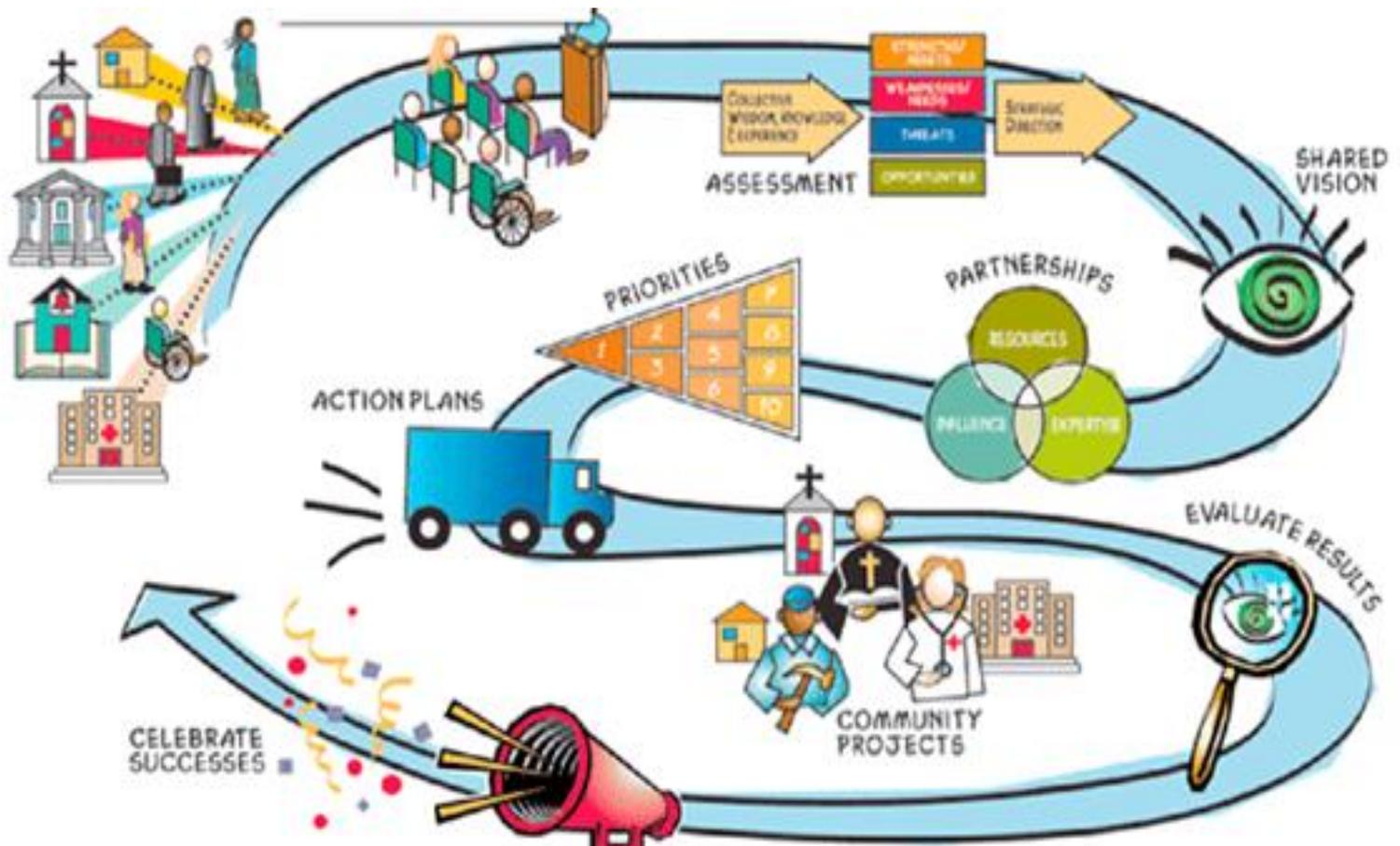


# Fiscal Year 2018 Annual Plan

Year 2: Five Year Consolidated Plan FY 2017 – FY 2021

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



**Prepared by:**

Department of Neighborhood  
 Development  
 401 Monticello Avenue 1<sup>st</sup> Floor  
 Norfolk Virginia, 23510  
 757.664.4080

**Application for Federal Assistance SF-424**

\* 1. Type of Submission:

- Preapplication  
 Application  
 Changed/Corrected Application

\* 2. Type of Application:

- New  
 Continuation  
 Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

06/30/2017

4. Applicant Identifier:

City of Norfolk

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

B-17-MC510016

**State Use Only:**

6. Date Received by State:

7. State Application Identifier:

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

City of Norfolk

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

54-6001455

\* c. Organizational DUNS:

074740069

**d. Address:**

\* Street1:

401 Monticello Avenue, 1st Floor

Street2:

Attention: Department of Neighborhood Development

\* City:

Norfolk

County/Parish:

\* State:

VA: Virginia

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

23510

**e. Organizational Unit:**

Department Name:

Neighborhood Development

Division Name:

HUD Entitlement Unit

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:

Ms.

\* First Name:

Leila

Middle Name:

J

\* Last Name:

LaRock

Suffix:

Title:

Program Administrator

Organizational Affiliation:

N/A

\* Telephone Number:

757-664-4779

Fax Number:

757-664-4080

\* Email:

leila.larock@norfolk.gov

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14.218

CFDA Title:

Community Development Block Grant

**\* 12. Funding Opportunity Number:**

PY 2017 Program Formula Allocation

\* Title:

Community Planning and Development Allocations for FY 2018 (PY 2017)

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

The FY 2018 (PY 2017) Annual Action Plan for CDBG consists provisions for public service, community facilities, public improvements, affordable housing, economic development, and other related purpose

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

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	<input type="text" value="3,901,034.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="3,901,034.00"/>

**\* 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 218, 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:

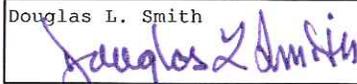
Suffix:

\* Title:

\* Telephone Number:

Fax Number:

\* Email:

\* Signature of Authorized Representative:   


\* Date Signed:

Application for Federal Assistance SF-424		
* 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: 06/30/2017	4. Applicant Identifier: City of Norfolk	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: B-17-MC510016	
<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: City of Norfolk		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 54-6001455	* c. Organizational DUNS: 074740069	
<b>d. Address:</b>		
* Street1:	401 Monticello Avenue, 1st Floor	
Street2:	Attention: Department of Neighborhood Development	
* City:	Norfolk	
County/Parish:	<input type="text"/>	
* State:	VA: Virginia	
Province:	<input type="text"/>	
* Country:	USA: UNITED STATES	
* Zip / Postal Code:	23510	
<b>e. Organizational Unit:</b>		
Department Name: Neighborhood Development	Division Name: HUD Entitlement Unit	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: MS.	* First Name: Leila	
Middle Name: J	<input type="text"/>	
* Last Name: LaRock	<input type="text"/>	
Suffix: <input type="text"/>	<input type="text"/>	
Title: Program Administrator		
Organizational Affiliation: N/A		
* Telephone Number: 757-664-4779	Fax Number: 757-664-4080	
* Email: leila.larock@norfolk.gov		

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14.239

CFDA Title:

HOME Investment Partnerships Program

**\* 12. Funding Opportunity Number:**

FY 2018 Program Formula Allocation

\* Title:

Community Planning and Development Allocations for FY 2018 (PY 2017)

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

The FY 2018 (PY 2017) Annual Action Plan for HOME consists of the affordable rental housing, and affordable homeownership opportunities through the homebuyer assistance program and CHDO developments.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

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	<input type="text" value="914,593.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="914,593.00"/>

\* 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 218, 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.

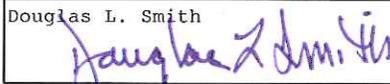
Authorized Representative:

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:   


\* Date Signed:

Application for Federal Assistance SF-424		
* 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: 07/13/2017	4. Applicant Identifier: City of Norfolk	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: E-17-MC510016	
<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: City of Norfolk		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 54-6001455	* c. Organizational DUNS: 074740069	
<b>d. Address:</b>		
* Street1:	401 Monticello Avenue, 1st Floor	
Street2:	Attention: Department of Neighborhood Development	
* City:	Norfolk	
County/Parish:	<input type="text"/>	
* State:	VA: Virginia	
Province:	<input type="text"/>	
* Country:	USA: UNITED STATES	
* Zip / Postal Code:	23510	
<b>e. Organizational Unit:</b>		
Department Name: Neighborhood Development	Division Name: HUD Entitlement Unit	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: Ms.	* First Name: Leila	
Middle Name: J.	<input type="text"/>	
* Last Name: LaRock	<input type="text"/>	
Suffix: <input type="text"/>	<input type="text"/>	
Title: Program Administrator		
Organizational Affiliation: N/A		
* Telephone Number: 757-664-4779	Fax Number: 757-664-4080	
* Email: leila.larock@norfolk.gov		

**Application for Federal Assistance SF-424**

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C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14.231

CFDA Title:

Homeless Emergency Solutions Grant Program (HESG)

**\* 12. Funding Opportunity Number:**

FY 2018 Program Formula Allocation

\* Title:

Community Planning and Development Allocations for FY 2018 (PY 2017)

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

The FY 2018 (PY 2017) Annual Action Plan for HESG consists of providing street outreach, emergency shelter, day shelter, rapidly re-housing and homeless prevention program activities.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

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.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

\* a. Start Date:

\* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="578,481.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="\$578,481.00"/>

\* 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

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Yes  No

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Delete Attachment

View Attachment

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 218, 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:   
*Douglas L. Smith*

\* Date Signed:



## FY 2018 (PY 2017) Annual Action Plan

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# Executive Summary

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

### 1. Introduction

The City of Norfolk's Annual Action Plan provides a narrative description of the projects and activities that are expected to be implemented and funded with entitlement funding that the city will receive from the U.S. Department of Housing and Urban Development (HUD) for the FY 2018 (PY 2017) Program Year. As an entitlement community, the City of Norfolk receives an annual share of federal Community Development Block Grant (CDBG) Program, HOME Investment Partnership Program (HOME) and for the Homeless Emergency Solutions Grant (HESG) Program funding. To receive its entitlement funding, the city is required to submit Annual Action Plan to HUD annually. The FY 2018 (PY 2017) Annual Action Plan includes the funding plan for CDBG totaling \$3,901,034, HOME totaling \$914,593, and HESG funding totaling \$578,481. The Plan also provides information on the proposed activities for the upcoming planning year.

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 FY 2018 (2017) program year.

#### **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.

The Annual Action Plan also includes activities to help remediate impediments to Fair Housing. During FY 2018, the city will continue to engage a fair housing service providers to provide outreach, education, investigation and enforcement assistance.

## 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

To implement neighborhood revitalization, the city will focus on four goals or priorities: 1) Affordable Housing; 2) Economic Development; 3) Public Services; and 4) Homelessness. Priorities were selected in the initial planning and research process when the city completed its 5-Year (FY 2017 - FY 2020) Consolidated Plan and these priorities will be carried out in all action plans throughout FY 2020.

**Affordable Housing:** Maintain or improve current units and develop additional units to provide decent, affordable housing for low- and moderate-income residents. The outcome of the following activities will allow more families the accessibility to affordable basics of daily living.

**Economic Development:** Administer loan and grant programs that create economic opportunities. Improving the community through economic development will help to sustain the neighborhoods where assisted businesses are located.

**Public Services:** Provide public services to benefit neighborhoods, families, or individuals by addressing issues in their living environment. The outcome of these activities will be sustainability to make neighborhoods livable, especially those considered low-income areas, by removing or eliminating blight.

**Homelessness Strategy:** Address issue of homelessness by providing decent, affordable housing to homeless individuals or those at risk of becoming homeless. The outcome is that housing or shelter will be available or accessible to low- and extremely low-income people, including persons with disabilities.

## 3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

During FY 2016 (PY 2015), the city continued to provide housing opportunities for low- and moderate-income individuals, support affordable housing efforts, provide services to low- and moderate-income families and serve persons who were homeless or at risk of becoming homeless. The following is a summary of the accomplishments for the program year ending June 30, 2016 that includes:

- The city provided housing improvements to 33 housing units utilizing more than \$2.0 million dollars.
- Down payment and closing costs assistance through the HOME program that enabled homeownership for 42 low-income first-time homebuyers utilizing more than \$1.58 million.
- The city provided funding for public improvement strategies to benefit very-low to moderate-income households and communities. A total of \$2,044,729 in public improvements were completed through the Monticello Avenue Development Initiative, the AAA Site Development

Improvement, and the purchase of needed fire equipment for the stations located in low- to moderate-income areas of Norfolk.

- The city funded 15 public service programs for 136,380 low- to moderate-income households. A total of \$672,411 in public services were completed that benefited employment training, housing counseling, health services, operating costs of homeless and AIDS special population, and dental services.
- The ESG program served 3,131 households at which 2,245 for emergency shelter, 103 served through homeless prevention; 174 served through rapid re-housing, and 609 homeless served through street outreach utilizing \$357,553.

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The City of Norfolk utilizes public comment periods, public hearings, neighborhood groups, website content, and social media as methods to engage citizens. One of the most successful ways the city engages with citizens is by neighborhood input sessions during planning. Under its neighborhood programs, the city helps low- and moderate-income neighborhoods articulate their visions.

The city also maintains relationships with its developers and partners to approach community development as comprehensively as possible. Often, local developers and community partners execute revitalization projects, and consultation with them is necessary to implement federal funds.

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

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

During the city's input session held in February included having seven individuals all of which had input into the Annual Action Plan discussions. Two comments were received. The city held a public hearing with the City of Norfolk's City Council on April 19, 2017 at which time the FY 2018 (PY 2017) Annual Plan and the city's budget will be made public. The city's FY 2018 (PY 2017) Annual Action Plan was provided in Norfolk's public libraries and displayed on the City of Norfolk's website at <http://norfolk.gov/Archive.aspx?AMID=52> as of April 26, 2017, for its 30-day comment period through May 26, 2017. No comments were received. The city published its 14-day comment period beginning July 10, 2017 through July 24, 2017 and no comments were received.

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

The City of Norfolk has accepted all comments and will provide the comments received after the 30-day comment period has ended on May 26, 2017. No comments were received after ending the 14-day comment period on July 24, 2017.

## **7. Summary**

The City of Norfolk's proposed FY 2018 (FY2017) 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 to revitalize neighborhoods and improve the quality of life of Norfolk residents.

The benefits of neighborhood engagement and revitalization are innumerable. Decent, safe, and sanitary housing is the foundation of personal stability, and community development is a pillar of healthy places. Neighborhood revitalization is a vehicle to resident empowerment. The projects outlined in the Plan are some ways the city plans to improve the quality of life for its citizens with the assistance from HUD.

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

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity 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	NORFOLK	City Department of Neighborhood Development
HOME Administrator	NORFOLK	City Department of Neighborhood Development
ESG Administrator	NORFOLK	City Department of Neighborhood Development

**Table 1 – Responsible Agencies**

### Narrative (optional)

The City of Norfolk's Department of Neighborhood Development (DND) is the lead agency in preparing the consolidated plans, annual action plans, and subsequent consolidated annual performance and evaluation reports (CAPER). DND is charged for the Community Development (CDBG, HOME and ESG) administration as well as code enforcement activities, rehabilitation activities and reporting programs' accomplishments in HUD's Integrated Disbursement and Information System (IDIS).

### Consolidated Plan Public Contact Information

Mr. James Rogers is the Director for the Department of Neighborhood Development (DND). DND is located at 401 Monticello Avenue, 1st floor, Norfolk, Virginia 23510. The Annual Action Plan information point of contact is Leila LaRock, Program Administrator, at 757-664-4779 (office phone), 757-376-0856 (work cell phone) and/or by email at leila.larock@norfolk.gov.

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

### **1. Introduction**

The City of Norfolk recognizes successful community development requires knowledge spanning several disciplines such as economic development, social services, and housing. Public and private partners are often on the ground, developing relationships with clients or working in low-income areas. Because of their direct interaction with homeless, cost-burdened, disabled, elderly, or other vulnerable populations, these partners know which services or activities are most beneficial to their clients. Although the City of Norfolk is the lead agency and the receiver of HUD's funding, its community partners are inherent to the execution of programs. It coordinates with partners to determine the most effective projects and activities. Coordination is achieved by established mutual goals, information sharing, and supportive action.

### **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 and providers often grow organically due to long-established relationships to attain mutual goals. Affordable housing partners such as the Community Housing Development Organization (CHDO) through the Norfolk Redevelopment and Housing Authority such as Beacon Light Civic League and Habitat for Humanity have worked in partnership with the city for more than 20-25 years. Leaders from these organizations approach the city frequently with their ideas. Similarly, city staff approach these organizations when opportunities, such as blighted or vacant properties for development, arise.

Coordination is also achieved by information sharing. The city's web site, [www.norfolk.gov](http://www.norfolk.gov), has a list of service providers. Community partners are routinely invited to share program updates at City Council meetings and Neighborhood Civic League meetings. Providers contributing as stakeholders are also encouraged to participate in the neighborhood planning process, which is described in more detail in the citizen participation section. In addition, many projects are performed by city departments working together. Project information is accessible to departments and their divisions through local servers and mapping tools as well as communication at weekly department head meetings.

### **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.**

City staff and elected officials show support by being active community participants. They attend open houses, Continuum of Care grant review meetings, and sit on non-profit committees or boards. Program staff for economic development sits a variety of boards which helps gather knowledge on all potential economic development sources. Showing support, especially through direct participation, helps organizations maintain open communication with one another.

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

Consultations between the city's Department of Neighborhood Development and the Office to End Homelessness alongside with the Continuum of Care assist in setting standards for what outcomes homeless programs should accomplish during their contract period. Consultations have allowed for an open discussion how performance measures benefit the broader homeless goals of the region. In doing so, the agencies who provide homelessness services to individuals who are at-risk of becoming homeless and individuals who are homeless are informed of the standards that are demanded using CDBG, HOME and ESG funds, as well as other best practice outcomes and incorporate these goals when negotiating contracts with sub recipients.

The Homeless Management Information System (HMIS) is used by all local homeless providers participating in the Continuum of Care. HMIS is a database used to track performance and outcomes for the agencies. The Planning Council, Inc. is the HMIS Lead, plays a critical role in coordinating the annual Point-In-Time (PITC), collecting data, and distributing results from the annual count.

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

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

1	<b>Agency/Group/Organization</b>	<b>City of Norfolk</b>
	<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>	Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Norfolk consulted with city departments including Public Works, Department of Economic Development, Office To End Homelessness.

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

The city did not exclude any agency types from participating in the Annual Plan planning process.

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	The Planning Council, Inc.	The goals of the Strategic Plan continues to be coordinated with the Planning Council and the Office to End Homelessness to make sure that areas of need are addressed to plan to prevent and end homelessness.

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

**Narrative (optional)**

The city seeks input from a variety of stakeholders, including, but not limited to, homeless services providers, local government, housing and social service agencies who provide a diverse input.

## **AP-12 Participation – 91.105, 91.200(c)**

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

The City of Norfolk looks for multiple ways to engage its citizens. It follows all traditional participation measures such as allowing for written comments either by email or hard copy to the Department of Neighborhood Development, City Council and the City Manager in allowing citizens to voice their opinions over the program year. Most recently, DND scheduled a presentation to all awarded sub recipients to enhance citizen participation in the city's budgeting process. This included providing different topics including community development and housing to participate via through go-to-meeting process.

The most successful and direct citizen participation is through DND's ongoing planning process with the Department of Planning with target neighborhoods. More than half of the city's neighborhoods are considered low- to moderate-income areas. The city encourages these neighborhoods, especially those subject to significant slum and blight, to assist with updating and/or creating neighborhood plans. Once the planning process sets its neighborhood priorities, city staff work with residents to examine the current conditions to determine how and where growth and improvement should occur.

**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	FY 2018 (PY 2017) Annual Input Session	Non-targeted/broad community	2 responses/ 7 attendance	1) ForKids requested additional funding for other programs targeted towards case management for homeless programs.2) Building Trades Academy requested recommendations towards increasing agency programs and participants.	All comments were accepted after the Annual Input Session held on February 27, 2017.	
2	Public Hearing	Non-targeted/broad community	No comments were received during the Public Hearing held on April 19, 2017.	No comments were received.	No comments were received.	

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)
3	Newspaper Ad	Non-targeted/broad community	During the 30-day comment period ending on May 26, 2017, there were no comments that were received.	No comments were received.	No comments were received.	
4	Newspaper Ad	Non-targeted/broad community	The 14-day comment period ends on July 24, 2017. The city will document comments received.	No comments were received.	No comments were received.	
5	Newspaper Ad	Non-targeted/broad community	Correction Legal Notice from July 9, 2017 indicating additional HESG funds for the City of Norfolk. The city will document comments received.	No comments were received.	No comments were received.	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The City of Norfolk has been an entitlement city for more than 30 years. As an entitlement grantee, it receives CDBG, HOME and ESG funds each year from HUD to carry out community projects that have been determined and prioritized through a needs assessment, market research, consultation with agencies, and receive citizen input.

The following table shows funds that are expected to be received in FY 2018 (PY 2017). The funds are added to any unused funds from the previous year. In FY 2018, the city will receive \$3,901,034 in CDBG funding, \$914,593 in HOME funding, and \$578,841 in ESG funding totaling \$5,394,108. The city also anticipates the revolving fund to continue totaling \$250,000. This program provides needed homeowner repairs. Total anticipated funding amount is \$5,644,108.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder 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	3,901,034	250,000	\$5,774,234	4,151,034	11,703,102	Federal funds prioritized to address capital improvements of public facilities and service providers, fund public services to low- and moderate-income residents, and improve affordable housing.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder 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	914,593	\$70,276	\$2,749,177	914,593	2,743,779	Federal funds to provide direct homebuyer assistance towards purchase of first home, build housing for income qualified households, provide subsidies to assist individuals in obtaining rental housing.
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	578,481	0	0	578,481	1,735,443	Federal funds used to support street outreach, emergency shelter, rapidly re-housing and homeless prevention services.

**Table 5 - 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 utilizes several tools to leverage federal funds. Strategies to partner activities funded by CDBG, HOME and or ESG are tax abatement, and direct funding from the capital improvement program funded annually.

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.

The most prominent source of leveraging and match is from local partnerships by offering lending programs for home purchase or home improvements in target neighborhoods. The DND established the Renovate Norfolk Right program to rehabilitate or redevelop properties in neighborhoods and to revitalize efforts in target, low-income areas.

Private funds are also leverage federal funds via affordable housing developers. Non-profit developers produce new single-family and multi-family units with layered sources from HOME funds, cash contributions, sweat equity, and donated products or services which all sources that count as local match. Moreover, low-income applicants receive homebuyer counseling services and below market interest rates to purchase single-family homes.

The ESG grant requires 100% match of program funds. The City of Norfolk passes this matching requirement to the service providers receiving the ESG funds. ESG providers meet this requirement through the use of private donations, State grants, city grants, and/or volunteer hours.

**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	Public Services	2016	2020	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	PARK PLACE BROADCREEK AREA BERKLEY III CENTRAL BRAMBLETON HUNTERSVILLE LAMBERT'S POINT BERKLEY IV	Community Development: Homelessness Special Needs	CDBG: \$582,897	Public service activities other than Low/Moderate Income Housing Benefit: 118533 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Affordable Housing	2016	2020	Affordable Housing	PARK PLACE BROADCREEK AREA BERKLEY III CENTRAL BRAMBLETON HUNTERSVILLE LAMBERT'S POINT BERKLEY IV	Affordable Housing: Community Development: Special Needs	CDBG: \$1,350,000 HOME: \$641,393	Homeowner Housing Added: 2 Household Housing Unit Homeowner Housing Rehabilitated: 75 Household Housing Unit Direct Financial Assistance to Homebuyers: 10 Households Assisted
3	Street and Sidewalk Improvements	2016	2020	Community Development	PARK PLACE BERKLEY III LAMBERT'S POINT BERKLEY IV	Community Development:	CDBG: \$150,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 10704 Persons Assisted
4	Economic Development	2016	2020	Non-Housing Community Development	PARK PLACE BROADCREEK AREA BERKLEY III CENTRAL BRAMBLETON LAMBERT'S POINT BERKLEY IV	Economic Development	CDBG: \$719,000	Facade treatment/business building rehabilitation: 4 Business Jobs created/retained: 7 Jobs Businesses assisted: 5 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Homelessness	2016	2020	Affordable Housing Homeless	PARK PLACE BROADCREEK AREA BERKLEY III CENTRAL BRAMBLETON HUNTERSVILLE LAMBERT'S POINT BERKLEY IV	Homelessness	HOME: \$181,741 ESG: \$535,095	Public service activities other than Low/Moderate Income Housing Benefit: 1704 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 210 Households Assisted Homeless Person Overnight Shelter: 400 Persons Assisted Homelessness Prevention: 400 Persons Assisted HIV/AIDS Housing Operations: 26 Household Housing Unit
6	General Oversight of Planing and Administration	2016	2020	General Planning and Administration Oversight	CENTRAL BRAMBLETON	Planning and Administration	CDBG: \$500,000 HOME: \$91,459 ESG: \$43,386	Other: 3 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Affordable Rental Housing	2016	2020	Affordable Housing	PARK PLACE BROADCREEK AREA BERKLEY III CENTRAL BRAMBLETON HUNTERSVILLE LAMBERT'S POINT BERKLEY IV	Affordable Housing:	CDBG: \$300,000	Rental units rehabilitated: 5 Household Housing Unit
8	Public Facilities/ Site Improvements	2016	2020	Non-Housing Community Development Site Improvement to Horace Downing Library	PARK PLACE BROADCREEK AREA BERKLEY III CENTRAL BRAMBLETON HUNTERSVILLE LAMBERT'S POINT BERKLEY IV	Community Development:	CDBG: \$549,137	Other: 3 Other

Table 6 – Goals Summary

## Goal Descriptions

1	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	The city proposes providing funding for 15 public service activities for FY 2018 (PY 2017) in hopes to achieve good results to provide needed services to low- to moderate-income households throughout the City of Norfolk over the program year.
2	<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.
3	<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.
4	<b>Goal Name</b>	Economic Development
	<b>Goal Description</b>	Provide CDBG funding to support economic development activities that will approximately produce low- to moderate-income jobs. The activities will help local businesses create or retain jobs; and provide financial assistance and technical support for 4-5 SWaM businesses (small women owned and minority owned businesses) over the program year.
5	<b>Goal Name</b>	Homelessness
	<b>Goal Description</b>	Funding from CDBG, HOME and ESG will provide for: <ol style="list-style-type: none"> <li>1. CDBG: Day Shelters services, Permanent Supportive Housing, Transitional Housing, Homeless Case Management and Services that will assist 1,730 individuals;</li> <li>2. HOME: Financial assistance through the HOME program for its TBRA programs totaling \$181,741 that will benefit 80 income qualifying individuals; and</li> <li>3. ESG: Street Outreach, Emergency Shelter, Homeless Prevention and Rapid Re-Housing that will benefit approximately 1,730 individuals.</li> </ol>
6	<b>Goal Name</b>	General Oversight of Planing and Administration
	<b>Goal Description</b>	General management administrative oversight over the CDBG, HOME and ESG programs.

<b>7</b>	<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 to rehabilitate rental property for low- to moderate-income households in increasing affordable, safe and suitable living environments for this population group.
<b>8</b>	<b>Goal Name</b>	Public Facilities/ Site Improvements
	<b>Goal Description</b>	Provide public facility and site improvements during FY 2018 (PY 2017) program year.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The Annual Action Plan sets goals such as enhancing the city's economic stability and prosperity by increasing opportunities for job readiness and investing in economic development programs and increasing opportunities for job readiness; strengthen neighborhoods by investing in the city's critical public infrastructure needs; improve housing opportunities by creating and preserving affordable rental and homeowner housing; assist individuals and families to stabilize in permanent housing after experiencing a housing crisis; invest in community services and non-profit facilities that maximize impact for the city's most vulnerable; and meet the needs of persons with HIV/AIDS and their families through the provision of housing, health, and support services.

The city proposes the FY 2018 (PY 2017) CDBG Program to provide an array of public service programs and projects, HOME activities and HESG activities. The proposed programs and projects are provided below and along with its outcomes the city hopes to achieve over the annual plan period.

#### Projects

#	Project Name
1	Aids Care Center for Education & Support Services (ACCESS)/ LGBT Life Center
3	Norfolk Community Services Board_Jail Case Management
4	Department of Human Services_Emergency Utility Assistance
5	Foodbank of Southeastern Virginia
6	FORKids, Inc._Permanent Supportive Housing
7	City of Norfolk Police Department_Crisis Intervention Team
8	Norfolk Redevelopment & Housing Authority_HomeNet
9	Park Place Health and Dental Clinic_Dental Clinic
10	St. Columba Ecumenical Ministries, Inc._Homeless Assistant
11	St. Columba Ecumenical Ministries, Inc._Next Step Transitional Housing
12	The Planning Council, Inc._ShelterLink
13	The Planning Council, Inc._Continuum of Care
14	Child and Family Services of Eastern Virginia_Parents as Teachers
15	The Salvation Army_Hope Day Center
16	Virginia Supportive Housing_Support Services for Gosnold Apts.
17	CDBG Grant Administration
18	Planning and Capacity Building
19	Dept. of Economic Development - Facade Improvements

#	Project Name
20	Dept. of Neighborhood Development_Homeowner Rehabilitation and Repair Program
21	Dept. of Neighborhood Development_Neighborhood Enhancement Program
22	Dept. of Neighborhood Development_Technical Assistance for Housing Development
23	Dept. of Neighborhood Development_Rental Rehabilitation
24	Dept. of Neighborhood Development_Neighborhood Improvements
25	Dept. of Economic Development_Norfolk Works
26	Dept. of Economic Development_SWaM Activities and Business Cafes
27	Dept. of Economic Development_Virginia Community Capital
28	Dept. of Public Works_General Services_ADA Ramps Project
29	Horace C. Downing Library Renovations
30	NRHA-HOME Administration
31	CHDO Set-Aside Project
32	Homebuyer Assistance
33	Dept. of Human Services_TBRA
34	Office to End Homelessness_TBRA
35	HESG Activities
36	Revolving Loan Fund

**Table 7 - 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 any comments received during the Annual Action Plan process. 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 six 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>	<b>Aids Care Center for Education &amp; Support Services (ACCESS)/ LGBT Life Center</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/BERKLEY III/ CENTRAL BRAMBLETON / HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	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 and maintain housing.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The CHAP Norfolk program estimates they will provide services for 27 households with a disability (HIV/AIDS).
	<b>Location Description</b>	The agency location is 222 W. 21st Street, Suite F-308, Norfolk, VA 23517. Agency staff assist clients who reside in scattered sites citywide.
	<b>Planned Activities</b>	Through the CHAP Norfolk program, the agency reaches out to landlords, completes property inspections, complete all contracting requirements including rent calculations, and provide ongoing life skills education through one-on-one sessions with clients. The Housing Specialist works directly with landlords to identify properties and to place the clients into housing as well to ensure that needs are addressed to maintain stable housing.
2	<b>Project Name</b>	<b>Norfolk Community Services Board_Jail Case Management</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$18,367

	<b>Description</b>	The Norfolk Community Services Board will provide Jail Case Management services for individuals who are currently in jail serving time and prepare them how to become independent upon jail release.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The estimated number of individuals who will be provided services is 10.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>3</b>	<b>Project Name</b>	<b>Department of Human Services_Emergency Utility Assistance</b>
	<b>Target Area</b>	PARK PLACE /BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$66,532
	<b>Description</b>	Utility payments will be made available to income-eligible Norfolk households to cover imminent loss of utilities in their residence.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated number of households to be served is 68.
	<b>Location Description</b>	citywide.
	<b>Planned Activities</b>	
<b>4</b>	<b>Project Name</b>	<b>Foodbank of Southeastern Virginia</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON / HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$29,000

	<b>Description</b>	Provide 4.1 million meals of emergency food to low-income children, families, senior citizens, homeless persons, and individuals with disabilities who are struggling with hunger throughout Norfolk.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The approximate number of individuals that will be served with food products are 299,353 people.
	<b>Location Description</b>	The Foodbank of Southeastern Virginia main office is located at 800 Tidewater Drive, Norfolk, VA 23504 where the food supplies are stored. The agency distributes food goods to area to food pantries, soup kitchens, schools, youth programs, mobile pantries, senior centers and emergency shelters.
	<b>Planned Activities</b>	Increase access to emergency food for Norfolk residents who are below the federal poverty level.
5	<b>Project Name</b>	<b>FORKids, Inc._Permanent Supportive Housing</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Through the Permanent Supportive Housing Program funds are directed towards providing permanent supportive housing to end homelessness for approximately 15 homeless families (30 people) with a disabled family member.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The program will serve at least 15 low-to moderate-income families.
	<b>Location Description</b>	ForKids, Inc. main office is located at 4200 Colley Avenue, Norfolk, VA 23508 and services will be provided citywide.
	<b>Planned Activities</b>	The agency will provide permanent supportive housing to end homelessness for 15 homeless families with a disabled family member.

<b>6</b>	<b>Project Name</b>	<b>City of Norfolk Police Department_Crisis Intervention Team</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$75,000
	<b>Description</b>	Improve mental health service linkage and service coordination for residents in mental health crisis who interface with the Norfolk Police Department (NPD) and with the Norfolk Community Services Board (NCSB). The program works to strengthen collaboration among NPD, NCSB, mental health providers, and social service providers to improve access to care.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The estimated to be served under this program are 10 individuals who will receive mental health services during the program year.
	<b>Location Description</b>	citywide.
	<b>Planned Activities</b>	
<b>7</b>	<b>Project Name</b>	<b>Norfolk Redevelopment &amp; Housing Authority_HomeNet</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$65,882
	<b>Description</b>	Improve access to homeownership by providing a comprehensive individualized pre-purchase homeownership counseling, post-purchase counseling, VIDA match savings, Housing Choice Voucher to purchase versus rent and provide educational services that strengthen long-term homeownership success for Norfolk residents aspiring to achieve and or maintain homeownership. Each client is prescribed a plan of action designed and tailored to remove the barriers that prevent them from achieving homeownership.
	<b>Target Date</b>	6/30/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The HomeNet Program will serve approximately 157 households during the program year.
	<b>Location Description</b>	
	<b>Planned Activities</b>	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.
<b>8</b>	<b>Project Name</b>	<b>Park Place Health and Dental Clinic_Dental Clinic</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$35,137
	<b>Description</b>	Funds will provide partial salary support costs for a dentist, dental students, dental assistant and pay towards operational costs for administering a dental program for income-eligible individuals who reside in Norfolk.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 1,200 individuals (800 new/ 400 returning clients) will be served with the dental care over the program year.
	<b>Location Description</b>	The Park Place Health and Dental Clinic is located at 606 W. 29th Street, Norfolk, VA 23508.
	<b>Planned Activities</b>	The dental clinic will provide dental services to Norfolk residents who are uninsured and low income. Services include teeth extractions, fillings, cleanings, and provide dentures and partials with the help from local dentist volunteers and senior dental students and dental assistants.
<b>9</b>	<b>Project Name</b>	<b>St. Columba Ecumenical Ministries, Inc._Homeless Assistant</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV

	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$16,052
	<b>Description</b>	CDBG funds will provide partial salary support for the homeless advocate and day center assistant program.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 500 homeless and low-income individuals will be served over the program period.
	<b>Location Description</b>	St. Columba Ecumenical Ministries, Inc. is located at 2114 Lafayette Boulevard, Norfolk, VA 23509.
	<b>Planned Activities</b>	Through the program, homeless and low-income individuals will be provided services such as providing screenings for alternative emergency housing options, complete the CoC designated assessment tool, be provided linkage to employment opportunities, mainstream benefits, vocational training, and referrals for medical, mental health and provide additional services such as provide bus passes to assist client to meet appointments, provide work clothes, boots, identification cards, and allow clients to access to do their laundry.
<b>10</b>	<b>Project Name</b>	<b>St. Columba Ecumenical Ministries, Inc._Next Step Transitional Housing</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development: Homelessness
	<b>Funding</b>	CDBG: \$22,000
	<b>Description</b>	Provide case management for individuals housed in a homeless transitional housing program and provide complete background checks, drug screenings, and mental health counseling for all program participants. These individuals may remain in the program up to 6-12 months with a focus of rapidly moving clients into permanent housing.
	<b>Target Date</b>	6/30/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 24-32 individuals will be served over the program year.
	<b>Location Description</b>	Main Office for St. Columba Ecumenical Ministries, Inc. is located at 2114 Lafayette Boulevard, Norfolk, VA 23509.
	<b>Planned Activities</b>	The program will include assisting the housing participants in becoming successful upon exiting the program and linking the individuals to mainstream benefits to address obstacles to housing such as employment, education, substance abuse, interpersonal relationships, physical and mental health, budgeting and life skills which is aimed to ultimately assist them in becoming self-sufficient. Clients are also encouraged to participate in the Resident Advisory Board, assist with the cleanup of Next Step's Adopt-A-Street, and volunteer in the community.
<b>11</b>	<b>Project Name</b>	<b>The Planning Council, Inc. _ShelterLink</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$11,079
	<b>Description</b>	CDBG funds will provide partial salary support for an HMIS Systems Administrator to provide reports to and provide on-going technical support to HMIS users.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Planning Council will document number of individuals served by various service providers and utilize the HMIS system in reporting homeless statistics and who receive federal funds for their programs.
	<b>Location Description</b>	The Planning Council, Inc. is located at 5365 Robin Hood Road, Suite 700, Norfolk, VA 23513.

	<b>Planned Activities</b>	The HMIS Systems Coordinator coordinates all trainings, provide data management and maintain quality, as well as report production. Tracks and maintains the Homeless Management Information System (HMIS) for Norfolk's homeless population from 13 homeless service providers that utilizes HMIS.
<b>12</b>	<b>Project Name</b>	<b>The Planning Council, Inc._Continuum of Care</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$37,808
	<b>Description</b>	Sustain and coordinate a comprehensive CoC for Norfolk's homeless citizens to move the homeless population toward self-sufficiency and ultimately decrease homelessness.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Planning Council uses the Point-In-Time Count totaling 572 individuals that will benefit from the proposed activities.
	<b>Location Description</b>	The Planning Council, Inc. is located at 5365 Robin Hood Road, Suite 700, Norfolk, VA 23513.
<b>Planned Activities</b>	<p>Coordinate the CoC application process, review and rank each qualified service providers' applications and submit to HUD for funding approvals on an annual basis.</p> <p>The CoC manager provides technical assistance and coordinates the federal and state assistance application processes by Submitting a competitive application, ensuring an inclusive process, including coordinating year-round data to ensure all available funding is secured to support housing and support service programs.</p>	
<b>13</b>	<b>Project Name</b>	<b>Child and Family Services of Eastern Virginia_Parents as Teachers</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$26,353

	<b>Description</b>	The Up Center's Parents as Teachers program targets families identified as being higher risk for potential child abuse and neglect. Risk factors include being a first-time single parent or teen parent, at or below the poverty level, and limited to no parenting education.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The approximate number of people to be assisted will be 195.
	<b>Location Description</b>	The Child & Family Services of Eastern Virginia d.b.a. the UP Center's location is 150 Boush Street, Suite 800, Norfolk, VA 23510. Agency staff provide services citywide.
	<b>Planned Activities</b>	The Up Center targets families identified as being at higher risk for potential child abuse and neglect. Risk factors include: being a first-time single parent or teen parent, at or below poverty level, and limited to no parenting education. The Up Center through Parents as Teachers Program will assess risk factors by providing education about child development, assess appropriate parent-child interaction, monitor appropriate behavior management, provide screenings for delays in development, provide linkage to consistent medical care, referrals to needed services, provide home safety assessments and provide hearing and vision screening for the children.
<b>14</b>	<b>Project Name</b>	<b>The Salvation Army_Hope Day Center</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development:/ Homelessness
	<b>Funding</b>	CDBG: \$95,158
	<b>Description</b>	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 provide follow-up services.
	<b>Target Date</b>	6/30/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 450 homeless single males and females will benefit from the program.
	<b>Location Description</b>	The Salvation Army's main office is located at 5525 Raby Road, Norfolk, VA 23502. The Hope Day Center which is funded under this program is located at 203 W. 19th Street, Norfolk, VA 23517.
	<b>Planned Activities</b>	The Salvation Army goal is to provide the homeless population with their basic needs as well as provide linkage to employment services, provide housing related services for homeless male and female singles. The agency provides linkage for SRO applications, landlord assistance, referral to veterans housing, and aid in rapid re-housing. The agency also provides for the basic needs for each client with providing showers, laundry access, meals, transportation, and clothing.
<b>15</b>	<b>Project Name</b>	<b>Virginia Supportive Housing_Support Services for Gosnold Apts.</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ BERKLEY IV
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	CDBG funds will provide for a case manager in providing case management services who will assist individuals living at the Gosnold Apartments. Services include providing linking them to medical, substance abuse, dental, skills training, and community building to maintain housing resources the previously homeless individuals living at Gosnold Apartments.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 63 individuals will be served during the program year.
	<b>Location Description</b>	Virginia Supportive Housing's main office is located at 8002 Discovery Drive, Suite 201, Richmond, VA 23229.  The program address is located at 2425 Gosnold Avenue, Norfolk, VA 23517.

	<b>Planned Activities</b>	Virginia Supportive Housing will provide for and maintain housing needs for the homeless individuals who reside at Gosnold Apartments by assessing their needs and aim to stabilize and recover from homelessness.
16	<b>Project Name</b>	<b>CDBG Grant Administration</b>
	<b>Target Area</b>	CENTRAL BRAMBLETON
	<b>Goals Supported</b>	Public Services/ Affordable Housing/ Street and Sidewalk Improvements Economic Development/ Public Facilities/ Site Improvements/ Homelessness/ General Oversight of Planning and Administration Affordable Rental Housing
	<b>Needs Addressed</b>	Planning and Administration
	<b>Funding</b>	CDBG: \$400,000
	<b>Description</b>	To provide the general oversight and management over the CDBG eligible activities allocated.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	Department of Neighborhood Development located at 401 Monticello Avenue, 1st Floor, Norfolk, VA 23510.
<b>Planned Activities</b>	General management oversight with the CDBG program.	
17	<b>Project Name</b>	<b>Planning and Capacity Building</b>
	<b>Target Area</b>	CENTRAL BRAMBLETON
	<b>Goals Supported</b>	General Oversight of Planning and Administration
	<b>Needs Addressed</b>	Planning and Administration
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	General planning development for a community development plan for the City of Norfolk. Planning costs to support salary to oversee the planning process.
	<b>Target Date</b>	6/30/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This is a planning activity.
	<b>Location Description</b>	
	<b>Planned Activities</b>	General Planning Development for a community development plan for the City of Norfolk.
<b>18</b>	<b>Project Name</b>	<b>Dept. of Economic Development - Facade Improvements</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$200,000
	<b>Description</b>	Federal funds to offer local businesses assistance with improving the exterior of their business.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Facade improvements will benefit local businesses.
	<b>Location Description</b>	TBD
	<b>Planned Activities</b>	
<b>19</b>	<b>Project Name</b>	<b>Dept. of Neighborhood Development_Homeowner Rehabilitation and Repair Program</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing:
	<b>Funding</b>	CDBG: \$1,000,000
	<b>Description</b>	Provide income-eligible homeowners with needed renovations to their residence that may include minor repairs, provide accessibility to residents who are physically impaired, and require needed exterior repairs.

	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 75 housing units will be provided with needed renovations upon becoming eligible to receive benefits from the city.
	<b>Location Description</b>	Citywide.
	<b>Planned Activities</b>	
20	<b>Project Name</b>	<b>Dept. of Neighborhood Development_Neighborhood Enhancement Program</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<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 Enhancement Program will provide funding for staff costs associated with providing technical assistance on capacity building and neighborhood revitalization strategies. Staff assigned to this program will work with neighborhood leaders to address and resolve a variety of community issues.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
21	<b>Project Name</b>	<b>Dept. of Neighborhood Development_Technical Assistance for Housing Development</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$100,000

	<b>Description</b>	The Technical Assistance for Housing Development Program will provide funding to assist non-profit housing developers gain professional and financial capacity in the area of housing development. Technical assistance will be targeted towards organizations interested in becoming Community Development Corporations (CDCs) and or Community Housing Development Organizations (CHDOs).
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Provide funding to assist non-profit housing developers gain capacity in housing development.
<b>22</b>	<b>Project Name</b>	<b>Dept. of Neighborhood Development_Rental Rehabilitation</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing: Community Development:
	<b>Funding</b>	CDBG: \$300,000
	<b>Description</b>	CDBG funds will provide opportunities for landlords who owns privately owned homes with financial assistance to rehabilitate rental property for low- to moderate-income households.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 5 rental housing units owned by homeowners will be rehabilitated under the Rental Rehabilitation Project. These units will be rented by low- to moderate-income households.
	<b>Location Description</b>	
	<b>Planned Activities</b>	Provide financial assistance towards needed housing repairs to landlords who rent their housing units to low- to moderate-income households.

<b>23</b>	<b>Project Name</b>	<b>Dept. of Neighborhood Development_Neighborhood Improvements</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Public Facilities/ Site Improvements
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$99,137
	<b>Description</b>	CDBG funds will provide the necessary repairs and improvements to neighborhood facilities.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Federal funds will support improvements to neighborhood facilities.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>24</b>	<b>Project Name</b>	<b>Dept. of Economic Development_Norfolk Works</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$150,000
	<b>Description</b>	Norfolk Works supports hiring and training initiatives, hiring incentives, and build talent pipelines to support new development, expansion, and existing Norfolk businesses.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Create and/or retain 3 jobs.
	<b>Location Description</b>	
	<b>Planned Activities</b>	

25	<b>Project Name</b>	<b>Dept. of Economic Development_SWaM Activities and Business Cafes</b>
	<b>Target Area</b>	PARK PLACE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$150,000
	<b>Description</b>	Provide financial and technical assistance to small, women, and minority businesses (SWaM) activities and Business Cafes.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 2 Small Women Owned and Minority-Owned Businesses will benefit from the SWaM program.
	<b>Location Description</b>	
	<b>Planned Activities</b>	
26	<b>Project Name</b>	<b>Dept. of Economic Development_Virginia Community Capital</b>
	<b>Target Area</b>	PARK PLACE/ BERKLEY III/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$219,000
	<b>Description</b>	The Virginia Community Capital Program provides incredible partners from the public and private sectors, VCC provides resources for SWaM businesses with the goal of helping create or retain low/mod jobs.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The VCC program will support SWaM businesses who will create 4 or retain 4 low/moderate jobs.
	<b>Location Description</b>	
	<b>Planned Activities</b>	The VCC program will support SWaM businesses who will create 4 or retain 4 low/moderate jobs.

27	<b>Project Name</b>	<b>Dept. of Public Works_General Services_ADA Ramps Project</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Street and Sidewalk Improvements
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$150,000
	<b>Description</b>	CDBG funds will provide funding to support failing sidewalks and curbs and install ADA ramps for improved accessibility for Norfolk residents in low- to moderate-income neighborhoods.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 11,000 individuals will benefit from the ADA ramp project.
	<b>Location Description</b>	
<b>Planned Activities</b>	It is estimated that sidewalk improvements will occur in neighborhoods that include over 11,000 individuals.	
28	<b>Project Name</b>	<b>Horace C. Downing Library Renovations</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Public Facilities/ Site Improvements
	<b>Needs Addressed</b>	Community Development:
	<b>Funding</b>	CDBG: \$200,000
	<b>Description</b>	Provide renovation costs towards the Horace C. Downing Library Renovation Project that will better serve the public.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The library renovation activity will benefit individuals citywide.
	<b>Location Description</b>	555 East Liberty Street, Norfolk, VA 23510
<b>Planned Activities</b>	Provide needed renovation to the Horace C. Downing Library.	

<b>29</b>	<b>Project Name</b>	<b>NRHA-HOME Administration</b>
	<b>Target Area</b>	CENTRAL BRAMBLETON
	<b>Goals Supported</b>	General Oversight of Planing and Administration
	<b>Needs Addressed</b>	Planning and Administration
	<b>Funding</b>	HOME: \$91,459
	<b>Description</b>	HOME funds will provide partial salary costs to manage the HOME program.
	<b>Target Date</b>	6/30/2018
	<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's main office is located at 555 East Main Street, Norfolk, VA 23510.
	<b>Planned Activities</b>	HOME funds will be allocated to NRHA to manage the HOME Program for its CHDO developments and the Homebuyer Assistance Program.
<b>30</b>	<b>Project Name</b>	<b>CHDO Set-Aside Project</b>
	<b>Target Area</b>	BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing:
	<b>Funding</b>	HOME: \$137,189
	<b>Description</b>	The HOME Program will provide 15% total HOME funding towards certified CHDO organizations to construct housing based on the approved homeowner who will ultimately reside in the completed constructed housing unit.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 2 households will benefit.
	<b>Location Description</b>	Citywide.

	<b>Planned Activities</b>	
<b>31</b>	<b>Project Name</b>	<b>Homebuyer Assistance</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT / BERKLEY IV
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing:
	<b>Funding</b>	HOME: \$504,204
	<b>Description</b>	HOME funds will provide down-payment and closing costs to approved homebuyers of a newly-constructed or existing home that is administered through the Norfolk Redevelopment and Housing Authority (NRHA).
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 14 low- to moderate-income homebuyers.
	<b>Location Description</b>	NRHA's main office is located at 555 East Main Street, Norfolk, VA 23510.
<b>Planned Activities</b>	HOME funds will provide for the down-payment and closing costs after the homebuyer has been approved for a newly-constructed or existing home that is administered through the Norfolk Redevelopment and Housing Authority (NRHA).	
<b>32</b>	<b>Project Name</b>	<b>Dept. of Human Services_TBRA</b>
	<b>Target Area</b>	BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Affordable Housing/ Homelessness
	<b>Needs Addressed</b>	Affordable Housing: Homelessness
	<b>Funding</b>	HOME: \$94,683
	<b>Description</b>	Provide financial rental assistance to households to maintain housing and prevent or end a homeless episode.
	<b>Target Date</b>	6/30/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 40 individuals will receive direct financial assistance.
	<b>Location Description</b>	The Department of Human Services is located at 741 Monticello Avenue, Norfolk, VA 23510.
	<b>Planned Activities</b>	The Department of Human Services will provide direct financial assistance using HOME funds towards security deposits for low- to moderate-income individuals.
<b>33</b>	<b>Project Name</b>	<b>Office to End Homelessness_TBRA</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Affordable Housing/ Homelessness
	<b>Needs Addressed</b>	Affordable Housing: Homelessness
	<b>Funding</b>	HOME: \$87,058
	<b>Description</b>	HOME funds will assist homeless and provide financial assistance for rental expenses.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 40 individuals will receive direct financial assistance.
	<b>Location Description</b>	Citywide.
	<b>Planned Activities</b>	Provide TBRA vouchers for income qualifying individuals towards rental expense up to two years with renewal options.
<b>34</b>	<b>Project Name</b>	<b>HESG Activities</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Homelessness
	<b>Needs Addressed</b>	Homelessness/ Planning and Administration
	<b>Funding</b>	ESG: \$578,481

<b>Description</b>	The HESG Program assists individuals and families quickly regain stability in housing after experiencing housing crisis or homelessness. The City of Norfolk has allocated HESG funds in the amount of \$578,481 as follows to achieve results that will combat homelessness. The City of Norfolk has allocated HESG funds in the amount of \$578,481 as follows to achieve results that will combat homelessness. HESG Administration: \$43,386; Street Outreach: \$37,623; Emergency Shelter: \$158,609; and Homeless Prevention/ Rapid Re-Housing: \$338,863.
<b>Target Date</b>	6/30/2018
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1,730 homeless individuals assisted.
<b>Location Description</b>	<ol style="list-style-type: none"> <li>1. Commonwealth Catholic Charities: 821 West 21st Street, Suite 205, Norfolk, VA 23510</li> <li>2. ForKids: The Emergency Shelter &amp; Rapid Re-Housing programs are administered at 4200 Colley Avenue, Norfolk, VA 23503. Rapidly Re-Housing services are provided citywide.</li> <li>3. Ghent Area Ministries: The office is located at 1301 Colonial Avenue, Norfolk, VA 23517.</li> <li>4. Office to End Homelessness: The main office is located at 232 Main Street, Norfolk, VA 23510. Street Outreach services are provided citywide.</li> <li>5. St. Columba Ecumenical Ministries, Inc.: Emergency Shelter is located 2114 Lafayette Boulevard, Norfolk, VA 23509.</li> <li>6. The Planning Council: Homeless Prevention is administered at 5365 Robin Hood Road, Norfolk VA 23513.</li> <li>7. The Salvation Army: Street Outreach and Emergency Shelter is located at 203 West 19th Street, Norfolk, VA 23517. The main office is located at 5525 Raby Road, Norfolk, VA 23502. Street Outreach services are provided citywide.</li> <li>8. YWCA of South Hampton Roads: The main office is located at 500 East Plume Street, Suite 700, Norfolk, VA 23510. The Emergency Shelter is located at 1424 McNeal Avenue, Norfolk, VA 23508.</li> </ol>

	<b>Planned Activities</b>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Provide Emergency Shelter Services through area shelter providers who will provide shelter services for the homeless population; and</li> <li>• Provide Rapid Re-Housing and homeless prevention dollars for activities to rapidly re-house homeless persons who are in and out of shelters and move them into permanent housing and/or who will provide homeless prevention assistance to at-risk persons who would otherwise become homeless.</li> </ul>
<b>35</b>	<b>Project Name</b>	<b>Revolving Loan Fund</b>
	<b>Target Area</b>	PARK PLACE/ BROADCREEK AREA/ BERKLEY III/ CENTRAL BRAMBLETON/ HUNTERSVILLE/ LAMBERT'S POINT/ BERKLEY IV
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing: Community Development:
	<b>Funding</b>	CDBG: \$250,000
	<b>Description</b>	Revolving loan funds generated by the 1991 Rental Rehabilitation Project may generate an approximate \$250,000 towards providing additional homeowner rehabilitation.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 4 housing units.
	<b>Location Description</b>	Citywide.
	<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 Annual 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 2018 (PY 2017) will be used for activities which benefit low- and moderate-income persons and special needs populations.

Federal funding will be focused in neighborhood revitalization areas and low- to moderate-income areas. Most neighborhoods within the City of Norfolk have low-income census tracts within them, and it is difficult to define how much assistance will be classified in the neighborhood revitalization program versus the low- to moderate-income eligible areas due to the overlap. Additionally, some funds, such as those going to assist low-income areas or households, and those part of a larger target neighborhoods are also part of the city's revitalization efforts.

### Geographic Distribution

Target Area	Percentage of Funds
PARK PLACE	27
BROADCREEK AREA	25
BERKLEY III	35
CENTRAL BRAMBLETON	4
HUNTERSVILLE	2
LAMBERT'S POINT	3
BERKLEY IV	4

Table 8 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

The city proposes to utilize its funding for Fiscal Year 2018 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. Most 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 assisting people living with HIV/AIDS.

The FY 2018 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, we have an increasing difficult task to spread its diminishing resources across such a large area. The lack of land available for building or existing structures available for rehabilitation within the city that creates a serious barrier that requires to be worked around continuously. 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 based on the amount of development and maintenance funds placed into the project.

# Affordable Housing

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

### Introduction

The city recognizes that many residents have excessive housing costs, especially low- and moderate-income households that disproportionately experience housing cost burden. As a response, the city will dedicate more than 70 percent of its project funds to help alleviate the lack of affordable housing. Under its affordable housing projects, the city anticipates it will assist approximately 279 households in FY 2018 (PY 2017). However, it is difficult to delineate annual affordable housing goals by population type as requested in the tables below. Per HUD requirements, the totals for the two following tables must match, yet the second table may not capture all relevant activities identified in the first table.

For example, homeless population housing needs are supported through overnight shelters, but that program type is not listed as an option in the second table. Additionally, the population types are not mutually exclusive. A detailed discussion of how HUD entitlement funds will be used to support affordable housing needs within the city is provided in section AP-20, with the number of households and individuals to be assisted itemized by funding source.

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

**Table 9 - One Year Goals for Affordable Housing by Support Requirement**

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

**Table 10 - 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.

**Household by Population Type:** The city is currently developing its Low-Income Housing Trust Fund that

the city will be able to support at least 1,164 housing units targeted for the homeless population group. An additional 75 units will be 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 approximately 100 households.

**Households by Program Year:** Tenant-based rental assistance funded by HOME and ESG funds will assist approximately 175 households. HOME funds will support approximately 2 housing units and CDBG funds will rehabilitate approximately 80 housing units. The city is unable to determine if any acquisition units it will support.

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

### **Introduction**

The Norfolk Redevelopment and Housing Authority recently submitted its proposed 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 2018, NRHA will continue to utilize Project Based Vouchers to expand affordable housing opportunities in particularly low poverty areas in the City.

### **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.

### **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 of Norfolk's Department of Neighborhood Development coordinates most of the homeless and other special needs activities through partnerships with the Office to End Homelessness (OTEH) along with non-profit service providers, the Department of Human Services, Continuum of Care (CoC), and the Norfolk Redevelopment and Housing Authority.

### **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**

Outreach to homeless persons is conducted through the range of Continuum of Care (CoC) services. The City of Norfolk has a variety of services for persons who routinely sleep on the street or in other places not meant for human habitation, including two major service providers, the Office to End Homelessness and the Salvation Army. The Salvation Army and St. Columba Ecumenical Ministries, Inc. provide meals, clothing, medical services, mental health and substance abuse services, and are located to where many unsheltered homeless reside. The Office to End Homelessness street outreach services by referring them to service providers that would assist them. Similar to Project Homeless Connect Events that are held twice a year in Norfolk, these events provide a “one” for those needing basic services, such as food, clothing, medical care, and shelter.

In addition, the City of Norfolk, through the Planning Council, annually schedules its “Point-In-Time Count” to count the total number of homeless individuals. This event is conducted by combined efforts from area city staff and volunteers from various agencies.

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

The activities to address emergency shelter needs within the City of Norfolk will be those undertaken with funds available through the Emergency Solutions Grant (HESG) program. The FY 2018 (PY 2017) HESG allocation of \$578,481 will be supplemented by matching funds at least equal to that amount.

Primary emphasis will continue to be on payment of emergency shelter operations expenses including utilities, maintenance, insurance, and staff salary costs. The purpose of emphasizing payment of operations expenses is to provide some predictability and stability to the operation of the shelters by assuring that their most basic expenses are met. This assures at least the continued operation of the facilities in times of scarce and fluctuating resources, and it compliments specific fund raising efforts for special projects. The FY 2018 (PY 2017) HESG funding will be allocating funds towards Rapid-Re-Housing and Homeless Prevention efforts to either re-house homeless families and individuals or to provide

assistance to families who are at risk of becoming homeless.

**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. As the urban center of CoC #VA501, the City of Norfolk is actively engaged in the policy making activities of the SVHC which has created a Housing First model prioritizing placing homeless individuals and families into permanent housing quickly and linking them to supportive services in the community. This is accomplished by prioritizing cases based on a vulnerability index and maintaining a housing registry through community-wide service coordination processes. 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.

Through the Norfolk Street Outreach Team, government and non-profit agencies will identify and assess an estimated 270 unsheltered households. These assessments will be discussed as part of the SVHC's service coordination process and households will be rehoused in an appropriate setting based on their individual needs. This structure served as the foundation for the City's successful effort to end veteran homelessness and is being utilized as the City meets the goal of ending chronic homelessness by December 31, 2017.

As part of the FY2017 – 2021 Consolidated Plan the City implemented new performance measures for all its funded programs serving those experiencing homelessness. As such, during the second year of the plan, the City is anticipating significant increases in the number of single adult households transitioning to permanent housing from the streets, emergency shelter and transitional housing. Such increases have already been seen amongst families with children since the City restructured its coordination between the City departments and their non-profit partners.

Accessibility to affordable housing is being addressed through a new 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. By providing access to affordable housing, the City anticipates being able to prevent returns to homelessness, while offering greater access to the programs and services available through CoC funded programs.

**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 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. The Norfolk Department of Human Service's HART Team diverts households from entering shelter using a Diversion Assessment process which connects the Regional Housing Crisis Hotline to community-wide prevention programs. In doing so, HART is able to avert literal homelessness for up to 85% of the presenting families with children, while experiencing a recidivism rate of less than 10% over a 12-month period.

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 Community Service Board as well as the city's non-profit partners. These 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 and to reduce the likelihood of homeless episodes.

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".

## **Discussion**

## **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 discuss the areas outlined below. The three barriers are:

- 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;
- HUD and federal regulatory requirements no longer contained just within CPD;
- 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.

In addition, the other barriers exist which make increasing the affordable housing stock in the City of Norfolk difficult such as: Income and wages are not keeping the pace with rising housing costs and the overall cost of living; homeownership is out of reach for the majority of residents; the cost of land is high and there is a lack of vacant land for future growth; development barriers for some projects that include permit processing times, height restrictions, outdated community plans, environmental review, and community opposition; and impediments to fair housing.

Lastly, 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 addition, the city will consider and implement as funding permits the following actions:

- Continue to use federal and other city administered funds to support affordable housing and explore opportunities to increase funding for affordable housing creation;
- Support opportunities to reduce barriers to affordable housing; and
- Encourage the production/preservation of larger units for families (e.g., units with at least two bedrooms).

**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:**

Neighborhood deterioration is a complex problem with many sources. Lack of affordable housing, lack of maintained housing, environmental hazards, income levels, economic environment, social perceptions, and resident pride are all factors that affect neighborhood health and stability. Neighborhood revitalization underlines how complex the sources of blight and deterioration can be, and it takes a multi-faceted approach to address issues. This section highlights other actions that have been or will be taken in neighborhood revitalization including a reiteration of affordable housing strategy, addressing lead-based paint, reducing property, institutional structure, and enhanced coordination.

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

Most residents in the City of Norfolk targeted neighborhoods are low-income, and it is easy to spot blight when driving through the neighborhoods. There should be plenty of applicants for the city programs; however, one obstacle to serving families is a lack of eligible applicants. To overcome this obstacle, DND with its Renovate Norfolk Right adjusted its marketing strategy. To solicit more eligible applicants, DND conducted workshops, conducted targeted mailings, which did bring in more eligible applicants for its rehabilitation program. It will continue more targeted solicitation techniques to reach out to low- to moderate-income residents.

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

Most 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.

Affordable housing will be one of the highest priorities to be addressed by the city. The city proposes to allocate 33% (\$1.3 million) of the annual CDG allocation to affordable housing activities. The overall housing strategy is described in the Consolidated Plan. The strategy was developed based on a market analysis, an assessment of housing needs and community involvement.

By regulation, at least 15% of HOME funds must be set-aside for a Community Housing Development Organization (CHDO) which will address affordable housing.

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

Lead-based paint hazards will be addressed in compliance with all the City of Norfolk's Public Health's guidelines. City inspectors will ensure that contractors follow guidelines to protect owners from inhaling

or being exposed to excessive levels of lead-based paint.

Lead-based paint hazards will be addressed in compliance with all the City of Norfolk's Public Health guidelines. City inspectors will ensure that contractors follow guidelines to protect owners from inhaling or being exposed to excessive levels of lead-based paint.

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.

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**

In the 2017-2018 program year, the City of Norfolk proposes to allocate 18% (\$719,000) of CDBG funds to economic development activities that will promote the creation of jobs for low-to moderate-income individuals.

The city 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.

To address poverty, the city will target economic development in its low- to moderate-income areas with the expectation that this will provide better job access and increased incomes. The city also encourages access to vocational job training in collaboration with groups such as Building Trades Academy, Old Dominion University and Tidewater Community College.

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

The most direct action in developing institution structure is the capacity building efforts. Within the last four years, the city and associated homelessness agencies have tried to develop a better institutional structure for the city and the Continuum of Care (CoC). In FY 2017, the CoC has with the Office to End

Homelessness as well as neighboring cities in the CoC to increase and better serve the homeless services. By developing a stronger structure, the homeless population has reduced, written policies were created, and an organized client intake system has been created and continuously improved.

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

As mentioned in the consultation (AP-10) section near the beginning of this Plan, the City of Norfolk recognizes successful community development requires coordination with other housing and social service agencies. The city coordinates with agencies by working toward common goals. Coordination is achieved by established mutual goals, information sharing, and supportive action. The city will continue to work both private and public organizations to provide open communication that will allow for greater information flow regarding housing and social services to be provided to the public.

### **Discussion:**

The longstanding policy of the city is to affirmatively further fair housing. To that end, the city is actively engaging in activities which promote fair housing and which facilitate handling of complaints as they arise. The City of Norfolk continuously attend the HRCHRB that include the following localities: Chesapeake, Hampton, Newport News, Norfolk, Portsmouth, and Suffolk. Other members include the Hampton Roads Housing Consortium, Endependence Center, Office of Human Affairs, and the INSIGHT Center for Independent Living. These meetings throughout the program year include open discussions when and how its next Analysis of Impediments (AI) to Fair Housing Choice document will be completed. AI identifies impediments and offers recommendations that have become the city's road map for action. The report offers a few 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.

**CDBG Requirements:** The total amount of CDBG funds expected to be available during the upcoming program year is \$4,151,034 that also includes \$250,000 from the Revolving Loan Fund that was set up back in 1990. These funds will be used towards other homeowner rehabilitation efforts for income eligible Norfolk residents. The city does not anticipate any urgent need activities. All CDBG funding, or 100 percent, will be used for activities that benefit low- to moderate-income people or areas.

**HOME Requirements:** The city estimates receiving HOME funding totaling \$914,593 over the upcoming year. HOME funding will be allocated to eligible CHDO's to construct or rehabilitate housing to income eligible Norfolk residents, provide funding towards homebuyer and tenant-based rental assistance activities. Tenant-based Rental Assistance activities will provide financial housing assistance to homeless individuals to provide these individuals with housing options.

**ESG Requirements:** Over the upcoming year, the city estimates providing ESG funding totaling \$578,481 towards street outreach, emergency shelter, rapid re-housing and homeless prevention programs. These programs will ultimately assist individuals who are either at-risk of becoming homeless or are homeless.

#### 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. 100.00%

### HOME Investment Partnership Program (HOME) Reference 24 CFR 91.220(l)(2)

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

HOME funds in the forms of investment described in 24 CFR 92.205(b). HOME funding from the city will likely be in the forms of deferred payment loans or grants. The city intends to use some HOME funds for low-income homebuyer assistance activities. In this section, the city provided the Resale and Recapture Homebuyer Policies and Procedures. No payment is due while homebuyers occupy HOME-assisted properties as their principal residence during the affordability period. The affordability period either 5, 10, 15 years is determined by the amount of homebuyer assistance, and the homebuyer assistance amount is determined by a buyer's income and ability to make house payments.

Every homebuyer receiving HOME assistance will sign an agreement and restrictive covenant that will act as a lien against the unit until successful completion of the affordability period. In the event a HOME-assisted unit is sold, conveyed, or otherwise transferred during the affordability period, the resale or recapture provision will go into effect.

**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:**

When recapturing funds, the city will reduce the recaptured amount on a prorated basis for the time the homeowner has owned and occupied the housing. Most affordability periods will be 5 years to be reduced 1/60th monthly or 10 years to be reduced 1/120th monthly. Prorated funds will be recaptured from net proceeds.

In some instances, where resale can be guaranteed to another low-income homebuyer, such as when partnering with a non-profit home builder or CHDO, the city may choose the resale option. A house with a recorded resale provision must be resold to a household below 80 percent of area median income. This will institute a new affordability period and change the agreement from resale to recapture.

**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:**

Affordability is ensured by homeowner annual verification of their principal residence. Annually, the NRHA staff verifies that HOME-assisted unit is still the principal residence of the original low-income homebuyer by collecting updated homeowner's utility bills.

**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:**

The city does not intend to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds.

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

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

The City of Norfolk has written performance standards for providing CDBG, HOME and ESG assistance is included in the exhibits section.

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

The CoC has established a two-part centralized and coordinated assessment system that meets the HUD requirements to include: coverage, accessibility, marketing and advertisement, utilization of a standard assessment tool, and a policy for DV provider participation. The Housing Crisis Hotline is the access point for coordinated entry & referrals for homeless individuals & families. The Hotline provides coverage and access for persons across the entire CoC. The number is advertised on agency business cards, voicemails, websites & email signatures, at local DHS, eviction documents, police & Sheriff Departments, on the CoC website and 211. The Hotline monitors housing resources, eligibility requirements, contact information and completes standard assessments on all callers to make program referrals in HMIS.

Outreach workers identify and engage the most vulnerable populations using the VI-SPDAT at meal sites, emergency shelters and day centers. Persons engaged through outreach or sheltered in emergency and transitional housing are refer to Service Coordination Committees (SCC) to address the permanent housing needs of households. The SCC manage a housing registry and prioritize available resources for persons with the highest needs and longest histories of homelessness, including the prioritization of chronically homeless individuals, youth and families who have the longest histories of homelessness and those considered most vulnerable. The SCC facilitates all housing placements into transitional housing and permanent housing resources to include RRH, Permanent Supportive Housing and Other Permanent Housing in accordance with the CoC adopted Order of Priority, CPD-14-012: Prioritizing Persons Experiencing Chronic Homelessness in Permanent

Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status. SCC members include social/human service departments, CSBs, outreach workers, and housing providers that serve chronic, victims of violence, veterans, youth, and HIV/AIDS.

Collectively the DV providers ensure the safety & security for survivors of DV & maintain client choice through the provision of shelter and housing services across the CoC's geographic coverage area. The CoC participating Domestic Violence (DV) providers joined together to launch the new Coordinated Crisis Response (CCR), a centralized assessment and referral process that provides comprehensive, wraparound emergency services to victims of domestic violence, sexual assault, stalking and human trafficking. CCR works to streamline access to 24/7 crisis hotlines, emergency shelter, victim advocacy and group therapy. Households presenting at centralized assessment for homeless services are immediately linked to local DV providers for services & afforded access to safe housing. To reduce trauma & increase access to housing, all DV providers participate in the CoC's coordinated assessment known as the Service Coordination Committee (SCC). Referrals are submitted to SCC using the VI-SPDAT, which isn't entered into HMIS for DV, to adhere to confidentiality and safety policies. Each DV provider receives funding from one or more sources including ESG, CoC, DOJ, and the VA Dept. of Social Services.

**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 2017, a Point-In-Time (PIT) Count was conducted for a total of 572 individuals were interviewed.

The DND issues a request for proposal at a minimum of every two years for all 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 utilizes standard selection criteria in its RFPs.

Grants are awarded for a one-year period with an option for extensions. 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. 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.**

To ensure that ESG funds are used effectively, the City of Norfolk will obtain Continuum of Care board members from subgrantee agencies that receive ESG funds. This also satisfies the requirement of interim regulations under 24 CFR 576.405.

**5. Describe performance standards for evaluating ESG.**

Performance standards for homelessness CDBG, HOME and ESG activities include a progressive engagement approach with clients to determine financial need; ensure clients attain housing prior to taking steps to address any other significant issue with which they may be struggling (substance abuse, mental health, gaining or increasing income); and being able to stabilize housing for the most vulnerable.

# **Exhibit 1 - Citizen Participation**

**Input Session Public Notice & Comments**

**February 27, 2017**



## NOTICE OF PUBLIC INPUT SESSION FY 2018 ANNUAL ACTION PLAN

Consistent with the requirements of the Department of Housing and Urban Development (HUD), the City of Norfolk will be developing the FY 2018 Annual Action Plan. The Plan allocates federal resources under the Community Development Block Grant Program, HOME Investment Partnership Program and the Emergency Solutions Grant Program. Through the Plan that will become effective July 1, 2017, the City of Norfolk anticipates distributing approximately \$3-4 million in funds based on prior year allocations.

The City of Norfolk's Department of Neighborhood Development will hold a public input session on **Monday, February 27, 2017 at 6:00 PM**. The specific purpose of the Public Input Session is to gain input from citizens on priority needs to be funded with the Fiscal Year 2018 HUD allocations. The public input session will be held in the City Council conference room located at the City Hall Building: 810 Union Street, 10th Floor, Norfolk, VA 23510.

If special assistance for the disabled is needed, please contact the Department of Neighborhood Development at 757-664-4080; TDD 711. The contact person for the Annual Plan is Ms. Leila LaRock, Program Administrator, HUD Entitlement Unit, for the City of Norfolk, who may be reached at 757-664-4779 or [leila.larock@norfolk.gov](mailto:leila.larock@norfolk.gov).

The City of Norfolk does not discriminate on the basis of race, color, religion, sex, handicap, familial status, or national origin in admission, access to, treatment or employment in its federally assisted programs or activities.

AFFIDAVIT OF PUBLICATION

The Virginian-Pilot

CITY OF NORFOLK  
401 MONTICELLO AVE, 1ST FLOOR  
DEPT OF NEIGHBORHOOD  
NORFOLK VA 23510

REFERENCE: 39206109  
25327297 INPUT SESSION FY 20

State of Virginia  
City of Norfolk

This day, Jacqueline Whitfield, personally appeared before me; and after being dully sworn, made oath that: (1. she is affidavit clerk of the Virginian-Pilot, a newspaper published by The Virginian-Pilot Media Companies, LLC, in the cities of Norfolk, Portsmouth, Chesapeake, Suffolk, and Virginia Beach, Commonwealth of Virginia and in the state of North Carolina 2.) That the advertisement hereto annexed has been published in said newspaper on the dates stated

PUBLISHED ON: 02/10



TOTAL COST: 496.20 AD SPACE: 60 LINE  
FILED ON: 02/10/17

Legal Affiant Jacqueline Whitfield

Subscribed and sworn to before me in my city and state on the day and year aforesaid this 13 of February in the year of 2017. (NRN:7145124)

Notary: Francisco A. Kelly My commission expires October 31, 2019

**NOTICE OF PUBLIC INPUT SESSION FY 2018 ANNUAL ACTION PLAN**

Consistent with the requirements of the Department of Housing and Urban Development (HUD), the City of Norfolk will be developing the FY 2018 Annual Action Plan. The Plan allocates federal resources under the Community Development Block Grant Program, HOME Investment Partnership Program, and the Emergency Solutions Grant Program. Through the Plan that will become effective July 1, 2017, the City of Norfolk anticipates distributing approximately \$3.4 million in funds based on prior year allocations.

The City of Norfolk's Department of Neighborhood Development will hold a public input session on **Monday, February 27, 2017 at 6:00 PM**. The specific purpose of the Public Input Session is to gain input from citizens on priority needs to be funded with the Fiscal Year 2018 HUD allocations. The public input session will be held in the City Council conference room located at the City Hall Building, 510 Union Street, 10th Floor, Norfolk, VA 23510.

If special assistance for the disabled is needed, please contact the Department of Neighborhood Development at 757-664-4080; TDD T11. The contact person for the Annual Plan is Ms. Leila LaRock, Program Administrator, HUD Entitlement Unit, for the City of Norfolk, who may be reached at 757-664-4779 or [leila.rock@norfolk.gov](mailto:leila.rock@norfolk.gov).

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VP February 10, 2017 / 25327297

# Exhibit 1 – Public Input Citizen Responses

Organization Name	Annual Action Plan Comments
ForKids, Inc.	Speaker expressed the appreciation of the support the city has shown in their programs. In addition, the speaker recommended receiving additional funding towards expanding their homeless programs in the city that would make more of an impact in the homeless community.
Building Trades Academy	Speaker expressed a to the panel how their agency programs may be able to expand to attract individuals who are low-income residents with hands-on training in building and facilities maintenance trades.

## Exhibit 2 – Notice of Public Hearing



### NOTICE OF PUBLIC HEARING FY 2018 ANNUAL ACTION PLAN

Consistent with the requirements of the U.S. Department of Housing and Urban Development (HUD), the City of Norfolk is developing the FY 2018 Annual Plan. The Plan allocates federal resources under the Community Development Block Grant Program (CDBG), HOME Investment Partnership Program (HOME) and the Homeless Emergency Solutions Grant Program (HESG). Through the Plan that will become effective July 1, 2017, the City of Norfolk anticipates distributing **approximately \$5.4 million** in funds. The specific purpose of this notice is to provide citizens an opportunity to comment on the **proposed** FY 2018 Annual Plan. Until HUD provides the city with its approved FY 2018 fund allocations CDBG, HOME and HESG, the city is proposing the funding amounts based on its FY 2017 allocations. Therefore, proposed amounts provided will be subject to change.

#### Projected Available Resources:

Entitlement Programs	Proposed Amounts
<b>Community Development Block Grant Program</b>	<b>\$ 4,135,982</b>
Entitlement	3,885,982
Program Income	0
Fund Balance	TBD
Revolving Loan Fund (Rehab Payments)	250,000
<b>HOME Investment Partnership Program</b>	<b>\$ 921,022</b>
Entitlement	921,022
Program Income	0
Fund Balance	TBD
<b>Homeless Emergency Solutions Grant Program</b>	<b>\$ 348,293</b>
Entitlement	348,293
<b>Total Projected Resources</b>	<b>\$ 5,405,297</b>

The Norfolk City Council will hold a public hearing on Wednesday, April 19, 2017 at 6:00 PM, at Granby High School located at 7101 Granby Street, Norfolk, VA 23505. All interested persons are invited to be present. In order to speak before City Council, interested persons must sign up prior to the start of the hearing.

If special assistance for the disabled is needed, please contact the Department of Neighborhood Development at 664-4080; TDD 711. The contact person for the Annual Plan is Leila J. LaRock, HUD Program Administrator, who may be reached at 664-4080 or by email to [leila.larock@norfolk.gov](mailto:leila.larock@norfolk.gov); TDD 711.

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THE VIRGINIAN-PILOT  
NORFOLK, VIRGINIA  
AFFIDAVIT OF PUBLICATION

The Virginian-Pilot

CITY OF NORFOLK  
401 MONTICELLO AVE, 1ST FLOOR  
DEPT OF NEIGHBORHOOD  
NORFOLK VA 23510

REFERENCE: 39206109  
25375992 2018 HUD Entitlement

State of Virginia  
City of Norfolk

This day, Jacqueline Whitfield, personally appeared before me; and after being duly sworn, made oath that: (1. she is affidavit clerk of the Virginian-Pilot, a newspaper published by The Virginian-Pilot Media Companies, LLC, in the cities of Norfolk, Portsmouth, Chesapeake, Suffolk, and Virginia Beach, Commonwealth of Virginia and in the state of North Carolina 2.) That the advertisement hereto annexed has been published in said newspaper on the dates stated



PUBLISHED ON: 04/06

TOTAL COST: 1,091.64 AD SPACE: 132 LINE  
FILED ON: 04/07/17

Legal Affiant *J. Whitfield*

Subscribed and sworn to before me in my city and state on the day and year aforesaid this 7 of April in the year of 2017. (NRN:7145124)

Notary: *F. A. Kelly* My commission expires October 31, 2019

**NOTICE OF PUBLIC HEARING**  
**FY 2018 ANNUAL ACTION PLAN**

Consistent with the requirements of the U.S. Department of Housing and Urban Development (HUD), the City of Norfolk is developing the FY 2018 Annual Plan. The Plan allocates federal resources under the Community Development Block Grant Program (CDBG), HOME Investment Partnership Program (HOME) and the Homeless Emergency Solutions Grant Program (HESG). Through the Plan that will become effective July 1, 2017, the City of Norfolk anticipates distributing approximately \$5.4 million in funds. The specific purpose of this notice is to provide citizens an opportunity to comment on the proposed FY 2018 Annual Plan. Until HUD provides the city with its approved FY 2018 fund allocations CDBG, HOME and HESG, the city is proposing the funding amounts based on its FY 2017 allocations. Therefore, proposed amounts provided will be subject to change.

**Projected Available Resources:**

Entitlement Programs	Proposed Amounts
<b>Community Development Block Grant Program</b>	<b>\$ 4,125,902</b>
Entitlement	3,855,952
Program Income	0
Fund Balance	TBD
Revolving Loan Funds (Rehab Payments)	269,950
<b>HOME Investment Partnership Program</b>	<b>\$ 921,022</b>
Entitlement	921,022
Program Income	0
Fund Balance	TBD
<b>Homeless Emergency Solutions Grant Program</b>	<b>\$ 348,233</b>
Entitlement	348,233
<b>Total Projected Resources</b>	<b>\$ 5,405,237</b>

The Norfolk City Council will hold a public hearing on Wednesday, April 19, 2017 at 6:00 PM, at Granby High School located at 7101 Granby Street, Norfolk, VA 23505. All interested persons are invited to be present, in order to speak before City Council, interested persons must sign up prior to the start of the hearing.

If special assistance for the disabled is needed, please contact the Department of Neighborhood Development at 684-4080; TDD 711. The contact person for the Annual Plan is Lata J. LaRock, HUD Program Administrator, who may be reached at 684-4080 or by email to [lal.rock@norfolk.gov](mailto:lal.rock@norfolk.gov); TDD 711.

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## **Exhibit 2 –Public Hearing comments**

**No comments were received during the public hearing.**

## **Exhibit 3 – Notice of 30-Day Comment Period**

### **30-Day Comment Period to the FY 2018 Annual Action Plan Virginian Pilot Advertisement Notice and Comments**



**THE CITY OF NORFOLK'S  
NOTICE OF 30-DAY COMMENT  
FY 2018 ANNUAL ACTION PLAN DRAFT**

Consistent with the requirements of the Department of Housing and Urban Development, the FY 2018 Annual Plan proposal has been prepared. It allocates federal resources under the Community Development Block Grant Program, HOME Investment Partnership Program and the Homeless Emergency Solutions Grant Program in support of the plan. Through the plan that will become effective July 1, 2017, the City of Norfolk will distribute approximately \$5-6 million in funds. The distributions, detailed in the plan, are summarized below:

Available Resources:

<b>Community Development Block Grant Program</b>	<b>\$4,135,982</b>
Entitlement	\$3,885,982
Program Income <i>Estimate</i>	\$0
Fund Balance	\$0
Revolving Loan Fund (Rehab Payments)	\$250,000
<b>Homeless Emergency Solutions Grant Program</b>	<b>\$348,293</b>
Entitlement	\$348,293
<b>HOME Investment Partnership Program</b>	<b>\$921,022</b>
Entitlement	\$921,022
Program Income	\$0
Fund Balance	\$0
<b>Total Resources</b>	<b>\$5,152,297</b>

The City Manager presented the city's FY 2018 operating and Annual Action Plan budget on April 19, 2017. A copy of the proposed HUD Entitlement's FY 2018 (PY 2017) Annual Action Plan draft will be made available online at [www.norfolk.gov/grant](http://www.norfolk.gov/grant) beginning April 26, 2017 through May 26, 2017. The CDBG, HOME and ESG activities and allocations may be subject to change upon the city receiving the actual FY 2018 (PY 2017) allocations. The City of Norfolk encourages citizens to comment on the draft plan. The draft copy will be made available online, and copies of the Plan will be available at each Norfolk Public Branch Library. The library locations will be provided at these locations: <http://www.norfolkpubliclibrary.org/about-npl/hours-locations>.

Citizens may also submit their comments via e-mail to [leila.larock@norfolk.gov](mailto:leila.larock@norfolk.gov) or in writing by mail at 401 Monticello Avenue, 1<sup>st</sup> floor, Norfolk, Virginia; or provide fax at 757-664-6556 or call 757-664-4080 for additional information. **All comments must be received no later than 5:00 p.m., Friday, May 26, 2017.**

Comments received during the 30-day comment period will be taken into consideration by the Department of Neighborhood Development before forwarding a recommendation to the City of Norfolk's City Council. A summary of, and response, to any comments received will be included in the FINAL FY 2018 Annual Action Plan.

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Organization	FY 2018 Proposed Allocations
<b>Community Development Block Grant – Proposed Public Service Activities</b>	
AIDS Care Center for Education & Support Services (ACCESS) – CHAP Norfolk	\$39,529.00
Child & Family Services of Eastern Virginia (The Up Center) – Parents as Teachers Program	\$26,353.00
City of Norfolk – Dept. of Human Services – Utility Assistance Program	\$66,532.00
City of Norfolk – Norfolk Police Department –Crisis Intervention Team Program	\$75,000.00
City of Norfolk – Community Services Board – Jail Case Management Program	\$18,367.00
Foodbank of Southeastern Virginia – Eliminate Hunger Program	\$29,000.00
ForKids, Inc. – Permanent Supportive Housing Services Program	\$20,000.00
NRHA – HomeNet Program	\$65,882.00
Park Place Health and Dental Clinic – Health and Dental Clinic Program	\$35,137.00
St. Columba - Homeless Assistant Program	\$16,052.00
St. Columba - Next Step Transitional Housing Program	\$22,000.00
The Planning Council, Inc. - NHC/CoC Program	\$37,808.00
The Planning Council, Inc. - ShelterLink Program	\$11,079.00
The Salvation Army – Hope Day Center Program	\$95,158.00
Virginia Supportive Housing – Gosnold & Cloverleaf Apts. Program	\$25,000.00
<b>Subtotal –CDBG Public Service Proposed Funding and Activities</b>	<b>\$582,897.00</b>
<b>Community Development Block Grant – Proposed Project Use / Planning and Administration</b>	
City – Grant Administration	\$400,000.00
Planning & Capacity Building	\$100,000.00
Department of Economic Development – Norfolk Works	\$150,000.00
Department of Economic Development – Local Incentive Hiring Fund	\$134,085.00
Department of Economic Development – SWaM Activities and Business Cafes	\$150,000.00
Department of Economic Development – Virginia Community Capital	\$219,000.00
Department of Neighborhood Development – Nuisance Abatement	\$100,000.00
Department of Neighborhood Development – Homeowner Rehabilitation & Repair Project	\$1,000,000.00
Department of Neighborhood Development – Neighborhood Enhancement Project	\$250,000.00
Department of Neighborhood Development – Technical Assistance for Housing Development	\$100,000.00
Department of Neighborhood Development – Rental Rehabilitation Project	\$300,000.00
Department of Neighborhood Development – Neighborhood Improvements Project	\$250,000.00
Department of Public Works/ General Services – ADA Ramps Southside	\$150,000.00
<b>Subtotal CDBG Proposed Project Use/Planning and Administration Activities and Allocations</b>	<b>\$3,303,085.00</b>
<b>Total Proposed FY 2018 (PY 2017) CDBG Entitlement Amount</b>	<b>\$3,885,982.00</b>
<b>Revolving Loan Program</b>	<b>\$250,000.00</b>
<b>Total Proposed FY 2018 (PY 2017) CDBG Amount</b>	<b>\$4,135,982.00</b>
<b>HOME Investment Partnership Program</b>	
Administration - NRHA	\$91,606.00
CHDO Set-Aside	\$138,154.00
NHRA Homebuyer Assistance Program	\$504,204.00
City of Norfolk – Department of Human Services (HART Team)	\$100,000.00
City of Norfolk - Office to End Homelessness – TBRA Program	\$87,058.00
<b>Subtotal – HOME Proposed Activities and Allocations</b>	<b>\$921,022.00</b>
<b>Homeless Emergency Solutions Grant Program</b>	
Administration - City	\$26,122.00
Office to End Homelessness – Street Outreach Program	\$36,905.00
The Salvation Army – Street Outreach Program	\$17,500.00
F.O.R. Kids, Inc. – Emergency Shelter Program	\$47,216.00
St. Columba Ecumenical Ministries – Emergency Shelter Program	\$29,479.00
The Salvation Army – Emergency Shelter Program	\$18,186.00
YWCA of SHR – Emergency Shelter Program	\$32,478.00
ForKids, Inc. – Rapid Re-Housing Program	\$73,215.00
The Planning Council – Homeless Prevention Program	\$67,192.00
<b>Subtotal – HESG Proposed Activities and Allocations</b>	<b>\$348,293.00</b>
<b>Grand Total - HUD Entitlement Proposed Activities &amp; Allocations</b>	<b>\$5,155,297.00</b>



## **Exhibit 3 – Citizen Comments and Responses Summary**

**No comments were received during the 30-day comment period.**

## **Exhibit 4 – Notice of 14-Day Comment Period**

**Comments will be submitted to HUD after the 14-day  
comment period**



**CITY OF NORFOLK  
FY 2018 (PY 2017) ANNUAL ACTION PLAN  
NOTICE OF 14-DAY COMMENT PERIOD**

**Notice of Public Comment Period**

July 10, 2017 – July 24, 2017

Notice is hereby given of a public comment period on the proposed Annual Action Plan for FY 2018 (PY 2017) for the Community Block Grant Program (CDBG), HOME Investment Partnerships Program (HOME) and the Homeless Emergency Solutions Grant (HESG) Program. The U.S. Department of Housing and Urban Development has issued a waiver of the regulatory 30-day comment period and instituted a minimum 14-day comment period, given the delay in the enactment of FY 2018 (PY 2017) annual appropriations. This annual plan contains short-term goals and strategies, including specific activities recommended for funding under the city's federal programs in the next fiscal year. The funding for these programs is as follows: \$3,901,034 for CDBG and receive an estimated \$250,000 from the revolving loan rehab payments totaling \$4,151,034; \$914,593 for HOME, and \$349,845 for HESG. Total annual plan funding is \$5,415,472.

There will be a 14-day public comment period for the FY 2018 CDBG, HOME, and HESG funding recommendations outlined in the FY 2018 Annual Action Plan. The comment period will begin on Monday, July 10, 2017 and end on Monday, July 24, 2017.

Written comment by the public are welcome. Please address comments to [leila.larock@norfolk.gov](mailto:leila.larock@norfolk.gov) or at 401 Monticello Avenue, 1<sup>st</sup> floor, Norfolk, Virginia. All comments must be received no later than Monday, July 24, 2017 by 5:00 p.m. to be considered.

A full text of the FY 2018 (PY 2017) Annual Action Plan is available for review on the City of Norfolk's website at <http://www.norfolk.gov/index.aspx?NID=1321> and made available at public library at these locations that include: <http://www.norfolkpubliclibrary.org/about-npl/hours-locations>.

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FY 2018 Funding Recommendations	FY 2018 Allocations
<b>Community Development Block Grant – Proposed Public Service Activities</b>	
AIDS Care Center for Education & Support Services (ACCESS) – CHAP Norfolk	\$39,529.00
Child & Family Services of Eastern Virginia (The Up Center) – Parents as Teachers Program	\$26,353.00
City of Norfolk – Dept. of Human Services – Utility Assistance Program	\$66,532.00
City of Norfolk – Norfolk Police Department –Crisis Intervention Team Program	\$75,000.00
City of Norfolk – Community Services Board – Jail Case Management Program	\$18,367.00
Foodbank of Southeastern Virginia – Eliminate Hunger Program	\$29,000.00
ForKids, Inc. – Permanent Supportive Housing Services Program	\$20,000.00
NRHA – HomeNet Program	\$65,882.00
Park Place Health and Dental Clinic – Health and Dental Clinic Program	\$35,137.00
St. Columba - Homeless Assistant Program	\$16,052.00
St. Columba - Next Step Transitional Housing Program	\$22,000.00
The Planning Council, Inc. - NHC/CoC Program	\$37,808.00
The Planning Council, Inc. - ShelterLink Program	\$11,079.00
The Salvation Army – Hope Day Center Program	\$95,158.00
Virginia Supportive Housing – Gosnold & Cloverleaf Apts. Program	\$25,000.00
<b>Subtotal – Proposed CDBG Public Service Funding and Activities</b>	<b>\$582,897.00</b>
<b>Community Development Block Grant – Proposed Project Use / Planning and Administration</b>	
City – Grant Administration	\$400,000.00
Planning & Capacity Building	\$100,000.00
Department of Economic Development – Norfolk Works	\$150,000.00
Department of Economic Development – SWaM Activities and Business Cafes	\$150,000.00
Department of Economic Development – Virginia Community Capital	\$219,000.00
Department of Economic Development – Façade Improvements	\$200,000.00
Department of Neighborhood Development – Renovate Norfolk Project	\$1,000,000.00
Department of Neighborhood Development – Neighborhood Enhancement Project	\$250,000.00
Department of Neighborhood Development – Technical Assistance for Housing Development	\$100,000.00
Department of Neighborhood Development – Rental Rehabilitation Project	\$300,000.00
Department of Neighborhood Development – Neighborhood Improvements Project	\$99,137.00
Department of Public Works – ADA Ramps	\$150,000.00
Department of Public Works – Horace C. Downing Public Library Renovation Project	\$200,000.00
<b>Subtotal CDBG Project Use/Planning and Administration Activities and Allocations</b>	<b>\$3,318,137.00</b>
<b>Total Proposed FY 2018 (PY 2017) CDBG Entitlement Amount</b>	<b>\$3,901,034.00</b>
Revolving Loan Program	\$250,000.00
<b>Total Proposed FY 2018 (PY 2017) CDBG Amount</b>	<b>\$4,151,034.00</b>
<b>HOME Investment Partnership Program</b>	
Administration – NRHA	\$91,459.00
CHDO Set-Aside	\$137,189.00
NHRA Homebuyer Assistance Program	\$504,204.00
City of Norfolk – Department of Human Services (HART Team)	\$94,683.00
City of Norfolk – Office to End Homelessness – TBRA Program	\$87,058.00
<b>Subtotal – Proposed HOME Activities and Allocations</b>	<b>\$914,593.00</b>
<b>Homeless Emergency Solutions Grant Program</b>	
Administration - City	\$26,238.00
Office to End Homelessness – Street Outreach Program	\$37,623.00
The Salvation Army – Street Outreach Program	\$18,218.00
F.O.R. Kids, Inc. – Emergency Shelter Program	\$47,216.00
St. Columba Ecumenical Ministries – Emergency Shelter Program	\$29,479.00
The Salvation Army – Emergency Shelter Program	\$18,186.00
YWCA of SHR – Emergency Shelter Program	\$32,478.00
ForKids, Inc. – Rapid Re-Housing Program	\$73,215.00
The Planning Council – Homeless Prevention Program	\$67,192.00
<b>Subtotal – Proposed HESG Activities and Allocations</b>	<b>\$349,845.00</b>
<b>Grand Total – Proposed HUD Entitlement Activities &amp; Allocations</b>	<b>\$5,415,472.00</b>

**Bids & Proposals**

**REQUEST FOR PROPOSALS**

The Norfolk Redevelopment and Housing Authority (NRHA) seeks proposals from qualified firms licensed to do business in the Commonwealth of Virginia for a **Racial Assistance Demonstration Physical Condition Assessment (RPACA) and Green Physical Needs Assessment (GPNA) / Energy Audit (EA)** of NRHA public housing neighborhoods and properties.

The Contractor is expected to provide all labor and materials necessary to accomplish the Scope of Services contained in the RFP.

The contract will be awarded to a firm on the basis of Experience, Qualifications, Approach/Work Plan, Pricing and applicability of Section 3 and Small, Minority and Women-Owned Businesses.

Documents will be available for review at the NRHA Office of Economic Opportunities, Grandy Village Learning Center, 2971 Kimball Lane, Norfolk, VA; Builders and Contractors Exchange, Norfolk, VA; and on the Virginia Procurement Website ([www.vprocure.com](http://www.vprocure.com)). A CD will be available from NRHA, 310 Baltimore Blvd., Norfolk, VA for the non-refundable price of twelve dollars (**Company Check Only**).

See original and six (6) copies of the proposal are due in person or by mail (no faxes) not later than 4:00 PM local time on **Thursday, August 17, 2017** in the office of NRHA Housing Operations, 310 Baltimore Blvd., Norfolk, Virginia 23504.

NRHA does not discriminate against individuals because of race, color, religion, sex, handicap, familial status or national origin. Small businesses and businesses owned by women and minorities are encouraged to apply.

VP 254529134

**SUFFOLK PUBLIC SCHOOLS  
Request for Proposal**

The Suffolk City School Board is requesting proposals from interested parties for RFP #1046P to provide "Architectural and Engineering Services for the Design of a Pre-Engineered Metal Building for a New Operations Center" due on or before 2:00 p.m. on Tuesday, July 25, 2017. Bid information is available on the Suffolk Public Schools website ([www.spsk12.net](http://www.spsk12.net)). Select Purchasing under departments. Information is listed under current procurements.

VP25451800A

**NOTICE OF REQUEST FOR PROPOSALS (RFP) #18-ODU-05-HRS**

**SCOPE OF SERVICES:** In support of the Office of Counseling Services, Requests for Proposals are being solicited by Old Dominion University for a qualified contractor or individual to provide "Psychiatric Counseling Services" to ODU's enrolled students.

Copies of and information about the RFP may be obtained by contacting Harry R. Smithson, Jr., CRPO, Assistant Director, Procurement Services, at [hsmiths@odu.edu](mailto:hsmiths@odu.edu).

VP 25452044A

**VIRGINIA PORT AUTHORITY  
REQUEST FOR PROPOSALS (RFP #2018-04)  
FOR  
PROFESSIONAL CRANE ENGINEERING SERVICES**

**RFP Iss. Date: July 9, 2017  
RFP Closing Date: July 24, 2017**

The Virginia Port Authority (VPA) is seeking proposals to establish a Contract through competitive negotiations for Professional Crane Engineering Services. A copy of the complete Request for Proposal will be available at 12:00 pm July 9, 2017 from the following website: <http://www.vpa.virginia.gov>.

**Religious Announcements**

**St. Jude Haven May the Sacred Heart of Jesus** to attend, graced, loved and protected throughout the world now and forever. Sacred Heart of Jesus, have mercy on us. St. Jude, warrior of miracles, pray for us. St. Jude, hope for the hopeless, pray for us. St. Jude, hope for the dying and those about to die. Thank you for prayers answered. CF, show the Lord to be your guide in all things, and then walk where your journey will take you. R.



[Shopping.hamptonroads.com](http://Shopping.hamptonroads.com)

**Estate Sale**

**Estate Sale (Shelburne, Va. Sect. 14-000, July 7-10 10 to 4 daily (thru Fri 9AM), 1448 Beck Court Road, VA 23454.** This is good one! Items from 3 generations antiques, mid-century housewares, art, furniture, books, scales great military, Lionel, vintage toys & books, jewelry, art supplies, jewelry, holiday-ice chest to 60! Please park at Lincoln St. Details/Photos on [www.hamptonroads.com](http://www.hamptonroads.com) and website below.

**ESTATE SALE #01, Sewer Ct Chesapeake July 7-10** Don't miss out on this one! Great Finds on Hackett Harts, Designer Clothes, Upscale Crochet Kits, More at [TheHackettCompany.com](http://TheHackettCompany.com)

**ESTATE SALES  
MOVING SALES**

We Offer On Site Tag Sales With A Knowledgeable & Courteous Sales Team. Over 45 Yrs. Exp. In Handling Antiques, Estates & Moving Sales. References Available. We Do It All For You! Call Larry Zedd 422-4477.

**ESTATE SALE VIRGINIA BEACH**

**213 74th street - Land Side Due To Parking Constraints Our Hours Are: Sat. 7/8, 7 AM-12 PM Sun. 7/9, 11 AM-4 PM** Beautiful period antiques to include Carved Front Cabinet, Lacey Dressing Table, Wilson and May Seal, Oriental Rugs, Leather Seated, Period Mirrors, Gilt Brass Pewee, Ink, Twin Bed, Queen Bed, Bedlinen, Lamps, Pedestal Dining Table. Original Art to include Seals and several others. Preview and more parking info at [www.freshendestatesale.com](http://www.freshendestatesale.com)

**EXTREMELY FINE SALE-5 days, 10-23 July, 5 AM-4 PM each day, 4225 Bourne Rd., Va. Beach 23505 (Savary Dr. to Treasure Island Dr. to Bourne) Over 4,000 items, mainly low cost, 10¢ & 20¢ range. Sale conducted by items of Value, Inc. Details to appear on [www.items.com](http://www.items.com), on Monday, July 17th.**

**Norfolk Estate Sale 430 Timothy Ave. 7/7-7/9, 10 to 5, Sat 10-5, Sun 10-5.** For sale are 1989 Black Suburban & 1990 Chevy Van Carpet, Mac collector chess-Mack from the 60's & 80's with hardware, software & books, 36 Sewing machines-4 & newer & sewing machine, dining table, buffet, china cabinet, chairs, tables, beds, dressers, desks, books, exercise equip, vinyl tape clothes, old phones, glass, wicker & other, outdoor table and chairs, golf clubs, Cashman guitar books, books and much more! Maple Harwood Estate Service. Photos on [etsy.com](http://etsy.com)

**REVERSH - 620 N BRAND ST SUFFOLK, VA** Selling it all to include this charming 3 bedroom brick ranch home. Contents include a perfect blend of antiques, quality furniture, original art, fine china, crystal, sterling, designer dining, jewelry and household staples. Review sale [www.etsy.com](http://www.etsy.com). Join us for a pre-sale preview! Sat. 30th 10-4 Sun. 31st 10-4

**Southside's Largest Antique Mall** is now open at 929 Lingle and will have some exciting available soon. Spaces are first come first served so they are down to the Biggs and Sellar Virginia Beach Antique Mall Mon-Fri 10-6, Sat 10-5, Sun 12-5. 3490 Rooney Rd #1111, Va Beach, VA. Call 257-383-3244.

**Waterfront/Wise Point** Man's dream, world-famous tools, garage loaded with all of his favorite things. Stash like watches/dyler fan new, 2 best-in-the-new, 1st like new. Dials & gears to set on the first day! See site "selling it all" Sat., July 8, 9-4 PM & Sun., July 9, 10-4. 1183 Abby Cliff Lane, Portsmouth. See [etsy.com](http://etsy.com) for photos & more info.

**Public Notices**



**CITY OF NORFOLK  
FY 2018 (PY 2017) ANNUAL ACTION PLAN DRAFT  
NOTICE OF 14-DAY COMMENT PERIOD**

**Notice of Public Comment Period  
July 10, 2017 – July 24, 2017**

Notice is hereby given of a public comment period on the proposed Annual Action Plan for FY 2018 (PY 2017) for the Community Block Grant Program (CDBG), HOME Investment Partnerships Program (HOME) and the Homeless Emergency Solutions Grant (HESG) Program. The U.S. Department of Housing and Urban Development has issued a waiver of the regulatory 30-day comment period and instituted a minimum 14-day comment period, given the delay in the enactment of FY 2018 (PY 2017) annual appropriations. This annual plan contains short-term goals and strategies, including specific activities recommended for funding under the city's federal programs in the next fiscal year. The funding for these programs is as follows: \$3,901,034 for CDBG and receive an estimated \$250,000 from the revolving loan rehab payments totaling \$4,151,034; \$914,593 for HOME, and \$349,845 for HESG. Total annual plan funding is \$5,415,472.

There will be a 14-day public comment period for the FY 2018 CDBG, HOME, and HESG funding recommendations outlined in the FY 2018 Annual Action Plan. The comment period will begin on Monday, July 10, 2017 and end on Monday, July 24, 2017.

Written comment by the public are welcome. Please address comments to [laela\\_black@norfolk.gov](mailto:laela_black@norfolk.gov) or at 401 Monticello Avenue, 1st floor, Norfolk, Virginia. All comments must be received no later than Monday, July 24, 2017 by 5:00 p.m. to be considered.

A full text of the FY 2018 (PY 2017) Annual Action Plan is available for review on the City of Norfolk's website at <http://www.norfolk.gov/index.aspx?nid=132> and made available at public library at these locations that include: <http://www.norfolkpubliclibrary.org/about-npl-hours-locations>.

The City of Norfolk does not discriminate on the basis of race, color, religion, sex, handicap, familial status, or national origin in admission, access to, treatment or employment in its federally assisted programs or activities.

Proposed Capital Budget Program	FY 2018 Available
<b>Community Development Block Grant - Proposed Public Service Activities</b>	
ADDCS Center for Education & Support Services (ADDCS) - Child Support	\$73,533.00
Child & Family Services of Eastern Virginia (CFSEV) - Parents as Teachers Program	\$28,252.00
City of Norfolk - Dept. of Human Services - Job Assistance Program	\$88,322.00
City of Norfolk - Norfolk Public Department - Crisis Intervention Team Program	\$75,000.00
City of Norfolk - Community Services Board - Job Case Management Program	\$11,787.00
Coalition of Southeastern Virginia - Homeless Hunger Program	\$23,000.00
Public, Inc. - Employment Supportive Housing Services Program	\$29,000.00
NRHA - Homeless Program	\$5,282.00
Peak Home Health and Dental Clinic - Health and Dental Clinic Program	\$24,121.00
St. Catherine - Homeless Assistance Program	\$18,782.00
St. Catherine - New Start Transitional Housing Program	\$17,000.00
The Housing Council, Inc. - HESG Program	\$17,248.00
The Housing Council, Inc. - HESG Job Program	\$11,974.00
The Salvation Army - Home Care Center Program	\$25,188.00
Virginia Department of Aging - Seniors & Caregiver Aid Program	\$25,000.00
<b>Total Proposed CDBG, HOME and HESG funding and allocations</b>	<b>\$549,243.00</b>
<b>Community Development Block Grant - Proposed Project Site Planning and Administration</b>	
City - Urban Administration	\$450,000.00
Planning & Capacity Building	\$150,000.00
Department of Economic Development - World Works	\$120,000.00
Department of Economic Development - Small Business and Business Coles	\$150,000.00
Department of Economic Development - Virginia Community Capital	\$7,500,000.00
Department of Neighborhood Development - Facade Improvements	\$200,000.00
Department of Neighborhood Development - Revitalize Main Street Program	\$1,000,000.00
Department of Neighborhood Development - Neighborhood Improvement Project	\$200,000.00
Department of Neighborhood Development - Technical Assistance for Homeless Development	\$100,000.00
Department of Neighborhood Development - Rural Rehabilitation Project	\$300,000.00
Department of Neighborhood Development - Neighborhood Improvement Project	\$88,137.00
Department of Public Works - 2017 Home	\$150,000.00
Department of Public Works - Historic C. Douglas Public Library Renovation Project	\$250,000.00
<b>Revolving CDBG Project Implementation and Administration Activities and Allocations</b>	<b>\$0,316,131.69</b>
<b>Total Proposed CDBG, HOME and HESG funding and allocations</b>	<b>\$1,000,316.69</b>
<b>Revolving Loan Program</b>	<b>\$250,000.00</b>
<b>Total Proposed CDBG, HOME and HESG funding and allocations</b>	<b>\$1,250,316.69</b>
<b>HOME Investment Partnerships Program</b>	
Administration - NRHA	\$91,459.00
City of Norfolk - HOME Program	\$1,117,134.00
NRHA Homeless Assistance Program	\$207,041.00
City of Norfolk - Department of Human Services (DHRT) Team	\$94,883.00
City of Norfolk - Office of Economic Development - HOME Program	\$97,558.00
<b>Total HOME funding and allocations</b>	<b>\$1,608,075.00</b>
<b>Homeless Emergency Solutions Grant Program</b>	
Administration - City	\$28,236.00
Office of Urban Administration - Case Outreach Program	\$20,420.00
St. Catherine Army - Street Outreach Program	\$118,718.00
P.O. Wise, Inc. - Emergency Shelter Program	\$61,216.00
St. Lawrence Spiritual Ministries - Emergency Shelter Program	\$28,470.00
The Salvation Army - Emergency Shelter Program	\$19,788.00
Virginia Dept of Aging - Emergency Shelter Program	\$22,278.00
Norfolk, Inc. - Rapid Re-Housing Program	\$73,218.00
The Housing Council - Homeless Prevention Program	\$67,302.00
<b>Total HESG funding and allocations and allocations</b>	<b>\$119,846.00</b>
<b>Grand Total - Proposed CDBG, HOME and HESG funding and allocations</b>	<b>\$3,418,472.80</b>

## **Exhibit 4 –14-Day Comment Period Comments**

**No comments were received during the 14-day comment period.**

## Exhibit 5 –Correction Notice for Additional HESG Funds



### NOTICE OF CORRECTION TO THE FY 2018 (PY 2017) ANNUAL ACTION PLAN DRAFT FOR THE HOMELESS EMERGENCY SOLUTIONS GRANT (HESG)

The purpose of this Correction Notice is to supplement the Homeless Emergency Solutions Grant (HESG) information contained in a previous Public Notice published by the city of Norfolk, Virginia, in the Virginian Pilot, on July 9, 2017. Since, the Department of Housing and Urban Development (HUD) has allocated additional HESG funding bringing the total amount from \$349,845 to \$578,841. The CDBG and HOME allocations remain unchanged. The FY 2018 Annual Plan’s HESG re-distribution amounts are provided in the table below.

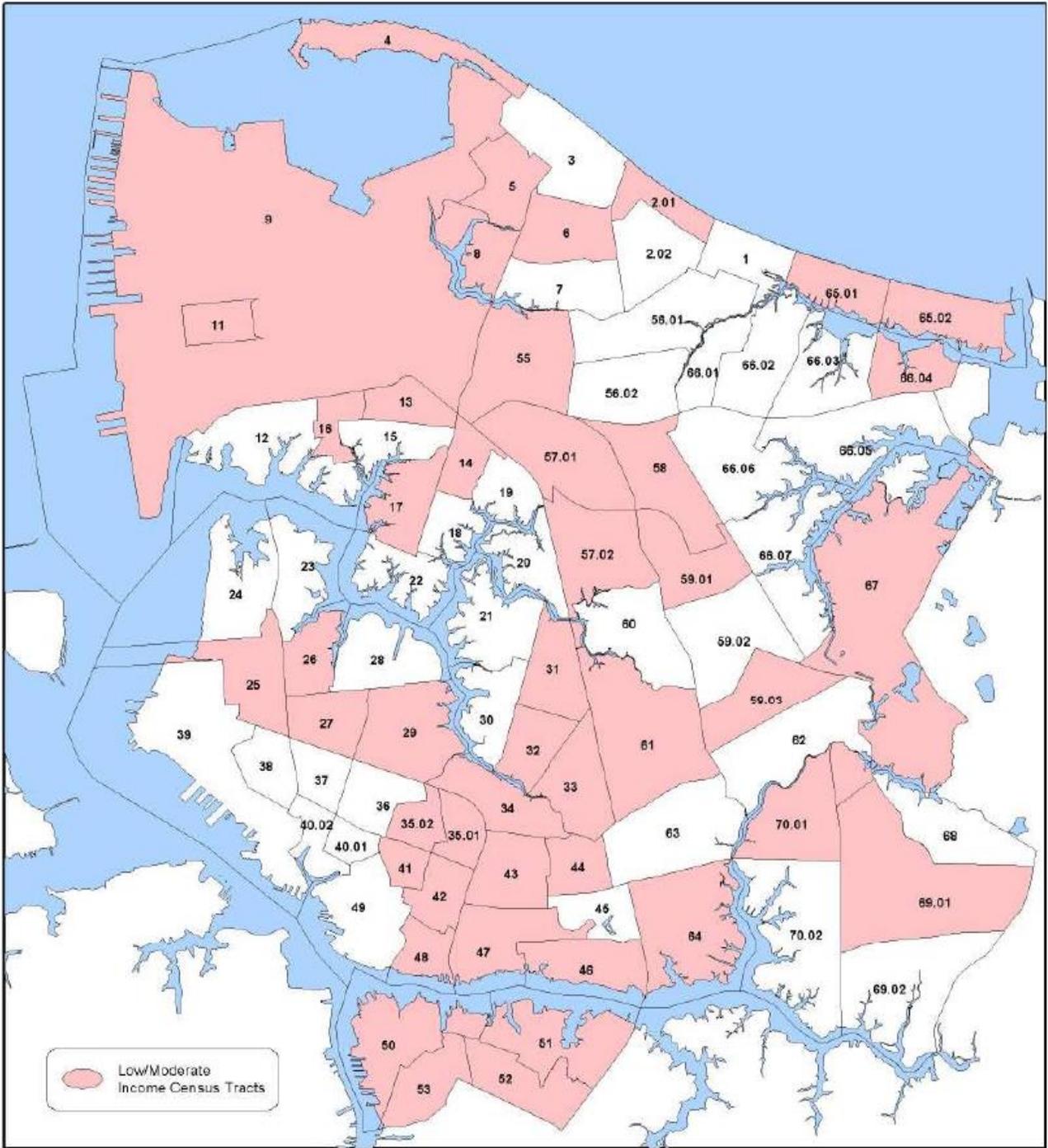
<b>Homeless Emergency Solutions Grant Program</b>		
City of Norfolk	HESG Administration	\$43,386
Office to End Homelessness	Street Outreach Program	\$37,623
F.O.R. Kids, Inc.	Emergency Shelter Program	\$47,216
St. Columba Ecumenical Ministries	Emergency Shelter Program	\$37,511
The Salvation Army	Emergency Shelter Program	\$36,404
YWCA of SHR	Emergency Shelter Program	\$32,478
Ghent Area Ministries	Emergency Shelter Program	\$5,000
Commonwealth of Catholic Charities	Rapid Re-Housing Program	\$52,000
ForKids, Inc.	Rapid Re-Housing Program	\$73,215
City of Norfolk	Rapid Re-Housing Program	\$146,456
The Planning Council, Inc.	Homeless Prevention Program	\$67,192
<b>Subtotal – Proposed FY 2018 HESG Activities and Allocations</b>		<b>\$578,481</b>

The City of Norfolk does not discriminate on the basis of race, color, religion, sex, handicap, familial status, or national origin in admission, access to, treatment or employment in its federally assisted programs or activities.

Douglas L. Smith, City Manager

## **Exhibit 6 – Low/Mod Map and Census Tracts**

### **City of Norfolk Low- to Moderate-Income Census Map and Tracts**



**LOW/MODERATE INCOME CENSUS TRACTS**



*Using 2000 HUD Definition*

City of Norfolk



Note: Map is labeled with census tract numbers.

Map is for graphic purposes only

Base data obtained by the GIS Team from aerial photography, with selected revisions by the Division of Surveys, Department of Public Works. Income data obtained from Department of Housing and Urban Development, 2000.

Map prepared by Department of Planning and Community Development, April 2004.

## Low- to Moderate Income Census Tract Numbers and Neighborhood Names

<b>Low to Moderate Income Census Tracts Using HUD 2000 Definition</b>			
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

## Exhibit 7

### AP – 90: Program Specific Requirements

#### A. Performance Written Standards for Evaluating Homeless Programs

**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 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 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.

## Exhibit 8 – Homeless Performance Standards

<b>Outreach and Engagement (Measurement A)</b>	
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 supportive service situations/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. .

<b>Emergency Shelter (Measurement B)</b>	
100%	of households will attain their basic needs for shelter, food and safety with an option of a minimum stay of 30 days.
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.
85%	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.
70%	of households incorporated into the CoC's service coordination process will be successfully housed in a stable community-based setting.

<b>Overnight, low threshold, low-demand shelter for youth (Measurement C)</b>	
100%	of households will attain their basic needs for shelter, food and safety.
100%	of households will be screened for housing options (screening tool) either through direct service or referral.
50%	of households will be connected to supportive services.
20%	of households will obtain more stable housing.

<b>Community Service Centers (Measurement D)</b>	
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.

<b>Homeless Prevention (Measurement E)</b>	
100%	of households receive assessment to determine likelihood of homelessness.
85%	of households maintain permanent housing for six months after the financial assistance ends.

<b>Rapid Re-Housing (Measurement F)</b>	
80%	of households served will move into housing within 60 days of referral.
50%	of households 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 after financial assistance ends.
70%	of households will not return to homelessness in the following 12 months after program graduation.

<b>Permanent Supportive Housing (Measurement G)</b>	
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%	occupancy rate will be maintained throughout the fiscal year.

<b>Transitional Housing (Measurement H)</b>	
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.

# Exhibit 9: HOME Policies and Procedures



## Home Investment Partnerships (HOME) Program Administered By Norfolk Redevelopment & Housing Authority (NRHA)

### DEFINED RULES & RESTRICTIONS OF BORROWED HOME PROGRAM FUNDS

**PRINCIPLE RESIDENCE REQUIREMENT:** The Property purchased must be the principal residence of the borrower during the affordability period as herein defined. 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 temporarily vacant or be temporarily rented to an income eligible household until the HOME-assisted borrower 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 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 settlement when the borrower executes the loan documents for the NRHA HOME Program funds. 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 PROVISIONS:** For the purposes of the Recapture Provisions herein, transferring the property voluntarily is defined as selling the property at fair market value and transferring the property involuntarily is defined as a foreclosure, transfer in lieu of foreclosure or assignment of an FHA insured mortgage to HUD. 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 transferring the property either voluntarily or involuntarily, the amount of HOME assistance provided to the borrower as direct subsidy will be recaptured on a prorated basis based on the terms of forgiveness and 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.

**Net Proceeds:** In the event the borrower transfers the property during the affordability period either voluntarily or involuntarily, the direct subsidy HOME loan 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 (1) the payoff of superior loans and/or other amounts (other than HOME funds); (2) closing costs incurred by borrower to sell the property; and (3) the borrower's investment in the property (herein defined as the borrower's funds applied towards down payment when the borrower purchased the property and the borrower's costs of capital improvements to the property). The list of capital improvements used in determining the net proceeds from a sale are itemized in NRHA's HOME Program Guidelines, which is available upon the borrower's request.

**Required Notification of Voluntary or Involuntary Transfer of Property:** The borrower is required to immediately submit written notification to NRHA if the borrower will be transferring the property voluntarily or involuntarily. To preserve the affordability of the property, 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 any such notice of the property being transferred voluntarily or involuntarily. In the event 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. In the event NRHA or an eligible CHDO choose not to purchase the property, NRHA will recapture any net proceeds that may be available from the Property being transferred voluntarily or involuntarily.

**Subsequent Income Eligible 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 HOME requirements for the remainder of the affordability period) 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 amount in excess of the unforgiven balance owed on the borrower's direct subsidy 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. In the event the subsequent homebuyer needs a direct subsidy HOME loan amount less than the balance owed on the borrower's HOME loan, NRHA will recapture from the borrower at the time of the sale the lesser of (1) the difference between the unforgiven balance owed and the amount the subsequent homebuyer can assume; or (2) the available net proceeds.

**Noncompliance:** The forgiveness terms are only applicable if the property remains the borrower's principal residence for the entire affordability period or 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 transfers the property voluntarily or involuntarily. The forgiveness terms are not applicable and repayment of the entire direct subsidy HOME loan is due and payable to NRHA in the event borrower fails to comply with the principal residence requirement by either renting (unless an exception is made due to a military deployment) or permanently vacating the property during the affordability period.

**Refinancing Restrictions:** The refinancing of senior debt is not permitted during the affordability period without the borrower first receiving 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 NRHA HOME Promissory Note, in accordance with the forgiveness terms and recapture provisions, at the time of refinancing if cash or equity is removed.

**Foreclosures:** The borrower must immediately submit to NRHA any and all notices regarding a foreclosure or transfer in lieu of foreclosure to: *Norfolk Redevelopment & Housing Authority, ATTN: HOME Program for Homebuyers, P.O. Box 968, Norfolk, VA 23501*. In the event of foreclosure or deed in lieu of foreclosure under a deed of trust superior to the NRHA HOME Deed of Trust or assignment of such superior deed of trust to HUD, the affordability restrictions and any other provisions herein or any provisions in any other collateral agreement restricting the use of the property or otherwise restricting the borrower's ability to sell the property shall terminate and have no further force or effect. Any person or entity (including the person's or entity's successors or assigns) receiving title to the property through foreclosure, deed in lieu of foreclosure or assignment of deed of trust superior to the NRHA HOME Deed of Trust shall revive title to the property free and clear from such restrictions. However, the affordability restrictions shall be revived according to the original terms if, during the affordability period, the borrower obtains an ownership interest in the housing.

**Enforcement of Recapturing Direct Subsidy HOME Loans:** Each applicant and or spouse signs 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 and Recapture Provisions. Each borrower receiving a direct subsidy HOME loan is required to sign an NRHA HOME Promissory Note and NRHA HOME Deed of Trust on the Date of Settlement. The NRHA HOME Deed of Trust is recorded with the City of Norfolk's Circuit Court as a second lien to cover the NRHA Promissory Note which contains language setting forth the Principal Residence Requirement, Affordability Period, Forgiveness Terms and Recapture Provisions.

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. The HOME written agreement will conform to the requirements of 24 CFR 92.254(a) and will specify the (1) HOME Homeownership Value Limits; (2) maximum allowable amount of the borrower's direct subsidy HOME loan; (3) form of assistance to be provided; (4) use of HOME funds; (5) time by which housing must be acquired/purchased; (6) Principal Residence Requirement; (7) Affordability Period; (8) Forgiveness Terms; and (9) Recapture Provisions.

I/We the potential borrower(s) of HOME Program Funds for down payment and/or closing cost do hereby acknowledge the above defined rules and restrictions of the borrowed HOME Program funds administered by Norfolk Redevelopment and Housing Authority (NRHA) regarding the Principal Residence, Affordability Period, Forgiveness Term and Recapture Provisions. I/We do also hereby certify that I/we have received a copy of these Defined Rules and Restrictions of Borrowed HOME Program Funds.

SIGNATURE(S) OF POTENTIAL "BORROWER(S)":

X \_\_\_\_\_  
Date

X \_\_\_\_\_  
Date

**FY 2018 (PY 2017) Annual Plan Allocations**

Organization	FY 2018 Proposed Allocations
<b>Community Development Block Grant – Proposed Public Service Activities</b>	
AIDS Care Center for Education & Support Services (ACCESS) – CHAP Norfolk	\$39,529.00
Child & Family Services of Eastern Virginia (The Up Center) – Parents as Teachers Program	\$26,353.00
City of Norfolk – Dept. of Human Services – Utility Assistance Program	\$66,532.00
City of Norfolk – Norfolk Police Department –Crisis Intervention Team Program	\$75,000.00
City of Norfolk – Community Services Board – Jail Case Management Program	\$18,367.00
Foodbank of Southeastern Virginia – Eliminate Hunger Program	\$29,000.00
ForKids, Inc. – Permanent Supportive Housing Services Program	\$20,000.00
NRHA – HomeNet Program	\$65,882.00
Park Place Health and Dental Clinic – Health and Dental Clinic Program	\$35,137.00
St. Columba - Homeless Assistant Program	\$16,052.00
St. Columba - Next Step Transitional Housing Program	\$22,000.00
The Planning Council, Inc. - NHC/CoC Program	\$37,808.00
The Planning Council, Inc. - ShelterLink Program	\$11,079.00
The Salvation Army – Hope Day Center Program	\$95,158.00
Virginia Supportive Housing – Gosnold & Cloverleaf Apts. Program	\$25,000.00
<b>Subtotal –CDBG Public Service Proposed Funding and Activities</b>	<b>\$582,897.00</b>
<b>Community Development Block Grant – Proposed Project Use / Planning and Administration</b>	
City – Grant Administration	\$400,000.00
Planning & Capacity Building	\$100,000.00
Department of Economic Development – Norfolk Works	\$150,000.00
Department of Economic Development – SWaM Activities and Business Cafes	\$150,000.00
Department of Economic Development – Virginia Community Capital	\$219,000.00
Department of Economic Development – Façade Improvements	\$200,000.00
Department of Neighborhood Development – Homeowner Rehabilitation & Repair Project	\$1,000,000.00
Department of Neighborhood Development – Neighborhood Enhancement Project	\$250,000.00
Department of Neighborhood Development – Technical Assistance for Housing Development	\$100,000.00
Department of Neighborhood Development – Rental Rehabilitation Project	\$300,000.00
Department of Neighborhood Development – Neighborhood Improvements Project	\$99,137.00
Department of Public Works – ADA Ramps	\$150,000.00
Department of Public Works – Horace C. Downing Renovation Project	\$200,000.00
<b>Subtotal CDBG Proposed Project Use/Planning and Administration Activities and Allocations</b>	<b>\$3,318,137.00</b>
<b>Total Proposed FY 2018 (PY 2017) CDBG Entitlement Amount</b>	<b>\$3,901,034.00</b>
<b>Revolving Loan Program</b>	<b>\$250,000.00</b>
<b>Total Proposed FY 2018 (PY 2017) CDBG Amount</b>	<b>\$4,151,034.00</b>
<b>HOME Investment Partnership Program</b>	
Administration - NRHA	\$91,459.00
CHDO Set-Aside	\$137,189.00
NHRA Homebuyer Assistance Program	\$504,204.00
City of Norfolk – Department of Human Services (HART Team)	\$94,683.00
City of Norfolk - Office to End Homelessness – TBRA Program	\$87,058.00
<b>Subtotal – HOME Proposed Activities and Allocations</b>	<b>\$914,593.00</b>
<b>Homeless Emergency Solutions Grant Program</b>	
Administration - City	\$43,386.00
Office to End Homelessness – Street Outreach Program	\$37,623.00
F.O.R. Kids, Inc. – Emergency Shelter Program	\$47,216.00
St. Columba Ecumenical Ministries – Emergency Shelter Program	\$37,511.00
The Salvation Army – Emergency Shelter Program	\$36,404.00
YWCA of SHR – Emergency Shelter Program	\$32,478.00
Ghent Area Ministries – Nest Emergency Shelter	\$5,000.00
ForKids, Inc. – Rapid Re-Housing Program	\$73,215.00
Commonwealth Catholic Charities – Rapid Re-Housing Program	\$52,000.00
City of Norfolk – Rapid Re-Housing Program	\$146,456.00
The Planning Council – Homeless Prevention Program	\$67,192.00
<b>Subtotal – HESG Proposed Activities and Allocations</b>	<b>\$578,481.00</b>
<b>Grand Total - HUD Entitlement Proposed Activities &amp; Allocations</b>	<b>\$5,644,108.00</b>