DRAFT

City of Chesapeake

Consolidated Plan

ANNUAL ACTION PLAN

FOR

FISCAL YEAR 2016-2017

PROGRAM YEAR 42

TABLE OF CONTENTS

Section	Page
Executive Summary	1
Lead and Responsible Agency	5
Consultation	6
Participation	14
Expected Resources	16
Annual Goals and Objectives	20
Projects	23
Projects Summary	24
Geographic Distribution	34
Affordable Housing	35
Public Housing	36
Homeless and Other Special Needs Activities	38
Barriers to Affordable Housing	41
Other Actions	42
Program Specific Requirements	44
Grantee Specific Appendices	
Appendix A-Citizen Participation Plan	
Appendix B- Notice of Public Hearings	
Appendix C- Summary of Stakeholder Agency Comments	
Appendix D- Recapture/Resale Guidelines	

Executive Summary

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

1. Introduction

Localities who receive Community Planning & Development (CPD) formula block grant funds from the U.S. Department of Housing & Urban Development (HUD) for housing and community development programs are required to develop a Consolidated Strategic Plan (CSP) and an Annual Action Plan (AAP) per HUD regulation CFR 24, Part 91. In response, the City of Chesapeake convened a city-wide strategic planning process that resulted in the City's Five Year 2014/15-2018/19 CSP. The 2016 Third Year AAP for Program Year (PY) 42 is a concise summary of proposed actions, activities, and resources to be used to address priority needs and specific goals identified in the CSP. The Third Year AAP is based upon three CPD objectives to: (1) provide decent housing; (2) a suitable living environment; and (3) expand economic opportunities for low and moderate-income persons.

2. Summarize the objectives and outcomes identified in the Plan

The Third Year AAP continues the projects and activities necessary to achieve the goals created (shown below) in the Five-Year CSP. The CSP compilation of data from the City's Needs Assessment Survey, the Market Analysis, the Census Bureau's American Community Survey, Housing Virginia, and HUD, along with input from citizens and Consolidated Planning Partners was used to develop the following proposed strategic goals and objectives:

Goal 1: To Preserve Existing Housing.- Objective 1: Improve living conditions of substandard housing occupied by low income households (Decent Housing) - Outcome 1: Quality, code compliant housing stock (Sustainability).

Goal 2: To Improve Public Welfare, Health, & Safety - Objective 2: Remove conditions that threaten public health and safety (Suitable Living Environment) - Outcome 2: Revitalized neighborhoods (Sustainability).

Goal 3: To Increase Affordable Housing - Objective 3: Expand affordable rental and owner occupied housing (Decent Housing) - Outcome 3: Increased affordable housing (Affordability).

Goal 4: To Expand Economic Development - Objective 4: Increased training, mentorship, and self improvement opportunities (Economic Opportunity) - Outcome 4: Improved employability and self sufficiency (Sustainability).

OMB Control No: 2506-0117 (exp. 07/31/2015)

Goal 5: To Reduce Homelessness - Objective 5: Increased shelter and homeless services (Decent Housing) - Outcome 5: Improved housing stability (Sustainability).

Goal 6: To Enhance Youth Development - Objective 6: Increase youth enrichment programming (Suitable Living Environment) - Outcome 6: Positive youth development (Sustainability)

3. Evaluation of past performance

Table 1 below highlights CDBG and HOME accomplishments during Program Year 2014 (PY 40).

The following CDBG and HOME projects were funded and convened during (PY) 2015-2016 (PY41) resulting from needs and accomplishments addressed during Program Year 2014-2015 (PY40):

- **Housing Needs:** (1) Residential Rehabilitation; (2) Homeowner Rehabilitation Assistance; and (3) Community Housing Development Organizations.
- **Homeless Needs:** (1) Chesapeake Homeless Response/ForKids (Public Service); (2) Permanent Supportive Housing for Veterans; (3) Supportive Services for Formerly Homeless Persons (Public Service).
- **Non-Housing Community Development Needs:** (1) Childrens Harbor Infants & Toddlers Program (Public Service); (2) Childrens Harbor (Public Improvements); (3) Pre-Apprenticeship Program (Public Service); (4) Summer Reading Camp (Public Service); (5) Kelleher Ropes Initiative Course; and (6) City Projects.
- **Neighborhood Revitalization Needs:** (1) Code Enforcement and (2) Smoke Detector/Fire Prevention Program.

To implement, monitor, and manage these activities, the City of Chesapeake provided administrative funding for the following projects: General Administration-Planning (CDBG) and Administration-CRHA (CDBG and HOME). Chesapeake will submit a Consolidated Annual Performance Report (CAPER) which details the status of the community development goals and objectives outlined in the 2015-2016 AAP as required by HUD in September 2016.

Activity	Goal	Funding Source/Allocation	Outcome Unit of Measure	Proposed Outcome	Actual Outcome
CRHA Residential Rehab	Preserve Existing Housing	CDBG-$221,928	Household Housing	10	1

CRHA Children's Harbor Public Improvements	Improve Public Welfare, Health, & Safety	CDBG-$49,174	Public Facility or Infrastructure	1	1
Children's Harbor Infants/Toddlers	Enhance Youth Development	CDBG-$37,911	Persons Assisted	5	5
Chesapeake Homeless Response Program	Reduce Homelessness	CDBG-$110,550	Persons Assisted	29	128
Environmental Code Enforcement	Improve Public Welfare, Health, & Safety	CDBG-$145,599	Household Housing	1000	1012
Ropes Initiative Course	Enhance Youth Development	CDBG-$63,296	Public Facility	1	0
Habitat for Humanity	Increase Affordable Housing	CDBG-$153,000	Household Housing	3	1
Smoke Detector/Fire Prevention Program	Improve Public Welfare, Health, & Safety	CDBG-$10,333	Household Housing	100	31
CRHA HOME Homeowner Rehab	Preserve Existing Housing	HOME-$131,556	Household Housing	6	14
Homeownership Development/DPA	Increase Affordable Housing	HOME-$80,000	Household Housing	4	0
Tenant Based Rental Assistance	Reduce Homelessness	HOME-$77,700	Households	7	7
Community Housing Development Organization	Increase Affordable Housing	HOME-$59,078	Household	1	1

Table 1 - 2014 CDBG and HOME Accomplishments

4. Summary of Citizen Participation Process and consultation process

AAP citizen participation was facilitated by the City of Chesapeake Department of Planning, in accordance with the City's approved Citizen Participation Plan. City departments, Consolidated Planning

partners, and all other interested parties were informed via electronic and print media, and provided opportunities to participate in and provide input on the City's community development needs.

5. Summary of public comments

Public comments were not received.

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

All comments and/or views received were accepted.

7. Summary

The AAP outlines the proposed specific CSP activities to be implemented, the partners who will implement the proposed activities; the anticipated resources to be used, and the anticipated outcomes during the program period beginning July 1, 2016 and ending June 30, 2017.

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

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

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

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

Table 2 – Responsible Agencies

Narrative (optional)

The City of Chesapeake receives funds from two HUD formula entitlement grant programs, the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME). The City's Department of Planning is the lead agency for the development of the Consolidated Strategic Plan and administers the CDBG and HOME programs. The City's Department of Planning administers the CDBG and HOME programs and is the lead agency for the development of the CSP and the AAP.

Consolidated Plan Public Contact Information

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

Contact Person: Jaleh M. Shea, Director of Planning- jshea@cityofchesapeake.net

Phone: 757-382-6176

Fax: 757-382-6406

City Website: www.cityofchesapeake.net

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

1. Introduction

Chesapeake's Third Year AAP was developed through a unified collaboration and partnership of governmental agencies including City departments, nonprofit agencies, private entities, and citizens. The purpose was to ensure that funding for the current program year (PY 42) meets the goals of the CSP and the City's community development needs and the establishment of "need-based" goals and objectives based on current and anticipated resources. Goals and objectives set are consistent with the City's continuing commitment to create decent, safe, and sanitary living environments; increase affordable housing; and expand economic opportunities especially for low to moderate-income citizens.

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

The City of Chesapeake works to ensure that coordination of community development activities involves all relevant city and non-city agencies, organizations, and service providers. As previously mentioned, the development of this document and the strategic goals outlined include a plethora of partners who will be integrally involved with program implementation.

The Chesapeake Health Department is the City's public health agency, offering a range of medical services ranging from fully subsidized to market-rate, based on the specific service provided and the client's financial eligibility. The Department's Community Health Center provides quality medical care for chronically ill and indigent residents. The Chesapeake Health Department also collaborates with the Peninsula Institute for Community Health to provide Chesapeake residents with family medicine, OB/GYN services, health education, case management, prescription assistance, and referral services.

Chesapeake Integrated Behavioral Healthcare supports the City's existing public mental health and substance abuse services and provides housing related services to Chesapeake's mentally disabled residents by working to address their unique and often chronic transitional housing needs.

The Chesapeake Redevelopment and Housing Authority (CRHA), a political subdivision of the Commonwealth of Virginia, provides affordable housing; works to revitalize communities; and promotes self-sufficiency and upward mobility though public-private partnerships. CRHA also convenes the City's Neighborhood Stabilization Program (NSP), which acquires, rehabs, and transfers residential properties to eligible first time homebuyers. The CRHA is governed by a nine member Board of Commissioners, appointed by City Council.

Chesapeake's Human Services Department provides and refers residents experiencing economic hardships to services and programs to assist with achieving self-sufficiency and improved quality of life.

Additional information pertaining to 2015-16 outcomes and goals for the 2016-17 program year can be found in Appendix C.

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.

The Chesapeake Coalition for the Homeless was formed in February 1999 due to growing concern amongst City officials and grassroots organizations, to holistically address the issues and needs of homeless persons in Chesapeake. In July 2011 the Norfolk, Chesapeake, and Western Tidewater Continuum of Care received approval from the U.S. Department of Housing & Urban Development (HUD) to merge to include the jurisdictions of Norfolk, Chesapeake, Suffolk, Franklin, Isle of Wight County, and Southampton County. Collectively the 113 organizations and individuals working to end homelessness across the region are now known as the Southeastern Virginia Homeless Coalition (SVHC).

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

The City of Chesapeake does not receive ESG funds.

The VA-501 Continuum of Care (CoC) consisting of Norfolk, Chesapeake, Suffolk, Isle of Wight, and Southampton Counties were awarded a total of $4,055,120 in Fiscal Year 2014 to address various forms of housing and related services to operate the Continuum of Care. Of this amount $3,545,881 was in the form of renewal grants, with $463,093 awarded as a new project award.

In addition to the HUD CoC award, The Planning Council, the lead agency for the CoC, was awarded $1,213,964 in Virginia Homeless Solutions Program funds in 2015 on behalf of the CoC. The Virginia Department of Housing and Community Development controls these funds, which are appropriated by the Virginia General Assembly.

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

Table 3 – Agencies, groups, organizations who participated

1	**Agency/Group/Organization**	CHESAPEAKE REDEVELOPMENT & HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Chesapeake Redevelopment and Housing Authority (CRHA) affordable housing and promotes upward mobility and self-sufficiency through its alliances with public and private sector groups. CRHA provided a list of needs and anticipated resources to work toward: (1) redeveloping, revitalizing and conserving decaying neighborhoods by acquiring/redeveloping housing, (2) managing affordable housing communities (3) facilitating housing stabilization programming, conducting housing stock examinations, and investing funds to acquire property for public or private development. Consultation and collaboration are key elements in the City's short and long term, city-wide affordable housing and community development program strategies and implementation.
2	**Agency/Group/Organization**	FORKIDS, INC.
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ForKid's, Inc. partners with the city to break the cycle of homelessness and poverty for families and children through the provision of housing, education and clinical services. ForKid's provided a list of needs and anticipated resources to work toward: (1) continuing to develop relationships with local landlords, connect families to all available resources, and advocate for additional affordable or subsidized housing development, (2) serving homeless families entering the emergency shelter, (3) serving homeless families to be repaid re-housed in permanent housing, and (4) assisting at risk and/or homeless households calling the Regional Housing Crisis Hotline. Input from ForKid's is used to craft the City's response to the needs of the City's homeless citizens.
3	**Agency/Group/Organization**	City of Chesapeake Department of Public Works
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Public Infrastructure
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Chesapeake Department of Public Works which implements and manages the City's pubic infrastructure resources and projects provided a list of needs and anticipated resources to work toward increasing number of lane-miles of residential streets to be repaved, with the current focus on arterial and collector roads, and residential streets, and projects that target underserved neighborhoods and communities. The Chesapeake Department of Public Works consultation remains a key element in the City's short and long term, city-wide infrastructure and community development planning.
4	**Agency/Group/Organization**	City of Chesapeake Department of Parks, Recreation, and Tourism
	Agency/Group/Organization Type	Services-Children Other government - Local
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

OMB Control No: 2506-0117 (exp. 07/31/2015)

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The mission of Chesapeake Department of Parks, Recreation, and Tourism is to provide and promote healthy, wholesome and culturally diverse activities, events, services and programming to enhance the quality of life for all Chesapeake citizens and visitors as well as to preserve, maintain, and beautify the City's parks, facilities, natural resources and open spaces. Consultation ensures the promotion of these resources that help build a foundation for city-wide health, wellness, and conservation, especially in underserved communities.
5	**Agency/Group/Organization**	YMCA OF SHR
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The YMCA of South Hampton Roads has core missions to promote youth development, healthy living, and social responsibility. The YMCA of South Hampton Roads provided a list of needs and anticipated resources to work toward increasing the number of Chesapeake families served by their youth development and healthy living programming.
6	**Agency/Group/Organization**	Endependence Center, Inc.
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Endependence Center, Inc., as a partnering community organization, provides independent living services to Chesapeake residents with disabilities. The Endependence Center, Inc. provided a list of needs and anticipated resources to work toward increasing the availability of services to serve residents with disabilities. Consultation will result in a continuation of city-wide community awareness, integration, and functioning of persons with disabilities.
7	**Agency/Group/Organization**	HABITAT FOR HUMANITY SOUTH HAMPTON ROADS
	Agency/Group/Organization Type	Housing Services - Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Habitat for Humanity of South Hampton Roads engages the community in building opportunities for qualified families to achieve independence and stability through purchasing an affordable home. Habitat for Humanity of South Hampton Roads provided a list of needs and anticipated resources to work toward increasing the availability of affordable housing in Chesapeake. Continued collaboration will ensure that additional low to moderate income individuals and families have access to decent, safe, and affordable housing.
8	**Agency/Group/Organization**	CHILDREN'S HARBOR
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Children's Harbor provides full day, year round licensed developmentally appropriate childcare for infants and toddlers. Children's Harbor provided a list of needs and anticipated resources to work toward increasing the developmental performance of children in its programs.

9	**Agency/Group/Organization**	City of Chesapeake Department of Public Utilities
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Department of Public Utilities provides drinking water and wastewater collection services within the City of Chesapeake and provided a list of needs and anticipated resources to work toward increasing the availability of water and wastewater services within Chesapeake. Continuing consultation ensures the promotion of these services to build a foundation for city-wide health especially in underserved communities.

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

As a member jurisdiction, the City of Chesapeake has a close working relationship with the Hampton Roads Planning District Commission (HRPDC). A City Council member and the City Manager are members of the Board of Commissioners. At the City's request, HRPDC staff has conducted a number of regional studies including those related to housing, transportation, land use, the environment, economics, bicycle/pedestrian mobility, and general demographic trends. The information, recommendations, guidelines, and other elements of these studies are typically incorporated into the Comprehensive Plan. City staff also submits proposed changes to the Comprehensive Plan HRPDC for review. Occasionally, the HRPDC reviews projects and activities in Chesapeake and other localities in the region for consistency with regional plans and priorities, specifically those involving major capital improvement projects.

The city is required to submit the transportation components of the Comprehensive Plan to the Virginia Department of Transportation for review of its consistency with statewide transportation planning priorities. This is pursuant to State Code Sections 15.2-2222 and 15.2-2223. In addition, the City is required to notify federal military installations of significant changes to its Comprehensive Plan, as well as providing notice of development proposals including applications for rezoning.

The City and neighboring localities in South Hampton Roads have reciprocal agreements for Comprehensive Plan update and amendment reviews. The City's Department of Planning works closely with other city departments and local agencies during updates and amendments including the Chesapeake Redevelopment and Housing Authority, the Chesapeake Health Department, and Chesapeake Integrated Behavioral Healthcare.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	The Planning Council	The CoC works to preserve critical resources to ensure the effective coordination of homeless services in Chesapeake, the Greater Virginia Peninsula, and Western Tidewater.
Analysis of Impediments to Fair Housing	HRCHURB	The Hampton Roads Community Housing Resource Board works to affirmatively further fair housing regionally.
Chesapeake Ten Year Plan to End Homelessness	The Planning Council	The Chesapeake Ten Year Plan to End Homelessness is strategy that will aid to prevent and end the experience of homelessness for families and individuals in Chesapeake.

Table 4 – 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 Summarize citizen participation process and how it impacted goal-setting

In addition to consultation with public, private, and non-profit entities, the Consolidated Planning process involves participation and input from Chesapeake citizens. In accordance with 24 CFR 91.105, the City has adopted a Citizen Participation Plan (CPP) that sets forth policies and procedures to facilitate meaningful citizen participation under Consolidated Strategic and Annual Action Plans. The CPP addresses citizen participation, input, and complaints; public meetings; public meeting notices and access to public meetings; publication of the Consolidated and Annual Action Plans and amendments; Plan performance reports; and technical assistance. Citizen participation, especially of minorities, non-English speaking residents, and persons with mobility, visual or hearing impairments is encouraged throughout the Consolidated and Annual Action Plan development and review processes. When appropriate, a sign language interpreter can be provided with advanced notice of at least 3 working days. Citizens are notified of anticipated Consolidated Planning resources and/or lack thereof; the proposed range of programs and activities based on assessed needs; provided adequate advance notice of any related public hearings and public comment periods; provided access to copies of the draft Plans; provided technical assistance in developing proposals for funding under the Plans; and are provided timely responses to all complaints related to the Plans. Public comment and public hearing notices are advertised in local newspapers, on the City's cable public access outlet-Channel 48, and on the City's website-www.cityofchesapeake.net. All citizen comments are valued and considered during the preparation of the Plans, and are included within the final draft Plans. See the 2014/15-2018/19 Citizen Participation Plan in Appendix A.

Note that under the Final Rule 24 CFR Part 5, the citizen participation requirements at 24 CFR 91.105 Citizen Participation Plan for Local Governments will be revised to accomodate the new Assessment of Fair Housing; the analysis undertaken pursuant to 24 CFR 5.154 requiring consultation and community participation in the analysis of fair housing data; an assessment of fair housing issues and contributing factors; and the identification of local fair housing priorities and goals. The City is consulting with HUD regarding these revisions.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Non-targeted/broad community	N/A	No comments were received.	N/A	
2	Public Hearing	Non-targeted/broad community	Public hearings were conducted on December 2, 2015 and December 3, 2015. There was no attendance.	No comments were received.	N/A	
3	Internet Outreach	Non-targeted/broad community	N/A	No comments were received.	N/A	

Table 5 – Citizen Participation Outreach

OMB Control No: 2506-0117 (exp. 07/31/2015)

Expected Resources

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

Introduction

Below is a list of the anticipated resources that will be used for the City's proposed community development projects funded by CDBG, HOME, CoC, and the Public Housing Capital Fund. All activities outlined in the plan will primarily benefit very low, low, and low-to moderate income persons.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,012,761	500	0	1,013,261	1,012,761	CDBG funds will be used to develop viable communities by providing decent housing, a suitable living environment, and opportunities to expand economic opportunities primarily for low and moderate income persons. The CDBG funding decreased by $7,156.00 from the previous program year. The maximum allowable 20% of the allocation will be used to cover some CDBG program administration costs.

OMB Control No: 2506-0117 (exp. 07/31/2015)

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	361,499	0	0	361,499	361,499	The HOME Investment Partnerships Program (HOME) provides funding to create and maintain affordable housing for low to moderate income persons via construction, acquisition, and/or rehabilitating affordable housing for rent or homeownership. HOME funding increased by $386 over the previous program year. A maximum of 10% of the allocation can be used to cover HOME program administrative costs. There will also be 15% of the allocation set-aside for CHDO activities as required.
Continuum of Care	public - federal	Housing Other	0	0	0	0	0	

OMB Control No: 2506-0117 (exp. 07/31/2015)

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
Public Housing Capital Fund	public - federal	Housing Multifamily rental rehab	0	0	0	0	0	All public housing communities have drainage improvements and appliances replacement underway. Broadlawn Park units are receiving continued upgrades to the kitchens and bathrooms; MacDonald Manor received new gutters and downspouts, and stairwell repair.

Table 6 - Expected Resources – Priority Table

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

The City will leverage non-federal funds to meet the 25% HOME allocation match requirements each year that HOME funding is received during the 2018-19 Consolidated Plan program period. The anticipated HOME Program match requirement for the July 1, 2016 to June 30, 2017 period is $70,479.50.

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

In 2006, the City of Chesapeake donated two vacant lots to the Chesapeake Redevelopment and Housing Authority to develop for-sale, owner-occupied housing. Construction of the two homes is underway, with the first home expected to be ready for sale by late 2016. The two lots are located in the Dunedin neighborhood in the Western Branch Borough. The houses will be marketed as affordable housing for low-to moderate income households.

The City began the redevelopment of 1414 Ohio Street in 2008. The project, which will create one affordable housing unit, will be under construction during Program Year 42.

In December 2016, the City is slated to advertise for construction bids for the 22nd Street Bridge Project

in the South Norfolk Borough of Chesapeake. The project with a budget exceeding $18,000,000 will replace a structurally deficient bridge, while improving traffic flow. Thereby improving the economic vitality of the core of the South Norfolk Borough.

Also in South Norfolk, the City is formulating a program to acquire residential properties within the environmentally challenged South Hill and Money Point neighborhoods. To implement the first phase of the program in the South Hill neighborhood, the City has identified funds generated through tax increment financing of $1,000,000 to acquire the eligible properties. The first two acquisitions are anticipated to be completed by summer 2016.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Preserve Existing Housing	2014	2018	Affordable Housing	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK	Preserve Existing Housing	CDBG: $250,671	Homeowner Housing Rehabilitated: 14 Household Housing Unit
2	Improve Public Welfare, Health, & Safety	2014	2018	Non-Housing Community Development	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK	Improve Public Welfare, Health, and Safety	CDBG: $289,928	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1 Persons Assisted Homeowner Housing Rehabilitated: 105 Household Housing Unit Housing Code Enforcement/Foreclosed Property Care: 1000 Household Housing Unit
3	Increase Affordable Housing	2014	2018	Affordable Housing	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK	Affordable Housing	CDBG: $150,000 HOME: $54,225	Homeowner Housing Rehabilitated: 3 Household Housing Unit

OMB Control No: 2506-0117 (exp. 07/31/2015)

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Reduce Homelessness	2014	2018	Homeless	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK	Reduce Homelessness	CDBG: $102,550 HOME: $281,918	Public service activities for Low/Moderate Income Housing Benefit: 65 Households Assisted Rental units constructed: 50 Household Housing Unit Tenant-based rental assistance / Rapid Rehousing: 60 Households Assisted
5	Enhance Youth Development	2014	2018	Non-Housing Community Development	GREATER CAMPOSTELLA SQUARE COMMUNITY SOUTH NORFOLK	Youth Development	CDBG: $123,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit: 15 Persons Assisted

Table 7 – Goals Summary

Goal Descriptions

1	**Goal Name**	Preserve Existing Housing
	Goal Description	Preserving the existing housing stock occupied by low to moderate income persons via homeowner rehabilitation activities during the program year through the following project: CDBG Residential Rehabilitation
2	**Goal Name**	Improve Public Welfare, Health, & Safety
	Goal Description	Improve public welfare, health, and safety with code enforcement, fire prevention, and public facility improvement activities during the program year through the following projects: Smoke/Fire Prevention Program; Environmental Code Enforcement; City Projects; and Children's Harbor Public Improvements

3	**Goal Name**	Increase Affordable Housing
	Goal Description	Increase affordable housing by acquiring, rehabilitating, and transferring affordable housing units during the program year through the following projects: South Norfolk Revitalization; and Community Housing Development Organization
4	**Goal Name**	Reduce Homelessness
	Goal Description	Reduce homelessness by providing shelter, emergency shelter, transitional shelter, and comprehensive case management services during the program year through the following projects: Chesapeake Homeless Response Program; Supportive Housing Services at Heron's Landing; Permanent Supportive Housing for Veterans.
5	**Goal Name**	Enhance Youth Development
	Goal Description	Provide developmental appropriate programming including cognitive, social, emotional, and physical elements for infants and toddlers; target youth development and delinquency; and provide a pre-apprenticeship employment training program during the program year through the following activities: Children's Harbor Infants and Toddlers; Mentor Program-Kelleher Ropes Initiative Course; and Pre-Apprenticeship Program.

Table 8– Goal Descriptions

AP-35 Projects – 91.220(d)

Introduction

The following are the projects proposed for the 2016-2017 Annual Action Plan program period.

#	Project Name
1	CDBG Administration (City)
2	CDBG Administration (CRHA)
3	City Projects
4	Chesapeake Homeless Response Program
5	Children's Harbor Infants & Toddlers
6	Children's Harbor Public Improvements
7	Environmental Code Enforcement
8	Pre-Apprenticeship Program
9	CDBG Residential Rehabilitation
10	Kelleher Ropes Initiative Training Course
11	Smoke/Fire Prevention Program
12	South Norfolk Revitalization-Habitat for Humanity
13	Supportive Housing Services at Heron's Landing
14	HOME Administration (CRHA)
15	Permanent Supportive Housing for Veterans (Cypress Landing)
16	Community Housing & Development Organization (CHDO)

Table 9 – Project Information

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

The City will allocate funding city-wide and in targeted areas that will primarily benefit low to moderate income persons, earning 80% or less of the Area Median Income as published by HUD. The allocation priorities were based upon input received from citizens, Consolidated Planning Partners, data from the City Needs Assessment, the U.S. Census Bureau, Housing Virginia, the American Housing Survey, and the level of current and anticipated resources. Funds will be used to benefit those who are underserved to improve their living conditions; increase affordable housing opportunities; reduce and prevent homelessness; enhance youth development; preserve the existing affordable housing stock; promote economic development. The most significant obstacle to addressing these needs is the continuing trend of declining federal funding awards.

Projects

AP-38 Projects Summary

Project Summary Information

Table 10 – Project Summary

1	**Project Name**	CDBG Administration (City)
	Target Area	
	Goals Supported	Preserve Existing Housing Improve Public Welfare, Health, & Safety Increase Affordable Housing Reduce Homelessness Enhance Youth Development
	Needs Addressed	Preserve Existing Housing Improve Public Welfare, Health, and Safety Affordable Housing Economic Development Reduce Homelessness Youth Development
	Funding	CDBG: $65,322
	Description	Funding will be used for administrative costs associated with general management, monitoring, and coordination of the City's CDBG funded activities.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Low to moderate income families and individuals city-wide.
	Location Description	City-wide
	Planned Activities	Community Development Program (CDBG & HOME) management and coordination.
2	**Project Name**	CDBG Administration (CRHA)
	Target Area	

	Goals Supported	Preserve Existing Housing Improve Public Welfare, Health, & Safety
	Needs Addressed	
	Funding	CDBG: $32,290
	Description	Funds will cover partial staffing costs for program implementation, fiscal management, and compliance monitoring of the CDBG Residential Rehabilitation Program and Children's Harbor Public Improvements
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	Low to moderate income families and individuals
	Location Description	City-wide
	Planned Activities	Administration of the CDBG Residential Rehabilitation Program and Children's Harbor Public Improvements Project.
3	**Project Name**	City Projects
	Target Area	
	Goals Supported	Improve Public Welfare, Health, & Safety
	Needs Addressed	Improve Public Welfare, Health, and Safety
	Funding	CDBG: $60,641
	Description	Funding will provide assistance to eliminate blight and conditions detrimental to public welfare, health, and safety.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Individuals and families city-wide
	Location Description	
	Planned Activities	Infrastructure improvements
4	**Project Name**	Chesapeake Homeless Response Program
	Target Area	

OMB Control No: 2506-0117 (exp. 07/31/2015)

	Goals Supported	Reduce Homelessness
	Needs Addressed	Reduce Homelessness
	Funding	CDBG: $102,550
	Description	Funding will be used to provide case housing stabilization management for homeless families.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	32 families are to be assisted with emergency shelter housing; 60 families are to be recipients of rapid rehousing services; 3 families are to be recipients of transitional housing.
	Location Description	City-wide
	Planned Activities	Emergency shelter and homeless prevention services will be provided to homeless families city-wide.
5	**Project Name**	Children's Harbor Infants & Toddlers
	Target Area	
	Goals Supported	Enhance Youth Development
	Needs Addressed	Youth Development
	Funding	CDBG: $30,000
	Description	Full day, year round, licensed developmentally appropriate childcare for infants and toddlers
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	5 infants and/or toddlers and their families, which will receive year round licensed childcare
	Location Description	City-wide
	Planned Activities	The proposed activities include semi-annual Denver Developmental Screening Inventory and/or Ages and Stages Assessments; daily social, emotional, cognitive, and physical development activities; nutritional meals; and parent-child support to teach/enhance effective, positive parenting skills and ensure parental involvement
	Project Name	Children's Harbor Public Improvements

6	**Target Area**	
	Goals Supported	Improve Public Welfare, Health, & Safety
	Needs Addressed	Improve Public Welfare, Health, and Safety
	Funding	CDBG: $30,000
	Description	Classroom interior lighting improvements and code compliant commercial kitchen appliance upgrades
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Children and their families who participate in the Children's Harbor early childhood development/enrichment & childcare programs.
	Location Description	2400 Strawberry Lane-Chesapeake, VA 23324
	Planned Activities	The project allows for improvements to be made to the Children's Harbor Chesapeake, licensed child care facility as listed in the physical needs assessment.
7	**Project Name**	Environmental Code Enforcement
	Target Area	SOUTH NORFOLK
	Goals Supported	Improve Public Welfare, Health, & Safety
	Needs Addressed	Improve Public Welfare, Health, and Safety
	Funding	CDBG: $188,953
	Description	City Code Inspectors will inspect "target" areas to identify and cite code violations, and meet regularly with Civic League presidents, residents, and other area organization to articulate/disseminate code enforcement/property maintenance information.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	1000 households will be impacted by this project.
	Location Description	The focus will be the Poindexter Road corridor in the South Norfolk Target Area.

	Planned Activities	City Code Inspectors will enforce property maintenance provisions of the State Building Code; weeds and debris accumulation; the city's Zoning Ordinance; graffiti; removal of unsafe structures; vacant lot security; and abandoned structures using the Rental Housing Inspection, Neighborhood Preservation, and Red Tag programs.
8	**Project Name**	Pre-Apprenticeship Program
	Target Area	
	Goals Supported	Enhance Youth Development
	Needs Addressed	Economic Development Youth Development
	Funding	CDBG: $10,000
	Description	10 Chesapeake students will receive training certificates.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The funding will provide funds to train 10 students in the Building Trades Academy.
	Location Description	City-wide
	Planned Activities	The funding will provide funds to train 10 students in the Building Trades Academy.
9	**Project Name**	CDBG Residential Rehabilitation
	Target Area	
	Goals Supported	Preserve Existing Housing Improve Public Welfare, Health, & Safety
	Needs Addressed	Preserve Existing Housing Improve Public Welfare, Health, and Safety
	Funding	CDBG: $250,671
	Description	Eligible homeowners will receive financial assistance to make code compliant repairs to their single-family owner-occupied housing units to eliminate issues that impact their health and safety.
	Target Date	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	15 income eligible homeowners
	Location Description	City-wide
	Planned Activities	Proposed activities include intake and income eligibility determination; initial, progress, and final inspections; lead based paint assessments; Tier II environmental reviews; contract procurement; compliance tracking; and loan closing.
10	**Project Name**	Kelleher Ropes Initiative Training Course
	Target Area	
	Goals Supported	Enhance Youth Development
	Needs Addressed	Youth Development
	Funding	CDBG: $83,000
	Description	Funding will be used to construct a ropes initiative course that will be used for adventure-based, hands-on training and mentoring program.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Funding will be used to complete the course improvements begun over the past two years. At risk youth are the targeted participants.
	Location Description	2900 and 2908 Benefit Road
	Planned Activities	Proposed activities include the construction of the components of the Kelleher Ropes Course including a basic challenge course tower, an "initiative" wall, and a circuit course.
11	**Project Name**	Smoke/Fire Prevention Program
	Target Area	
	Goals Supported	Improve Public Welfare, Health, & Safety
	Needs Addressed	Improve Public Welfare, Health, and Safety
	Funding	CDBG: $10,334

	Description	Funds will be used for fire safety programming for high-risk households including those occupied by disabled, special needs, and non-English speaking residents.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	At least 100 low/moderate income households will be assisted with fire prevention/education
	Location Description	City-wide
	Planned Activities	Proposed activities include courtesy home safety inspections; the installation of smoke/carbon monoxide detectors and battery replacements; and educational seminars.
12	**Project Name**	South Norfolk Revitalization-Habitat for Humanity
	Target Area	SOUTH NORFOLK
	Goals Supported	Increase Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: $150,000
	Description	This activity will allow for the acquisition and rehabilitation of 2 single family residential units, to increase affordable housing.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that two income eligible families will benefit from the proposed activity.
	Location Description	
	Planned Activities	The acquisition and rehabilitation of two housing unit.
13	**Project Name**	Supportive Housing Services at Heron's Landing
	Target Area	
	Goals Supported	Reduce Homelessness
	Needs Addressed	Reduce Homelessness
	Funding	CDBG: $9,000

	Description	Funding will allow case management support services to assist chronically formerly homeless persons in adapting to their new housing environment at Heron's Landing Apartments.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 60 persons will be assisted during the program year through the supportive services available.
	Location Description	City-wide
	Planned Activities	Funding will allow case management support services to assist chronically formerly homeless persons in adapting to their new housing environment at Heron's Landing Apartments.
14	**Project Name**	HOME Administration (CRHA)
	Target Area	
	Goals Supported	Preserve Existing Housing Improve Public Welfare, Health, & Safety Increase Affordable Housing Reduce Homelessness Enhance Youth Development
	Needs Addressed	Preserve Existing Housing Improve Public Welfare, Health, and Safety Affordable Housing Reduce Homelessness Youth Development
	Funding	HOME: $25,356
	Description	This project will provide funds to administer HOME programs
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Low to moderate income families and individuals
	Location Description	City-wide
	Planned Activities	Administration/implementation of HOME Homeowner Rehabilitation and Fair Housing Activities

15	**Project Name**	Permanent Supportive Housing for Veterans (Cypress Landing)
	Target Area	
	Goals Supported	Increase Affordable Housing Reduce Homelessness
	Needs Addressed	Affordable Housing Reduce Homelessness
	Funding	HOME: $281,918
	Description	Funds will be used to assist with the development of 50 new housing units for homeless veterans
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	This project will house 50 homeless veterans
	Location Description	Knells Ridge Boulevard, Tax Parcel Number 0360000001931
	Planned Activities	Complete the site preparation and commence building construction
16	**Project Name**	Community Housing & Development Organization (CHDO)
	Target Area	
	Goals Supported	Increase Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	HOME: $54,225
	Description	This project is mandated by HUD that a minimum of 15% of annual HOME allocations be designated to certified private, non-profit Community Housing & Development Organizations to develop affordable housing.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The funding allows for the acquisition of one housing unit to be rehabilitated and transferred to an eligible first time homebuyer.
	Location Description	

	Planned Activities	Funding will be allocated to certified CHDO's to develop affordable housing in Chesapeake.

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

The City of Chesapeake will continue to undertake Consolidated Plan activities citywide during the program year. All activities are to benefit low to moderate income persons, earning less than 80% of the area median income as published by HUD annually.

Geographic Distribution

Target Area	Percentage of Funds
GREATER CAMPOSTELLA SQUARE COMMUNITY	15
SOUTH NORFOLK	15

Table 21 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The remaining 70% of funding is designated to be used for eligible activities to address the needs of the City's low to moderate income citizens.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

During Program Year (42) 2016-17, Chesapeake will use CDBG and HOME funding for projects consistent with the strategic goals of the CSP to create and preserve existing affordable housing including Residential Rehabilitation; Code Enforcement; Smoke Detection/Fire Prevention; and Community Housing and Development Organizations. The percentage allowable in CDBG and HOME for administrative funding will be used to partially fund program administrative and personnel costs to oversee the management, implementation, and monitoring of each grant activity.

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

Table 32 - One Year Goals for Affordable Housing by Support Requirement

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

Table 43 - One Year Goals for Affordable Housing by Support Type

Discussion

The goals and activities outlined in this Annual Action Plan are consistent with the housing and community development goals outlined in the City's 2035 Comprehensive Plan, representing a multi-prong and comprehensive approach to meeting the growing and changing needs of Chesapeake residents.

AP-60 Public Housing – 91.220(h)

Introduction

The most pressing public housing needs include the preservation, maintenance, and modernization of the City's 467 units of public housing in order to provide safe, decent, sanitary, and affordable housing for families of very low to moderate income. The Chesapeake Redevelopment and Housing Authority utilizes subsidies from the US Department of Housing and Urban Devlelopment's Public Housing Operating Fund. These funds are combined with tenant rental payments to maintain the City's public housing developments. Additionally, CRHA utilizes Capital Fund Program (CFP) funds from HUD for capital improvements necessary to ensure the long-term physical and social viability of CRHA's five public housing developments.

The chronic underfunding of CRHA by HUD's Public Housing Operating and Capital Fund programs are of major concern. The long-term modernization needs and those projected in PY 2016 are estimated to cost in excess of $5 million. The anticipated $2 million in combined subsidies from HUD's annual Public Housing Operating Fund and Capital Fund programs present a deficit, jeopardizing the preservation, maintenance and modernization of CRHA's public housing communities.

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

CRHA's application as part of the Rental Assistance Demonstration (RAD), for the conversion of 24 units at the Schooner Cove development was approved by HUD. The RAD seeks to preserve public, and other HUD-assisted housing by providing owners and public housing agencies (PHAs) with access to additional funding to make needed improvements to properties. Additionally RAD allows a PHA to convert their form of assistance to a long-term Section 8 Housing Assistance Payment (HAP) contracts. CRHA plans to convert the substantially renovated units in the Schooner Cove development to the Section 8 Project Based Rental Assistance Program (PBRA). Once converted, the units will be removed from HUD's public housing portfolio and fall under HUD's Multi-family program. Program guidelines will change, but the residents currently residing in Schooner Cove will maintain their residences. CRHA continues to evaluate the feasibility of converting other public housing developments to RAD.

The Virginia Department of Housing and Community Development (DHCD) , approved CRHA's application for an allocation of private activity bond authority for the Catalina Crossings project. The proceeds of the bonds will be used to provide financing for the acquisition, construction, and equipping of the rental housing project. One hundred (100%) of the 124 unit development project will be rented or held to rent for individuals or families earning 60% or less of the Area Median Income (AMI). Construction is underway.

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

CRHA was selected to receive the Resident Opportunities and Self-Sufficiency (ROSS) Service Coordinators grant to assist the Owens Village public housing community. The purpose of the ROSS Service Coordinator program is to provide funding to hire and maintain a Service Coordinator who will assess the needs of residents of public housing, and coordinate available resources in the community to meet those needs. The program works to promote the development of local strategies to coordinate the use of assistance under the Public Housing program with public and private resources for supportive services and resident empowerment. These services should enable participating families to increase earned income, reduce or eliminate the need for welfare assistance, and to make progress toward achieving economic independence and housing self-sufficiency, including homeownership.

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

The Chesapeake Redevelopment and Housing Authority has not been designated as a troubled housing authority.

Discussion

Because nearly all of CRHA's funding for public housing is from federal sources, the impact of federal funding reductions encompasses the entire organization. Among those most threatened by funding reductions are those who are least able to survive without CRHA housing and program assistance.

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

Introduction

Listed are homeless and special needs activities pojected to take place and/or continue within the next 12 months.

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 City of Chesapeake is part of the VA-501 Continuum of Care, the goals and objectives of which have been previously discussed. Chesapeake will continue to partner with the Southeastern Virginia Homeless Coalition to end homelessness through a coordinated system of prevention, intervention, and supportive services. A central intake point of contact process and centralized case management will help the City more efficiently identify, assess, screen, and assist homeless individuals, families, and those re-entering the community post incarceration or institutionalization.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Chesapeake Area Shelter Team will continue working to expand the number of individuals and families served during the annual December through March sheltering program.

ForKids, Inc. is continually streamlining the central intake system to increase efficiencies and to increase the response rate in providing emergency and transitional housing services. The goal is to create a service continuum that prevents homelessness and/or provide case specific homelessness services by (1) 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; (2) facilitating access for homeless individuals and families to affordable housing units; and (3) preventing individuals and families who were recently homeless from becoming homeless again.

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

Second Act Communities Permanent Supportive Housing for Veterans project is a multi-year activity to construct 50 affordable housing units for homeless and/or disabled veterans earning 50% or less of the area median family income (AMFI), with one-half of the units dedicated to veterans at or below 40% of the AMFI. Forty-four (44) units will have one (1) bedroom and six (6) units will have two (2) bedrooms. Half of the units will be fully ADA compliant and set aside for veterans with a disability. The remaining units will be universally designed. Supportive services will also be provided to ensure tenants are able to maintain housing stability by accessing services available to them to meet their needs. Chesapeake veterans will have priority above veterans from neighboring cities. These veterans will be served only if/when vacancies occur and if no Chesapeake veterans meet residency qualifications. The project is being constructed on land donated by the City of Chesapeake.

Virginia Supportive Housing is providing onsite case management and supportive housing services to the 60 residents of Heron's Landing, including mental health support, connecting the residents to and obtaining benefits, employment services, and building relationships in the community. The anticipated goal of the services is to keep 95% of the residents and participants from returning to homelessness. Virginia Supportive Housing also provides Housing First program options, a scattered site program providing participants a choice in the selection of housing and treatment services. Virginia Supportive Housing's Stabilization Team will continue to provide homeless program services from outreach to housing stabilization including helping low-income families avoid becoming homeless especially (1) extremely low-income individuals and families; (2) 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; and (3) those receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

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

The City of Chesapeake Re-Entry Executive Council and Re-Entry Resource Council will continue working to eliminate barriers and provide case management services to this population by assisting them with accessing food, clothing, shelter, securing identification cards, social service benefits, employment, public transportation, and other life stabilization services.

Discussion

The City of Chesapeake's Ten Year Plan to End Homelessness continues to serve as a guide for furthering

the City's efforts to end homelessness.

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

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

Introduction

The barriers listed in the most recent Analysis of Impediments to Fair Housing are listed under sections MA 40 and SP 55 in the CSP. Below are action strategies outlined in the City's 2035 Comprehensive Plan to address barriers to the expansion of affordable housing in Chesapeake.

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

- Explore waiving certain development-related fees for non-profit 501(c)(3) organizations that construct affordable housing
- Continue considering reductions in recommended cash proffers under the City's Proffer Policy when affordable housing units are proffered
- Consideration of policies that ensure long term or permanent affordable housing status of deed-restricted owner-occupied housing, non-profit rental units, and publicly owned rental housing
- Amend the Zoning Ordinance and other applicable ordinances to address unit design for senior housing including wheel chair accessibility, lighting in public areas, and fire suppression and notification systems

Discussion

The City will continue to strive to provide a variety of affordable housing options to meet the needs of low to moderate income, elderly, and special needs residents.

AP-85 Other Actions – 91.220(k)

Introduction

As resources continue to decline, Chesapeake will continue to augment and leverage existing resources and increase efficiencies by nurturing current and developing partnerships with nonprofit and service agencies to address the needs of low income residents.

Actions planned to address obstacles to meeting underserved needs

The comments for meeting underserved needs are provided by various city agencies and nonprofit entities. These comments are located in Appendix C.

Actions planned to foster and maintain affordable housing

The 2035 Comprehensive Plan states in part that a vital element in maintaining the city's vibrancy is to prevent the decline of the existing housing stock that can lead to an increase in blight due to poorly maintained, unsafe structures, and lower property values. During the Program Year, CDBG and HOME funding will be used to provide financial assistance to low to moderate income households to make improvements and repair their homes, thereby eliminating conditions that pose a threat to their safety and code violations.

Actions planned to reduce lead-based paint hazards

The City of Chesapeake will continue its efforts to evaluate and reduce lead based paint hazards to increase the inventory of lead-safe housing occupied by low to moderate income families, complying with HUD lead-based paint regulations and provisions outlined in SP-65 of this plan. The Chesapeake Health Department provides free lead-based paint testing and reports hazards discovered to the Virginia Health Department and appropriate City agencies.

Actions planned to reduce the number of poverty-level families

The Chesapeake Redevelopment and Housing Authority's, Resident Services Department operates the Family Self Sufficiency Program (FSS), which helps families develop and practice strategies that lead to economic independence and self-sufficiency. The FSS will target 100% of zero income renters to improve employability through job/career fairs, employment workshops, and referrals to community partners providing employment programming. Additionally, Resident Services provides career counseling, GED preparation, personal financial management, job readiness training, and computer training. The Tidewater Builder's Association offers on the job training to public housing residents and Opportunity Inc. of Hampton Roads offers a Workforce Development Program to TANF and SSI recipients needing employment training to the extent funding will allow.

Actions planned to develop institutional structure

The institutional structure for implementing the City's housing and community development programs and activities include a variety of public agencies, non-profit organizations, the private sector, and faith based organizations. The City's Planning Department serves as the lead agency responsible for coordinating the Consolidated Planning process from development, program design, implementation, and evaluation. The Planning Department will continue working to achieve a mutually supportive and integrated relationship between the City's Comprehensive Plan, the Consolidated Plan, and CRHA's Public Housing Annual Plan.

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

The City's Consolidated Plan process is coordinated through a collaboration of public, private, and non-profit organizations, some of which receive CDBG and HOME funding to implement activities proposed in the Annual Action 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 program year, the City will continue promoting and encouraging program and service coordination through diversified means of communication to ensure effective delivery of services. Several City Departments and non-profit partner organizations will administer CDBG, HOME, and activities funded by other funding sources for Chesapeake individuals and families with identified needs.

Comments from various agencies are included within Appendix C.

Discussion

The City of Chesapeake is committed to strengthen its economic vitality, manage growth responsibly, and focuson on the preservation and development of its communities in order to meet the current and future needs of its residents, business and industry, and workforce.

Program Specific Requirements

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

Introduction

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income.Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

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

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

   The HOME rules allow the use of up to 10 percent (10%) of each year's HOME allocation for reasonable administrative and planning costs. In addition, up to 10% of program income deposited in the City's local HOME account during the program year may be used for administrative and

OMB Control No: 2506-0117 (exp. 07/31/2015)

planning costs. As allowed, 10% of the HOME allocation and program income generated within the next 12 months will be used for administrative and planning costs.

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 Appendix D for Recapture/Resale Guidelines

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

   See Appendix D for Recapture/Resale Guidelines

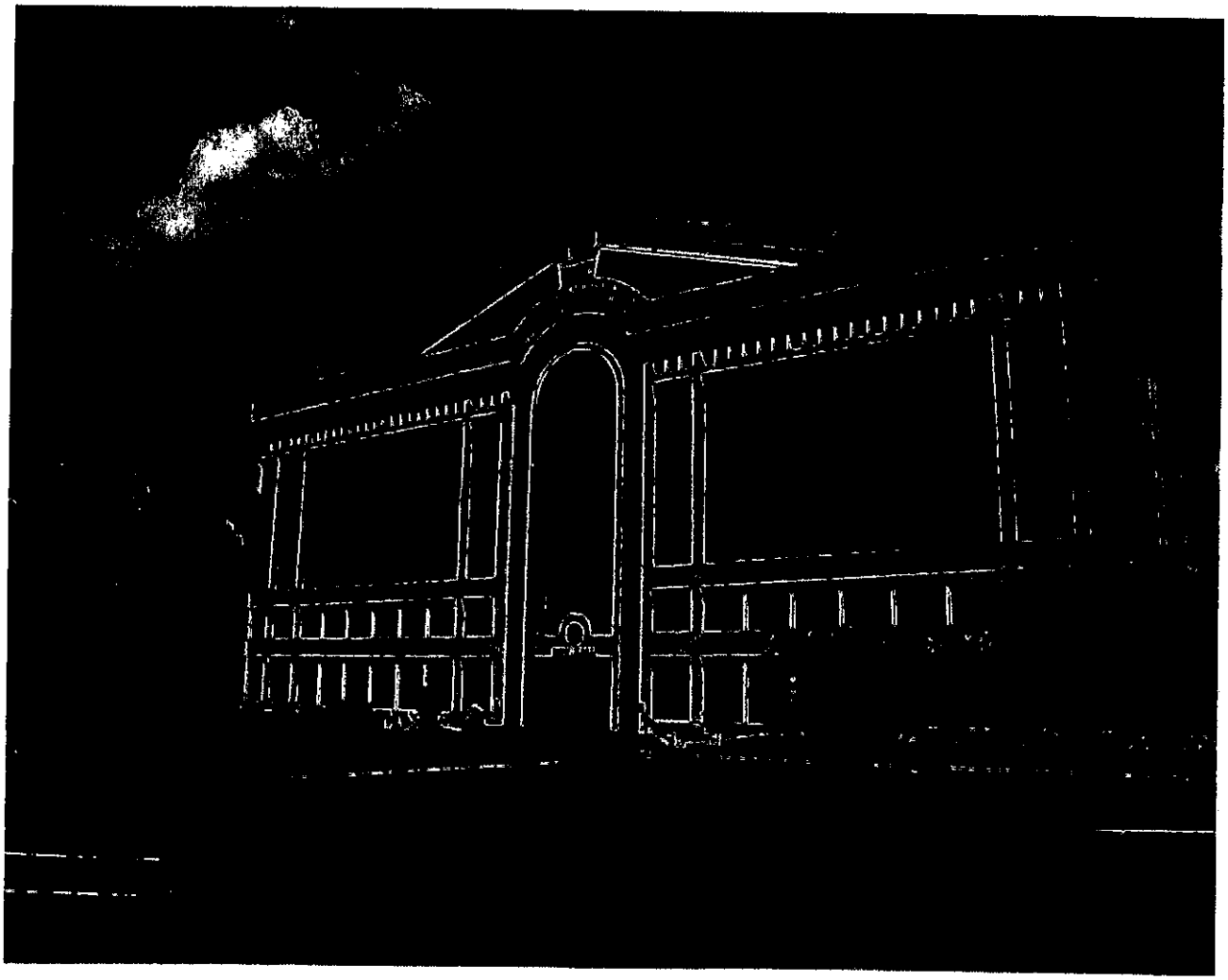
4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

   Not Applicable

APPENDIX A

CITIZEN PARTICIPATION PLAN

City of Chesapeake



2014/2015 – 2018/2019 CITIZEN PARTICIPATION PLAN

Chesapeake VIRGINIA

Citizen Participation Plan

OVERVIEW

The Consolidated Action plan 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 Consolidated Plan 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 a Citizen Participation Plan (CPP) that sets forth the City's policies and procedures for citizen participation under the Five-Year Consolidated Housing & Community Development Plan 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 Consolidated Plan development, 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 determine what other types of resources and services are needed in the future.
3. To help develop priorities.
4. To increase understanding of issues and determine possible options.
5. To generate new ideas.
6. To discover and explore possible compromises.
7. To comment on program performance.
8. To determine the public's support for various solutions.

The City will encourage citizen participation with reasonable opportunity to comment on the Annual Action Plan, Consolidated Plan, the CPP, and Consolidated Annual Performance and Evaluation Report (CAPER) as well as substantial amendments to the Annual Action Plan, Consolidated Plan, or CPP. Every effort will be made to minimize displacement and provide assistance to those displaced because of Consolidated Plan 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 the Consolidated Plan 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:
  1. Proposed Annual Action Plan, Needs Assessment, and Final Statement of Objectives;
  2. Five-Year Consolidated Housing & Community Development Plan;
  3. Proposed Substantial Amendment to the Annual Action Plan or Consolidated Plan; and
  4. Consolidated Annual Performance and Evaluation Report (CAPER).

- 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) <u>at least ten (10) calendar days</u> 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 web site as appropriate.

- 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 Consolidated Plan program activities.

- The proposed Consolidated Plan will be published and made available in public locations for citizen review and comment. Complete copies of the proposed Consolidated Plan and Annual Action plans will be placed in all branch libraries of the Chesapeake Public Libraries, Planning Department, and the Chesapeake Redevelopment and Housing Authority. 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 nonaccepatance will be attached to the final plan submission to HUD. Consolidated Plan program records will be available for public review for a period of three years after the end of a Consolidated Plan program year.

- 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 Consolidated Plan 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 plan needs assessment and proposed activities of each program year cycle before the final Annual Action Plan is published for notice. The hearing/meeting seeks to:

- obtain citizen views and/or answer citizen questions on housing and community development needs;
- 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

Needs Assessment (Housing & Community Development Needs)	Comment Period: 15 Calendar Days Public Hearing: Yes Scheduled: August or as appropriate

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.

Proposal Review Process **(Review of Annual Funding Process)**	Scheduled: February/March

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.

Annual Action Plan (Funding Recommendations)	Comment Period: 30 Calendar Days Public Hearing: Yes Scheduled: December-May

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, Planning Department, (City Hall Building -2nd Floor -306 Cedar Road, Chesapeake, VA 23322), and the Chesapeake Redevelopment and Housing Authority (1468 South Military Highway, Chesapeake, VA 23320) during regular business hours throughout the comment period. The public notice will include a brief description of the proposed activities, date, time, and 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.

Consolidated Annual Performance Report (CAPER) (Reporting on Funded Activities)	Comment Period: 15 Calendar Days Public Hearing: No

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, Planning Department, (City Hall Building -2nd Floor -306 Cedar Road, Chesapeake, VA 23322), and the Chesapeake Redevelopment and Housing Authority (1468 South Military Highway, Chesapeake, VA 23320) during regular business hours throughout the comment period.

Five-Year Consolidated Plan (Housing and Community Development)	Comment Period: 30 Calendar Days Public Hearing: Yes Scheduled: April - June 2014

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 Plan will be available for public review in all branch libraries of the Chesapeake Public Libraries, Planning Department, (City Hall Building -2nd Floor - 306 Cedar Road, Chesapeake, VA 23322), and the Chesapeake Redevelopment and Housing Authority (1468 South Military Highway, Chesapeake, VA 23320) during regular business hours throughout the comment period.

Substantial Plan Amendments to the Consolidated or Annual Plan	Comment Period: 30 Calendar Days Public Hearing: No

Following the adoption of the Five-Year Consolidated Plan and the Annual Action Plan, 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.

Citizen Participation Plan	Comment Period: 15 Calendar Days

(Procedures for Public Comment on Housing & Community Development Plans & Programs)	Public Hearing: No
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, Planning Department, (City Hall Building - 2nd Floor -306 Cedar Road, Chesapeake, VA 23322), and the Chesapeake Redevelopment and Housing Authority (1468 South Military Highway, Chesapeake, VA 23320) during regular business hours throughout the comment period.	

ACCESS TO INFORMATION

The City will make available to citizens, records regarding the past use of funds, the Citizen Participation Plan, the Consolidated Action Plan, substantial amendments to the Consolidated Plan, and the Consolidated Annual Performance and Evaluation Report (CAPER). Draft copies of the Consolidated Plan, Annual Action Plan, Citizen's Participation Plan, and CAPER will be placed in all branch libraries of the Chesapeake Public Libraries during the public comment period for citizen review and comment.

- **Chesapeake Central Library**
  298 Cedar Road
  Chesapeake, VA 23322
  757.410.7100
  Acting Library Manager: Sasha Matthews
- **Dr. Clarence V. Cuffee Library**
  2726 Border Road
  Chesapeake, VA 23324
  757.410.7036
  Library Manager: Halima Davis
- **Greenbrier Library**
  1214 Volvo Parkway
  Chesapeake, VA 23320
  757.410.7058
  Library Manager: Jean Carideo
- **Indian River Library**
  2320 Old Greenbrier Road
  Chesapeake, VA 23321
  757.410.7003
  Acting Library Manager: Jessica Maitland
- **Major Hillard Library**
  824 Old George Washington Highway, N.
  Chesapeake, VA 23323
  757.410.7078
  Library Manager: Susan Hobbs
- **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, 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), and the Chesapeake Redevelopment and Housing Authority (1468 South Military Highway, Chesapeake, VA 23320). These documents are also available on the City of Chesapeake's website www.cityofchesapeake.net under City Departments, Planning Department.

SUBSTANTIAL AMENDMENTS

Throughout the term of the Five-year Consolidated Plan and the Annual Action Plan, the plan may be amended to add or delete action items or objectives. The Plans must be amended through the citizen participation process, if any changes meet the definition of substantial change. Substantial Change for the Consolidated Plan is defined as:

1. The deletion or addition of an objective, program, activity, or project.
2. Substantial Change for the Annual Action Plan is defined as:
3. Addition of a new project or an activity not described in the Annual Action Plan.
4. Elimination of an existing activity described in the Annual Action Plan.
5. Change in the funding amount for a project or activity by 50% or more or $50,000 whichever is greater.
6. 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.
7. Change in the location of the project or activity.
8. Change in the use of CDBG funds from one eligible activity to another.
9. Substantial Change for the Citizen's Participation Plan is defined as:
10. Addition of a new report or plan for public comment.
11. Change in the length of time for public comment.
12. Change in the definition of Substantial Change for the Consolidated Plan, Annual Action Plan or CPP.

PERFORMANCE REPORTS

Every year, the City must submit to HUD a Consolidated Annual Performance and Evaluation Report (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 and 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 Five-Year Consolidated Plan, the Annual Action Plan, and assessing the City's overall 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, Planning Department, (City Hall Building, 2nd Floor, 306 Cedar Road, Chesapeake, VA 23322), and the Chesapeake Redevelopment and Housing Authority (1468 South Military Highway, Chesapeake, VA 23320).

TECHNICAL ASSISTANCE

Upon request, the City will provide technical assistance to all persons developing funding proposals or seeking to provide input on Consolidated Plan or Annual Plan activities, particularly extremely low, very low, low, and 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 Consolidated Plan 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, as appropriate, follow up on the complaint by telephone and/or in person.

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

APPENDIX B

NOTICE OF PUBLIC HEARINGS

Public Hearings

Chesapeake VIRGINIA

PUBLIC HEARING/CITIZEN COMMENT NOTICE
CITY OF CHESAPEAKE
2016/2017 ANNUAL ACTION PLAN

EQUAL HOUSING OPPORTUNITY

The City of Chesapeake is developing its 2016/2017 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 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) 42 beginning July 1, 2016 and ending June 30, 2017. In this regard, two identical public hearings will be conducted on:

- **December 2, 2015 at 6:00 p.m.** at the South Norfolk Branch Library, 801 Poindexter Street, Chesapeake, VA 23324
- **December 3, 2015 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 state and 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 42 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.

Jaleh M. Shea, AICP
Director, Planning Department

Drivers/ Transportation/ Shipping

Dump Truck Driver Needed P/T
CDL, 4yrs exp, serious applicants only 757-478-7852

For Lease-Commercial

1562 Sq. Ft. Restaurant Ready in Corolla, NC. Call 252-207-5404 for details.

For Rent-Chesapeake House

Dunedin - 3312 Pine Hill Cres., 3 BR, 1.5 BA ranch. $1150 mo. + dep. 757-465-3151.

For Rent-Condo

Cape Henry Towers, VB-2 BR, 2 BA, bay view, furnished, pool, rec rm. $1500. 757-502-4634.

Ghent/Downtown 1 Bed/1 Bath/Loft/Wsh/ Dry/Fireplace/Storage/$1250/757-573-1479

For Rent-Furnished Apts

Magnuson Hotel, LOW WKLY RATES! Starting $179.99 + tax. New Customers Only. 460-2205

For Rent-House (All)

Norfolk and Portsmouth 2 bedroom duplex, 3 and 4 bedroom homes for rent in the Portsmouth and Norfolk areas. Rent ranges from $845-$1500. Call Kristin for more information 757-846-7446.

out your car?
aintenance?
Saturday's Drive

Automotive/ Mechanics

KTAutomotive/Wynns Driver and Salesmen M-F 8A-5P HIGHLY MOTIVATED, CLEAN DRIVING, CAN LIFT 50LBS+, APPLY TODAY CALL (757)479-1642

Counseling/ Social Services/ Non-Profit

Housing Choice Voucher (Section 8) Coordinator FRHA is seeking a program coordinator to provide housing assistance to low-income and other working families in Western Tidewater. Call us at 757-562-0384 or visit www.fhaonline.org

Customer Service/ Call Center

Cust Service/Purch. Asst. for a fast paced Norfolk Pkg Co. Experience preferred. Office experience required. FT/Good Benefits. E-mail resume to masa@masacorp.com.

Factory/ Warehouse

KTAutomotive/Wynns Driver&Salesmen M-F 8A-5P HIGHLY MOTIVATED, CLEAN DRIVING, CAN LIFT 50LBS+, APPLY TODAY CALL (757)479-1642

General/Other

Electricians

Healthcare/ Medical

Dental Hygienist-Full Time
Upbeat, caring, friendly VA Eastern Shore office seeking a highly motivated team player. Call 757-331-1589.

Physician Assistant/Nurse Practitioner
In and Out Express Care is seeking FT/PT Physician Assistants/Nurse Practioners to work on the Southside/Peninsula. Must be NCCPA and VA state certified. If interested contact Carmen at (757) 240-5580 or send resume to PO. Box 120145 Newport News, Va 23612

Ship Building Ship Repair

Small Craft Maintenance Technician
TSM Corporation seeks Small Craft Maintenance Technician. Immediate opening in Stennis Space Center, MS. Must have or be able to obtain Secret Security Clearance and Commercial Driver's License. Please visit www.tsmcorporation.com for a complete position description. Send resumes to resumes@tsmcorporation.com or fax (901)234-0075 or mail to TSM Corporation, 7622 Bartlett Corporate Drive #101, Bartlett, TN 38133

Building & Construction/ Skilled Trades

COMMERCIAL ESTIMATOR
Seeking ambitious, self motivated estimator. Candidate should have college degree and 5 years' experience on commercial construction. Email resume to hr@jrcmechanical.com / EOE / No walk ins

Field Training Assoc.- Utility Line Clear. Ashland
[illegible] years' experience in trimming and re-

City of Chesapeake 2016-2017 Annual Action Plan
Citizen Comments
Public Input Hearing
South Norfolk Branch Library
December 2, 2015
6:00 pm

NAME	ADDRESS	PHONE NUMBER	E-MAIL ADDRESS
1. Kim L Hinton	Chesapeake Planning Dept	757 382.6176	khinton@cityofchesapeake.net
2. Michael D. Allen	Chesapeake Planning Dept.	757 382 6218	mallen@cityofchesapeake.net
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
18.			
19.			
20.			

City of Chesapeake 2016-2017 Annual Action Plan
Citizen Comments
Public Input Hearing
Indian River Branch Library
December 3, 2015
6:00 pm

NAME	ADDRESS	PHONE NUMBER	E-MAIL ADDRESS
1. Kirk Ahnton	Planning Department	757 382 6214	ahnton@cityofchesapeake.net
2. Michael Allen	Planning Dept	757 382 6218	mallen@cityofchesapeake.net
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
18.			
19.			
20.			

APPENDIX C

SUMMARY OF STAKEHOLDER AGENCY COMMENTS

APPENDIX C- SUMMARY OF STAKEHOLDER AGENCY COMMENTS

AGENCY: FOR KID'S INC.

IDENTIFICATION OF THE MOST PRESSING COMMUNITY DEVELOPMENT NEEDS FACED BY FOR KID'S INC.

- For Kid's families needing to be connected to available resources and decent and affordable housing

BARRIERS TO ACCOMPLISIHNG THESE NEEDS

- The most serious barriers to accomplishing the needs continue to be finding affordable housing in Chesapeake for families living below 50% of AMI
- Scarcity of affordable housing easily accessible to public transportation

PROJECTED OUTCOMES FOR PROGRAM YEAR 2016-17

- Continuing to develop relationships with local landlords, connect families to all available resources, and advocate for additional affordable or subsidized housing development
- Serving 30 homeless families entering the emergency shelter
- Serving 60 homeless families to be repaid re-housed in permanent housing
- Stabilizing 5 families in supportive housing
- Assisting 1,350 at risk and/or homeless households calling the Regional Housing Crisis Hotline
- Anticipated that 90% of families served will exit to permanent housing; 86% of families will increase their total household income; 75% of medically able adults will increase their income from employment while participating in the program; 90% of adults will complete a Continued Care Plan, which includes: wellness indicators, daily maintenance plan, counseling/wellness activities, a basic crisis plan, and contact information or emergency services.

AGENCY: CHESAPEAKE REDEVELOPMENT AND HOUSING AUTHORITY

IDENTIFICATION OF THE MOST PRESSING COMMUNITY DEVELOPMENT NEEDS FACED BY CRHA

- Increasing homeownership opportunities to low to moderate income families
- Increasing first-time homebuyer opportunities/rehabilitation of owner occupied housing unts
- Rehabilitation of occupied low/moderate income residential units
- Physical facility improvements

BARRIERS TO ACCOMPLISIHNG THESE NEEDS

- CHDO-The availability of land for affordable housing development remains a challenge in Chesapeake. Non-profits must compete with private for-profit developers when searching for housing development opportunities.

- A continued reduction in federal funding presents the greatest barrier.

PROJECTED OUTCOMES FOR PROGRAM YEAR 2016-17

- CHDO-The construction of one new affordable unit is underway, with another undergoing substantial rehabilitation
- Improve living conditions for 23 eligible homeowners whom will receive financial assistance to make sustainable, code compliant repairs to their homes
- Improve the lives of at least 8 low to moderate income children and their families through early childhood development with the continued physical improvements of a fully operational affordable licensed early child development facility in Chesapeake
- Provide down payment and closing cost assistance to 5 first time homebuyers

AGENCY: CHILDREN'S HARBOR

IDENTIFICATION OF THE MOST PRESSING COMMUNITY DEVELOPMENT NEEDS FACED BY CHILDREN'S HARBOR

- To provide high quality child care and youth development assistance to low-income residents

BARRIERS TO ACCOMPLISIHNG THESE NEEDS

- Funding awarded does not cover all programmatic costs, which has an impact on fulfilling the strategies and the overall mission of the program as costs continue to increase each year.

PROJECTED OUTCOMES FOR PROGRAM YEAR 2016-17

- 100% of the children will be assessed in all areas of child growth and development, and plans will be implemented to help children improve their scores to ensure they are reaching their full potential.
- 100% of the children will meet one of the following criteria: (1) improve in identified areas; (2) already meet developmental milestones; or (3) referred to additional resources based on special needs.

AGENCY: CITY OF CHESAPEAKE-DEPARTMENT OF PARKS, RECREATION, AND TOURISM

IDENTIFICATION OF THE MOST PRESSING COMMUNITY DEVELOPMENT NEEDS FACED BY THE DEPARTMENT OF PARKS, RECREATION, AND TOURISM

- Providing safe and accessible park and recreational facilities

BARRIERS TO ACCOMPLISIHNG THESE NEEDS

- Many of the parks and recreation facilities are older and not as accommodating as newer facilities

PROJECTED OUTCOMES FOR PROGRAM YEAR 2016-17

- Creation of a destination playground at Deep Creek Park
- Replacement of four aging playgrounds on school properties
- Address deferred maintenance of aging facilities
- Improving accessibility and ADA compliance at public park and recreational facilities

AGENCY: CITY OF CHESAPEAKE-DEPARTMENT OF PLANNING

IDENTIFICATION OF THE MOST PRESSING COMMUNITY DEVELOPMENT NEEDS FACED BY THE CITY OF CHESAPEAKE

- The most pressing community development needs are the drainage improvements needed in areas of chronic flooding.
- Additional affordable and accessible housing.
- Adequate public facilities for schools, roads, sewer, and recreational amenities.

BARRIERS TO ACCOMPLISHING THESE NEEDS

- The most serious barriers to these needs continue to be the pace of economic recovery which affects the development review process and related contributions for adequate.
- The uncertainty regarding the long-term state of the economy, federal and state budget priorities, coupled with the cause, effect and mitigation of chronic flooding make strategic planning for community development needs challenging at best.

PROJECTED OUTCOMES FOR PROGRAM YEAR 2016-17

We anticipate achieving:

- 440 administrative/non-public hearing reviews
- 155 Planning Commission public hearing reviews
- 10 Zoning/Subdivision Ordinance amendments
- 350 CBPA-related reviews
- 180 historic architectural reviews
- 2,500 street address actions
- 155 Level of Service reviews
- 7,500 customers assisted
- 800 citizen inquiry responses/PUD letters/ABC permits
- 30 demographic research assists
- 40 City Manager/City Council special reports
- Staffing of 18 regional committees
- Completion of 690 transactions in IDIS

- Multiple open space and agriculture preservation property inquiries/negotiations
- The second electronic submission of the CAPER
- Continued implementation and refinement of the sub-recipient risk analysis monitoring guide
- Usage of ACCELA for departmental operations
- Anticipated completion of the HOME funded The SHIRE Rental Housing Project, creating 40 affordable rental housing units
- Anticipated commencement of construction for the CDBG funded Kelleher Ropes Initiative Course, anticipated to enhance youth development for over 200 youth
- Continuation of Planning and Land Use Policy review
- Continuation of coordination of trail enhancement grants and historic preservation planning grant
- Redevelopment of 1414 Ohio St
- Anticipated completion of the South Norfolk TIF Initiative and Dominion Boulevard Corridor Study

AGENCY: CITY OF CHESAPEAKE-DEPARTMENT OF PUBLIC UTILITIES

IDENTIFICATION OF THE MOST PRESSING COMMUNITY DEVELOPMENT NEEDS FACED BY THE DEPARTMENT OF PUBLIC UTILITIES

- The most pressing community development needs are providing water and sewer services to areas not previously served.

BARRIERS TO ACCOMPLISHING THESE NEEDS

- The most serious barriers to these needs continue to the shared costs to be incurred by properties to be connected to water and sewer services.

PROJECTED OUTCOMES FOR PROGRAM YEAR 2016-17

- Continuation of the Water/Sewer Cost Participation Program primarily within Census Tract 215.01 to provide city sewer service to 54 properties and city water to 18 properties.

AGENCY: CITY OF CHESAPEAKE-DEPARTMENT OF PUBLIC WORKS

IDENTIFICATION OF THE MOST PRESSING COMMUNITY DEVELOPMENT NEEDS FACED BY THE DEPARTMENT OF PUBLIC WORKS

- Maintaining the physical infrastructure of the City and its neighborhoods

BARRIERS TO ACCOMPLISIHNG THESE NEEDS

- Significant backlog of paving ($34 million) with limited resources available each year ($5 million)

PROJECTED OUTCOMES FOR PROGRAM YEAR 2016-17

- Increase number of lane-miles of residential streets to be repaved, with the current focus on arterial and collector roads, and then residential streets

AGENCY: ENDEPENDENCE CENTER

IDENTIFICATION OF THE MOST PRESSING COMMUNITY DEVELOPMENT NEEDS FACED BY THE ENDEPENDENCE CENTER

- Availability of more assisted and accessible housing units for those with mobility and sensory impairments
- The need for a local preference to be established in the Public Housing and Housing Choice Voucher programs for nursing home residents with disabilities who want to transition to community living.
- The need for adequate funds to be allocated for low-income homeowners with disabilities to be able to make accessibility modifications to their homes
-

BARRIERS TO ACCOMPLISIHNG THESE NEEDS

- Certain private, assisted developments in Chesapeake do not meet the minimum HUD 504 requirements for accessible units
- Lack of available, affordable housing for people with significant disabilities

PROJECTED OUTCOMES FOR PROGRAM YEAR 2016-17

- Continue serving as a resource for those with sensory or mobility impairments to become integrated into the greater community.
- Provide continuing public comment to CRHA and the City of Chesapeake Planning Department

AGENCY: HABITAT FOR HUMANITY OF SOUTH HAMPTON ROADS

IDENTIFICATION OF THE MOST PRESSING COMMUNITY DEVELOPMENT NEEDS FACED BY HABITAT FOR HUMANITY OF SOUTH HAMPTON ROADS

- Availability of safe, decent, affordable housing for families

BARRIERS TO ACCOMPLISIHNG THESE NEEDS

- Locating affordable land or units for development in Chesapeake
- Lack of qualified buyers
- Limited non-governmental financial support
- Limited downpayment assistance for qualified buyers

- Insufficient presence in the community to encourage qualified families to apply
- Misconception about program purpose

PROJECTED OUTCOMES FOR PROGRAM YEAR 2016-17

- Creation of 3-5 affordable housing units
- Locating and supporting qualified buyers by providing education and support
- Research and apply for foundation and private financial support
- Identify or provide downpayment assistance on a limited basis
- Create a marketing campaign to increase notoriety in the community, with the goal of eliminating 75% of misconceptions about the programs offered

AGENCY: YMCA OF SOUTH HAMPTON ROADS

IDENTIFICATION OF THE MOST PRESSING COMMUNITY DEVELOPMENT NEEDS FACED BY THE YMCA OF SOUTH HAMPTON ROADS

- Availability of more summer camp programs

BARRIERS TO ACCOMPLISIHNG THESE NEEDS

- The cost for housing more children in summer camp programs

PROJECTED OUTCOMES FOR PROGRAM YEAR 2016-17

- Serving more children through summer camp programs

APPENDIX D

RECAPTURE/RESALE GUIDELINES

CHESAPEAKE REDEVELOPMENT AND HOUSING AUTHORITY AFFORDABILITY PROVISIONS FOR HOME PROGRAM ASSISTED HOUSING ASSISTANCE AND HOMEOWNERSHIP ACTIVITIES

To ensure affordability under the HOME Investment Partnerships Program and the regulations issued thereunder (Title II, Cranston-Gonzalez National Affordable Housing Act, Public Law No. 101-625, 104 Stat. 4079 (1990), 24 C.F.R. Part 92) (the "HOME Program"), a participating jurisdiction or the entity administering the HOME Program on its behalf ("PJ") must impose resale or recapture requirements on each housing unit financed and/or subsidized with HOME Program funds. Chesapeake Redevelopment and Housing Authority has chosen to (i) utilize recapture provisions, pursuant to 24 CFR Part 92.254(a)(5)(ii)(A)(1) through (7), 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 Part 92.254(a)(5)(i)(A) and (B), 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.

OPTION #1 - RECAPTURE:

The Property [Home/Unit,etc.] which is the subject of this sales contract (the "Agreement") between Chesapeake Redevelopment and Housing Authority ("CRHA") and Buyer is financed by a loan (the "Loan"), made pursuant to the HOME Investment Partnerships Program and the regulations issued thereunder (Title II, Cranston-Gonzalez National Affordable Housing Act, Public Law No. 101-625, 104 Stat. 4079 (1990), 24 C.F.R. Part 92) (the "HOME Program"), to provide down payment assistance to the Buyer. The Property is subject to the following periods of affordability (each a "Period of Affordability") based on the principal amount of the Loan provided to the Buyer: If the original principal amount of the Loan is less than Fifteen Thousand Dollars ($15,000.00), the Period of Affordability shall be five (5) years. If the original principal amount of the Loan is between Fifteen Thousand Dollars ($15,000.00) and Forty Thousand Dollars ($40,000.00), the Period of Affordability shall be ten (10) years. If the original principal amount of the Loan is greater than Forty Thousand Dollars ($40,000.00), the Period of Affordability shall be fifteen (15) years.

Choose one of the following four (4) options:

1. PJ recaptures Loan:

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 ("Net Proceeds") are available to pay the Loan. 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 Loan in full, CRHA 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 (the "Homeowner's Investment"). 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 CRHA 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 CRHA for re-use in HOME Program funded activities or shall be paid to the Buyer].

2. Reduction of Loan over Period of Affordability (n.b. This approach provides an incentive for Buyer to retain the Property for the applicable Period of Affordability or sell to a low-income buyer):

If the Period of Affordability is five (5) years, CRHA 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, CRHA 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, CRHA 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 Part 5.609 (the "Section 8 Method"), shall be used to measure whether subsequent buyers are income-eligible ("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 CRHA, 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 CRHA, 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, CRHA 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 (the "Homeowner's Investment"). 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 CRHA 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 CRHA for re-use in HOME Program funded activities or shall be paid to the Buyer].

3. Homeowner's Investment Returned First:

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 ("Net Proceeds") before the balance of the Loan is repaid to CRHA. 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. 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 CRHA Annual Action Plan.) If the Net Proceeds from the sale of the Property are insufficient to pay the balance of the Loan, CRHA 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 CRHA 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 ("Net Proceeds") are insufficient to pay the Buyer's investment in the Property ('Homeowner's Investment") and the balance of the Loan (the "Recapture Amount"), the Buyer and CRHA 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. Homeowner's Investment shall be 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 CRHA Annual Action Plan.) The Recapture Amount shall be calculated using the following formula: the amount of the Loan *divided by* the amount of the Loan plus the Homeowner's Investment *times* the Net Proceeds. The amount due Buyer *shall equal* the Net Proceeds *minus* the Recapture Amount.

Enforcement (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.

OPTION #2 - RESALE:

The Property [Home/Unit,etc.] which is the subject of this Sales Contract (the "Agreement") between Chesapeake Redevelopment and Housing Authority ("CRHA") and Buyer is financed by a loan (the "Loan"), made pursuant to the HOME Investment Partnerships Program and the regulations issued thereunder (Title II, Cranston-Gonzalez National Affordable Housing Act, Public Law No. 101-625, 104 Stat. 4079 (1990), 24 C.F.R. Part 92) (the "HOME Program"), to provide funds to cover rehabilitation costs. The Property is subject to the following periods of affordability (each a "Period of Affordability") based on the total amount of HOME Program rehabilitation funds invested in the Property: If the total investment of HOME Program funds is less than Fifteen Thousand Dollars ($15,000.00), the Period of Affordability shall be five (5) years. If the total investment of HOME Program funds is between Fifteen Thousand Dollars ($15,000.00) and Forty Thousand Dollars ($40,000.00), the Period of Affordability shall be ten (10) years. If the total investment of HOME Program funds is greater than Forty Thousand Dollars ($40,000.00), the Period of Affordability shall be fifteen (15) years.

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 its principal residence. For purposes of this Agreement, the Section 8 program definition of annual income, as contained in 24 CFR Part 5.609 (the "Section 8 Method"), shall be used to measure whether subsequent buyers are income-eligible ("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 income for the fixed costs of owning a home, which costs shall include principal payments, interest payments, property taxes and insurance ("PITI"). The maximum resale price shall be calculated by CRHA on an annual basis and included in the CRHA Annual Action Plan.

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 (the "Homeowner's Investment") plus a fair return on that investment (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 ("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 CRHA 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 (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.

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 CRHA'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 CRHA). 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 CRHA. CRHA 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 CRHA 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 or transfer in lieu of foreclosure.

Buyer hereby acknowledges receipt of a copy of the provisions of the CRHA HOME Program resale and recapture requirements.