

Program Year 2020 Consolidated Annual Performance Evaluation Report (CAPER)

Chesterfield County Department of Community Enhancement



CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The following accomplishments were made in PY 2020 using Chesterfield County CDBG and HOME funds:

Create and Sustain Affordable Housing

- Project: HOMES rehabilitated the homes of 10 low-moderate-income residents through their HOME grant-funded comprehensive home repair program. They rehabilitated the homes of 28 LMI residents through their CDBG-grant funded critical home repair program, and served 4 households with lead-based paint related repair work.
- Richmond Habitat for Humanity provided home repairs for 7 LMI residents through their critical home repair program.
- Rebuilding Together of Richmond provided 2 homeowners with home repairs through their Homeowners Safe at Home program.
- HOME, Inc. provided 5 income-eligible homebuyers with down payment and closing cost assistance to enable first-time homeownership with PY 2020 HOME Grant and HOME Program Income Funds.
- Funding was provided for Maggie Walker Community Land Trust to acquire homes to rehabilitate and sell to income-eligible homebuyers. In PY 2020, 2 homes were acquired and sold.
- Project: HOMES used CDBG funds for their Mobile Home Repair and Replacement program for a total of 4 mobile homes in the county. 2 were replacement homes, and 2 received critical repairs.

Preserve and Improve Existing Communities

- The Home Repair and Rehabilitation programs also helped preserve and improve existing communities by improving the conditions of many properties in many older, existing communities throughout the county.

Promote Healthy and Self-Sufficient Families

- Communities in Schools of Chesterfield provided educational programming and case management with a focus on improving attendance, behavior and academics to 418 students across five schools located in low-income communities. When the COVID-19

pandemic began in March 2020, a few months before the start of PY20, CIS adapted their programming to assist with the transition to increased remote learning to continue to provide support to students and their families.

- Homeward used CDBG funds to support their work in coordinating services for people experiencing homelessness and their regional data collection and analysis. When the pandemic began, Homeward shifted their focus to COVID response and the pandemic's impact on the homeless population in the region.
- Humankind used CDBG funds for their Ways to Work program, where they assisted 68 low- to moderate-income Chesterfield residents with obtaining low-interest vehicle loans. Additionally, HumanKind started assisting clients that had lost their employment due to the pandemic with navigating the situation, from assistance with applying for unemployment benefits to assistance with searching for new employment.
- LISC used CDBG funds to support their Financial Opportunity Centers, where 155 chesterfield residents received financial and employment coaching, many of which were struggling financially due to the COVID-19 pandemic.

The data in Table 1 below did not all auto-populate correctly, so some of the data was manually entered to ensure accuracy. For example, the report did not pick up on the actual numbers for the goal outcome indicator of "direct financial assistance to homebuyers", where Housing Opportunities Made Equal provided 5 LMI homebuyers in Chesterfield with down-payment assistance. Additionally, the 10 projects completed by Project: HOMES under the Comprehensive Home Repair Program were not counted under "Homeowner Housing Rehabilitated", so those 10 housing units were added manually. Lastly, the beneficiary data for Homeward's Regional Homeless Services Coordinated Entry System should have auto-populated under the "public services activities for low/moderate income housing benefit", so that was manually entered as well.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Create and Sustain Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	0	0		160	0	0.00%
Create and Sustain Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	4	2	50.00%	3	2	66.67%
Create and Sustain Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	350	46	13.14%	75	56	74.67%
Create and Sustain Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	35	0	0.00%	7	5	71.43%
Preserve and Improve Existing Communities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	40000	0	0.00%			
Preserve and Improve Existing Communities	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	0	0		16	0	0.00%

Preserve and Improve Existing Communities	Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	1	0	0.00%			
Preserve and Improve Existing Communities	Non-Housing Community Development	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	80	0	0.00%			
Promote Healthy and Self Sufficient Families	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10000	773	7.73%	5165	773	14.97%
Promote Healthy and Self Sufficient Families	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		400	437	109.25%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

Chesterfield County undertook several activities with CDBG funds during the 2020-2021 program year to benefit low- and moderate-income residents and to address the goals and objectives of the PY2020-PY2024 Consolidated Plan. HUD encourages grantees to take a locally targeted approach to the investment of their federal funds to focus on neighborhood revitalization. The county utilized this concept, and for the PY 2020

Request for Proposal process, placed high priority on applications serving "priority funding areas". The majority of these priority funding areas were CDBG eligible census block groups that are located along the major commercial corridors in the county (Jefferson Davis Highway, Midlothian Turnpike, and Hull Street Rd), as well as the Village of Ettrick, as the revitalization need is clear along these portions of the corridors as well as in Ettrick. Priority was placed on housing rehabilitation projects as these areas have high concentrations of older housing stock in need of rehabilitation. As shown in Table 1 above, Chesterfield is a little behind on the goal for homeowner housing rehabilitation in PY20. This can be attributed to high prices of materials and labor shortages for construction that came about during the COVID-19 pandemic. Although not identified as highest priority in the PY20 Annual Action Plan, as it was drafted before the start of the pandemic, much of the county's focus during PY20 shifted to pandemic response and utilizing the CDBG-CV funds provided by HUD to prepare, prevent, and respond to COVID-19.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME
White	4,542	14
Black or African American	5,965	30
Asian	447	0
American Indian or American Native	31	0
Native Hawaiian or Other Pacific Islander	11	0
Total	10,996	44
Hispanic	494	0
Not Hispanic	10,502	44

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

In PY 2020, the majority of families assisted were non-white minorities. For CDBG, approximately 59% of those assisted were non-white. For HOME, approximately 68% of those assisted were non-white. Only 4.5% of those assisted with CDBG identified as Hispanic, and none of the families assisted with HOME funding identified as Hispanic. Based on our records, it would appear that the CDBG column is reporting the numbers for the families assisted with CDBG-CV funds during PY 2020 in addition to those with CDBG entitlement funds.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,517,480	1,624,203
HOME	public - federal	603,249	588,484

Table 3 - Resources Made Available

Narrative

The amount expended during Program Year 2020 was determined from the PR-07 Report (Drawdown Report by Voucher Number) and the report was generated for just the PY20 timeframe (July 1, 2020 - June 30, 2021), and takes into account all CDBG and HOME expenditures, regardless of grant year the funds came from.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Eastern Hull Street Corridor	3	23	
Eastern Midlothian Turnpike Corridor	3	2	
Ettrick	9	10	
JEFFERSON DAVIS HIGHWAY CORRIDOR	34	28	

Table 4 – Identify the geographic distribution and location of investments

Narrative

51% of all CDBG and HOME funds were allocated for countywide activities, while a total of 49% of the funds were planned for the 4 target areas - the Town of Ettrick (9%), Jefferson Davis Highway Corridor, (34%) Eastern Hull Street Corridor (3%), and Eastern Midlothian Turnpike Corridor (3%).

- The Ettrick target area saw 10% of the allocation of investment, very close to the planned 9%. The projects in Ettrick included several home repair/rehab projects.
- The Jefferson Davis Highway Corridor had 28% of the allocation, most of the funds going towards site improvements at Bermuda Estates Mobile Home Park along the corridor as well as improvements to Bensley Park, a park that's located in the target area. Both of these projects were still ongoing at the end of PY20, but are expected to be wrapped up in early PY21.
- The Eastern Hull Street Corridor had much more investment than planned, with about 23% of the funds going to this target area as opposed to the planned 3%. This is due to a large number of the home repair/rehab projects being located in older neighborhoods along the corridor,

showing that there is a greater need for rehab and repairs in this area than expected.

- The eastern Midlothian Turnpike Corridor's investment was very close to the planned allocation, with a smaller amount of home repair projects concentrated in this target area.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The required match of \$129,173.71 was satisfied from non-federal sources and foregone taxes, fees, and charges, as shown in the table below.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	1,471,325
2. Match contributed during current Federal fiscal year	142,761
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	1,614,086
4. Match liability for current Federal fiscal year	129,174
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	1,484,912

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
IDIS Activity # 1296	01/08/2019	0	5	0	0	0	0	5
IDIS Activity # 670	01/08/2019	0	10	0	0	0	0	10
IDIS Activity # 852	01/30/2019	0	10	0	0	0	0	10
Project: HOMES - Dominion/Utility Funded Weatherization	07/01/2019	24,630	0	0	0	0	0	24,630
Project: HOMES - Private Renew Crew	07/01/2019	29,830	0	0	0	0	0	29,830
Project: HOMES - Weatherization	07/01/2019	44,226	0	0	0	0	0	44,226

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
Wells Fargo Down Payment Assistance - Homeowners hip	08/05/2019	44,051	0	0	0	0	0	44,051

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	73,617	20,626	0	52,991

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	108,497	0	0	67,287	41,210	0
Number	3	0	0	2	1	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	0	0	0			
Number	0	0	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	160	60
Number of households supported through The Production of New Units	5	0
Number of households supported through Rehab of Existing Units	72	56
Number of households supported through Acquisition of Existing Units	7	2
Total	244	118

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The one-year goal for 160 rental units assisted was not met during PY20 due to delays caused by the environmental review process for the Winchester Forest affordable multi-family housing development. The project is now underway and should be completed during PY21. Better Housing Coalition did however finish another rental project called Market Square during PY20, which created 60 new affordable rental units in the county.

Beginning in March 2020 and persisting to the present, delays related to COVID-19 has affected construction schedules and the cost of materials. Surging demand for building materials and construction labor, both multi-family and single family, supply chain disruptions due to covid have further strained the financial constraints of affordable housing developers. In short project costs have increased and project timelines have grown. The difference between the goals and outcomes for the rehabilitation of existing units as well as production of new units can largely be attributed to these factors. For example, Rebuilding Together saw delays attributed to the pandemic, their normal use of volunteers to drive down project costs was curtailed and project cost increases limited the number of houses they could address. Likewise Habitat for Humanity was able to complete their rehab goals, but required an additional month of time to complete work and had to deal with cost overruns internally for their program. Project: HOMES cited high material costs when determining they could only complete 28 home repair projects instead of the planned 30 for PY 20. With the current delta-variant of COVID-19 surging in the County and across the U.S. These conditions will likely persist into the next year.

The housing market has become extremely competitive in the county, which put MWCLT behind on their goal to acquire and rehab existing units to sell under the community land trust model. They acquired 2 units during PY 20 while the goal was 3. Project: HOMES, acting as the county's CHDO, was expected to acquire and rehab existing homes as well, which has not occurred due to delays with a project from PY19 (21307 Jackson Street), as well as reasons related to the competitive housing market and difficulties finding appropriate properties to acquire. The project at Jackson Street was delayed due to environmental constraints on the lot, which required more time to be spent getting county approval for construction. This project should be completed soon in PY21.

Discuss how these outcomes will impact future annual action plans.

As the COVID-19 pandemic may continue to have impacts on construction work and the housing market may remain very competitive if not become more competitive over time, we will make sure the obstacles faced during PY20 are considered when developing the next year's plan and when strategizing with the housing non-profits.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	11	1
Low-income	15	4
Moderate-income	13	1
Total	39	6

Table 13 – Number of Households Served

Narrative Information

Where family size is required to determine the eligibility of the housing activity, most families fell in the "low-income" category. Combining CDBG and HOME, 12 extremely low-income households, 19 low-income households, and 14 moderate-income households were served in PY20.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

During the past year the County deployed millions of covid-19 relief funds from the Federal government to aid those made homeless or facing housing instability due to the pandemic. The Coronavirus Relief Bill passed by Congress in December of 2020 provided \$10 million to help Chesterfield County renters economically harmed by Covid-19 meet past or future rent and utility obligations. Launched in February of 2021, the Chesterfield Emergency Rent & Utility Assistance (CERA) Program expended all \$10M of funding by August 10. Area Congregations Together in Service (ACTS) administers the program for Chesterfield County. The CERA program helped 1550 different households, serving 7400 people, 3,416 (46%) of which were minors and 228 (3%) seniors. A total of 2,725 different rent and utility payments were made and over 230 different landlords receive rental income from this program.

The County's Department of Social Services works with Homeward, a local non-profit that manages the Richmond Regional Continuum of Care (9 localities) for homeless services, as a connection point for homeless individuals to services, entry into shelters and connection to trained service providers via the homeless crisis telephone line. Homeward also employs field agents that meet homeless individuals where they are physically and are able to provide information on available resources for individuals who are homeless. Homeward also manages a program to help individuals who have experienced abuse or trauma find safe housing in a shelter in order to prevent those individuals from becoming homeless as they endeavor to flee their abusive situation. One of Homeward's key organizational functions is to conduct the data analysis and research involved in the coordination of homeless services in the region, and in PY20, Homeward utilized CDBG funding to continue with these efforts. Chesterfield County staff also reach out to individual homeless shelters in the Commonwealth of Virginia and to local religious charities that are able to provide emergency funding for housing and or transportation to at risk individuals that will enable individuals to find resolution to immediate threats.

Addressing the emergency shelter and transitional housing needs of homeless persons

Chesterfield County partners with non-profit providers such as CARITAS, Home Again, and the YMCA that provide emergency shelter and support services to homeless individuals and families. Additionally, an existing CDBG subrecipient, Homeward, began focusing significantly on non-congregate shelters when the COVID-19 pandemic began in March of 2020 with the goal to slow the spread of COVID among homeless persons in the Richmond region. Homeward was provided with ERA funding to help support the needed COVID-19 operational changes for homeless shelters, flexible financial assistance for families facing eviction and funding to help families move from temporary housing in places like motels and hotels to more stable and permanent rental housing.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The County employs a network of programs that assist individuals and families and financially sponsors many organizations that offer assistance. The Chesterfield County Department of Social Services administers a program for families at or below 200% of the federal line that provides rent supplements for qualifying families.

With CDBG-CV funds, the county has begun funding in PY20 organizations like Central Virginia Legal Aid Society (CVLAS) who answer legal questions and offer in court representation for tenants facing eviction. For the full year of July 1, 2020 – June 30, 2021, the CVLAS program responded to over 2,500 eviction related requests for help, and closed 153 eviction court cases. During the 12 months of the grant, CVLAS halted 24 evictions, addressed illegal activities by the landlord in five cases, recovered personal property for tenants and enforced rights to habitable housing.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Chesterfield County's Department of Social Services staff participated in training with the U.S. Department of Veteran's Affairs to be better understand and help homeless and suicidal veterans access the many available programs. Chesterfield County Community Policing staff also received special training on how to engage with homeless residents, and specific training for helping homeless veterans. Additionally, DSS is contracted with the Virginia Housing Development Authority to administer the Housing Choice Voucher Program (tenant-based vouchers) in Chesterfield County.

In PY20, the organization HandUp was awarded CDBG-CV funding to help run their Veteran Service Center, where homeless veterans will be given access to personal hygiene services (showers and laundry), nutritious meals, and COVID-19 protection kits to help remain healthy throughout the pandemic.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

N/A

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

N/A

Actions taken to provide assistance to troubled PHAs

N/A

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

In April of 2021, Chesterfield County completed an update to its Analysis of Impediments to Fair Housing Choice (AI) as part of a regional effort with PlanRVA, Henrico County, and the cities of Richmond, Petersburg, Hopewell, and Colonial Heights. The decision to have a regional AI completed was made based on the fact that housing markets do not observe rigid city/county boundaries, so the solutions to address housing needs should be coordinated at the regional level. The final report identified impediments to fair housing and barriers to affordable housing in Chesterfield, along with recommendations for addressing these barriers.

The impediments/barriers identified most related to the negative effects of public policies that serve as barriers to affordable housing is as follows:

- Restrictive land use codes and development standards limit affordable multifamily and missing middle housing development. These include limited by-right zoning for multifamily housing - 3 percent of land is zoned for multifamily and missing middle housing: 20-acre minimums for multifamily development; lack of fee waivers for affordable housing (except in revitalization areas and for senior housing); and limits on the number of unrelated residents living together.

During PY20, the county has taken the following steps to address the above barriers:

- Chesterfield Planning Department has been working on a zoning modification review, where the current zoning code that limits by-right development of multifamily housing are being examined.
- County staff in Community Enhancement and the Planning Department have been working on the development of a Housing Diversity Strategy for the County with assistance and input from a task force made up of individuals in the nonprofit housing, social service, and construction industries. Part of this process will include examining the recommendations in the AI, like the recommendation to create a county housing trust fund.
- To ameliorate the negative effects, the county continues to use CDBG and HOME dollars to support new affordable housing development where possible, as well as down payment assistance program for low-income, first-time homebuyers in the county.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The need for critical home repairs and maintenance in some of the older neighborhoods in the county is great. Therefore, in PY20, a significant portion of CDBG funds were allocated towards home repair and

maintenance for low- to moderate-income residents through 3 housing nonprofits - project: HOMES, Habitat for Humanity, and Rebuilding Together.

Additionally, to assist low- to moderate-income county residents with gaining access to homeownership opportunities during a time where the market is very competitive, in PY20 HOME funds were provided to Housing Opportunities Made Equal to provide down payment and closing cost assistance to five first-time homebuyers.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

All CDBG and HOME activities in Chesterfield County which involve the purchase or repair/renovation of houses built prior to 1978 follow federal lead-based paint regulations. During the implementation of these activities, appropriate steps are taken depending on the level of funding for the unit when lead-based paint is detected or presumed to be present. Sub-recipient staff is trained on lead-based paint requirements (HUD Lead Safe Work Practice Certification; EPA Renovation, Repair and Painting Certification; and Healthy Homes for Community Health Worker Certification) and practices and each homeowner in a pre-1978 home is provided the EPA/HUD booklet "Protect Your Family From Lead in Your Home". Homeowners in repair/rehabilitation programs also receive the EPA booklet "The Lead-Safe Certified Guide to Renovate Right". A signature noting receipt of these documents is placed in each client file. Contractors used for repair/rehabilitation work are all EPA-certified under 40CFR Part 745.82 and 745.84.

The Virginia Department of Health, through the Lead Safe Virginia program, published the Zip Codes that have 0.27% of the housing built before 1950 and/or an increased prevalence of children with elevated blood lead levels per available data. There are no Chesterfield County Zip Codes identified as High-Risk.

All Medicaid enrolled children are required to be tested at one and two years of age. Risk factors for other children include but are not limited to children living in a High-Risk Zip Code, children living in or regularly visiting a house or day care center built before 1950, children living with an adult whose job or hobby involves exposure to lead, and children who are a recent refugee, immigrant, or adopted from outside the United States.

The county received \$1,580,285 in federal Lead-Based Paint Hazard Control and Healthy Homes Supplement grant funding in 2020 to mitigate lead-based hazards countywide. This program is available to homes built prior to 1978 with documented lead-based paint hazards, benefiting income-qualified households with young children and/or pregnant women. Program funding remediates lead-based paint hazards that can affect the health and development of younger children. Program funding is available through September 2023 and is intended to provide assistance to 53 households. As of September 2021, this program has received formal interest from 81 households, with remediation services provided to seven households, with four additional households pending lead hazard assessments. The county continues an aggressive marketing campaign to reach additional income qualified households in older homes countywide. The county uses CDBG as local match for this program.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

- The Chesterfield-Colonial Heights Department of Social Services provides residents with a gateway to connect to all social services and financial support being provided by local, State, and federal government agencies as well as private and charitable agencies to facilitate the development of programs to empower communities to strengthen families and neighborhoods. DSS offers assistance and access to emergency needs, employment services, family planning services, health related services information and referral services, protective services to children, and determinations and re-determinations of eligibility for public assistance programs.
- Chesterfield County Public School System offers GED certification and other adult education evening courses through the Technical Center and other school sites to enable residents to obtain additional education and to improve knowledge and skill sets to assist in obtaining better paying employment.
- The County's Cooperative Extension Office offers money management courses to educate residents and improve knowledge of handling personal finances and how to improve one's credit rating.
- Chesterfield County Department of Community Enhancement funded Local Initiative Support Corporation in PY 2020 to provide financial counseling to low-to-moderate income residents. Additionally, the Department of Community Enhancement funded a nonprofit organization called Humankind to provide a program that offers low-interest vehicles loans to Chesterfield residents via their Ways to Work Program. As the pandemic began and associated shutdowns led to higher rates of unemployment, both LISC and HumanKind adapted their programs slightly to also help out clients whose employment and income were impacted by the pandemic. With CARES Act funding, Humankind was able to hire a Career Navigator and employment coach to more adequately assist individuals in searching for a new career. LISC was also funded with CDBG-CV in PY20 to run a micro-business grant program, which disperses small grants to businesses with 5 or fewer employees that had seen financial impacts attributed to the COVID-19 pandemic.

Additionally, while the County's Department of Economic Development does not work directly to reduce the poverty level, its role in expanding economic opportunities works toward increasing household incomes. The Department of Economic Development will continue its work to cultivate new business in support of creation of decent wage jobs that offer opportunities for advancement.

- The Business Expansion Incentive Fund (BEIF), which was established for the purpose of securing job-creating economic development opportunities through the preservation and expansion of existing business in Chesterfield County. BEIF assistance may be in the form of a low-interest loan or a grant. Applications are made to the Chesterfield County Economic Development Department.
- Companies making donations to neighborhood organizations conducting approved community assistance programs for impoverished people may get a tax credit for 45% of the total donation. Activities include emergency assistance, housing assistance, crime prevention programs, job training,

and education assistance.

- The County's Economic Development Department has a small business program manager that works with small businesses to provide information and assistance. Additionally, several seminars and informational sessions are held each year to offer assistance on a wider scale. In August 2017, a fulltime Small Business Development Assistant position was added as well.
- In spring 2020, Economic Development launched their COVID-19 Back in Business (BiB) grant program, which provided small grants to Chesterfield businesses whose operations were impacted by COVID-19 and the related shutdowns.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

As the Lead Agency in developing this CAPER, the Department of Community Enhancement is responsible for oversight, administration and distribution of CDBG and HOME funds. As reported last year, there were no gaps in the institutional structure during the 2020-2021 Fiscal Year. The Chesterfield County Consolidated Plan is carried out by a myriad of experienced capable nonprofit organizations and county departments. Chesterfield County prides itself on a long track record of successful partnerships among public and private sector entities. The delivery system for the Consolidated Plan programs and services are no exception. Communication and cooperation between Department of Community Enhancement and the partner agencies and organizations that administer projects and activities are strong.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

Actions taken in PY20 include:

- Continued participation as an active partner in the Richmond Regional Continuum of Care, addressing homelessness issues in the Richmond metro area.
- Continued participation with the Richmond Community Development Alliance (RCDA), where individuals involved in housing and community development in the Richmond metro area meet monthly to discuss strategies to address local and regional housing needs, issues, and resources.
- Involvement of the Chesterfield Dept. of Social Services throughout the development of the Analysis of Impediments to Fair Housing and the deployment of rent and utility relief and housing stabilization funding provided in the Emergency Rental Assistance Program.
- Continued representation on the regional non-profit Partnership for Housing Affordability.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The regional AI completed in April 2021 identified several impediments to fair housing choice, divided into a few different categories:

Impediments to Furthering Fair and Equitable Housing include limited local resources to addressing housing needs, and restrictive land use codes and development standards limiting multifamily and missing middle housing development.

Impediments to Rental Housing Choice includes county's lack of affordable housing and landlords that accept vouchers, especially in job-rich areas.

Impediments to Attaining Homeownership include the lack of affordable ownership products in the county.

Impediments to Accessing High Opportunity Environments include job-rich areas lack affordable housing and transit access limiting employment for the low-income and transit-dependent.

The AI outlined several actions the County can take to improve access to housing. These include:

1. Create a county housing trust fund to address housing needs, such as gap financing in new affordable multifamily developments. Explore increased use of performance agreements to fill funding gaps in affordable housing developments.
2. Commit to funding fair housing education and outreach programs, building on effective programs in place in the region.
3. "Unlock" opportunities to develop needed affordable and mixed-income multifamily housing and facilitate missing middle housing by implementing recommendations in the zoning and land use section.
4. Adopt the county's FHAP and make part of the county's workplan for the newly formed Housing Diversity Task Force.
5. Increase the supply of affordable rental housing by creating a county housing trust fund to address housing needs and fill gaps.
6. Strengthen funding for eviction mediation and diversion programs, building on effective programs in place in the region.
7. Facilitate conversion of mobile home parks into resident owned communities as opportunities arise; consider a model project.
8. Continue to fund home repair programs to improve ability to age in place including home modifications for accessibility
9. Support expansion of the existing Maggie Walker Community Land Trust that is working in localities across the region as a model of affordable homeownership model.

In the six months since the AI plan was completed the County has already made progress in implementing recommendations with the following actions:

- In July of 2021, the Board of Supervisors allocated \$4M of State and Local Recovery Funding from the American Recovery Plan Act funding to support affordable housing.
- MWCLT secured a \$700,000 in Virginia Affordable Housing Trust Fund resources to aid in the construction of 10 single family homes in Ettrick.
- Project: Homes has begun work on a pilot project to improve the process of and the resulting manufactured housing product. They have completed preliminary planning and design work and are taking steps to secure a location to construction a better manufactured home to be used as a replacement unit at Bermuda Estates mobile home park and hopefully elsewhere in the County.
- Funded a pilot housing legal assistance program with the Central Virginia Legal aid society to prevent and reduce unnecessary evictions. This program will continue into 2022 with funding from the second round Emergency Rental Assistance funding from the Treasury Department.
- In 2019 the County started updating and modifying its zoning code. This effort continues and will include changes to:
- Modernize land use categories, Increase flexibility and transparency, Improve speed, consistency and predictability, Modernize and align with Comprehensive Plan Address changing conditions and demographics

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Chesterfield County continually seeks to refine its program management policies and procedures. County departments and local organizations that receive federal grant funds have a single reporting process that uses common measures and assessments. County staff monitored all activities funded through its CDBG and HOME grant programs to ensure that goals are met and federal funds were spent for contracted activities and eligible expenditures. Each program was reviewed for compliance or non-compliance with applicable Consolidated Plan Regulations, Executive Orders, Labor Standards, Equal Employment Opportunity, Environmental and other 504 Federal requirements. Monitoring is accomplished through annual or biennial on-site visits, analysis of quarterly reports, review of subcontracts and bid documents, employee interviews, pre construction conferences and review of activities in relation to the provisions of the Davis-Bacon Act and Wage procedures. In addition, staff from the County's Accounting Department monitored the amount of funding allocated, committed and expended to assure compliance with the HUD requirements using the County's One Solution financial system and HUD's IDIS system. The County also requires that all sub-recipients submit an annual audit of their financial activities within 90 days of the close of the agency's fiscal year.

Due to the COVID-19 pandemic and in efforts to ensure health and safety of county and subrecipient staff, County staff conducted limited site visits of projects during the 2020-2021 program year to observe funded programs, though many programs were monitoring through virtual meetings, and all programs were subject to desk monitoring to review activities reviewing financial and record keeping procedures, methods for determining income eligibility for programs and services, and outcome measures. All monitoring visits indicated successful programs that showed progress in meeting priority needs and objectives.

Programs Reports: CDBG funded programs submit monthly or quarterly reports depending on their activity schedule and funding. Reports include the number and demographics (income, gender, race, ethnicity, etc.) of beneficiaries and progress toward achieving program goals. Reports are reviewed by Community Enhancement staff to ensure that expenditures are eligible and to monitor the progress of the agency or County department toward achieving its goals and spending the funding properly.

Davis-Bacon Compliance: Community Enhancement staff ensure that procedures were followed and appropriate records are kept, as well as for reviewing certified time sheets to monitor compliance with prevailing wage rates. Pre-construction meetings are held on County projects to provide Davis-Bacon

compliance training to the contractors.

CDBG grant payments to sub-recipients were disbursed from County funds. CDBG funds are then drawn down in IDIS, usually on a monthly basis. Funds received from the U.S. Treasury were deposited in the County's account.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Notice of availability of the draft CAPER was published on September 11, 2021 in the Richmond Times-Dispatch. Citizens were given 15 days to review and provide comment on the document.

The draft CAPER report was made available on the Community Enhancement website at <https://www.chesterfield.gov/4316/Public-Documents-and-Plans> beginning on September 13, 2021.

A public meeting was held virtually via Microsoft Teams on September 21, 2021. The meeting was held virtually to ensure safety of participants and staff due to the COVID-19 pandemic. 12 members of the public participated in the meeting and were given the opportunity to provide feedback on the CAPER, as well as on our administration of the grants overall. See the appendix for information on the meeting attendees and comments made. The final CAPER report as well as a transcript and recording of the video of the virtual public meeting will be made available on the Community Enhancement website.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

When the COVID-19 pandemic began in March 2020 some needs shifted for the county's CDBG program, and CDBG-CV funds were allocated accordingly to meet objectives related to preparing, preventing, and responding to the coronavirus. While during PY20 the subrecipients continued utilizing their regular CDBG dollars to meet the goals laid out in the PY20 Annual Action Plan, much of the focus and priority from the public service based programs shifted to pandemic response and has remained there since the start of the pandemic and throughout PY20.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

No rental housing was assisted under the HOME program during PY20.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

The Fair Housing logo and information regarding Fair Housing, including where to file a complaint, is posted on Chesterfield's Department of Community Enhancement's webpage. Fair Housing posters were displayed in the Department of Community Enhancement and at the Department of Social Services buildings. Information about Fair Housing and where to file a complaint is available in the Department of Social Services building that houses the Housing Choice Voucher/Section 8 program, the energy assistance program, and the on-going day care assistance program.

Nonprofit sub-recipients of funding also carry out activities related to affirmatively marketing fair housing. Project: HOMES affirmatively markets housing through articles in local newspapers, listing on internet real estate websites, open housing and information on its own website to publicize the availability of new homes. They participate in the social media outlets Facebook and Twitter. Project: HOMES also uses the Equal Housing Opportunity logo on the application for assistance for housing repair or rehabilitation and on brochures describing the program.

Down payment assistance for first-time homebuyers is through a local non-profit, Housing Opportunities Made Equal, whose mission is Ensuring Equal Access to Housing for All People. This organization provides education and technical assistance to landlords, mortgage companies and the general public. The organization displays the Equal Housing logo on its website and participates in a number of social media outlets, including Facebook, Twitter and YouTube. HOME also conducts fairs throughout the region to Richmond Metropolitan Habitat for Humanity staff explained the laws prohibiting non-discrimination, and the rights provided by the law against discrimination of applications to all applicants. All subrecipients display Fair Housing posters where potential clients can see them.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

Between July 1, 2020 and June 30, 2021, \$73,616.81 in HOME program income was receipted and \$20,625.80 drawn down in IDIS per the PR-09 report. These funds were used on 3 homebuyer down payment assistance activities. The first beneficiary identified as Black, 60-80% Area Median Income, single parent household and household size of 2. The second beneficiary identified as White, 60-80% Area Median Income, a two parent household and household size of 5. The third beneficiary identified as Black, 0-30% Area Median Income, a single parent household and household size of 3.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

- County staff participates on the Board of Directors for the Partnership for Housing Affordability, a nonprofit dedicated to ensuring that all Richmond area residents have safe, affordable housing
- County staff are active members of the Richmond Community Development Association (RCDA), a group of nonprofit organizations and local governments that focuses on working together to address community development and housing needs of the region.
- HOME funds were provided to a local housing counseling agency to provide assistance with down payment and closing costs for income eligible first-time homebuyers purchasing a home anywhere in the county
- HOME funds were provided to the county's CHDO organization to construct new single-family affordable housing.
- A significant portion of the county's PY20 CDBG funds went towards home repair and home rehabilitation activities for low- and moderate-income residents in the county in efforts to maintain affordable housing in aging neighborhoods.