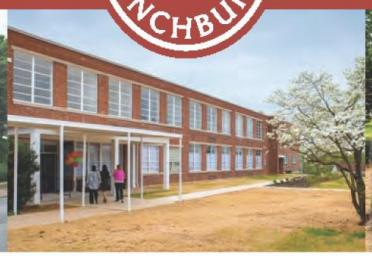

ANNUAL ACTION PLAN

Program Year 2016 • Fiscal Year 2017

Annual Action Plan • July 1, 2016 – June 30, 2017

Executive Summary

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

1. Introduction

The City of Lynchburg receives an annual entitlement allocation of funding from the U. S. Department of Housing and Urban Development (HUD) to be used for the benefit of low-income persons or neighborhoods. The funding is based on a formula and a number of community development factors including population, the extent of poverty, housing overcrowding, and slower population growth in relationship to other metropolitan areas.

The City of Lynchburg receives two different entitlement grants from HUD, the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Program Grant. The City uses these funds to leverage other public and private funding towards community development and housing projects.

The City of Lynchburg, as an entitlement jurisdiction in the CDBG and HOME Programs, is required by HUD to submit a consolidated plan every five years. The Consolidated Plan defines a specific course of action to meet the community development and housing needs for the citizens of Lynchburg. It integrates economic, physical, environmental, community and human development in a comprehensive and coordinated fashion so that the City, Lynchburg Redevelopment and Housing Authority (LRHA), and nonprofit organizations can work together to assist in meeting the needs of families and/or individuals. The strategic plan in this document also sets forth program goals, specific objectives, annual goals, and benchmarks for measuring progress. In so doing, it helps the City and citizens keep track of results and learn what works in the community.

This Consolidated Plan corresponds to the City's next five fiscal years, which began July 1, 2015 and ends June 30, 2020. Once a year, City staff writes an Action Plan. The Action Plan outlines projects and the amount of funding that will go towards the goals outlined in the Consolidated Plan. At the conclusion of each fiscal year, City staff writes a final report, called the Consolidated Annual Performance and Evaluation Report (CAPER), to report the progress towards the Consolidated Plan goals and accomplishments by project.

The CDBG and HOME funding allocations have been trending downwards and that trend is expected to continue. However, this Plan takes into account the increasing importance of identifying and prioritizing the most critical needs to be addressed with CDBG and HOME Program funds.

Structure of the Plan

The Consolidated Plan consists of three major sections: a housing and community development needs assessment, a housing market analysis, and a strategic plan which identifies those priority housing and community development needs and strategies that the City plans to address with the available HUD resources over the next five years. This plan was formulated using HUD's eConPlan tool, which dictates the plan's structure and provides a series of pre-populated tables.

Data in the three major sections was drawn primarily from HUD's Comprehensive Housing Affordability Strategy (CHAS) data set, which is a special tabulation of 2007-2011 American Community Survey (ACS) data from the Census Bureau. The CHAS data is a fixed set of data in pre-populated tables. The CHAS data describes housing problems, such as overcrowding or incomplete kitchen and/or plumbing facilities, as well as cost burden, which occurs when a household pays more than 30% of its gross income on housing costs. Extreme cost burden occurs when a household pays more than 50% of its gross income on housing costs.

2. Summarize the objectives and outcomes identified in the Plan

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

The Strategic Plan provides a framework to address the needs of the City for the next five years using CDBG and HOME funds. The three overarching objectives guiding the proposed activities are:

- Providing Decent Affordable Housing
- Creating Suitable Living Environments
- Creating Economic Opportunities

Outcomes show how programs and activities benefit a community or the people served. The three outcomes that will illustrate the benefits of each activity funded by the CDBG and HOME programs are:

- Improve Availability/Accessibility
- Improve Affordability
- Improve Sustainability

Activities funded in the five year plan and each annual action plan will support at least one objective and one outcome. The City's framework for realizing the objectives and outcomes include the following goals:

- Provide Decent, Affordable Housing
- Provide a Suitable Living Environment

- Increase Homeownership
- End Chronic Homelessness

The goals listed below are intended to provide broad guidance in the allocation of Community Development Block Grant (CDBG) and HOME Program funds granted to the City by HUD for the five years beginning July 1, 2015 and ending June 30, 2020. The Community Development Advisory Committee (CDAC) supports the allocation of funds to achieve measurable results for both housing and non-housing goals. These goals were reviewed and reaffirmed by City Council for the Fiscal Year 2017/Program Year 2016 Annual Action Plan.

Housing Goals

- Increase the number of owner-occupied units.
- Rehabilitate substandard housing units. Emphasis is to be placed on programs that require an investment of funds and/or labor on the part of the owner commensurate with the owner's resources.
- Support initiatives to increase permanent affordable rental and housing ownership opportunities.
- Promote programs that assist eligible individuals in retaining their homes.

Non-Housing Goals

- Support efforts for the removal and redevelopment of dilapidated and condemned structures to eliminate neighborhood deterioration, blight and blighting influences.
- Support neighborhood partnerships that facilitate self-sufficiency and enable families and individuals to maintain their housing, remain in their neighborhoods, and age in place.
- Support economic development initiatives that improve the economic base, job skills, and health of the community.
- Promote public service activities which support the healthy development of the City's at-risk youth, adults, and families.
- Support efforts to develop, sustain, and coordinate a comprehensive, seamless system of services for homeless citizens in order to move the homeless population toward obtaining permanent housing.
- Support efforts to remove barriers to escape poverty and strengthen low-income households and families.

3. Evaluation of past performance

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

In the First Year of the Consolidated Plan, Program Year 2015 (FY16), the City received $686,040 in CDBG entitlement funds and $305,985 in HOME Program entitlement funds. Along with these entitlement funds, reprogrammed prior year funds and previously receipted program income of $48,442.51 and $41,940.58, respectively, in the CDBG and HOME Program were allocated to eligible projects. The City also estimated program income in the amount of $1,708 for the CDBG Program. Therefore, the total amount of CDBG and HOME funds the City allocated for projects and activities during the Program Year 2015 was $1,082,408.09. This represented a total of $734,482.51 in CDBG and $347,925.58 in HOME Program dollars.

The City allocated the majority of its CDBG and HOME Program funds for projects and activities classified as housing, public infrastructure, and public services.

The following is a summary of the City's past performance as reported to HUD in the Consolidated Annual Performance Report (CAPER) for overall performance in Program Year 2014 (FY 2015). The CAPER noted that the City's performance in Program Year 2014 (FY 2015) met or exceeded regulatory expectations in regard to the following:

CDBG Program- In Program Year 2014 approximately 53.70% ($296,099) of the CDBG allocation was expended on activities that benefited low-to-moderate (LMI) persons within the City. With this amount and the cumulative expenditures of $1,317,940 or 81.89% for Program Years 2012, 2013, and 2014 the City is well above the minimum threshold of 70% set in 24 CFR570.901(a)

- Approximately 16.95% ($119,080) of Lynchburg's CDBG allocation was expended on planning and administration, under the maximum of 20% allowed according to 24 CFR 570.206(g).

- Approximately 2.43% ($23,444) of Lynchburg's CDBG allocation was expended for public service activities, therefore, the City was under the maximum of 15% mandated by 24CFR 570.201(e).

Home Program

There were nine (9) housing units completed that provided an outcome performance measurement of the Decent Housing Objective and Outcomes of Affordability. There was $368,546 of the City's HOME entitlement funds expended on these housing units. The housing units were assisted through down payment assistance, homebuyer acquisition, and homeowner rehabilitations.

There were 29 rental housing units completed by Rush Homes and Lynchburg Covenant Fellowship. These units provide housing for persons with disabilities and the elderly. There was $245,500 of HOME Program funds invested in these rental units along with other local, state and Federal resources.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The planning process for the preparation of the Five-Year Consolidated Plan and FY 2017 Annual Action Plan included the following distinct elements:

- Focus group sessions with representatives from City government (staff), non-profit organizations, and other service providers to gain stakeholder input on the identification of City needs.
- Additional meetings and telephone interviews with City departmental staff and other provider agencies and stakeholders throughout the planning process to understand the current scope of programs, issues, and concerns. The one-on-one conversations helped to develop strategies to address the community needs that were identified in the focus group sessions.
- Review of existing community development-related planning documents, including the City of Lynchburg's 2030 Comprehensive Plan (2013).
- There was one public meeting conducted by the Community Development Advisory Committee (CDAC) and three public hearings conducted by City Council for the FY 2017 Annual Action Plan to review the housing and non-housing goals and the proposed project applications. Public notices were published in the local newspaper, *The News and Advance*, along with notifying community organizations through electronic mail and social media.

5. Summary of public comments

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

On January 12, 2016 City Council conducted a public hearing to receive citizens' comments concerning the Community Development Block Grant (CDBG) and HOME Program housing and non-housing goals for the FY 2017 Annual Action Plan. At the public hearing, City staff gave a summary of the proposed goals. There was no one else present who wished to speak to this item, and the public hearing was closed. City Council approved the goals.

On March 3, 2016 the Community Development Advisory Committee (CDAC) held a public meeting to review submitted CDBG and HOME Program applications and formulate recommendations for consideration by City Council regarding the allocation of $752,232 in CDBG entitlement, program income and reprogrammable funds and $316,176 in HOME Program entitlement funds.

There were representatives from the various agencies that had submitted project applications present at this meeting. CDAC members reviewed each application and asked questions of the respective agency representatives for clarifications. At the conclusion of the meeting, the Committee unanimously

agreed on the recommended projects for the CDBG and HOME Program that would be submitted to City Council for approval.

On March 22, 2016 City Council conducted a public hearing to receive public input and adopt the proposed 2016-2017 CDBG and HOME Program projects. There were agency representatives, who had submitted applications for funding, present and spoke to City Council regarding the CDAC recommendations for their projects. The representatives asked for City Council's support of the CDAC recommendations. City Council unanimously approved the CDAC recommendations for projects to be funded.

On May 10, 2016 City Council conducted a public meeting to accept comments regarding the draft FY 2017 Annual Action Plan. The Lynchburg Area Center for Independent Living (LACIL) commented: *The Lynchburg Area Center for Independent Living supports the goal of increasing permanent affordable rental and housing ownership opportunities as identified in the City of Lynchburg's Annual Action Plan. Affordable and accessible housing is a great need within our community. This type of housing supports our organization's mission to help persons with disabilities live as independently as possible.*

For additional information on public comments and public outreach efforts, including public hearing notices and minutes, please see the attachment in AD-25, Administration, Citizen Participation Comments.

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

There were no public comments or views that were not accepted for inclusion in the FY 2017 Annual Action Plan.

7. Summary

The public participation in the 2015-2020 Consolidated Plan and FY 2017 Annual Action Plan carried general themes of the need for goals that would provide for programs and activities that serve the homeless and persons in poverty; provide education awareness activities to guide persons in securing homeownership through pre and post-counseling and maintaining/retaining their homes; and provide affordable rental housing for low-to-moderate income persons and persons with disabilities.

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		Community Development/Grants Administration
HOME Administrator		Community Development/Grants Administration

Table 1 – Responsible Agencies

Narrative (optional)

The City of Lynchburg's Community Development Grants Administration Office is the lead agency for the preparation of the Consolidated Plan.

Consolidated Plan Public Contact Information

City of Lynchburg Department of Community Development
Grants Administration Office
900 Church Street
Lynchburg, VA 24504
Contact: Melva C. Walker, Grants Manager
Phone: 434.455.3916
Email: melva.walker@lynchburgva.gov
Website: www.lynchburgva.gov

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

1. Introduction

The City of Lynchburg utilized an outreach effort to maximize input from stakeholders. This outreach effort included the Community Development Advisory Committee (CDAC) meeting, public meetings, and published meeting notices.

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))

To ensure the participation of and coordination between public and private agencies, the Grants Administration staff sent informational material and written communication to community organizations for preliminary discussions on the Plan and the needs of the citizens of Lynchburg. Some of the agencies contacted included: Lynchburg Redevelopment and Housing Authority (LRHA), Lynchburg Health Department, Johnson Health Center, Lynchburg Department of Human Services, Miriam's House, The Gateway, Inc., Rush Homes, Central Virginia Continuum of Care, City of Lynchburg Office of Economic Development, Lynchburg Community Action Group, United Way of Central Virginia, Region 2000, and Divisions of Neighborhood Services/Code Enforcement and Inspections within the Department of Community Development.

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 City of Lynchburg is a member of the Central Virginia Continuum of Care, which is a regional group of agencies that focuses on issues pertaining to homelessness. Through the participation of the members of the CoC the agency can more effectively address the needs of homeless individuals and families, including the following: homelessness prevention; outreach/assessment (i.e. case management); emergency services; transitional housing; and permanent supportive housing. In addition, the City along with the CoC has a partnership with Lynchburg Redevelopment and Housing Authority (LRHA) to fund a Homeless Intake Coordinator position to provide a coordinated intake process for homeless persons. This position and the coordinated intake process at LRHA provides a higher level of coordination with the CoC to address the needs of homeless persons.

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 Lynchburg does not receive Emergency Solutions Grant (ESG) funds.

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

Table 2 – Agencies, groups, organizations who participated

1	**Agency/Group/Organization**	LYNCHBURG REDEVELOPMENT AND HOUSING AUTHORITY (LRHA)
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Lynchburg Redevelopment and Housing Authority (LRHA), the Public Housing Authority (PHA), was consulted through stakeholder interviews, telephone interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency should include: improved access to affordable housing, rehabilitation to owner-occupied housing, and the availability of community services for low-to-moderate income persons.
2	**Agency/Group/Organization**	Rush Homes
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Housing needs- persons with disabilities
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, telephone interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency should include: improved access to affordable housing for disabled, low-to-moderate income persons.
3	**Agency/Group/Organization**	GREATER LYNCHBURG HABITAT FOR HUMANITY
	Agency/Group/Organization Type	Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy Low-to-moderate income families
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, telephone interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency should include: improved access to affordable housing for low-to-moderate income persons.
4	**Agency/Group/Organization**	LYNCHBURG COMMUNITY ACTION GROUP, INC. (LYN-CAG)
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with HIV/AIDS Services-homeless Services-Education Services-Employment Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, telephone interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency should include: improved access to affordable housing, rehabilitation to owner-occupied housing, and the availability of community and housing services for low-to-moderate income persons.

5	**Agency/Group/Organization**	LYNCHBURG COVENANT FELLOWSHIP
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, telephone interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency should include: improved access to affordable housing and the availability of housing for low-to-moderate income persons and the elderly.
6	**Agency/Group/Organization**	BOYS AND GIRLS CLUB OF GREATER LYNCHBURG
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the partnership with the Lynchburg Police Department improves neighborhood organizations and the relationship with youth in the community.
8	**Agency/Group/Organization**	LYNCHBURG POLICE DEPARTMENT
	Agency/Group/Organization Type	Other government - Local Collaborate with Boys and Girls Club programs
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with the Lynchburg Police Department improves the neighborhood organizations and watches that the officers participate in for prevention of crime and provide safety to the neighborhoods and in its collaboration with the Boys and Girls Club working with youth.

9	**Agency/Group/Organization**	Lynchburg Parks and Recreation
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Recreational Activities
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan include the consultation with this agency should include: access to recreational activities for youth and adults in the low-moderate income population.
10	**Agency/Group/Organization**	FREE CLINIC OF CENTRAL VIRGINIA
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency will include health and wellness services to offer low-moderate income persons to increase healthy living.
11	**Agency/Group/Organization**	Central Virginia Health Department
	Agency/Group/Organization Type	Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency will include health and wellness services to offer low-moderate income persons to increase healthy living.
12	**Agency/Group/Organization**	Johnson Health Center
	Agency/Group/Organization Type	Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency will include health and wellness services to offer low-moderate income persons to increase healthy living.
13	**Agency/Group/Organization**	Centra Foundation
	Agency/Group/Organization Type	Services-Health Regional organization Foundation
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Community health needs of those in poverty
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency will include funding opportunities to the community to increase health and wellness opportunities.
14	**Agency/Group/Organization**	VIRGINIA'S REGION 2000 LOCAL GOVERNMENT COUNCIL
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency should include improved regional partnerships to achieve the goals and objectives of the Annual Action Plan.
15	**Agency/Group/Organization**	LYNCHBURG ASSOCIATION OF REALTORS
	Agency/Group/Organization Type	Service-Fair 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?	The agency was consulted through stakeholder interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency should include enhancing the opportunities for low-moderate income persons to purchase affordable housing.
16	**Agency/Group/Organization**	UNITED WAY OF CENTRAL VIRGINIA, INC.
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted through stakeholder interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency should include improved regional partnerships to achieve the goals and objectives for the Annual Action Plan.
17	**Agency/Group/Organization**	LYNCHBURG CITY SCHOOLS
	Agency/Group/Organization Type	Services-Children Services-Education Other government - Local
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency will include improved educational opportunities and partnerships to explore programs to offer for low-moderate income persons to obtain housing and life skills stability.
18	**Agency/Group/Organization**	Miriam's House
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services - Victims
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Shelter

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, telephone interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency will expand affordable housing opportunities for homeless women and children and assist in providing improved public services.
19	**Agency/Group/Organization**	Lynchburg Area Center for Independent Living
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, telephone interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency should include: improved access to affordable housing for disabled, low-to-moderate income persons.
20	**Agency/Group/Organization**	City of Lynchburg Department of Social Services
	Agency/Group/Organization Type	Services - Housing Services-Children Child Welfare Agency Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted through stakeholder interviews, social media, public meetings and public hearings. The outcomes for the Annual Action Plan including the consultation with this agency should include enhancing availability of services for low-moderate persons to enhance opportunities to bridge out of poverty.

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

City staff is not aware of any agencies that were not contacted to participate in relation to the housing and community development needs for the City.

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	Central Virginia CoC	Information from the application provided a framework for the homeless needs section.
Analysis of Impediments to Fair Housing	City of Lynchburg	The Fair Housing Action Plan implementation recommendations from the AI were reviewed for the Annual Action Plan.
The City of Lynchburg Comprehensive Plan 2013	City of Lynchburg	The Comprehensive Plan was reviewed to match the Annual Action Plan goals.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

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

On January 12, 2016 City Council conducted a public hearing to receive comments on the housing and non-housing community development goals adopted in the Consolidated Plan for 2015-2020 by City Council on February 24, 2015 regarding the needs common to low and moderate income persons and individuals with mental illness, intellectual and physical disabilities, substance abuse or addiction, persons with HIV-Aids, persons that are homeless, and elderly persons. No public comments were received about the goals. City Council adopted the goals for the Annual Action Plan FY 2016-2017 at the public hearing.

CDAC conducted a public meeting on March 3, 2016 to review CDBG/HOME allocations and make recommendations for allocations. In accordance with the process outlined in the City's Citizen Participation Plan, a notice was published in The News and Advance on February 18, 2016 stating the purpose of this meeting was to review submitted CDBG and HOME Program applications and formulate recommendations for consideration by City Council regarding the allocation of entitlement and reprogrammable funds.

CDAC reviewed the applications, summary allocation worksheet, and the various requirements/regulations for the allocation of the CDBG and HOME Program funds. CDAC members discussed and developed their recommendations for CDBG and HOME Program projects for Program Year 2016 (FY 2017). CDAC made recommendations to City Council for projects that they concluded would be most beneficial to the low and moderate income persons within the targeted neighborhoods and within the broad national goals established by HUD of providing decent housing, a suitable living environment and expanding economic opportunities.

CDAC and the public were informed that City Council would hold a public hearing on March 22, 2016 on the project recommendations of the CDAC. In addition, a timetable was provided that noted the remaining public meetings that would be held to complete the allocation process and submittal of the Annual Action Plan.

On May 10, 2016 City Council conducted a public meeting to accept comments regarding the draft FY 2017 Annual Action Plan. One written comment was received: *The Lynchburg Area Center for Independent Living supports the goal of increasing permanent affordable rental and housing ownership opportunities as identified in the City of Lynchburg's Annual Action Plan. Affordable and accessible housing is a great need*

within our community. This type of housing supports our organization's mission to help persons with disabilities live as independently as possible. City Council adopted the FY 2017 Annual Action Plan at this meeting.

See AD-25 Administration under Citizen Participation Comments for the full text.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/ broad community	January 12, 2016 City Council public hearing. No comments were received.	No comments were received.	There were no public comments that were not considered by City Council in the approval of the goals for the Annual Action Plan.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/ broad community	March 22, 2016 City Council public hearing. There were three persons present from one of the housing providers who had submitted HOME Program applications. There was a representative present from the lead agency for the Central Virginia Continuum of Care (CoC).	A representative from Lynchburg Community Action Group (Lyn-CAG) spoke to City Council and requested their support of the CDAC recommendations for their HOME Program applications. A representative of the CoC asked that the CDBG application for the Coordinated Homeless Intake Assessment (CHIA) staff position be funded to continue the centralized intake process.	There were no public comments that were not considered by City Council.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Non-targeted/ broad community	May 10, 2016 City Council public hearing.	The Lynchburg Area Center for Independent Living (LACIL) commented (in writing): The Lynchburg Area Center for Independent Living supports the goal of increasing permanent affordable rental and housing ownership opportunities as identified in the City of Lynchburg's Annual Action Plan. Affordable and accessible housing is a great need within our community. This type of housing supports our organization's mission to help persons with disabilities live as independently as possible.	There were no public comments that were not considered by City Council.	

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)
4	Internet Outreach	Minorities Non-English Speaking - Specify other language: All Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Public notices were posted on the Grants Administration webpage and the City's front webpage for the January 12, 2016 City Council public hearing; for the March 22, 2016 City Council public hearing; and for the May 10, 2016 City Council public hearing.	One written comment was received prior to the public hearing on May 10, 2016 conducted by City Council. See Item #2 & #3 for the public comments received at the public hearings.		www.lynchburgva.gov/grants-administration

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

See the Priority Table below for the anticipated resources for Fiscal Year 2017 that will be used to address housing and non-housing goals within the 2015-2020 Consolidated Plan.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				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	662,772	287	89,173	752,232	1,988,316	CDBG funds will support housing and non-housing community development in the City of Lynchburg.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				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	316,176	0	0	316,176	948,528	HOME Program funds will continue to support housing rehabilitation and development in the City of Lynchburg.

Table 5 - Expected Resources – Priority Table

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

The City of Lynchburg will continue to partner with other public agencies and nonprofit organizations, when feasible, to leverage resources and maximize outcomes in housing and community development to meet the HOME match requirements.

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

Non Applicable

Discussion

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	Increase the Number of Owner-Occupied Units	2015	2020	Affordable Housing	Citywide	Increase homeownership	HOME: $100,000	Homeowner Housing Added: 2 Household Housing Unit
2	Rehabilitate Substandard Housing Units	2015	2020	Affordable Housing	CENSUS TRACTS 4,5,6,7, 11, and 19	Housing Rehabilitation	HOME: $192,175	Homeowner Housing Rehabilitated: 20 Household Housing Unit
3	Improve the City's Infrastructure	2015	2020	Non-Housing Community Development	CENSUS TRACTS 4,5,6,7, 11, and 19	Infrastructure Improvements	CDBG: $263,867	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1505 Persons Assisted
4	Provide Homeless Services	2015	2020	Homeless	Citywide	Homeless Housing and Services	CDBG: $75,000	Public service activities for Low/Moderate Income Housing Benefit: 575 Households Assisted Homelessness Prevention: 600 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	City Planning and Administration	2015	2020	Planning and Administration	Citywide	City Planning and Administration	CDBG: $94,000 HOME: $24,000	Other: 0 Other
6	LRHA Administration and Direct Costs	2015	2020	LRHA Administration and Direct Costs	Citywide	LRHA Administration and Direct Costs	CDBG: $84,365	Other: 0 Other

Table 6 – Goals Summary

Goal Descriptions

1	**Goal Name**	Increase the Number of Owner-Occupied Units
	Goal Description	Develop affordable housing and then assist first-time homebuyers who are below 80% of the Area Median Income (AMI) opportunities to purchase affordable housing units.
2	**Goal Name**	Rehabilitate Substandard Housing Units
	Goal Description	Emphasis to be placed on programs that require an investment of funds and/or labor on the part of the owner commensurate with the owner's resources.
3	**Goal Name**	Improve the City's Infrastructure
	Goal Description	Support economic development initiatives that improve the economic base, job skills, and health of the community.
4	**Goal Name**	Provide Homeless Services
	Goal Description	Promote public service activities which support the homeless persons and healthy development of the City's at risk youth, adults, and families.

5	**Goal Name**	City Planning and Administration
	Goal Description	Provide staff for the administration and oversight of the Community Development Block Grant (CDBG) and HOME Program.
6	**Goal Name**	LRHA Administration and Direct Costs
	Goal Description	Funds enable Lynchburg Redevelopment and Housing Authority (LRHA) to undertake Community Development Block Grant (CDBG) financed activities. These include activities which were funded in the Authority's annual administrative budget. The accomplishments are reported with each program/activity that is funded.

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Annual Action Plan - FY 2017
(1)Lynchburg Community Action Group
Homeowner Substantial Rehabilitation
Extremely low-income: 16 Units
Low-income: 2 Units
Moderate-income: 2 Units
Total Units: 20; Total Clients: 45
(2) Lynchburg Community Action Group (Lyn-CAG)
Community Housing Development Organization (CHDO) Development
Low-income: 1 Unit Moderate-income: 1 Unit
Total Units: 2; Total Clients: 2

AP-35 Projects – 91.220(d)

Introduction

The City's FY 2017 planned actions will address the City's priority housing and community development needs. The projects are outlined below.

#	Project Name
1	City Administration
2	Lynchburg Community Action Group Homeownership Substantial Rehabilitation
3	LRHA Centralized Homeless Intake Coordinator
4	Lynchburg Redevelopment & Housing Authority (LRHA) Admin & Delivery Costs
7	LRHA Langview Apartment Renovations
8	LRHA Dearington Apartments Windows/Doors- Phase II
9	Downtown Street Improvements
10	Lynchburg Community Action Group Housing Counseling Initiative
11	Lynchburg Community Action Group First-time Homebuyer (CHDO)

Table 8 – Project Information

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

The City will invest the majority of CDBG and HOME Program funds City-wide. Investing in affordable housing projects Citywide will also assist the City in affirmatively furthering fair housing and avoiding the concentration of low income populations. The City will target its public housing and CDBG infrastructure and public improvement activities to census tracts with 51% of its residents at 80% or below the Area Median Income (AMI). Code enforcement efforts will also be targeted to the census tracts adjacent to the City's Central Business District, where there is a higher concentration of poverty.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	**Project Name**	City Administration
	Target Area	Citywide
	Goals Supported	City Planning and Administration
	Needs Addressed	City Planning and Administration
	Funding	CDBG: $94,000 HOME: $24,000
	Description	Funding to be used for personnel, operating, and training costs associated with managing the CDBG and HOME Programs.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Administration of the CDBG and HOME Program
2	**Project Name**	Lynchburg Community Action Group Homeownership Substantial Rehabilitation
	Target Area	CENSUS TRACTS 4,5,6,7, 11, and 19
	Goals Supported	Rehabilitate Substandard Housing Units

	Needs Addressed	Housing Rehabilitation
	Funding	HOME: $192,176
	Description	The City of Lynchburg will rehabilitate housing units to improve the housing stock. Emphasis to be placed on programs that require an investment of funds and/or labor on the part of the owner commensurate with the owner's resources.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Lynchburg Community Action Group: Homeowner Substantial Rehabilitation Total Housing units: 20
	Location Description	Priority will be given to properties located within the City's Rental Inspection Area. This area includes Census Tracts 4, 5, 6, 7, 11, and 19.
	Planned Activities	Substantial Homeowner rehabilitation
3	**Project Name**	LRHA Centralized Homeless Intake Coordinator
	Target Area	Citywide
	Goals Supported	Provide Homeless Services
	Needs Addressed	Homeless Housing and Services
	Funding	CDBG: $65,000
	Description	Funds will be used for an Intake Social Worker to provide CoC organizations with a Coordinated Assessment/Centralized Intake for homeless persons and to assist them with obtaining housing and the support services available to them. Funds will provide for continuation of full-time staff person to conduct the assessment/intake of homeless persons and coordinate the referrals to the appropriate homeless providers/agencies.
	Target Date	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	The Centralized Homeless Intake Coordinator will assist an estimated 1500 persons to assess the needs of the homeless person and to determine appropriate housing and services.
	Location Description	Citywide
	Planned Activities	The staff member is housed at LRHA in order to access the full range of resources available to address homelessness.
4	**Project Name**	Lynchburg Redevelopment & Housing Authority (LRHA) Admin & Delivery Costs
	Target Area	Citywide
	Goals Supported	LRHA Administration and Direct Costs
	Needs Addressed	LRHA Administration and Direct Costs
	Funding	CDBG: $84,365
	Description	Funds will be used for indirect costs associated with CDBG funded activities at the Lynchburg Redevelopment and Housing Authority (LRHA).
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	LRHA- 918 Commerce Street, Lynchburg, VA
	Planned Activities	Provide funds for indirect costs (24 CFR 570.206(e) as associated with the CDBG-funded activities at the Lynchburg Redevelopment and Housing Authority (LRHA). These program costs are included in LRHA's Cost Allocation Plan for Fiscal Year 2017.
5	**Project Name**	LRHA Langview Apartment Renovations
	Target Area	Citywide
	Goals Supported	Rehabilitate Substandard Housing Units

	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: $85,000
	Description	Renovations to make unit ADA/504 compliant.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	One public housing unit will be rehabilitated to be made American With Disabilities Act (ADA)/Section 504 compliant. This activity will serve one household.
	Location Description	Langview Apartments are located at 2229 Yorktown Avenue.
	Planned Activities	The rehabilitation of one (1) public housing unit to be made ADA/Section 504 compliant.
6	**Project Name**	LRHA Dearington Apartments Windows/Doors- Phase II
	Target Area	CENSUS TRACTS 4,5,6,7, 11, and 19
	Goals Supported	Rehabilitate Substandard Housing Units
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: $150,000

	Description	Due to the rising cost and environmental restraints of producing energy, Federal regulations require all public agencies develop and implement energy conservation measures. In April 2013, Lynchburg Redevelopment and Housing Authority (LRHA) contracted with an independent consultant to conduct an energy audit in accordance with the methodology required by HUD. This energy audit evaluated the current energy consumption and conservation measures and identified available conservation opportunities. LRHA successfully applied for 2014/2015 CDBG funding to assist in the replacement of windows in Dearington Apartments. During the design phase of this project it was determined that the exterior door assemblies also needed to be replaced and many of the cast stone window sills were in need of replacement in conjunction with the installation of the new windows. These increases in cost, combined with bids much higher than anticipated, resulted in the need to do this project in three phases. With the referenced CDBG funds LRHA was able to replace the windows and doors in 34 public housing units. LRHA will use the Program Year 2016 funds to complete Phase II of this project.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	There will be 34 public housing households served by this project.
	Location Description	Dearington Apartments are located at 311 Chambers Street.
	Planned Activities	This project will consist of removing old substandard windows currently installed in the Dearington Apartments and replace them with new Energy Star vinyl frame/sash, Low-E insulated glass with warm-edge spacer. The windows will be single-hung with tilt-in sashes and exterior screens. The original metal door frames will be removed and replaced with new door unit assemblies; door frames, sills, compression weather strip, and fiberglass insulated door slab. All windows and exterior doors in 34 apartments will be replaced, resulting in a decrease in utility costs and enhanced comfort for tenants.
7	**Project Name**	Downtown Street Improvements
	Target Area	CENSUS TRACTS 4,5,6,7, 11, and 19
	Goals Supported	Improve the City's Infrastructure
	Needs Addressed	Infrastructure Improvements

	Funding	CDBG: $263,867
	Description	Continued implementation of the Downtown/Riverfront Master Plan and Fifth Street Master Plan will eliminate blighted conditions along the corridors. Revitalization of these areas will benefit the surrounding neighborhoods that have populations with over 52% [Census Tract 5] and 38% [Census Tract 6] of its residents earning less than $15,000 annually. Public commitment to the renewed infrastructure will encourage private investment. The proposed improvements combined with other CDBG funded projects in the area also provide unique opportunities to revitalize distressed areas and provide job opportunities. Implementation of the Phase I and Phase II Fifth Street improvements and the Bluffwalk project have contributed to the retention of local businesses in addition to generating new interest. Ultimately the Fifth Street improvements will be tied to those in the Downtown area resulting in the replacement of aged utility infrastructure and the revitalization of these corridors.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	There are approximately 1,505 households located within Census Tracts 5 and 6. However, this project will also serve the neighborhoods of College Hill, Federal Hill, Garland Hill, and Tinbridge Hill. The Fifth Street Master Plan specifically targets two blocks on either side of Fifth Street from the Martin Luther King, Jr. Memorial Bridge to Church Street; the Downtown/Riverfront Master Plan encompasses the Central Business District – from the James River to Clay Street and Fifth Street to the Expressway. The 2010 Census indicates that the study area surrounding Fifth Street is 78% African American, 18% White and 4% Other Race with 38% of the residents in this area earning less than $15,000 annually. The study area which includes Downtown is 48% African American, 47% White and 5% Other with 52% of the residents earning less than $15,000 annual. The neighborhood improvements will be measured by the continued stabilization of the areas and new economic development opportunities.
	Location Description	Census Tracts 5 and 6
	Planned Activities	Installing necessary infrastructure to convert Main and Church Streets to 2-way traffic in conjunction with planned utility and streetscape upgrades. The CDBG funds will be used to assist with the streetscape improvements along these streets.

8	**Project Name**	Lynchburg Community Action Group Housing Counseling Initiative
	Target Area	Citywide
	Goals Supported	Increase the Number of Owner-Occupied Units
	Needs Addressed	Public Services
	Funding	CDBG: $10,000
	Description	Educating landlords, property managers and tenants on Fair Housing rights and responsibilities and fair housing practices.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Within the housing counseling program, Lynchburg Community Action Group (Lyn-CAG) plans to serve 440 persons by providing housing counseling services, homeownership classes, and fair housing workshops and events. These services will be provided to low-to-moderate income persons and families.
	Location Description	Lyn-CAG provides a majority of these services at their administrative offices located at 926 Main Street. The workshops and events for fair housing are conducted throughout the City of Lynchburg.
	Planned Activities	See above.
9	**Project Name**	Lynchburg Community Action Group First-time Homebuyer (CHDO)
	Target Area	Citywide
	Goals Supported	Increase the Number of Owner-Occupied Units
	Needs Addressed	Increase homeownership
	Funding	HOME: $100,000
	Description	The CHDO First Time Homebuyers Program provides for acquisition of vacant properties for rehabilitation or new construction to eligible first time homebuyers. Proceeds from the sale of properties are reinvested in housing program services that benefit eligible customers in the City of Lynchburg. Lien documents and resale restriction agreements are required for each property.
	Target Date	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	Lynchburg Community Action Group (Lyn-CAG), through its Community Housing Development Organization (CHDO) plans to assist two first-time homebuyers, low-to-moderate income households.
	Location Description	Addresses will be determined when clients qualify for a mortgage at a financial institution.
	Planned Activities	See above.

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

Areas of racial/ ethnic concentration are defined as census block groups where the percentage of a minority group is 10 percentage points above the Citywide average. All references to census block groups hereafter will simply be referred to as "block groups" for brevity.

Across Lynchburg in 2013, Blacks comprised 28.2% of the population, Hispanics 3.1%, and Asians 2.7%. Therefore, an area of Black concentration would include any block group where the percentage of Black residents is 38.2% or higher, a Hispanic concentration would include a block group percentage of 13.1% or higher, and an Asian concentration would include a block group percentage of 12.7% or higher.

In order to locate racially/ethnically concentrated areas that are also areas of poverty, low and moderate income (LMI) data were layered on top of racially and ethnically concentrated areas. This created racially and ethnically concentrated areas of poverty (RCAPs and ECAPs). The identified RCAPs and ECAPs are displayed in block groups. These maps are in the Unique Appendices.

Geographic Distribution

Target Area	Percentage of Funds
CENSUS TRACTS 4,5,6,7, 11, and 19	70
Citywide	30

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City will invest the majority of CDBG and HOME Program funds Citywide. Investing in affordable housing projects Citywide will also assist the City in affirmatively furthering fair housing and avoiding the concentration of low income populations. The City will target its CDBG infrastructure and public improvement activities to census tracts with 51% of its residents at 80% or below the Area Median Income (AMI). Code enforcement efforts will also be targeted to the census tracts adjacent to the City's Central Business District, where there is a higher concentration of poverty.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The following are the affordable housing goals in the City of Lynchburg for this Annual Acton Plan.

One Year Goals for the Number of Households to be Supported	
Homeless	600
Non-Homeless	440
Special-Needs	0
Total	1,040

Table 11 - 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	55
Acquisition of Existing Units	2
Total	57

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

The Coordinated Homeless Intake Assessment (CHIA) process plans on serving approximately 600 households through diversion or placement in transitional or permanent housing. The Counseling Services Department at Lynchburg Community Action Group (Lyn-CAG) plans on serving 440 households during this program period. This service will be provided through housing counseling, homeownership classes, and fair housing workshops and events.

There are 55 planned housing rehabilitation activities for this program period. These rehabilitations will be completed by Lyn-CAG and Lynchburg Redevelopment and Housing Authority (LRHA). When these rehabilitations are completed the housing units will be safer by having Code violations corrected and more energy efficient thorough installation of new windows and doors at the Dearington Public Housing Complex.

AP-60 Public Housing – 91.220(h)

Introduction

Lynchburg Redevelopment and Housing Authority (LRHA) owns and manages 328 public housing units located throughout the City. The publicly-owned rental housing units are in four different locations: Dearington, Birchwood, Langview, and Brookside. Female-headed households represent 92.8% of all households compared to 7.2% of male-headed households. Also, non-White households comprised 85.3% of all tenant households, nearly all of which are Black households.

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

LRHA plans to rehabilitate one public housing unit to full American with Disabilities Act (ADA) compliance; in addition, LRHA plans to remove 34 old substandard windows and doors in one of its public housing complexes and replace them with new energy efficient windows.

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

LRHA encourages and supports programs and activities to improve the quality of life for public housing residents. These programs address needs in the following areas: drug prevention, resident participation in community organizations and activities, employment resources, housing counseling classes, homeownership opportunities, economic development, and self-sufficiency. The Authority also provides security for all developments and sponsors National Night Out using LRHA's funds to encourage residents to report crime.

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

LRHA is not designated as troubled.

Discussion

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

Introduction

Most homelessness initiatives in the City are coordinated through the Central Virginia Continuum of Care (CoC), a recipient of funding through the U. S. Department of Housing and Urban Development's (HUD) Continuum of Care Supportive Housing Program and Shelter Plus Care. Also participating in the CoC are the counties of Amherst, Appomattox, Bedford, and Campbell. In addition, the City is fortunate to have several resources through which services are delivered to the community to address non-homeless special needs. Some of these receive funding from public sources, such as federal and state grants. Others are private activities operating solely with donated funds from the private sector. In all cases, the City encourages this work and relies on it to complement its social service functions to City residents.

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 CoC has created a coordinated assessment process, Coordinated Homeless Intake and Access (CHIA), and is working with current providers to divert individuals from homelessness. The coordinator of CHIA is trained to divert households who seek assistance in an effort to decrease homelessness. The City has allocated CDBG funds to continue this activity during Program Year FY 2017. The CoC has implemented a centralized intake in order to prioritize populations more effectively. The populations that will be prioritized for services include: chronically homeless, households with children and veterans. Through coordinated and centralized intake, there is more accountability in targeting these groups and it is expected that there will be fewer occurrences of homelessness across all populations due to the extensive diversion efforts of coordinated intake.

Addressing the emergency shelter and transitional housing needs of homeless persons

The priority needs for the homeless in Lynchburg are emergency housing, transitional housing, permanent support services, and rapid re-housing to move homeless persons and families safely out of the cycle of homelessness and back into self-sufficiency. The objective for homeless and other special populations is to provide for the priority needs of the homeless with an emphasis on services that break the cycle of homelessness. During this Annual Action Plan, the specific CoC objectives to meet the homeless needs include the following:

Objective 1: Create new permanent housing beds for chronically homeless Individuals;

Objective 2: Increase percentage of homeless persons staying in permanent housing over 6 months to at least 77 percent;

Objective 3: Increase percentage of homeless persons moving from transitional housing to permanent housing to at least 65 percent;

Objective 4: Increase percentage of persons employed at program exit to at least 20 percent; and,

Objective 5: Decrease the number of homeless households with children.

Emergency shelters, transitional housing and permanent housing providers ensure that families in their facilities are linked into the appropriate services once they enter the program. Miriam's House, Salvation Army, and The Family Living Center make sure that families remain in-tact while in the program. Currently these programs all accept children up to the age of 18. Priority is given for families.

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

The permanent supportive housing programs within the CoC presently meets HUD's goal of 80% for this objective. The programs will at least maintain and attempt to improve this performance by improving the quality of case management provided to each participant. The case managers of all permanent supportive housing programs will develop a housing stability plan with each participant to ensure stability is achieved. The case manager will develop a discharge plan with each participant exiting permanent supportive housing to ensure discharge to other more appropriate permanent housing. Additionally, the case managers will continue to strengthen the network of community support and resources available to the permanent housing participants.

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.

In relation to youth aging out of foster care, patients released from medical facilities, patients released from mental health institutions, and prisoners released from correctional institutions, the CoC continues to work in cooperation with individuals from local law enforcement agencies, supportive service agencies, and other interested parties to coordinate discharge.

Discussion

The following are supportive service agencies that coordinate discharge:

Foster Care (Youth Aging Out): There is State mandated policy around discharge planning for foster children aging out of the foster care system but there are also best practices that are used to establish this community's discharge planning policy. The Department of Social Services meets with youth in foster care at least ninety days prior to discharge in order to plan for the impending discharge. Family Partnership Meetings are held to develop a transitional plan with each youth that focuses on housing. The vast majority of youth leaving the foster care system return to their families of origin and many of them remain with their foster families despite being discharged from the system.

Health Care: The CoC has guidelines in place in which it coordinates with CENTRA, the primary health care provider in the CoC area, adequate housing placement of those being released from the hospital system. This process strives to ensure that discharged persons are not released directly to the streets, emergency shelters, or other homeless assistance programs in the Region 2000 area. CENTRA's staff works closely with area housing agencies, providers, and organizations in the CoC to ensure safe and adequate placement of those being released from the hospital system. CENTRA coordinates with these agencies the appropriate release planning back to family, friends, or to private rental housing and service providers. In addition, in 2013 CENTRA completed a Community Health Needs Assessment (CHNA) for Lynchburg General Hospital, Virginia Baptist Hospital and CENTRA Specialty Hospital. For the CHNA the community is defined as the Greater Lynchburg community, which includes Lynchburg City, Town of Bedford, Bedford County, Campbell County, Amherst County, Appomattox County and Southern Nelson County in Central Virginia. The CHNA and the associated implementation plan may be viewed on the CENTRA website at www.centrahealth.com then click on the Wellness tab.

Mental Health: The Commonwealth of Virginia mandates that persons discharged from State institutions or systems of care have a plan for discharge that prevents the occurrence of homelessness. The policy states that patients cannot be discharged into homelessness including the streets, shelters, or other HUD McKinney-Vento funded programs. Horizon Behavioral Health is an active member of the CoC in this region. The CoC has provided ongoing training to its members with regards to accessing services from Horizon Behavioral Health. In addition, as a member of the CoC, Horizon has received information about current and new referral options in the area through organization presentations and announcements.

Corrections: CoC agencies coordinate with the Virginia Department of Corrections' protocols which specifically include housing needs in their discharge plans. At discharge, the inmate must have a verifiable address in order to be released and the Probation and Parole District office is directed to address this need and use available local resources to help with housing. Often, the discharged inmate will return to family or referred to VA CARES, a program for ex-offenders, that one of the CoC member agencies conducts which assists with housing and employment services. In conjunction with the Virginia Department of Corrections the local housing providers including: YWCA Domestic Violence Prevention Center; Lynchburg Community Action Group, (Rapid Rehousing and VA CARES); and the Department of Social Services in the City of Lynchburg; Amherst County, Bedford County, and Campbell County

coordinate to assist with the housing needs and a discharge plan for the inmates.

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 City of Lynchburg completed an Analysis of Impediments to Fair Housing (AI) in 2013. The AI, in addition to identifying fair housing issues, also identified potential barriers to affordable housing.

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

The City's AI indicated that the City had a few areas that could be barriers to affordable housing. The AI suggests that HOME Program funding, which is currently tied to those census tracts which qualify as Low-Moderate Income (LMI), be used throughout the City helping offer more opportunity across the City.

The City is proceeding with the development of an Affordable Housing Resource Center (AHRC), which is designed as a "one stop shop" for accessing resources and to address and solve people's housing questions and needs. The Center would offer a "Housing Navigator" who would assist citizens in navigating the vast sea of affordable housing challenges and opportunities in the City. Information, education and training programs would be offered to provide a number of learning tools to citizens to be successful in obtaining and maintaining stable housing. These programs would include: Renter Counseling; Homebuyer Counseling; Landlord/Tenant Law Training; Energy-Saving Education; Avoiding Eviction Guidance; Home Maintenance tips, etc.

Discussion

AP-85 Other Actions – 91.220(k)

Introduction

In FY 2017, the City of Lynchburg plans the following actions to help address the housing and community development needs of City residents, especially low/moderate income residents.

Actions planned to address obstacles to meeting underserved needs

Inadequate resources is the chief obstacle to meeting underserved needs ---both financial and human (staffing). The City of Lynchburg will continue to collaborate with human and social service agencies and the Central Virginia Continuum of Care to identify potential resources for meeting the service needs of City residents. The City will continue to support the efforts of service agencies to maximize the use of available resources and to obtain additional resources whenever possible.

Actions planned to foster and maintain affordable housing

The City of Lynchburg will allocate FY 2017 HOME Program funds to rehabilitate 20 homeowner-occupied units, encourage two more potential homeowners to purchase homes. In addition, FY 2017 CDBG funds will be used to rehabilitate two public housing units for accessibility.

Actions planned to reduce lead-based paint hazards

All City written agreements with CDBG and/or HOME Subrecipients contain provisions requiring compliance with LBP rules, and are subject to procedures developed by the Grants Administration Office to ensure appropriate stages of due diligence are complete and of record prior to CDBG and/or HOME funds being disbursed. The Subrecipients and contract providers of housing rehabilitation program services will conduct risk assessments and clearance inspections for rehabilitation projects, as required. All properties purchased with financial assistance provided by the CDBG and HOME Program must be inspected for lead-based paint hazards prior to final approval of application for assistance. Payment of subsidies is only issued after receipt of the inspection report revealing no lead-based paint hazard present at time of purchase.

Actions planned to reduce the number of poverty-level families

As discussed in the Consolidated Plan, the City of Lynchburg has been actively meeting as a community to identify the causes and possible local solutions to addressing poverty. The following is a list of the potential resources identified for addressing poverty:

- “Getting Ahead” Groups (from the Bridges out of Poverty model)
- Bridges out of Poverty Discussions
- School Summits on Poverty and the Achievement Gap
- Work in the Faith based community

- CENTRA Hospital Mobile Health Clinic to underserved population
- United Way Education Readiness Initiative
- CENTRA Hospital Community Health Navigators
- Homeless Intake Coordination
- Workforce Investment Board
- Non-Profit Organizations
- Housing Collaborative
- Lynchburg Food Council
- Fatherhood Initiative
- Lyn-CAG Financial Education
- Poverty Simulation
- Beacon of Hope Post-secondary Education Initiative

The City has appropriated $50,000 in its General Fund Operating Budget for FY 2016 to begin exploring how poverty can be addressed in a more focused and collaborative way.

Actions planned to develop institutional structure

The City's Grants Administration Office is responsible for carrying out the provisions of this Consolidated Plan. Working in conjunction with its public and private partners, City staff distributes, monitors, and executes the functions of the plan and reports on its progress. Coordination with other departments within City administration is essential to smooth delivery of services, and the achievement of desired outcomes.

Primarily, the City's strategies will be conducted in the various partnerships the City enjoys with the public and private housing developers and service providers operating in the City and in the region. These include public partners, such as the LRHA, and several private non-profits such as Lyn-CAG, Rush Homes, The Gateway, Inc. and Miriam's House. These and others work separately and collectively, along with City staff, on projects that achieve the goals stated by City Council.

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

As discussed in the Consolidated Plan, the City of Lynchburg actively works to coordinate community development efforts between public and private housing and social service agencies. The strategies to address the gaps include the following:

- Strengthen the intake process and procedures for CHIA to provide a clearer understanding to the partnering agencies and homeless persons;
- Creation of the Affordable Housing Resource Center to provide a centralized access point to all affordable housing resources and programs available in the City of Lynchburg; and

- Relocation of the CHIA Homeless Intake Coordinator to the Affordable Housing Resource Center.

Discussion

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	287
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:	**287**

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.	85.00%

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

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

   The City of Lynchburg does not intend to use other forms of investment.

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:

In accordance with HOME Program regulations at 24 CFR Part 92, properties assisted must remain affordable during the affordability period. Under recapture provisions, this period is based on the direct HOME subsidy to the homebuyer and includes down payment assistance, “gap” financing, and interest rate buy downs, as available.

The HOME affordability periods are as follows:

HOME-assisted units are subject to affordability for the entirety of the affordability period. These HOME-assisted units are subject to a recapture provision in order to assure that the units either remain affordable (i.e. housing eligible clients) or that the City recovers its investment based on the terms of the agreement. Funds are recaptured only from the net proceeds of the sale or foreclosure.

In accordance with HOME CPD 12-003 Notice “Guidance on Resale and Recapture Provision Requirements under the HOME Program” the City has submitted to the HUD Richmond Field Office the “Recapture Restriction Agreement” used by the City for homebuyer projects. This document includes the basic requirements for recapture provisions in HOME Investment Partnerships (HOME) program homebuyer projects. The document was reviewed by the HUD Richmond Field Office staff and was found to be acceptable for compliance with §92.254(a) (5) of the HOME Program regulations.

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 above response.

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. During Program Year 2016 (FY 2017), the City of Lynchburg does not anticipate using HOME Program funds to finance or refinance debt secured by multi-family housing that is being rehabilitated with HOME funds.

Discussion