable Housing	LMI Census Tracts	Rehabilitation of Existing Housing Units	CDBG: \$150,000	Homeowner Housing Rehabilitated: 5 Housing Units
2	Expand Opportunities for Homeownership	2016	2017	Affordable Housing	Citywide	First-Time Homebuyer Program	HOME: \$504,204	Direct Financial Assistance to Homebuyers: 56 Households Assisted
3	Rehabilitation of Rental Units	2016	2017	Affordable Housing	Citywide	Rental Rehabilitation of Existing Units	CDBG: \$500,000	Rental Rehab: 50 Rental Housing Units
4	Increase Units of Permanent Affordable Housing	2016	2017	Affordable Housing	Citywide	Develop New Affordable Housing	HOME: \$138,153	Develop 2 New Housing Units
5	Promote and Develop SWAM	2016	2017	Economic Development	LMI	Support Minority-Owned Businesses	CDBG: \$300,000	Businesses Assisted: 5 Businesses Assisted
6	Improve Safety and Livability of Neighborhoods	2016	2017	Code Enforcement & Demolition	LMI Census Tracts	Code Enforcement	CDBG: \$100,000	Housing Code Enforcement/ Foreclosed Property Care: 50 Housing Units
7	Street and Sidewalk Improvements	2016	2017	Non-Housing Community Development	LMI	Neighborhood Improvements	CDBG: \$300,000	Public Facility Improvements: 95 ADA Ramps
8	Public Facilities	2016	2017	Non-Housing Community Development	Citywide	Public Facility Improvements	CDBG: 250,000	Façade Treatment/ Business Building Rehabilitation: 3 Public Facilities
9	Create Suitable Living Environment through Public Services	2016	2017	Public Services	Citywide	Community Services	CDBG: \$582,897	Public service activities other than Low/Moderate Income Housing Benefit: 321,000 Persons Assisted
10	Public Facilities	2016	2017	Non-Housing Community Development		Public Facility Improvements	CDBG: \$300,000	Improve access to public beaches and facilities: 2 Public Facilities
11	Public Facility Improvements	2016	2017	Economic Development	LMI	Broadband/ Internet Broadband Access	CDBG: \$513,085	Public Facility Improvements: 3
12	Create Economic Opportunities	2016	2017	Non-Housing Community Development	Citywide	Workforce Development Portal	CDBG: 250,000	Jobs Created/Retained: 10 LMJ
13	Technical Assistance Support	2016	2017	Economic Development	Citywide	Technical Assistance Support	CDBG: 150,000	Jobs Created/Retained: 3 LMJ

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## Annual Goals and Objectives (Continued)

### AP-20 Annual Goals and Objectives

Table 54 – Goals Summary								
Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
14	Tenant Based Rental Assistance	2016	2017	Affordable Housing	LMI	Tenant Based Rental Assistance	HOME: \$187,058	Direct Financial Assistance: 97 people
15	Assist the Homeless	2016	2017	Homeless/ Non-Homeless/ Special Needs	LMI	Homeless Services/ Operating Costs for Emergency Shelters	ESG: \$127,359	Provide Homeless Service: 1,740 People
16	Assist the Homeless	2016	2017	Affordable Housing	Homeless	Street Outreach	ESG: \$54,405	Provide Outreach Services: 825 People
17	Assist Homeless Who Are or At-Risk of Becoming Homeless With Housing	2016	2017	Affordable Housing	LMI	Affordable Housing	ESG: \$140,407	Provide Housing Services: 130 People
18	Planning/ Administration	2016	2017	Planning/ Administration	N/A	Planning/ Administration	CDBG: \$490,000; HOME: 91,607; ESG: \$26,122	N/A
19	Revolving Loan	2016	2017	Suitable Living Environment	Citywide	Single Unit Rehabilitation	CDBG: \$250,000	Complete needed housing repairs for 5 housing units.

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### Goal Descriptions:

	Goal Information	Goal Descriptions
1	Goal Name	Enable Persons to Live in Dignity and Independence
	Goal Description	Provide funds to preserve and repair existing housing stock.
2	Goal Name	Expand Opportunities for Homeownership
	Goal Description	Ensure continued affordability for low-to moderate-income homebuyers in the First-Time Homebuyer Program with the purchase of a newly-constructed or existing home.
3	Goal Name	Rehabilitation of Existing Rental Units
	Goal Description	Provide funds to landlords to preserve and repair existing rental housing stock.
4	Goal Name	Increase Units of Permanent Affordable Housing
	Goal Description	Funds to support CHDO activities to include down-payment and closing cost assistance to buyers of properties developed by a certified CHDO.
5	Goal Name	Promote and Develop Small, Women and Minority Owned (SWaM) Businesses
	Goal Description	Funds to provide financial and technical support for small, women and minority-owned, businesses.
6	Goal Name	Improve Safety and Livability of Neighborhoods
	Goal Description	Preserve and maintain neighborhoods so they are free from nuisances, resulting from infractions of building, zoning and other code enforcement violations.
7	Goal Name	Street and Sidewalk Improvements
	Goals Description	Replace deteriorated and provide accessibility improvements to streets and sidewalks in the CDBG priority neighborhoods.
8	Goal Name	Public Facility Improvements
	Goal Description	Provide safe, secure facilities that are in good repair for public access in order to serve low- to moderate-income residents effectively.
9	Goal Name	Create Suitable Living Environment through Public Services
	Goal Description	Expand and improve the quantity and quality of community services, primarily for persons of low- and moderate-income, which are essential for sound community development and for the development of viable urban communities.
10	Goal Name	Public Facility Improvements
	Goal Description	Provide safe, secure public facilities in order to better serve low- to moderate-income residents effectively.
11	Goal Name	Public Facility Improvements
	Goal Description	Install fiber optic cables and permanently affixed equipment for areas to receive broadband/ internet access.
12	Goal name	Create Economic Opportunities
	Goal Description	This goal is designed to cause the creation of new jobs that otherwise would not be created, or retain jobs that otherwise would be lost, as well as providing technical assistance through Workforce Development Portal.
13	Goal name	Technical Assistance Support Portal
	Goal Description	Provide technical assistance to help local businesses create/ retain low-mod jobs.

	Goal Information	Goal Descriptions
14	Goal name	Tenant Based Rental Assistance
	Goal Description	Provide financial assistance for low-income homeless individuals and families and/or those in imminent danger of becoming homeless to secure decent, safe and affordable housing
15	Goal name	Assist the Homeless
	Goal Description	Provide emergency shelter services for homeless individuals and families and families afflicted with domestic violence in finding affordable housing.
16	Goal name	Assist the Homeless
	Goal Description	Providing street outreach services for unsheltered individuals and families.
17	Goal name	Assist Homeless Who Are or At-Risk of Becoming Homeless With Housing
	Goal Description	Providing funds towards Rapid Re-Housing and Homeless Prevention Activities for the homeless and those individuals at-risk of becoming homeless.
18	Goal name	Administration
	Goal Description	Provide the overall administration of the CDBG, HOME and ESG Programs, as well as Comprehensive Planning.
19	Goal Name	Revolving Loan Program
	Goal Description	The program income that was generated by the Rental Rehabilitation program, totaling \$250,000, will provide either rehabilitation housing projects and support economic development initiatives.

## APPENDIX K

### AP-35 PROJECTS – 91.220(d)

#### **AP-35 Projects – 91.220(d)**

##### *Introduction*

The city proposes the 2017 projects listed below and the outcomes the city hopes to achieve with these projects.

**Table 55 – Project Information**

#	Project Name
1	ACCESS AIDS Care: CHAP Norfolk Program
2	Child & Family Services: Parents as Teachers Program
3	Norfolk Community Services Board: Jail Case Manager
4	Dept. t of Human Services: Emergency Utility Program
5	Department of Police: Mental Health Crisis Program
6	Foodbank of Southeastern Virginia: Lead the Effort to Eliminate Hunger in Norfolk Program
7	ForKids, Inc.: Permanent Supportive Housing Services Program
8	NRHA: HomeNet Program
9	Park Place Health and Dental Clinic
10	St. Columba Ecumenical Ministries, Inc.: Homeless Advocate and Day Center
11	St. Columba Ecumenical Ministries, Inc.: Next Step Transitional Housing Program
12	The Planning Council, Inc.: Continuum of Care/ NHC Program
13	The Planning Council, Inc.: ShelterLink Norfolk Program
14	The Salvation Army: Hope Day Center Program
15	Virginia Supportive Housing: Gosnold Apartments Support Services
16	General CDBG Management
17	Planning
18	Dept. of Neighborhood Development: Nuisance Abatement and Boardups
19	Dept. of Development: Local Incentive Hiring Fund Project
20	Dept. of Development: Renovate Norfolk Right Project
21	Dept. of Development: Economic Development Support Project
22	Dept. of Development: SWAM Activities and Business Cafes
23	Department of Neighborhood Development: Rental Rehabilitation Project
24	Department of Public Works: ADA Ramps Project
25	Department of Neighborhood Development: Neighborhood Improvements Project
26	Department of General Services: Improve Access to Public Beaches and Restrooms
27	Department of Communication and Technology: Increase Access to Broadband/ Internet Bandwidth
28	Norfolk Redevelopment and Housing Authority: Administration of HOME Programs
29	CHDO: Acquisition/ Rehab Affordable Rental and Single Residential Housing
30	Office to End Homelessness: Tenant-Based Rental Assistance
31	Department of Human Services: Tenant-Based Rental Assistance
32	Norfolk Redevelopment and Housing Authority: Homebuyer Assistance
33	Department of Neighborhood Development: Administration of ESG Programs
34	Street Outreach Activities (3)
35	Emergency Shelter Activities (4)
36	Homeless Prevention Activities
37	Rapid Re-Housing Activities
38	Revolving Loan Program – Provide rehabilitation to housing units
39	Horace C. Downing Library Renovations (Re-program of prior years' unspent CDBG funds)
40	Community Infrastructure and Economic Development – Infrastructure improvements
41	Community Infrastructure and Economic Development – Provide financial assistance to for-profit businesses

## **APPENDIX L**

### **AP-38 PROJECTS SUMMARY INFORMATION**

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**Project Summary Information**

#	FY 2017 AP Project Categories	FY 2017 AP Project Details
1	Project Name	CHAP Norfolk Program
	Target Area	Citywide
	Goals Supported	Assist persons with special needs (HIV/AIDS)
	Needs Addressed	Special populations
	Funding	CDBG: \$39,529
	Description	The CHAP Norfolk Program provides assistance to homeless persons in obtaining affordable housing and related supportive services to enable persons with special needs to live in dignity.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	26 households Assisted
Location Description		
Planned Description	03T Operating Costs of Homeless/AIDS Patients Program	
2	Project Name	Child & Family Services Parents as Teachers Program
	Target Area	Citywide
	Goals Supported	Increase parents knowledge of child development and efficient parenting practices.
	Needs Addressed	Provide new parents with parenting skills to decrease number of children abused or mistreatment.
	Funding	CDBG: 26,353
	Description	Decrease number of children abused or mistreated.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	203 People Assisted
Location Description		
Planned Description	05D Youth Services 570.201(e)	
3	Project Name	Community Services Board Jail Case Manager Program
	Target Area	
	Goals Supported	Decrease number of recidivism cases.
	Needs Addressed	Provide social casework to offenders to the re-entry into the community in an effort to reduce recidivism.
	Funding	CDBG: 18,367
	Description	
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	10 incarcerated individuals
Location Description		
Planned Description	05 Public Services	
4	Project Name	DHS Emergency Utility Payment Program
	Target Area	Citywide
	Goals Supported	Provide utility subsistence payments to income eligible Norfolk households in order to cover imminent loss of utilities in their residence.
	Needs Addressed	Suitable Living Environment

#	FY 2017 AP Project Categories	FY 2017 AP Project Details
	Funding	\$66,532
	Description	Utility payments will not exceed three consecutive months for income eligible households be made where loss of utilities is imminent.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	68 Households Assisted.
	Location Description	
	Planned Description	05Q Subsistence Payments 570.204
5	Project Name	Dept. of Police Mental Health Crisis Intervention
	Target Area	Low- and Moderate Income individuals
	Goals Supported	Increase Access to Quality Public Services
	Needs Addressed	Suitable Living Environment/ Avail
	Funding	CDBG: \$75,000
	Description	Improve mental health service linkage and service coordination for residents in mental health crisis who interface with the Norfolk Police Department (NPD) and Norfolk Community Services Board (CSB). The program works to strengthen collaboration among NPD, CSB, mental health providers, and social service providers in an effort to improve access to care.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	10 persons will receive Mental Health Services
	Location Description	
	Planned Description	05O: Mental Health Crisis Intervention
6	Project Name	Foodbank of SEVA Eliminate Hunger in Norfolk Program
	Target Area	Citywide
	Goals Supported	Increase access to emergency food for Norfolk residence who are below the federal poverty level.
	Needs Addressed	Suitable Living Environment/ Availability/ Accessibility
	Funding	\$29,000
	Description	Provide 4.9 million pounds of emergency food to Norfolk residents who reside at or below the federal poverty level.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	136,250 Individuals Assisted.
	Location Description	
	Planned Description	05 Public Services (General) 570.201(e)
7	Project Name	ForKids, Inc. Permanent Supportive Housing Services
	Target Area	CT: 2.02
	Goals Supported	Provide housing stabilization case management services for 10 high and very high risk households in an effort to keep them stabilized in the community rather than emergency shelters.
	Needs Addressed	Suitable Living Environment/ Availability and Accessibility
	Funding	\$20,000
	Description	Funds support partial staff support for a case manager for households with disabilities by providing family assessment and

#	FY 2017 AP Project Categories	FY 2017 AP Project Details
8		referrals to mainstream services; and provide after school tutoring and enrichment activities to help further education goals.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	10 Households Assisted.
	Location Description	
	Planned Description	05 Public Services (General) 570.201(e)
	Project Name	Norfolk Redevelopment and Housing Authority HomeNet Program
	Target Area	Citywide
	Goals Supported	Increase access to homeownership by providing homeownership counseling to 101 potential first-time homebuyers and attempt to remove credit report barriers, and improve savings and derogatory debt to ensure positive outcomes.
	Needs Addressed	Suitable Living Environment/ Affordability
	Funding	\$65,882
9	Description	Improve access to homeownership
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	101 Individuals Assisted.
	Location Description	
	Planned Description	05 Public Services (General) 570.201(e)
	Project Name	Park Place Health and Dental Clinic Program
	Target Area	CT: 27
	Goals Supported	Provide dental care for 1,000 low-income, unemployed and underemployed Norfolk adults.
	Needs Addressed	Suitable Living Environment/ Availability and Accessibility
	Funding	\$35,137
10	Description	Funds will support partial salary for office manager, dental assistant as well as program operational costs for dental program.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	1,000 People Assisted.
	Location Description	
	Planned Description	05M Health Services 570.201(e)
	Project Name	St. Columba Homeless Assistant Program
	Target Area	CT: 31
	Goals Supported	600 individuals will receive client management services for homeless individuals.
	Needs Addressed	Suitable Living Environment/ Availability and Accessibility
	Funding	\$16,052
Description	Provide partial salary support for the homeless advocate and day center assistant program.	
Target Date	07/01/2016 – 06/30/2017	

#	FY 2017 AP Project Categories	FY 2017 AP Project Details
11	Estimate the number and type of families that will benefit from the proposed activities	600 Individuals Assisted.
	Location Description	
	Planned Description	05 Public Services (General) 570.201(e)
	Project Name	St. Columba Next Step Transitional Housing Program
	Target Area	Ct: 31, 57.02 and 27
	Goals Supported	24 People Assisted.
	Needs Addressed	Suitable Living Environment/ Availability and Accessibility
	Funding	\$22,000
	Description	Provide case management for 24 individuals housed in a Homeless transitional housing program with background checks, drug screenings, and mental health counseling. These individuals may remain in the program for up to 2 years
	Target Date	07/01/2016 – 06/30/2017
12	Estimate the number and type of families that will benefit from the proposed activities	24 People Assisted.
	Location Description	
	Planned Description	03T Operating Costs for Homeless/ AIDS Patients Program
	Project Name	The Planning Council Continuum of Care (CoC) and NHC Program
	Target Area	Citywide
	Goals Supported	Coordinate CoC application process.
	Needs Addressed	Suitable Living Environment/ Availability and Accessibility
	Funding	\$37,808
	Description	Sustain and coordinate a comprehensive CoC for Norfolk homeless citizens in order to move the homeless population toward self-sufficiency and decrease homelessness.
	Target Date	07/01/2016 – 06/30/2017
13	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Description	05 Public Services (General) 570.201(e)
	Project Name	The Planning Council ShelterLink Program
	Target Area	Citywide
	Goals Supported	Suitable Living Environment/ Availability and Accessibility
	Needs Addressed	Tracks and maintains the Homeless Management information System (HMIS) for Norfolk's homeless population from 13 homeless service providers that utilizes HMIS.
	Funding	\$11,079
	Description	Provide partial salary for HMIS Systems Administrator to maintain the system and provide on-going technical support to HMIS users.
	Target Date	07/01/2016 – 06/30/2017
13	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Description	05 Public Services (General) 570.201(e)

#	FY 2017 AP Project Categories	FY 2017 AP Project Details
14	Project Name	The Salvation Army – Hope Day Center
	Target Area	
	Goals Supported	Meet the needs of homeless individuals.
	Needs Addressed	Reduction in the number of homeless individuals.
	Funding	CDBG: \$95,158
	Description	Provide services to homeless individuals such as a safe environment to access mainstream resources, comprehensive case management, housing services, assistance securing and maintaining affordable housing, and follow-up services.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	800 homeless individuals will benefit with services.
	Location Description	
Planned Description	03T Operating Costs of Homeless/ AIDS Patients Program	
15	Project Name	VSH Gosnold Apartments Support Services Program
	Target Area	
	Goals Supported	Virginia Supportive Housing will provide and maintain housing for homeless individuals at Gosnold Apartments.
	Needs Addressed	Provide and maintain housing for homeless individuals.
	Funding	CDBG: 25,000
	Description	Provide support with case management services and assists by linking medical, substance abuse, dental, skills training, and community building for residents at Gosnold Apartments in an effort to maintain housing for homeless individuals.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	60 individuals
Location Description		
Planned Description	05 Public Services (General) 570.201(e)	
16	Project Name	General Management Administration
	Target Area	N/A
	Goals Supported	N/A
	Needs Addressed	CDBG Administration
	Funding	CDBG: \$300,000
	Description	To provide administration cost to carry out the CDBG eligible activities.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	N/A
Location Description		
Planned Description	21A: General Management Administration	
17	Project Name	City of Norfolk Planning Activity
	Target Area	Low- to moderate neighborhoods
	Goals Supported	N/A
	Needs Addressed	General Planning development for a community development plan for the City of Norfolk.
	Funding	CDBG: \$190,000

#	FY 2017 AP Project Categories	FY 2017 AP Project Details
18	Description	Planning Costs to support salary to oversee the planning process.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Low- to moderate neighborhoods
	Planned Description	20 Planning 570.205
	Project Name	Nuisance Abatement and Boardups Project
	Target Area	CDBG Priority Neighborhood
	Goals Supported	04 Dept. of Neighborhood Development's Improve Safety and Livability of Neighborhoods
	Needs Addressed	Neighborhood Stabilization
	Funding	CDBG: \$100,000-
19	Description	Provide targeted code enforcement in low- and moderate-income areas to complement strategic efforts to arrest neighborhood decline and preserve stock of affordable housing.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	04 Households: 200 boarded-up housing
	Location Description	Citywide
	Planned Description	04 Clearance and Demolition 570.201(d)
	Project Name	Department of Development Local Incentive Hiring Fund
	Target Area	
20	Goals Supported	Create 20 jobs or retain low/mod jobs
	Needs Addressed	Economic Opportunity/ Availability and Accessibility
	Funding	CDBG: \$250,000
	Description	Provide low/mod jobs
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	20 Individuals Assisted.
	Location Description	
	Planned Description	03 Other Public Facilities/ Improvements
	Project Name	Dept. of Neighborhood Development Renovate Norfolk Right Rehabilitation Project
	Target Area	Citywide
Goals Supported	Maintain and preserve existing housing.	
Needs Addressed	Affordable housing	
Funding	CDBG: \$150,000	
20	Description	Provide income eligible homeowners with renovations to their residence that include minor repairs, accessibility modifications, and needed repairs.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	5 Low- to Moderate-Income homeowners
	Location Description	
Planned Description	14A Rehab; Single-Unit Residential 570.202	

#	FY 2017 AP Project Categories	FY 2017 AP Project Details
21	Project Name	Department of Economic Development Support
	Target Area	Citywide
	Goals Supported	Technical support
	Needs Addressed	Employment
	Funding	CDBG: \$150,000
	Description	Provide technical assistance support to help local businesses create or retain LMJ.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	3 LMJ
	Location Description	
	Planned Description	03 Other Public Facilities/ Improvements
22	Project Name	Dept. of Development SWaM Activities and Business Cafes
	Target Area	Citywide
	Goals Supported	Provide technical and financial assistance to local businesses.
	Needs Addressed	Economic Opportunity/ Availability and Accessibility
	Funding	CDBG: \$300,000
	Description	Provide financial and technical assistance to SWaM activities and Business Cafes
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	5 Small Women Owned and Minority-Owned Businesses
	Location Description	Citywide
	Planned Description	18C Economic Development: Micro Enterprise Assistance
23	Project Name	Dept. of Neighborhood Development Rental Rehabilitation Project
	Target Area	Citywide
	Goals Supported	Housing improvements
	Needs Addressed	Neighborhood stabilization
	Funding	CDBG: \$500,000
	Description	Provide landlords who owns privately owned homes with financial assistance in order to rehabilitate rental property for low- to moderate-income households.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	20 housing units
	Location Description	
	Planned Description	14B Rehab: Multi-Unit Residential
24	Project Name	Dept. of Public Works ADA Ramps Project
	Target Area	CDBG Priority Neighborhood
	Goals Supported	Street and Sidewalk Improvements
	Needs Addressed	Neighborhood Stabilization
	Funding	CDBG: \$300,000
	Description	Funding to reconstruct failing sidewalk and curbs and install ADA ramps for improved accessibility.
	Target Date	07/01/2016 – 06/30/2017

#	FY 2017 AP Project Categories	FY 2017 AP Project Details
25	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that sidewalk improvements will occur in neighborhoods that include over 23,000 individuals.
	Location Description	
	Planned Description	03 Other Public Facilities and Improvements
	Project Name	Neighborhood Development Facilities and Site Improvement
	Target Area	Citywide
	Goals Supported	Public facilities
	Needs Addressed	Suitable living environment
	Funding	CDBG: \$250,000
	Description	Fund repairs and improvements to neighborhood facilities
	Target Date	07/01/2016 – 06/30/2017
26	Estimate the number and type of families that will benefit from the proposed activities	3 Facilities
	Location Description	
	Planned Description	03E Neighborhood Facilities
	Project Name	Improve Access to Public Beaches and Restrooms
	Target Area	Ocean View
	Goals Supported	Public Facilities
	Needs Addressed	Improved accessibility to public beach facilities
	Funding	CDBG: \$300,000
	Description	Renovate Ocean View beach and park facilities to improve accessibility and enhance the visitor experience through modernization.
	Target Date	07/01/2016 – 06/30/2017
27	Estimate the number and type of families that will benefit from the proposed activities	Citywide
	Location Description	City of Norfolk public beaches
	Planned Description	03F Parks, Recreational Facilities
	Project Name	Communication and Technology Improvements
	Target Area	Low- to moderate Income neighborhoods.
	Goals Supported	Public facilities
	Needs Addressed	Suitable Living Environment/ Availability and Accessibility
	Funding	CDBG: \$513,085
	Description	Increase access to broadband and improve internet bandwidth capacity in LM areas to support neighborhoods, businesses development efforts.
	Target Date	07/01/2016 – 06/30/2017
28	Estimate the number and type of families that will benefit from the proposed activities	Low to Moderate Area
	Location Description	Low- to moderate-income resident neighborhoods
	Planned Description	03E Neighborhood Facilities
	Project Name	NRHA General HOME Administration
	Target Area	Citywide
	Goals Supported	Decent Housing/ Availability and Accessibility
Needs Addressed		
Funding	HOME: \$91,607	

#	FY 2017 AP Project Categories	FY 2017 AP Project Details
	Description	Staff and overhead to manage HOME program funding, which is capped at 10 percent of grant.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	
	Planned Description	21H HOME Administration
	Project Name	CHDO Reserve
	Target Area	Citywide
	Goals Supported	Invest strategically in neighborhoods
	Needs Addressed	Decent Housing/ Affordability
	Funding	HOME: \$138,153
29	Description	To provide funding to certified CHDO organizations to administer development programs.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	2 Housing Units will be developed, Assisting 2 Households.
	Location Description	
	Planned Description	13-Direct Homeownership Assistance 570.201(n)
	Project Name	Office to End Homelessness Tenant Based Rental Assistance
	Target Area	Citywide
	Goals Supported	Assist homeless and provide financial assistance.
	Needs Addressed	Housing support to reduce barriers to fair housing choice
	Funding	HOME: \$87,058
30	Description	Provide TBRA vouchers towards rental expense up to two years with renewal options.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	40 individuals will receive direct financial assistance.
	Location Description	
	Planned Description	31F Tenant Based Rental Assistance
	Project Name	DHS HART Team Financial Assistance Program
31	Target Area	Citywide
	Goals Supported	Provide direct financial assistance.
	Needs Addressed	Provide financial rental assistance to households to maintain housing and prevent or end a homeless episode.
	Funding	HOME: \$100,000
	Description	The Department of Human Services will provide direct financial assistance using HOME funds towards security deposits for low income individuals.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	40 individuals will receive direct financial assistance.
	Location Description	
	Planned Description	31F Tenant Based Rental Assistance
	Project Name	NRHA Homebuyer Assistance Program
32	Target Area	Citywide

#	FY 2017 AP Project Categories	FY 2017 AP Project Details
	Goals Supported	Funds to assist 15 low- to moderate-income homebuyers.
	Needs Addressed	Down payment and closing costs to first-time homebuyers.
	Funding	HOME: \$504,204
	Description	Provide down payment assistance to homebuyers of a newly-constructed or existing home.
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Assist 12 Housing Units.
	Location Description	This is available citywide.
Planned Description	13 Direct Homeownership Assistance 570.201(n)	
33	Project Name	ESG Administration
	Target Area	N/A
	Goals Supported	Provide general management and oversight for ESG
	Needs Addressed	
	Funding	ESG: \$26,122
	Description	Provide general management and oversight for ESG
	Target Date	07/01/2016 – 06/30/2017
Estimate the number and type of families that will benefit from the proposed activities	N/A	
Location Description		
Planned Description	21A General Program Administration 570.206	
34	Project Name	Street Outreach Activities
	Target Area	Citywide
	Goals Supported	Assist the homeless living on the streets and abandoned buildings.
	Needs Addressed	Suitability Living Environment/ Availability/ Accessibility
	Funding	ESG: \$54,405
	Description	
	Target Date	07/01/2016 – 06/30/2017
Estimate the number and type of families that will benefit from the proposed activities	800 Homeless Individuals Assisted.	
Location Description	Provide outreach services to ensure homeless individuals living on the streets and abandoned buildings are approached and assisted with emergency shelters, housing or critical services, providing urgent, non-facility based care, case management, emergency health and mental health services, and transportation.	
Planned Description	05 Public Services (General) 570.201(e)	
35	Project Name	Operating Cost of 4 Emergency Shelters/ Homeless Services
	Target Area	CT: Fairmount Park, 31; 36; Ocean View, 2.01; 59.03
	Goals Supported	Assist the Homeless
	Needs Addressed	Operating Costs for emergency shelters and homeless services
	Funding	ESG: \$127,359
	Description	Costs associated with the operation of programs for the homeless.
Target Date	07/01/2016 – 06/30/2017	

#	FY 2017 AP Project Categories	FY 2017 AP Project Details
36	Estimate the number and type of families that will benefit from the proposed activities	800 homeless persons will be assisted with shelter services.
	Location Description	
	Planned Description	03T: Operating Cost of Shelters/ Homeless Services
	Project Name	The Planning Council Homeless Prevention Activities
	Target Area	Citywide
	Goals Supported	Prevent homeless to at-risk households
	Needs Addressed	Decent Housing/ Availability and Accessibility
	Funding	ESG: \$67,192
	Description	Provide Homeless Prevention assistance to at-risk persons who would otherwise become homeless
	Target Date	07/01/2016 – 06/30/2017
37	Estimate the number and type of families that will benefit from the proposed activities	80 People Assisted.
	Location Description	
	Planned Description	03T: Operating Cost of Shelters/ Homeless Services
	Project Name	Forkids, Inc. Rapid Rehousing Activity
	Target Area	Citywide
	Goals Supported	Reduce the number of homeless individuals in shelters and move them into permanent housing.
	Needs Addressed	Decent Housing/ Affordability
	Funding	ESG: \$73,215
	Description	Rapidly re-house homeless persons who are in and out of shelters and move them into permanent housing.
	Target Date	07/01/2016 – 06/30/2017
38	Estimate the number and type of families that will benefit from the proposed activities	50 Households Assisted.
	Location Description	
	Planned Description	03T: Operating Cost of Shelters/ Homeless Services
	Project Name	Revolving Loan Fund
	Target Area	Citywide
	Goals Supported	Expand housing and safe living environments
	Needs Addressed	Decent Housing/ Affordability
	Funding	CDBG: \$250,000
	Description	Program income generated by the Rental Rehabilitation Project, totaling \$250,000 to provide rehabilitation to housing units and/or support economic development initiatives.
	Target Date	07/01/2016 – 06/30/2017
38	Estimate the number and type of families that will benefit from the proposed activities	4 Housing Units
	Location Description	
	Planned Description	14A Rehab: Single Unit 570.202

The city expects to re-program prior years' CDBG funds totaling \$853,333 towards eligible CDBG activities. The activities are provided below.

#	FY 2017 AP Project Categories	FY 2017 AP Project Details
38	Project Name	Park Place Neighborhood Improvements
	Target Area	Park Place Neighborhood
	Goals Supported	Low- Moderate Area
	Needs Addressed	
	Funding	Re-Programmed CDBG Prior Years' Funds: \$175,000
	Description	
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Low- to moderate area benefit
	Location Description	Neighborhood improvements to the Park Place area.
	Planned Description	03E Neighborhood Development Facilities and Site Improvement
39	Project Name	Neighborhood Facilities
	Target Area	
	Goals Supported	Construction or rehab of public libraries.
	Needs Addressed	Provide needed renovations to better serve the public.
	Funding	Re-Programmed CDBG Prior Years' Funds: \$550,000
	Description	Horace Downing Library Renovations
	Target Date	07/01/2016 – 06/30/2017
Estimate the number and type of families that will benefit from the proposed activities	Citywide	
Location Description	Provide needed renovations to a public facility.	
Planned Description	03E Neighborhood Development Facilities and Site Improvement	
40	Project Name	Neighborhood Improvements
	Target Area	
	Goals Supported	Expand business opportunities
	Needs Addressed	Availability and Accessibility
	Funding	Re-Programmed Prior Years' CDBG Funds: \$25,000
	Description	Development O'Connor Brewery
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	
Location Description		
Planned Description	17C CI: Building Acquisition, Construction, Rehabilitation	
41	Project Name	Neighborhood Improvements
	Target Area	Maplewood Project
	Goals Supported	
	Needs Addressed	
	Funding	Re-Programmed Prior Years' CDBG Funds: \$103,333
	Description	
	Target Date	07/01/2016 – 06/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	
Location Description		
Planned Description	03E Neighborhood Development Facilities and Site Improvement	

**APPENDIX M**

**FY 2017 (PY 2016)**

**CDBG, HOME and ESG Allocations/ IDIS Information/  
Program Descriptions/ BNO / Matrix Code/ IDIS No./  
Project ID's/ Outcomes**

FY 2017 (PY 2016) CDBG, HOME and ESG Allocations

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) - PUBLIC SERVICE PROGRAMS														
No.	ID# Project ID	ID# No.	Category	Match Code	Objective / Outcome Category	EMD	Approved Public Service Activities	Program Description	FY 2017 (PY 2016)	FY 2017 Outcome Goals	People/ Households/ Units/ (MAs)/ Jobs/ Business/ Facilities	FY 2017 Fiscal Goals	Spent	Un-Spent
1	1	4955	PS	03T	SL3	LMC	AIDS Care Center for Education & Support Services (ACCES): CDBG Norfolk	CDBG Norfolk provides assistance to homeless persons in obtaining affordable housing and related support services to enable persons with special needs (AOD/ HIV) to live with dignity.	\$89,529	24	House-holds	0	\$0	\$89,529
2	1	4956	PS	05D	SL3	LMC	Child & Family Services of Eastern Virginia (The Up Train): Domestic Violence	Increase number of children are born to families with a background of abuse or mistreatment. There is a need to provide new parents with encouragement, reinforce training, and parental education in order to help protect newborn children before negative influences adversely affect their lives.	\$26,353	233	People	0	\$0	\$26,353
3	1	4957	PS	05	SL3	LMC	City of Norfolk Community Services Board - and Case Manager	Provide social assistance to offenders as they re-entry into the community in an effort to reduce recidivism.	\$18,367	18	People	0	\$0	\$18,367
4	1	4958	PS	03	SL3	LNL	City of Norfolk Department of Human Services - Emergency Utility Program	Provide maximum annual assistance in the form of utility bill payments for low- to moderate-income Norfolk residents.	\$49,344	38	House-holds	0	\$0	\$49,344
5	1	4959	PS	05D	SL3	LMC	City of Norfolk Department of Police - Mental Health Crisis Program	NPD will work with NCSB to enhance the emergency services to persons with serious mental illness in crisis.	\$75,000	40	People	0	\$0	\$75,000
6	1	5000	PS	06	SL3	LMC	Food bank of Southeastern Virginia - Lead the effort to eliminate hunger in Norfolk	Provide approx. 5 million pounds of emergency food to Norfolk residents who reside at or below the federal poverty level.	\$29,000	33,550	People	0	\$0	\$29,000
7	1	5003	PS	05	SL3	LMC	Norfolk, Inc.: Permanent Supportive Housing Services Program	Provide housing stabilization case management for high and very high risk families in an effort to keep them stabilized in the community rather than emergency shelters.	\$20,000	18	House-holds	0	\$0	\$20,000
8	1	5002	PS	05	SL2	LMC	Norfolk Redevelopment and Housing Authority - HomeVet Program	Provide homeownership counseling to potential first-time homebuyers and attempts to assist veterans to move into a full tenement of their own as well as provide savings and debt reduction debt counseling for each client are designed to ensure positive outcomes.	\$60,880	301	People	0	\$0	\$60,880
9	1	5003	PS	05M	SL3	LMC	Park Place Health and Dental Clinic: Park Place Health & Dental Clinic Program	Operate Health & Dental Clinic for 1,000 low cost dental care for low-income unemployed, and underemployed Norfolk adults.	\$35,137	1,000	People	0	\$0	\$35,137
10	1	5004	PS	03T	SL3	LMC	St. Columba Ecumenical Ministries, Inc.: Homeless Advocacy & Day Assistance	Provide client management services for homeless individuals through intake, interviewing and assessment, in addition to advocacy and follow-up as homeless individuals move towards self-sufficiency.	\$16,052	620	People	0	\$0	\$16,052
11	1	5005	PS	03T	SL3	LMC	St. Columba Ecumenical Ministries, Inc.: Next Step Transitional Housing Program	Provide housing for up to 10 individuals (8 males/ 8 females) in four houses. These individuals may remain in the program for up to 24 months while addressing obstacles such as barriers to employment, lack of education, skills training, etc.	\$22,000	24	People	0	\$0	\$22,000
12	1	5006	PS	05	SL3	LMC	The Planning Council: Continuum of Care / NHC Program	Develop, sustain and coordinate a comprehensive continuum of care for the homeless citizens of Norfolk in order to move the homeless population towards self-sufficiency and ultimately to eliminate homelessness.	\$37,808	0	People	0	\$0	\$37,808
13	1	5007	PS	05	SL3	LMC	The Planning Council: ShelterLink Norfolk Program	Tracks and maintains the Homeless Management Information System (HMIS) for Norfolk's homeless population from 13 homeless service providers that utilizes HMIS.	\$11,074	0	People	0	\$0	\$11,074
14	1	5008	PS	03T	SL3	LMC	The Salvation Army: Hope Day Center Program	Provide services to homeless individuals such as safe environment to access mainstream resources, comprehensive case management, housing services, assistance securing and maintaining affordable housing, and follow up services.	\$95,158	800	People	0	\$0	\$95,158
15	1	5009	PS	05	DH/2	LMC	Virginia Supportive Housing: Supportive Services at Gosnell Apts Program	Provide support services management services and assists by linking individuals to relevant social, dental, skills training, and community building for residents at Gosnell Apartments in an effort to maintain housing for homeless individuals.	\$25,000	50	People	0	\$0	\$25,000
<b>Total Proposed (15) CDBG Public Service Programs Activities</b>									<b>\$582,857</b>	<b>135,472</b>		<b>0</b>	<b>\$0</b>	<b>\$582,857</b>

ATTACHMENTS & APPENDICES

CITY OF NORFOLK

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**FY 2017 (PY 2016) CDBG, HOME and ESG Allocations**

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) - ADMINISTRATION AND PROJECTS														
No.	IDIS Project ID	IDIS No.	SNC	Merit Code	Objective/Outcome Category	SNC	Proposed CDBG Planning & Administration & Project Use Activities	Program Description	FY 2017 (PY 2016)	FY 2017 Outcome Goals	People/Housing/Units/ LMA/ Job/ Business/ Facilities	FY 2017 Actual Goals	Spent	Un-Spent
18	2	3310	AD	22A	SU3	16A	Administration - City of Norfolk	To provide administration cost to carry out the CDBG eligible activities.	\$300,000	1/4	1/4	0	\$0	\$300,000
17	2	3311	AD	33	SU1	16A	Planning - City of Norfolk	General Planning development for a community development plan for the City of Norfolk. Planning Clerk to support salary to oversee the planning process.	\$190,000	1/4	1/4	0	\$0	\$190,000
Total Proposed (2) Planning & Administration Activities									\$490,000	0	0	0	\$0	\$490,000
18	2	3313	CODE ENFOR	04	SU3	JMA	Dept. of Neighborhood Development: Nuisance Abatement/ Boardups	Provide targeted code enforcement in low- and moderate-income areas to complement strategic efforts to arrest neighborhood decline and preserve stock of affordable housing.	\$200,000	200	Housing Units	0	\$0	\$200,000
19	2	3314	ED	05	ED/L	LMD	Dept. of Development: Coal/Incentive Mining Fund	Management oversight for the program to create and/or retain 20 (low)/moderate jobs (LMD)	\$250,000	20	People	0	\$0	\$250,000
20	2	3316	AFH	26A	DM2	JMC	Dept. of Neighborhood Development: Rental Norfolk	Provide income eligible homeowners with renovations to their residence that include minor repairs, accessibility modifications, and needed repairs.	\$200,000	2	Households	0	\$0	\$200,000
21	2	3316	ED	05	ED/L	JMA	Dept. of Development: Economic Development	Provide technical assistance support to help local businesses create or retain LMD.	\$100,000	3	People	0	\$0	\$100,000
22	2	3317	ED	18C	ED/L	JMA	Dept. of Development: S/W/O/A Activities & Business Cofes	Provide financial and technical assistance to S/W/O/A activities and Business Cofes.	\$300,000	3	Business	0	\$0	\$300,000
23	2	3318	AFH	26B	DM2	JMC	Dept. of Neighborhood Development: Rental Rehabilitation Program	Funds will provide landlords who own privately-owned homes with financial assistance in order to rehabilitate rental property for low- to moderate-income households.	\$300,000	20	Housing Units	0	\$0	\$300,000
24	2	3319	PUBLIC FACILITIES	08	SU1	JMA	Dept. of Public Works/Dept. of General Services: ADA Ramps	Funding to raise narrow falling sidewalks and curbs and install ADA ramps for improved accessibility.	\$300,000	23,000	LMA	0	\$0	\$300,000
25	2	3320	SITE IMPROVEMENT	09	SU1	JMA	Dept. of Neighborhood Development: Neighborhood Facility Site Improvements	Fund repairs and improvements to neighborhood facilities.	\$250,000	3	Facilities	0	\$0	\$250,000
26	2	3321	SITE IMPROVEMENT	09	SU1	JMA	Dept. of General Services: Improve Access to Public Facilities and Programs	Remove Obstacles (curb, bench and park) facilities to improve accessibility and enhance the visitor experience through modernization.	\$300,000	1	Facilities	0	\$0	\$300,000
27	2	3322	SITE IMPROVEMENT	09	SU1	JMA	Dept. of Communication & Technology: Increase access to broadband/internet/ services	Increase access to broadband and improve internet bandwidth capacity in LMI areas to support neighborhoods, business development efforts.	\$513,085	23,000	LMA	0	\$0	\$513,085
Total Proposed (11) Project Use Activities									\$3,813,085	46,207		0	\$0	\$3,813,085
Total (2) CDBG Administration & Planning									\$490,000				\$0	\$490,000
Total (15) Public Service Activities									\$3,813,085	46,207		0	\$0	\$3,813,085
Total CDBG Public Service/ Administration/ City Projects									\$3,813,085	46,207		0	\$0	\$3,813,085
28			DR	24A	DM2	JMC	(NRA) Reversing Loan Fund (Reimbursement Payments)	Program income generated by the Rental Rehabilitation Project, totaling \$250,000 to provide rehabilitation to housing units.	\$250,000	4	Housing Units	0	\$0	\$250,000
Total (1) FY 2017 CDBG Funding Amounts for PS/ Admin/ Projects/ RLPs									\$4,355,982	4	Housing Units	0	\$0	\$4,355,982
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) - RE-PROGRAMMED UNSPENT PRIOR YEARS' ALLOCATIONS														
No.	IDIS Project ID	IDIS No.	SNC	Merit Code	Objective/Outcome Category	SNC	Proposed Re-Programmed CDBG Funds Activities	Program Description	FY 2017 (PY 2016)	FY 2017 Outcome Goals	People/Housing/Units/ LMA/ Job/ Business/ Facilities	FY 2017 Actual Goals	Spent	Un-Spent
30		3327	SITE IMPROVEMENT	09	SU1	JMA	Norfolk C. Downing Library Renovations	Construction or rehabilitation costs for the Norfolk Downing Public library renovations to better serve the public.	\$500,000	1	Facility	0	\$0	\$500,000
31		3328	SITE IMPROVEMENT	05	ED/L	JMA	Community Infrastructure and Economic Development	Park Place Neighborhood Improvements to low- to moderate-area benefits.	\$175,550	1	Facility	0	\$0	\$175,550
32		3329	SITE IMPROVEMENT	05	ED/L	JMA	Community Infrastructure and Economic Development	Funds will provide financial assistance to for-profit businesses to renovate building and/or expanding buildings, purchase equipment, or providing operating capital for 2 community infrastructure improvements and economic development initiatives.	\$128,333	1	Facility	0	\$0	\$128,333
Total (3) Re-Programmed CDBG Prior Years' Unspent Funds Programs Activities									\$803,883	4		0	\$0	\$803,883
TOTAL FY 2017 CDBG ALLOCATIONS AND REPROGRAM ACTIVITIES									\$4,959,865	8		0	\$0	\$4,959,865

FY 2017 (PY 2016) CDBG, HOME and ESG Allocations

HOME INVESTMENT PARTNERSHIP (HOME) PROGRAM														
No.	IDIS Project ID	IDIS No.	BND	Match Code	Objective / Outcome Category	BND	Proposed HOME Program Activities	Program Description	FY 2017 (PY 2016)	FY 2017 Outcome Goals	People/ Household/ Housing Units/ LMA/ Job/ Business/ Facilities	FY 2017 Actual Goals	Spent	Not Spent
33	3	5023	AQ	251	DI/1	N/A	HOME Program Administration	Staff and overhead to manage HOME program funding, which is capped at 10 percent of grants.	\$91,527	N/A	N/A	0	50	\$91,527
34	5	5023	AF	13	DI/2	LWC	TSD (funders to be selected via RFP)	Provide funding to certified CDDO organizations to administer development programs.	\$28,133	2	Housing Units	0	50	\$28,133
35	6	5026	H	501	SL/3	LWC	City of Norfolk's Office to End Homelessness: HOME TSD and Homelessness	Provide TSD vouchers to funds rental expense up to two years with renewal options.	\$87,538	45	People	0	50	\$87,538
36	7	5027	H	502	DI/4	LWC	City of Norfolk Department of Human Services: HLCCT Program	Provide direct financial assistance using HOME funds towards security deposits for low income individuals.	\$200,200	40	People	0	50	\$200,200
37	4	5024	AF	13	DI/2	LWC	Norfolk Redevelopment & Housing Authority: Homebuyer Assistance Program	Provide down payment assistance to homebuyers of a newly-constructed or existing home.	\$504,234	12	Housing Units	0	50	\$504,234
<b>Total (5) FY 2017 HOME Allocation Activities:</b>									<b>\$952,922</b>	<b>99</b>		<b>0</b>	<b>50</b>	<b>\$952,922</b>
HOMELESS EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM														
No.	IDIS Project ID	IDIS No.	BND	Match Code	Objective / Outcome Category	BND	Proposed ESG Program Activities	Program Description	FY 2017 (PY 2016)	FY 2017 Outcome Goals	People/ Household/ Housing Units/ LMA/ Job/ Business/ Facilities	FY 2017 Actual Goals	Spent	Not Spent
38	8	5028	AD	214	SL/4	N/A	City of Norfolk: ESG Administration	Provide general management and oversight for ESG Program.	\$26,132	N/A	N/A	0	50	\$26,132
<b>Subtotal Proposed for ESG Administration</b>									<b>\$26,132</b>	<b>N/A</b>		<b>0</b>	<b>50</b>	<b>\$26,132</b>
39	9	5029	H	50	SL/2	LWC	City of Norfolk Office to End Homelessness: Street Outreach Program	Provide outreach services to ensure homeless individuals living on the streets and abandoned buildings are approached and assisted with emergency shelter, housing or critical services, providing urgent, non-facility based care, case management, emergency health and mental health services, and transportation.	\$29,400	280	People	0	50	\$29,400
41	8	5029	H	50	SL/2	LWC	The Salvation Army: Street Outreach Program	Provide outreach services to ensure homeless individuals living on the streets and abandoned buildings are approached and assisted with emergency shelter, housing or critical services, providing urgent, non-facility based care, case management, emergency health and mental health services, and transportation.	\$15,000	900	People	0	50	\$15,000
42	9	5029	H	50	SL/2	LWC	Virginia Supportive Housing: Street Outreach Program	Continue using the centralized system of outreach and intake for single adults experiencing homelessness by reaching out to the homeless individuals living on the streets and providing them with needed services.	\$15,000	130	People	0	50	\$15,000
<b>Subtotal Proposed for Street Outreach Activities</b>									<b>\$59,400</b>	<b>710</b>		<b>0</b>	<b>50</b>	<b>\$59,400</b>
43	9	5030	H	501	DI/3	LWC	ForGals, Inc.: Haven House Emergency Shelter Program	Provide households with housing and comprehensive services to foster permanent, positive family development leading to self-sufficient futures.	\$47,516	84	Households	0	50	\$47,516
43	9	5030	H	501	DI/3	LWC	St. Columba Episcopal Ministries, Inc.: Day Center Program	Provide basic needs such as showers, food, clothing, work boots, tools, and educational and vocational assistance. Staff assist clients in obtaining identification and provide referrals to mainstream services.	\$29,479	830	People	0	50	\$29,479
44	9	5030	H	501	DI/3	LWC	The Salvation Army: Hope Emergency Shelter Program	Funds will provide partial support to decrease the number of homeless men through exposure to services and access to mainstream resources which will aid and improve housing options.	\$18,186	900	People	0	50	\$18,186
45	9	5030	H	501	DI/3	LWC	WVDC of South Hampton Roads: Women In Crisis Emergency Shelter Program	Funds will provide partial support for victims of domestic violence and their family members. They also provide immediate intervention in a safe and supportive environment, develop comprehensive education plans, and collaborate with community agencies.	\$32,478	400	People	0	50	\$32,478
<b>Subtotal Proposed for Emergency Shelter Activities</b>									<b>\$127,659</b>	<b>3,284</b>		<b>0</b>	<b>50</b>	<b>\$127,659</b>
46	8	5031	H	50	DI/2	LWC	ForGals, Inc.: Rapid Re-housing, Relocation and Stabilization Program	Rapidly re-house homeless persons who are in and out of shelters and move them into permanent housing.	\$73,111	50	Households	0	50	\$73,111
47	8	5031	PI	501	DI/1	LWC	The Planning Council, Inc.: Homeless Prevention Program	The Planning Council, Inc.: Provide case management homeless prevention services to those households at risk of would otherwise become homeless.	\$67,192	80	People	0	50	\$67,192
<b>Subtotal Proposed for Rapid Re-Housing &amp; Homeless Prevention Activities</b>									<b>\$140,303</b>	<b>130</b>		<b>0</b>	<b>50</b>	<b>\$140,303</b>
<b>Total (10) FY 2017 ESG Allocation Activities:</b>									<b>\$346,295</b>	<b>3,674</b>		<b>0</b>	<b>50</b>	<b>\$346,295</b>
<b>Total FY 2017 CDBG/ HOME/ ESG Funding Amounts/ Reprogram Activities</b>									<b>\$6,258,630</b>	<b>184,909</b>		<b>0</b>	<b>50</b>	<b>\$6,258,630</b>

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CITY OF NORFOLK

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## **APPENDIX N**

### **SF 424 Forms**

COMMUNITY DEVELOPMENT BLOCK GRANT

OMB Number: 4945-0044  
Expiration Date: 8/31/2018

<b>Application for Federal Assistance SF-424</b>		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
* If Revision, select appropriate letter(s): <input type="text"/>		
* Other (Specify): <input type="text"/>		
3. Date Received:		4. Applicant Identifier:
5a. Federal Entity Identifier:		5b. Federal Award Identifier:
<input type="text"/>		B-16-HCS10018
State Use Only:		
6. Date Received by State:	7. State Application Identifier:	
<input type="text"/>	<input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: <input type="text" value="City of Norfolk"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="54-50081455"/>		* c. Organizational DUNS: <input type="text" value="071740069"/>
<b>d. Address:</b>		
* Street1:	<input type="text" value="481 Monticello Avenue, 1st Floor"/>	
Street2:	<input type="text" value="Attn: Department of Neighborhood Development (DND)"/>	
* City:	<input type="text" value="Norfolk"/>	
County/Parish:	<input type="text"/>	
* State:	<input type="text" value="VA: Virginia"/>	
Province:	<input type="text"/>	
* Country:	<input type="text" value="USA: UNITED STATES"/>	
* Zip / Postal Code:	<input type="text" value="23510"/>	
<b>e. Organizational Unit:</b>		
Department Name:	Division Name:	
<input type="text" value="Neighborhood Development (DND)"/>	<input type="text" value="DND Entitlement Unit"/>	
<b>8. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix:	<input type="text" value="Ms."/>	* First Name: <input type="text" value="Stella"/>
Middle Name:	<input type="text"/>	
* Last Name:	<input type="text" value="Edcock"/>	
Suffix:	<input type="text"/>	
Title:	<input type="text" value="Program Administrator for DND"/>	
Organizational Affiliation:	<input type="text" value="N/A"/>	
* Telephone Number:	<input type="text" value="757-664-3775"/>	Fax Number: <input type="text"/>
* Email:	<input type="text" value="stella.edcock@norfolk.gov"/>	

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CITY OF NORFOLK

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Application for Federal Assistance SF-424	
<p><b>* 9. Type of Applicant 1: Select Applicant Type:</b></p> <input type="text" value="C: City or Township Government"/> <p>Type of Applicant 2: Select Applicant Type:</p> <input type="text"/> <p>Type of Applicant 3: Select Applicant Type:</p> <input type="text"/> <p>* Other (specify):</p> <input type="text"/>	
<p><b>* 10. Name of Federal Agency:</b></p> <input type="text" value="U.S. Department of Housing and Urban Development"/>	
<p><b>11. Catalog of Federal Domestic Assistance Number:</b></p> <input type="text" value="14.218"/> <p>CFDA Title:</p> <input type="text" value="Community Development Block Grant"/>	
<p><b>* 12. Funding Opportunity Number:</b></p> <input type="text" value="FY 2017 Program Formula Allocations"/> <p>* Title:</p> <input type="text" value="Community Planning and Development Formula Allocations for FY 2017 (FY 2016)"/>	
<p><b>13. Competition Identification Number:</b></p> <input type="text"/> <p>Title:</p> <input type="text"/>	
<p><b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b></p> <input type="text"/> <div style="display: flex; justify-content: space-between; width: 100%;"> <span><input type="button" value="Add Attachment"/></span> <span><input type="button" value="Delete Attachment"/></span> <span><input type="button" value="View Attachment"/></span> </div>	
<p><b>* 15. Descriptive Title of Applicant's Project:</b></p> <input type="text" value="FY 2017 Annual Action Plan CDBG Program consisting of the provision of public services, community facilities, public improvements, affordable housing, economic development, and other related purposes"/>	
<p>Attach supporting documents as specified in agency instructions.</p> <div style="display: flex; justify-content: space-between; width: 100%;"> <span><input type="button" value="Add Attachments"/></span> <span><input type="button" value="Delete Attachments"/></span> <span><input type="button" value="View Attachments"/></span> </div>	

Application for Federal Assistance SF-424

16. Congressional Districts Of:

\* a. Applicant:  \* b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

\* a. Start Date:  \* b. End Date:

18. Estimated Funding (\$):

* a. Federal	3,885,992.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	853,133.00
* f. Program Income	250,000.00
* g. TOTAL	4,989,115.00

19. Is Application Subject to Review By State Under Executive Order 12372 Process?

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

Yes  No

If "Yes", provide explanation and attach

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Suffix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

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CITY OF NORFOLK

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## 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 anti-displacement 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.

**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-L.L.L., "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/Authorized Official

6/17/2016  
Date

ATTACHMENTS &  
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CITY OF NORFOLK

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**Specific CDBG Certifications**

The Entitlement Community certifies that:

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

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

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

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

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. **Overall Benefit.** The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) ~~2011, 2013, 2014~~ (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

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

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

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 US 3601-3619), and implementing regulations.

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

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

  
Signature/Authorized Official

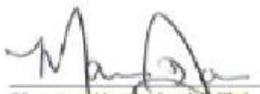
6/17/2016  
Date

City Manager  
Title

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which 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 to meet such needs.

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

6/17/2016  
\_\_\_\_\_  
Date

City Manager  
\_\_\_\_\_  
Title

**Specific HOME Certifications**

The HOME participating jurisdiction certifies that:

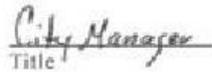
**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

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/Authorized Official      6/17/2016  
Date

  
Title

## ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

**Major rehabilitation/conversion** – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

**Matching Funds** – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction’s consolidated plan.

**Discharge Policy** – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from

publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

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

6/17/2016  
\_\_\_\_\_  
Date

City Manager  
\_\_\_\_\_  
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

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

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. 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.
4. 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).
5. 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 three).
6. 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)

City of Norfolk  
Department of Neighborhood Development (DND)  
401 Marriacello Avenue, 1st Floor  
Norfolk, VA 23510

Check  if there are workplaces on file that are not identified here.

This information with regard to the drug-free workplace is required by 29 CFR part 21.

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

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

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

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, disposing, 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).

# HOME INVESTMENT PARTNERSHIP PROGRAM

		CMB Number: 4640-0004 Expiration Date: 03/31/16
<b>Application for Federal Assistance SF-424</b>		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
3a. State Received:	4. Applicant Identifier:	
5a. Federal Entity Identifier:	5b. Federal Award Identifier: 0-16-NC510016	
<b>State Use Only:</b>		
6. Date Received by State:	7. State Application Identifier:	
<b>B. APPLICANT INFORMATION:</b>		
* a. Legal Name: City of Norfolk		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 54-6001455	* c. Organizational DUNS: 074740649	
<b>d. Address:</b>		
* Street 1: 401 Hunnicutt Avenue, 1st Floor	Street 2: Attn: Department of Neighborhood Development (DND)	
* City: Norfolk	County/Parish:	
* State: VA: Virginia	Province:	
* Country: USA: UNITED STATES	* Zip / Postal Code: 23510	
<b>e. Organizational Unit:</b>		
Department Name: Neighborhood Development (DND)	Division Name: DND Entitlement Unit	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
* Prefix: Ms.	* First Name: Emilia	
* Middle Name:	* Last Name: LAROCK	
* Suffix:	Title: Program Administrator for DND	
Organizational Affiliation: N/A		
* Telephone Number: 757-664-4779	* Fax Number:	
* Email: Emilia.Larock@norfolk.gov		

ATTACHMENTS &  
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CITY OF NORFOLK

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<b>Application for Federal Assistance SF-424</b>		
* 9. Type of Applicant 1: Select Applicant Type: <input type="text" value="C: City or Township Government"/>		
Type of Applicant 2: Select Applicant Type: <input type="text"/>		
Type of Applicant 3: Select Applicant Type: <input type="text"/>		
* Other (specify): <input type="text"/>		
* 10. Name of Federal Agency: <input type="text" value="U.S. Department of Housing and Urban Development"/>		
11. Catalog of Federal Domestic Assistance Number: <input type="text" value="14.239"/>		
CFDA Title: <input type="text" value="HOME Investment Partnership Program (HOME)"/>		
* 12. Funding Opportunity Number: <input type="text" value="FY 2017 Program Formula Allocations"/>		
* Title: <input type="text" value="Community Planning and Development Program Formula Allocations for FY 2017 (FY 2016)"/>		
13. Competition Identification Number: <input type="text"/>		
Title: <input type="text"/>		
14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>		
* 15. Descriptive Title of Applicant's Project: <input type="text" value="FY 2017 (FY 2016) Annual Action Plan HOME Program consists of the affordable rental housing, affordable homeownership opportunities, and other related purposes."/>		
Attach supporting documents as specified in agency instructions. <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>		

**Application for Federal Assistance SF-424**

16. Congressional Districts Of:  
 \* a. Applicant:  \* b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:  
 \* a. Start Date:  \* b. End Date:

18. Estimated Funding (\$):

* a. Federal	921,022.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	921,022.00

*Handwritten note on yellow sticky: Home Program \$921,022 14*

\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?  
 a. This application was made available to the State under the Executive Order 12372 Process  
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.  
 c. Program is not covered by E.O. 12372.

\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)  
 Yes  No  
 If "Yes", provide explanation and attach:

21. "By signing this application, I certify (1) to the statements contained in the list of certifications" and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances" and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001)  
 I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:  \* First Name:   
 Middle Name:   
 \* Last Name:   
 Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

ATTACHMENTS &  
APPENDICES

CITY OF NORFOLK

/ 3

# HOMELESS EMERGENCY SOLUTIONS GRANT PROGRAM

		OMB Number: 4040-0004 Expiration Date: 8/31/2016
<b>Application for Federal Assistance SF-424</b>		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
3a. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: B-16-89519016	
<b>State Use Only:</b>		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: <input type="text" value="City of Norfolk"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="54-60001455"/>	* c. Organizational OUNS: <input type="text" value="0747400169"/>	
<b>d. Address:</b>		
* Street: <input type="text" value="401 Monticello Avenue, 1st Floor"/>	Street: <input type="text" value="Attn: Department of Neighborhood Development (DND)"/>	
* City: <input type="text" value="Norfolk"/>	County/Parish: <input type="text"/>	
* State: <input type="text" value="VA: Virginia"/>	Province: <input type="text"/>	
* Country: <input type="text" value="USA: UNITED STATES"/>	* Zip / Postal Code: <input type="text" value="23510"/>	
<b>e. Organizational Unit:</b>		
Department Name: <input type="text" value="Neighborhood Development (DND)"/>	Division Name: <input type="text" value="DND Settlement Unit"/>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: <input type="text" value="Ms."/>	* First Name: <input type="text" value="Emilia"/>	
Middle Name: <input type="text"/>		
* Last Name: <input type="text" value="Larock"/>		
Suffix: <input type="text"/>		
Title: <input type="text" value="Program Administrator For DND"/>		
Organizational Affiliation: <input type="text" value="DVA"/>		
* Telephone Number: <input type="text" value="757-664-4779"/>	Fax Number: <input type="text"/>	
* Email: <input type="text" value="LEMLA.LAROCK@CITYOFNORFOLK.GOV"/>		

ATTACHMENTS &  
APPENDICES

CITY OF NORFOLK

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<b>Application for Federal Assistance SF-424</b>			
<b>* 9. Type of Applicant 1: Select Applicant Type:</b>			
C: City or Township Government			
Type of Applicant 2: Select Applicant Type:			
Type of Applicant 3: Select Applicant Type:			
* Other (specify):			
<b>* 10. Name of Federal Agency:</b>			
U.S. Department of Housing and Urban Development			
<b>11. Catalog of Federal Domestic Assistance Number:</b>			
14.231			
<b>CFDA Title:</b>			
Homeless Emergency Solutions Grant Program (HESG)			
<b>* 12. Funding Opportunity Number:</b>			
FY 2017 Program Formula Allocations			
<b>* Title:</b>			
Community Planning and Development Program Formula Allocations for FY 2017 (FY 2014)			
<b>13. Competition Identification Number:</b>			
Title:			
<b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b>			
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>			
<b>* 15. Descriptive Title of Applicant's Project:</b>			
FY 2017 (FY 2014) ANNUAL ACTION PLAN FOR HESG PROGRAM CONSISTS OF PROVIDING STREET OUTREACH PROGRAMS, EMERGENCY SHELTERS & DAY SHELTER PROGRAMS, & RAPIDLY REHOUSING AND HOMELESS PREVENTION PROGRAMS.			
Attach supporting documents as specified in agency instructions.			
<input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>			

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**  
 \* a. Applicant:  \* b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**  
 \* a. Start Date:  \* b. End Date:

**18. Estimated Funding (\$):**

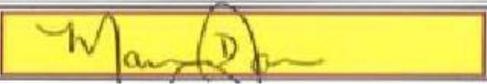
* a. Federal	310,293.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	310,293.00

\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?  
 a. This application was made available to the State under the Executive Order 12372 Process for review on   
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.  
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\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)  
 Yes  No  
 If "Yes", provide explanation and attach:

21. "By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001)  
 \*\* I AGREE  
 \*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:   
 Middle Name:   
 \* Last Name:   
 Suffix:   
 \* Title:   
 \* Telephone Number:  Fax Number:   
 \* Email:   
 \* Signature of Authorized Representative:  \* Date Signed:

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CITY OF NORFOLK

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**APPENDIX O**

**One CPD Response to City of Norfolk's  
Funding Project Explanation**

**Ask A Question**

Thank you for submitting a question to HUD Exchange Ask A Question.

This question has been answered, and the response to your question is below.

Note that AAQ correspondence occurs via email, so please add [aaq@hudexchange.info](mailto:aaq@hudexchange.info) to your safe list and check your spam or junk folder for AAQ messages.

Question Text
<p><b>Question Subject:</b> Funding Activities</p> <p>Sent by Kathleen Broughton on 06/19/2016 01:06 PM (ET)</p> <p>I am trying to fund our FY 2017 (PY 2016) Activities for our CDBG, HESG, and HOME programs. However, the funding is not available for FY 2016. Will you explain why?</p> <p>Thanks.</p>

Question Information
<p><b>Question ID:</b> 78219</p>
<p><b>Status:</b> Answered</p>
<p><b>Question Pool:</b> IDIS</p>
<p><a href="#">Ask Another Question</a></p>

Response
<p>Hello Kathleen,</p> <p>Thank you for your inquiry.</p> <p>The City's HUD grant programs (CDBG, HOME, and ESG) begin on 7/1/2016, but the grant funds will not display in IDIS until 1) the City has executed the grant agreements with HUD, and 2) the grants are loaded into the system. This may be several months after the beginning of the program year.</p> <p>It is recommended that you contact your HUD Field Office Representative for more information.</p> <p>Please submit a new inquiry to the HUD Exchange 'Ask A Question' for additional assistance.</p> <p>Thank you.</p>

[https://www.hudexchange.info/get-assistance/my-question/?taskaquestionaction=public%3Amain\\_answer&key=9106FA30-8C71-4FD4-A911A5C2FAB8AE34](https://www.hudexchange.info/get-assistance/my-question/?taskaquestionaction=public%3Amain_answer&key=9106FA30-8C71-4FD4-A911A5C2FAB8AE34)

6/21/2016

ATTACHMENTS &  
APPENDICES

CITY OF NORFOLK

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## **APPENDIX P**

### **ACKNOWLEDGEMENTS**

ATTACHMENTS &  
APPENDICES

CITY OF NORFOLK

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Consolidated Plan

NORFOLK

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# Acknowledgements

## Executive

Marcus Jones, City Manager  
City Council  
Budget Office

## Staff Support

### Department of Neighborhood Development (Lead Agency)

James Rogers, Executive Director  
Kimberley Pierce, Assistant Director  
Michelle Johnson, Division Head  
Leila LaRock, Program Administrator  
Kathleen Broughton, Management Analyst I  
Julia Ricks, Staff Technician II  
Amoko Ekoue, Temporary Technician  
Oneiceia Howard, Sr. Neighborhood Development Specialist

### Department of Economic Development

Peter Chapman, Director  
Leslie Osborn, Senior Business Development Manager

### Office to End Homelessness

Michael Wasserberg, Director  
John Boylan, Program Administrator

### Department of Human Services

Stephen Hawks, Director  
Jill Baker, Programs Manager  
HART Team

### Department of Public Works

### Department of Utilities

### Department of Planning

## Norfolk Redevelopment and Housing Authority

John Kownack, Executive Director  
Rebecca Burrus, Senior Budget Analyst  
Virginia Mack, Budget Manager  
Phyllis Armstead, Interim Chief of Housing Operations

## NDC Consultant

Mathew Wexler, Director, National Development Council

## Outside Agencies

The Planning Council, Inc.  
ForKids, Inc.  
ACCESS AIDS Care  
Independence Center  
YWCA of South Hampton Roads

**Grantee SF-424's and Certification(s)**



**SF 424**

*(HUD Submission)*

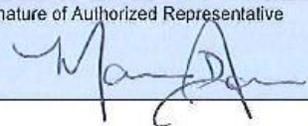
The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the ICPMP.xls document of the CPMP tool.

**SF 424**

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

05/23/2016	B16MC510016; M16MC510203; E16MC510002	<b>Type of Submission</b>	
Date Received by State	State Identifier	<input type="checkbox"/> Application	<input type="checkbox"/> Pre-application
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
<b>Applicant Information</b>			
City of Norfolk		UOG Code – VA511116 NORFOLK	
810 Union Street		Organization DUNS 074740069	
Suite 1100		Organizational Unit	
Norfolk	Virginia	Department of Neighborhood Development	
23510	Country U.S.A.	HUD Entitlement	
Employer Identification Number (EIN):			
54-6001455		Program Year Start Date: July 1, 2016	
Applicant Type:		Specify Other Type if necessary:	
Local Government: Township		Specify Other Type	
<b>Program Funding</b>			
U.S. Department of Housing and Urban Development			
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
<b>Community Development Block Grant</b>		14.218 Entitlement Grant: Community Development Block Grant	
CDBG Project Titles: City of Norfolk CDBG Entitlement Application		Description of Areas Affected by CDBG Project(s): City of Norfolk	
\$CDBG Grant Amount: \$3,885,982	\$Additional HUD Grant(s) Leveraged:	Describe:	
\$Additional Federal Funds Leveraged:	\$Additional State Funds Leveraged:		
\$Locally Leveraged Funds:	\$Grantee Funds Leveraged:		
\$Anticipated Program Income:	Other (Describe): FY 2017 RLF - \$250,000		
Total Funds Leveraged for CDBG – based Project(s): \$4,135,982			
<b>Homo Investment Partnerships Program</b>			
HOME Project Titles: City of Norfolk HOME Entitlement Application		14.239 HOME	
Description of Areas Affected by HOME Project(s): City of Norfolk, Virginia			
\$Home Grant Amount: \$916,076	\$Additional HUD Grant(s) Leveraged:	Describe:	
\$Additional Federal Funds Leveraged:	\$Additional State Funds Leveraged:		
\$Locally Leveraged Funds:	\$Grantee Funds Leveraged:		
\$Anticipated Program Income:	Other (Describe):		
Total Funds Leveraged for HOME – based Project(s): \$916,076			

<b>Housing Opportunities for People with AIDS</b>		14.241 HOPWA	
HOPWA Project Titles:		Description of Areas Affected by HOPWA Project(s):	
\$SHOPWA Grant Amount:	\$Additional HUD Grant(s) Leveraged:	Describe:	
\$Additional Federal Funds Leveraged:		\$Additional State Funds Leveraged:	
\$Locally Leveraged Funds:		\$Grantee Funds Leveraged:	
\$Anticipated Program Income:		Other (Describe):	
Total Funds Leveraged for HOPWA – based Project(s): N/A			
<b>Emergency Shelter Grants Program</b>		14.231 ESG	
ESG Project Titles: City of Norfolk ESG Entitlement Application		Description of Areas Affected by ESG Project(s): City of Norfolk, Virginia	
\$ESG Grant Amount: \$348,293	\$Additional HUD Grant(s) Leveraged:	Describe:	
\$Additional Federal Funds Leveraged:		\$Additional State Funds Leveraged:	
\$Locally Leveraged Funds:		\$Grantee Funds Leveraged:	
\$Anticipated Program Income:		Other (Describe):	
Total Funds Leveraged for ESG – based Project(s): \$348,293			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts 2 <sup>nd</sup> and 3 <sup>rd</sup>	Project Districts Virginia 2 <sup>nd</sup> and 3 <sup>rd</sup>		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on Date
		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
Kimberley M. Pierce		
Assistant Director	757-664-4796	757-664-4238
kimberley.pierce@norfolk.gov	http://www.norfolk.gov/Grant/	Other Contact
Signature of Authorized Representative		Date Signed
		5/26/16

## 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.

**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 IOPWA 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/Authorized Official

Date

5/26/16

### 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) ~~2014, 2015, 2016~~ period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

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

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

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 24 CFR Part 35, subparts A, B, J, K and R;

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

  
Signature/Authorized Official      5/26/15  
Date

City Manager  
Title

OPTIONAL CERTIFICATION  
CDBG

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which 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 to meet such needs.

  
Signature/Authorized Official      5/26/16  
Date

City Manager  
Title

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/Authorized Official      5/26/16  
Date

City Manager  
Title

## ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

**Major rehabilitation/conversion** – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for such individuals.

**Matching Funds** – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction's consolidated plan.

**Discharge Policy** – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from

publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

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

5/26/15  
\_\_\_\_\_  
Date

City Manager  
\_\_\_\_\_  
Title

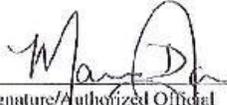
HOPWA Certifications

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

  
Signature/Authorized Official

5/26/16  
Date

City Manager  
Title

## APPENDIX TO CERTIFICATIONS

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

#### A. Lobbying Certification

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

#### B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. 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.
4. 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).
5. 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 three).
6. 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)

City of Norfolk  
Department of Neighborhood Development  
404 Monticello Avenue, 1st Floor  
Norfolk, Virginia 23510

Check  if there are workplaces on file that are not identified here.

This information with regard to the drug-free workplace is required by 24 CFR part 21.

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

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

"Conviction" means a finding of guilt (including a plea of not a contender) 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).

## Appendix - Alternate/Local Data Sources

<b>1</b>	<p><b>Data Source Name</b></p> <p>ConPlan Survey for Public Agencies &amp; Residents</p>
	<p><b>List the name of the organization or individual who originated the data set.</b></p> <p>The Department of Neighborhood Development developed both the Survey for the Public Agencies and for the Norfolk Residents in Survey Monkey.</p>
	<p><b>Provide a brief summary of the data set.</b></p> <p>Both surveys provided various questions and ratings for specific needs of Norfolk.</p>
	<p><b>What was the purpose for developing this data set?</b></p> <p>To gather and collect specific needs that range from approximate number of clients serviced in one's agency and services the agency provides to the most and least importation need information from both residents and public agencies</p>
	<p><b>Provide the year (and optionally month, or month and day) for when the data was collected.</b></p> <p>The city made available to the public both by advertising in the Virginian Pilot newspaper and providing the information on the City of Norfolk's webpage beginning October 13 through November 30, 2016.</p>
	<p><b>Briefly describe the methodology for the data collection.</b></p> <p>The Department of Neighborhood Development paid and utilize the Survey Monkey. As the results were provided for by the agencies and Norfolk residents Survey Monkey was able to collect and calculate the data sets for each question asked within the two surveys.</p>
	<p><b>Describe the total population from which the sample was taken.</b></p> <p>The Public Agency Survey received 20 responses and the Norfolk Resident Survey received 83 responses of which 80 live and work in the City of Norfolk. The Norfolk resident responses were 72 property owners and 6 renters.</p>
	<p><b>Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.</b></p> <p>Norfolk Residents who responded to the Norfolk Resident Survey comprised of 66 White/Caucasian respondents, 8 Black/ African American response, 1 of Hispanic Origin response, and 3 residents skipped this question.</p> <p>Public Agencies who responded to the Public Agency Survey comprised of 78 out of 84 who responded to this question which represents 65 White/ Caucasian respondents, 7 Black/ African American response, 1 of Hispanic Origin response, 3 residents chose other demographics not listed, and 2 respondents skipped this question.</p>