

*City of Chesapeake*

**Consolidated Plan**  
**ANNUAL ACTION PLAN**  
**FOR**  
**FISCAL YEAR 2018-2019**  
**PROGRAM YEAR 44**



**Chesapeake**  
VIRGINIA

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**Application for Federal Assistance SF-424**

<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>
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<b>* 3. Date Received:</b> <input type="text" value="05/10/2018"/>	<b>4. Applicant Identifier:</b> <input type="text"/>
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<b>5a. Federal Entity Identifier:</b> <input type="text"/>	<b>5b. Federal Award Identifier:</b> <input style="background-color: yellow;" type="text"/>
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**State Use Only:**

<b>6. Date Received by State:</b> <input type="text"/>	<b>7. State Application Identifier:</b> <input type="text"/>
--	--

**8. APPLICANT INFORMATION:**

<b>* a. Legal Name:</b> <input type="text" value="City of Chesapeake"/>
---

<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text" value="VA 510288"/>	<b>* c. Organizational DUNS:</b> <input type="text" value="0634147590000"/>
--	--

**d. Address:**

<b>* Street1:</b> <input type="text" value="306 Cedar Road"/>
<b>Street2:</b> <input type="text"/>
<b>* City:</b> <input type="text" value="Chesapeake"/>
<b>County/Parish:</b> <input type="text"/>
<b>* State:</b> <input type="text" value="VA: Virginia"/>
<b>Province:</b> <input type="text"/>
<b>* Country:</b> <input type="text" value="USA: UNITED STATES"/>
<b>* Zip / Postal Code:</b> <input type="text" value="23322-5514"/>

**e. Organizational Unit:**

<b>Department Name:</b> <input type="text" value="Department of Planning"/>	<b>Division Name:</b> <input type="text" value="Community Development"/>
--	---

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

<b>Prefix:</b> <input type="text" value="Ms."/>	<b>* First Name:</b> <input type="text" value="Jaleh"/>
<b>Middle Name:</b> <input type="text" value="M"/>	
<b>* Last Name:</b> <input type="text" value="Shea"/>	
<b>Suffix:</b> <input type="text"/>	

<b>Title:</b> <input type="text" value="Director of Planning"/>
---

<b>Organizational Affiliation:</b> <input type="text"/>
--

<b>* Telephone Number:</b> <input type="text" value="757-382-6176"/>	<b>Fax Number:</b> <input type="text" value="757-382-8356"/>
--	--

<b>* Email:</b> <input type="text" value="jshea@cityofchesapeake.net"/>
---

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,733,454.00"/>
* b. Applicant	<input type="text" value="103,280.00"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="1,836,734.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

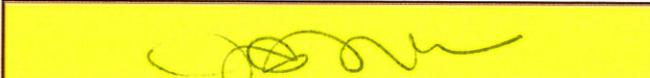
**Authorized Representative:**

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

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative: 

\* Date Signed:

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 01/31/2019

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.

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

### **Introduction**

Based on U.S. Census population and metropolitan area data, the City of Chesapeake has been designated by the Department of Housing and Urban Development (HUD) as an “entitlement” city eligible to receive annual formula grants. As such, the City is required to prepare and submit a Five (5) Year Consolidated Plan that provides a data driven, community stakeholder analysis and assessment of the City's unmet community development needs and an Annual Action Plan (AAP) that describes how those needs will be addressed during a twelve (12) month period. During Program Year (PY) 43, which began July 1, 2017 and ends June 30, 2018, the City received \$1,028,373 in CDBG funds and \$366,682 in HOME funds. These funds were used to address one or more of HUD’s established national objectives to benefit low and moderate-income persons; aid in the prevention of slum and blight; and to meet a need having a particular urgency. The PY 44 AAP is a concise summary of the proposed activities that will take place beginning July 1, 2018 and ending June 30, 2019. The PY 44 AAP also serves as the City's application for CDBG and HOME entitlement funds that will be leveraged with local resources for decent housing, suitable living environments and youth development.

### **Summarize the objectives and outcomes identified in the Plan**

The goals and objectives identified in the City's 2014/2015 - 2018/2019 Five (5) Year Consolidated Plan are:

1. Goal 1: Preserve Existing Housing - Objective 1: Improve living conditions of occupied substandard housing (decent housing) - Outcome 1: A viable and safe affordable housing stock (sustainability).
2. Goal 2: Improve Public Welfare, Health & Safety - Objective 2: Remove conditions that threaten public health and safety (suitable living environment) - Outcome 2: Improved public places and facilities (sustainability).
3. Goal 3: Increase Affordable Housing - Objective 3: Expand affordable owner occupied and rental housing opportunities (decent housing) - Outcome 3: Increased affordable housing options (sustainability).
4. Goal 4: Expand Economic Development - Objective 4: Increase training, mentorship, and self-improvement (economic development) - Outcome 4: Improved employability and self-reliance (sustainability).
5. Goal 5: Reduce homelessness - Objective 5: Increase shelter and homeless prevention services (decent housing) - Outcome 5: Housing stability (sustainability).
6. Goal 6: Youth Development - Objective 6: Accessible affordable activities that promote social, moral, emotional, physical, and cognitive development (youth development) - Outcome 6: Positive attitudes and behaviors (sustainability).

### **Evaluation of past performance**

The City's annual CDBG and HOME allocations provide flexibility in addressing the City's unique needs over a broad spectrum. During PY 43, the City allocated CDBG and HOME funds for fire prevention tools and education for eligible homeowners; infrastructure and public facility improvements; homeless prevention and housing stabilization; youth enrichment; affordable

**Application for Federal Assistance SF-424**

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

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

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

Department of Housing and Urban Development

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

CFDA Title:

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

14.218 (CDBG) and 14.239 (HOME)

\* Title:  
Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME)

**13. Competition Identification Number:**

Title:

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

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

Program Year 44 2018: Community Development Block Grant Entitlement: \$1,182,627  
Program Year 44 2018: HOME Investment Partnership Program Entitlement: \$550,827

Attach supporting documents as specified in agency instructions.

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
APPLICANT ORGANIZATION City of Chesapeake	DATE SUBMITTED 5/22/18

housing development and homeownership assistance; pre apprenticeship training; and affordable housing preservation. CDBG and HOME funds also helped to cover the cost to manage, administer, and monitor these activities to ensure timely performance and regulatory compliance. PY 43 accomplishments will be detailed and submitted to HUD in the City's Consolidated Annual Performance and Evaluation Report (CAPER) in September 2018.

### **Program Year 42 CDBG/HOME Annual Action Plan Goals & Accomplishments**

<b>ACTIVITIES</b>	<b>GOAL</b>	<b>ACTUAL</b>
Smoke Detector Program	100 households	57 households
Residential Rehabilitation	15	12
Community Housing Development Organizations	1	0
*CRHA Affordable Housing Project – Dunedin	2	2
*Homeownership Development Assistance (DPA)	4	3
Chesapeake Homeless Prevention Program (ForKids, Inc.)	32 emergency shelter; 30 rapid rehoused; 3 transitional housing	32 emergency shelter; 30 rapid rehoused; 3 transitional housing; 66 families assisted
Homeless Support Services at Heron's Landing	65	68
Code Enforcement	1000	1907 closed
Children's Harbor Public Improvements	Facility Improvements	Roof and ceiling repairs , automated heating and cooling system
Children's Harbor Broadlawn Enrichment	5	8
Builders Training Academy	3	4
Ropes Course Initiative	Underway	Underway
Habitat for Humanity – Acquisition & Rehabilitation	1	0
**Neighborhood Stabilization Program – Single Unit Rehab	3	Underway
Permanent Supportive Housing For Veterans	Underway	Groundbreaking August 10, 2017
City Projects	Underway	Rena B. Wright Public Park Lighting and Fencing Upgrades

*\*Reprogrammed HOME Funds*

*\*\*Neighborhood Stabilization Program Funds*

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

As required by the City of Chesapeake's Citizen Participation Plan, a 30 day public comment period and two (2) public hearings advertised in printed and electronic media outlets, were held on December 6, 2017 at the South Norfolk Branch Library and on December 7, 2017 at the Indian River Branch Library to allow residents to voice their opinions about the City's housing and community development needs and how they should be addressed. A request for input from the City's Housing and Community Development Planning Partners was solicited on December 19, 2017. A draft copy of the 2018-2019 Annual Action Plan was disseminated and posted on the City various media outlets for an additional 30 day comment period that began

March 11, 2018 and ended April 10, 2018. The PY 44 AAP Final Statement of Objectives were noticed, considered and approved at the May 8, 2018 City Council Meeting. No comments were received.

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	CHESAPEAKE	Planning Department
HOME Administrator	CHESAPEAKE	Planning Department

Table 1 – Responsible Agencies

The City of Chesapeake is an independent city formed in 1963 through the consolidation of City of South Norfolk and Norfolk Counties. The City's Council-Manager form of local government combines the political leadership of elected officials with the managerial experience of a professional City Manager. Chesapeake has eight council members and a Mayor elected at large.

The City Council is Chesapeake's legislative body that sets policy, approves the budget, and sets the tax rate. The City Manager is responsible for the day-to-day administration of the City and serves as City Council's Chief Advisor. The City Manager prepares a recommended budget, recruits and hires most of the government's staff, and carries out the council's policies.

#### Consolidated Plan Public Contact Information

Address: City of Chesapeake - 306 Cedar Road, Chesapeake, VA 23322

Contact: Jaleh M. Shea, AICP, Chesapeake Planning Director

Email Address: [jshea@cityofchesapeake.net](mailto:jshea@cityofchesapeake.net),

Phone Number: 757.382.617,

City Website: [www.cityofchesapeake.net](http://www.cityofchesapeake.net)

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

### **Introduction**

The Annual Action Plan (AAP) was developed through a collaborative process that involves Planning Partners including City departments and ad hoc groups; Chesapeake Redevelopment and Housing Authority; nonprofit agencies; community organizations; and citizens. The Chesapeake Planning Department is responsible for administering, managing and compliance monitoring of the City's HUD entitlement funds.

The Planning Department serves as the lead agency responsible for coordinating the five (5) year and annual consolidated planning processes which includes convening citizen input meetings, membership on multiple community development boards and committees, participating in multi-disciplinary community development initiatives, formal and informal consultation with service providers and stakeholders, and educating the community about housing and community development needs at City Town Hall meetings.

### **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))**

Each year the City consults with a broad range of housing and community development stakeholders and "Planning Partners" to develop the AAP. Based on an assessment of needs and input from stakeholders and citizens, a draft AAP, that is consistent with the City's 2035 Comprehensive Plan, is written. Planning Partners include representatives from City Departments and non-profit organizations who have their pulse on the City's housing and community development needs, resources, and the opportunities for developing partnerships to improve services and infrastructure for low to moderate-income persons in Chesapeake.

City and political subdivision partners include Chesapeake Redevelopment and Housing Authority; Public Works; Health; Chesapeake Integrated Behavioral Healthcare; Chesapeake Human Services; Economic Development; Chesapeake Libraries and Research Services; and Parks, Recreation and Tourism. Non-profit partners include Endependence Center, Inc., ForKids, Inc.; the Hampton Roads Planning District Commission; the Planning Council; Senior Services of Southeastern Virginia; Habitat for Humanity of South Hampton Roads; STOP, Incorporated; Hampton Roads Community Housing Resource Board; and Children's Harbor Places and Programs for Children. The draft AAP is reviewed by stakeholders and citizens for comment and revised as appropriate prior to City Council's review and adoption.

### **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.**

Chesapeake is one of 30 public, non-profit, and faith based members of the Southeastern Virginia Homeless Coalition (SVHC) who work to provide a comprehensive range of services and programs for those at risk of and/or are experiencing homelessness. This is accomplished by coordinating and implementing the annual Point in Time Count of homeless persons, operating a centralized, coordinated service entry and assessment system, and developing and

implementing standards of screening and providing assistance to homeless persons. With the Planning Council as the lead agency, the SVHC works to secure funding for housing and support services and maximize those resources by adopting best practices, making strategic funding decisions, prioritizing and assisting the most vulnerable and striving for continual improvement.

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

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

1	<b>Agency/Group/Organization</b>	CHESAPEAKE REDEVELOPMENT AND HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Chesapeake Redevelopment and Housing Authority is a political subdivision of the Commonwealth of Virginia with a nine member Board of Commissioners appointed by the Chesapeake City Council. CRHA provides quality, safe, decent, and sanitary housing opportunities for very low, low and low to moderate-income families and promotes self-sufficiency by offering financial tools to accelerate the self-sufficiency and upward mobility of these families. Additionally, CRHA is the City's Fair Housing Office and is currently partnering with the City to increase affordable housing.
2	<b>Agency/Group/Organization</b>	Chesapeake Human Services
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Employment Child Welfare Agency Other government - Federal Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Anti-poverty Strategy Social Services
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Chesapeake Human Services administers supplemental nutrition assistance; Medicaid; foster care and adoption services; childcare assistance; child and adult protection services; juvenile delinquency prevention and secure services; family services for at risk youth and families; and emergency assistance. The goal is to connect individuals and families with resources to help them overcome poverty, abuse, and neglect to shape strong futures for themselves, their families, and their communities.

3	<b>Agency/Group/Organization</b>	Chesapeake Health Department
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Other government - State Other government - Local Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Health
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Health Department works to prevent illness, promote healthy lifestyles and protect the environment. The Healthy Chesapeake Initiative is working to build a culture of wellness that supports, sustains and advocates for a healthier City where residents can live, learn, play, work and worship. While the efforts are citywide, the priority focus is on neighborhoods and residents experiencing the highest levels of poverty and crime coupled with lower levels of homeownership and other economic challenges.
4	<b>Agency/Group/Organization</b>	Chesapeake Integrated Behavioral Healthcare
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Persons with Disabilities Services-Persons with HIV/AIDS Other government - State Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Mental Health and Substance Abuse
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Chesapeake Integrated Behavioral Healthcare (CIBH) is the City's provider of mental health, substance abuse and intellectual disability services, including services for infants with developmental delays. Through a collaboration with Access AIDS Care, CIBH provides free HIV education and free monthly testing for individuals enrolled in our intensive outpatient programs to overcome drug and alcohol addictions.
5	<b>Agency/Group/Organization</b>	SENIOR SERVICES OF SOUTHEASTERN VIRGINIA
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Services for the Elderly

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Senior Services of Southeastern Virginia provides information, referrals, direct programs and support services for seniors, adults with disabilities, and caregiver families. Services include Age Readiness Community Planning and Advocacy; Care Coordination, In-Home Services and Meals on Wheels; I-Ride transportation; Wellness Centers and Personal Health Education; Medicare Benefits Counseling and Informational Seminars; and Ombudsman services to help individuals and families deal with issues in long-term care facilities. The goal is livable communities for all ages that allow seniors to live with choice and dignity in their community of choice.
6	<b>Agency/Group/Organization</b>	Planning Department
	<b>Agency/Group/Organization Type</b>	Other government - Local Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Planning Department works with citizens and community leaders to build a consensus on how the City should grow, both in the short and long term. This is accomplished through the coordination of a variety of land planning functions that range from creating a 20-year vision for the future of Chesapeake to reviewing all new development proposals to ensure they reflect this vision. The Planning Department is comprised of five divisions: Administrative, Community Development, Comprehensive Planning, Current Planning and Planning Management Support.
7	<b>Agency/Group/Organization</b>	Chesapeake Economic Development
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Chesapeake Economic Development provides the business community with the diverse opportunities, tools and resources needed to succeed while fostering economic development through the expansion of existing businesses and the creation of new businesses to aid in the creation of jobs and capital investments.
8	<b>Agency/Group/Organization</b>	The Endependence Center, Incorporated
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Regional organization

	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Advocacy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Endependence Center works to prepare individuals and the community for the full integration of persons with disabilities into society by (1) providing direct services to individuals with severe disabilities that result in a greater level of independence and community integration/functioning and by (2) providing services/advocacy in the community that result in a greater awareness of disability issues, physical and programmatic accessibility and systems change.
9	<b>Agency/Group/Organization</b>	Hampton Roads Planning District Commission
	<b>Agency/Group/Organization Type</b>	Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Hampton Roads Planning District Commission is a regional forum where the quality of life, economic, emergency management, housing, planning, and water resource strategies are researched, analyzed and deliberated for implementation. The HRPDC's Housing Division's activities include the Hampton Roads Disabilities Board which is the connector between the disabled community and local government; the regional Hampton Roads Housing Consortium that links governmental, private and non-profit affordable housing organizations; the Hampton Roads Housing Resource Portal that identifies service gaps and duplication; and the Hampton Roads Loan Fund Partnership's Downpayment Assistance Program for eligible homebuyers.
10	<b>Agency/Group/Organization</b>	City of Chesapeake Department of Public Utilities
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Public Health and Safety
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public Utilities projects renovate and upgrade existing sanitary sewer systems city wide to improve sewer service and ensure public safety. The Cost Participation Program provides neighborhoods with failing septic tanks, non-functioning wells and other water/sewer issues existing in areas not served by public utilities a mechanism to petition for public utilities. Several water/sewer improvements projects in low to moderate area census tracts are underway.
11	<b>Agency/Group/Organization</b>	Chesapeake Police Department
	<b>Agency/Group/Organization Type</b>	Other government - Local

	<b>What section of the Plan was addressed by Consultation?</b>	Public Safety and Youth Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Chesapeake Police Department's Crime Prevention Unit develops, supports, and facilitates a comprehensive strategy that accurately identifies and effectively deals with issues of crime in the City of Chesapeake. The Chesapeake Crime Prevention Council works with the Police Department to encourage citizens/businesses to participate in crime prevention and reduction programs; educate the community on their roles and responsibilities in preventing and reducing crime; identify crime problems and support community based programs to address those problems; improve attitudes and communication between citizens/businesses and law enforcement officials and support law enforcement efforts in crime prevention and reduction. The Police Department also offers the Virginia Rules Camp, which is a law themed, interactive, educational, outdoor, recreational summer day camp, designed as a fun way for parents and students to learn about the law and how it positively applies to their everyday lives.
12	<b>Agency/Group/Organization</b>	HABITAT FOR HUMANITY SOUTH HAMPTON ROADS
	<b>Agency/Group/Organization Type</b>	Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Affordable Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Habitat for Humanity South Hampton Roads strengthens lives and preserves neighborhoods through sustainable, self-reliant, affordable homeownership.
13	<b>Agency/Group/Organization</b>	Chesapeake Public Library
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	City-wide information and research services
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Chesapeake Public Library and Research Services provide citywide information and research services to all residents. Some of the services are designed to help close the gaps of unmet resident needs are job help services, homework help, mobile apps, income tax help in partnership with AARP, Inc., and community outreach to those who are unable to visit branch libraries.

14	<b>Agency/Group/Organization</b>	Hampton Road Community Housing Resource Board
	<b>Agency/Group/Organization Type</b>	Regional Fair Housing Consortium
	<b>What section of the Plan was addressed by Consultation?</b>	Fair Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Hampton Roads Community Housing Resource Board (HRCHRB) is the coordinating agency for fair housing issues across its seven member cities - Chesapeake, Hampton, Newport News, Norfolk, Portsmouth, Suffolk and Virginia Beach. Representatives are municipal community development professionals, public housing authority representatives and a variety of private and nonprofit entities with an interest in fair housing. HRCHRB sponsors the Hampton Roads Fair Housing website as a service to the Hampton Roads community intended to expand both the understanding and assurance of fair housing for all its citizens.

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

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	The Planning Council	The Southeastern Virginia Homeless Coalition's goal to reduce the number of those who become homeless, reduce the length of homelessness, and reduce returns to homelessness.
2035 Comprehensive Plan	Chesapeake Planning Department	The City's Five Year Consolidated Plan's goals are purposefully consistent with and in alignment with the City's 2035 Comprehensive Plan goals for Land Use, Growth Management, the Economy, Natural and Historic Resources, Housing, Transportation, Water and Sewer, Stormwater and Solid Water Management, Schools, Police and Fire/Emergency Management, Parks and Recreation, Libraries, Human Services and Cultural Facilities.
Data Book	The Hampton Roads Planning District Commission	The Hampton Roads Planning District Commission is a resource for legislative, regulatory, regional and local research referenced during the development of the City's Consolidated Plan goals.

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

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

**1. Summary of citizen participation process/Efforts made to broaden citizen participation**

The PY 44 Annual Action Plan was developed in accordance with the City's adopted Citizen Participation Plan. As such, the required public notices were advertised and public hearings convened to garner input and citizen comments on the City's most pressing community development and housing needs and how those needs should be addressed. In addition, input was solicited and received from the City's CD Planning Partners and via one-on-one conversations with individuals, families and community stakeholders. Finally, input from relevant Federal, State and Local research, reports and data were also used to substantiate prioritized needs and proposed responses to meet those needs.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	2	The most pressing needs included the lack of affordable housing, food deserts, and transportation to resources.		

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)
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing				

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Internet Outreach	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Service Providers</p>	<p>Pressing needs submitted include homeless families in crisis; homeless prevention services; safe, affordable housing options; safe, sanitary living conditions; elderly/disabled homeowners living in substandard conditions; housing and jobs for homeless and post incarceration re-entries; food deserts; transportation to resources; slum lording; parenting classes; youth opioid/substance abuse; gangs; early childhood literacy; 55 and better population engagement; accessible recreational opportunities/improved recreation infrastructure; and safe walkable communities</p>	11 responses	None	

**Table 4 – Citizen Participation Outreach**

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

### Introduction

### 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	\$1,182,627	0	0	\$1,182,627	0	This is based on the City's current Community Development Block Grant allocation. Funds will be used for infrastructure improvements, public facilities, youth development, affordable housing preservation, and job training.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	\$550,827	0	0	\$550,827	0	This is based on the City's current HOME Investment Partnership Program allocation. Funds will be used for acquisition, new construction, rental assistance, and homeownership development.
Continuum of Care	public - federal	Housing Other	0	0	0	0	0	

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: \$		
Public Housing Capital Fund	public - federal	Housing Multifamily rental rehab	0	0	0	0	0	

**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**

In addition to these funds, the City will leverage \$74,362 non-federal funds to meet its HOME Program match requirement. One hundred percent of these funds will benefit low to moderate-income persons and communities in Chesapeake.

**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 of Chesapeake conveyed 6.358 acres to develop a 50 unit affordable housing project to Cypress Landing, LLC to serve disabled and/or homeless veterans. The expected completion date for the project is mid to late October 2018.

## 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	Reduce Homelessness	2014	2018	Homeless		Reduce Homelessness	CDBG: \$114,927 HOME: \$205,501	Tenant-based rental assistance / Rapid Rehousing: 75 Households Assisted Homeless Person Overnight Shelter: 35 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 11 Beds Homelessness Prevention: 34 Persons Assisted
2	Increase Affordable Housing	2014	2018	Affordable Housing		Affordable Housing	HOME: \$281,982	Homeowner Housing Added: 1 Household Housing Unit Direct Financial Assistance to Homebuyers: 13 Households Assisted
3	Preserve Existing Housing	2014	2018	Affordable Housing		Preserve Existing Housing	CDBG: \$190,334	Homeowner Housing Rehabilitated: 15 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Improve Public Welfare, Health, & Safety	2014	2018	Non-Housing Community Development	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK	Improve Public Welfare, Health, and Safety	CDBG: \$539,241	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5000 Persons Assisted Housing Code Enforcement/Foreclosed Property Care: 1000 Household Housing Unit
5	Enhance Youth Development	2014	2018	Non-Housing Community Development		Youth Development	CDBG: \$101,600	Other: 55 Other

Table 6 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	<b>Reduce Homelessness</b>
	<b>Goal Description</b>	Tenant Based Rental Assistance for eligible individuals/families; Rapid Rehousing for 68 families; Transitional Housing for 11 families; Emergency Shelter for 35 families; and Homeless Prevention case management for 34 individuals.
2	<b>Goal Name</b>	<b>Increase Affordable Housing</b>
	<b>Goal Description</b>	Downpayment and Closing Costs Assistance for 13 eligible homebuyers and an affordable residential housing unit developed for 1 eligible homebuyer.
3	<b>Goal Name</b>	<b>Preserve Existing Housing</b>
	<b>Goal Description</b>	Financial assistance will be provided to 15 eligible elderly and/or disabled homeowners to make housing code compliant home repairs and fire prevention education/smoke detection devices will be provided to eligible homeowners.
4	<b>Goal Name</b>	<b>Improve Public Welfare, Health, &amp; Safety</b>
	<b>Goal Description</b>	Public improvements will take place at Children's Harbor Chesapeake, Plymouth Park, Southwestern Park and citywide as needed and environmental, property maintenance and zoning code enforcement will take place in CDBG eligible census tracts.
5	<b>Goal Name</b>	<b>Enhance Youth Development</b>
	<b>Goal Description</b>	Childcare and early childhood development at Children's Harbor Chesapeake, Boys and Girls Clubs afterschool enrichment programs at Marshall and Truitt Title I Schools and the completion of a youth Ropes Initiatives Course.

## AP-35 Projects – 91.220(d)

### Proposed Projects

1. City Projects
2. Children’s Harbor Chesapeake Infants and Toddlers Program
3. Chesapeake Fire Smoke/Fire Prevention Program
4. Chesapeake’s Ropes Initiatives Course
5. Chesapeake Homeless Response Program
6. Children’s Harbor Chesapeake Public Improvements
7. Tenant Based Rental Assistance
8. Supportive Housing at Heron’s Landing
9. Boys and Girls Clubs of Southeastern Virginia Afterschool Program
10. Community Housing and Development Organization
11. Call Chesapeake Home Homeownership Assistance Program
12. Elderly/Disabled Homeowner Home Repair Program
13. Plymouth Park Playground Improvement Program
14. Southwestern Park Playground Improvement Program
15. Environmental Code Enforcement
16. CDBG City Administration
17. CDBG CRHA Administration
18. HOME CRHA Administration

<b>1</b>	<b>Project Name</b>	PY 44 City Projects - CDBG
	<b>Target Area</b>	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK
	<b>Goals Supported</b>	Improve Public Welfare, Health, & Safety
	<b>Needs Addressed</b>	Improve Public Welfare, Health, and Safety
	<b>Funding</b>	CDBG: \$98,241
	<b>Description</b>	Funds will be used to make public facility and infrastructure improvements to increase health, safety, accessibility, and public welfare.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	City Wide
	<b>Location Description</b>	City Wide

	<b>Planned Activities</b>	Improvements to publicly-owned facilities and infrastructure such as streets, playgrounds, and underground utilities, buildings, etc. that are open to the general public
2	<b>Project Name</b>	PY 44 Children's Harbor Chesapeake Infants and Toddlers Program
	<b>Target Area</b>	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK
	<b>Goals Supported</b>	Enhance Youth Development
	<b>Needs Addressed</b>	Youth Development
	<b>Funding</b>	CDBG: \$35,000
	<b>Description</b>	Funds will be used for licensed affordable, year round, full day child care and early childhood development program for infants, toddlers and their parents
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5 infants/toddlers
	<b>Location Description</b>	Provide full day, year round developmentally appropriate care and resources/parent education opportunities for parents and partial coverage of facility rent increase at 2400 Strawberry Lane, Chesapeake, VA.
<b>Planned Activities</b>	Licensed childcare and early childhood development programming for 5 days a week for 10.5-11 hours a day	
3	<b>Project Name</b>	PY 44 Fire Prevention and Smoke Detector Program
	<b>Target Area</b>	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK
	<b>Goals Supported</b>	Preserve Existing Housing
	<b>Needs Addressed</b>	Preserve Existing Housing
	<b>Funding</b>	CDBG: \$10,334
	<b>Description</b>	Funds will be used to for smoke/carbon monoxide detectors for residential units and fire prevention training/education primarily for low-income, disabled and elderly residents
	<b>Target Date</b>	6/30/2019

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	The Fire Department will install dual action hearing impaired smoke/carbon monoxide detectors and batteries and kitchen hood automatic extinguishing agents in residential units and provide fire prevention training primarily for low-income, disabled and elderly residents.
<b>4</b>	<b>Project Name</b>	PY 44 Ropes Initiatives Course
	<b>Target Area</b>	SOUTH NORFOLK
	<b>Goals Supported</b>	Enhance Youth Development
	<b>Needs Addressed</b>	Youth Development
	<b>Funding</b>	CDBG: \$57,600
	<b>Description</b>	Funds will be used to complete the construction of a youth development ropes initiative course that includes an experimental learning cycle and youth intervention/prevention curriculums.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Upon completion of construction, the ropes course initiative which helps building and Adventure Prevention program will target middle and high school aged youth.
	<b>Location Description</b>	Cornland Park, 2908 Benefit Road, Chesapeake, VA
	<b>Planned Activities</b>	Completion of the ropes course
<b>5</b>	<b>Project Name</b>	PY 44 Chesapeake Homeless Response Program
	<b>Target Area</b>	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK
	<b>Goals Supported</b>	Reduce Homelessness
	<b>Needs Addressed</b>	Reduce Homelessness
	<b>Funding</b>	CDBG: \$105,927
	<b>Description</b>	Funds will be used to provide emergency shelter, rehousing and crisis/case management services for homeless and those at risk of homelessness

	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Emergency shelter for 35 families; rapid rehousing for 68 families; transitional housing for 7 families; and responses to 12773 crisis hotline calls
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	Provide hotel/motel vouchers for 35 families; financial assistance/support services for 68 families; permanent supportive housing for 7 families, and assist 1600 Chesapeake residents via the Regional Housing Crisis Hotline.
<b>6</b>	<b>Project Name</b>	PY 44 Children's Harbor Chesapeake Public Improvements
	<b>Target Area</b>	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK
	<b>Goals Supported</b>	Improve Public Welfare, Health, & Safety
	<b>Needs Addressed</b>	Improve Public Welfare, Health, and Safety
	<b>Funding</b>	CDBG: \$29,000
	<b>Description</b>	Funds will be used to make Facility Needs Assessment health and safety improvements to ensure a safe, decent and sanitary environment at the licensed, sliding scale childcare facility.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Children who receive childcare/early childhood development programming
	<b>Location Description</b>	2800 Strawberry Lane, Chesapeake, VA 23324
	<b>Planned Activities</b>	Facility improvements will include replacement of the water heater, exterior lighting and installation of a cooling tower
<b>7</b>	<b>Project Name</b>	PY 44 Tenant Based Rental Assistance
	<b>Target Area</b>	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK
	<b>Goals Supported</b>	Increase Affordable Housing
	<b>Needs Addressed</b>	Improve Public Welfare, Health, and Safety
	<b>Funding</b>	HOME: \$213,763

	<b>Description</b>	Funding be used to provide rental assistance for eligible Chesapeake residents
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Families will receive rental assistance for at least 12 months.
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	Rental assistance will be provided to eligible residents including referrals from the Chesapeake Homeless Response Program
8	<b>Project Name</b>	PY 44 Supportive Housing At Heron's Landing
	<b>Target Area</b>	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK
	<b>Goals Supported</b>	Reduce Homelessness
	<b>Needs Addressed</b>	Reduce Homelessness
	<b>Funding</b>	CDBG: \$9,000
	<b>Description</b>	Funds will be used to provide homeless prevention case management services to Chesapeake Heron's Landing residents.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	34 Heron's Landing residents will receive homeless prevention case management services
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	Permanent supportive housing and onsite case management for housing stabilization and recovery from homelessness
9	<b>Project Name</b>	PY 44 Boys and Girls Clubs of Southeastern Virginia After School Program
	<b>Target Area</b>	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK
	<b>Goals Supported</b>	Enhance Youth Development
	<b>Needs Addressed</b>	Youth Development
	<b>Funding</b>	CDBG: \$9,000

	<b>Description</b>	Funds will be used to provide afterschool enrichment programming at Truitt and Marshall public schools
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	50 youth will participate in the afterschool program
	<b>Location Description</b>	Truitt Intermediate School - 1100 Holly Avenue, Chesapeake, VA 23324 Thurgood Marshall Elementary - 2706 Border Road, Chesapeake, VA 23324
	<b>Planned Activities</b>	Activities will include homework help, job readiness, money management, leadership clubs, and fitness programming
<b>10</b>	<b>Project Name</b>	PY 44 Community Housing and Development Organization (CHDO)
	<b>Target Area</b>	SOUTH NORFOLK
	<b>Goals Supported</b>	Increase Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$74,362
	<b>Description</b>	Funds will be used to develop an affordable housing unit
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	One eligible homebuyer
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	Acquire, rehab and transfer one affordable single family residential housing unit
<b>11</b>	<b>Project Name</b>	PY 44 Call Chesapeake Home Homeownership Assistance Program
	<b>Target Area</b>	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK
	<b>Goals Supported</b>	Increase Affordable Housing
	<b>Needs Addressed</b>	Improve Public Welfare, Health, and Safety
	<b>Funding</b>	HOME: \$207,620

	<b>Description</b>	Funds will be used to provide financial assistance to eligible first time homebuyers
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	13 eligible 1st time homebuyers will receive financial assistance
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	Downpayment and closing costs assistance will be provided
<b>12</b>	<b>Project Name</b>	PY 44 Homeowner Home Repair Program
	<b>Target Area</b>	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK
	<b>Goals Supported</b>	Preserve Existing Housing
	<b>Needs Addressed</b>	Preserve Existing Housing
	<b>Funding</b>	CDBG: \$180,000
	<b>Description</b>	Funds will be used to provide financial assistance to elderly and disabled Chesapeake residents to make housing code compliance repairs to their homes
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Funds will be used to provide financial assistance for housing code compliant repairs and energy efficient improvements
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	Make housing code compliant repairs, energy efficient improvements and accessibility modifications in homeowner units for elderly and disabled residents.
<b>13</b>	<b>Project Name</b>	PY 44 Plymouth Park Improvements
	<b>Target Area</b>	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK
	<b>Goals Supported</b>	Improve Public Welfare, Health, & Safety
	<b>Needs Addressed</b>	Improve Public Welfare, Health, and Safety
	<b>Funding</b>	CDBG: \$92,000

	<b>Description</b>	Funds will be used to make improvements at Plymouth Park
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Park usage will increase by 25%
	<b>Location Description</b>	699 Pond Lane Chesapeake, VA
	<b>Planned Activities</b>	Installation of an ADA compliant playground to improve accessibility
<b>14</b>	<b>Project Name</b>	PY 44 Southwestern Park Revitalization
	<b>Target Area</b>	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK
	<b>Goals Supported</b>	Improve Public Welfare, Health, & Safety
	<b>Needs Addressed</b>	Improve Public Welfare, Health, and Safety
	<b>Funding</b>	CDBG: \$113,000
	<b>Description</b>	Funds will be used to make public improvements at Southwestern Park
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	25% increase in park usage
	<b>Location Description</b>	4016 Airline Boulevard, Chesapeake, VA
	<b>Planned Activities</b>	Installation of an ADA compliant playground to improve accessibility
<b>15</b>	<b>Project Name</b>	PY 44 Environmental Code Enforcement
	<b>Target Area</b>	SOUTH NORFOLK
	<b>Goals Supported</b>	Improve Public Welfare, Health, & Safety
	<b>Needs Addressed</b>	Improve Public Welfare, Health, and Safety
	<b>Funding</b>	CDBG: \$207,000
	<b>Description</b>	Funds will be used to enforce code compliance to protect public health and eliminate blight
	<b>Target Date</b>	6/30/2019

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1000 violations will be resolved
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	Code compliance inspectors will locate and cite code and zoning ordinance property maintenance, graffiti, inoperable vehicles, demolition and board ups of unsafe structures violations and serve as a community resource for code compliance and property maintenance information and applicability.
<b>16</b>	<b>Project Name</b>	PY 44 City Administration - CDBG
	<b>Target Area</b>	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK
	<b>Goals Supported</b>	Preserve Existing Housing Improve Public Welfare, Health, & Safety Increase Affordable Housing Reduce Homelessness Enhance Youth Development
	<b>Needs Addressed</b>	Preserve Existing Housing Improve Public Welfare, Health, and Safety Affordable Housing Economic Development Reduce Homelessness Youth Development
	<b>Funding</b>	CDBG: \$191,810
	<b>Description</b>	Funds will be used to cover the cost to administering, managing and monitor program and fiscal CPD funded activities
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	City Wide
	<b>Location Description</b>	City Wide

	<b>Planned Activities</b>	Administer and managing consolidated planning process; issue request for proposals; subrecipient monitoring; IDIS and PeopleSoft fiscal accounting and local/state/federal reporting; environmental reviews; IDIS; annual action plan (AAP) and CAPER eCon submissions
<b>17</b>	<b>Project Name</b>	PY 44 CDBG Administration - CRHA
	<b>Target Area</b>	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK
	<b>Goals Supported</b>	Preserve Existing Housing Improve Public Welfare, Health, & Safety Increase Affordable Housing Reduce Homelessness Enhance Youth Development
	<b>Needs Addressed</b>	Preserve Existing Housing Improve Public Welfare, Health, and Safety Affordable Housing Economic Development Reduce Homelessness Youth Development
	<b>Funding</b>	CDBG: \$44,715
	<b>Description</b>	Funds will be used to manage CDBG funded Children's Harbor Public Improvements projects and administer city wide Fair Housing activities
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	City Wide
	<b>Location Description</b>	City Wide
	<b>Planned Activities</b>	Oversee Children's Harbor facility improvement projects, serve as City's Fair Housing Office administering Fair Housing activities and address Fair Housing inquiries and complaints city wide
<b>18</b>	<b>Project Name</b>	PY 44 HOME Administration - CRHA
	<b>Target Area</b>	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK

<b>Goals Supported</b>	Preserve Existing Housing Improve Public Welfare, Health, & Safety Increase Affordable Housing Reduce Homelessness Enhance Youth Development
<b>Needs Addressed</b>	Preserve Existing Housing Improve Public Welfare, Health, and Safety Affordable Housing Economic Development Reduce Homelessness
<b>Funding</b>	HOME: \$55,082
<b>Description</b>	Funds will be used for HOME program affordability monitoring and loan servicing, CHDO program administration and Fair Housing activities
<b>Target Date</b>	6/30/2019
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	City Wide
<b>Location Description</b>	City Wide
<b>Planned Activities</b>	HOME program affordability monitoring, HOME program loan servicing and CHDO administration

**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**

As part of its goal to provide timely and accurate information to the community, the Planning Department releases a Statistical Profile of the City of Chesapeake annually. The profile provides citizens, other City departments/agencies, private organizations and agencies, and prospective businesses with a general overview of statistics pertaining to Chesapeake’s physical growth, including demographics and information about the development of land in the area. Included is a population estimate, by census tracts, in the eight (8) planning areas in the City, historical population growth overview with future population projections, and a recap of the new residential development activity in the City during the past couples of years.

Demographic factors such as age, race, household data, income and poverty status statistics for families and children living below poverty level are also provided on a citywide basis. The January 1, 2018 population estimate for the City was 243,336 representing a 1.23% increase over the 2017 population estimate of 239,399. This estimate is comparable to the Weldon Cooper Center for Public Service July 1, 2017 estimate of 242,655. The adopted Chesapeake 2035 Comprehensive Plan rate of growth policy states that the overall target for the City is to accommodate an annual population growth of between 1 and 2 percent. The 2018 population estimate is within the target growth rate. CDBG funded activities located/provided specifically in the South Norfolk borough are the Residential Rehabilitation Program for Elderly and Disabled Homeowners, the Plymouth Park Revitalization, and the Boys and Girls Clubs.

**Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
GREATER CAMPOSTELLA SQUARE COMMUNITY	1%
SOUTH NORFOLK	25%

**Table 7 - Geographic Distribution**

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

The City of Chesapeake prioritizes community development and housing assistance for low to moderate-income persons and to forward locally determined strategies for community revitalization in areas challenged to reach their viable potential to the extent resources allow.

The basis for allocating HOME funds for the homeownership programs is to allow eligible low to moderate income borrowers to have the option to purchase homes in census tract areas that are not considered to be economically or racially impacted. The geographic areas for homes to be purchased by low to moderate-income households participating in the Call Chesapeake Home Downpayment and Closing Costs Assistance Program are inclusive of the entire City, which allows households the greatest benefit of having a choice of where they would like to reside.

CDBG funds will provide financial assistance to eligible homeowners to make housing code compliant repairs and improvements that eliminate conditions that threaten their health and safety and preserve the City's existing affordable housing stock.

The City's continuing efforts to revitalize the South Norfolk Tax Increment Finance District are based on the premise that South Norfolk's strategic geographic location and its historic and cultural significance make it a prime catalytic economic asset. Efforts are underway for successful and meaningful redevelopment fueled by multi-dimensional public and private cooperation and investments to re-establish the Poindexter Street Corridor as a vibrant commercial core. A marketing campaign that exenuates the area's positive attributes as an accessible, pedestrian and family friendly environment connected to the waterfront with infinite opportunities for the creation of job creating, mixed-use development is also under consideration. Current focused South Norfolk redevelopment activities underway include CDBG funded environmental code enforcement, the redevelopment of the former South Norfolk Branch Library site, a realignment of the 22nd Street Bridge to improve connectivity and improve infrastructure public safety, and a municipal annex development strategy to expand/improve municipal presence and improve structural/operational deficiencies in existing onsite municipal facilities.

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

### Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	69
Non-Homeless	0
Special-Needs	0
Total	69

**Table 8 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	7
The Production of New Units	1
Rehab of Existing Units	15
Acquisition of Existing Units	13
Total	36

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

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

### **Introduction**

The Chesapeake Redevelopment and Housing Authority (CRHA) is a political subdivision of the Commonwealth of Virginia with a nine member Board of Commissioners (BOC) appointed by Chesapeake City Council. CRHA was created on July 6, 1950 and was originally named the South Norfolk Redevelopment and Housing Authority of Chesapeake. On June 30, 1972, the South Norfolk Redevelopment and Housing Authority of Chesapeake became the CRHA as a result of a charter amendment in accordance with Title 36 of the Code of Virginia and has been in continuous operation ever since. The BOC serves as the governing officers of CRHA and their responsibilities include setting policies governing the operations of the Authority, approving Authority contracts, and charting the direction of current and future programs and development. The BOC hires the Executive Director, who serves as Board Secretary and is responsible for managing CRHA's day-to-day operations. CRHA is committed to achieving excellence in providing affordable quality housing, revitalizing communities, and promoting upward mobility and self-sufficiency through alliances with public and private sector groups.

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

CRHA's Resident Services Department works on the premise that all economic, educational, health and family issues must be addressed concurrently. CRHA uses a comprehensive approach to address the wide spectrum of residents' needs and to provide a means by which CRHA can form partnerships with residential leaders, private and public agencies, and the broader community to promote economic empowerment and to help empower residents to become self-sufficient.

CRHA works with community partners to help residents become active, productive and self sufficient by linking residents to the Health Department, the Health and Wellness Center, and Chesapeake Integrated Behavioral Healthcare (CIBH) for needed services. On-site workshops and seminars address the health and well-being; and a partnership with Chesapeake Public Schools Nutrition Services offers a summer food program to youth from 2 -18 years of age in the MacDonald Manor and Owens Village/Geneva Square neighborhood.

CRHA partners with Chesapeake Department of Human Services Division of Social Services to offer public housing residents programs and services to help them overcome and remediate economic hardships and barriers to family stability and vitality. The Tidewater Community College Job Skills Training conducts spring and fall sessions to help residents pre-secure full-time job placement with benefits in Healthcare and Hotel Hospitality and the Virginia Housing Development Authority (VHDA) provides monthly credit counseling classes.

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

Challenges of homeownership include limited economic resources and educational opportunities that impede the self-sufficiency of families living in public and assisted housing. Barriers include low wage jobs, deficient job skills, lack of quality affordable childcare, and

limited access to transportation. By providing direct and indirect services, CRHA helps families achieve greater stability through a combination of life skills development, workplace training, and employment referrals. In collaboration with these partners, CRHA is able to offer financial fitness and credit repair classes while preparing families for fair market housing or homeownership.

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

CRHA is not a “troubled” Public Housing Authority

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

### **Introduction**

**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**

The Chesapeake Homeless Team reports an increase in "visibly" homeless families and individuals and "disconnected" youth who often end up homeless. Housing, resources, jobs and transportation that provide a linkage to resources continue to be some of the challenges faced by homeless persons and those at risk of becoming homeless. The City is continuing to refine its capacity to identify and expand outreach and stabilization case management services to this population. Limited funding, as shortage in monetary resources, gaps in public transportation, and public misconceptions about homelessness are being tackled through outreach education and an expansion of faith-based community partnerships. ForKids, Inc. provides outreach services, using a combination of private, State and Federal resources, to families with minor children who need and are unable to access immediate shelter. Also provided are continuing support and advocacy intervention to highly vulnerable families who need connections for resources for basic survival.

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

The Planning Council offers prevention and rapid-rehousing services in coordination with shelter and housing provider agencies, the Housing Crisis Hotline, Chesapeake Regional Hospital, Chesapeake Human Services, and the Chesapeake Police and Sheriff Departments, all of whom help to identify, screen and house those in need. ForKids, Inc. offers Housing Crisis Hotline services, emergency shelter, rapid rehousing and supportive housing for Chesapeake families by leveraging multi-sourced funds and in partnership with local landlords, employment services programs, mental health agencies and other human service programs that link these families with the needed resources. One of the rapid rehousing challenges is the fact that many families who complete and exit the ForKids, Inc. homeless services program still experience poverty, putting them at risk of housing crisis recitivism. Forkids, Inc. is incorporating National Alliance to End Homelessness Standards as benchmarks and a Services Prioritization and Decision Assistance Tool to track the length and intensity of services and financial assistance needed to stabilize these families and help determine when families are ready to exit services.

### **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**

Chesapeake Public Libraries and Research Services provide library and information services equally to all Chesapeake residents. However, some of the branch libraries serve as a designation for homeless adults and latchkey children needing sleep and personal hygiene who

seek refuge and safety often-overwhelming library staff who are unequipped to address these needs. In response, the Library works to engage the community and human service agencies and organizations to fill gaps to meet these complex needs while which frees up the library staff to offer mission-based skill building computer classes, job search, cultural and educational enrichment programming. Additional efforts include programs and activities to enhance early childhood literacy and skill building; adult educational and personal improvement opportunities; and resources for caregivers and cultural, educational and entertaining programming to engage the 55 and Better population.

**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.**

One of the most pressing needs is physically and mentally vulnerable families who need immediate connections to shelter care and require comprehensive services to help them towards long-term sustainable self-sufficiency. Chesapeake Integrated Behavioral Healthcare is the City's local provider of mental health, substance abuse and intellectual disability services. CIBH works to support and assist people whose lives are affected by mental illness, substance abuse, intellectual disabilities, or other developmental difficulties to join their community and to reach an optimal state of inter-dependency drawing from their own strengths and those of the community around them. Elizabeth River Properties of Chesapeake, Inc. (ERPC) is a not-for-profit corporation organized under Section 501 (c)(3) of the Internal Revenue Code that provides rental housing for individuals served by Chesapeake Integrated Behavioral Healthcare (CIBH).

Step-Up, Inc. helps ensure a successful transition and re-integration in society with life-skills training such as anger management, conflict resolution, and communication skills to avoid problematic situations, correctional facilities and helps ex-offenders obtain housing.

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

### **Introduction:**

**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**

The City's Approved Legislative Program includes policy positions to aid local revitalization/redevelopment efforts such as additional funding for demolition of abandoned structures; statutory presumption of abandonment; authority to enter and abate derelict buildings; and expanded authority concerning spot blight abatement; continued support of State funding for the Virginia Trust Funds (VTF); and support for providing for a portion of the VTF to be used to match local housing funds and VTF grants to support innovative housing projects and low and moderate income housing projects that are located in areas experiencing extreme shortages of such housing.

The City is also considering a broad range of housing related planning, zoning, design, productions, logistics, codes, and financing issues as part of its city wide predisaster, disaster and post disaster policies. The focus is long-term options and strategies address regulatory and statutory challenges and advance resiliency support residents, developers and landlords. Under consideration are:

- Incentive programs and/or enhanced zoning or building code regulations to promote the reconstruction of housing developments that incorporate stronger building design according to proposed mitigation measures.
- Suspension of specific ordinances to accommodate disaster related housing needs

The City's Proffer Policy allows mitigating circumstances that serve as essential public purpose including affordable housing to be considered during rezoning requests.

Chesapeake is also a member of the Hampton Roads Community Housing Resource Board, which is the coordinating agency for fair housing issues in Chesapeake, Hampton, Newport News, Norfolk, Portsmouth, Suffolk and Virginia Beach. The HRCHRB sponsors the Hampton Roads Fair Housing website designed to expand the understanding and assurance of fair housing to all citizens. The Chesapeake Redevelopment and Housing Authority serves as the City's Fair Housing Office. CRHA will submit a request to City Council to declare April 2018 Fair Housing Month.

The Department of Housing and Urban Development (HUD) released a notice that three Federal Notices will be published (1) withdrawing the notice of extending the deadline for submission of the assessment of fair housing for consolidated plan participants; (2) withdrawal of the assessment tool for local governments; and (3) the legal obligation to affirmatively further fair housing. During the interim, the City will certify the furtherance of fair housing with the submission of each Annual Action Plan. During the interim, the City will certify the furtherance of fair housing with the submission of each Annual Action Plan.

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

### **Introduction**

The City is continuing toward the 2035 Comprehensive Plan's vision of being economically strong, culturally diverse, environmentally responsible and desirably livable in a diverse, progressive and well-connected community that includes rural areas, residential neighborhoods, and commercial/industrial centers.

Chesapeake's Economic Development Department reported more than \$289 million in investment and over 1,255 new jobs resulting from their business retention and business attraction efforts. The \$289 million in business investment represents a 61.6% increase over the prior year and reflects activity citywide.

Fortune 200 Company Dollar Tree, Inc. has made significant progress in the construction of their \$110 million expansion of their Corporate Headquarters in Chesapeake's Greenbrier district. The new 13-story office tower and parking garage will be completed by 4th Quarter 2018, which will create 600 new jobs and save 825 jobs. Additionally:

- Chesapeake Regional Healthcare continues to offer affordable healthcare.
- Sports Medicine and Orthopaedic Center (SMOC) opened its newest location in Chesapeake, combining three separate buildings into one new 24,000 sq. ft. building, dedicated to improving SMOC's ability to consolidate services and treat more patients on site.
- Sentara Healthcare completed a new 60,000 sq. ft. medical center in Southern Chesapeake that contains a "mini-YMCA," a physical and occupational therapy clinic, a station for blood work, a few family medicine and pediatric providers, a women's imaging center, and much more.
- Smith/Packett broke ground on a new 181 unit Independent Assisted Living and Memory Care community. The new 188,000 sq. ft. community is conveniently located within one mile from Chesapeake Regional Healthcare Center and projected to cost a total of \$30 million. Projected opening date is 2nd Quarter 2018.

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

The most significant obstacle to addressing these needs is the current trend of federal funding reductions. Transportation that links to needed resources, affordable childcare, affordable housing, safe and sanitary living conditions, food deserts, and overall feelings of isolation are issues faced by the City's most vulnerable populations. The City will allocate funding to primarily benefit low to moderate-income persons who earn 80% or less of the Area Median Family Income annually published by HUD for Chesapeake, citywide and in targeted areas to the extent funding allows. Funded activities will help to improve living conditions; increase affordable housing opportunities; help reduce and prevent homelessness; provide opportunities for early childhood enrichment and development; preserve affordable housing stock; and make public infrastructure and public facility improvements.

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

CRHA requested and received ten (10) Veterans Affairs Supportive Housing (VASH) vouchers to assist homeless veterans and will continue to apply for additional VASH vouchers as they become available. CRHA also administers the State Rental Assistance Program (SRAP) on behalf of the Virginia Department of Behavioral Health and Developmental Services and is projected to provide rental assistance payments to over 130 persons with 108 housing units during the 2-year period. CRHA is providing fifty (50) vouchers to Second Act Communities for the Cypress Landing Veterans construction development consisting of one and two bedroom units for homeless and disabled low-income veterans to be constructed on land provided by the City. The development will offer on-site management, supportive services to residents, a community room, walking trails and a community garden has an anticipated completion date of October 2018.

In addition to CDBG and HOME funded affordable housing efforts, the City is working to establish a Land Bank entity. One of the responsibilities will be to administer a South Norfolk Rehabilitation Grant Program to assist South Norfolk Local Historic District residential property owners to make housing code compliant repairs, improvements and upgrades.

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

Subrecipients of City CDBG and HOME funds for residential rehabilitation, rental assistance and downpayment assistance are responsible for conducting risk assessments in pre-1978 homes receiving federal funds to rehabilitate owner-occupied and rental properties housing low to moderate-income families. Clearance testing is also conducted after the rehabilitation process to ensure a safe environment for program participants and reduce lead paint hazards the community. All contractors performing renovation, repair, and painting projects on pre-1978 homes must be certified Environmental Protection Agency (EPA) Renovators. Persons performing paint stabilization, interim controls, or standard treatments must be trained in accordance with the OSHA Hazard Communication requirements (29 CFR 1926.59) and must be supervised by an individual certified as a lead abatement supervisor or have successfully completed one of the following courses:

- An accredited lead-based paint abatement worker course in accordance with 40 CFR 745.225, or
- An accredited lead-based abatement worker course in accordance with 40 CFR 745.225, or
- The National Environmental Training Association's lead-based paint maintenance training program "Work Smart, Work Wet and Work Clean to Work Lead Safe", or
- The National Association of the Remodeling Industry's "Remodeler's and Renovator's Lead-Base Training, or
- An approved HUD/EPA equivalent course.

EPA lead-based information pamphlets entitled "Protect Your Family from Lead in Your Home" (for DPA program participants) & "Renovate Right: Important Lead Hazard Information for Families, Child Care Providers, and Schools" (for Rehabilitation program participants) are

provided to individuals receiving assistance under the affected programs.

For proposed affordable housing units and Housing Choice Voucher (HCV) units CRHA conducts an initial questionnaire and performs a “clearance examination” to determine if a unit is safe for occupancy. As a result, all pre-1978 units, funded under CDBG and HOME regardless of the level of funding must comply with requirements contained in these procedures.

CRHA’s Lead Based Paint Procedures complies with Federal lead-based paint requirements found at 24 CFR Part 35 Subpart J – Rehabilitation Utilizing CDBG and HOME funds and Subpart K – Acquisition, Leasing, Support Services, and Operations Lead-Safe Housing Rule and Lead Disclosure Rule regulations which are included in CRHA Standard Operating Procedures and Program Guidelines for all acquisition and rehabilitation programs for compliance with and exemption from Sections 1012-1013 of 1992 Housing and Community Development Act (24 CFR 35).

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

CRHA works with community partners as part of a Program Coordinating Committee (PCC), which helps develop relationships with education and training institutions offering employment-related resources. Local partners include Chesapeake Department of Human Services Division of Social Services, which provides programs and services to residents experiencing economic hardships and family structure insecurity. CRHA also partners with Virginia Cooperative Extension Services, Opp Inc., One-Stop Workforce Center and STOP Inc. to offer the Virginia Financial Literacy and Savings Plan of individual financial coaching, budgeting, and financial education workshops. CRHA Resident Services Family Self-Sufficiency Program's bi-monthly meetings help residents recognize and examine their economic instability and the obstacles they must overcome in order to achieve economic self-sufficiency, such as financial instability, nutritional needs, child care, health care access, education, or employment support. CRHA, in collaboration with partners, offers financial fitness and credit repair classes while preparing families for fair market housing or homeownership.

Healthy Chesapeake began as a discussion with Chesapeake Health Department, Eastern Virginia Medical School, Chesapeake Regional Medical Center and City representatives on how to best approach and address the City’s declining health conditions. The collaborative is working to ensure that Chesapeake will be a city where all citizens have access to transportation, safety, health, food, housing and recreation that provides an opportunity to make healthy choices. The priority is working with people and neighborhoods that rank highest in the City's Neighborhood Quality of Life Study, which include those experiencing higher levels of poverty and crime, lower levels of home ownership, and/or other economic challenges.

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

The institutional structure for convening the City's housing and community development programs and activities is made up of a variety of public agencies, non-profit organizations, the private sector, and faith based organizations. The Planning Department serves as the City's lead

in a comprehensive approach to addressing the City's housing and community development needs to the extent resources are available. As such, the Planning Department is responsible for coordinating the City's community development Consolidated Planning process, which includes program development and design, timely implementation and evaluation. On a broader level, Planning will continue working to achieve a mutually supportive and integrated relationship between the City's Comprehensive Plan, the City Consolidated Plan, and Chesapeake Redevelopment and Housing Authority's Annual Plan.

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

The City's Consolidated Plan process is convened through a coordinated collaboration of public, private, and non-profit organizations some of whom receive CDBG and HOME funding to convene activities proposed in this Plan. The City engages participation in each stage of the planning process from the needs assessment, plan development, approval, implementation, and performance evaluation. During the next 12 months, the City will promote and encourage program and service coordination through diversified means of communication to ensure an effective delivery of services. Several City departments and non-profit partner agencies and organizations will administer CDBG, HOME, and other funded Plan activities for Chesapeake individuals and families with identified needs.

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

### Introduction

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

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

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

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

### Other CDBG Requirements

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

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

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

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows: **N/A**
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: **See the CITY OF CHESAPEAKE AFFORDABILITY PROVISIONS FOR HOME PROGRAM ASSISTED HOUSING ASSISTANCE AND HOMEOWNERSHIP ACTIVITIES**
3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds – **See the CITY OF CHESAPEAKE AFFORDABILITY PROVISIONS FOR HOME PROGRAM ASSISTED HOUSING ASSISTANCE AND HOMEOWNERSHIP 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: **N/A**

# Appendix A

City of Chesapeake

# CITIZEN PARTICIPATION PLAN

# *CITIZEN PARTICIPATION PLAN*



for the  
2014/2015 - 2018/2019  
**FIVE YEAR CONSOLIDATED HOUSING  
& COMMUNITY DEVELOPMENT PLAN**  
&  
2014/2015

# CITIZEN PARTICIPATION PLAN

## OVERVIEW

The Five Year Strategic Consolidated Plan (CP) is a comprehensive planning document that establishes a unified vision for community development that will facilitate the goals enacted by the United States Congress to:

1. Provide decent housing.
2. Provide activities that will benefit low and moderate-income persons.
3. Provide a suitable living environment.
4. Activities that aid in the prevention or elimination of slums or blight.
5. Expand economic opportunities.

The City of Chesapeake is a participating entitlement jurisdiction with the U. S. Department of Housing & Urban Development (HUD). Federal grants are awarded to the City based on a formula that considers the number of households in poverty, age of housing stock, population, economic growth, etc. The United States Congress appropriates federal grants annually so grant awards may vary from year to year.

The Citizen Participation Plan (CPP) describes the framework and process to be used to develop and implement the City's housing and community development program through the CP process. All citizens, including low and moderate income, persons living in slum or blighted areas, minorities, non-English speaking persons, persons with disabilities, persons with HIV/AIDS and their families, homeless persons/agencies and residents of public assisted housing developments are encouraged to participate in the development and review process. The CPP contains provisions designed to facilitate meaningful citizen participation.

## INTRODUCTION

In accordance with the requirements of (HUD), under federal regulation 24 CFR 91.105, the City of Chesapeake (City) is required to adopt CPP that sets forth the City's policies and procedures for citizen participation under the Five-Year Consolidated Housing & Community Development Plan (CP) and subsequent Annual Action Plans. The following is the City's CPP for the **2014/2015 – 2018/2019** Five-Year Consolidated Housing & Community Development Plan (Consolidated Plan), which the Chesapeake Planning Department will coordinate. The CPP will address the following elements: participation; access to meetings; access to information; access to records; publication of the plan; public hearings; notice of hearings; citizen comments; amendments; performance report, technical assistance and the complaint procedure.

The CPP will apply to City departments and other subrecipients who receive funding or are involved in the CP development, fund selection, and administration processes. The City has received annual monetary assistance from HUD under the Community Development Block Grant Program (CDBG) and HOME Investment Partnership Program (HOME).

## OVERALL ENCOURAGEMENT OF PARTICIPATION

The community involvement process has the following objectives:

1. To obtain citizen views and/or answer citizen questions regarding housing and community development needs especially those living in public and assisted housing and low and moderate-income persons where CDBG and HOME funds might be spent.
2. To obtain citizens views on affirmatively furthering fair housing and/or to answer citizen questions on fair housing issues.
3. To determine what other types of resources and services are needed in the future.
4. To help develop priorities.
5. To increase understanding of issues and determine possible options.
6. To generate new ideas.
7. To discover and explore possible compromises.
8. To comment on program performance.
9. To determine the public's support for various solutions.

The City will encourage citizen participation with reasonable opportunity to comment on the CP, the Annual Action Plan (AAP), the CPP, the Assessment of Fair Housing (AFH) and the Consolidated Annual Performance and Evaluation Report (CAPER) as well as substantial amendments to the CP, AAP, CP, AFH or CAPER. Every effort will be made to minimize displacement and provide assistance to those displaced because of CP AAP, CP, or AFH program activities; particularly citizens who are extremely low, very low, low, to moderate-income residents of public and assisted housing and/or residents of existing or future community development target areas.

## NOTICE OF PUBLIC HEARINGS/MEETINGS & PUBLIC COMMENT

The following identifies the specific procedures the City will follow to assure opportunities for public comment on housing and community development programs. The City will encourage the participation of minorities, non-English speaking residents, and persons with mobility, visual or hearing impairments during all stages of the citizen participation process. The City will provide reasonable accommodation and services access for sensory-impaired and disabled persons with notice of at least three (3) working days in advance of the meeting date. The City will also provide translator or other appropriate services at a public hearing/meeting if it is expected that a significant number of non-English speaking residents are expected to participate with notice of at least (3) working days in advance of the meeting date. These policies will help ensure that all citizens have input into CP, AAP, AFH, CPP and CAPER planning and monitoring processes.

**Public Notice** -There will be advanced public notices once a federally required document is available throughout the community development cycle such as the proposed:

- AAP, Needs Assessment, and Final Statement of Objectives; CP; AFH;
  - Substantial Amendment(s) to the AAP, CP, CPP, or AFH; and the
  - CAPER
1. Notice of opportunity for the public to comment will, at a minimum, be published in local newspapers of general circulation (the Virginian-Pilot always and when feasible the New Journal

& Guide) **at least ten (10) calendar days** prior to the citizen input meetings and will be dependent on availability and publication deadlines. The content of the notice will include the date, time, location and purpose of the meeting or hearing or a summary of the content of the newly available document. Citizen input notices will also be made available on the City's website home page (<http://www.cityofchesapeake.net>) or the Planning Department's website as appropriate.

2. Persons desiring to provide input into the annual planning process for the subsequent year's planning process will be kept in a file and notified of future meetings at the appropriate times. Persons who cannot attend the meetings will be given the opportunity to meet with a City representative during working hours and/or requested to send a letter outlining their comments. The City will continue its open door policy for citizens to visit City offices during working hours to inquire about present and/or past CP program activities.
3. The proposed CP, AAP and AFH will be published and made available in public locations for citizen review and comment. Complete copies of the proposed CP, AAP, and AFH will be placed in all branch libraries of the Chesapeake Public Libraries and the Planning Department. Citizens will have a period of **not less than thirty (30) calendar days** to comment on the proposed Plan prior to submission to HUD. The City will consider all comments received, and a summary of citizen comments accepted and those not accepted with the reason for nonacceptance will be attached to the final plan submission to HUD. Consolidated planning program records will be available for public review for a period of three years after the end of a Consolidated Plan program year.
4. The City will provide citizens with reasonable and timely access to local meetings, information, and records relating to the City's proposed use of HUD funds. Meeting dates, times, and locations will be announced **a minimum of ten (10) calendar days** in advance of the meeting through the mechanisms described above. Complete copies of the proposed Consolidated Plan will be made available to the public for onsite review.

Upon request, the City will provide technical assistance to all persons developing Consolidated Plan funding proposals or seeking to provide input on CP, AAP and AFH activities, particularly extremely low, very low, and low to moderate-income citizens who request or need assistance.

### **Public Hearings/Meetings**

The City will conduct at least one public hearing/meeting or as determined by HUD during the needs assessment phase each program year cycle before the draft CP, AAP and AFH are published for public comments. The hearing/meeting seeks to:

1. Obtain citizen views and/or answer citizen questions on housing and community development and fair housing needs;
2. Respond to questions about the proposed activities. Citizens will be encouraged to provide input on the housing and community development needs statement and proposed activities

during the stage of each; to review the current and prior years performance; to review the amount of assistance the City expects to receive (including grant funds and program income) and the range of activities that may be undertaken, including the estimated amount that will benefit persons particularly citizens who are extremely low, very low, low to moderate-income residents of public and assisted housing and/or residents of existing or future community development target areas.

- Public hearing/meeting notices will be published **at least ten (10) calendar days** or as determined by HUD in advance through the mechanisms described above, and will be held at a reasonable time and at a convenient, disabled persons accessible location.
- Citizens will be encouraged to provide input on the proposed activities on the housing and community development needs statement; to review all proposed activities; to review the current and prior years performance; to review the amount of assistance the City expects to receive (including grant funds and program income) and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low to moderate income; and to review the City's plan to minimize displacement of persons and to assist any persons displaced. Public hearing/meeting notices will be published **at least ten (10) calendar days** or as determined by HUD in advance through the mechanisms described above, and will be held at a reasonable time and at a convenient, disabled persons accessible location.

### **Public Comment Period**

The City of Chesapeake will consider the views of citizens, public agencies and other parties in preparing the final consolidated plan submission and will attach a summary of such comments to the final submission. The summary of citizen comments will include a written explanation of comments not directly acted on and the reasons why these comments were not directly addressed.

## PHASES OF THE PUBLIC INVOLVEMENT PROCESS

<b>Needs Assessment (Housing &amp; Community Development Needs)</b>	Comment Period: <b>15 Calendar Days</b> Public Hearing: <b>Yes</b> Scheduled: <b>August or as appropriate</b>
Once a year, a public hearing/meeting will be held on general housing and community development needs within Chesapeake. The hearing/meeting will be held prior to the start of the annual funding process. The results of the Needs Assessment will be included in the Annual Action Plan. In addition, the City may periodically seek citizen input on housing and community development needs via other methods, including but not limited to surveys, outreach meetings, special study groups, and community reports and plans.	
<b>Proposal Review Process (Review of Annual Funding Process)</b>	Scheduled: <b>February/March</b>
The CDBG/HOME Selection Committee will engage in an annual proposal review process, which provides the ranking order for funding recommendations to the City Manager and City Council.	
<b>Annual Action Plan (AAP) (Funding Recommendations)</b>	Comment Period: <b>30 Calendar Days</b> Public Hearing: <b>Yes</b> Scheduled: <b>December-May</b>
A draft of the Annual Action Plan, which includes for example: the amount of federal funds, program income, matching funds, range of activities that may be undertaken including the estimated amount that will benefit persons of low to moderate income. The plan will be placed in all branch libraries of the Chesapeake Public Libraries and the Planning Department, (City Hall Building -2nd Floor -306 Cedar Road, Chesapeake, VA 23322) a during regular business hours throughout the comment period. The public notice will include a brief description of the proposed activities, date, time, and the location of the public hearing/meeting; the deadline by which written comments must be received; and where to get further information. Citizens may provide verbal comments at the public hearing/meeting and/or written comments during the comment period.	
<b>Consolidated Annual Performance Report (CAPER) (Reporting on Funded Activities)</b>	Comment Period: <b>15 Calendar Days</b> Public Hearing: <b>No</b>
An annual report on the performance of funded activities is prepared. Citizens may provide written comments during the comment period. A draft of the Annual Performance Report will be placed in all branch libraries of the Chesapeake Public Libraries and Planning Department, (City Hall Building -2nd Floor -306 Cedar Road, Chesapeake, VA 23322) during regular business hours throughout the comment period.	
<b>Five-Year Consolidated Plan (CP) (Housing and Community Development)</b>	Comment Period: <b>30 Calendar Days</b> Public Hearing: <b>Yes</b> Scheduled:
Every five years, the U.S. Department of Housing and Urban Development (HUD) requires the City to re-evaluate its policies and strategies for addressing housing and community development needs in the community. The Consolidated Plan includes information on population and housing conditions, as well as City strategies for Safe Neighborhoods, Infrastructure and Facilities, Housing Choices, Economic Opportunities, and Healthy Families. In addition, the Continuum of Care contributes information on homeless issues. Following the completion of the draft Consolidated Plan, a public notice will be published in a local newspaper of general circulation. The notice will include an outline of the Consolidated Plan, the date, time and location of the public hearing/meeting, and the deadline by which written comments must be received. Citizens may provide verbal comments at the public hearing/meeting and/or written comments during the comment period. A draft of the Consolidated	

<p>Plan will be available for public review in all branch libraries of the Chesapeake Public Libraries and the Planning Department, (City Hall Building -2nd Floor -306 Cedar Road, Chesapeake, VA 23322) during regular business hours throughout the comment period.</p>	
<p><b>Substantial Plan Amendments to the CP, AAP, AFH, or CPP</b></p>	<p>Comment Period: <b>30 Calendar Days</b> Public Hearing: <b>No</b></p>
<p>Following the adoption of the Five-Year Consolidated Plan, the Annual Action Plan and the Assessment of Fair Housing, it may be necessary to make substantial amendments from time to time. City Council will be notified of plan amendments that are defined as "substantial". Substantial amendments to the plan will also be subject to public notice and comment.</p>	
<p><b>Citizen Participation Plan (CPP) (Procedures for Public Comment on Housing &amp; Community Development Plans &amp; Programs)</b></p>	<p>Comment Period: <b>15 Calendar Days</b> Public Hearing: <b>No</b></p>
<p>The Citizen Participation Plan will be reviewed and updated as needed. Substantial amendments in the language of the Citizen Participation Plan are subject to review by the Planning Department and to a 15-day public comment period. A public notice will be published in a newspaper of general circulation and a draft of the Citizen Participation Plan will be available for public review in Chesapeake's Public Libraries and the Planning Department, (City Hall Building -2nd Floor -306 Cedar Road, Chesapeake, VA 23322) during regular business hours throughout the comment period.</p>	
<p><b>Fair Housing (Procedures for Public Comment on fair housing issues)</b></p>	<p>Comment Period: <b>30 Calendar Days</b> Public Hearing: <b>No</b></p>
<p>A Public hearing/meeting will be held to seek citizen input on fair housing issues and needs in Chesapeake as part of the City's Annual Action Plan process. Citizen input may also be solicited via surveys, outreach meetings, special study groups, and community reports and plans. A notice will include the date, time and location of the public hearing/meeting, and the deadline by which written comments must be received. Citizens may provide verbal comments at the public hearing/meeting and/or written comments during the comment period. A draft of the Consolidated Plan will be available for public review in all branch libraries of the Chesapeake Public Libraries and the Planning Department, (City Hall Building -2nd Floor -306 Cedar Road, Chesapeake, VA 23322) during regular business hours throughout the comment period.</p>	
<p><b>Assessment of Fair Housing (AFH) (Procedures for Public Comment on Housing &amp; Community Development Plans &amp; Programs)</b></p>	<p>Comment Period: <b>15 Calendar Days</b> Public Hearing: <b>No</b></p>
<p>The Assessment of Fair Housing will be reviewed and updated as needed. Substantial amendments in the language of the Citizen Participation Plan are subject to review by the Planning Department and to a 15-day public comment period. A public notice will be published in a newspaper of general circulation and a draft of the Citizen Participation Plan will be available for public review in Chesapeake's Public Libraries, Planning Department, (City Hall Building -2nd Floor -306 Cedar Road, Chesapeake, VA 23322) during regular business hours throughout the comment period.</p>	

## **ACCESS TO INFORMATION**

The City will make available to citizens, records regarding the past use of funds; the CPP, the CP, and AAP; substantial amendments to the CPP, CP, AAP, and AFH; and the CAPER. Draft copies of the CP, AAP, CPP, AFH and CAPER will be placed in all branch libraries of the Chesapeake Public Libraries during the public comment periods for citizen review and comment.

### **Chesapeake Central Library**

298 Cedar Road  
Chesapeake, VA 23322  
757.410.7100  
Assistant Director: Michelle Ornat

### **Dr. Clarence V. Cuffee Library**

2726 Border Road  
Chesapeake, VA 23324  
757.410.7036  
Library Manager: Bruce Douglass

### **Greenbrier Library**

1214 Volvo Parkway  
Chesapeake, VA 23320  
757.410.7058  
Library Manager: Susan Hobbs

### **Indian River Library**

2320 Old Greenbrier Road  
Chesapeake, VA 23321  
757.410.7003  
Library Manager: Kendra Hawkins

### **Major Hillard Library**

824 Old George Washington Highway, N.  
Chesapeake, VA 23323  
757.410.7078  
Library Manager: Vivian Washington

### **Russell Memorial Library**

2808 Taylor Road  
Chesapeake, VA 23321  
757.410.7020  
Library Manager: Clyde Hunter

### **South Norfolk Memorial Library**

801 Poindexter Street  
Chesapeake, VA 23324  
757.410.7048  
Library Manager: Jessica D. Hartley

Source: Chesapeake Public Libraries Web Page <http://www.infopeake.org/locations.asp>

Copies of the Citizen Participation Plan, the Consolidated Action Plan, Annual Action Plans, Assessment of Fair Housing, substantial amendments to the Consolidated Plan, and the Consolidated Annual Performance and Evaluation Report (CAPER) may be viewed at Planning Department, (City Hall Building -2nd Floor -306 Cedar Road, Chesapeake, VA 23322). These documents are also available on the City of Chesapeake's website [www.cityofchesapeake.net](http://www.cityofchesapeake.net) under City Departments, Planning Department.

## **SUBSTANTIAL AMENDMENTS**

Throughout the terms of the Five-year Consolidated Plan, the Annual Action Plan, the Citizen Participation Plan and the Assessment of Fair Housing, the documents may be amended to add or delete action items or objectives. The documents must be amended through the citizen participation process, if any changes meet the definition of substantial change.

**A Substantial Change to the Consolidated Plan (CP) is defined as:**

1. The deletion or addition of a goal, objective, program, activity, or project

**A Substantial Change to the Annual Action Plan (AAP) is defined as:**

1. Addition of a new project or an activity not described in the AAP.
2. Elimination of an existing activity described in the AAP.
3. Change in the funding amount for a project or activity by 50% or more or \$50,000 whichever is greater.
4. Change in the purpose, scope, or beneficiaries of a project or an activity to the extent that it would be considered a new project or an activity.
5. Change in the location of the project or activity.
6. Change in the use of funds from one eligible activity to another 50% or more or \$50,000.

**A Substantial Change to the Citizen's Participation Plan (CPP) and the Assessment of Fair Housing (AFH) is defined as:**

1. Addition of a new report or plan for public comment.
2. Change in the length of time for public comment.
3. Change in the definition of Substantial Change for the CP, AAP, CPP or AFH.

**\*Note that to ensure a timely citywide recovery and response to a local disaster, provisions of 91.105(b) and (c), and 91.115(b) and (c), CPP requirements may be waived via a Presidential Declaration and/or a Federal Register Notice. CPP provisions that may be impacted during disaster and response efforts include:**

1. Publication and Time for Comments, i.e. the manner/means of publication
2. Criteria for Determining Changes/ substantial and non substantial amendments
3. Plans, Reports, Other Information Available to Public through venues that ensure the public is notified, especially those affected
4. Timely, Written Responses to All Complaints

## **PERFORMANCE REPORTS**

Every year, the City must submit to HUD a CAPER within 90 days of the close of the program year. Contents of the CAPER report will include the progress on planned activities benefiting very low, low to moderate income persons, an assessment on the effectiveness of the program in meeting objectives (comparing actual accomplishments to planned actions), progress in providing housing assistance, status of environmental reviews, and information regarding the City's compliance with equal opportunity, fair housing, lead abatement and citizen participation standards. The CAPER also provides a narrative on the progress towards meeting the goals set forth in the CP, the AAP, the AFH, and the City's overall community development program performance.

The City will provide citizens an opportunity to comment on the CAPER **at least fifteen calendar days (15) days** in advance of its submission to HUD. A summary of citizen comments received will be attached to the CAPER to be submitted to HUD. Citizens will be notified of the locations of the copies of the Performance Report made and will be placed in all branch libraries of the Chesapeake Public Libraries and the Planning Department, (City Hall Building, 2nd Floor, 306 Cedar Road, Chesapeake, VA 23322).

### **TECHNICAL ASSISTANCE**

Upon request, the City will provide technical assistance to all persons developing funding proposals or seeking to provide input on CP, AAP or AFH activities, particularly extremely low, very low, low to moderate-income citizens who request assistance. Technical assistance may consist of one on one assistance, or information and referral. The City's provision of technical assistance does not include preparation of grant applications for individuals or organizations. Technical assistance may be limited by funds and staff availability.

### **COMPLAINT PROCEDURE**

Written citizen complaints and grievances on the CP, AAP, and AFH program activities will receive a timely and substantive written response from the City **within fifteen (15) working days** of the City's receipt of the complaint, when practicable. In addition to a written response, the City may follow up on the complaint by telephone and/or in person as appropriate.

Subrecipients that receive CDBG funding from the City of Chesapeake are also required to have a written complaint policy.

# Appendix B

# **Notice of Public Hearings**

# Ads where in the Sunday, November 26, 2017 edition of the Chesapeake Clipper:

**City of Chesapeake Public Notice**




**PUBLIC HEARING/CITIZEN COMMENT NOTICE**  
**CITY OF CHESAPEAKE**  
**2018/2019 ANNUAL ACTION PLAN**

The City of Chesapeake is developing its 2018/2019 Annual Action Plan to determine the use of Housing and Community Development (HCD) resources to provide decent housing, a suitable living environment, and expanded economic opportunities. Anticipated HCD resources include the Community Development Block Grant (CDBG) Entitlement Funds and the HOME Investment Partnership Program Entitlement Funds under the Housing and Community Development Act of 1974 (as amended) and the National Affordable Housing Act of 1990 (as amended) made available to the City of Chesapeake from the U.S. Department of Housing and Urban Development (HUD) for the Program Year (PY) 44 beginning July 1, 2018 and ending June 30, 2019. In this regard, two identical public hearings will be conducted on:

- **December 6, 2017 at 6:00 p.m. at the South Norfolk Branch Library, 801 Poindexter Street, Chesapeake, VA 23324**
- **December 7, 2017 at 6:00 p.m. at the Indian River Branch Library, 2320 Old Greenbrier Road, Chesapeake, VA 23325**

Any one or several City Council members may choose to attend these public hearings.

CDBG Funds must be used in accordance with the following HUD Broad National Objectives:

1. Activities that will benefit low and moderate income persons;
2. Activities that aid in the prevention or elimination of slums or blight; and
3. Activities that meet needs having a particular urgency.

HOME Funds must be used in accordance with the following major program activities:

1. Expansion of the supply of decent, safe, sanitary and affordable housing;
2. Strengthening of the ability of local governments to provide housing; and
3. Expansion of the capacity of non-profit, community-based housing development organizations.

All interested persons may attend a public hearing at the above noted date, time, and place for the purpose of expressing their views for activities in the Annual Action Plan for PY 44-HUD Funds. For more information or to provide written comments please contact Avis Hinton, Planning Department, 306 Cedar Road, Second Floor, Chesapeake, VA 23322 or call (757) 382-6176.

The City of Chesapeake will provide reasonable accommodations and services necessary for sensory-impaired and disabled persons by contacting Mr. Tim Winslow, Facilities Manager, Public Works at 382-6273 at least three-working days in advance of the public hearings. Language assistance to individuals with limited English proficiency will be provided to the extent possible by contacting the Planning Department at 382-6176 at least 10 days in advance of this meeting.

Jaleh M. Shea, AICP  
 Director, Planning Department

**City of Chesapeake Public Notice**

The City of Chesapeake is requesting applications for funding under the Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) for eligible projects benefiting low to moderate-income Chesapeake residents. These funds are made available to the City from the U.S. Department of Housing and Urban Development (HUD) for Program Year 44 (July 1, 2018 – June 30, 2019). *The City received \$1,028,373 in CDBG funds and \$366,682 HOME funds for Program Year 43.*

**Applications are due by 5:00 pm January 5, 2018** in the Planning Department, 2nd Floor, 306 Cedar Road, Chesapeake, VA 23322. To download Instructions and Funding Applications go to [www.cityofchesapeake.net](http://www.cityofchesapeake.net), Planning Department. Applications submitted after the submission deadline and applications that do not follow the application instructions and/or are submitted without the required attachments will not be considered. Please contact Avis Hinton, Community Development Planning Administrator at 757-382-6176 or [ahinton@cityofchesapeake.net](mailto:ahinton@cityofchesapeake.net) with any questions.



Jaleh M. Shea, AICP  
 Director, Planning Department

**SIGN-IN SHEET**  
**Public Hearing for the 2018-2019 Action Plan**  
**South Norfolk Library**  
**December 6, 2017**  
**6 pm**

Please Sign In

NAME	ADDRESS	PHONE NUMBER	E-MAIL ADDRESS
1. Nischalk Buffalo	513 B St Chesapeake VA 23324	7577395222	communitydays@gmail.com
2. Jerry Fertig	500 Moonraker Dr. Chesapeake, Va. 23320	757 615 4609	jfertigcitygchESApeake.net
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**SIGN-IN SHEET**

**Public Hearing for the 2018-2019 Action Plan**

Indian River Library

December 7, 2017

6 pm

Please Sign In

NAME	ADDRESS	PHONE NUMBER	E-MAIL ADDRESS
1. Shelley Deneau	1303 Masters Ct 33320	436-0831	
2. Trudy Rauch	916 Centerville Trl S, 33322	757-522-7050	trudy.rauch@abbelist.org
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PY44  
 Final  
 Statement  
 Public  
 Notice  
 (15 day)

To place an ad  
 go to [pilotezads.com](http://pilotezads.com)  
 or call 757.622.1455  
 for employment ads call  
 757.446.2900

**Public Hearings**

uesday, May 9, 2018,  
 at meeting will begin  
 prior to this public  
 accommodations and  
 living the Planning  
 ing petitions will be

hillelugh Commons  
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 oad **TAX MAP**

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**IG COMP LAND**  
 ing units per acre  
**CTION/PARCEL:**

**LICANT:** Melvin  
 motor vehicle repair  
 2221 Campostella  
**PH:** South Norfolk

**LICANT:** Karinia  
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**NT:** Erman Dares  
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**INT:** John Biddle  
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**ANT:** Joseph S.  
 me Occupation for  
**IN:** 509 Bowling  
**BOROUGH:**

HEARD AT THE  
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 disabled citizens.  
 Mr. Tim Winslow,  
 Copies of backup  
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 5:00 p.m., Monday

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 ing Department at

PPER 25648228A

**CITY OF CHESAPEAKE - PROPOSED 2018/2019 ANNUAL ACTION PLAN  
 FINAL STATEMENT OF OBJECTIVES & PROJECTED USE OF FUNDS**

The City of Chesapeake (City) Virginia anticipates receiving Community Development Block Grant (CDBG) Entitlement Funds totaling \$1,028,373 and HOME Investment Partnership Program (HOME) Entitlement Funds totaling \$366,682 for Fiscal Year 2018/2019 - Program Year 44. The proposed 2018/2019 Housing and Community Development objectives that the City will pursue are:

- A. To preserve and improve the living conditions of existing substandard housing occupied by Chesapeake's low-income households.
- B. To remove conditions that threaten public welfare, health, & safety.
- C. To increase the City's affordable housing stock.
- D. To expand economic development opportunities through improved employability and self-sufficiency activities.
- E. To reduce homelessness.
- F. To enhance positive youth development.

The Chesapeake City Council will consider for approval the following projected use of Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds under the City's 2018-2019 Operating Budget on May 8, 2018 at 6:30 p.m. in the City Council Chambers in the City Hall Building, 306 Cedar Road, Chesapeake, VA 23322.

**I. Projected use of CDBG Entitlement & Program Income Funds\***

1. Home Repair and Energy Efficiency Program	\$160,000
2. Children's Harbor-Chesapeake Broadlawn Infant & Toddler Care	\$35,000
3. Children's Harbor-Chesapeake Public Facilities/Improvements & Maintenance	\$20,000
4. Smoke Detector/Fire Prevention	\$10,334
5. CRHA Administration	\$44,715
6. Environmental Code Enforcement	\$175,000
7. City Administration	\$141,730
8. City Projects	\$65,494
9. Boys and Girls Clubs of Southeastern Virginia	\$9,000
10. Chesapeake Homeless Response Program	\$100,500
11. Fire Department Kelleher Ropes Initiative	\$57,600
12. Supportive Housing Services at Heron's Landing	\$9,000
13. Southwestern Park Revitalization	\$110,000
14. Plymouth Park Improvements	\$90,000
<b>Total CDBG Budget:</b>	<b>\$1,028,373.00</b>

**II. Projected Use of HOME Entitlement & Program Income Funds**

1. Call Chesapeake HOME	\$207,620
2. Community Housing Development Organization (CHDO)	\$55,002
3. CRHA Administration	\$36,688
4. Tenant Based Rental Assistance	\$67,392
<b>Total HOME Budget:</b>	<b>\$366,682.00</b>

**III. Displacement Statement:**  
 No displacement will be required by the activities to be undertaken with CDBG and HOME 2018/2019 (Program Year 44) funding. In the unlikely event that unforeseen displacement does actually occur, the following relocation assistance will be provided:

- A. Relocation benefits to those affected in accordance with the Uniform Relocation and Real Property Acquisition Policies Act (URA) enacted by Public Law 91-646 on January 2, 1971.
- B. Relocation benefits to those persons displaced as a result of the use of CDBG and HOME funds to acquire or substantially rehabilitate property under the URA and implementing regulations at 49 CFR part 24 and under section 104(d) of the Housing and Community Development Act of 1974.
- C. Counseling and referral services to those displaced (as described above) at the Chesapeake Redevelopment & Housing Authority, telephone number 523-0401.

The Chesapeake Planning Department held public hearings on December 6, 2017 and December 7, 2017 to solicit citizen input on priority housing and community development needs. Responses to a request for proposals for eligible projects were received until January 5, 2018. Copies of the Draft 2018/2019 Annual Action Plan to meet identified priority needs and a Citizen Participation Plan were made available for public review and comment on the City's website; at all Chesapeake Public Libraries; and at the Chesapeake Planning Department from March 11, 2018 until April 10, 2018.

All interested persons may attend the May 8, 2018 City Council Meeting to comment on the proposed Annual Action Plan. Citizens who wish to speak may register on the date of the meeting in the City Council Chamber before 6:30 p.m. or by calling the City Clerk's Office at 382-6151, Monday through Friday (8:00 a.m. - 5:00 p.m.), prior to the City Council Meeting. The City of Chesapeake will provide reasonable accommodations and services necessary for sensory-impaired and disabled persons. Please call Mr. Tim Winslow, Facilities Administrator at 757-382-6273 at least three working days in advance of the City Council Meeting date.

Jaleh M. Shea, AICP  
 Planning Department Director

**Chesapeake VIRGINIA**

PH-256450820

**Garage Sale - Virginia Beach**

Church Point Neighborhood Yard Sale, April

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# Appendix C

# **Summary of Public Input Comments**

**Summary of Program Year 44 July 1, 2018 – June 30, 2019**  
**Annual Action Plan**  
**Housing and Community Development Public Input Comments**

- Homeless families in crisis
- Homeless prevention services
- Safe, affordable housing options
- Safe, sanitary living conditions
- Elderly/disabled homeowners living in substandard conditions
- Housing and jobs for homeless and post incarceration re-entries
- Food deserts
- Transportation to resources
- Slum lording
- Parenting classes
- Youth opioid/substance abuse
- Gangs
- Early childhood literacy
- 55 and better population engagement
- Accessible recreational opportunities/improved recreation infrastructure
- Safe walkable communities

# Appendix D

City of Chesapeake  
Recapture/Resale Guides

**Affordability Provisions  
for HOME Program  
Assistance Housing  
&  
Homeownership  
Activities**

**CITY OF CHESAPEAKE**  
**AFFORDABILITY PROVISIONS FOR HOME PROGRAM ASSISTED HOUSING**  
**ASSISTANCE AND HOMEOWNERSHIP ACTIVITIES**

**I. PURPOSE:**

To ensure affordability under the HOME Investment Partnerships Program and the regulations issued thereunder, found at Title II of the Cranston-Gonzalez National Affordable Housing Act, Public Law No. 101-625, 104 Stat. 4079 (1990), 24 CFR Part 92, as amended, (hereinafter the "HOME Program"), a participating jurisdiction or the entity administering the HOME Program on its behalf (hereinafter the "PJ") must impose resale or recapture requirements on each housing unit financed and/or subsidized with HOME Program funds. The City of Chesapeake has chosen to utilize both (i) recapture provisions, pursuant to 24 CFR Section 92.254(a)(5), as amended, where the HOME Program funds are provided as a direct subsidy to the homebuyer in the form of down payment assistance and (ii) resale provisions, pursuant to 24 CFR Section 92.254(a)(5), as amended, where HOME Program funds are used to subsidize rehabilitation costs. Set forth below are draft recapture and resale provisions to ensure compliance with the requirements of the HOME Program.

**II. OPTION #1 - RECAPTURE:**

The Property which is the subject of this Sales Contract (hereinafter the "Agreement") between the City of Chesapeake (hereinafter the "City") and Buyer is financed by a loan (hereinafter the "Loan"), made pursuant to the HOME Program to provide down payment assistance to the Buyer. The Property is subject to the following periods of affordability (hereinafter "Period of Affordability"), pursuant to 24 CFR Section 92.254(a)(4), as amended, based on the principal amount of the Loan provided to the Buyer.

<b>Homeownership assistance HOME amount per-unit</b>	<b>Minimum period of affordability in years</b>
Under \$15,000	5
\$15,000 to \$40,000	10
Over \$40,000	15

The amount subject to recapture is regulated under 24 CFR Section 92.254(a)(5)(ii)(A)(5), as amended. The HOME Program investment that is subject to recapture is based on the amount of HOME Program assistance that enabled the homebuyer to purchase the Property. This includes any HOME Program assistance that reduced the purchase price from fair market value to an affordable price, but excludes the amount between the cost of producing the unit and the market value of the property (i.e. the development subsidy). The recaptured funds must be used to carry out HOME Program-eligible activities in accordance with the requirements of 24 CFR Part 92, as amended. If the HOME Program assistance is only used for the development subsidy and therefore not subject to recapture, the resale option must be used by the PJ.

*Choose one of the following four (4) options:*

1. City recaptures the entire amount of the HOME Program investment from the homeowner:

In the event that Buyer sells the Property at any time during the applicable Period of Affordability, the Loan will be due and payable to the extent that net proceeds of the sale (hereinafter "Net Proceeds") are available to pay the Loan. For purposes of this Agreement, the term "Net Proceeds" shall mean the sales price of the Property minus (i) the payoff of any non-HOME Program loans and (ii) any closing costs. If the Net Proceeds from the sale of the Property are insufficient to pay the Loan in full, the City shall forgive repayment of the amount of the Loan in excess of the Net Proceeds and accept the available Net Proceeds as payment in full of the Loan. After repayment of the Loan, the Buyer shall be repaid, to the extent Net Proceeds are available, for his or her investment in the Property (hereinafter the "Homeowner's Investment"). The Homeowner's Investment is defined as the Buyer's down payment plus the value of any capital improvements to the Property. Capital improvements shall include any major remodeling or permanent structural improvement(s) to the Property which can be accurately documented. A comprehensive list of eligible capital improvements and the process for verifying the cost of such improvements is contained in the City's Annual Action Plan. If the Net Proceeds exceed the amount necessary to repay both the Loan and the Homeowner's Investment, the balance of the Net Proceeds shall be retained by City for re-use in HOME Program funded activities or shall be paid to the Buyer.

2. Reduction of Loan over Period of Affordability:

*Note: This approach provides an incentive for the Buyer to retain the Property for the applicable Period of Affordability or sell to another low-income buyer.*

If the Period of Affordability is five (5) years, the City shall forgive twenty percent (20%) of the principal balance of the Loan on the first anniversary of the date of the Loan and shall forgive an additional twenty percent (20%) of the original principal balance on each succeeding anniversary until the entire principal balance has been forgiven. If the Period of Affordability is ten (10) years, the City shall forgive ten percent (10%) of the principal balance of the Loan on the first anniversary of the date of the Loan and shall forgive an additional ten percent (10%) of the original principal balance on each succeeding anniversary until the entire principal balance has been forgiven. If the Period of Affordability is fifteen (15) years, the City shall forgive six and sixty-seven one-hundredths percent (6.67%) of the principal balance of the Loan on the first anniversary date following the date of the Loan and shall forgive an additional six and sixty-seven one hundredths percent (6.67%) of the original principal balance on each succeeding anniversary until the entire principal balance has been forgiven. The Loan will be fully forgiven provided the Buyer, or a subsequent income-eligible buyer, as defined herein, who assumes the Loan pursuant to this Agreement, retains ownership of the Property as his or her principal residence throughout the applicable Period of Affordability. For purposes of this Agreement, the Section 8 program definition of annual income, as contained in 24 CFR Section 5.609 (hereinafter the "Section 8 Method"), shall be used to measure whether subsequent buyers are income-eligible (hereinafter "Income- Eligible").

If, during the Period of Affordability, the Property is sold to an Income-Eligible family, the new buyer may assume the outstanding principal balance of the Loan with the approval of the City, which approval shall not be unreasonably withheld. If the new buyer does not qualify to assume the full outstanding principal balance the Buyer herein must pay to the City, at settlement, the difference between the unforgiven amount of the principal balance and the amount

the new buyer qualifies to assume.

It is understood and agreed that in the event that the Buyer sells the Property to a non-Income Eligible buyer at any time before the balance of the Loan has been entirely forgiven as provided above, the principal amount of the Loan outstanding at the time of sale shall become immediately due and payable out of the net proceeds from the sale (“Net Proceeds”). For purposes of this Agreement, the term Net Proceeds shall mean the sales price minus (i) the payoff of any non-HOME Program loans and (ii) any closing costs. If the Net Proceeds from the sale of the Property are insufficient to pay the unforgiven amount of the principal balance of the Loan in full, the City shall forgive repayment of the amount of the Loan in excess of the Net Proceeds. After repayment of the Loan, the Buyer shall be repaid, to the extent Net Proceeds are available, for his or her investment in the Property (hereinafter the “Homeowner’s Investment”). The Homeowner’s Investment is defined as the Buyer’s down payment plus the value of any capital improvements to the Property. Capital improvements shall include any major remodeling or permanent structural improvement(s) to the Property which can be accurately documented. A more comprehensive list of eligible capital improvements and the process for verifying the cost of such improvements is contained in the City’s Annual Action Plan. If the Net Proceeds exceed the amount necessary to repay both the unforgiven balance of the Loan and the Homeowner’s Investment, the balance of the Net Proceeds shall be retained by the City for re-use in HOME Program funded activities or shall be paid to the Buyer.

3. Homeowner’s Investment Returned First:

The City may permit the Homeowner to recover the homeowner’s entire investment, which is the down payment and any capital improvements made by the Homeowner since purchase of the Property, before the City recaptures the HOME Program investment.

In the event that Buyer sells the Property at any time during the applicable Period of Affordability, the full amount of the Buyer’s investment in the Property (the “Homeowner’s Investment”) will be paid out of the Net Proceeds before the balance of the Loan is repaid to the City. For purposes of this Agreement, the term shall mean the sales price minus (i) the payoff of any non-HOME Program loans and (ii) any closing costs. The Homeowner’s Investment is defined as the Buyer’s down payment plus the value of any capital improvements to the Property. Capital improvements shall include any major remodeling or permanent structural improvements to the Property which can be accurately documented. A more comprehensive list of eligible capital improvements and the process for verifying the cost of such improvements is contained in the City’s Annual Action Plan. If the Net Proceeds from the sale of the Property are insufficient to pay the balance of the Loan, the City shall forgive repayment of the amount of the Loan in excess of the Net Proceeds. If the Net Proceeds exceed the amount necessary to repay both the Homeowner’s Investment and the Loan, the balance of the Net Proceeds shall be retained by the City for re-use in HOME Program funded activities or shall be paid to the Buyer.

4. Net Proceeds shared by Buyer and PJ:

In the event that Buyer sells the Property at any time during the applicable Period of Affordability and the Net Proceeds of the sale are insufficient to pay the Buyer’s investment in the Property (hereinafter “Homeowner’s Investment”) and the balance of the Loan (hereinafter

the “Recapture Amount”), the Buyer and the City shall share the Net Proceeds. For purposes of this Agreement, the term Net Proceeds shall mean the sales price minus (i) the payoff of any non-HOME Program loans and (ii) any closing costs. The Homeowner’s Investment shall be defined as the Buyer's down payment plus the value of any capital improvement(s) to the Property. Capital improvements shall include any major remodeling or permanent structural improvements to the Property which can be accurately documented. A more comprehensive list of eligible capital improvements and the process for verifying the cost of such improvements is contained in the City's Annual Action Plan. The Recapture Amount shall be calculated using the following formula:

$$\frac{\text{HOME Program investment}}{\text{HOME Investment} + \text{Homeowner investment}} \times \text{Net Proceeds} = \text{HOME amount to be recaptured}$$

$$\frac{\text{Homeowner investment}}{\text{HOME Investment} + \text{Homeowner investment}} \times \text{Net Proceeds} = \text{Amount to homeowner}$$

**Enforcement:**

The following language is to be included in every Sales Contract/Note with recapture provisions:

“Recapture provisions contained herein shall be enforced through a mortgage duly filed with the Clerk of the Circuit Court of the City of Chesapeake and the requirements of such provisions shall be triggered upon sale or transfer of the HOME Program-assisted property.”

**Buyer certification language to be included at the end each Sales Contract:**

“The Buyer hereby acknowledges receipt of a copy of the provisions of the City's HOME Program Resale and Recapture requirements.”

**III. OPTION #2 - RESALE:**

Please note that if HOME Program assistance is only used for a development subsidy, i.e., the difference between the cost of producing the unit and the market value of the property, the resale option must be used by the City.

The Property which is the subject of this Sales Contract (hereinafter the “Agreement”) between the City of Chesapeake (hereinafter the “City”) and Buyer is financed by a loan (hereinafter the “Loan”), made pursuant to the HOME Program to provide down payment assistance to the Buyer. The Property is subject to the following periods of affordability (hereinafter “Period of Affordability”), pursuant to 24 C.F.R. Section 92.254(a)(4), as amended, based on the principal amount of the Loan provided to the Buyer.

<b>Homeownership assistance HOME amount per-unit</b>	<b>Minimum period of affordability in years</b>
Under \$15,000	5
\$15,000 to \$40,000	10
Over \$40,000	15

It is understood and agreed that, during the applicable Period of Affordability, the Buyer will sell only to a new buyer (i) whose family qualifies as an income-eligible family, as defined herein, and (ii) who will use the Property as the family's principal residence. For purposes of this Agreement, the Section 8 program definition of annual income, as contained in 24 CFR Section 5.60, as amended, (hereinafter the "Section 8 Method"), shall be used to measure whether subsequent buyers are income-eligible (hereinafter "Income-Eligible"). The Buyer further agrees that the Property shall be sold at a maximum resale price which is "affordable to a reasonable range of low-income homebuyers." For purposes of this Agreement, "affordable to a reasonable range of low-income homebuyers" shall be defined as a price affordable to families earning between seventy percent (70%) to eighty percent (80%) of the area median income and paying no more than thirty percent (30%) of the family's income for the fixed costs of owning a home, which costs shall include principal payments, interest payments, property taxes and insurance (hereinafter "PITI").

The maximum resale price shall be calculated by the City on an annual basis and included in the City's Annual Action Plan. The City shall use a market analysis of the neighborhood in which the Property is located to calculate the maximum resale price. The market analysis must include an evaluation of the location and characteristics of the housing and residents in the neighborhood, including, but not limited to, sale prices, age and amenities of the housing stock, incomes of residents, percentage of owner-occupants, in relation to housing and incomes of the housing market area. An analysis of the current and projected incomes of neighborhood residents for an average period of affordability for homebuyers in the neighborhood must support the conclusion that a reasonable range of low-income families will continue to qualify for mortgage financing.

If the Buyer sells the Property during the applicable Period of Affordability, the Buyer is entitled to receive a return in the amount of the buyer's investment in the Property (hereinafter the "Homeowner's Investment") plus a fair return on that investment (hereinafter the "Fair Return") out of any profit realized when the Property is sold. The Fair Return is calculated by multiplying (i) the average change in the Consumer Price Index (hereinafter "CPI") over the Buyer's period of ownership by (ii) the Homeowner's Investment, which is defined as the Buyer's down payment plus the costs of any capital improvements to the Property.

Capital improvements shall include any major remodeling or permanent structural improvements to the Property which can be accurately documented. A more comprehensive list of eligible capital improvements and the process for verifying the cost of such improvements is contained in the City's Annual Action Plan. Buyer understands and acknowledges that the total return he or she is eligible to receive upon sale of the Property cannot exceed the Homeowner's Investment plus the Fair Return. Buyer further understands that if the Property sells for less than, or the same price as, the original purchase price, Buyer may receive neither a return of the Homeowner's Investment nor a Fair Return.

Enforcement:

The following language is to be included in every Sales Contract/Note with resale provisions:

“Resale provisions contained herein shall be enforced through a deed restriction duly filed with the Clerk of the Circuit Court of the City of Chesapeake and the requirements of such provisions shall be triggered upon sale or transfer of the HOME Program-assisted property.”

Buyer certification language to be included at the end each Sales Contract:

“The Buyer hereby acknowledges receipt of a copy of the provisions of the City's HOME Program Resale and Recapture requirements.”

**IV. GENERAL PROVISIONS (applicable to both resale and recapture):**

The Property must be occupied as the principal residence of the Buyer during the applicable Period of Affordability. Buyer shall confirm that the Property remains his or her family's principal residence by responding annually to the City's written request for occupancy status. Subject to the terms of this Agreement, if the Buyer fails to maintain the Property as his or her principal residence during the applicable Period of Affordability, the Loan shall immediately become due and payable in full. The Buyer is not allowed to sublease the Property (exceptions can be made for military families with prior written approval from the City). In the event of a Loan default and subsequent foreclosure, the principal residence limitation shall no longer apply.

Refinancing restrictions apply to the HOME Program financing of the Property. During the applicable Period of Affordability, the Buyer is not permitted to refinance the Property without prior written approval from the City. The City will allow the subordination of its lien interest only for the sole purpose of reducing the interest rate of the Buyer's first mortgage and/or reducing the monthly payments of the Buyer's first mortgage. The Buyer must make payment to the City of the unforgiven amount of the principal balance of the Loan at the time of refinancing if cash or equity is removed from the Property by the Buyer.

It is understood and agreed that these recapture/resale provisions may terminate upon the occurrence of a Loan default and subsequent foreclosure, transfer in lieu of foreclosure or assignment of an Federal Housing Administration (hereinafter “FHA”) insured mortgage to HUD.

# Appendix E

# **Certifications**

**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.

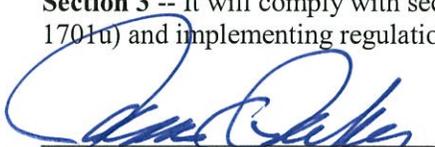
**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

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 135.

  
Signature of Authorized Official

5/9/18  
Date

City Manager  
Title

## **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.

## 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) 2017, 2018, and 2019 [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.

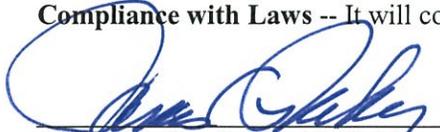
**Excessive Force** -- It has adopted and is enforcing:

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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Signature of Authorized Official

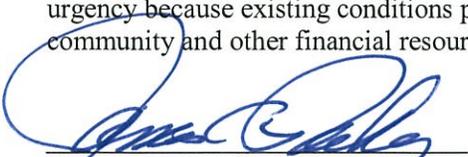
  
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Date

  
\_\_\_\_\_  
Title

**OPTIONAL Community Development Block Grant Certification**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

  
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Signature of Authorized Official

  
\_\_\_\_\_  
Date

  
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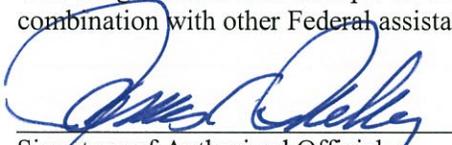
**Specific HOME Certifications**

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;

  
\_\_\_\_\_  
Signature of Authorized Official

5/9/18  
Date

City Manager  
Title