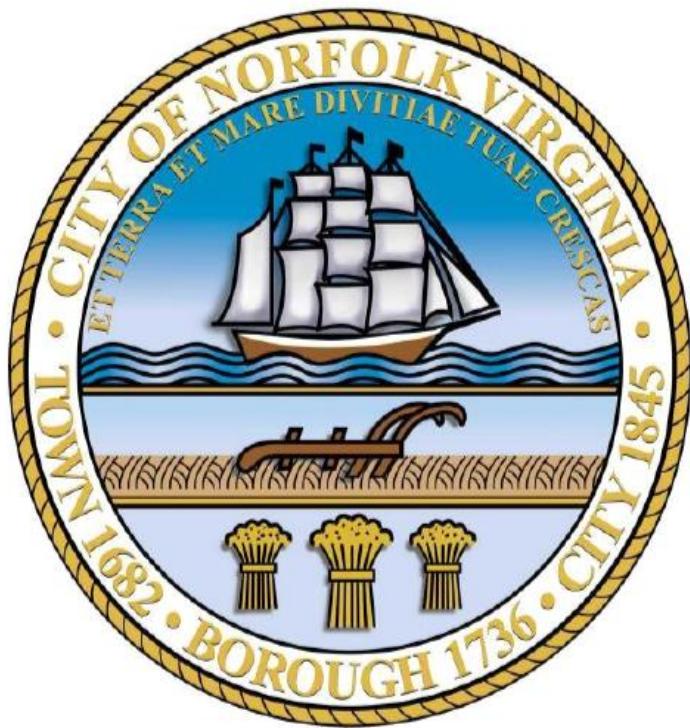


PY 2022 (FY2023) Annual Plan



Submitted to HUD June 2022

Acknowledgements

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Honorable Kenneth C. Alexander, Ph.D. Mayor	
Honorable Martin A. Thomas, Jr.	Vice Mayor, Ward 1
Honorable Courtney Doyle	Ward 2
Honorable Mamie B. Johnson	Ward 3
Honorable Paul R. Riddick	Ward 4
Honorable Thomas R. Smigiel, Jr.	Ward 5
Honorable Andria P. McClellan	Super Ward 6
Honorable Danica Royster	Super Ward 7

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Executive Summary

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

1. Introduction

The City of Norfolk is submitting its second Annual Action Plan as part of the adopted 2021-2025 (FY 2022 – FY 2026) Consolidated Plan. An Annual Action Plan is required by the U. S. Department of Housing and Urban Development (HUD) from all jurisdictions receiving Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnership (HOME) funds.

The FY 2023 (HUD Program Year 2022) Annual Action Plan was developed in accordance with HUD guidelines 24 Code of Federal Regulations (CFR) Part 91.220. This document represents a cooperative effort between the City of Norfolk, the public, and providers. It outlines the city's needs, goals, and strategies for FY 2023 and addresses citizen involvement, including information on potential resources. The priorities developed in this plan target a wide range of issues. These issues range from basic needs, such as the availability of affordable housing to quality-of-life issues like homelessness and improving public facilities to serve low-to moderate-income residents.

The FY 2023 Annual Action Plan estimated funding allocation is \$6,442,232. The funding breakdown reflects: CDBG funds of \$4,470,015, HOME funds of \$1,589,638, and ESG funds of \$382,849. The Plan provides information on the proposed activities for the upcoming planning year in AP-38.

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.

Norfolk's Consolidated Plan has six objectives:

Affordable Housing: The funds used to support this priority are designed to increase affordable housing opportunities in the City of Norfolk. These activities include but are not limited to homeowner and rental rehabilitation, Community Housing Development Organization (CHDO) activities, homebuyer assistance, and tenant-based rental assistance.

Economic Development: The funds used to support this priority are designed to encourage economic development and job creation in the City of Norfolk. These activities include but are not limited to financial assistance to microenterprises and small businesses, technical assistance, and the rehabilitation of commercial and industrial buildings.

Public Services: The funds used to support this priority are designed to provide services to low- and moderate- income individuals and families in the City of Norfolk. Services may include but are not limited to emergency food assistance, health and dental care, housing counseling, workforce development, emergency rent and utility assistance, permanent supportive housing, and supportive services for special needs populations including the homeless, elderly, mentally ill, victims of domestic violence, people affected by HIV, and people with disabilities.

Homelessness: The funds used to support this priority are designed to help end homelessness throughout the City of Norfolk. These activities include but are not limited to homeless street outreach, homelessness prevention services, rapid re-housing, emergency shelters, and other supportive services.

Public Facilities and Infrastructure: The funds used to support this priority are designed to improve the quality of life for low- and moderate- income residents of the City of Norfolk through public facility and infrastructure improvements. This may include but is not limited to the construction or rehabilitation of public facilities (fire stations, libraries, recreation centers and community facilities), public infrastructure (roads and sidewalks, water, wastewater, and stormwater systems), or parks and playgrounds.

Planning and Administration: The funds used to support this priority are designed to promote the efficient and effective use of federal funds. This may include but is not limited to program administration and oversight, capacity building and training, program monitoring, prospective environmental reviews, and the development of housing, community, and functional plans.

For FY 2023 the City of Norfolk has identified the following goals and outcomes:

- Increase affordable housing opportunities
- Prevent and reduce homelessness
- Provide public services for low- and moderate- income individuals
- Enhance community infrastructure to provide a suitable and sustainable living environment
- Engage in economic development activities that promote job creation
- Manage funds effectively and efficiently

The overall goal of the housing and community development and planning programs covered under the Five-Year Consolidated Plan is to strengthen partnerships among all levels of government, the private sector and with other jurisdictions. This includes for-profit and non-profit organizations to enable them to provide quality affordable housing, establish and maintain a suitable living environment, and expand economic opportunities for low-to-moderate income persons.

3. Evaluation of past performance

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

As of June 30, 2021, the following has been accomplished.

Public Facilities/Site Improvements:

As a coastal city surrounded by water, Norfolk is at high risk for climate change and battles significant flooding issues. During the FY 2021 program year, the city invested an additional \$3 million of CDBG funding toward the Ohio Creek Watershed project, a transformational flood mitigation effort. This approximately \$130 million project, supported with local funding, CDBG, and CDBG-DR, will reduce flooding, improve public spaces, and ensure the adjacent neighborhoods thrive for years to come.

The city also continued its investment in roadway design for its' St. Paul's Area Transformation – Tidewater Gardens project. The entire St. Paul's Area is home to the region's highest concentration of public housing with 1,674 aging units that do not meet modern building standards in three adjacent family public housing communities. The area floods regularly, a problem worsened by crumbling infrastructure. Lack of connectivity to the rest of the city creates a sense of physical, social, and economic isolation in the community. In May 2019, Norfolk was awarded a \$30 million Choice Neighborhood Initiative implementation grant from HUD to redevelop the Tidewater Gardens neighborhood.

Affordable Housing

Norfolk Redevelopment Housing Authority's (NRHA) HOME and HomeNet programs continue to increase access to homeownership through their homebuyer education and down payment assistance programs. During the FY 2021 program year, HomeNet provided education and counseling services to 217 extremely low- to moderate- income participants and 35 non-low/moderate income participants. In addition, 17 households were provided down payment assistance and 33 families received Tenant-Based Rental Assistance.

The CHDO Program has an Environmental Review underway for a specific local CHDO project inclusive of the development of two new construction single family homes to be sold to, and provide direct homebuyer assistance to, two eligible low-income homebuyers.

Public Services

During FY 2021 the city reached about 93 percent of its original annual goal of providing services to low- and moderate-income individuals through public service activities, not including COVID supplemental funding. These activities range from supporting the local food bank, to dental health care, to transitional housing. These programs also serve a number of special populations, including the LGBTQA community, victims of domestic violence, homeless individuals and families, and individuals with severe mental illness. With the addition of CDBG-CV funds for specific programs, the city was able to support an additional 27,999 low- and moderate-income individuals.

Homelessness

Through the Emergency Solutions Grant (ESG), homeless service providers provided shelter to over 300 individuals, rapid rehousing services to 357 individuals, and prevention services to 45 individuals. In addition, the Street Outreach team at the Norfolk Community Services Board was able to provide services to 107 clients during the program year. This does not include services provided with ESG-CV funds as these accomplishments are not part of the CAPER.

Economic Development

Economic development activities are conducted through the Norfolk Economic Development Department's Capital Access Program. As part of this program, small grants are available to microenterprises, and larger grants are available to businesses who generate jobs for low-income individuals. During the program year, nine businesses were assisted, and six jobs were created.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Norfolk's approved Citizen's Participation Plan encourages input from the community and public participation, emphasizing involvement of low-to- moderate income residents of Norfolk, particularly those living in the targeted areas. The plan also encourages comments and participation from all the city's residents including minorities, non-English speaking persons and persons with disabilities. The city uses public comment periods, public hearings, neighborhood groups, website content, and social media as methods to engage citizens.

The city held a hybrid virtual and in-person public input session on December 8, 2021 at City Hall for organizations interested in providing input and comments relative to the FY 2023 (FY 2022) Annual Action Plan. This meeting outlined objectives for each HUD program, provided the opportunity for citizen comments and provided the opportunity for those interested in funding opportunities and partnerships to learn about the application process and ask questions.

The city also held an in-person public hearing on April 6, 2022 at Granby High School with approximately 215 persons in attendance. The meeting was open to the general public for those interested in hearing and commenting on the city's budget priorities for FY2023.

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.

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

For the December 8, 2021 public input session, 43 individuals attended and participated. Comments centered around the following: more affordable and low income housing, economic development and capital and technical assistance for small businesses, support for youth and youth programs, financial wellness and mental health.

For the April 6, 2002 public meeting, there were no comments on the annual plan. Primary comments on the overall budget were related to improvements for public safety, libraries, schools, recreation centers and racial inequality. Seniors were called out as a special population that is in need of additional services.

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

There were no comments that went unconsidered.

7. Summary

The City of Norfolk's proposed FY 2023 (PY 2022) Annual Action Plan priorities include investing in neighborhoods, improving housing quality, and increasing homeownership. The CDBG program will continue to invest in public service programs that benefit adults, children, homeless individuals, and individuals with disabilities. We will continue to provide direct assistance to first-time homebuyers and provide funds towards tenant-based rental assistance initiatives.

The city will also continue investing ESG funds to provide direct assistance to homeless individuals and families living on the streets. This includes support of the area emergency shelters and provide rapid-rehousing and homeless prevention funds to provide decent affordable housing and/or prevent households from becoming homeless.

The overall objective is to target the available HUD resources to address the needs of our most vulnerable citizens and to assist in improving their quality of life. The projects outlined in the plan are essential resources to helping the city achieve this goal.

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	Department of Housing and Community Development
HOME Administrator	NORFOLK	Department of Housing and Community Development
ESG Administrator	NORFOLK	Department of Housing and Community Development

Table 1 – Responsible Agencies

Narrative (optional)

The City of Norfolk's Department of Housing and Community Development is responsible for the preparation and administration of the Annual Plan. The implementation of programs is done in conjunction with city departments such as the Department of Public Works, Department of Economic Development, and Parks and Recreation. The Department of Finance assists with the accounting of the entitlement programs. Further the city works with Norfolk Redevelopment and Housing Authority (NRHA) and a variety of community-based organizations to assist with the delivery of the programs and services.

Consolidated Plan Public Contact Information

Dr. Susan Perry is the Director of Housing and Community Development. The office is located at 501-A Boush Street, Norfolk, Virginia 23510. The Annual Action Plan information point of contact is Jacquelyne Wiggins, at 757-664-4267 (office phone) or by email at hudentitlement@norfolk.gov.

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Norfolk recognizes that 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 the homeless, cost-burdened, disabled, elderly, or other vulnerable populations, these partners know which services or activities are most beneficial to their clients. While the City of Norfolk is the lead agency, community partners are essential to the execution of HUD-funded programs.

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(l))

The City of Norfolk continually works with public and assisted housing providers on the coordination of housing and services to benefit those in the community. Southeastern Virginia Homeless Coalition (SVHC)-Norfolk is a voluntary coalition of local human services agencies providing administrative support and coordination through The Planning Council as the head agency. It is approved by HUD as the VA-501 Norfolk/Chesapeake/Suffolk/Isle of Wight/Southampton Counties Continuum of Care (CoC).

The city provided leadership and support for Norfolk Redevelopment and Housing Authority (NRHA) to enter a Memorandum of Understanding with the SVHC Continuum of Care (VA-501). The purpose of the MOU is to provide Norfolk's homeless families and individuals with expedited access to the Low-Income Public Housing (LIPH) and Housing Choice Voucher (HCV) Programs operated by NRHA. NRHA will designate 80 public housing units and 36 housing choice vouchers annually for households who will graduate from permanent supportive housing programs or who are in rapid re-housing or tenant- based rental assistance programs.

Virginia Supportive Housing provides for the management and development of legacy studio apartment communities for persons exiting homelessness, and for the more recent mixed-income communities with targeted units for persons exiting homelessness. Virginia Supportive Housing, the LGBT Life Center, ForKids, and Norfolk Community Services Board are providers of permanent supportive housing in scattered site programs providing housing stabilization services and using a Housing First Model for households exiting homelessness. All of these programs use a Housing Choice Voucher look-alike model of affordable supportive housing. Persons are provided housing stabilization services and assisted with linkages to medical, behavioral health, and service agencies.

The city continues to promote and provide funding for the *People First* initiative. The *People First* initiative was created through a partnership between the City of Norfolk, Norfolk Redevelopment and Housing Authority (NRHA), residents and other stakeholders to improve the well-being of families directly impacted by the comprehensive multi-year redevelopment of the more than 200-acre neighborhood known as the St. Paul's area of Norfolk. *People First* is the foundation for the overall redevelopment effort. Urban Strategies, Inc. (USI) is the organizational lead for the implementation of the initiative. *People First* empowered by USI will provide effective and high-quality mobility services and human capital investment to approximately 1,700 families from Tidewater Gardens, Young Terrace, and Calvert Square public housing communities in the St. Paul's area.

The Norfolk Community Services Board has case managers dedicated to working with adults with serious mental illness and developmental disabilities living in any subsidized unit in the city whether in a neighborhood or a high-rise/mid-rise.

Hampton Roads Community Health Center (HRCHC) provides multi-site health clinics and mobile van dentistry. This clinic provides primary care, prevention/wellness, and some mental health services.

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.

Homeless service programs receiving funding through the city's CDBG, HOME, ESG, and/or general revenue funds are required to participate in the CoC's Coordinated Entry System and meet the performance measures developed by the city in conjunction with the CoC. Elected officials attend open houses, CoC grant review meetings, and sit on non-profit committees or boards. 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 and the Continuum of Care (CoC) play a role in setting and revising standards for the outcomes homeless programs are to accomplish during their contract period. Consultations provide for an open discussion to ensure performance measures benefit the broader goals of the CoC. In doing so, the agencies who provide homeless services to homeless or at-risk of becoming homeless are informed of the standards required using CDBG, HOME, and ESG funds, as well as other best practice outcomes. The agencies can incorporate these goals when negotiating contracts with subrecipients.

The city requires the use of the Homeless Management Information System (HMIS) by all local homeless providers receiving funding from ESG, other HUD entitlement programs, or the city's general revenue funds. The city works with the CoC in developing funding approaches, policies and procedures for the operation and administration of the CoC's HMIS through their involvement in CoC committees, serving on the CoC governing board, and ongoing discussions with the HMIS lead agency.

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

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

N/A

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	The Planning Council	The Annual Plan continues to be coordinated with the CoC and the city to ensure that housing needs are consistent with the Five-Year Consolidated Plan to provide services to the most vulnerable populations in the area.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

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

Norfolk's goal for citizen participation is to ensure broad participation of Norfolk stakeholders in housing and community development planning, program development, implementation, and evaluation.

The city has a Citizen Participation Plan which outlines the process for engaging residents in the planning process. The outreach efforts include:

Public Hearings:

- A hybrid virtual and in person public input session was conducted on Wednesday December 8, 2021 at 6 pm at City Hall.
- An in person public hearing was held on April 6, 2022 at 6 pm at Granby High School.

Newspaper Notices:

- The notice of the public input session was published in the Virginian Pilot on November 24, 2021.
- The 30-day public review and comment period and notice of annual plan was placed in the Virginian Pilot on March 22, 2022.
- A corrected 30-day public review and comment period and notice of annual plan, with contingency language for award allocations, was placed in the Virginian Pilot on April 6, 2022.

Online Outreach:

- The city placed the notice of the public input session as well as a full-page document of the plan on its website for public review.
- A press release was published on November 29, 2021.

The city's open forum creates opportunities for citizens to participate in matters related to its HUD programs as well as provides staff opportunities to review policy issues and obtain public feedback.

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	Newspaper Ad	Non-targeted/broad community	No response to newspaper ad.	No comments received.	N/A	
2	Public Meeting	Non-targeted/broad community	43 people attended the public input session	See summary of comments in the Executive Summary.	N/A	
3	Newspaper Ad	Non-targeted/broad community	No response to the newspaper ad	No comments were received	N/A	
4	Internet Outreach	Non-targeted/broad community	No response to the website or press release.	No response to the website or press release.	N/A	
5	Public Hearing	Non-targeted/broad community	Approximately 215 people attended the public hearing	No comments on the Annual Plan	N/A	
6	Newspaper Ad	Non-targeted/broad community	No response to the newspaper ad	No comments were received	N/A	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

As an entitlement grantee, the city receives CDBG, HOME, and ESG funds each year from HUD to carry out community projects. These projects are awarded through three processes:

- (1) A competitive request for application (RFA) where applicants submit a proposal to provide services as outlined in the RFA. These applications are scored by a committee and recommendations are made to the City Manager and City Council for final decisions.
- (2) Renewal of current contracts. Projects may be extended for one additional contract period.
- (3) Reprogrammed funds. Funds no longer needed for an existing project may be redirected to new projects based on need.

The following table illustrates the funds expected to be received in FY 2023 (PY 2022). The HUD entitlement funding for FY 2023 totals \$6,442,232 for CDBG (\$4,470,015), HOME (\$1,589,368), and ESG (\$382,848). Of the CDBG funds, expected Local Account funds in the amount of \$35,000 are included. For HOME, \$211,114 in program income and recaptured funds is included. HUD has 45-days to review and approve the Annual Action Plan. Projects that will disturb the environment will not begin spending project funds until the Environmental Review Records (ERRs) are complete and HUD has the Release of Funds for both CDBG and HOME projects.

Expected HOME program income is based on an amount received in Integrated Disbursement Information System on or before 12/31/2021. Any HOME program income received in IDIS between 1/1/2022 and the final plan submission will be allocated to NRHA Homebuyer Assistance.

Final HUD Allocations were not provided until May 13th. On April 6, the following contingency was added to the proposed Annual Plan and changes have been made accordingly. Changes in funding allocations between the previous proposed plan and this adopted plan were applied as

follows to match actual allocation amounts:

- HOME CHDO and Administration activities will be proportionally adjusted to maintain the same percentage of total entitlement funding as is currently provided in the draft plan. Remaining adjustments to the HOME Investment Partnership Program will be made to the Homebuyer Assistance activity so that total activity allocations match total available HOME funding.
- All ESG activities will be proportionally adjusted to maintain the same percentage of total entitlement funding as is currently provided in the draft plan.
- The CDBG Administration and Planning activity will be proportionally adjusted to maintain the same percentage of total entitlement funding as is currently provided in the draft plan. The CDBG “Norfolk Community Services Board TBRA Housing Case Management” will also be adjusted such that total public service activities maintain the same percentage of total entitlement funding. Remaining adjustments to CDBG activities will be made to the Department of Housing and Community Development Renovate Norfolk project so

that total activity allocations match total available CDBG funding.

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	4,435,015	35,000	0	4,470,015	13,483,241	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 Income includes \$35,000 in Local Account 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: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,378,254	211,114	0	1,589,368	3,396,624	Federal funds to (1) provide direct home-buyer assistance to eligible first-time homebuyers to purchase a decent, safe, sanitary and affordable home, (2) develop affordable new construction of housing for income eligible first-time homebuyers, and provide subsidies to assist individuals in obtaining rental 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: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	382,849	0	0	382,849	1,155,699	Federal funds used to support street outreach, emergency shelter, rapid 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 applies for competitive federal, state, and foundation grants when it meets the application criteria. The HUD funds are used as leverage with local and other grant funds to create new and expand existing programs and services.

HOME Homebuyer Activity funds will leverage private financing with an affordable interest rate and monthly payment in first lien position and

subordinate financing assistance with “no interest rate and no monthly payment” in third lien position (such as FHLBank Pittsburgh’s First Front Door (FFD) grants and Operation HOPE’s Closing Cost Assistance Program (CCAP) Grants).

Match Requirements:

HOME match requirements are to be satisfied via cash contributions in the form of below-market interest rate loans from private lending institutions and via donated land; and may also be satisfied, if applicable, via 1) other eligible cash contributions, 2) on-site and off-site infrastructure not paid with federal resources that is directly required for a HOME-assisted project, 3) donated site preparation and construction materials/equipment, voluntary labor and professional services provided to a HOME-assisted project or HOME match-eligible housing, and 4) eligible supportive services cost to families residing in HOME-assisted units during applicable period.

Each ESG subrecipient is required to provide 1:1 match for funding provided from the Emergency Solutions Grant Program.

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 or sell vacant land to CHDOs for the development of new construction of affordable housing units on a case-by-case basis.

The St. Paul's area of more than 200 acres is home of residents living in a neighborhood with high concentrations of poverty. The area includes a total of 1,674 aging units in three adjacent family public housing communities (Tidewater Gardens, Calvert Square and Young Terrace) that have reached the end of their useful life. The St. Paul's area floods regularly and is further exacerbated by crumbling infrastructure. Lack of connectivity to the rest of the city creates a sense of physical, social and economic isolation in the community. The City of Norfolk, in partnership with neighborhood residents and Norfolk Redevelopment and Housing Authority, has developed a vision for St. Paul's revitalization into one of the most desirable neighborhoods in the city where families and residents from all income levels, races, ages and cultures can live, learn, work, play and thrive. The broad goal is for the physical transformation to be coordinated and implemented in parallel with a comprehensive human capital component called *People First*. The *People First* initiative includes holistic family coaching that enhances life outcomes for residents around housing stability, quality educational opportunities, youth and adult development programs, job training, employment with livable wages, and health and wellness programs.

The St. Paul's Area Transformation Road Design will create a connected pattern of neighborhood streets and blocks that create the framework for a mixed-use, mixed-income neighborhood that will replace the existing isolated super block structure. This infrastructure work creates the foundation for the new subsidized, affordable and market rate housing that will be constructed.

The Ohio Creek Watershed Project will also help address flooding and ensure the future sustainability of the Chesterfield Heights and Grandy Village neighborhoods.

In addition, the city continues to be committed to providing quality recreational opportunities and green spaces within neighborhoods. Neighborhood parks are key to quality of life within a city; therefore, public park improvements will include an assessment of the park that reviews historical usage and community involvement.

Discussion

Additional creativity, local funding, development incentives, and the creation of more partnerships are all necessary in order to continue to achieve plan objectives, including the use of Low-Income Housing Tax Credits (LIHTC) to attract private investment funds.

Norfolk Redevelopment and Housing Authority (NRHA) will continue to plan and implement mixed-

finance transactions to achieve the transformation of its assistance housing communities. The range of strategies aimed at transforming the physical environment will include but not be limited to: modernization of housing units; enhancements to open space and infrastructure; improvements to accessibility; demolition of selected units and construction of new units; introduction of market rate and for-sale units; acquisition and demolition of new units within or outside NRHA properties; and complete redevelopment. Financial strategies will include: the pursuit of federal, state and local grants; utilization of tax credit equity for low income public housing, historic properties and new markets; public and private debt; and exploration of conversions between traditional public housing funding, project-based Section 8, and the housing choice voucher program.

NRHA will consider issuing tax exempt bonds to finance the acquisition, rehabilitation and improvement of affordable housing.

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	Increase Affordable Housing Opportunities	2021	2025	Affordable Housing	City Wide	Affordable Housing	CDBG: \$588,310 HOME: \$1,451,598	Rental units rehabilitated: 24 Household Housing Unit Homeowner Housing Added: 2 Household Housing Unit Homeowner Housing Rehabilitated: 10 Household Housing Unit Direct Financial Assistance to Homebuyers: 20 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 45 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	End Homelessness	2021	2025	Homeless	City Wide	Homelessness	ESG: \$354,183	Tenant-based rental assistance / Rapid Rehousing: 41 Households Assisted Homeless Person Overnight Shelter: 771 Persons Assisted Homelessness Prevention: 35 Persons Assisted
3	Promote Economic Development	2021	2025	Non-Housing Community Development	City Wide	Economic Development	CDBG: \$480,000	Jobs created/retained: 12 Jobs Businesses assisted: 24 Businesses Assisted
4	Provide Public Services	2021	2025	Homeless Non-Homeless Special Needs	City Wide	Public Services	CDBG: \$592,918	Public service activities other than Low/Moderate Income Housing Benefit: 9560 Persons Assisted
5	Invest in Public Facilities and Infrastructure	2021	2025	Non-Housing Community Development	City Wide	Public Facilities and Infrastructure	CDBG: \$2,000,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 13690 Persons Assisted
6	Manage Funds Effectively and Efficiently	2021	2025	General Planning and Administration	City Wide	Planning and Administration	CDBG: \$808,787 HOME: \$137,770 ESG: \$28,666	Other: 0 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Increase Affordable Housing Opportunities
	Goal Description	The funds used to support this priority are designed to increase affordable housing opportunities in the City of Norfolk. These activities include but are not limited to: homeowner and rental rehabilitation, Community Housing Development Organization (CHDO) activities, homebuyer assistance, and tenant-based rental assistance.
2	Goal Name	End Homelessness
	Goal Description	The funds used to support this priority are designed to assist in the end of homelessness throughout the City of Norfolk. These activities include but are not limited to: homeless street outreach, homelessness prevention services, rapid re-housing, emergency shelters, and other supportive services.
3	Goal Name	Promote Economic Development
	Goal Description	The funds used to support this priority are designed to encourage economic development and job creation in the City of Norfolk. These activities include but are not limited to: financial assistance to microenterprises and small businesses, technical assistance, and the rehabilitation of commercial and industrial buildings.
4	Goal Name	Provide Public Services
	Goal Description	The funds used to support this priority are designed to provide services to low- and moderate- income individuals and families in the City of Norfolk. Services may include, but are not limited to: emergency food assistance; health and dental care; housing counseling; workforce development; emergency rent and utility assistance; permanent supportive housing; and supportive services for special needs populations including the homeless, elderly, mentally ill, victims of domestic violence, people affected by HIV, and people with disabilities.
5	Goal Name	Invest in Public Facilities and Infrastructure
	Goal Description	The funds used to support this priority are designed to improve the quality of life for low- and moderate- income residents of the City of Norfolk through public facility and infrastructure improvements. This may include but is not limited to: the construction or rehabilitation of public facilities (fire stations, libraries, recreation centers and community facilities), public infrastructure (roads and sidewalks, water, wastewater, and stormwater systems), or parks and playgrounds.

6	Goal Name	Manage Funds Effectively and Efficiently
	Goal Description	The funds used to support this priority are designed to promote the efficient and effective use of federal funds. This may include but is not limited to: program administration and oversight; capacity building and training; program monitoring; prospective environmental reviews; and the development of housing, community, and functional plans.

Projects

AP-35 Projects – 91.220(d)

Introduction

The FY 2023 Annual Action Plan sets goals to enhance the city's economic stability and prosperity by increasing opportunities for job readiness and investing in economic development programs; 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's proposed Annual Plan for FY 2023 (PY2022) will support an array of public service programs and projects, including CDBG activities, HOME activities and ESG activities. Agencies will provide services across the following categories: Administration, Emergency Shelter, Rapid Re-Housing, and Homeless Prevention in the ESG program. The Norfolk Street Outreach Team will consist of 1 full-time staff supported by general funds and 2 street outreach workers funded through the Norfolk Community Services Board's PATH Program. The CDBG, HOME, and ESG programs and projects are listed in AP-38 Project Summary with outcomes the city expects to achieve over the annual plan period.

Projects

#	Project Name
1	LGBT Life Center CHAP Norfolk
2	LGBT Life Center-Mental Health
3	Norfolk CSB TBRA Housing Case Management
4	City of Norfolk-Dept. of Economic Development-Capital Access Program (Microenterprise Grants)
5	ForKids, Inc. Permanent Supportive Housing Program
6	Foodbank of Southeastern Virginia Eliminate Hunger Program LMC
7	Norfolk Redevelopment & Housing Authority-HomeNet
8	Park Place Health & Dental Clinic
9	St. Columba-Homeless Advocate & Day Center Assistant
10	The Planning Council-Continuum of Care
11	Virginia Supportive Housing-Gosnold and Church Street Station Apartments
12	City of Norfolk-Grant Administration & Planning
13	City of Norfolk-Dept. of Economic Development-Capital Access Program (Reimbursable Grants)

#	Project Name
14	Accessible Space, Inc-The Anchorage Apartments Capital Improvement Project
15	Department of Housing & Community Development-Renovate Norfolk
16	Norfolk Fire-Rescue Department-Fire Station 11 Construction
17	Hunton YMCA Acquisition
18	ESG20-Norfolk
19	NRHA Homebuyer Assistance Program
20	NRHA Home Administration
21	NRHA CHDO Set-Aside
22	NCSB Tenant Based Rental Assistance

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 available data, surveys, and discussions with stakeholders and residents. The city will continue to support non-profit agencies, homeless providers, the local housing authority, and special needs groups to meet the needs of underserved persons throughout the community. The primary obstacle in meeting underserved needs remains lack of funding. Federal and state and local funding simply isn't enough to meet demand.

Projects are selected based upon the following criteria:

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

AP-38 Project Summary

Project Summary Information

1	Project Name	LGBT Life Center CHAP Norfolk
	Target Area	City Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$38,285
	Description	The CHAP Norfolk Program assists homeless persons to obtain affordable housing and related supportive services to enable persons with special needs (HIV/AIDS) to live with dignity and maintain housing.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	50 persons/individuals affected by HIV/AIDS
	Location Description	3309 Granby Street, Norfolk, VA 23504
2	Planned Activities	The LGBT, through the CHAP Norfolk program, will reach out to landlords, complete 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.
	Project Name	LGBT Life Center-Mental Health
	Target Area	City Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$59,724
	Description	The LGBT Mental Health Services will increase access to mental health counseling for the LGBTQ community who have low to moderate level income and are uninsured or underinsured.
	Target Date	6/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	65 low- to moderate- income individuals
	Location Description	5360 Robin Hood Road, 2nd Floor, Norfolk, VA 23513
	Planned Activities	Offer mental health (MH) services including individual, couples, and family counseling specific to the LGBTQ experience. Expand the internship program to include up to 5 mental health interns or residents and also develop virtual platforms via telehealth. Pre-screen clients for insurance coverage prior to the first counseling session and if uninsured, refer for ACA and Medicaid enrollment and provided assistance to enroll. Implement a sliding-scale basis for those who remain uninsured.
3	Project Name	Norfolk CSB TBRA Housing Case Management
	Target Area	City Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$106,434
	Description	The TBRA program and case managers serve Low-Mod clientele. The program serves eligible single adults and households without children in the City of Norfolk experiencing at least literal homelessness per the HUD definition. The program can serve any eligible individual experiencing homelessness located in any part of Norfolk.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	45 low- to moderate- income individuals
	Location Description	7447 Central Business Park Drive Norfolk, VA 23513

	Planned Activities	Provide affordable permanent supportive housing for up to 45 households who are homeless. A housing stabilization case manager will assist participants with linkage to community resources to include access to mainstream benefits and services. The goal is to assist households with transitioning to stable housing or connecting with another long-term subsidy, like Section 8 vouchers, eventually maintain housing independently.
4	Project Name	City of Norfolk-Dept. of Economic Development-Capital Access Program (Microenterprise Grants)
	Target Area	City Wide
	Goals Supported	Promote Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$60,000
	Description	The program will work with citizens and businesses to stimulate economic growth and foster capital investment while strengthening workforce and equitable business development of minority, women and small businesses.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	12 businesses
	Location Description	999 Waterside Drive Norfolk, VA 23510
	Planned Activities	Award microgrants to minorities, women and small businesses. Support awardees with business development.
5	Project Name	ForKids, Inc. Permanent Supportive Housing Program
	Target Area	City Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$35,000

	Description	The Norfolk Permanent Supportive Housing Program is designed to end homelessness for Norfolk families with a disabled family member who would otherwise be unable to obtain safe, affordable housing and appropriate services within the community. Families with minor children are housed in units owned or leased by ForKids and contribute to the rent based on 30% of their adjusted annual income. Families receive case management services to address their needs and prepare for an eventual move to housing without supports.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	51 persons (17 families)
	Location Description	4200 Colley Avenue Suite A Norfolk, VA 23508
	Planned Activities	The agency will provide permanent supportive housing to end homelessness for 17 homeless families with a disabled family member.
6	Project Name	Foodbank of Southeastern Virginia Eliminate Hunger Program LMC
	Target Area	City Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$75,000
	Description	Provides 4.1 million meals of emergency food to approximately 135,000 low-income children, families, senior citizens, homeless persons, and individuals with disabilities struggling with hunger throughout Hampton Roads area.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	6,000 low- to moderate- income persons
	Location Description	800 Tidewater Drive Norfolk, VA 23504

	Planned Activities	The Foodbank provides food assistance/hunger relief to help eliminate hunger in the Norfolk community and distribute food products to multiple locations that include schools, area shelters, afterschool programs, senior centers, meal on wheels, etc. CDBG funds will be utilized towards the agency's electricity/utility costs for the warehouse freezer which maintains the facility's food products.
7	Project Name	Norfolk Redevelopment & Housing Authority-HomeNet
	Target Area	City Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$60,000
	Description	HomeNet strengthens long-term homeownership success for households aspiring to achieve or maintain homeownership by providing homeownership education classes, comprehensive individualized pre-purchase homeownership counseling (including how to purchase vs. renting with a Housing Choice Voucher for Norfolk HCV participants), and post-purchase counseling. Each client is prescribed a plan of action designed and tailored to remove barriers that prevent them from achieving homeownership. Homenet is a HUD-approved housing counseling agency with HUD certified counselors on staff.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	120 low- to moderate- income persons
	Location Description	555 E. Main Street Norfolk, VA 23510
	Planned Activities	<p>Provide one-on-one pre and post purchase housing counseling, Loss Mitigation, Foreclosure Prevention, VHDA Home-buyer Classes, Lunch and Learn for city employees (as needed), administers and provides marketing and outreach for the Tipping Point/Homeward Norfolk down payment program.</p> <p>Provide pre-purchase one-on-one counseling</p> <p>Provide foreclosure and loss mitigation one-on-one counseling</p> <p>Provide post-purchase education and counseling</p>
	Project Name	Park Place Health & Dental Clinic

8	Target Area	City Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$35,000
	Description	The Park Place Dental Clinic will provide dental services to low-income and uninsured residents. Provides treatment of adverse dental conditions and educational programs directed at promoting good oral health.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	850 persons
	Location Description	606 West 29th Street Norfolk, VA 23504
9	Planned Activities	Services include teeth extractions, fillings, cleanings, and provide dentures and partials with help from local dentist volunteers and senior dental students and dental assistants. CDBG funds will provide partial salary support for a dentist, dental students, dental assistant, and pay towards operational costs for administering a dental program for income-eligible individuals residing in Norfolk.
	Project Name	St. Columba-Homeless Advocate & Day Center Assistant
	Target Area	City Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$35,000
	Description	St. Columba's Day Center provides emergency day shelter services to homeless and at-risk adults. By providing basic need aid, at-risk individuals can stretch limited income and avoid homelessness. Serves as assessment point to refer homeless clients who call the Housing Crisis Hotline for housing assessment.
	Target Date	6/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	400 low- to moderate- income persons
	Location Description	2114 Lafayette Blvd. Norfolk, VA 23509
	Planned Activities	CDBG funds will provide partial salary support for the homeless advocate and day center assistant program that provides services to clients who need food, showers, laundry, bus passes, identification cards, work clothes and boots, resume assistance, referral to other services, advocacy assistance, medical attention, and prescription assistance.
10	Project Name	The Planning Council-Continuum of Care
	Target Area	City Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$58,475
	Description	The Planning Council has a seven-person CoC team that provides on-going facilitation, support, and direction to the homeless service providers who receive HUD Continuum of Care funding. Key tasks include data collection, analysis, preparation, and submission of the CoC grant applications annually.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	1869 low- to moderate- income persons
	Location Description	5365 Robin Hood Road Norfolk, VA 23513

	Planned Activities	Manage the Coordinated Entry process with homeless service providers to include review of all intake and assessment forms for households identified as in need of housing and/or services. Utilize the Vulnerability Index Services Prioritization Decision Assessment Tool to measure client vulnerability. Discuss assessment results to identify the most appropriate housing or services. Maintains the process, maintain the up-to-date list of all individuals and families who have been identified as needing assistance, and monitors the outcomes of each type of service provided.
11	Project Name	Virginia Supportive Housing-Gosnold and Church Street Station Apartments
	Target Area	City Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$90,000
	Description	Virginia Supporting Housing will provide voluntary comprehensive supportive services to formerly homeless households residing in the Gosnold and Church Street Station properties.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	110 homeless adults
	Location Description	Gosnold Apt: 2425 Gosnold Avenue, Norfolk, VA 23517 Church Street Station: 2016 Church Street, Norfolk, VA 23504
	Planned Activities	The agency will continue to provide supportive services such as case management, counseling, skills training, and community building skills for approximately 63 single, homeless adults at the Gosnold Apartments and 47 single, homeless adults at Church Street Station Apartments. Program funds will also provide partial salary support cost for a Service Coordinator and Supportive Services Supervisor positions.
12	Project Name	City of Norfolk-Grant Administration & Planning
	Target Area	City Wide
	Goals Supported	Manage Funds Effectively and Efficiently

	Needs Addressed	Planning and Administration
	Funding	CDBG: \$808,787
	Description	The City of Norfolk will provide the general oversight and management over the CDBG eligible activities allocated.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	501 Boush Street Norfolk, VA 23510
	Planned Activities	Norfolk DHCD will provide administrative and monitoring management oversight of CDBG's Public Services; Affordable Housing; Economic Development; Public Facilities/Site Improvements; Homelessness; General Oversight of Planning and Administration; Affordable Rental Housing
13	Project Name	City of Norfolk-Dept. of Economic Development-Capital Access Program (Reimbursable Grants)
	Target Area	City Wide
	Goals Supported	Promote Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$420,000
	Description	The Department of Economic Development will provide financial assistance in the form of reimbursable grants to various Norfolk businesses. Businesses will create or retain low to moderate income jobs.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	12 Jobs Created/Retained
	Location Description	Various businesses Grant oversight is 999 Waterside Drive, Suite 2430 Norfolk, VA 23510

	Planned Activities	Provide financial assistance in the form of reimbursable grants to eight for-profit Norfolk businesses. Allowable purchases include, but are not limited to, inventory, materials, equipment, working capital, debt refinancing, and real estate.
14	Project Name	Accessible Space, Inc-The Anchorage Apartments Capital Improvement Project
	Target Area	City Wide
	Goals Supported	Increase Affordable Housing Opportunities
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$170,000
	Description	Provides property management services and housing with care for persons with physical disabilities and brain injuries, as well as seniors and veterans. This mission is accomplished through the development, management and ownership of accessible, affordable housing, assisted living and rehabilitation services.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	24 households
	Location Description	112 Cromwell Parkway, Norfolk. VA 23505
	Planned Activities	Rehab apartments by adding new, energy efficient windows, adding new flooring throughout common area space, adding new concrete to parking lot and trash surround.
15	Project Name	Department of Housing & Community Development-Renovate Norfolk
	Target Area	City Wide
	Goals Supported	Increase Affordable Housing Opportunities
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$418,310
	Description	Program provides rehabilitation and repair of existing structures, including bringing property up to local codes and standards, for homeowners in Norfolk. Repair of certain elements of housing units in emergency situations.

	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	10 households
	Location Description	N/A
	Planned Activities	Provides rehabilitation and repair of 12 housing units for homeowners in Norfolk. Funding will provide for labor and materials, replacement of principal fixtures and components of existing structures, water and sewer connections, installation of security devices (including smoke detectors), and evaluating and treating lead-based paint. Funding may also provide for landscaping, sidewalks, garages, and driveways when accompanied with other rehabilitation needed on the property.
16	Project Name	Norfolk Fire-Rescue Department-Fire Station 11 Construction
	Target Area	City Wide
	Goals Supported	Invest in Public Facilities and Infrastructure
	Needs Addressed	Public Facilities and Infrastructure
	Funding	CDBG: \$1,000,000
	Description	Develop the planning and design and construction of Fire Station 11. Fire station will be centrally located in Norfolk and the manned emergency equipment will respond to fires and medical emergencies in all directions in city boundaries.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	11,085 individuals of which 52 percent are low- to moderate- income
	Location Description	Fire-Rescue Service Area includes Census Tracts: 20;21;30;31;32;33;61
	Planned Activities	Construction of Fire Station 11 at the locations currently known as: 2601 Lafayette Boulevard, 2605 Lafayette Boulevard, 2611 Lafayette Boulevard, 3133 Lens Avenue, and 3131 Lens Avenue in Norfolk, Virginia
	Project Name	Hunton YMCA Acquisition

17	Target Area	City Wide
	Goals Supported	Invest in Public Facilities and Infrastructure
	Needs Addressed	Public Facilities and Infrastructure
	Funding	CDBG: \$1,000,000
	Description	The purpose of the overall project is to acquire the Hunton YMCA property as part of the redevelopment of Tidewater Gardens. The final use of the property will be the development of a greenway/blueway to manage stormwater and mitigate flooding.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	147 low to moderate resident households, 86 mixed market rate resident households 1855 low mod persons; 2605 total
	Location Description	1139 Charlotte Street, Norfolk, VA 23504
	Planned Activities	Acquire the Hunton YMCA property as part of the redevelopment of Tidewater Gardens. The final use of the property will be the development of a greenway/blueway to manage stormwater and mitigate flooding.
	18	
18	Project Name	ESG20-Norfolk
	Target Area	City Wide
	Goals Supported	End Homelessness
	Needs Addressed	Homelessness
	Funding	ESG: \$382,849
	Description	The funds will be used for administration (\$28,666) and to serve individuals with emergency shelter, rapid rehousing, and homeless prevention by the following agencies: \$196,220 ForKids; \$74,651 YWCA of South Hampton Roads; \$26,747 St. Columba Ecumenical Ministries and \$56,564 The Salvation Army. Emergency shelters will provide services 771 homeless persons and families; Homeless Prevention will provide services for 16 households/35 individuals at risk of losing their home; and rapid re-housing activity is targeted towards locating affordable housing units for approximately 41 households/ 123 individuals over the program year. Approximately 929 individuals will be served using ESG funds.

	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	929 individuals that will receive prevention, rapid rehousing and shelter services.
	Location Description	<p>ForKids: The Emergency Shelter, Rapid Re-Housing and Homelessness Prevention programs are administered at 1001 Poindexter Street, Chesapeake, VA 23324.</p> <p>St. Columba Ecumenical Ministries, Inc.: Emergency Shelter is located 2114 Lafayette Boulevard, Norfolk, VA 23509.</p> <p>The Salvation Army: Emergency Shelter is located at 203 West 19th Street, Norfolk, VA 23517. The main office is located at 5525 Raby Road, Norfolk, VA 23502.</p> <p>YWCA of South Hampton Roads: The main office is located at 500 East Plume Street, Suite 700, Norfolk, VA 23510.</p> <p>The Department of Housing and Community Development is located at 501 -A Boush Street Norfolk, VA 23510. The department will have the administrative oversight over the ESG program.</p>
	Planned Activities	<p>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. 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.</p> <p>Provide emergency shelter services through area shelter providers who will provide shelter services for the homeless population; and provide rapid re-housing and homeless prevention 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</p>
19	Project Name	NRHA Homebuyer Assistance Program
	Target Area	City Wide

	Goals Supported	Increase Affordable Housing Opportunities
	Needs Addressed	Affordable Housing
	Funding	HOME: \$944,832
	Description	The city will sub-grant HOME funds to Norfolk Redevelopment and Housing Authority (NRHA) to expand the supply of decent affordable housing by providing down payment and closing costs assistance for 16 income-qualified first-time homebuyers with purchasing a newly constructed or existing home in Norfolk.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	20 low income first time homebuyers
	Location Description	The eligible properties selected and purchased by the HOME-assisted homebuyers will be within the City of Norfolk. Oversight Location: 555 E. Main Street Norfolk, VA 23510
	Planned Activities	The Homebuyer Assistance Program will provide down payment and closing costs financial assistance for eligible low-income first-time homebuyers to purchase decent, safe, sanitary and affordable newly constructed or existing homes in the City of Norfolk. The financial assistance will be in the form of a forgivable, no interest and no monthly payment “soft second” mortgage loan with a principal residence requirement, affordability period, forgiveness terms, and recapture provisions. Prior to the expenditure of HOME funds, homebuyer and property eligibility will be determined and the HOME loans will be underwritten to ensure program guideline compliance and affordability. The principal residence requirement will be monitored post purchase for the term of the HOME loan.
20	Project Name	NRHA Home Administration
	Target Area	City Wide
	Goals Supported	Manage Funds Effectively and Efficiently
	Needs Addressed	Planning and Administration
	Funding	HOME: \$137,770

	Description	The HOME Administration will provide NRHA with funding in the amount towards reasonable HOME administrative and planning costs for general management, oversight, coordination, staff and overhead, and other eligible costs defined in 24 CFR 92.207.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	555 E. Main Street, Norfolk, VA 23510
	Planned Activities	NRHA administration of the CHDO Program and the Homebuyer Assistance Program
21	Project Name	NRHA CHDO Set-Aside
	Target Area	City Wide
	Goals Supported	Increase Affordable Housing Opportunities
	Needs Addressed	Affordable Housing
	Funding	HOME: \$206,766
	Description	Fifteen percent of each annual HOME allocation is set-aside for homebuyer or rental housing which is owned, developed, or sponsored by certified CHDOs. Per 24 CFR 92.300, CHDO Set-Aside Funds are allocated to private nonprofit, community-based service organizations that are (1) certified by the City of Norfolk to meet the definition of Community Housing Development Organization defined at 24 CFR 92.2; and (2) determined by the City of Norfolk that the organization has the capacity to own, develop, or sponsor housing each time NRHA commits funds to the organization via a written agreement for a specific local project.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	1 to 2 specific local new construction or rehabilitation homebuyer projects owned and developed by certified CHDOs to benefit 1 to 2 low income households.

	Location Description	The specific local project locations within the City of Norfolk will be known at the time of CHDO project approval. Oversight: 555 E. Main Street Norfolk, VA 23510
	Planned Activities	Priority will be given to specific local new construction or rehabilitation homebuyer projects owned and developed by certified CHDOs that will be sold to and provide affordable housing to eligible low-income first-time homebuyers. Prior to commitment of funds for a project, NRHA will ensure (1) financing for the project is secured; (2) a budget and schedule is established; (3) underwriting and subsidy layering is completed; (4) a market analysis is performed; and (5) construction/rehabilitation is scheduled to be completed within 12 months.
22	Project Name	NCSB Tenant Based Rental Assistance
	Target Area	City Wide
	Goals Supported	Increase Affordable Housing Opportunities
	Needs Addressed	Affordable Housing
	Funding	HOME: \$300,000
	Description	Provide monthly rental costs for approximately 45 income-qualified individuals with financial assistance towards both emergency rent and security deposits.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	45 low-mod Households
	Location Description	Oversight: 7447 Central Business Park Drive Norfolk, VA 23513
	Planned Activities	The Norfolk Community Services Board will provide direct financial assistance using HOME funds towards emergency rent and security deposits for income-qualifying individuals.

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 at least 70 percent of all CDBG project funds expended in FY 2023 (PY2022) will be used for activities which benefit low- and moderate-income persons and special needs populations.

Federal funding will be focused in city wide areas that are low- to moderate-income. Most neighborhoods within the City of Norfolk have low-income census tracts within them.

CDBG and HOME funded homebuyer programs administered by Norfolk Redevelopment and Housing Authority (NRHA), which include the HomeNet Homeownership Center, the Homebuyer Assistance Program and the CHDO Program, assist first-time homebuyers in purchasing a home citywide (either inside or outside of low-to-moderate income census tract areas) provided HOME underwriting guidelines for both the homebuyer and selected property are met. This enables low-to-moderate income homebuyers the opportunity to purchase a property within their affordability in the neighborhood of their choice, which in some cases results in a move from a high-poverty to a low-poverty neighborhood. CHDO projects are located in a service area that is clearly defined in the CHDO's Charter, Articles of Incorporation, Bylaws or Resolution.

Geographic Distribution

Target Area	Percentage of Funds
City Wide	

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Considering the limited amount of CDBG, HOME, and ESG funds available to the city, not all the city's housing and community development needs can be addressed by HUD funds. These limited resources are directed to the most pressing housing and community development needs. Priority CDBG funding areas in Norfolk include areas where the percentage of low to moderate-income (LMI) persons are 51 percent or higher and are located within Norfolk's low to moderate income census tracts.

The city proposes to utilize its funding for FY 2023 to finance a variety of capital improvement projects

and economic development activities targeting community areas of greatest need and significant potential for positive intervention.

The FY 2023 strategy continues focusing resources on revitalization and other housing and community development needs in Norfolk's communities due to high concentrations of poverty. The city's service delivery strategy focuses mainly in low- to moderate- income census tract areas.

Discussion

All proposed projects listed will be classified by both a general objective (decent housing, suitable living environment, or economic opportunity) and general outcome category (availability/accessibility, affordability, sustainability). These activities' objectives/outcomes will be used to report project accomplishments into IDIS, HUD's reporting system.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Lower-income households continue to pay a higher percentage of their income for housing, compared to other income groups in Norfolk. A large proportion of lower-income renter-households also tend to experience other housing problems such as overcrowding and inadequate housing conditions. In order to help provide decent and affordable housing and improve the social and economic status for extremely low-, very low-, low-, and moderate-income households in the City of Norfolk, the following programs will be available during the next program year: HOME funded new construction and homeownership assistance, plus prior year CDBG funds remain available for rental rehabilitation and homeowner housing rehabilitation. In addition, CDBG and ESG will provide funding for homeless shelters, homeless prevention, and the rapid re-housing program.

One Year Goals for the Number of Households to be Supported	
Homeless	103
Non-Homeless	156
Special-Needs	0
Total	259

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	86
The Production of New Units	2
Rehab of Existing Units	34
Acquisition of Existing Units	20
Total	142

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The number of Homeless supported represents the goals of 196 families supported through Rapid Re-Housing, TBRA, and Public Service permanent supportive housing programs. The number of non-homeless supported represents the individuals who participate in the HomeNet program, homeowner rehabilitation, and the construction of new housing through the CHDO.

Utilizing CDBG funds, the HomeNet Program is projected to serve 120 households by providing one-on-one counseling, credit restoration clinics and assistance with home purchases in FY 2022.

Utilizing HOME funds, the production of 2 new housing units to be sold to and provide direct homebuyer

assistance to 2 low income households is the projected goal for the CHDO Program; and the acquisition of 20 existing housing units by 20 low income households receiving direct homebuyer assistance is the projected goal for the Homebuyer Assistance Program.

AP-60 Public Housing – 91.220(h)

Introduction

The Quality Housing and Work Responsibility Act (QHWRA) of 1998 requires all federally funded public housing authorities (PHAs) to submit a Public Housing Authority Plan to the U.S. Department of Housing and Urban Development (HUD). The plan reflects the policies, programs, operations, and strategies of the Public Housing Agency (PHA) for meeting local housing goals. The plan consists of two separate sub-plans: 1) a Five-Year Plan that is submitted once every fifth PHA fiscal year; and 2) an Annual Plan that is submitted every PHA fiscal year.

NRHA's Five Year Plan for Fiscal Years 2021-2025 and PY 2022 Draft Annual Plan for Fiscal Year 2023 can be viewed at FY2023-Final-Plan-Apr-7.pdf (nrha.us)

Norfolk Redevelopment and Housing Authority (NRHA) is the PHA responsible for the low-income public housing (LIPH) and housing choice voucher (HCV) programs for residents of Norfolk, Virginia. NRHA's fiscal year begins on July 1 and ends on June 30 of the subsequent year. The draft five-year plan covers the period January 1, 2021 to June 30, 2025; and the draft annual plan covers the period July 1, 2022 to June 30, 2023. Both plans include information on NRHA's Low-income Public Housing (LIPH), Housing Choice Voucher (HCV), Project Based Voucher (PBV), Rental Assistance Demonstration (RAD) and Tenant Protection Voucher (TPV) programs, and describes the goals, objectives, and strategies that enable NRHA to serve the needs of low-income, very low-income, and extremely low-income families within Norfolk. The plans also include information on property demolition/disposition, policy changes, and HUD requirements and mandates.

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

Norfolk Redevelopment and Housing Authority (NRHA) has identified eight (8) specific goals to serve the needs of Norfolk's low-income, very low-income, and extremely low-income families during FY 2023 for the period of July 1, 2022 to June 30, 2023. Detailed objectives for each goal are outlined on pages 33-36 under NRHA's PY 2022 Draft Annual Plan for Fiscal Year 2023 which can be viewed at <http://www.nrha.us/annual-plan>.

The eight (8) specific goals include: increasing the availability of decent, safe and affordable housing; improving the quality of the Low-Income Public Housing (LIPH) program; improving the overall quality of the Housing Choice Voucher (HCV) Program; increasing assisted housing choices; improving community quality of life and economic vitality; promoting self-sufficiency and asset development of families and individuals; ensuring equal opportunity in housing for all Americans; and improving energy efficiency in public housing.

NRHA will continue conversion to project-based voucher through the Section 18 disposition process to facilitate significant renovation utilizing Low Income Housing Tax Credits for Robert Partrea Midrise and

Sykes Midrise. Such a conversion will provide stronger rental revenues for converted projects that will support immediate significant renovation and modernization of the existing housing units and will also support current and long-term operational needs. Residents will continue to pay 30% of their adjusted family income towards rent and will maintain the same basic rights they hold in the public housing program.

NRHA's PY 2022 Draft Annual Plan for Fiscal Year 2023 also includes information regarding 1) guiding principles; 2) RAD/Conversion of Public Housing; 3) property demolition and disposition activity 4) proposed changes to the Admission and Continued Occupancy Policy for the Low-Income Public Housing (LIPH) program; 5) proposed changes to the Administrative Plan for Housing Choice Voucher (HCV) Program and the Project-Based Voucher (PBV) Program; 6) Flat Rent Schedule; 7) action plan for the Capital Fund Program; and 8) Section 3 Plan.

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

The Housing Programs Department at Norfolk Redevelopment and Housing Authority (NRHA) provides public housing residents with an array of supportive service programs to include Families First Initiative, Case Management, Workforce Development, Transportation, Family Self-Sufficiency, Youth Services, Economic Opportunities, Health and Wellness, and Financial Counseling. Technical assistance is provided for tenant management councils and advisory councils.

NRHA continues to market resident participation in supportive service programs that encourage residents to attain the goal of homeownership. Under the NRHA Client Services Department, the Family Self-Sufficiency (FSS) program is focused on the development of local strategies to coordinate public and private resources that help housing choice voucher program participants and public housing tenants obtain employment that will enable participating families to achieve economic independence, including homeownership. With the support of direct self-sufficiency counseling, an individualized training and services plan for each participating family member, and an interest-bearing escrow account, the FSS Program has proven to be successful at NRHA.

HomeNet, a component of NRHA, is a full-service homeownership center which partners with local lending institutions, attorneys, housing developers, realtors, and local, federal, and state housing agencies to assist prospective homebuyers achieve the dream of homeownership. The mission of HomeNet is to demystify the home buying process and empower participants to make informed decisions during the often-complex home buying process. HomeNet offers comprehensive credit counseling, classes in homeownership education, and individualized homebuyer counseling.

Public Housing residents prepared for homeownership may participate in Norfolk's First-time HOME Homebuyer Assistance Program administered by NRHA. The program, which is federally funded through HUD's Home Investment Partnership Program (HOME), expands the supply of decent, safe, sanitary and

affordable housing to low income households who choose to purchase a home in Norfolk. The program assists eligible first-time homebuyers with down payment and closing costs assistance in the form of a forgivable, no interest, and no monthly payment “soft second” mortgage loan.

NRHA will continue to work with residents in the planning and implementation of supportive services programs by working closely with the tenant organizations in each public housing community. Tenant organizations are kept abreast of NRHA initiatives, and resident input and feedback is encouraged to keep communication and need assessment fluid.

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

Norfolk Redevelopment and Housing Authority (NRHA) is not a troubled PHA. On March 21, 2019, HUD ranked NRHA as a “Standard Performer” based on the Public Housing Assessment System (PHAS) Score Report for the fiscal year ending June 30, 2017. Scores of 90 points or above result in high performer designation. Scores below 90 but above 60 are designated as a standard performer. NRHA’s PHAS total score of 87 was 3 points from being designated as a high performer. The next scoring is scheduled for the period ending 6/30/2022.

Discussion

The mission of Norfolk Redevelopment and Housing Authority (NRHA) is to provide quality housing opportunities that foster sustainable mixed-income communities. NRHA intends to transform all NRHA public housing properties into sustainable mixed-income communities over the next two decades enhancing neighborhood physical and social environments, and providing a one-for-one replacement of all demolished housing units with either new or refurbished assisted housing units or rental assistance for available private apartment.

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

Introduction

The Norfolk Community Services Board hosts the City of Norfolk's Initiatives to End Homelessness and provides the city with policy, leadership, and coordination of the homeless and other special needs activities through partnerships with the Department of Human Services, Norfolk Redevelopment and Housing Authority, and the Continuum of Care (CoC), along with a strong array of non-profit service and advocacy providers.

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 a range of Continuum of Care (CoC) and faith-based services. Professional year-round street, day center, winter shelter, and emergency shelter outreach activities by the city have been merged at the Norfolk Community Services Board, the Norfolk Street Outreach Team. On this team, outreach for persons with behavioral health disorders are provided through Projects for Assistance in Transition from Homelessness (PATH) and the Homeless Initiatives staff focusing on those most vulnerable persons living outside without the qualifying behavioral health disorders. This provides Norfolk with a coordinated outreach response to persons regardless of their disability or specific needs. Their primary target population for the Norfolk Street Outreach Team is persons who routinely sleep on the street or in other places not meant for human habitation. These staffs canvass the city searching for households attempting to survive in areas not meant for human habitation; assess and address their immediate and critical needs (food, shelter, medical, mental health, etc.); link each household to the Coordinated Entry System (CES); and provide ongoing case management services throughout an unsheltered period.

The relationship with other providers is critical in this work and the Norfolk Street Outreach Team communicates with these providers and in some cases (day centers) provides in-reach services in partnerships with them at their locations. Throughout the year the team partners with the Union Mission and the Salvation Army to advocate for access to shelter. The Norfolk Police Department, Department of Neighborhood Services, Parks and Recreation, Downtown Norfolk Council Ambassadors, and Norfolk Fire-Rescue frequently identify persons experiencing homelessness in need. The Norfolk Street Outreach Team collaborates with these other entities to engage persons identified and to begin service delivery to these persons.

The CoC's Regional Housing Crisis Hotline (HCH) also serves as a conduit to directly connect those experiencing homelessness with immediate services. For disconnected single adult households, the HCH provides a system-based referral connection to the street outreach team described above. For

households with children, the HCH would provide a similar connection agencies serving households with minor children. For FY 2023, these outreach efforts aim to continue their success through the best practice of diversion and re-housing practices which are integrated into the CoC's Coordinated Entry System.

Supporting these day-to-day efforts are provider partners including the Salvation Army, St. Columba Ecumenical Ministries, Inc., the Union Mission, ForKids, Virginia Supportive Housing, the LGBT Life Center, STOP Inc., and the YWCA of South Hampton Roads. These programs provide meals, clothing, medical services, mental health and substance abuse services, shelter, permanent supportive housing, and counseling services. Finally, the City of Norfolk, in conjunction with the CoC, holds citywide annual outreach efforts through the annual Point-in-Time Count. This event is conducted by combined efforts from city staff, community volunteers and the city's human service agencies.

Addressing the emergency shelter and transitional housing needs of homeless persons

The activities to address emergency shelter needs within the City of Norfolk are supported with funds available through the Emergency Solutions Grant (ESG) program in collaboration with other federal, state, and local funding sources; CoC resources; non-profit organizations; and faith-based communities. The FY 2023 (PY2022) ESG allocation of \$384,637 less 7.5 percent for administration will be supplemented by matching funds at least equal to that amount (dollar-for-dollar match requirement).

Primary emphasis for the ESG funding continues to be on the payment of certain 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 complements specific fundraising efforts for special projects. The FY 2023 (PY2022) ESG funding will be allocating funds towards rapid re-housing and homeless prevention efforts to either re-house homeless families and individuals or to aid families who are at risk of becoming homeless.

Additional non-entitlement funding resources available in the community providing emergency shelter and transitional housing for persons experiencing homelessness include, but are not limited to:

- The Union Mission Ministries' provision of emergency shelter and transitional housing for single men, single women, and families.
- The Salvation Army's provision of emergency shelter to single men, transitional housing to single women, and women with children, and residential substance abuse treatment with transitional

housing for men.

- St. Columba Ecumenical Ministries' Next Step Transitional Housing program for single men and single women.
- Several faith-based boutique programs providing emergency shelter and transitional housing.

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 Southeastern Virginia Homeless Coalition (SVHC) which implemented its new Coordinated Entry System to identify, assess, prioritize, and re-house those experiencing homelessness in the shortest period possible. This is accomplished by prioritizing cases based on a vulnerability index and maintaining a by-name housing registry. Utilizing HMIS data and the information from the housing registries, the city can visualize in real-time the length of time individuals, families, veterans, and unaccompanied youth remain homeless. By monitoring programs using the recently adopted performance measures, the city is making informed decisions about future funding targets.

Through the Norfolk Street Outreach Team, government and non-profit agencies identify and assess an estimated 300 unsheltered households annually. These assessments are discussed as part of the SVHC's the Coordinated Entry System (CES) process and households are re-housed 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 works to meet the goal of ending chronic homelessness. The Norfolk Street Outreach Team works to specifically address the barriers and strategies for intensive identification and engagement of those most chronic and most vulnerable persons continuing to live outside who have multiple complicating factors including, but not limited to, addiction, mental health symptoms, and frequent criminal justice involvement.

Accessibility to affordable housing will continue to be addressed through the partnership and Memorandum of Understanding between Norfolk Redevelopment and Housing Authority (NRHA) and the Southeastern Virginia Homeless Coalition (SVHC) - Norfolk. Through this initiative, NRHA agreed to designate 80 public housing units and 36 housing choice vouchers annually contingent on funding availability and fulfillment of organizational requirements for referred members of the homeless population. Virginia Supportive Housing also provides for the management and development of legacy studio apartment communities for persons exiting homelessness and the more recent mixed income

communities with targeted units funded for persons exiting homelessness. Virginia Supportive Housing, the LGBT Life Center, ForKids, and Norfolk Community Services Board are providers of Permanent Supportive Housing in scattered site programs providing Housing Stabilization Services and using a Housing First Model for households exiting homelessness. The Disabled American Veterans, Norfolk Redevelopment and Housing Authority, and staff from the Hampton Veterans Administration Campus work to assist homeless veterans with access to benefits and housing, including Veteran Affairs Supportive Housing (VASH) program.

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 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.

Individuals or families who are connected to publicly funded systems of care and institutions are served primarily through DHS' Re-Entry Services and the Norfolk Community Service Board (NCSB) 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 Norfolk Community Services Board provides two primary programs for persons exiting state mental health facilities in addition to traditional behavioral health treatment and supports. The Discharge Assistance Program provides state funding through payments to vendors and housing providers to overcome barriers to community integration, including assisting with housing costs and payment for services. The KEYS program identifies persons in state mental health facilities who can live independently, providing a permanent housing voucher and housing stabilization services. The Norfolk City Jail, Hampton Roads Regional Jail, Norfolk Drug Court, and Norfolk Mental health Court and Docket provide pre-release and discharge planning services through state and local funds including intensive community stabilization services to increase community stabilization, reduce recidivism, and prevent returns to homelessness. Persons with chronic addictions who enter substance abuse residential and detox programs have staff assigned to provide discharge plans for housing and services.

The city continues to work with its partners on improving discharge planning from foster care, hospitals, and 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

By providing access to quality, supportive, and 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.

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

Introduction:

Barriers to affordable homeownership housing include:

- Renters working towards buying their first home who pay more than 30% of their income for rent, especially severely rent-burdened renters paying more than 50% of their income in rent, have difficulties saving for a down payment.
- Lack of affordable existing housing stock that meets HOME property standards or new construction housing stock for low to moderate income first-time homebuyers.
- Limited funding available to meet the demand of the affordable housing needs of low to moderate income households.
- Tighter mortgage lending standards have made it more difficult for low-to-moderate income households to realize affordable homeownership, thus the increased need for homeownership education and counseling to provide guidance to potential homebuyers on how to improve savings, derogatory debt, and credit scores.

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

Addressing affordable housing and affirmatively furthering fair housing requires a strategic and systemic approach, planning, design, funding, and ongoing compliance for long-term sustainability. In a nation where economic uncertainties and recovery are continuing to rebound, funding availability and active participation by developers are always constant challenges. Barriers to affordable housing also include inadequate national funding for the Housing Choice Voucher Program, decreasing levels of Federal and state resources, capacity of private partners, cost, timing, availability, and financing of housing inventory maintenance are all elements that have been further compounded by the national COVID-19 pandemic.

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

To eliminate duplication, the city uses the building codes established by the State for uniform construction standards.

Locally established and enforced Minimum Housing Code does not create a barrier for affordable housing. Their enforcement is necessary to preserve and encourage the private/public interests in housing and its maintenance and discourage activities of investors only interested in flipping properties

and not committed to the holistic long-term effects to the housing inventory, communities, and low-income residents (inclusive of the special needs population).

An examination of the community's fee structure indicates the city's building permit fees and charges are basically in line with the surrounding Hampton Roads communities. The city maintains a positive, proactive position and approach on housing development. In concert with the aging housing inventory within the city, preservation efforts are being reviewed and redesigned to increase the positive impacts for owner-occupants and renter-occupant units who by responsive and responsible property owners who have a vested interested in the long-term sustainability of the units. Public/private partnerships are encouraged, supported through technical assistance, and leveraging of resources in order to make the systemic changes needed to improve Norfolk's communities and the quality of life of low- to mod-income individuals and families.

Due to its geography and coastal nature, Norfolk is vulnerable to sea-level rise and coastal and storm surge flooding. For this reason, the city updated its zoning ordinance in 2018 to encourage investment in less risky areas and to strengthen the City's commitment to vibrant neighborhoods, economic diversity, and coastal resilience. The new zoning ordinance encourages and supports development that makes Norfolk more resilient, both physically and economically, recognizes the four established character districts, is user-friendly and supports streamlined development processes. While there may be additional costs related to new developments, these new requirements are important for long-term sustainability, and are not expected to have a significant impact on affordable housing.

State policy in Virginia does not currently allow for local inclusionary housing policies designed to increase the number of affordable housing units. However, Virginia First Cities together with the Virginia Chapter of APA drafted and introduced an affordable/inclusionary housing program proposal in the 2020 Session of the Virginia General Assembly. It did not pass but there are plans to redraft and reintroduce.

Discussion:

Addressing the multiple factors of affordable housing needs and lack of affordable land, lack of sustainable funding, increased building costs and large gaps between low- and moderate-income levels and Fair-Market-Rents require creative solutions through constant collaboration among non-profits, state and federal agencies.

AP-85 Other Actions – 91.220(k)

Introduction:

The greatest obstacle to meeting any underserved need is the lack of sufficient funding, including:

- Limited availability of funding from both federal, state, and other sources;
- High cost of housing and provisions in the area which increases the difficulty of meeting affordable housing needs; and
- Lack of maintained housing, environmental hazards, income levels, and the economic environment.

There is an underserved need for public services across most categories. This includes the needs of elderly and frail seniors, at-risk youth, working parents, persons with HIV/AIDS and their families, the disabled, individuals with drug, alcohol, and chronic illnesses, and persons with other conditions affecting their ability to function independently and productively. There is also a need for general services for low-income residents such as health care, food and clothing, educational programs, and case management.

Actions planned to address obstacles to meeting underserved needs

The city will maximize the use of HUD funds to meet underserved needs.

Specifically, it will use the maximum amount of CDBG funding allowed towards public services, which is fifteen percent of its entitlement allocation to help address the needs of homeless and low-income people in general. CDBG funds allocated to project services will support essential needs such as tenant base rental assistance, homebuyer subsidy for first-time homebuyers, rehabilitation for homeowners to maintain their living environment, and improvements to streets and open spaces throughout the city.

The CHDO requirements identified in the 2013 HOME Final Rule, the lack of buildable lots, and the cost of vacant land for specific local projects are obstacles for non-profit organizations to meet the CHDO definition and/or be awarded CHDO set-aside funding for an affordable housing project. In order to address these challenges, the city will refer CHDO applicants to the *CHDO Opportunities in HOME – Introduction* self-paced online training course on the HUD Exchange website. CHDO applicants can receive credit for the course by passing a final quiz that reinforces key regulatory requirements applicable to CHDOs and their projects.

Providing direct financial assistance through the HOME Program eliminates the largest obstacles for low-to-moderate income first-time homebuyers to afford homeownership, which are the lack of funds for down payment and closing costs and an affordable monthly mortgage payment.

In FY 2019 the city began St. Paul's People First Initiative. The St. Paul's area is one of the city's most

challenged communities comprised of three public housing communities. The residents are primarily low-income with many unmet service needs. In FY 2019, with support from various resources, the city began the St. Paul's People First Initiative which provides a range of support services customized to meet the needs of residents. This project's goal is to transform the lives of those who live in the St. Paul's area by providing residents with personal family coaches who can connect residents with job training, educational opportunities, personal finance management, jobs, and other coaching that helps residents achieve self-sufficiency. The end goal is to help individuals and families become completely self-sufficient and make a transition to their new home.

The city will continue to support this initiative in FY 2023 with hopes of expanding services and addressing unmet needs.

Due to limited funding and the prospect of reduced funding in future years, the city will consider the following when determining which activities to fund:

- The project must be an identified Consolidated Plan priority. Each awarded agency will be required to document which priority the activity will address.
- The project budget is justified and leverages other financial resources, including personnel resources. In addition, subrecipients would be required to document efforts to acquire outside funding.
- The project must have a measurable impact in Norfolk communities by targeting low- to moderate-income persons, utilizing community partnerships, and providing adequate benefits to costs.
- The subrecipient will be required to maintain regulatory HUD compliance.

The subrecipient will demonstrate a strong administrative and financial capacity to implement a federal grant; and complete the project within the required time-period

Actions planned to foster and maintain affordable housing

The high cost of housing in the area significantly increases the difficulty of meeting affordable housing needs. The city has limited resources with which to develop affordable units on its own. The city will continue to support its goals of maintaining and expanding affordable housing by utilizing its CDBG and HOME allocations to create new opportunities for affordable rental and homeownership and rehabilitate existing affordable units. The city expects to utilize current CDBG and HOME funds as well as continue to spend previous unspent funds towards maintaining affordable housing.

Actions planned to reduce lead-based paint hazards

A visual assessment of exterior and interior painted surfaces will be performed on pre-1978 built homes being purchased with direct financial assistance through the CDBG and HOME programs to identify any

paint deterioration. Any paint deterioration identified must be stabilized using safe work practices. If paint deterioration is measured to exceed specific limits, paint stabilization must be performed by a licensed lead abatement professional and a clearance examination must be performed by a licensed lead abatement risk assessor. Clearance helps ensure that lead-based paint hazards are controlled, and the home is safe for habitation.

The HOME TBRA program 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 FY 2023 (PY2022) program year, the City of Norfolk will focus on building stronger relationships with multiple organizations to address poverty in Norfolk. The city's emphasis is assisting residents to acquire training and receive the skills needed to become gainfully employed. This will be accomplished by building on existing initiatives and improving the effectiveness of funded programs. To address poverty, the city will target economic development in its low- to moderate-income areas with the expectation that this will provide better access to jobs and increased incomes. The People First Initiative is an example of city efforts to accomplish these goals.

Actions planned to develop institutional structure

The most direct action in developing institutional structure is the capacity building efforts. In the last five years, the city and associated homelessness agencies have moved towards developing a better institutional structure for the city and the Continuum of Care (CoC). In FY 2019, the CoC partnered with the City of Norfolk and neighboring cities in the CoC, to increase services and better serve the homeless. 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.

The city facilitates coordination among its partner agencies resulting in a broadly shared understanding of community needs, collaborative and complementary approaches to addressing needs, and responsiveness to changes in conditions.

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

Regular evaluations of the current system will highlight areas where improvements are necessary. The

city will continue to coordinate with agencies to assist them in attaining their goals. Coordination is achieved by setting mutual goals, information sharing, and supportive action. The city works with private and public organizations to provide open communication to allow for greater information flow regarding housing and social services to be provided to the public. In addition, the city will provide workshops and/or training that will assist in increasing capacity of local agencies.

The Norfolk Redevelopment and Housing Authority's participation in the HUD Rental Assistance Demonstration (RAD) program allows families residing in Project-Based Voucher housing an opportunity to be issued a Housing Choice Voucher to transition to private housing.

The Program Coordinating Committee (PCC) of the Family Self Sufficiency Program (FSS) consists of public and private agencies that provide an array of services to public housing residents to help them become employed or obtain improved employment in order to reach the goal of becoming self-sufficient in providing the needs of their family without assistance. The PCC currently has more than 20 partners, such as Norfolk Department of Human Services, Virginia Employment Commission, and the HomeNet Homeownership Center. The PCC helps FSS participants transition from public housing to private rental housing or homeownership. Visit NRHA's website at <http://www.nrha.us/content/family-self-sufficiency-program-fss> for more information on the FSS Program.

Discussion:

To further identify and understand issues faced by Norfolk residents and community partners specifically with regards to fair housing, the city conducted an analysis of impediments to fair housing in March 2022. The analysis was conducted by a contractor, CIVIX, and it included stakeholder interviews and a Community Fair Housing Needs Assessment survey, with 415 survey respondents. Overall, eight impediments, many of which were similar to the results of the 2011 analysis, were noted. The impediments included affordable housing, housing age and quality, diversity of housing types, accessible housing, home lending disparities, high eviction rates, and environmental health and justice. The final draft of the analysis with recommendations is forthcoming.

Program Specific Requirements

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

Introduction:

CDBG Requirements: The total amount of \$4,470,015 of CDBG funds is estimated for the upcoming program year. The city does not anticipate any urgent need activities. All CDBG project funding, or 100 percent, will be used for activities that benefit low- to moderate-income people and areas.

HOME Requirements: The city estimates receiving HOME funds totaling \$1,589,368 for the upcoming year. HOME funding will be allocated to eligible CHDO's to construct or rehabilitate housing to be sold to eligible low-income homebuyers; and provide funding for homebuyer and tenant-based rental assistance activities. Homebuyer assistance will provide financial housing assistance to homebuyers purchasing eligible properties of their choice in the City of Norfolk that are within their affordability. 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 receiving ESG funds totaling \$382,848 to support ESG administration, emergency shelters, homeless prevention, and rapid re-housing programs. These programs will ultimately assist individuals who are either at-risk of becoming homeless or are homeless.

To provide services that help meet the goals for the PY22 Annual Plan, the City of Norfolk underwent a competitive application process. This involved issuing a solicitation for applications for services from prospective subrecipients for HOME, CDBG and ESG funds. Eligible Subrecipients include public agencies, private non-profits (501c3), and in limited circumstances, private for-profit entities, all of which were required to demonstrate the capacity to meet HOME, CDBG and ESG requirements and adhere to the Uniform Guidance. The solicitation was open and competitive through an online application process, which was promoted to community stakeholders. Notice of availability of the application was communicated through the city's website at <http://www.norfolk.gov/hudentitlement>, by email, and/or through other official channels such as a newspaper notice or city social media pages. Internal city staff and external community stakeholders reviewed and selected proposals based on objective review criteria.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(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	35,000
5. The amount of income from float-funded activities	0
Total Program Income:	35,000

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:

The city will not use other forms of investment beyond those identified in Section 92.205.

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:

Recapture provisions are applicable to the direct homebuyer assistance provided through both the CHDO and the Homebuyer Assistance Programs, which are administered by Norfolk Redevelopment and Housing Authority (NRHA) as the city's subrecipient. 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 (selling the property at fair market value) or involuntarily (a foreclosure, transfer in lieu of foreclosure, or assignment of an FHA insured mortgage to HUD), 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. The direct subsidy HOME loan will be recaptured from available net proceeds and any direct subsidy HOME loan amount in excess of the net proceeds shall be forgiven. 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 (borrower's contribution toward down payment at time of purchase and the borrower's costs of capital improvements to the 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 eligible 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. In the event NRHA or an eligible CHDO choose not to purchase the property, NRHA will recapture any available net proceeds.

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 of 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. 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.

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:

The HOME loan requires the property to be the borrower's principal residence during the affordability period: five years for a HOME loan less than \$15,000; 10% per year on a ten-year HOME loan of \$15,000 to \$40,000; and 15 years for a HOME loan greater than \$40,000. The property may not be temporarily subleased, with an exception made to military required to temporarily move for deployment purposes only.

The HOME loan will be forgiven each annual anniversary date following the borrower's settlement date: 20 percent per year on a 5-year HOME loan less than \$15,000; 10% per year on a ten-year HOME loan of \$15,000 to \$40,000; and 6.67 percent per year on a 15-year HOME loan of \$40,000. The forgiveness term is not applicable, and repayment is immediately due in the event the 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.

The subordination of NRHA's lien interest is allowed 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. It is not allowed for the purpose of removing cash or equity from the property proceeds which would require the unforgiven balance of the HOME loan to be due and payable to NRHA.

In the event of a foreclosure or deed in lieu of foreclosure occurs, the affordability restrictions shall be revived according to the original terms if the borrower obtains an ownership interest in the housing during the affordability period.

Each borrower is required to sign a HOME Promissory Note and HOME Deed of Trust on the date of settlement. The HOME Deed of Trust is recorded with the Norfolk Circuit Court to cover the HOME Promissory Note during the loan term and affordability period. Each borrower is also required to sign a HOME Agreement with the city and NRHA, which is a separate legal document apart from any loan instrument and conforms to the requirements of 24 CFR 92.254(a).

HOME funds recaptured by NRHA will be remitted to the City of Norfolk for additional HOME-eligible activities.

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 all providers delivering services through the ESG program. To maintain consistency across all funding programs the city also utilizes these standards, which were developed in concert with the CoC, for homeless service programs supported by CDBG, HOME, and grant opportunities supported by the city's general fund revenues.

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 City of Norfolk is part of the Southeastern Virginia Homeless Coalition (SVHC). Working with the other members, this Continuum of Care (VA-501) planning body developed the Coordinated Entry System (CES) in compliance with HUD requirements. The CES is a centralized, community-wide process designed to identify, engage, and assist households experiencing, or at risk of experiencing, homelessness; coordinate the intake, assessment, and referral for services that meet the level of assistance that is most appropriate to resolving a household's housing crisis; and prioritize all households so everyone has equal access to services with the most severe service needs receiving the high priority.

Households in the community access the CES through the Regional Housing Crisis Hotline, emergency shelters, designated homeless service providers, and city outreach personnel canvass streets and other places where homeless congregate. Once the household is screened and found eligible, a standardized assessment tool (VI-SPDAT, VISPDAT-F, and VI-SPDAT-Y) is utilized to identify the household's level of acuity and to help guide decisions around the appropriate type of housing and services needed.

Designated staff at the access points then makes a referral to the By-Name List (BNL) for eligible households. Households on the BNL are case conferenced at regularly held Service Coordination Committee (SCC) meetings and prioritized by level of vulnerability, then referred to housing programs as appropriate.

The CoC participating Domestic Violence (DV) providers in the CoC operate an additional access point known as the Coordinated Crisis Response (CCR). This 24-hour hotline acts as 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 shelters, victim advocacy, and group therapy. Households presenting at centralized assessment for homeless services are immediately linked to local DV providers for services and afforded access to safe housing. To reduce trauma and increase access to housing, the CCR intersects with the Continuum of Care's CES at the service coordination component. All DV providers participate in the CoC's Service Coordination Committee (SCC). Referrals are submitted to SCC using the VI-SPDAT, which is not 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 Virginia Department 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 2020, a Point-In-Time (PIT) count was conducted where a total of 709 individuals were interviewed.

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

These services include emergency and interim shelters, outreach and engagement, and specialized mental health and substance abuse services. The department utilizes standard selection criteria in its Request for Applications.

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.

To ensure compliance with HUD's obligation period, the city will continue to request City 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 and address the needs of those experiencing homelessness, the City of Norfolk actively recruits input from current and former consumers of

services provided by the agencies utilizing ESG funds. This also satisfies the requirement under 24 CFR 576.405.

5. Describe performance standards for evaluating ESG.

Performance standards for CDBG, HOME, and ESG homeless activities include taking a progressive engagement approach which begins with the identification of all persons residing in shelter or other places not meant for human habitation; the assessment of each household's vulnerability level; and the integration of each household into the CoC's Coordinated Entry System with the goal of acquiring appropriate housing and all eligible mainstream resources in the shortest timeframe possible. As such, the performance standards, as attached in the exhibits section, are designed to support those efforts which enhance a household's ability to exit homelessness and maintain self-sufficiency that includes client assessment 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.

The standards, which cover all the components of the homeless service delivery system from homeless prevention to street outreach, emergency shelter, and rapid re-housing, focus on providing all households with access to services geared at addressing their immediate needs and connecting them to the CES system to obtain long-term housing and self-sufficiency. The standards were designed to enhance each component's role in the overall success of the system and to bring about the time when all forms of homelessness in Norfolk are rare, brief, and non-recurring.

Attachments

Citizen Participation Comments



Sold To:

City of Norfolk Budget and Strategic Planning - CU80060261
810 Union Street - Suite 607, City of Norfolk Office of Budget and Strategic Planning - HUD
Norfolk, VA 23510

Bill To:

City of Norfolk Budget and Strategic Planning - CU80060261
810 Union Street - Suite 607, City of Norfolk Office of Budget and Strategic Planning - HUD
Norfolk, VA 23510

Affidavit of Publication

State of Illinois
County of Cook

Order Number: 7092677

Purchase Order:

This day, Jeremy Gates appeared before me and, after being duly sworn, made oath that:

- 1) He/she is affidavit clerk of The Virginian Pilot, a newspaper published by Virginian-Pilot Media Companies, LLC in the city of Norfolk, Portsmouth, Chesapeake, Suffolk and Virginia Beach and the 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 below
- 3) The advertisement has been produced on the websites classifieds.pilotonline.com and <https://www.publicnoticevirginia.com>

Published on: Nov 24, 2021.

A handwritten signature of Jeremy Gates.

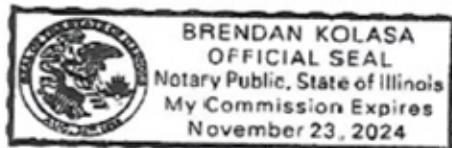
Jeremy Gates

Subscribed and sworn to before me in my city and state on the day and year aforesaid this 25 day of November, 2021

My commission expires November 23, 2024

A handwritten signature of the Notary Public.

Notary Signature



Notary Stamp



**NOTICE OF ANNUAL HUD
ENTITLEMENT GRANT PUBLIC
INPUT SESSION AND REQUEST
FOR PROPOSALS
FY 2023 ANNUAL PLAN**

The City of Norfolk's Department of Housing and Community Development is holding its annual application information and in-person public input session on **Wednesday, December 8, 2021** at 6:00 PM to discuss the 2023 round of the city's HUD allocations. The public meeting will focus on the application process, eligible activities, new minimum thresholds for grant funding, priority needs, and any changes to application criteria. The session will be held in the 6th Floor large conference room located at the City Hall Building: 810 Union Street, Norfolk, VA 23510. Funded applications will then be included in the FY 2023 Annual Plan.

The Annual Plan allocates federal resources under the Community Development Block Grant Program, HOME Investment Partnership Program and the Emergency Solutions Grant Program. Through the Plan, the City of Norfolk anticipates distributing approximately \$4.5 million per year in funds based on federal fiscal year formula allocations. This funding is not related to the federal stimulus funding.

Interested parties may contact HUDentitlement@norfolk.gov; or call 757-664-4257 for additional information. Comments will be accepted until Friday, December 10, 2021. If special assistance for the disabled is needed, please contact the Department of Housing and Community Development at 757-664-2460. The contact person for the FY 2023 Annual Plan is Megan Erwin, Assistant Director of Community Development, who may be reached at 757-664-4257 or HUDentitlement@norfolk.gov.

**FY 2023 HUD CDBG, ESG, and
HOME REQUEST FOR PROPOSALS**

Eligible nonprofit agencies may soon apply for grants for the FY 2023 grant year (July 1, 2022 – June 30, 2023). Applications will open on November 29, 2021, through December 31, 2021, and are available on our website at <https://www.norfolk.gov/HUDentitlement>.

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



Order ID: 7092677

Printed: 11/22/2021 4:11:58 PM

Page 1 of 3

* Agency Commission not included

GROSS PRICE *: \$705.83

PACKAGE NAME: VP_Legal



Order ID: 7092677

Printed: 11/22/2021 4:11:58 PM

Page 2 of 3

* Agency Commission not included

GROSS PRICE *: \$705.83

PACKAGE NAME: VP_Legal

Product(s): Virginian Pilot, classified.virginianpilot.com, virginianpilot_VApublicnotices.com

AdSize(s): 1 Col x 1"

Run Date(s): Wednesday, November 24, 2021

Zone: Full Run

Color Spec. B/W

Preview



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Page 3 of 3

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11/24/21 7092677



Government

Business

Resident



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[News Flash Home](#)

The original item was published from 11/29/2021 3:29:05 PM to 1/9/2022 12:00:13 AM.

[News, Home page](#)

Posted on: November 29, 2021

[ARCHIVED] HUD Grant Funding Applications Now Open to Local Nonprofits

Public comment requested at upcoming input and information session

NORFOLK, VA – The City of Norfolk is now accepting applications from local nonprofits to receive federal grants designed to help with a range of community development needs, affordable housing, and homelessness.

This annual endeavor is a key funding source for many nonprofits doing important work helping those in need. While the amount of federal dollars available for this round of grants, which will be distributed in July 2022, has yet to be determined by the U.S. Department of Housing and Urban Development, it is anticipated approximately \$4-5 million will be available for awards to nonprofits.

Applications are being accepted for the following annual U.S. Department of Housing and Urban Development (HUD) grant programs: CDBG, ESG, and HOME. Applications will be open from Monday, November 29, through Friday, December 31, 2021. Application materials and details can be found at <https://www.norfolk.gov/hudentitlement>.

Tools

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Categories

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- [News, Home page](#)
- [Utilities](#)
- [Police](#)
- [Home Spotlight](#)
- [Parking](#)
- [Commonwealth's Attorney News Releases](#)

The Department of Housing and Community Development will hold an in-person public input and information session Wednesday, December 8, at 6:00 p.m. at City Hall (810 Union Street), on the 6th floor. During this session, citizens and community organizations may provide recommendations and comments on priority needs to be supported with the city's Fiscal Year 2023 HUD allocations.

Interested parties may e-mail HudEntitlement@norfolk.gov or call 757-664-4257 for more information.

Other News in News, Home page

City Council actions on the March 8, 2022 formal agenda.

Posted on: March 10, 2022

ARPA Funding Community Engagement Results

Posted on: March 9, 2022

City Council Passes Resolution Requesting Suspension of City's Relationship with Russian Sister City

Posted on: March 8, 2022

Norfolk Public Library Launches Community Sketchbook Project

Posted on: March 7, 2022

The City Council agenda for March 8 City Council is now available.

Posted on: March 4, 2022

Welcome a New Furry Friend to the Family.

Posted on: March 4, 2022

Norfolk Housing Experience Survey Underway.

Posted on: March 4, 2022

The City of Norfolk Celebrates Open Data Day

Posted on: March 1, 2022

Norfolk Public Library and Slover Library are Serving the Community.

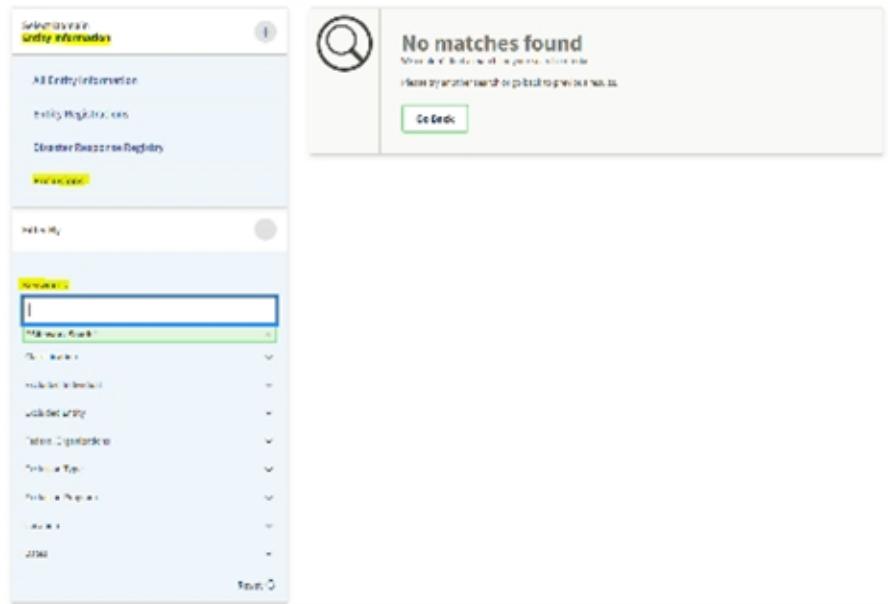
Posted on: February 28, 2022

City Council actions on the February 22, 2022 formal agenda.

FY 2023 HUD Entitlement Grants: Frequently Asked Questions

- 1. Does my organization have to have 501(c)3 status to apply?**
 - a. Nonprofit organizations must have their 501(c)3 IRS status at the time of application. Government agencies and quasi-government agencies are also eligible. For-profit agencies are eligible in limited circumstances – contact hudentitlement@norfolk.gov if you are a for-profit interested in applying.
- 2. Does the \$35,000 minimum apply to all the HUD grants?**
 - a. No, the \$35,000 minimum per project only applies to CDBG project applications
- 3. Can an organization submit more than one application?**
 - a. Yes, for example, an organization may apply for a mental health program under CDBG, and a mentorship program under CDBG.
- 4. Are the funds provided on a reimbursement basis?**
 - a. Yes, agencies are reimbursed on a quarterly basis. Reimbursement requests are due October 15, January 15, April 15, and July 15.
- 5. How do I apply?**
 - a. Visit <https://www.norfolk.gov/HUDEntitlement> to access the application link, a video tutorial, and to download the Applicant Portal User Guide, or click [eCivis - Grants Network](#) to access the solicitations.
- 6. When are the applications due?**
 - a. Applications are due on December 31st. However, you are encouraged to create your account as soon as possible and submit your application early to avoid last minute challenges with the application platform.
- 7. What if I need help with my application?**
 - a. Email us at hudentitlement@norfolk.gov or call 757-664-4257 and someone on our staff will assist you.

8. I am interested in applying for the Emergency Solutions Grant (ESG) but need more information about the Continuum of Care requirements.
 - a. You can learn more about the Continuum of Care and HMIS requirements at [SVHC - Hampton Roads Ends Homelessness](#). Norfolk is part of the Southeastern Virginia Homeless Coalition (SVHC)
9. I am interested in learning more about the Capital Access Program. Where can I find that information?
 - a. You can learn more about CAP at this link: [Capital Access Program - Norfolk Department of Economic Development \(norfolkdevelopment.com\)](#)
10. How do I check whether my organization is debarred or suspended?
 - a. Go to <https://sam.gov>
 - Go to the "Search" tab
 - Under Select Domain, choose "Entity Information"
 - Click "Exclusions" on the left (it's not obvious when selected but it searches different criteria)
 - Enter the organization name as a keyword
 - Save the screenshot showing no matches found, and document the date searched (or if you pull your whole screen you'll automatically get the date from your windows task bar)



The screenshot shows the SAM.gov website interface. On the left, there is a sidebar with navigation links: 'Entity Information', 'Entity Registry', 'Disaster Resource Registry', and 'Search'. Below these are dropdown menus for 'Select Domain' (set to 'All'), 'Exclusions', 'Entity Type', 'Period of Registration', 'Status', and 'Search Type'. The main content area has a search bar with 'Norfolk' typed into it. To the right of the search bar is a large button with a magnifying glass icon labeled 'Search'. Below the search bar, the text 'No matches found' is displayed, along with a message: 'Please try another search or go back to previous menu.' A 'Go Back' button is also present.

11. I can't attach two files in the application but you are asking for two documents. What do I do?
For example:



Two Most Recent Federal Income Tax Returns (Form 990, 990-EZ, etc.)

+ Select a file YWCA OF SOUTH HAMPTON ROADS - 2019 TAX RETURN.pdf

- a. If you cannot combine the two documents to submit, please just submit your most recent report. We will follow up at a later date if there are any documents we still need from the agency.

12. There is a requirement of uploading our "Affirmative Action Marketing Policy." What are you looking for?

- a. We are looking for your organization's policies or practices related to *Affirmative Outreach*, not *Affirmative Action*. Our apologies for the confusing language. We are looking to see if the organization does the following:
 - i. makes known that the use of the facilities, assistance, and services are available to all on a nondiscriminatory basis, and establishes additional procedures to ensure that the "target population" who may qualify are made aware of the availability of these facilities, assistance, or services;
 - ii. takes appropriate steps to ensure effective communication with persons with disabilities; and
 - iii. takes reasonable steps to ensure meaningful access to programs and activities for persons with limited English proficiency (LEP)

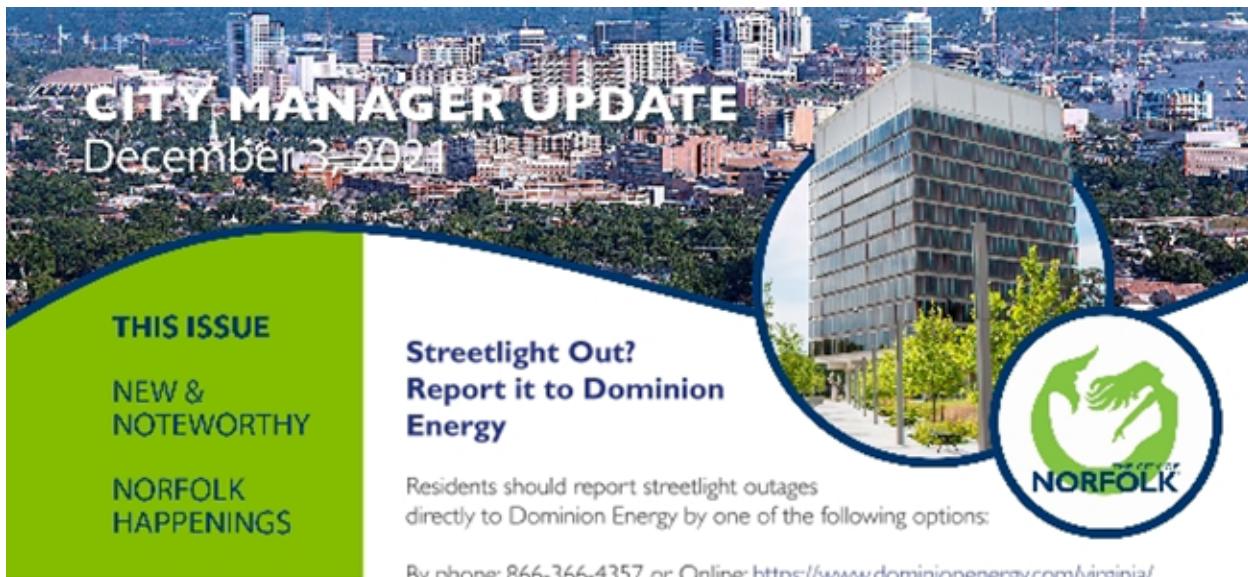
13. Are there other grant opportunities available if I don't get funded, or if I can't meet the \$35,000 minimum?

- a. Yes, the city also offers another program called Human Services Grants, which has a different grant cycle. Those applications will be available in April or May 2022 for grants that would begin October 2022. Visit [Fiscal Year 2022 Human Services Grant | City of Norfolk, Virginia - Official Website](#) for more information and to see the information from the current grant cycle. You may also contact michael.wasserberg@norfolk.gov for more information.

Comments received during the Application Orientation and Public Input Session on December 8, 2021

Comments on city priorities for the FY 2023 grant cycle:

- More affordable and low-income housing opportunities
- Youth Programs
- Economic Development, including skill-building programs, especially for youth
- Financial Wellness and Financial Literacy for adults
- Financial literacy for youth in the public school system
- Supportive services and skill building for all youth with disabilities, especially those in the foster care system.
- Affordable housing and support for our homeless neighbors (especially during this challenging housing market)
- Mental health education, early assessment, and mental health services for youth in the public school system; provide support early to prevent future interactions with the criminal justice system
- More Parks and Recreation opportunities
- Provide financial support to families with children who excel at sports and need funding to pursue traveling leagues/out of state championships, etc.
- A supplemental program for Nonprofits that piggybacks off the city's NEL internship program, to open internships to other areas and organizations in the city.
- Funds to help small businesses to flourish
- Access to capital for small businesses
- Technical assistance for small businesses
- Startup funding for nonprofit organizations
- A multi-floor social services complex to address a variety of needs in a one-stop shop (homeless services, mental health services, benefits, etc.)



CITY MANAGER UPDATE
December 3, 2021

THIS ISSUE

NEW & NOTEWORTHY

NORFOLK HAPPENINGS

**Streetlight Out?
Report it to Dominion Energy**

Residents should report streetlight outages directly to Dominion Energy by one of the following options:

By phone: 866-366-4357 or Online: <https://www.dominionenergy.com/virginia/report-outage-or-emergency/streetlight-outages>



The City of NORFOLK

Data from Dominion Energy's reporting system on all known outages in the city's 34,000+ inventory is available through the Norfolk Open Data portal.

[Current Norfolk Street Light Outages](#)

NEW & NOTEWORTHY

New Dataset Highlights Work to Provide Permanent Homes for Children in Foster Care

Last month was National Adoption Month and the perfect time for Norfolk's efforts in providing permanent homes for children to be recognized in the latest [dataset](#) available on the city's [Open Data portal](#).

The dataset details the work accomplished by staff at the Norfolk Department of Human Services with the goal of finding safe, permanent homes for children who are in Norfolk's foster care system. In September 2021, the latest month for which figures are available, 51 children in foster care in Norfolk were seeking their forever families. Thirty-six of those children (or nearly 71 percent) were waiting to be adopted after their parents' rights had been terminated.

Included in the data are demographic and case characteristics of children in foster care in Norfolk with the goal of adoption. The data is from Virginia's



Online Automated Services Information System (OASIS). OASIS is a comprehensive system that tracks the day-to-day activities performed by social workers statewide and is the official case record system for foster care and adoption cases in Virginia.

Public Input Session and FY 2023 HUD, CDBG, ESG and HOME Request for Proposals

The City of Norfolk's Department of Housing and Community Development will hold an in-person public input and application information session on Wednesday, December 8, 2021 at 6:00 PM at City Hall (810 Union Street), on the 6th floor. The specific purpose of the Public Input Session is to receive recommendations and comments from citizens and community organizations on priority needs to be supported with the city's Fiscal Year 2023 HUD allocations.



CITY MANAGER UPDATE

December 3, 2021

Eligible nonprofit agencies may now apply for HUD Entitlement grants for the FY 2023 grant year (July 1, 2022 – June 30, 2023). The City of Norfolk anticipates distributing approximately \$4-5 million based on federal fiscal year formula allocations. Funds must be used to serve low- to moderate-income individuals through public services, economic development activities, public infrastructure improvements, or other community development activities. Applications will be open from November 29, 2021 through December 31, 2021. The application link is available on our website at <https://www.norfolk.gov/HudEntitlement>.

Interested parties may e-mail HudEntitlement@norfolk.gov or call 757-664-4257 for more information.



People First Holiday Engagement

People First is engaging Tidewater Gardens families in holiday events as part of their Worth it Wednesdays community engagement campaign. Through a partnership with the Foodbank of Southeastern Virginia and the Eastern Shore, People First provided turkeys and baskets of fresh produce and shelf-stable ingredients to 90 families in preparation for Thanksgiving. On December 8th, People First will host

a 'Cocoa and Coats' event for Tidewater Gardens families to welcome the holiday season together with warm cocoa, coats, and books.

National Recognition for Slover and Elizabeth River Trail Reading on the Trail

Slover Library's Elizabeth River Trail Reading on the Trail was included in the first ever week-long national event in November celebrating the inspiring work of libraries who spearhead StoryWalk®. Sponsored by the

Association of Bookmobile and Outreach Services, this week celebrates these programs that promote literacy, reading, health, exercise, and movement in communities and neighborhoods across the United States and the world. Slover's project grew out of a partnership with Believe in Learning Norfolk, a new lifelong learning collaborative with 180 community organizations. The Elizabeth River Trail allowed large pages of a book about woodland animals, Summer: The Firefly to be displayed at the Weyanoke Bird Sanctuary on their 10.5-mile trail. Thanks to author Vikki Lynn Smith for allowing reproduction of her lovely book for this impactful project.

The Slover Library 'Reading on the Trail' was a pandemic-safe way for children and their families to read together and experience nature at the same time. As a result, local school representatives have asked us to also help them create a Storywalk at their locations. Next up on the trail is There Goes a Mermaid by Norfolk author Lisa Suhay.

The StoryWalk® Project was created by Anne Ferguson of Montpelier, VT and developed in collaboration with the Kellogg-Hubbard Library. StoryWalk® is a registered service mark owned by Ms. Ferguson.

Keep Norfolk Beautiful and Norfolk Storm Water Recognized for Cleanup Efforts

The Elizabeth River Project selected Keep Norfolk Beautiful – Norfolk Environmental Commission and the Division of Storm Water as Sustained Distinguished Performance River Star Business winners. The Division of Storm Water was also named as the Inside Business River Star Hall of Fame winner. The Keep Norfolk Beautiful – Norfolk Environmental Commission of the Division of Storm Water received these awards due to their efforts in reducing pollution, enhancing wildlife habitats and cleanup efforts along the Elizabeth River.

Facing Eviction? There's Help Available!

According to a survey by the RVA Eviction Lab at VCU, more than half of Norfolk's residents are renters, and renters are more likely than homeowners to experience housing loss. And in a report released in July by the L. Douglas Wilder School of Public Affairs at VCU, renters in Norfolk - especially people of color - are the most vulnerable when it comes to lost earnings due to the pandemic.

Earlier this year, the City of Norfolk was received a \$560,000 from the Virginia Eviction Reduction pilot program to provide rental assistance and other support for renters with or without dependent children who are in danger of eviction.

In order to connect renters facing eviction with this support, the Department of Neighborhood Services has partnered with Virginia Poverty Law Center and Legal Aid Service of Eastern Virginia to host a one-day, one-stop, in-person Eviction Prevention Resource Clinic.

This event is open to any Norfolk renter facing eviction. Attendees will be able to apply for relief funding to pay for rental arrearages, past-due utilities, even some childcare costs.

Legal Aid attorneys will be on site to assist applicants and answer legal questions, and Virginia Poverty Law Center will discuss housing rights and laws.

Attendees should come to the event with their photo ID and social security card, along with a copy of their lease/rental agreement, utility bills and most recent paystubs.

For more information about this event and eviction prevention resources, visit <https://www.norfolk.gov/evictionprevention> or call (757) 664-RENT.



LITTERATI NORFOLK HAYWARD MEMPHIS

Litterati Grant

Litterati, a global litter data science company, has selected the City of Norfolk in addition to Hayward, CA and Memphis, TN, to participate in the exciting new City Fingerprint Project using the Analyze platform! Analyze will utilize a data science approach to develop a litter baseline throughout certain sections of the city, including commercial corridors and illegal dumping hotspots. 300 locations around Norfolk will be studied to help develop enhanced and targeted litter prevention strategies. Keep Norfolk Beautiful looks forward to the partnership and strongly believes this will help create a litter-free Norfolk.

Keep Norfolk Beautiful Special Waste Collection Event

On Saturday, November 13, Keep Norfolk Beautiful held its largest Special Waste Collection Event of the year at Southside STEM Academy! 175 cars participated from 13 Norfolk zip codes, depositing hard-to-recycle items, household hazardous waste and paperwork for secure shredding. Special thanks to vendors SPSA,





CITY MANAGER UPDATE

December 3, 2021

Goodwill, and Iron Mountain, along with the Norfolk Storm Water; Friends of Norfolk's Environment (FONE), Norfolk Public Schools, and all the volunteers who made this event an incredible success. In addition to waste collection and shredding, KNB offered a free tree giveaway through FONE. 93 native trees were distributed to assist with the city's Green Infrastructure Plan to mitigate flooding, provide shade and absorb carbon.

Virginia Department of Transportation Seeking Public Comment Regarding the I-64 Express Lane Norfolk Segment project

The proposed project is to repurpose I-64 in both directions from 0.150 miles east of Patrol Road to 1.036 miles east of I-264. The three existing General Purpose (GP) lanes and shoulders will be converted to one part time, high-occupancy express shoulder lane and three GP lanes. The bridges over Tidewater Drive will be widened and rehabilitated, and the bridges over Chesapeake Boulevard will be replaced. Several existing bridges along the corridor will be rehabilitated and spot widening will occur to accommodate the typical section along the corridor.

The public can provide comments online on VDOT's website through December 12 or to Ms. Claudia Walsh, Project Manager, Virginia Department of Transportation, 7511 Burbage Drive, Suffolk, VA 23435.

Norfolk Recognized for Financial Reporting Excellence

The City of Norfolk received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA)

for its Fiscal Year 2020 Comprehensive Annual Financial Report.

The certificate is the highest form of recognition for governmental accounting and financial reporting and represents a significant accomplishment by a governmental agency and its management. Receiving it reflects the continued interest and support from city leadership in planning and conducting Norfolk's financial operations in a professional, responsible and forward-thinking manner and gives citizens confidence that the city is soundly managed financially.

The award is also a reflection of the Finance Department's hard work and commitment to excellence.

To learn more about the Certificate of Achievement for Excellence, [click here](#).

NORFOLK HAPPENINGS

8th Annual Holiday Yule Log Bonfire & Christmas Marketplace

December 4 12:00 PM - 8:00 PM @Town Point Park - Downtown Norfolk Waterfront

The Holiday Yule Log Bonfire & Christmas Marketplace is the picture-perfect occasion to welcome in the holiday season. The event features an expansive shopping experience showcasing local small businesses & artisans, a cozy bonfire, live Christmas caroling & musical performances, Jack Daniels seasonal cocktails, and FREE Santa Claus visits, all in a beautiful, snowy winter wonderland along the Elizabeth River. The event is free, including the Santa visits, and open to the public.

Free Community Tree Giveaway

December 4 10:00 AM - 12:00 PM @ Chesterfield Academy

The City of Norfolk, in partnership with the Friends of Norfolk's Environment (FONE), Bay Star Homes and the National Fish and Wildlife Foundation, is hosting FREE tree adoption events for Norfolk residents. Help us expand Norfolk's tree canopy! December 4, 10AM - 12PM Chesterfield Academy (2915 Westminster Avenue) Learn more, visit FONEonline.org.

Winterfest on the Wisconsin at Nauticus

December 4 5:00 PM - 10:00 PM @ Nauticus & Battleship Wisconsin

Nauticus' WinterFest on the Wisconsin returns to the Downtown Norfolk waterfront this holiday season! With more nights and lights to enjoy, you're bound to be dazzled by this magical winter experience. Bring the whole family!

Sail Nauticus' Holiday Parade of Sails

December 4 6:00 PM - 7:00 PM @ Nauticus & Battleship Wisconsin

Each Saturday at 6:00 p.m., watch the Sail Nauticus fleet celebrate the holiday season! The lighted boat parade features our Harbor 20 sailboats and Santa as a special guest (until Dec. 19)!

Eviction Prevention Resource Clinic

December 11 10:00 AM - 2:00 PM @ Attucks Theatre

Facing Eviction? There's help available! Norfolk Department of Neighborhood Services is hosting an Eviction Prevention Resource Clinic connecting residents to resources to pay rental and utility arrearages and assist with childcare costs. All Norfolk households facing eviction are eligible to receive assistance from Legal Aid, Virginia Poverty Law Center and city staff. Breakfast, lunch and childcare will be provided to attendees at no cost, but registration is required. Event will follow COVID-19 protocols such as masks and hand sanitizer. Please bring photo ID, Social Security card, lease/rental agreement, utility bills and most recent paystubs. Original, copies or digital versions are accepted. For more information about this clinic and Eviction Prevention Services call (757) 664-RENT.

Winter Wonderland

December 11 12:00 PM - 3:00 PM @ Lambert's Point Community Center

Looking for some fun holiday-themed activities for the entire family? Check out Winter Wonderland at Lambert's Point Community Center on December 11, 12pm - 1pm and 2pm - 3pm. Decorate cookies, enjoy arts and crafts, play games and more! Registration is required. Visit norfolkrecreationwinterwonderland.eventbrite.com.



THE CITY OF
NORFOLK
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

Public Input and Application Information Session
Wednesday, December 8, 2021
6pm-7 pm

Name	Organization	Email Address	Phone Number
Anthony Clark	Rock League	info@rockleague.org	800 374 3936
S. Frasure		frasure.s@nra.org	—
Tucker Ginder	SNN		757-6230-1569
Heavenly Lillies	NAACP	lakethomas@nra.org	757-920-4544
Debrae Proctor	Baker Center for Women	info@bakercenter.org	(757) 602-0157
Michele Davis	Endepathetic Center	mdavis@endepathetic.org	151 401 2057
Aliza Behrman	Fi Rivers	Aliza@fi-rivers.com	434-5614
Geoffrey C. Kirby	AthenaPhi Alpha, Alpha Phi Alpha	Geoffrey.C.Kirby@nra.org	(313) 587-9442
Tamara Newmon	Newman Fitness Foundation	newmanfoundation.org	757-774-5984
Monica Lewis	Student No More	SNM@spanishcuisine.com	757-369-6766
Yolanda Marshall	DHP Solutions	Gilmore1860@gmail.com	757-776-3172
Monica Lewis	DHP Solutions	Monica1860@gmail.com	757-218-6490
Monica Scandlois	Community Works	communityworks2010@gmail.com	7573549982
Monica Scandlois		Monica.Scandlois72@gmail.com	757-788-7403
Monica Scandlois		Monica.Scandlois72@gmail.com	757-788-7403
Monica Wilson	BR Consulting Group	brcons@consultinggroup.com	751-522491-6863
Edward Bennett		Edward.bennett10@gmail.com	757-622-0718
Lester Ballard	Huntersville Group	prostarkballard772@gmail.com	757-71907-2050
Monica Scandlois		Monica.Scandlois72@gmail.com	757-788-7403

501 BOUSH STREET • NORFOLK, VIRGINIA 23510 • 757-664-4266
www.norfolk.gov



Sold To:

City of Norfolk Budget and Strategic Planning - CU80060261
810 Union Street - Suite 607, City of Norfolk Office of Budget and Strategic Planning - HUD
Norfolk, VA 23510

Bill To:

City of Norfolk Budget and Strategic Planning - CU80060261
810 Union Street - Suite 607, City of Norfolk Office of Budget and Strategic Planning - HUD
Norfolk, VA 23510

Affidavit of Publication

State of Illinois
County of Cook

Order Number: 7172635

Purchase Order:

This day, Jeremy Gates appeared before me and, after being duly sworn, made oath that:

- 1) He/she is affidavit clerk of The Virginian Pilot, a newspaper published by Virginian-Pilot Media Companies, LLC in the city of Norfolk, Portsmouth, Chesapeake, Suffolk and Virginia Beach and the 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 below
- 3) The advertisement has been produced on the websites classifieds.pilotonline.com and <https://www.publicnoticevirginia.com>

Published on: Mar 22, 2022.

A handwritten signature of Jeremy Gates.

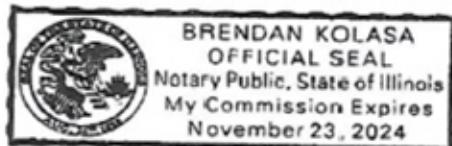
Jeremy Gates

Subscribed and sworn to before me in my city and state on the day and year aforesaid this 23 day of March, 2022

My commission expires November 23, 2024

A handwritten signature of the Notary Public.

Notary Signature



Notary Stamp



**30-DAY COMMENT PERIOD
FY 2023 DRAFT ANNUAL ACTION
PLAN AND PUBLIC HEARING**

Consistent with the requirements of the US Department of Housing and Urban Development (HUD), the FY 2023 Annual Action Plan proposal is in process. The Plan will distribute federal resources under the Community Development Block Grant Program (CDBG), HOME Investment Partnership Program (HOME), and the Emergency Solutions Grant Program (ESG). The plan will become effective July 1, 2022. The plan defines the city's goals and strategies as they relate to the city's FY 2022 – FY 2026 Consolidated Plan, and describes activities proposed to be funded in the upcoming year to address public service, housing, and community development needs in the City of Norfolk.

Estimated Available Resources:

Community Development Block Grant Program \$4,589,454
Entitlement \$4,554,454
Local Account \$35,000
Emergency Solutions Grant Program \$384,637
Entitlement \$384,637
HOME Investment Partnership Program \$1,457,612
Entitlement \$1,246,498
Program Income (estimated) \$211,114
Total Resources \$6,431,703

The draft FY 2023 Annual Action Plan will be available for review from March 23, 2022 through April 22, 2022 at 5 pm at <https://www.norfolk.gov/HudEntitlement> and hard copies of the draft Plan will also be available at Slover Library, the Jordan-Newby Anchor Branch at Broad Creek, and the Mary D. Pretlow Anchor Branch. During this 30-day public comment period, comments may be submitted to Jacquelyne Wiggins, Bureau Manager, by email at hudentitlement@norfolk.gov or by phone at (757) 664-2467. A summary of, and response to, any comments received will be included in the FY 2023 Annual Action Plan that will be submitted to HUD. If special assistance for the disabled is needed, please contact the Department of Housing and Community Development at hudentitlement@norfolk.gov or (757) 664-2467. The city will seek to accommodate non-English speaking or hearing-impaired citizens to the best of its ability upon advanced request of at least 10 days.

The City of Norfolk will also hold a public hearing on Wednesday, April 6th. Details on how to participate will be available online on <https://www.norfolk.gov/HudEntitlement>.

The City of Norfolk does not discriminate on the basis of race, color, religion, national origin, sex, elderliness, familial status, source of funds, sexual orientation, gender identity, military status, disability, or any other basis prohibited by state or federal law in admission, access to, treatment or employment in its federally assisted programs or activities.

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- 30-DAY COMMENT PERIOD FY 2023 ...
-

30-DAY COMMENT PERIOD

FY 2023 Draft Annual Action Plan and Public Hearing

Consistent with the requirements of the US Department of Housing and Urban Development (HUD), the FY 2023 Annual Action Plan proposal is in process. The Plan will distribute federal resources under the Community Development Block Grant Program (CDBG), HOME Investment Partnership Program (HOME), and the Emergency Solutions Grant Program (ESG). The plan will become effective July 1, 2022. The plan defines the city's goals and strategies as they relate to the city's FY 2022 – FY 2026 Consolidated Plan, and describes activities proposed to be funded in the upcoming year to address public service, housing, and community development needs in the City of Norfolk.

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Manager, by email at hudentitlement@norfolk.gov or by phone at (757) 664-2467. A summary of, and response

to, any comments received will be included in the FY 2023 Annual Action Plan that will be submitted to HUD.

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family status, source of funds, sexual orientation, gender identity, military status, disability, or any other basis

prohibited by state or federal law in admission, access to, treatment or employment in its federally assisted

programs or activities. 3/22/2022 7172635

Viewed 3 times

Posted March 22, 2022

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[NOTICE OF PUBLIC HEARING](#)

A Public Hearing is scheduled by the Chesapeake City Council on March 15, 2022 6:30 p.m., 306 Cedar Road, to consider the following applications:

PLN-REZ-2021-002 Elkhart Townhouses APPLICANT: Virginia Contracting and Management, LLC OWNER: Leeds... [More](#)

Posted February 27, 2022

LEGAL NOTICE Notice is here...

LEGAL NOTICE

Notice is hereby given that a public hearing, as provided by Section 15.2-2204 of the Code of Virginia, will be held by the Suffolk Board of Zoning Appeals on Tuesday, March 8, 2022 at 2:00 p.m., or as soon thereafter as the matter may be heard, in the City Council... [More](#)

Posted February 27, 2022

7160894 Virginia Beach PUBLIC ...

7160894 Virginia Beach PUBLIC NOTICE

The Virginia Beach City Council will hold a PUBLIC HEARING at 6:00 P.M. on Tuesday, March 15, 2022, in the City Council Chamber regarding a proposed café franchise agreement for City-owned property located at the following locations:

1.... [More](#)

Posted March 06, 2022

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[7154468 Virginia Beach NOTICE ...](#)

7154468 Virginia Beach NOTICE OF PUBLIC HEARING

A Public Hearing of the Virginia Beach City Council will be held on Tuesday, March 15, 2022 at 6:00 p.m. in the Council Chamber at City Hall, Building 1, 2nd Floor at 2401 Courthouse Drive, Virginia Beach, VA 23456. Members of the public will... [More](#)

Posted February 27, 2022

[CHESAPEAKE CITY SCHOOL BOARD N...](#)

CHESAPEAKE CITY SCHOOL BOARD

NOTICE OF PUBLIC HEARING

SUPERINTENDENT'S PROPOSED OPERATING, CATEGORICAL, AND SPECIAL FUNDS BUDGETS, 2022-2023 - ACTION

At a regularly scheduled meeting on Monday, March 14, 2022, the Chesapeake School Board will hold a public hearing and take... [More](#)

Posted February 27, 2022

[LEGAL NOTICE Notice is here...](#)

LEGAL NOTICE

Notice is hereby given that a public hearing, as provided by Section 15.2-2204 of the Code of Virginia, will be held by the Suffolk Board of Zoning Appeals on Tuesday, March 8, 2022 at 2:00 p.m., or as soon thereafter as the matter may be heard, in the City Council... [More](#)

Posted February 27, 2022

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810 Union Street - Suite 607, City of Norfolk Office of Budget and Strategic Planning - HUD
Norfolk, VA 23510

Bill To:
City of Norfolk Budget and Strategic Planning - CUS0030261
810 Union Street - Suite 607, City of Norfolk Office of Budget and Strategic Planning - HUD
Norfolk, VA 23510

Affidavit of Publication

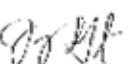
State of Illinois
County of Cook

Order Number: 7185718
Purchase Order: Corrective to FY 2023 Draft

This day, Jeremy Gates appeared before me and, after being duly sworn, made oath that:

- 1) He/she is affidavit clerk of The Virginian Pilot, a newspaper published by Virginian-Pilot Media Companies, LLC in the city of Norfolk, Portsmouth, Chesapeake, Suffolk and Virginia Beach and the 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 below;
- 3) The advertisement has been produced on the websites classifieds.pilotonline.com and <http://www.publiccookingilts.com>

Published on Apr 06, 2022.



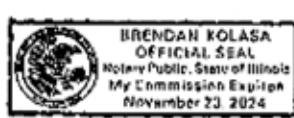
Jeremy Gates

Subscribed and sworn to before me in my city and state on the day and year aforesaid this 7 day of April
2022

My commission expires November 23, 2024



Notary Signature



Notary Stamp



THE CITY OF NORFOLK

APRIL 6, 2022 EXTENSION TO 30-DAY COMMENT PERIOD

CORRECTION TO FY 2023 DRAFT ANNUAL ACTION PLAN

In accordance with U.S. Department of Housing and Urban Development (HUD) regulations and the City of Norfolk's approved Citizen Participation Plan (CPP), the city is providing a notice of comment in this Draft FY 2023 Annual Action Plan. This plan defines the city's goals and strategies as they relate to the city's FY 2022 – FY 2026 Consolidated Plan, and describes activities proposed to be funded in the upcoming year to address public service, housing, and community development needs in the City of Norfolk.

The current draft plan provides only estimated amounts as HUD has not yet released final allocations. As a result, the City of Norfolk is adding the following contingency language to the draft plan:

Any increase or decrease in funding will be applied as follows to match actual entitlement amounts:

- HOME CHDO and Administration activities will be proportionally adjusted to maintain the same percentage of total entitlement funding as is currently provided in the draft plan. Remaining adjustments to the HOME Investment Partnership Program will be made to the Homebuyer Assistance activity so that total activity allocations match total available HOME funding.
- All FSG activities will be proportionally adjusted to maintain the same percentage of total entitlement funding as is currently provided in the draft plan.
- The CDBG Administration and Planning activity will be proportionally adjusted to maintain the same percentage of total entitlement funding as is currently provided in the draft plan. The CDBG "Norfolk Community Services Board TBPA Housing Case Management" will also be adjusted such that total public service activities maintain the same percentage of total entitlement funding. Remaining adjustments to CDBG activities will be made to the Department of Housing and Community Development Renewace Norfolk project so that total activity allocations match total available CDBG funding.

The corrected draft FY 2023 Annual Action Plan will be available for review from April 7, 2022 through May 6, 2022 at 6 pm at <http://www.norfolk.gov/HUDEntitlement> and hard copies of the corrected draft Plan will also be available at Souter Library, the Jordan-Hewley Anchor Branch or Bread Creek, and the Mary D. Pretlow Anchor Branch.

During this 30-day public comment period, comments may be submitted to Jacqueline Wiggins, Bureau Manager, by email at jwiggins@norfolk.gov or by phone at (757) 664-2467. A summary of, and responses to, any comments received will be included in the final FY 2023 Annual Action Plan that will be submitted to HUD. The City of Norfolk will also hold a public hearing on Wednesday, April 6, 2022 at Granby High School at 6:00pm.



If specific assistance for the disabled is needed, please contact the Department of Housing and Community Development at hcd@nfrva.org or (757) 694-2467. The city will seek to accommodate non-English speaking or hearing-impaired citizens to the best of its ability upon advanced request of at least 10 days.

The City of Norfolk does not discriminate on the basis of race, color, religion, national origin, sex, elderliness, marital status, source of funds, sexual orientation, gender identity, military status, disability, or any other basis prohibited by state or federal law in admission, access to, treatment or employment in its federally assisted programs or activities.

4/6/2022 7186718

A copy of the Uniform Data System (UDS) is available online at www.udsonline.org.



THE CITY OF
NORFOLK

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[St. Paul's Transformation Project](#)

[People First](#)

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[Choice Neighborhood Initiative \(CNI\)](#)

[Resilience Strategy](#)

[St. Paul's COVID-19 Resource Guide](#)

[HUD Entitlement Grant Program](#)

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[Residents](#)

[Play](#)

[Community Development > HUD Entitlement Grant Program](#)

News & Announcements

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[Amended FY 2022 Annual Plan \(with reprogrammed CDBG funding\)](#)

[Amended FY 2020 Annual Plan \(with reprogrammed CDBG-CV funding\)](#)



THE CITY OF
NORFOLK

April 6, 2023

Extension to 30-DAY COMMENT PERIOD

Correction to FY 2023 Draft Annual Action Plan

In accordance with U.S. Department of Housing and Urban Development (HUD) regulations and the City of Norfolk's approved Citizen Participation Plan (CPP), the city is providing a notice of correction to the Draft FY 2023 Annual Action Plan. The plan defines the city's goals and strategies as they relate to the city's FY 2022 – FY 2026 Consolidated Plan, and describes activities proposed to be undertaken in the upcoming year to address public service, housing, and community development needs in the City of Norfolk.

The current draft plan provides only estimated amounts as HUD has not yet released final allocations. As a result, the City of Norfolk is adding the following language to match actual allocation amounts:

Any increase in estimated amounts will be proportionally adjusted to maintain the same percentage of total entitlement funding as is currently provided in the draft plan. Remaining adjustments to the HOME Investment Partnership Program will be made to the Homebuyer Assistance activity so that total activity allocations match total available HOME funding.

All CDBG amounts will be proportionally adjusted to maintain the same percentage of total entitlement funding as is currently provided in the draft plan.

The CDBG Administration and Planning activity will be proportionally adjusted to maintain the same percentage of total entitlement funding as is currently provided in the draft plan. The City "Norfolk" Homeless Services Board (HBB) Housing Case Management activity will also be adjusted such that total HBB activities may use the same percentage of total entitlement funding. Remaining adjustments to CDBG activities will be made to the Department of Housing and Community Development Renovate Norfolk project so that total activity allocations match total available CDBG funding.

The corrected draft FY 2023 Annual Action Plan will be available for review from April 7, 2022 through May 6, 2022 at 5 pm at <https://www.norfolk.gov/HudEntitlement> and hard copies of the corrected draft Plan will also be available at Slover Library, the Jordan-Neely Anchor Branch at Broad Creek, and the Mary D. Pretlow Anchor Branch.

During this 30-day comment period, comments may be submitted to Jacqueline Wiggins, Bureau Manager, by email at hudentitlement@norfolk.gov or by phone at (757) 664-2407. A summary of any response to, any comments received will be included in the final FY 2023 Annual Action Plan that will be submitted to HUD. The City of Norfolk will also hold a public hearing on Wednesday, April 6, 2022 at Granby High School at 6:00pm.

If special assistance for the disabled is needed, please contact the Department of Housing and Community Development at hudentitlement@norfolk.gov or (757) 664-2407. The city will seek to accommodate non-English speaking or hearing-impaired citizens to the best of its ability upon advanced request of at least 10 days.

Grantee Unique Appendices

City of Norfolk
Low-to-Moderate Income Census Tracts

Source: 2011-2015 ACS 5-Year Estimates
 Blue = Census Tract as a whole is over 51% LowMod
 Grey = Block Group is over 51% LowMod

Census Tract	Low	Lowmod	Lmmi	Lowmoduniv	% LowMod
000100	795	1,205	1,535	2,345	51.39%
1	185	375	430	990	37.88%
2	610	830	1,105	1,355	61.25%
000201	995	1,785	2,375	2,690	66.36%
1	645	1,085	1,465	1,625	66.77%
2	350	700	910	1,065	65.73%
000202	1,430	2,130	3,155	3,995	53.32%
1	225	380	585	810	46.91%
2	540	745	940	1,125	66.22%
3	395	610	1,015	1,220	50.00%
4	270	395	615	840	47.02%
000300	1,175	1,605	2,365	3,245	49.46%
1	225	340	565	1,065	31.92%
2	470	655	675	730	89.73%
3	480	610	1,125	1,450	42.07%
000400	1,040	1,665	2,440	3,555	46.84%
1	455	725	1,030	1,415	51.24%
2	140	280	395	680	41.18%
3	445	660	1,015	1,460	45.21%
000500	1,080	2,065	2,390	3,155	65.45%
1	200	550	590	875	62.86%
2	550	1,015	1,125	1,355	74.91%
3	165	265	330	445	59.55%
4	165	235	345	480	48.96%
000600	1,305	2,260	3,530	4,480	50.45%
1	340	640	1,195	1,340	47.76%
2	250	330	485	830	39.76%
3	715	1,290	1,850	2,310	55.84%
000700	240	955	1,630	2,565	37.23%
1	110	395	600	880	44.89%
2	130	560	1,030	1,685	33.23%
000800	530	1,290	1,650	2,160	59.72%
1	175	570	825	1,175	48.51%
2	355	720	825	985	73.10%
000901	1,285	3,170	3,925	3,965	79.95%
1	1,285	3,170	3,925	3,965	79.95%
000902	470	910	1,300	1,470	61.90%
1	470	910	1,300	1,470	61.90%
001100	1,305	1,955	2,640	2,980	65.60%
1	790	1,145	1,485	1,685	67.95%
2	515	810	1,155	1,295	62.55%
001200	900	1,720	2,570	4,105	41.90%

Census Tract	Low	Lowmod	Lmmi	Lowmoduniv	% LowMod
1	110	320	580	1,615	19.81%
2	790	1,400	1,990	2,490	56.22%
001300	755	1,570	2,175	2,490	63.05%
1	285	390	455	510	76.47%
2	470	1,180	1,720	1,980	59.60%
001400	1,075	1,335	1,915	2,680	49.81%
1	575	780	965	980	79.59%
2	265	305	405	750	40.67%
3	235	250	545	950	26.32%
001500	395	920	1,405	2,000	46.00%
1	30	260	380	560	46.43%
2	365	660	1,025	1,440	45.83%
001600	715	965	1,495	2,085	46.28%
1	235	295	475	795	37.11%
2	480	670	1,020	1,290	51.94%
001700	665	1,370	1,585	2,445	56.03%
1	315	670	850	1,070	62.62%
2	350	700	735	1,375	50.91%
002000	210	445	675	1,255	35.46%
1	210	445	675	1,255	35.46%
002100	310	340	555	1,470	23.13%
1	310	340	555	1,470	23.13%
002200	145	400	680	1,895	21.11%
1	60	135	290	1,095	12.33%
2	85	265	390	800	33.13%
002300	335	510	840	2,165	23.56%
1	65	130	310	1,220	10.66%
2	270	380	530	945	40.21%
002400	865	1,240	1,650	3,880	31.96%
1	120	160	320	1,310	12.21%
2	75	285	330	1,025	27.80%
3	670	795	1,000	1,545	51.46%
002500	1,555	1,980	2,180	2,315	85.53%
1	820	905	975	1,060	85.38%
2	735	1,075	1,205	1,255	85.66%
002600	2,335	2,595	2,780	3,100	83.71%
1	945	1,065	1,185	1,460	72.95%
2	1,390	1,530	1,595	1,640	93.29%
002700	1,740	2,270	2,760	2,930	77.47%
1	110	305	385	410	74.39%
2	1,050	1,250	1,350	1,395	89.61%
3	580	715	1,025	1,125	63.56%
002800	720	1,120	1,820	3,905	28.68%
1	65	125	195	550	22.73%
2	215	265	455	855	30.99%
3	210	290	470	1,030	28.16%

Census Tract	Low	Lowmod	Limmi	Lowmoduniv	% LowMod
4	230	440	700	1,470	29.93%
002900	2,055	2,515	2,945	3,595	69.96%
1	660	790	890	985	80.20%
2	540	605	750	880	68.75%
3	250	365	430	710	51.41%
4	605	755	875	1,020	74.02%
003000	565	925	1,225	1,865	49.60%
1	470	795	945	1,175	67.66%
2	95	130	280	690	18.84%
003100	1,380	1,975	2,340	2,750	71.82%
1	360	635	725	955	66.49%
2	410	505	655	690	73.19%
3	610	835	960	1,105	75.57%
003200	1,030	1,700	2,375	2,950	57.63%
1	355	495	660	860	57.56%
2	255	390	590	740	52.70%
3	420	815	1,125	1,350	60.37%
003300	1,005	1,595	2,090	2,700	59.07%
1	590	735	1,035	1,315	55.89%
2	415	860	1,055	1,385	62.09%
003400	1,160	1,670	2,020	2,405	69.44%
1	535	825	980	1,020	80.88%
2	625	845	1,040	1,385	61.01%
003501	1,470	2,160	2,460	2,925	73.85%
1	390	510	530	530	96.23%
2	330	435	480	700	62.14%
3	255	450	575	715	62.94%
4	495	765	875	980	78.06%
003600	185	415	790	1,515	27.39%
1	185	415	790	1,515	27.39%
003700	705	1,080	1,620	2,145	50.35%
1	135	380	655	945	40.21%
2	570	700	965	1,200	58.33%
003800	585	795	1,340	2,835	28.04%
1	55	90	125	175	51.43%
2	170	300	640	1,360	22.06%
3	360	405	575	1,300	31.15%
004001	120	235	450	1,205	19.50%
1	120	235	450	1,205	19.50%
004002	1,100	1,605	1,985	3,265	49.16%
1	705	935	1,090	1,505	62.13%
2	20	50	80	245	20.41%
3	215	345	500	980	35.20%
4	160	275	315	535	51.40%
004100	1,830	1,915	1,940	1,965	97.46%
1	1,830	1,915	1,940	1,965	97.46%

Census Tract	Low	Lowmod	Immi	Lowmoduniv	% LowMod
004200	1,235	1,325	1,405	1,435	92.33%
1	565	620	685	710	87.32%
2	670	705	720	725	97.24%
004300	1,985	2,400	2,780	2,810	85.41%
1	310	495	570	570	86.84%
2	1,230	1,360	1,400	1,415	96.11%
3	180	270	405	420	64.29%
4	265	275	405	405	67.90%
004400	520	885	1,125	1,505	58.80%
1	85	160	245	360	44.44%
2	250	485	640	905	53.59%
3	185	240	240	240	100.00%
004500	395	810	1,245	1,715	47.23%
1	395	810	1,245	1,715	47.23%
004600	1,185	1,570	1,760	1,955	80.31%
1	310	630	735	915	68.85%
2	875	940	1,025	1,040	90.38%
004700	180	285	535	650	43.85%
1	-	-	-	-	-
2	180	285	535	650	63.16%
004800	1,070	1,160	1,195	1,195	92.24%
1	1,070	1,160	1,195	1,195	92.24%
004900	360	765	1,265	2,915	47.06%
1	360	765	1,265	2,915	47.06%
2	-	-	-	-	-
005000	1,960	2,560	3,040	3,515	76.56%
1	720	940	1,185	1,305	76.60%
2	825	1,055	1,255	1,525	78.20%
3	415	565	600	685	73.45%
005100	2,875	3,820	4,270	5,195	75.26%
1	385	700	790	1,135	55.00%
2	565	1,175	1,535	2,115	48.09%
3	1,925	1,945	1,945	1,945	98.97%
005500	1,425	2,040	2,750	3,825	69.85%
1	410	750	1,040	1,375	54.67%
2	320	515	620	1,115	62.14%
3	695	775	1,090	1,335	89.68%
005601	1,090	1,775	2,970	4,435	61.41%
1	90	175	375	645	51.43%
2	150	170	320	470	88.24%
3	275	705	1,190	1,585	39.01%
4	575	725	1,085	1,735	79.31%
005602	1,025	1,605	2,410	3,430	63.86%
1	400	725	955	1,415	55.17%
2	460	640	775	1,055	71.88%
3	165	240	680	960	68.75%

Census Tract	Low	Lowmod	Immi	Lowmoduniv	% LowMod
005701	2,470	3,875	4,570	5,280	63.74%
1	1,025	2,055	2,425	2,685	49.88%
2	745	870	1,025	1,250	85.63%
3	700	950	1,120	1,345	73.68%
005702	730	1,335	1,895	2,435	54.68%
1	545	825	1,315	1,530	66.06%
2	185	510	580	905	36.27%
005800	1,815	2,895	3,845	4,520	62.69%
1	650	955	1,090	1,220	68.06%
2	825	1,505	1,765	1,915	54.82%
3	340	435	990	1,385	78.16%
005901	2,000	3,355	4,335	4,955	59.61%
1	630	1,185	1,215	1,335	53.16%
2	885	1,435	1,980	2,275	61.67%
3	485	735	1,140	1,345	65.99%
005902	1,130	1,785	3,015	3,690	63.31%
1	70	150	495	660	46.67%
2	225	370	625	750	60.81%
3	340	455	860	1,060	74.73%
4	495	810	1,035	1,220	61.11%
005903	380	760	1,245	1,655	50.00%
1	310	515	710	900	60.19%
2	70	245	535	755	28.57%
006000	1,205	2,160	2,840	3,775	55.79%
1	330	665	885	1,260	49.62%
2	405	715	905	1,170	56.64%
3	470	780	1,050	1,345	60.26%
006100	2,660	4,105	5,805	7,840	64.80%
1	995	1,460	1,625	2,205	68.15%
2	515	1,070	1,430	2,055	48.13%
3	410	545	1,080	1,500	75.23%
4	580	820	1,220	1,480	70.73%
5	160	210	450	600	76.19%
006200	865	1,420	2,240	2,820	60.92%
1	605	820	1,130	1,395	73.78%
2	260	600	1,110	1,425	43.33%
006400	1,330	2,275	2,915	3,965	58.46%
1	375	685	1,050	1,840	54.74%
2	955	1,590	1,865	2,125	60.06%
006501	1,635	2,465	2,805	3,320	66.33%
1	830	1,110	1,355	1,605	74.77%
2	805	1,355	1,450	1,715	59.41%
006502	1,065	1,320	1,850	3,000	80.68%
1	120	185	495	1,480	64.86%
2	945	1,135	1,355	1,520	83.26%
006601	165	415	730	995	39.76%

Census Tract	Low	Lowmod	Limmi	Lowmoduniv	% LowMod
1	165	415	730	995	39.76%
006602	295	900	1,670	2,520	32.78%
1	75	265	425	610	28.30%
2	220	635	1,245	1,910	34.65%
006603	540	990	1,715	2,505	54.55%
1	240	465	820	1,240	51.61%
2	300	525	895	1,265	57.14%
006604	655	1,155	1,600	2,265	56.71%
1	655	1,155	1,600	2,265	56.71%
006605	600	1,145	1,680	2,745	52.40%
1	260	460	635	1,150	56.52%
2	340	685	1,045	1,595	49.64%
006606	1,095	1,800	2,920	4,150	60.83%
1	615	845	1,245	1,485	72.78%
2	135	295	530	1,300	45.76%
3	260	490	720	820	53.06%
4	85	170	425	545	50.00%
006607	525	975	1,740	2,875	53.85%
1	255	330	540	1,120	77.27%
2	190	265	500	980	71.70%
3	80	380	700	775	21.05%
006800	385	850	1,335	1,815	45.29%
1	20	45	90	120	44.44%
2	365	805	1,245	1,695	45.34%
006901	1,275	1,965	2,885	3,755	64.89%
1	655	885	1,015	1,225	74.01%
2	335	435	670	910	77.01%
3	285	645	1,200	1,620	44.19%
006902	600	965	1,420	2,350	62.18%
1	270	400	545	1,110	67.50%
2	330	565	875	1,240	58.41%
007001	390	785	1,130	1,555	49.68%
1	390	785	1,130	1,555	49.68%
007002	1,125	1,895	2,585	3,650	59.37%
1	765	1,160	1,640	2,150	65.95%
2	360	735	945	1,500	48.98%
Grand Total	77,800	120,950	163,120	220,460	64.32%

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.

Homeless Performance Standards

Outreach and Engagement (Measurement A)	
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..

Emergency Shelter (Measurement 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.

Overnight, low threshold, low-demand shelter for youth (Measurement C)	
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.

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

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

Rapid Re-Housing (Measurement F)	
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.

Permanent Supportive Housing (Measurement G)	
100%	of households served will be literally homeless prior to entry.
100%	of households will obtain/maintain mainstream benefits for which they are eligible during the program participation period.
96%	of households will remained housed for at least 7 months
94%	occupancy rate will be maintained throughout the fiscal year.

Transitional Housing (Measurement H)	
87%	or more, of households will not return to homelessness within 24 months of graduation.
85%	of households will obtain/maintain mainstream benefits for which they are eligible during the program participation period.
83%	of households will exit to permanent housing after graduation.
75%	of households will graduate after nine months or less of program participation.
62%	of households will increase income from employment during the program participation period.
23%	of households will increase income from other sources during the program participation period.

HOME Policies and Procedures



Home Investment Partnerships (HOME) Program

Administered By
Norfolk Redevelopment & Housing Authority (NRHA)

DEFINED RULES & RESTRICTIONS OF BORROWER 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



Coordinated Entry System Written Standards

January 2018

Introduction

The Department of Housing and Urban Development (HUD) published the Continuum of Care (CoC) Program Interim Rule that requires CoCs to establish and consistently follow written standards for providing CoC assistance. Most recently, the Notice Establishing Additional Requirements for a Continuum of Care Centralized or Coordinated Assessment System (CPD-17-01) established new requirements for coordinated entry that apply to all CoCs. Projects funded by either the CoC Program or the Emergency Solutions Grants (ESG) Program must meet and adhere to these requirements.

These standards must be applied consistently across the entire defined geographic area. Additionally, it is required that all CoC and ESG funded programs administer their assistance in compliance with the CoC's written standards. The CoC strongly encourages housing and homeless service providers that are not CoC or ESG funded to participate in the Coordinated Entry System and follow the policies and procedures outlined in this document.

To facilitate the operation of a high performing CES, the CoC governing body will review its policies and procedures annually to reflect national best practices and updated guidance from the U.S. Department of Housing and Urban Development (HUD).

The purpose of this document is to establish policies and procedures that ensure the provision of services in a consistent and streamlined manner. Additionally, this document will provide the community and participants information on the services that are available through the CoC.

The Southeastern Virginia Homeless Coalition (SVHC) is the planning body responsible for developing, sustaining and coordinating a comprehensive Continuum of Care of homeless services for the citizens of Southeastern Virginia, including the cities of Norfolk, Chesapeake, Suffolk and Franklin, as well as Isle of Wight County and Southampton County. Over forty member agencies make up the SVHC and implement over \$6 million of federal, state and local funds that provide housing and support service programs through collaboration within subcommittees. The SVHC strives to remove barriers while developing housing and implementing effective strategies to ensure homelessness will be rare, brief, and non-recurring.

Coordinated Entry System Overview

The Coordinated Entry System (CES) is a centralized, community-wide process designed to identify, engage, and assist households experiencing, or at risk of experiencing, homelessness; coordinate the intake, assessment and referral for services that meet the level of assistance that is most appropriate to resolving their

housing crisis; and prioritize the households with the most severe service needs for assistance in a timely manner.

The implementation of coordinated entry is considered a national best practice. When implemented effectively, coordinated assessment can:

- Prevent people experiencing homelessness from entering and exiting multiple programs before getting their needs met;
- Reduce the amount of research and the number of phone calls people experiencing homelessness must make before finding housing or services;
- Provide valuable information about service needs and gaps to help communities identify needed resources and strategically plan for their allocation;
- Foster increased collaboration between homelessness assistance providers;
- Reduce new entries into homelessness through coordinated system-wide diversion and prevention efforts;
- Reduce or erase entirely the need for individual provider wait lists for services, and;
- Improve a community's ability to perform well on Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act outcomes to make progress towards ending homelessness.

Per HUD Coordinated Entry Notice: Section I.B, it is prohibited for CoC or ESG-funded programs to accept households that have not gone through the Coordinated Entry System as operated by the CoC. This ensures equal access utilizing a standardized tool to appropriately assess and assign the household's level of need.

Guiding Principles

To achieve these objectives, the SVHC implements the CES based on the following guiding principles:

1. **Housing First-** The coordinated entry system implements a client-focused approach to ending homelessness that centers on providing permanent housing first and then implementing wrap-around support services as needed and requested. Service providers are trained annually in best practices for client engagement in areas including: mental health first aid; trauma-informed care; motivational interviewing and cultural competency.
2. **Fair Housing –** The SVHC operates a coordinated system that requires recipients of federal and state funds to comply with applicable civil rights and fair housing laws and requirements, including the following:
 - Fair Housing Act prohibits discriminatory housing practices based on race, color, religion, sex, national origin, disability, or familial status.

- Section 504 of the Rehabilitation Act prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance.
- Title VI of the Civil Rights Act prohibits discrimination on the basis of race, color, or national origin under any program or activity receiving federal financial assistance.
- Title II of the Americans with Disabilities Act prohibits public entities, which includes state and local governments, and special purpose districts, from discriminating against individuals with disabilities in all their services, programs, and activities, which include housing, and housing-related services, such as housing search and referral assistance.
- Title III of the Americans with Disabilities Act prohibits private entities that own, lease, and operate places of public accommodation, which include shelters, social service establishments, and other public accommodations providing housing, from discriminating on the basis of disability.

3. Prioritizing the most vulnerable – The SVHC coordinated entry system fully implements the prioritization process included in HUD Notice CPD-016-11. Additionally, the community is committed to ending chronic and veteran homelessness. As such, chronic and veteran households are prioritized for referrals.
4. Low Barrier – SVHC members do not screen people out for assistance because of perceived barriers to housing or services, including, but not limited to, lack of employment or income, drug or alcohol use, or having a criminal record. Housing and homeless programs agree to the low barrier screening criteria in partnership with the CES process.
5. Non-discrimination— The CES is accessible by all households across the geographic area regardless of race, color, national origin, religion or any protected group; affirmatively markets housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, age, familial status, handicap or who are least likely to apply in the absence of special outreach.
6. Data Driven Decisions – The CES process design and management utilizes data collected around persons being served by the CoC, as well as nationally recognized evidence related to homeless housing and services.

Definitions

Access Point – Locations, virtual or physical, where an individual or family in need of assistance initiates contact (including safety screening, diversion, prevention and basic assessment) with the coordinated entry process.

Assessment – A series of standardized questions administered uniformly within the CES to determine a household's current housing situation, housing and service needs, risk of harm, acuity level, risk of future and continued homelessness, and other adverse outcomes.

By Name List – A real time, up-to-date list of all people experiencing homelessness which can be filtered by categories including Veteran and/or Chronic status, length of time homeless and more.

Chronically Homeless – A homeless single individual, or head of household, with a disabling condition who has either been continuously homeless for a year or more OR has had at least four episodes of homelessness within the past three years.

Imminent Danger - Recent Occurrence (case by case); On-Going and Consistent; Threats by means of Sexual, Physical, Verbal, and Emotional violence; Threat and/or access to Weapons/Firearms; and/or Children experiencing Violence, Threat of Violence, and/or Witness of violence.

Homeless Management Information System (HMIS): a computerized data collection tool specifically designed to capture client-level, system-wide information over time on the characteristics and service needs of men, women and children experiencing homelessness.

Homeless – A household that falls within one of the following categories:

1. Households that lack a fixed, regular, and adequate nighttime residence and includes a subset for an individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency

shelter or a place not meant for human habitation immediately before entering that institution;

2. Households that will imminently lose their primary nighttime residence;
3. Unaccompanied youth and families with children and youth who are defined as homeless under other federal statutes who do not otherwise qualify as homeless under this definition; or
4. Households fleeing, or are attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member.

Housing Interventions: Housing programs and subsidies including transitional housing, rapid rehousing, and permanent supportive housing programs.

Provider – An organization that provides services or housing to people experiencing or at-risk of homelessness.

Key Components of the Coordinated Entry Process

Access

Households in the community access the CES through the Regional Housing Crisis Hotline, emergency shelters, designated homeless service providers, and outreach personnel canvassing streets and other places where homeless congregate. Once the household is screened and found eligible, a standardized assessment tool is utilized to identify the household's level of acuity and to help guide decisions around the appropriate type of housing and services needed.

Designated staff at access points then make a referral to the By-Name List (BNL) for eligible households. Households on the BNL are case conferenced at regularly held Service Coordination Committee (SCC) meetings and prioritized by level of vulnerability, then referred to housing programs as appropriate.

Housing programs that participate in the CES no longer maintain their own waitlists and do not actively recruit households for their respective programs. This ensures housing providers are able to serve the most vulnerable households in the community. Additionally, households no longer need to advocate for themselves at multiple agencies in order to access homeless services.

Access points—whether physical, via telephone or outreach—are avenues through which households experiencing a housing crisis within the geographic area can easily initiate the CES process for screening, assessment and connection to the most appropriate resources. All access points should provide consistent information to households seeking access to the CES. Providers that do not serve as access points direct households to the Regional Housing Crisis Hotline for screening and referral to community resources.

The SVHC has multiple access points across the four cities and two counties to ensure housing and services are accessible to all.

1. Regional Housing Crisis Hotline

The Regional Housing Crisis Hotline, an information and community referral system, serves as an access to the CES by conducting preliminary eligibility screening. Households may contact the Regional Housing Crisis Hotline by calling (757) 587-4202 or Toll Free at 866-750-4431 for an initial screening and referral to eligible services and other mainstream resources including diversion, homeless prevention, shelter or outreach.

Initial Triage and Safety Screening - The Regional Housing Crisis Hotline completes initial triage and safety screening with all callers. Upon initial contact, households seeking assistance are interviewed to determine, first, if diversion strategies or prevention assistance is appropriate.

Domestic Violence Protocol- Households identified at access points as attempting to flee or fleeing domestic violence, human trafficking, sexual assault or stalking situation are immediately connected to the South Hampton Roads Coordinated Crisis Response (CCR), the community's 24-hour domestic violence hotline at 757-251-0144. A lethality assessment will be administered to ensure those people experiencing violence and are in the most danger are served first. If the DV hotline determines the household is not at imminent risk or if the household chooses not to utilize DV specific services, the household will be transferred back to a CES access point to be assessed and referred to the appropriate housing intervention.

Diversion – Households facing homelessness within three days or less—including those that are already experiencing homelessness— are offered diversion strategies to help them make immediate, alternative arrangements, or explore options for obtaining alternative housing.

Homeless Prevention – If a household is at imminent risk of homelessness—facing homelessness within 14 days-- the Hotline completes a screening to identify their eligibility for available programs within the SVHC. Referrals are immediately sent to the appropriate agency to initiate contact and begin the application process.

Prioritization criteria: In order to prioritize resources for those with the greatest need, households that most closely resemble those that are already in emergency shelter are prioritized for prevention assistance. These characteristics include households that:

- Have previously entered the shelter system
- Have a fixed income (SSDI/SSI or other)
- Are living in a hotel/motel or in a doubled up situation

Homeless Screening – Households that are literally homeless are referred to outreach or other access point within the CES that complete assessment and referral for housing interventions.

Households that are neither literally homeless, nor at imminent risk, are referred to available community resources.

2. Emergency Shelter

Households may access emergency shelters by calling the Regional Housing Crisis Hotline or the Coordinated Crisis Response Hotlines. Outreach staff regularly visit emergency shelters to engage with shelter stayers and complete assessments for housing services.

Domestic Violence Emergency Shelter - Households that are in imminent danger are eligible for domestic violence emergency shelter.

Prioritization criteria:

1. Client and/or her/his children are in imminent danger of domestic and/or sexual violence.
2. Client and/or her/his children have recently experienced domestic and/or sexual violence but are not currently in imminent danger.
3. Client and/or her/his children are homeless and are past victims of domestic and/or sexual violence but are not currently in imminent danger.
4. Client and/or children are homeless, have not experienced domestic and/or sexual violence and there are beds available.

Emergency Shelter - Households that are literally homeless are prioritized for emergency shelter.

3. Outreach

Community outreach staff from various social service and homeless service providers works to coordinate shelter placements, secure mainstream resources, and aid in the completion of assessments for further housing services. The coordinated entry process is linked directly to street outreach efforts to ensure households sleeping on the streets and those less likely to seek out services have equal access to the CES process. Homeless households have continuous access to outreach workers through scheduled visits to local day centers and seasonal/emergency shelter programs. Additionally, community outreach staff visits encampments, wooded areas and parks to build rapport with those least likely to engage in the CES process.

4. Departments of Human Services

In Norfolk, homeless and at-risk families may also present at the Norfolk Department of Human Services to meet with the Homeless Action and Response Team (HART) for screening and homeless assessment. HART workers attempt to divert families from shelter when possible, coordinate shelter placements, and identify and secure mainstream resources. For households facing homelessness, diversion strategies are implemented in order to preserve their current housing situation or make immediate alternative arrangements. When diversion is not possible, prevention assistance funds may be utilized. At-risk households are also referred to other available resources and programs.

In other localities, households facing or experiencing homelessness are screened by intake workers and connected to outreach staff or the Regional Housing Crisis Hotline for further assessment and assistance. Intake workers maintain relationships with homeless service providers and city/county staff who are able to assist with homeless housing and services.

5. Designated Homeless Service Providers

Designated homeless service providers in the community with an executed SCC Participation Agreement on file with the Lead Agency serve as access points, providing assessment and referral to the By Name List. Providers that do not serve as access points to the CES are expected to direct households to a designated access point.

Accessing the CES after Hours

Households presenting to winter shelter will be offered a bed in the emergency shelter where they arrived to the extent that space is available and the household is population appropriate. If they are not population appropriate, they will be referred to a shelter that is

appropriate and has available space. Police departments are also trained in Crisis Intervention techniques and transport persons encountered on the streets to winter shelter. If shelter space is not available, the household will be referred to other community resources.

When winter shelters are not in operation, households in need of emergency services after normal operating hours may leave a message with the HCH and calls will be returned the next business day. The community's DV hotline is operated 24 hours allowing continuous access for households fleeing or attempting to flee domestic violence or human trafficking.



Figure 1: CES Process Flow

Assessment

The assessment process is used to determine the immediate and long-term needs and the most appropriate housing intervention for literally homeless households.

Assessment and referral to homeless assistance services is conducted by designated outreach staff and assessment agencies with an executed SCC Participation Agreement on file with The Planning Council. Providers that do not serve as access points to the CES are expected to direct households to appropriate access points prior to receiving services.

The SVHC employs a phased approach to assessment, gathering only enough participant information to:

- Determine the severity of need and eligibility for housing and related services; and
- Prioritize and refer participants to available services.

Designated service providers utilize the Vulnerability Index-Service Prioritization and Decision Assistance Tool (VISPDAT) for literally homeless singles, and the Vulnerability Index-Family-Service Prioritization and Decision Assistance Tool (VI-F-SPDAT) for literally homeless families to quickly assess households for the most appropriate support and housing interventions that are available. The VISPDAT is used as a tool only. To best capture the household's vulnerability, further community discussion takes place to identify barriers and additional service needs that may not be reflected in the VISPDAT.

Assessment Procedures

1. Assessors will explain the coordinated entry process and the rights of the household and review data privacy and release of information documents with each household before conducting the assessment. Households are informed of their right to refuse to share data.
2. If the household consents, the assessment is completed in a safe and confidential location.
3. Once the assessment is completed and necessary releases are signed, the VI-SPDAT is entered into the Homeless Management Information System (HMIS).
4. Referrals will be made to the By Name List and Service Coordination Committees (SCC) for prioritization and referral to available housing interventions.

For continuity of service delivery, it is ideal for the Outreach staff who first engages with and assesses a household using the VI-SPDAT to follow them through the process of obtaining permanent housing. However, in circumstances where capacity is limited, it is permissible for others to assist with completion of VI-SPDAT and other assessments as long as there is a plan for follow-up with a qualified navigator.

Eligibility and Prioritization

The following housing interventions are available based on the household's needs and eligibility:

Transitional Housing (TH): Transitional housing is designed to provide housing and appropriate supportive services to homeless persons to facilitate movement to independent living typically six to twenty-four months. Households must be homeless to be eligible.

Prioritization criteria: Households with lengthy homeless history, extensive housing barriers, and the most severe service needs are prioritized for TH.

Rapid Rehousing (RRH): Rapid re-housing (RRH) emphasizes housing search and relocation services and short- and medium-term rental assistance to move homeless persons and families (with or without a disability) as rapidly as possible into permanent housing.

In order to be eligible for rapid re-housing, households must meet the HUD definition of homelessness and not have access to housing resources.

The amount of rent each program participant must pay is determined by the household's

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budget and will be the least amount of financial assistance necessary based on household needs and housing barriers.

Prioritization criteria: Households with chronic status and the most severe service needs (according to the VI-SPDAT score) are prioritized for RRH

Permanent Supportive Housing (PSH): Permanent supportive housing is permanent housing with indefinite leasing or rental assistance paired with supportive services to assist homeless households with a documented disability achieve housing stability.

PSH can only provide assistance to individuals with disabilities and families in which one adult or child has a disability.

Prioritization criteria: Chronically homeless households with the most severe service needs are prioritized for PSH.

Referral

The referral process is informed by federal, state and local Fair Housing laws. The referral process functions according to low-barrier accessibility, housing first orientation, standardized assessment, inclusiveness and prioritization of the most vulnerable. Referrals to housing interventions are made based on the following factors:

- Results of the assessment tool (VI-SPDAT score)
- Available openings
- Established priority populations
- Program eligibility

Vacancy Report

All shelter and housing providers are required to report vacancies to the CES via electronic notice no later than 10:00 AM each weekday morning. The Daily Vacancy Report is distributed to all housing providers as well as to the chairs of both Service Coordination Committees to ensure transparency and to confirm accuracy of openings.

The SCCs use the daily vacancy report to submit referrals from the BNL. SCCs support the CoC's efforts to coordinate service delivery and decrease the length of time a person or household experiences homelessness.

Homeless Households that fit the following criteria will be discussed at the Service Coordination Committee for Families –

- Head of household with one or more minor children currently in their care and custody, or;
- Head of household with one or more minor children currently staying in foster

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care or other temporary arrangement (with family/friends) and hopes to reunite their family, or;

- Head of household in the third trimester of pregnancy

Homeless Households that fit the following criteria will be discussed at the Service Coordination Committee for Singles –

- An unaccompanied individual, or;
- Two single adults that present as a married or unmarried couple, or;
- Pregnant woman in the first or second trimester.

Committees meet biweekly and are inclusive of designated access point staff, housing advocates, case managers, and participating members from social/human service departments, as well as other local service providers, to develop coordinated plans for homeless singles and families to expedite exits to permanent housing, including prevention and rapid re-housing assistance, prioritizing those most vulnerable for available housing placements within the CoC. Each committee maintains a BNL which enables referrals to be made to vacancies in between meetings, therefore reducing the time that a household waits for a housing intervention.

Referrals to the By Name List

Access point staff generate referrals to the BNL utilizing the electronic process in HMIS. Referrals include uploading the completed VI-SPDAT and signed consent to exchange

information. Referred households are then placed on the BNL. BNLS are maintained separately for singles and families. The Service Coordination Committees meet to provide case conferencing for households on the BNL and make direct referrals into the most appropriate program, based on the availability of openings, program eligibility, and prioritization.

Approved Referrals

Once a household is matched to a housing intervention, the access point staff that is navigating the household through the process will inform the household of the match. The receiving agency will attempt to make initial contact with the household and schedule an intake appointment within seven business days. The receiving agency has seven days to update the committee on the outcome of the referral (i.e. accepted into program, declined, unable to contact) in HMIS.

Denied Referrals

Receiving agencies may deny a referral in the following situations:

- The household does not meet the program's eligibility criteria, or;
- The household is unable to be contacted for intake within seven business days

When a referral is denied, it is the responsibility of the receiving agency to update the committee on the outcome within 30 days and the household will be returned to the BNL. The household will maintain their order on the list.

Participant Rights

All individuals and families participating in the CES will be informed of their rights at the time of entry into the system.

Client Choice

The CES is person-centered and recognizes households' rights to choice and takes steps to meet the needs of households engaged in the system. Households have the right to decline a referral to any housing program and refusing a resource does not impact eligibility for future referrals. There are no limits on the number of times a household may decline a referral. If a household chooses not to accept a referral to a housing intervention, the next eligible household on the list will be referred. Access staff will explore other options for the household and communicate that multiple declines might leave fewer community resources available for a housing match.

Grievance Policy

All concerns and grievances must be resolved promptly and fairly, in the most informative and appropriate manner. Providers shall inform individuals and families of the following methods to file a grievance:

1. Housing Program Grievances are grievances that are related to the household's experience(s) with a homeless housing program. These grievances will be redirected back to the provider to follow the provider's grievance policies and procedures. The provider must respond in writing to all appeals within 14 days. All appeals of eligibility decisions that cannot be resolved to the satisfaction of the participant through the receiving agency's grievance process, may be submitted to the CoC's Governing Board. The CoC will review the case and respond in writing within 30 days. The finding of the Governing Board will be final. Coordinated Entry System Grievances are grievances that are related to CE policies and/or procedures. Housing program grievances and CES grievances related to CE policies and/or procedures shall be directed to:

The Planning Council (757)
622-9268
www.theplanningcouncil.org

In person or in writing:
5365 Robin Hood Road, Suite 700
Norfolk, Virginia 23513

2. Fair Housing Grievances are grievances that are related to discrimination.

To file a formal Fair Housing complaint, contact:

Department of Professional and Occupational Regulation (DPOR)

www.dpor.virginia.gov

Regulatory Programs and Compliance Section
Department of Professional and Occupational Regulation
9960 Mayland Drive, Suite 400
Richmond, Virginia 23233-1463
Phone: (804) 367-8504
FAX: (866) 282-3932
Email: ComplaintAnalysis@dpor.virginia.gov

For additional information on Fair Housing laws, contact:

Housing Discrimination Hotline or Virginia Fair Housing
Office
1-800-669-9777 1-888-551-3247

To file a formal Fair Housing complaint, contact:

U.S. Dept. of Housing & Urban Development
(http://portal.hud.gov/hudportal/HUD?src=/program_offices/fair_housing_equal_opp)

To file a complaint online:

http://portal.hud.gov/hudportal/HUD?src=/topics/housing_discrimination
(206) 220-5170 (800-
877-0246) TTY (206)
220-5185

Marketing

The CoC affirmatively markets housing and supportive services to eligible persons within the geographic area. Clients are able to access the Regional Housing Crisis Hotline through both a local and a toll free number. Clients are also able to make call requests through web forms on the CoC website. The numbers for the Hotline are made available at a number of local partners such as Departments of Social Services. Business cards with the Hotline numbers are available at all CoC community events. Outreach workers distribute the cards at local gathering spots, 24-hour establishments as well as restaurants, hospitals, hot meal programs, churches, schools, check cashing locations and other places known to be frequented by the target population. In order to reach all members of the community, interpretation services are also offered.

CES Training

Assessment agencies are provided annual training opportunities coordinated by The Planning Council, including staff onboarding on how to complete the VISPDAT. The training covers how assessments are performed with fidelity to the written policies and procedures, prioritization, uniform decision-making, and referrals. SCC and Program Monitoring documents are available on the CoC website. The SCC Participation Agreement will serve as certification that partners understand the CES process and agree to adhere to established policies and procedures.

Staff are also trained on cultural and linguistic competency, Trauma Informed Care, and safety planning. All agencies and Hotline staff (DV, Community Service Board, Regional Housing Crisis Hotline, etc.) undergo training for Cultural Competency and Mental Health First Aid. The DV Hotline provides additional training on recognizing signs of DV and assault. Other trainings are provided as requested.

Data Management

The Planning Council serves as lead agency for the Hampton Roads HMIS, and functions as the primary liaison between participating agencies and Bowman Systems,

the HMIS vendor. The Southeastern Virginia Homeless Coalition (SVHC), the Greater Virginia Peninsula Homelessness Consortium (GVPHC), the city of Virginia Beach CoC, the City of Portsmouth CoC, and the Central Virginia CoC merged their HMIS databases, creating the Hampton Roads HMIS. Participation is required for federally and state funded homeless service providers (with the exception of DV providers); other providers voluntarily participate.

The CES utilizes the Hampton Roads HMIS to track and manage all Coordinated Entry data; the HMIS Policies and Procedures ensure adequate privacy protections of all participant information per the HMIS Data and Technical Standards at 24 CFR 578.7(a)(8). All users of HMIS participate in mandatory training on the privacy rules associated with collection, management, and reporting of client data. The same privacy protections and rules associated with the use of HMIS are applied in the handling and management of confidential personal information on the By Name List.

System Evaluation

The CES process will be evaluated annually to ensure that it is operating at maximum efficiency. The CoC will conduct an annual evaluation of its intake, assessment, and referral processes by providing each participating project as well as households the opportunity to provide feedback in the form of anonymous surveys and/or focus groups to address the quality and effectiveness of the entire coordinated entry experience. Additional evaluations will be conducted by third party consultants.

CES policies and will be reviewed annually and updated as necessary by the SVHC governing body. The results of the surveys and/or focus groups will be used to update the existing policies and procedures, reflecting changes that result in improved performance and outcomes. Performance of the CES will be reported annually to the community through the SVHC Annual Report with sections devoted to coordinated assessment and homelessness assistance system outcomes.



To the Honorable Council
City of Norfolk, Virginia

May 10, 2022

From: Gregory A. Patrick
Director of Budget & Management

Subject: FY2023 Annual Appropriations
Ordinance

Reviewed:

Ward/Superward:

Catheryn R. Whitesell, Deputy City
Manager

Approved:

Item Number:

Dr. Larry H. Filer II, City Manager

I. **Recommendation:** Adopt Ordinance

II. **Applicant:** City of Norfolk

III. **Description:**

This agenda item includes an ordinance to approve and authorize the Fiscal Year (FY) 2023 operating financial plan for the city. The following table provides a breakdown of the operating plan by funds.

Fiscal Year 2023 Financial Plan	
Fund	Budget
General Fund	\$1,008,355,624
Enterprise Funds	\$184,755,843
Special Revenue Funds	\$50,928,594
Internal Service Funds	\$117,374,103
Total Operating Funds	\$1,361,414,164
Annual Grants Plan	\$50,326,212
Annual Plan for Housing and Urban Development (HUD) Block Grants	\$6,431,703
Total Financial Plan	\$1,418,172,079

IV. **Analysis:**

This ordinance distributes General Fund and other operating funds in accordance with the City Manager's Proposed Budget presented on

March 22, 2022, and subsequent City Council amendments from the budget work sessions, which include the following:

General Fund Operating Budget Amendments

The following amendments to the Proposed General Fund Operating Budget reflect City Council directives and technical adjustments after proposal:

Enhance Public Safety Pay and Pay Plan: \$2.4 million

Provide an additional step increase to all sworn Police, Fire-Rescue, and Sheriff employees
City Council has made clear that their top FY 2023 budget priority is Public Safety. The Proposed FY 2023 Budget recommended a five percent wage increase for all City of Norfolk Employees – the largest citywide increase in over 20 years. This additional tenure-based step increase will cost \$2.4 million, impact 916 employees, and provide a total salary increase of no less than 7.5 percent for sworn staff with six or more years of service. Most importantly, it will help make sure we keep our most experienced Police Officers, Fire-Fighters, and Sheriff's Deputies on the job in Norfolk.

Improve Public Safety Pay Plan

Implement Master Police Officer and Senior Sheriff's Deputy ranks and regrade Fire-Fighter EMT-A and Sheriff's Deputy positions to align with regional peers. As a result of these structural changes, our Police Department will offer the highest police officer starting pay, the highest minimum salaries across all ranks from Police Officer to Assistant Chief and be among the highest in max pay across the same ranks compared to our regional peers. Most importantly, it will allow all officers the opportunity for a promotion into a Master Police Officer position after six years of service.

Starting pay for Fire-Fighters and Sheriff's Deputies will increase from \$43,724 to \$47,073 – a substantial increase that will address regional pay parity concerns. The addition of a Senior Deputy rank in the Sheriff's Office will have a similar result as the Master Police Officer rank mentioned above.

The structural changes to the pay plan will make us extremely competitive as we look to recruit and retain the best possible public safety employees. When combined with the five percent wage increase and the additional tenure-based step increase, the average public safety employee will see a salary increase of nearly 10 percent. Most importantly, these structural changes will not result in an overall increase to the public safety budget. A revision to our public safety personnel funding to align more closely with our current staffing level will fund these actions

Increase Department of Law Staffing: \$175K

The Proposed FY 2023 Budget included an additional City Attorney I position to work with the new business compliance unit. This action will add a City Attorney II position to help manage our growing workload in real estate transactions, and a Legal Secretary II position to provide staff support for the new attorneys.

Assess Citywide Tennis Infrastructure: \$100K

This action adds one-time funds to assess the state of the tennis infrastructure citywide. At the conclusion of the assessment, staff will develop tiered options for investments in tennis court maintenance and renovations. FY 2022 budget savings will be used to fund this assessment.

Expand Bank On Program: \$50K

Add a full-time Bank On staff position. The Bank On program helps improve the financial stability of unbanked and underbanked Norfolk residents. This action will facilitate increased resident awareness and expand the reach of the program.

Increase Treasurer's Office Staffing: \$50K

This action adds a Deputy II – TR position to the Treasurer's personnel budget to improve the efficiency and security of the city's banking and treasury functions. The position would monitor daily payment files, projects, and accounts; analyze and maintain financial statements and schedules; prepare monthly reconciliations and financial statements by monitoring daily cash receipts, auditing cash balances, and preparing various reports and analyses as needed; and contribute to special projects.

Add Additional Zookeeper Position: \$41.5K

This action will add an additional zookeeper position at the Virginia Zoo. This position will help improve animal welfare and operational efficiency. The Zoo Society has agreed to reduce its annual operating support from the city to fund this additional position.

Expand PowerUp program: \$0

Review current PowerUp program to ensure that current eligibility requirements and discounts provide meaningful improvements to accessibility of city services. At the conclusion of the review, staff will bring recommendations to Council to adjust fees and charges for services where needed. Any reduction to city revenue will be accounted for in next year's operating budget.

General Fund Operating Budget Technical Adjustments

Create Norfolk Public Schools Operating Contingency: \$2.6M

Norfolk Public Schools (NPS) ended its most recent fiscal year (FY 2021) with \$11.2 million in unspent funds. These funds are called "Reversion Funds" as Virginia Law states that all monies left unexpended by school divisions at the end of a fiscal year revert to their localities. The NPS School Board has approved a resolution to request the use of \$2,556,196 of these reversion funds to create an operating contingency in the schools FY 2023 Budget.

Provide Operating Support to the Elizabeth River Trail Foundation: \$150K

The Proposed FY 2023 Budget included \$150,000 in funding for the Elizabeth River Trail (ERT) Foundation for trail maintenance. This funding was incorrectly rolled into an incorrect funding line and, as a result, was not properly displayed in the budget document. This adjustment adds that funding as a new line item for the ERT Foundation in the Outside Agency section of the budget.

Provide Operating Support to the Norfolk Innovation Corridor: \$50K

Operating support intended for the Norfolk Innovation Corridor was omitted from the Proposed Budget. This action adds that funding to a new line item in the Outside Agency section of the budget.

FY 2023 Operating Budget Amendments

Sources of Operating Budget Amendments/Adjustments	One-time Amount	Ongoing Amount
Freeze 20 sworn Police positions	\$0	\$1,000,000
Police personnel adjustment	\$0	\$0
Transfer DEI grant program to SLFRF Non-Profit Assistance	\$0	\$400,000
Reduce Energy Cost Reserve Funds	\$0	\$300,000
Reduce Service Capacity Reserve	\$0	\$500,000
Increase State Compensation Board Revenue	\$0	\$225,000
Eliminate six city funded Norfolk Sheriff's Office positions	\$0	\$0
Reduce Workers' Compensation Funds	\$0	\$450,000
Reduce Zoo Society Operating Support Grant	\$0	\$41,500
Norfolk Public Schools Reversion Funds	\$2,556,191	\$0
FY 2022 Budget Savings	\$100,000	\$0
Total	\$2,656,191	\$2,916,500

Uses of Operating Budget Amendments/Adjustments	One-time Amount	Ongoing Amount
Enhance public safety pay	\$0	\$2,400,000
Improve public safety pay plan	\$0	\$0
Increase Department of Law staffing	\$0	\$175,000
Assess citywide tennis infrastructure	\$100,000	
Expand Bank On program	\$0	\$50,000
Increase Treasurer's Office staffing	\$0	\$50,000
Add Zookeeper position	\$0	\$41,500
Create Norfolk Public Schools Operating Contingency	\$2,556,191	
Provide operating support to the ERT Foundation	\$0	\$150,000
Provide operating support to the Norfolk Innovation Corridor	\$0	\$50,000
Total	\$2,656,191	\$2,916,500

V. Financial Impact:

The financial plan totals \$1,418,172,079 from all sources and meets the Norfolk City Charter requirements for a balanced budget. See the above Analysis section for more detail.

VI. Environmental:

N/A

VII. Community Outreach/Notification:

Pursuant to the Code of Virginia and Norfolk City Charter, this agenda item requires a public hearing. As such, a public hearing notice was published in *The Virginian-Pilot* on March 29, 2022, and the public hearing was held on April 6, 2022.

VIII. Board/Commission Action:

N/A

IX. Coordination/Outreach:

This letter has been coordinated with the Department of Budget and Strategic Planning and the City Attorney's Office.

Supporting documentation from the Department of Budget and Strategic Planning:
Ordinance

Form and Correctness Approved:

BAP

Pursuant to Section 72 of the City Charter, I hereby certify that the money required for this item is in the city treasury to the credit of the fund from which it is drawn and not appropriated for any other purpose

By:

Jack E. Lord
Office of the City Attorney

Contents Approved:

By:

Alayna T. Parker
Budget and Strategic Planning

Michael Roggow

Michael Roggow, Director of Finance

NORFOLK, VIRGINIA

Ordinance No. 48751

AN ORDINANCE APPROPRIATING FUNDS FOR OPERATION OF THE CITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023, APPROPRIATING U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) ENTITLEMENT GRANTS, APPROPRIATING ANNUAL REOCCURRING GRANTS, AND REGULATING THE PAYMENT OF MONEY FROM THE CITY TREASURY.

WHEREAS, the City Manager submitted to the Council a proposed annual budget for the city for the fiscal year beginning July 1, 2022 and ending June 30, 2023, which has been amended by the Council, and it is necessary to make appropriations sufficient to fund said budget and to regulate the payment of money from the city treasury; now, therefore,

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That the amounts shown herein aggregating One Billion Eight Million Three Hundred Fifty Five Thousand Six Hundred Twenty Four Dollars (\$1,008,355,624) for the General Fund, One Hundred Three Million One Hundred Ninety Nine Thousand Four Hundred Fifty Six Dollars (\$103,199,456) for the Water Utility Fund, Thirty Six Million Four Thousand Six

Hundred Twenty Six Dollars (\$36,400,626) for the Wastewater Utility Fund, Twenty Two Million Six Hundred Ninety Thousand One Hundred Seventy Seven Dollars (\$22,690,177) for the Parking Facilities Fund, Twenty Two Million Eight Hundred Sixty One Thousand Five Hundred Eighty Four Dollars (\$22,861,584) for the Storm Water Utility Fund, One Hundred Five Million Seven Hundred Thousand Five Hundred Thirty Eight Dollars (\$105,700,538) for the Norfolk Healthcare Consortium Fund, Eleven Million Six Hundred Seventy Three Thousand Five Hundred Sixty Five Dollars (\$11,673,565,) for the Fleet Management Fund, Two Million Twenty Two Thousand One Hundred Twenty Seven Dollars (\$2,022,127) for the Cemetery Services Fund, Six Million Three Hundred Ten Thousand Three Hundred Sixty Five Dollars (\$6,310,365) for the Emergency Preparedness and Response Fund, Fifteen Thousand Dollars (\$15,000) for the Golf Operations Fund, Twenty Four Million Nine Hundred Eighty Seven Thousand Four Hundred Thirty Nine Dollars (\$24,987,439) for the Waste Management Fund, Eight Million Six Hundred Thirty Nine Thousand Two Hundred Sixteen Dollars (\$8,639,216) for the Public Amenities Fund, Seven Million Two Hundred Thousand Seven Hundred Dollars (\$7,200,700) for the Tax Increment Financing Fund, One Million Seven Hundred Fifty Three Thousand Seven Hundred Forty Seven Dollars (\$1,753,747) for the Towing and Recovery Operations Fund, or so much thereof as may be necessary, as set forth in the annual budget for the fiscal year July 1, 2022 - June 30, 2023, submitted by the City Manager and as amended by the Council and hereby adopted, are hereby appropriated, subject to the conditions hereinafter set forth in this ordinance, from the revenues of the city from all sources for the fiscal year July 1, 2022 - June 30, 2023, for the use of the several departments and funds established within the City Government, and for the purposes hereinafter set forth in said annual budget for the fiscal year July 1, 2022 - June 30, 2023 as follows:

Legislative	\$5,765,596
Executive	\$14,642,550
Department Of Law	\$5,509,385
Constitutional Officers	\$58,356,436
Judicial	\$1,446,826
Elections	\$1,031,721
Department Of Information Technology	\$20,010,250

Department Of Finance	\$7,495,935
Department Of General Services	\$28,474,152
Department Of Human Resources	\$4,255,590
Department Of City Planning	\$6,479,106
Department Of Neighborhood Services	\$5,145,703
Department Of Economic Development	\$2,945,437
Norfolk Public Libraries	\$9,765,433
Department Of Cultural Facilities, Arts And Entertainment	\$6,553,328
Virginia Zoological Park	\$4,566,764
Nauticus	\$4,253,414
Slover Library	\$2,657,176
Department Of Parks And Recreation	\$18,010,193
Central and Outside Agency Appropriations	\$76,153,863
Norfolk Community Services Board	\$29,346,599
Department Of Public Health	\$3,243,521
Department Of Human Services	\$51,986,403
Department Of Police	\$80,254,980
Department Of Fire - Rescue	\$53,197,406
Department Of Public Works	\$22,366,099
Department Of Transit	\$11,564,407
Debt Service	\$87,696,721
Norfolk Public Schools	\$385,180,630
Total Appropriations General Fund – Operating Budget	\$1,008,355,624

Water Utility Fund	\$103,199,456
Wastewater Utility Fund	\$36,004,626
Parking Facilities Fund	\$22,690,177
Storm Water Utility Fund	\$22,861,584
Norfolk Healthcare Consortium Funds	\$105,700,538
Fleet Management Fund	\$11,673,565
Cemetery Services Fund	\$2,022,127
Emergency Preparedness And Response Fund	\$6,310,365
Golf Operations Fund	\$15,000
Waste Management Fund	\$24,987,439
Public Amenities Fund	\$8,639,216
Tax Increment Financing Fund	\$7,200,700

Towing and Recovery Operations Fund	\$1,753,474
Total Operating Funds	\$1,361,414,164

Section 2:- That unless otherwise specified by Council, all taxes and fees heretofore levied shall continue from year to year including but not limited to the increase provided in Virginia Code Section 58.1-3321 which increase the council deems to be necessary.

Section 3:- That the salaries and wages set forth in detail in said annual budget, including for the City Manager, as amended, and for offices and positions which are not embraced within said compensation plan are hereby authorized.

The positions, except where the number thereof is not under the control of the Council, set forth in said annual budget, as amended, shall be the maximum number of positions authorized for the various departments, divisions, bureaus and funds of the city during the fiscal year July 1, 2022 - June 30, 2023 and the number may be changed during said fiscal year as authorized by the Council or City Manager.

Unless the city's compensation plan provides otherwise, changes in personnel occurring during said fiscal year in classifications embraced within the city's compensation plans shall be administered by the City Manager in accordance with the regulations for the administration of the plans.

In the event any personnel authorized in the preceding year's annual budget and appropriations are notified of release due to a reduction in force, reorganizations or workforce downsizing or the staffing and organization redesign effort, such positions are hereby authorized to continue in existence until such time as adopted procedures relating to reductions in force or work force downsizing, or the staffing and organizational redesign effort are completed and implemented in accordance with its terms and conditions. Unless the Council provides otherwise, the City Manager is hereby authorized to continue all benefits and salaries throughout the period of employment from appropriated funds for the positions aforesaid, notwithstanding that said positions may or may not have been deleted

in a department budget for the fiscal year July 1, 2022 - June 30, 2023.

The Council reserves the right to change at any time during said fiscal year the compensation, including pay supplements for constitutional officers, either before or after a change in basic salary is made by the State Compensation Board, and to abolish any office or position provided for in said annual budget, as amended, except such offices or positions as it may be prohibited by law from abolishing. The City Manager is authorized to make such rearrangements and reorganizations of positions and personnel services funds between the several departments, including funds named therein, as may best meet the uses and interests of the city.

No person shall acquire any vested interest in any compensation or supplement payable under this section beyond those actually paid.

Section 4:- That all payments from the appropriations provided for in this ordinance, including those from balances remaining on June 30, 2022, to the credit of appropriations for works, improvements or other objects which have not been completed or abandoned, except those works, improvements or other objects funded by Federal, State, or other organizational grants which are hereby encumbered, shall be made at such time as the City Manager may direct, unless otherwise specified by the Council. The City Manager is hereby authorized to apply for grants and awards during the fiscal year.

Section 5:- That within several departments, funds and activities, there are hereby appropriated sufficient amounts to cover the operation of all Internal Service Funds, including the Healthcare and Fleet Management Funds. Charges for services assessed against said departments, funds and activities by the Internal Service Funds shall be accumulated in the appropriate internal service fund and expended to cover the operating costs of such funds as provided in the annual budget.

Any unexpended balances in the amounts appropriated for the Healthcare Fund at the close of business on June 30, 2022, shall not revert to the surplus of the Healthcare Fund, but shall be carried

forward on the books of the Director of Finance and be available for expenditure in the succeeding year.

Section 6:- That the various amounts appropriated by this ordinance for the several groups, as set forth in the annual budget, as amended, are to be expended for the purposes designated by said groups, provided, however, that the City Manager or a designee may authorize the transfers between account groups within departments, funds or activities of the city and a record of such transfers shall be maintained by the Director of Finance.

The City Manager or a designee is authorized to transfer from any department, fund or activity which has an excess of funds appropriated for its use of the balance of the fiscal year to any department, activity or fund all or any part of such excess, or to cause such transfers to be made, a record of all such transfers shall be maintained by the Director of Finance.

Any unexpended balances in the amounts appropriated for the Department of Public Works and Department of Transit for Street Construction and Maintenance Projects, Public Amenities Fund, Tourism Infrastructure Repair, Downtown Service District (sometimes referred to as the Downtown Improvement District), and the Norfolk Consortium at the close of business on June 30, 2022 shall not revert to the surplus of the General Fund, but shall be carried forward on the books of the Director of Finance and be available for expenditure in the succeeding year.

There are hereby appropriated the revenues from the fiscal year 2015 Five cent (\$0.05) cigarette tax increase and the fiscal year 2017 Five cent (\$0.05) cigarette tax increase for development initiatives. The City Manager is hereby authorized to expend \$653,160 of the revenues for debt service on the former J.C. Penney's building and the related acquisition of Military Circle Mall and \$27,840 of the revenues for previously authorized economic development incentive grants through the Economic Development Authority. The City Manager is hereby authorized to reserve the balance of the revenues supported by the cigarette tax increases for the purpose of business retention, feasibility analysis, debt service, and other economic development activities subject to Council authorization for expenditure. Any unspent funds at the end of the

fiscal year will be transferred to the Norfolk Economic Development Authority and will not become a part of the General Fund Balance. The aforementioned unspent funds will be expended for the purpose of business retention, feasibility analysis, debt service, and other economic development activities.

The City Manager shall provide to the City Council a mid-year budget update. Such mid-year budget update shall report the projected revenue and expenditure estimates for the entire fiscal year, receipt of unbudgeted revenues, and other major changes to the adopted budget.

There is hereby reserved in the General Fund Balance up to the amount of Sixty Six Million Eighty Five Thousand Three Hundred Thirty Seven Dollars (\$66,085,337) for the Unassigned General Fund Balance Reserve.

There is hereby reserved in the General Fund Balance the amount of Eight Million Dollars (\$8,000,000) for the Risk Management Reserve.

There is hereby reserved in the General Fund Balance the amount of Five Million Dollars (\$5,000,000) for the Economic Downturn and Leveling Reserve.

There is hereby reserved in the General Fund Balance the amount of Two Million Dollars (\$2,000,000) for the Inclusive Development Opportunity Fund.

There is hereby reserved in the General Fund Balance up to the amount of Five Million Five Hundred Sixty Seven Thousand Five Hundred Eleven Dollars (\$5,567,511) in the revolving fund for strategic land acquisitions to be expended for future land acquisitions. Unless otherwise appropriated, the proceeds of future land sales shall be deposited in the Land Acquisition Fund during the fiscal year. Such deposits are hereby appropriated for future land acquisitions. Any unobligated appropriation in the Land Acquisition/Revolving Fund for the purchase of property and related transactional costs that have not been finalized at the close of the fiscal year ending on June 30, 2022, is hereby reserved for the Land Acquisition/Revolving Fund and shall be carried forward on the books of the Director of Finance and appropriated and available for expenditure in the

succeeding year for the aforementioned purchase of property and related transactional costs.

There is hereby appropriated and authorized for expenditure the revenues, if and when received, from the fiscal year 2006 flat tax increase of one dollar (\$1.00) per room for each night of lodging at any hotel to the Norfolk Convention and Visitors Bureau (Visit Norfolk) for visitor promotion and advertising for conventions and tourism and from the fiscal year 2012 flat tax increase of one dollar (\$1.00) per room for each night of lodging at any hotel to the Norfolk Consortium.

There is hereby appropriated and authorized for expenditure for the Parking Facilities Fund up to Three Million Dollars (\$3,000,000) from the Parking Facilities Rate Stabilization Fund.

There is hereby authorized, in accordance with guidelines established by the City Manager, the execution of warrants for the disbursement of any cash in banks credited to the City's Corporate Account to meet any properly authorized and approved payment chargeable to any account of the city.

Unless otherwise specified by any other provision of local, state or federal law, operating funds appropriated to Norfolk Public Schools that have not been expended or contractually obligated at the end of the fiscal year are deemed local dollars and shall revert to the city for re-appropriation by City Council.

There are hereby appropriated and authorized for expenditure the revenues from the fiscal year 2014 Two cent (\$0.02) real estate tax increase for the School Construction, Technology and Infrastructure Program. The City Manager is hereby authorized to expend and reserve the School Construction, Technology and Infrastructure Program supported by the Two cent (\$0.02) real estate tax increase to support the needs of Norfolk Public Schools. For the purposes of policy governing the allocation of local revenue to Norfolk Public Schools, this revenue is defined as a dedicated local tax, therefore, excluded from the revenue-sharing formula calculation. Any unexpended balances in the amounts appropriated shall not revert to the surplus of the General Fund, but solely be dedicated to the School Construction, Technology and Infrastructure Program and

shall be carried forward on the books of the Director of Finance and appropriated and available for expenditure in the succeeding year.

There is hereby appropriated an amount equal to One-cent (\$0.01) of the real estate tax to support the city's resilience initiatives. For the purposes of policy governing the allocation of local revenue to Norfolk Public Schools, this revenue is defined as a dedicated local tax, therefore, excluded from the revenue-sharing formula calculation. Any unexpended balances in the amounts appropriated shall not revert to the surplus of the General Fund, but solely be dedicated to the Resilience Program and shall be carried forward on the books of the City Controller and appropriated and available for expenditure in the succeeding year.

There is hereby appropriated and authorized for expenditure the revenue from the One and nine-tenths (\$0.019) cent real estate tax for the St. Paul's People First and Redevelopment Program. For the purposes of policy governing the allocation of local revenue to Norfolk Public Schools, this revenue is defined as a dedicated local tax, therefore, excluded from the revenue-sharing formula calculation. Any unexpended balances in the amounts appropriated shall not revert to the surplus of the General Fund, but solely be dedicated to the St. Paul's People First and Redevelopment Program and shall be carried forward on the books of the City Controller and appropriated and available for expenditure in the succeeding year.

There is hereby appropriated and authorized for expenditure for Norfolk Public Schools operating support, if and when received, the 29.55 percent of the local gaming tax revenue and 29.55 percent of the non-dedicated local revenue generated from the temporary casino, when it opens, that is associated with the HeadWaters Resort & Casino project. Non-dedicated local revenue sources are defined in the Local Revenue Allocation Policy, Resolution No 1,710 (effective May 22, 2018) as "Non-Dedicated Local Tax Revenue."

Section 7:- That the FY 2023 Annual Plan, (Consolidated Plan Fiscal Years 2023-2027) for the Community Development Block Grant Program, HOME Investment Partnership Program and Emergency Solutions Grant Program attached hereto, having been reviewed and

found to be in the best interests of the city, is hereby approved.

Section 8:- That, if and when made available from the U.S. Department of Housing and Urban Development (HUD), the sum of up to Four Million Five Hundred Fifty Four Thousand, Four Hundred Fifty Four Dollars (\$4,554,454) is hereby appropriated and authorized for expenditure for the Community Development Block Grant Program (2022-2023) from the Community Development Block Grant and when such funds are realized as Program Income and earnings from the Revolving Loan Fund.

Section 9:- That the sum of up to Thirty Five Thousand Dollars (\$35,000) is hereby appropriated and authorized for expenditure for the Community Development Block Grant Program (2022-2023), if and when received from the Community Development Block Grant Local Accounts.

Section 10:- That, if and when made available from the U.S. Department of Housing and Urban Development (HUD), the sum of up to One Million Four Hundred Fifty Seven Thousand Six Hundred Twelve Dollars (\$1,457,612) is hereby appropriated and authorized for expenditure for the HOME Investment Partnership Program (2022-2023) from the HOME Investment Partnership Program Grant and when such funds are realized as Program Income.

Section 11:- That, if and when made available from the U.S. Department of Housing and Urban Development (HUD), the sum of up to Three Hundred Eighty Four Thousand Six Hundred Thirty Seven Dollars (\$384,637) is hereby appropriated and authorized for expenditure for the Emergency Solutions Program (2022-2023) from the Emergency Solutions Grant.

Section 12:- That the City Manager is designated as the certifying officer and authorized representative of the City of Norfolk and shall provide the assurance required by the provisions of the Housing and Community Development Act of 1974, as amended, and the regulations adopted pursuant to such Act.

Section 13:- That the City Manager is further authorized and directed to give to the U.S. Department of Housing and Urban Development (HUD) and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, documents and other materials

which are related to the grant funds and is further authorized and directed to do all things necessary and proper to apply for, accept, receive and modify current and prior year grant funds to carry out the program.

Section 14:- That the reoccurring grants listed below, having been reviewed and found to be in the best interest of the city, are hereby accepted, appropriated and authorized for expenditure if and when received.

(a) That, if and when made available from the Supreme Court of Virginia, the sum of up to Two Hundred Forty Thousand Dollars (\$240,000) is hereby appropriated and authorized for expenditure for the Adult Drug Court Program from Adult Drug Treatment Court grant.

(1) That a local cash match of up to Seventy Eight Thousand Five Hundred Dollars (\$78,500) in appropriated funds and up to Thirty Thousand Dollars (\$30,000) in program fees are hereby authorized to be expended for the Adult Drug Court Program from the Circuit Court Judges General Fund Account.

(b) That, if and when made available from Supreme Court of Virginia, the sum of up to Fifty Thousand Dollars (\$50,000) is hereby appropriated and authorized for expenditure for the Vivitrol Program from the Vivitrol grant.

(c) That, if and when made available from U.S. Department of Health and Human Services, the sum of up to Six Million Two Hundred Forty Five Thousand Dollars (\$6,245,000) is hereby appropriated and authorized for expenditure for the Ryan White HIV/AIDS Program - Part A HIV Emergency Relief from the Ryan White HIV/AIDS grant.

(d) That, if and when made available from the Virginia Department of Criminal Justice Services, the sum of up to One Million Two Hundred Eighty One Thousand Eight Hundred Fifty Five Dollars (\$1,281,855) is hereby appropriated and authorized for expenditure for the Norfolk Criminal Justice Services (NCJS) Agency from the Comprehensive Community Corrections Act grant.

(1) That a local cash match of up to Eighty Eight Thousand Nine Hundred Thirty Two Dollars (\$88,932) in appropriated funds is

hereby authorized to be expended for the Norfolk Criminal Justice Services (NCJS) Agency from the City Manager General Fund Account.

(e) That if and when made available from Commonwealth of Virginia Compensation Board, the sum of up to Two Hundred Forty Seven Thousand Dollars (\$247,000) is hereby appropriated and authorized for expenditure for the Technology Program from the Virginia Technology Trust Fund.

(f) That, if and when made available from Virginia Department of Criminal Justice Services, the sum of up to Forty Five Thousand Dollars (\$45,000) is hereby appropriated and authorized for expenditure for the Virginia Sexual and Domestic Violence Victims Fund Paralegal from the Virginia Sexual and Domestic Violence Victims Fund.

(g) That, if and when made available from Virginia Department of Criminal Justice Services, the sum of up to Eighty Seven Thousand Dollars (\$87,000) is hereby appropriated and authorized for expenditure for the Prosecution Program from the Violence Against Women Act VSTOP Grant Program.

(1) That a local cash match of up to Twenty Nine Thousand Dollars (\$29,000) in appropriated funds is hereby authorized to be expended for the Prosecution Program from the Commonwealth's Attorney General Fund Account.

(h) That, if and when made available from Virginia Department of Criminal Justice Services, the sum of up to Two Hundred Fifty Three Thousand Dollars (\$253,000) is hereby appropriated and authorized for expenditure for the Victim Services Program from the Victims of Crime Act Grant Program.

(1) That a local cash match of up to Sixty Four Thousand Dollars (\$64,000) in appropriated funds is hereby authorized to be expended from the Commonwealth's Attorney General Fund Account.

(i) That, if and when made available from the Virginia Department of Criminal Justice Services, the sum of up to One Hundred Eighty-Nine Thousand

Two Hundred Seventeen (\$189,217) is hereby appropriated and authorized for expenditure for the Victims of Crime Act Victims Services Grant Program restoration funding.

(j) That, if and when made available from Virginia Department of Criminal Justice Services, the sum of up to Seven Hundred Thirty Thousand Dollars (\$730,000) is hereby appropriated and authorized for expenditure for the Victim Services Program from the Victim Witness Assistance Grant Program.

(k) That, if and when made available from Virginia Commission for the Arts, the sum of up to Four Thousand Five Hundred Dollars (\$4,500) is hereby appropriated and authorized for expenditure for the Creative Communities Partnership program from the Creative Communities Partnership Grant.

(l) That a local cash match of up to Four Thousand Five Hundred Dollars (\$4,500) in appropriated funds is hereby authorized to be expended for the Creative Communities Partnership program from the Communications General Fund Account.

(l) That, if and when made available from COX Communications Hampton Roads, LLC, the sum of up to One Hundred Thousand Dollars (\$100,000) is hereby appropriated and authorized for expenditure for the Public Education Program from the Public Education Grants (PEG).

(m) That, if and when made available from Virginia Department of Emergency Management, the sum of up to One Million Nine Hundred Eighty Eight Thousand Four Hundred Fifty Four Dollars (\$1,988,454) is hereby appropriated and authorized for expenditure for the Flood Mitigation Assistance Program from the Flood Mitigation Assistance Grant.

(n) That, if and when made available from Virginia Department of Emergency Management, the sum of up to One Hundred Fourteen Thousand Dollars (\$114,000) is hereby appropriated and authorized for expenditure for the Local Emergency Management Program from the Local Emergency Management grant.

(1) That a local cash match of up to One Hundred Fourteen Thousand Dollars (\$114,000)

in appropriated funds is hereby authorized to be expended for the Local Emergency Management Program from the Emergency Preparedness and Response Fund Account.

(o) That, if and when made available from Commonwealth of Virginia - Virginia 9-1-1 Services Board, the sum of up to Three Thousand Dollars (\$3,000) is hereby appropriated and authorized for expenditure for the Public Safety Answering Point Program from the Virginia Information Technologies Agency - Public Safety Answering Point grant.

(p) That, if and when made available from the U.S. Department of Homeland Security, Federal Emergency Management Assistance, the sum of up to One Million One Hundred Eighty Two Thousand Dollars (\$1,182,000) is hereby appropriated and authorized for expenditure for the purchase of a fire rescue vehicle from the Assistance to Firefighters Grant.

(1) That a local cash match of up to One Hundred Eighteen Thousand Two Hundred Dollars (\$118,200) is hereby authorized to be expended for the purchase of a fire rescue vehicle.

(q) That, if and when made available from Virginia Department of Fire Programs, the sum of up to One Million Eighty Five Thousand Dollars (\$1,085,000) is hereby appropriated and authorized for expenditure for the Aid to Localities Program from the Virginia Department of Fire Programs - Aid to Localities Grant.

(r) That, if and when made available from Virginia Department of Health and the Department of Emergency Medical Services, the sum of up to Two Hundred Thousand Dollars (\$200,000) is hereby appropriated and authorized for expenditure for the Emergency Medical Services program from the Four for Life - Emergency Medical Services Grant.

(s) That, if and when made available from Virginia Department of Health and the Department of Emergency Medical Services, the sum of up to Thirty Five Thousand Dollars (\$35,000) is hereby appropriated and authorized for expenditure for the Rescue Squad Assistance Fund.

(1) That a local cash match of up to Thirty Five Thousand (\$35,000) Dollars in appropriated funds is hereby authorized to be expended for the purchase of video laryngoscopes.

(t) That, if and when made available from Virginia Department of Emergency Management, the sum of up to Thirty Five Thousand Dollars (\$35,000) is hereby appropriated and authorized for expenditure for the Homeland Security Grant.

(u) That, if and when made available from The Leary Foundation, the sum of up to Twenty Five Thousand Two Hundred Dollars (\$25,200) is hereby appropriated and authorized for expenditure for the Leary Foundation Grant.

(v) That, if and when made available from Virginia Department of Fire Programs, the sum of up to Twenty Five Thousand Dollars (\$25,000) is hereby appropriated and authorized for expenditure for the Conference and Education Assistance Grant.

(w) That, if and when made available from Eastern Virginia Medical School, the sum of up to Eight Thousand Dollars (\$8,000) is hereby appropriated and authorized for expenditure for the Pulse Point Program.

(x) That, if and when made available from revenue from fines and fees for HAZMAT related incidents, the sum of One Hundred Thousand Dollars (\$100,000) is hereby appropriated and authorized for expenditure.

(y) That, if and when made available from the Commonwealth of Virginia Children's Services Act Program, the sum of up to Eight Million Six Hundred Forty Thousand Dollars (\$8,640,000) is hereby appropriated and authorized for expenditure for the Virginia Children's Services Act program from the Virginia Children's Services Act grant.

(1) That a local cash match of up to Three Million Three Hundred Sixty Thousand Dollars (\$3,360,000) in appropriated funds is hereby authorized to be expended for the Virginia Children's Services Act program from the Human Services General Fund Account.

(z) That, if and when made available from the Virginia Department of Juvenile Justice, the sum of up to Six Hundred Forty Thousand Dollars (\$640,000) is hereby appropriated and authorized for expenditure for the Virginia Juvenile Community Crime Control Act Program from the Virginia Juvenile Community Crime Control Act grant.

(1) That a local cash match of up to Six Hundred Forty Thousand Dollars (\$640,000) in appropriated funds is hereby authorized to be expended for the Virginia Juvenile Community Crime Control Act Program from the Human Services General Fund Account.

(aa) That, if and when made available from Schools and Libraries Division of the Universal Service Fund E-Rate Reimbursement Program, the sum of up to Eighty Thousand Dollars (\$80,000) is hereby appropriated and authorized for expenditure for the E-Rate Reimbursement Program from the E-Rate Reimbursement Program grant.

(bb) That, if and when made available from Hampton Roads Community Foundation, the sum of up to Eighteen Thousand Five Hundred Dollars (\$18,500) is hereby appropriated and authorized for expenditure for the Hampton Roads Community Foundation Grant.

(cc) That, if and when made available from Norfolk Public Library Foundation, the sum of up to Ten Thousand Dollars (\$10,000) is hereby appropriated and authorized for expenditure for the Sargeant Memorial Collection and Maker Studio Programs.

(dd) That, if and when made available from Friends of Norfolk Public Library, the sum of up to Five Thousand Dollars (\$5,000) is hereby appropriated and authorized for expenditure for various programs.

(ee) That, if and when made available from Friends of Norfolk Public Library, the sum of up to Twenty Five Thousand Dollars (\$25,000) is hereby appropriated and authorized for expenditure for the Summer Reading Program.

(ff) That, if and when made available from Virginia Department of Behavioral Health and

Developmental Services, the sum of up to Three Hundred Ten Thousand Dollars (\$310,000) is hereby appropriated and authorized for expenditure for the Crisis Stabilization Program.

(gg) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, through the Hampton Newport News Community Services Board (HNNCSB), the sum of up to One Hundred Thousand Dollars (\$100,000) is hereby appropriated and authorized for expenditure for the Norfolk Community Services Board to provide Emergency Services from the Emergency Services Grant Program.

(hh) That, if and when made available from Virginia Department of Social Services, the sum of up to Two Hundred Forty Four Thousand Dollars (\$244,000) is hereby appropriated and authorized for expenditure for the Flexible Employment Supports Team for TANF Participants program from the Flexible Employment Supports Team for TANF Participants grant.

(1) That a local cash match of up to Eighty One Thousand Five Hundred Dollars (\$81,500) in appropriated funds is hereby authorized to be expended for the Flexible Employment Supports Team for TANF Participants program from the Norfolk Community Services Board General Fund Account.

(ii) That, if and when made available from Virginia Department of Social Services, the sum of up to Four Hundred Eleven Thousand Dollars (\$411,000) is hereby appropriated and authorized for expenditure for the Flexible Employment Supports Team for TANF Participants program from the TANF Participants grant.

(1) That a local cash match of up to Forty One Thousand One Hundred Dollars (\$41,100) in appropriated funds is hereby authorized to be expended for the Flexible Employment Supports Team for TANF Participants program from the Norfolk Community Services Board General Fund Account.

(jj) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, the sum of up to Two Hundred Thousand Dollars (\$200,000) is hereby

appropriated and authorized for expenditure for the Forensic Program of Assertive Community Treatment from the Forensic Program of Assertive Community Treatment grant.

(kk) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, allocated by Chesapeake Integrated Behavioral Health Care, the sum of up to Two Hundred Thousand Dollars (\$200,000) is hereby appropriated and authorized for expenditure for the Norfolk Community Services Board to provide forensic discharge planner services to Hampton Roads Regional Jail.

(ll) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, the sum of up to Six Hundred Twenty Thousand Dollars (\$620,000) is hereby appropriated and authorized for expenditure for the Outpatient Services Program from the Mental Health System Transformation Excellence and Performance in Virginia grant.

(mm) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, the sum of up to Two Hundred Eighty Three Thousand Dollars (\$283,000) is hereby appropriated and authorized for expenditure for the Primary Care Program from the Mental Health System Transformation Excellence and Performance in Virginia grant.

(nn) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, the sum of up to Two Hundred Seventy Thousand Dollars (\$270,000) is hereby appropriated and authorized for expenditure for the Same Day Access Program from the Mental Health System Transformation Excellence and Performance in Virginia grant.

(oo) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, the sum of up to One Hundred Forty Five Thousand Dollars (\$145,000) is hereby appropriated and authorized for expenditure for the Peer Recovery Center Program from the Mental Health System Transformation Excellence and Performance in Virginia grant.

(pp) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, the sum of up to Eighty Five Thousand Dollars (\$85,000) is hereby appropriated and authorized for expenditure for the Veteran's Services Program from the Mental Health System Transformation Excellence and Performance in Virginia grant.

(qq) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, the sum of up to One Hundred Thirty One Thousand Dollars (\$131,000) is hereby appropriated and authorized for expenditure for the Peer Recovery Center from the Peer Recovery Center grant.

(rr) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, the sum of up to Two Million Six Hundred Ten Thousand Dollars (\$2,610,000) is hereby appropriated and authorized for expenditure for the Permanent Supportive Housing program from the Permanent Supportive Housing grant.

(ss) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, the sum of up to Five Hundred Seventy Thousand Dollars (\$570,000) is hereby appropriated and authorized for expenditure for the Pharmacy and Medication Support Program from the Pharmacy and Medication Support grant.

(tt) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, through the Health Planning Region Planning V, the sum of up to Twenty Five Thousand Dollars (\$25,000) is hereby appropriated and authorized for expenditure for the Norfolk Community Services Board to provide psychiatry services for children and adolescents.

(uu) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, the sum of up to Two Hundred Thousand Dollars (\$200,000) is hereby appropriated and authorized for expenditure for

the Substance Use Disorder Prevention Program from the Substance Use Disorder Prevention grant.

(vv) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, the sum of up to Four Hundred Forty Three Thousand Dollars (\$443,000) is hereby appropriated and authorized for expenditure for the Substance Use Disorder Recovery Program from the Substance Use Disorder Recovery grant.

(ww) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, the sum of up to One Hundred Thousand Dollars (\$100,000) is hereby appropriated and authorized for expenditure for the Substance Use Disorder Treatment Program from the Substance Use Disorder Treatment grant.

(xx) That, if and when made available from Virginia Department of Behavioral Health and Developmental Services, the sum of up to One Hundred Thirty Thousand Dollars (\$130,000) is hereby appropriated and authorized for expenditure for the Medication Assisted Treatment for Opioid Use Disorder Program from the Virginia State General Fund.

(yy) That, if and when made available from U.S. Department of Justice, the sum of up to Two Hundred Thousand Dollars (\$200,000) is hereby appropriated and authorized for expenditure for the Edward Byrne Memorial Justice Assistance Grant Program from the Edward Byrne Memorial Justice Assistance grant.

(zz) That, if and when made available from Virginia Department of Motor Vehicles, the sum of up to Forty Two Thousand Dollars (\$42,000) is hereby appropriated and authorized for expenditure for the Alcohol Program from the DMV Selective Enforcement grant.

(1) That a local cash match of up to Twenty One Thousand Dollars (\$21,000) in appropriated funds is hereby authorized to be expended for the Alcohol Enforcement Program from the Police General Fund Account.

(aaa) That, if and when made available from Department of Motor Vehicles, the sum of up to

Nine Thousand Dollars (\$9,000) is hereby appropriated and authorized for expenditure for the Occupancy Protection Program from the DMV Selective Enforcement grant.

(1) That a local cash match of up to Four Thousand Five Hundred Dollars (\$4,500) is hereby appropriated and authorized to be expended for the Occupancy Protection Program from the Police General Fund Account.

(bbb) That, if and when made available from Virginia Department of Motor Vehicles, the sum of up to Forty Eight Thousand Dollars (\$48,000) is hereby appropriated and authorized for expenditure for the Speed Enforcement Program from the DMV Selective Enforcement grant.

(1) That a local cash match of up to Twenty Four Thousand Dollars (\$24,000) in appropriated funds is hereby authorized to be expended for the Speed Enforcement Program from the Police General Fund Account.

(ccc) That, if and when made available from Federal Emergency Management Agency, the sum of up to One Hundred Thousand Dollars (\$100,000) is hereby appropriated and authorized for expenditure for the Port Security Grant.

(1) That a local cash match of up to Thirty Five Thousand Dollars (\$35,000) in appropriated funds is hereby authorized to be expended for the Port Security Grant from the Police General Fund Account.

(ddd) That, if and when made available from Virginia Department of Environmental Quality, the sum of up to Fifty Thousand Dollars (\$50,000) is hereby appropriated and authorized for expenditure for the Keep Norfolk Beautiful Program from the Litter Prevention and Recycling Program grant.

(eee) That, if and when made available from the Sheriff, funds generated from the 811 Market Place Program (Inmate Commissary Account), the sum of up to Three Hundred Thousand Dollars (\$300,000) is hereby appropriated and authorized for expenditure for 811 Market Place Program.

(fff) That, if and when made available from funds generated from the Sheriff's Inmate Commissary Account, the sum of up to Two Hundred

Fifteen Thousand Dollars (\$215,000) is hereby appropriated and authorized for expenditure for the Inmate Classification Specialist Program.

(ggg) That, if and when made available from funds generated from Sheriff's Community Corrections Program (Work Release, Inmate Work Force, and Electronic Monitoring), the sum of up to Five Hundred Eighty Six Thousand Dollars (\$586,000) is hereby appropriated and authorized for expenditure for the Sheriff's Community Correction Program.

(hhh) That, if and when made available from Virginia Department of Criminal Justice Services, the sum of up to Thirty Nine Thousand Dollars (\$39,000) is hereby appropriated and authorized for expenditure for the Addiction Recovery Program from the Addiction Recovery Grant Program.

(iii) That, if and when made available from Virginia Department of Criminal Justice Services, the sum of up to One Hundred Fifty One Thousand Dollars (\$151,000) is hereby appropriate and authorized for expenditure for the Residential Substance Abuse Treatment Program.

(1) That a local cash match of up to Fifty One Thousand Dollars (\$51,000) in appropriated funds is hereby authorized to be expended for the Residential Substance Abuse Treatment Program.

(jjj) That, if and when made available from U.S. Department of Justice, the sum of up to Seventy Eight Thousand Dollars (\$78,000) is hereby appropriated and authorized for expenditure for the State Criminal Alien Assistance Program from the State Criminal Alien Assistance Program grant.

(kkk) That, if and when made available from U.S. Marshal Service, the sum of up to Two Hundred Thousand Dollars (\$200,000) is hereby appropriated and authorized for expenditure for the U.S. Marshal Services Program.

(lll) That, if and when made available from the Virginia Department of Transportation State of Good Repair - Primary Extension Program, the sum of up to One Million Five Hundred Thousand Dollars

(\$1,500,000) is hereby appropriated and authorized for expenditure for the project.

Section 15:- That there is hereby set-aside from the General Fund revenues a sum sufficient, estimated at Five Million Three Hundred Thousand Dollars (\$5,300,000) to be the amount by which revenue is reduced for the purpose of providing real estate tax exemptions and deferrals for the elderly and disabled under Chapter 24, Article IV, Division 2 of the Norfolk City Code, 1979, real estate tax exemptions for disabled veterans pursuant to Code of Virginia, Section 58.1-3219.5, and real estate tax exemptions of the principal residences of surviving spouses of members of the armed forces of the United States killed in action, pursuant to Code of Virginia, Section 58.1-3219.9.

The Department of Human Services, as designated by the City Manager, shall administer this program.

Section 16:- There are hereby appropriated the revenues from the taxes imposed on the service district created by Council pursuant to Section 15.2-2400 of the Code of Virginia, 1950, as amended, known as the Downtown Service District (sometimes referred to as the Downtown Improvement District) in the estimated amount set out in a line item in the attachments incorporated into this ordinance, to be used by the Downtown Norfolk Council for the purposes set out in Section 24-212.1 of the Code of the City of Norfolk (1979), as amended, and in Section 15.2-2403 of the Code of Virginia, 1950, as amended.

Section 17:- That the provisions of this ordinance are hereby declared to be severable. If any part, section provision, sentence, clause or phrase, or the application thereof to any person or circumstance, is adjudged to be unconstitutional or invalid for any reason, the remainder of the ordinance shall remain in full force and effect and its validity shall not be impaired, it being the legislative intent now hereby declared that the ordinance would have been adopted even if such invalid matter had not been included or if such invalid application had not been made.

Section 18:- That this ordinance shall be in effect from and after July 1, 2022.

CERTIFICATION OF FUNDING
Account No.: Various
Amount: \$1,418,172,079.00

Adopted by Council May 10, 2022
Effective July 1, 2022

TRUE COPY
TESTE:

RICHARD ALLAN BULL

BY:

CHIEF DEPUTY CITY CLERK

Grantee SF-424's and Certification(s)

DocuSign Envelope ID: A30444C9-B312-4507-9577-020CF2568003

OMB Number: 4040-0004
Expiration Date: 12/31/2022

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		
* 3. Date Received:	<input type="text"/> * If Revision, select appropriate letter(s): <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
4. Applicant Identifier:		<input type="text"/> * Other (Specify): <input type="text"/> City of Norfolk	
5a. Federal Entity Identifier:	<input type="text"/>		
5b. Federal Award Identifier:	<input type="text"/> B-22-NC510016		
State Use Only:			
6. Date Received by State:	<input type="text"/>		
7. State Application Identifier:			
8. APPLICANT INFORMATION:			
* a. Legal Name: <input type="text"/> City of Norfolk			
* b. Employer/Taxpayer Identification Number (EIN/TIN):		* c. UEI:	
<input type="text"/> 54-6001455		<input type="text"/> RS60CM873FA3	
d. Address:			
* Street1:	<input type="text"/> 810 Union Street		
Street2:	<input type="text"/>		
* City:	<input type="text"/> Norfolk		
County/Parish:	<input type="text"/>		
* State:	<input type="text"/> VA: Virginia		
Province:	<input type="text"/>		
* Country:	<input type="text"/> USA: UNITED STATES		
* Zip / Postal Code:	<input type="text"/> 23510-8047		
e. Organizational Unit:			
Department Name:	<input type="text"/> Division Name: <input type="text"/> Housing and Community Dev. <input type="text"/> HUD Entitlement		
f. Name and contact information of person to be contacted on matters involving this application:			
Prefix:	<input type="text"/>	* First Name:	<input type="text"/> Jacqueline
Middle Name:	<input type="text"/>		
* Last Name:	<input type="text"/> Wiggins		
Suffix:	<input type="text"/>		
Title:	<input type="text"/> Bureau Manager		
Organizational Affiliation:			
<input type="text"/> N/A			
* Telephone Number:	<input type="text"/> 757-664-2467	Fax Number:	<input type="text"/>
* Email:	<input type="text"/> jacqueline.wiggins@norfolk.gov		

Application for Federal Assistance SF-424			
* 9. Type of Applicant 1: Select Applicant Type:			
<input type="text" value="C: City or Township Government"/>			
Type of Applicant 2: Select Applicant Type:			
<input type="text"/>			
Type of Applicant 3: Select Applicant Type:			
<input type="text"/>			
* Other (specify):			
<input type="text"/>			
* 10. Name of Federal Agency:			
<input type="text" value="U.S. Department of Housing and Urban Development (HUD)"/>			
11. Catalog of Federal Domestic Assistance Number:			
<input type="text" value="14.21B"/>			
CFDA Title:			
<input type="text" value="Community Development Block Grant"/>			
* 12. Funding Opportunity Number:			
<input type="text" value="PY2022 Program Formula Allocation"/>			
* Title:			
<input type="text" value="Community Planning and Development Allocations for FY 2023 (PY2022)"/>			
13. Competition Identification Number:			
<input type="text"/>			
Title:			
<input type="text"/>			
14. Areas Affected by Project (Cities, Counties, States, etc.):			
<input type="text"/>		<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>
<input type="button" value="View Attachment"/>			
* 15. Descriptive Title of Applicant's Project:			
<input type="text" value="The FY 2023 (PY2022) Annual Action Plan for CDBG consists of provisions for public service, public improvements, affordable housing, economic development, and other related purposes."/>			
Attach supporting documents as specified in agency instructions.			
<input type="button" value="Add Attachments"/>		<input type="button" value="Delete Attachments"/>	<input type="button" value="View Attachments"/>

Application for Federal Assistance SF-424			
16. Congressional Districts Of:			
* a. Applicant	<input type="text" value="2-3"/>		
* b. Program/Project See AP			
Attach an additional list of Program/Project Congressional Districts if needed.			
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>			
17. Proposed Project:			
* a. Start Date:	<input type="text" value="07/01/2022"/>		
* b. End Date: <input type="text" value="06/30/2023"/>			
18. Estimated Funding (\$):			
* a. Federal	<input type="text" value="4,435,015.00"/>		
* b. Applicant	<input type="text"/>		
* c. State	<input type="text"/>		
* d. Local	<input type="text" value="35,000.00"/>		
* e. Other	<input type="text"/>		
* f. Program Income	<input type="text"/>		
* g. TOTAL	<input type="text" value="4,470,015.00"/>		
19. Is Application Subject to Review By State Under Executive Order 12372 Process?			
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/> .			
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.			
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.			
20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)			
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If "Yes", provide explanation and attach			
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="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 216, Section 1001)			
<input checked="" type="checkbox"/> ** 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:	<input data-bbox="372 1389 577 1417" type="text" value="Dr. "/>	* First Name:	<input type="text" value="Larry"/>
Middle Name:	<input data-bbox="796 1431 838 1459" type="text" value="H. "/>		
* Last Name:	<input type="text" value="Filer"/>		
Suffix:	<input type="text" value="Ph.D"/>		
* Title:	<input type="text" value="City Manager"/>		
* Telephone Number:	<input type="text" value="757-664-4242"/>	Fax Number:	<input type="text"/>
* Email:	<input type="text" value="CityMgr@norfolk.gov"/>		
* Signature of Authorized Representative:			* Date Signed: 5/20/2022 1:21:22 PM PDT

Community Development Block Grant
ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681, 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

Previous Edition Usable

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Standard Form 424D (Rev. 7-97)
Prescribed by OMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		TITLE	
City Manager		City Manager	
APPLICANT ORGANIZATION		DATE SUBMITTED	
City of Norfolk		5/20/2022 2:22 PM PDT	

SF-424D (Rev. 7-97) Back

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="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> * Other (Specify): <input type="text"/>	
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>	5a. Federal Entity Identifier: <input type="text"/>	
5b. Federal Award Identifier: <input type="text"/>		6. Date Received by State: <input type="text"/>	
7. State Application Identifier: <input type="text"/>			
8. APPLICANT INFORMATION:			
* a. Legal Name: <input type="text"/>			
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text"/>		* c. UEI: <input type="text"/>	
d. Address:			
* Street1: <input type="text"/>	810 Union Street		
Street2: <input type="text"/>			
* City: <input type="text"/>	Norfolk		
County/Parish: <input type="text"/>			
* State: <input type="text"/>	VA: Virginia		
Province: <input type="text"/>			
* Country: <input type="text"/>	USA: UNITED STATES		
* Zip / Postal Code: <input type="text"/>			
e. Organizational Unit:			
Department Name: <input type="text"/>	Division Name: <input type="text"/>		
f. Name and contact information of person to be contacted on matters involving this application:			
Prefix: <input type="text"/>	* First Name: <input type="text"/>		
Middle Name: <input type="text"/>			
* Last Name: <input type="text"/>			
Suffix: <input type="text"/>			
Title: <input type="text"/>			
Organizational Affiliation: <input type="text"/>			
* Telephone Number: <input type="text"/>		Fax Number: <input type="text"/>	
* Email: <input type="text"/>			

Application for Federal Assistance SF-424			
<p>* 9. Type of Applicant 1: Select Applicant Type: C: City or Township Government</p>			
<p>Type of Applicant 2: Select Applicant Type: [Redacted]</p>			
<p>Type of Applicant 3: Select Applicant Type: [Redacted]</p>			
<p>* Other (specify): [Redacted]</p>			
<p>* 10. Name of Federal Agency: U.S. Department of Housing and Urban Development (HUD)</p>			
<p>11. Catalog of Federal Domestic Assistance Number: 14.231</p>			
<p>CFDA Title: Emergency Solutions Grant</p>			
<p>* 12. Funding Opportunity Number: PY22 Program Formula Allocation</p>			
<p>* Title: Community Planning and Development Allocation for FY2023 (PY2022)</p>			
<p>13. Competition Identification Number: [Redacted]</p>			
<p>Title: The FY 2023 (PY2022) Annual Action Plan for ESG consists of providing street outreach, emergency shelter, day shelter, rapid rehousing, homeless prevention, and administration.</p>			
<p>14. Areas Affected by Project (Cities, Counties, States, etc.): [Redacted] Add Attachment Delete Attachment View Attachment</p>			
<p>* 15. Descriptive Title of Applicant's Project: [Redacted]</p>			
<p>Attach supporting documents as specified in agency instructions. Add Attachments Delete Attachments View Attachments</p>			

Application for Federal Assistance SF-424			
16. Congressional Districts Of:			
* a. Applicant	2 - 3		
* b. Program/Project See AP			
Attach an additional list of Program/Project Congressional Districts if needed.			
<input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>			
17. Proposed Project:			
* a. Start Date:	07/01/2022		
* b. End Date: 06/30/2023			
18. Estimated Funding (\$):			
* a. Federal	382,849.00		
* b. Applicant	<input type="text"/>		
* c. State	<input type="text"/>		
* d. Local	<input type="text"/>		
* e. Other	<input type="text"/>		
* f. Program Income	<input type="text"/>		
* g. TOTAL	382,849.00		
19. Is Application Subject to Review By State Under Executive Order 12372 Process?			
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/> . <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.			
20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)			
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If "Yes", provide explanation and attach			
<input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="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)			
<input checked="" type="checkbox"/> ** 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:	Dr.	* First Name:	Larry
Middle Name:	H	<input type="text"/>	
* Last Name:	Miller	<input type="text"/>	
Suffix:	II	<input type="text"/>	
* Title:	City Manager	<input type="text"/>	
* Telephone Number:	757-664-4242	Fax Number:	<input type="text"/>
* Email:	CityMgr@horfolk.gov		
* Signature of Authorized Representative:			* Date Signed: 5/24/2022 11:526 AM

Emergency Solutions Grant

[View Burden Statement](#)

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681, 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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Standard Form 424D (Rev. 7-97)
Prescribed by OMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		TITLE	
City Manager		City Manager	
APPLICANT ORGANIZATION		DATE SUBMITTED	
City of Norfolk		5/20/2022 2:22 PM PDT	

SF-424D (Rev. 7-97) Back

Application for Federal Assistance SF-424			
* 1. Type of Submission:		* 2. Type of Application: * If Revision, select appropriate letter(s):	
<input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		<input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	
* 3. Date Received:		4. Applicant Identifier:	
<input type="text"/>		<input type="text"/> City of Norfolk	
5a. Federal Entity Identifier:		5b. Federal Award Identifier:	
<input type="text"/>		<input type="text"/> M-22-NC510203	
State Use Only:			
6. Date Received by State:		7. State Application Identifier:	
8. APPLICANT INFORMATION:			
* a. Legal Name: <input type="text"/> City of Norfolk			
* b. Employer/Taxpayer Identification Number (EIN/TIN):		* c. UEI:	
<input type="text"/> 54-6001455		<input type="text"/> RS6DCMB73FA3	
d. Address:			
* Street1: <input type="text"/> 810 Union Street			
Street2: <input type="text"/>			
* City: <input type="text"/> Norfolk			
County/Parish: <input type="text"/>			
* State: <input type="text"/> VA: Virginia			
Province: <input type="text"/>			
* Country: <input type="text"/> USA: UNITED STATES			
* Zip / Postal Code: <input type="text"/> 23510-8047			
e. Organizational Unit:			
Department Name:		Division Name:	
<input type="text"/> Housing and Community Dev.		<input type="text"/> HUD Entitlement Unit	
f. Name and contact information of person to be contacted on matters involving this application:			
Prefix:		* First Name: <input type="text"/> Jacqueline	
Middle Name:		<input type="text"/>	
* Last Name: <input type="text"/> Wiggins			
Suffix:		<input type="text"/>	
Title: <input type="text"/> Bureau Manager			
Organizational Affiliation:			
<input type="text"/>		<input type="text"/>	
* Telephone Number: <input type="text"/> 757-664-4257		Fax Number:	
* Email: <input type="text"/> HUDentitlements@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: <input type="text"/>	
Type of Applicant 3: Select Applicant Type: <input type="text"/>	
* Other (specify): <input type="text"/>	
* 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 Partnership Program	
* 12. Funding Opportunity Number: PY2022 Program Formula Allocation Title: Community Planning and Development Allocations for FY 2023 (PY2022)	
13. Competition Identification Number: <input type="text"/> Title: <input type="text"/>	
14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
* 15. Descriptive Title of Applicant's Project: The FY2023 (PY2022) Annual Action Plan for HOME consists of Tenant-Based Rental Assistance, Homeowner Assistance, and CHDO Development.	
Attach supporting documents as specified in agency instructions. <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>	

Application for Federal Assistance SF-424			
16. Congressional Districts Of:			
* a. Applicant	<input type="text" value="2-3"/>		
* b. Program/Project See AP			
Attach an additional list of Program/Project Congressional Districts if needed.			
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>			
17. Proposed Project:			
* a. Start Date:	<input type="text" value="07/01/2022"/>		
* b. End Date: <input type="text" value="06/30/2023"/>			
18. Estimated Funding (\$):			
* a. Federal	<input type="text" value="1,378,254.00"/>		
* b. Applicant	<input type="text"/>		
* c. State	<input type="text"/>		
* d. Local	<input type="text"/>		
* e. Other	<input type="text"/>		
* f. Program Income	<input type="text" value="211,114.00"/>		
* g. TOTAL	<input type="text" value="1,589,368.00"/>		
19. Is Application Subject to Review By State Under Executive Order 12372 Process?			
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/> . <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.			
20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)			
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If "Yes", provide explanation and attach			
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="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 216, Section 1001)			
<input checked="" type="checkbox"/> ** 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:	<input data-bbox="372 1389 577 1417" type="text" value="Dr. "/>	* First Name:	<input type="text" value="Larry"/>
Middle Name:	<input data-bbox="796 1431 829 1459" type="text" value="H. "/>		
* Last Name:	<input type="text" value="Filer"/>		
Suffix:	<input type="text" value="Ph.D"/>		
* Title:	<input type="text" value="City Manager"/>		
* Telephone Number:	<input type="text" value="757-664-4242"/>	Fax Number:	<input type="text"/>
* Email:	<input type="text" value="CityMgr@norfolk.gov"/>		
* Signature of Authorized Representative:	 * Date Signed: 5/10/2022 2:22 PM PDT		

HOME Investment Partnerships

[View Burden Statement](#)

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681, 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		TITLE	
City Manager		City Manager	
APPLICANT ORGANIZATION		DATE SUBMITTED	
City of Norfolk		5/20/2022 2:22 PM PDT	

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CERTIFICATIONS

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

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

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

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

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.


Signature of Authorized Official

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Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2022 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

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

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

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

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



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City Manager
Title

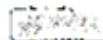
Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

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

Subsidy layering -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.



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Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation - If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs - In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation - Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services - The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for these individuals.

Matching Funds - The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality - The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement - To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan - All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy - The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.



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APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

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



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