



CONSOLIDATED ANNUAL PERFORMANCE AND  
EVALUATION REPORT (CAPER)  
COMMUNITY DEVELOPMENT BLOCK GRANT  
(CDBG) AND HOME PROGRAM

**DRAFT**



Program Year 2022 • Fiscal Year 2023  
July 1, 2022 - June 30, 2023

## **Executive Summary**

The City receives formula grants from the U.S. Department of Housing and Urban Development ("HUD") for housing and community development activities, specifically the Community Development Block Grant (CDBG) and HOME Program. Federal law requires that the CDBG and HOME Program grant funds primarily benefit low-and moderate-income persons in accordance with the following HUD goals:

### **Provide a suitable living environment**

This includes improving the safety and livability of neighborhoods; increasing access to quality facilities and services; reducing the isolation of income groups within areas by de-concentrating housing opportunities and revitalizing deteriorating neighborhoods; restoring and preserving natural and physical features of special value for historic, architectural, or aesthetic reasons; and conserving energy resources.

### **Provide decent housing**

Included within this broad goal are the following: assist homeless persons in obtaining affordable housing; retain the affordable housing stock; increase the availability of permanent housing that is affordable to low- and moderate-income Americans without discrimination; and increase supportive housing that includes structural features and services to enable persons with special needs to live with dignity.

### **Expand economic opportunities**

These goals encompass creating jobs accessible to low- and very low-income persons; providing access to credit for community development that promotes long-term economic and social viability; and empowering low-income persons in federally assisted and public housing to achieve self- sufficiency.

The City of Lynchburg is required by law every five years to prepare a Consolidated Plan to receive federal funds from HUD. The Consolidated Plan combines in one report important information about Lynchburg's demographics and economic activity as well as detailed information on the housing and job needs of its residents. The Plan also includes comments from the public received during public hearings, stakeholder meetings and in writing.

As a recipient of federal funds from HUD, the City of Lynchburg is required to publish an annual performance report, Consolidated Annual Performance and Evaluation Report (CAPER), detailing activities that took place during the most recent program year. The purpose of this report is to measure Lynchburg's success in meeting the priority needs, goals, and strategies described in Lynchburg's 2020-2024 Five-Year Consolidated Plan.

This report covers the Fiscal Year (FY) 2022/Program Year (PY) 2023 Annual Action Plan and is for the period from July 1, 2022 through June 30, 2023. \* The CAPER is presented in a format that is prescribed by HUD. Data and narratives are entered into a federal database system called the Integrated Disbursement and Information System (IDIS) and the CAPER report is then downloaded into a Word format. The CAPER template in IDIS has a series of prescribed questions that align with the CDBG and

HOME Program Consolidated Plan program regulations. The report you are reviewing is the result of that data entry process and is the prescribed and recommended format by HUD.

### **Citizen Participation**

HUD requires the City to provide the public an opportunity for input. The City provided an opportunity to comment on the CAPER at a public hearing scheduled before City Council on September 26, 2023 at 7:30 p.m. in the City Council Chambers at City Hall, 900 Church Street, Lynchburg, Virginia. Due to the COVID-19 emergency, copies of the CAPER will not be placed at the public libraries. However, a copy of the draft CAPERs available for public review at the following locations:

- Grants Administration Office, City Hall, Second Floor, 900 Church Street, Lynchburg, Virginia 24504; and
- City website at <http://www.lynchburgva.gov/grants-administration>

### **For More Information**

Contact the Grants Administration Office with any questions about this report or the funded programs/activities.

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**\*Fiscal Year (FY) 2023 and/or Program Year (PY) 2022 refer to the City's fiscal year and HUD's program year of July 1, 2022 through June 30, 2023. Fiscal Year (FY) 2022 and/or Program Year (PY) 2021 refer to the City's fiscal year and HUD's program year of July 1, 2021 through June 30, 2022. Fiscal Year (FY) 2021 and/or Program Year (PY) 2020 refer to the City's fiscal year and HUD's program year of July 1, 2020 through June 30, 2021. These references are made throughout the CAPER for Program Years (PY) 2022, 2021, and 2020.**

## **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 primary objective of the CDBG and HOME Program is to continue to develop viable urban communities through decent housing, suitable living environments and expanded economic opportunities for low- and moderate-income persons; the City of Lynchburg supports assisting individuals with disabilities, substance abuse or addiction, persons with AIDS, persons that are homeless, and elderly persons.

Within the City of Lynchburg's Five-Year Consolidated Plan and Program Year (PY) 2022 Annual Action Plan, the City committed to the overarching goal of undertaking activities that would result in substantial public benefit through the revitalization of depressed areas and in assistance to low and moderate-income residents. These are the central City neighborhoods that surround the downtown business district and are the six contiguous census tracts that comprise the CDBG target area: Census Tracts 4, 5, 6, 7, 11, and 19. Population, demographics, and surveys of the target areas show that these neighborhoods have the highest degree of housing need and are where many of the City's very low and low-to- moderate- income persons reside.

CDBG and HOME funds were allocated City-wide providing persons and/or households with assistance who met the eligibility criteria of the applicable program. These funds were allocated to projects and activities classified as housing (homeownership, rental and rehabilitation), public facilities improvements (infrastructure), and public services (community and homeless service organizations). The project accomplishments, as well as an analysis of expenditures, are provided throughout the Consolidated Annual Performance and Evaluation Report (CAPER).

In PY 2019, CDBG-CV funds were allocated to City departments and local non-profits to prevent, prepare for, and respond to COVID-19. The project accomplishments and expenditures for PY 2022 are provided within the CAPER.

### **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

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

<b>GOAL</b>	<b>CATEGORY</b>	<b>SOURCE/AMOUNT</b> FUNDING TOTALS FOR THE 2020-2024 CONSOLIDATED PLAN	<b>INDICATOR</b>	<b>UNIT OF MEASURE</b>	<b>EXPECTED 2020- 2024</b>	<b>EXPECTED PROGRAM YEAR 2022</b>	<b>ACTUAL PROGRAM YEAR 2022</b>
<b>Improve the City's Infrastructure</b>	Non-Housing Community Development	CDBG: \$417,665	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons assisted	535	822	0
<b>Improve the City's Public facilities</b>	Non-Housing Community Development	CDBG: \$110,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Households assisted	120	492	492
<b>Increase permanent affordable housing (rental market)</b>	Affordable Housing	HOME: \$413,140	Rental units constructed	Household Housing Unit	48	31	0
<b>Increase the Number of Owner-Occupied Units</b>	Affordable Housing	HOME: \$413,140	Homeowner Housing Added	Household Housing Unit	11	9	0
<b>Increase the Number of Owner-Occupied Units</b>	Affordable Housing	HOME: \$413,140	Direct Financial Assistance	Households Assisted	15	2	2
<b>Rehabilitation of Substandard Housing Units</b>	Affordable Housing	HOME: \$413,140	Housing Rehabilitation	Household Housing Unit	0	0	2
<b>Promote Public Service Activities</b>	Non-homeless Special Needs	CDBG: \$42,230	Public service activities other than Low/Moderate Income Housing Benefit	Persons assisted	50	50	19
<b>Promote Public Service Activities</b>	Non-homeless Special Needs	CDBG: \$42,230	Public service activities for Low/Moderate Income Housing Benefit	Households assisted	1000	500	718
<b>Promote Public Service Activities</b>	Homeless	CDBG: \$65,000	Homelessness Prevention	Persons assisted	900	4,000	6,020

\*See Narrative regarding accomplishments on pages 5 through 9 and goals not achieved.



**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.**

This section of the CAPER examines the similarities and differences in the proposed and actual accomplishments of the goals identified in Table 1 within the 2020-2024 Consolidated Plan for the Community Development Block Grant (CDBG) and HOME Program. These goals helped to form the priorities identified in the City’s Fiscal Year (FY) 2023 Consolidated Annual Action Plan and the strategies to be used or implemented in order to achieve the stated goals. To provide this comparison, City staff has narrated the actual achievements for each program/activity in which funds were expended during the Program Year (PY) 2022/Fiscal Year (FY) 2023, which is the third reporting period of the 2020-2024 Consolidated Plan.

The Goals within the 2020-2024 Consolidated Plan and PY 2022 Annual Action Plan included: increasing the number of owner-occupied housing units; rehabilitation of substandard housing units; improve the City’s Infrastructure; improve the City’s public facilities; increase permanent affordable housing in the rental market; providing homeless services; and promoting public service activities. Below is an assessment of the use of funds for PY 2022 and the projects underway or completed from prior years’ allocations.

**Planning and Administration:** There was \$137,090 in CDBG funds allocated for Planning and Administration for PY 2022, and \$123,707 was expended with PY 2022 and prior year funding for the administration of the CDBG program. Within the HOME Program, there was \$33,000 allocated for administration and \$28,571 was expended with PY 2022 and prior year funding. Staff continues to utilize these funds for administration and oversight of the CDBG and HOME Programs.

There was \$23,000 in CDBG funds allocated to the Dearington Neighborhood Plan in PY 2019. The funding provided City staff the opportunity to develop a neighborhood plan to address vacant housing and vacant lots, historic landfills, park programming and development, infrastructure needs, and other neighborhood needs as identified in the planning process. This funding was leveraged with other City funding and grants to complete a comprehensive neighborhood plan. The Plan has been completed and a total of \$23,000 has been expended for this activity. The Jefferson Park Improvements Project is a project that is included in this plan. In addition, Lynchburg Redevelopment and Housing Authority (LRHA) has completed the strategic plan for the redevelopment of the public housing Dearington Apartments.

In PY 2022, there was \$5,879 in CDBG funds allocated to assist with the development of the Diamond Hill Neighborhood Plan. In PY 2023, City staff will engage neighborhood residents and stakeholders in the development of the Plan. The purpose of the plan is to develop recommendations which would position Diamond Hill as an identifiable, serviced, diverse, and connected geographic neighborhood.

This planning project builds upon recent public investments in the neighborhood – Diamond Hill Neighborhood Center Renewal Project (2019), Strong Neighborhood Alliance project (2022), and Grace Street Retaining Wall Project (2022) – and seeks to celebrate the unique neighborhood character while also recognizing areas for improvement. There was \$1,000 in CDBG funds expended for PY 2022.

LRHA maintains a CDBG Property Inventory that includes properties acquired with the use of CDBG funds. During PY 2022 there was one property acquired and none disposed and there are three (3) properties remaining on the CDBG Property Inventory. LRHA staff continues to monitor the disposition of these properties.

**Improve the City's Infrastructure:** The City has committed CDBG and Capital Improvement funds to a variety of public infrastructure projects in the targeted neighborhood areas and is recognizing considerable private development interest as a result.

In PYs 2022 and 2021, there was \$125,000 and \$417,665, respectively, of CDBG funds allocated to the Tinbridge Hill Neighborhood Pedestrian Improvements project. In PY 2021, construction was completed for the installation of the waterline with associated appurtenances along sections of Taylor Street, Monroe Street, Polk Street, Jackson Street, Third Street, and Fourth Street. New sidewalk and handicapped ramps were constructed along sections of Fourth Street and Monroe Street, complete with segmented block walls. There was \$186,987 of CDBG funds expended for this project during PY 2021. The City expended \$1,307,407 of Capital Improvements Project funds, within the Water Resources Department, in conjunction with the CDBG funds to complete this phase of the project.

In PY 2022, the second phase of this project was completed, which consisted of the relocation of the Tinbridge Hill Overlook Trail. This Trail serves as a trail head to the Kemper Train Station Trail, located in Blackwater Creek Natural Area. In addition, an overlook of the Trail and Natural Area was installed. There was \$286,015 of CDBG funds expended during this program year for the completion of this project. The City expended \$83,085 of CIP project funds in conjunction with the CDBG funds to complete this phase of the project.

The City is in the process of completing the Downtown Utilities and Streetscape Project. In 2015, the average age of water lines in downtown Lynchburg was over 100 years. Water line breaks were occurring with increasing frequency. Consequently, the City Department of Water Resources began a program to systematically replace all water lines in a 50-block area of downtown. As water lines are replaced, the City is also evaluating the need for sanitary sewer and storm sewer replacements, and, where necessary, replacing those lines as well. In addition, since the utility replacement causes significant disruption to the downtown community, the City is also replacing sidewalks, rebuilding roadways, and adding streetscape features to improve the overall character of the downtown area. Wherever possible, the replacement of private utility lines such as electric power, telephone, cable, and fiber optic is also being coordinated with the public infrastructure upgrades.

To date, 13 city blocks have been completed at a design cost of \$2.56 million and a construction cost of \$14.8 million. An additional five (5) city blocks are under construction with design costs to date of \$1.24 million and a construction budget of \$8.87 million. The next phase of construction is planned to be an additional five (5) city blocks, which is scheduled to begin construction in summer 2024, with a design budget of \$1.18 million and a construction budget of \$11.2 million.

**Improve the City's Public Facilities:** The City has committed CDBG funds to improving and enhancing public facilities in the neighborhoods and city-wide.

In PY 2021, there was \$512,607 allocated for the Jefferson Park Revitalization Improvements project. During PY 2021, the design for Phase I of the park improvements was completed. Phase I focused on the southeast side of the park, the part that is most accessible to the neighborhood, and included improvements that will have an immediate impact. Design included a new basketball court, stair improvements to the old amphitheater, a small loop trail in the park, an Americans with Disabilities Act (ADA) accessible trail into the park, neighborhood “patio” with a pavilion on the former tennis court, park lighting, and the required stormwater management. Additionally, a new basketball court with a community-chosen mural on the surface was installed. During PY 2022, there was \$90,915 expended for this project to complete Phase 1.

During PY 2022, the design continued for the construction of the Court Plaza improvements, site furnishings, lighting, stormwater management, and landscaping. These items are planned to be constructed and completed in PY 2023.

The City expended \$1,450,693 for the acquisition of 3413 and 3415 Odd Fellows Road. This property will be used for the construction of a new headquarters for the City of Lynchburg Police Department. The City of Lynchburg Police Department project consists of land acquisition, design and construction of a modern, state of the art building to meet the current and future law enforcement needs for the City of Lynchburg. The main building will be three stories tall and will be 93,991 square feet in area once completed. The scope of work includes the entire site development – stormwater, utility infrastructure, site grading, parking facilities (including a separate rolling asset building), site security, lighting, landscaping, and building construction – foundation and structure to the roof including all systems and finishes necessary to operate the building as a Police Department upon completion.

The Notice To Proceed was issued on October 14, 2022 and provides 847 days for the completion of construction. This would place the construction completion on or about February 7, 2025.

The project is currently well underway with site clearing/grading 95% complete, utilities (stormwater, water and sewer) run to the site, building foundation completed, structural slab 75% completed and steel erection 95% completed at this time. Overall, the project is estimated to be approximately 23% complete at this time.

**Increase permanent affordable housing in the rental market:** The City recognizes the need to increase the availability of affordable housing for renters, especially housing that meets the varied needs of the City’s lower-income population. The City continues to support and partner with housing and public service providers to meet the needs of low-to-moderate income persons, homeless persons and families, and persons with disabilities or other special needs.

Rush Homes received \$95,000 of PY 2018, \$70,000 of PY 2019, \$413,140 of PY 2020, \$150,000 of PY 2021, and \$200,000 of PY 2022 of HOME Program funds for its Community Housing Development Organization (CHDO) rental housing project. The Florida Terrace project will be a 31-apartment unit



rental development. Plans are to provide housing for persons with and without disabilities, but all tenants will be low income. At least 25% of tenants will have a disability. There will be a set aside of seven (7) units for Permanent Supportive Housing (people who are exiting homelessness who also have disabilities). At the end of PY 2022, the construction phase is nearing completion. The project will be completed in PY 2023. There has been \$761,368 of HOME Program funds expended for this project.

**Increase the number of owner-occupied units:** To the degree that predominance of rental units in a neighborhood is seen as destabilizing, the City wants to provide incentives for qualified persons and low- and moderate-income to consider the benefits of homeownership, especially if it is more cost-effective than renting and if it builds wealth for the individual household. Several programs are supported by the City that incorporates these elements.

Funding for the Greater Lynchburg Habitat for Humanity's (GLHFH) Knott Street Development project will help subsidize the development costs for nine (9) parcels and homes, all of which will be sold to income-eligible families. There was \$270,000 allocated of PY 2020, \$208,425 of PY 2021, and \$152,865 of PY 2022 HOME Program funds for this project. The development for this project has been completed and included the costs for building the streets, sidewalks, waterline and sewer connections, clearing of trees and other required appurtenances. All of the HOME funds allocated for this project have been expended. Habitat for Humanity will begin the construction of the housing units within this development in PY 2023.

The City increased the number of owner-occupied units by two (2) during PY 2022. The City's partnership with GLHFH provided Homebuyer Homeownership for two (2) units through its Down Payment Assistance project to eligible clients for the purchase of homes constructed at 3003 and 2995 Hillview Street. In PYs 2019 and 2020, there were \$203,140 in HOME Program funds allocated to GLHFH. During this reporting period, GLHFH expended \$26,900 for down payment assistance to the homebuyer.

**Rehabilitate substandard housing units:** To achieve the objective of making all housing units safe, decent, and affordable it is necessary to extend assistance to private property owners, particularly low and moderate-income homeowners. This goal also provides the opportunity for the homeowners to have their homes rehabilitated and retain ownership. The City is accomplishing this goal by investing in existing housing stock through renovations and rehabilitation of properties in the target neighborhoods. As a direct result of these improvements, the neighborhoods retain and attract residents thereby positively affecting the stability of the neighborhood and increasing property values. Specific housing characteristics of the target area support the need for rehabilitation and revitalization.

Lynchburg Redevelopment and Housing Authority (LRHA) received \$93,760 in PY 2018 CDBG funds for the Vacant Housing Revitalization and Rehabilitation Project. This project was renewed in PY 2022 to LRHA Enhance and Preserve (LEAP) Revitalization Project. This project will address neighborhood properties in need of renovation and/or rehabilitation to provide affordable housing within the neighborhood. During PY 2022, LRHA acquired the property at 302 Smyth Street and is evaluating the structure for rehabilitation or demolition with the end use of constructing a new housing unit on the property utilizing HOME Program funds.

During this reporting period, two (2) rental units were rehabilitated by private landlords through the Rental Rehabilitation Program at LRHA. The properties are located at 1601 Bedford Avenue (duplex) and 304 St. Augustine Street. In PY 2022, \$5,755 and \$9,300, respectively, of CDBG funds were expended for the rental rehabilitation activities. The landlords successfully rehabilitated the units at a total cost of \$11,510 and \$9,426 respectively, and all units are now occupied by eligible, low-to-moderate income households.

**Promote Public Service Activities:** The Affordable Housing Resource Center (AHRC) provides a centralized access point to all affordable housing resources and programs available in the City. The project is a collaboration of the Lynchburg Housing Collaborative partners, the Central Virginia Continuum of Care (CVCoC), the City of Lynchburg, and the Lynchburg Redevelopment and Housing Authority (LRHA). It is designed as a “one stop shop” for accessing housing resources.

During this reporting period, LRHA staff provided the public and local organizations with information regarding housing, local resources for housing, and how to apply for numerous services and programs. The AHRC utilized a new web-based software program that simplified the affordable housing world in searching, applying, managing and reporting on available housing in the Lynchburg area. During this program year, staff assisted approximately 718 persons through visits to the AHRC, telephone calls, and email. This project was allocated \$42,788 in CDBG funds for PY 2021. During this reporting period, the AHRC expended the remaining funds of \$22,912 allocated in PY 2021, completing this activity.

The Scoutreach program is a partnership between the Boy Scouts of America and Lynchburg Parks and Recreation Department. This program provides programming at the City Neighborhood Centers to offer an opportunity for school-age youth to broaden their experiences inside and beyond the neighborhood setting. The Scouting groups operated at two centers: Yoder and Fairview Heights. The Scoutreach program was allocated \$15,440 of PY 2022 CDBG funds. In PY 2022, 20 youth have been served and \$4,506 has been expended, including prior year and PY 2022 funds.

**Provide Homeless Services:** The Coordinated Homeless Intake and Assessment (CHIA) project was allocated \$65,000 in PY 2022 funds. The City supports 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. Through the CHIA Coordinator, a uniform intake tool has been developed to quickly assess individual and family needs and assure they are diverted from the homeless response system or expeditiously placed in the most appropriate housing program. CHIA diverts households from homelessness, understands the clients’ needs and eligibility for existing programs, and identifies the needs through the consistent use of a uniform assessment tool. In PY 2021, Miriam’s House became the recipient for the CHIA program funds and hired a full-time Coordinated Entry Specialist (CES) to operate the CHIA hotline during business hours. CHIA assisted 6,020 people and expended \$65,000 during PY 2022. This activity has greatly enhanced the coordination of housing and services for the homeless.

**Community Development Block Grant  
Coronavirus Aid, Relief and Economic Security Act (CARES ACT) (CDBG-CV) Rounds 1 and 3 Program  
Funds**

In Program Year 2019 (Fiscal Years [FYs] 2020 and 2021) the City received special allocations of Community Development Block Grant funds to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). This allocation was authorized by the *Coronavirus Aid, Relief, and Economic Security Act (CARES Act)*, which was signed by President Trump on March 27, 2020, to respond to the growing effects of this historic public health crisis. Lynchburg's allocation totaled \$809,630. The first round of funding was \$420,487 and Round 3 funding was in the amount of \$389,143.

Utilizing the CDBG application process and the guidelines from HUD for eligible projects/activities, City staff solicited and accepted applications for the CDBG-CV funds. These projects/activities will benefit the citizens of Lynchburg that have been or will be affected by COVID-19.

In accordance with the CDBG Citizen Participation Plan's "In the Event of an Emergency" section, the public comment period was reduced to five (5) days and public hearings were conducted on May 26, 2020 and April 13, 2021. City Council resolutions were approved on June 9, 2020 and April 27, 2021.

For receipt of these funds, in accordance with HUD regulations; the City submitted two "Substantial Amendments" to its FY 2020 and 2021 (PY 2019) CDBG Annual Action Plans to HUD. These Amendments included the projects/activities that were approved by City Council and would prevent, prepare for, and respond to the Coronavirus (COVID-19).

**Community Development Block Grant  
Coronavirus Aid, Relief and Economic Security Act (CARES ACT) (CDBG-CV) Round 1  
Program Funds (\$420,487)**

Below are summaries of these project/activities for local nonprofits and City departments and the program accomplishments for PY 2022 for Round 1 CDBG-CV funds.

**City Administration (Grants Administration) - \$22,745**

Funding was allocated for personnel and operating costs associated with managing and monitoring the CDBG-CV projects.

**PY 2022 Accomplishments**

There was \$4,504 expended during this reporting period for personnel and operating costs for the oversight and administration of the CDBG-CV projects. This activity is complete and administration funds from Round 3 are being expended for staff costs.

**Safe at Home Emergency Assistance (Interfaith Outreach) - \$74,171.62**

Interfaith Outreach's Safe at Home Emergency Assistance aided households with verified financial needs due to COVID-19 in the form of delinquent mortgage assistance payments, delinquent rent assistance payments, and delinquent utility payments made directly to the vendors. Loss of shelter, power, and

water posed an immediate threat to the health and welfare of the Lynchburg community.

**PY 2022 Accomplishments**

During this program year Interfaith Outreach expended \$32,167 and provided rental assistance to nine (9) households.

**Community Development Block Grant**  
**Coronavirus Aid, Relief and Economic Security Act (CARES ACT) (CDBG-CV) Round 3 Program Funds**  
**(\$389,143)**

Below are summaries of these project/activities for local nonprofits and City departments and the program accomplishments for PY 2022 for Round 3 of the CDBG-CV funds.

**City Administration (Grants Administration) - \$18,448**

Funding will be utilized for personnel and operating costs associated with managing and monitoring the CDBG-CV projects.

**PY 2022 Accomplishments**

During this reporting period, there was \$3,714 expended for personnel and operating costs for the oversight and administration of the CDBG-CV projects from this activity.

**Emergency Housing Assistance (Lynchburg Community Action Group (Lyn-CAG) - \$75,000**

The COVID-19 Emergency Housing Assistance Program will assist clients, whose income was impacted by the pandemic, with up to three (3) months of past due rent or mortgage payments. Through this program it is Lyn-CAG's goal to keep households housed, which will prevent exposure to congregate settings (shelter) where the likelihood of contracting the virus is higher. Through this program Lyn-CAG is preparing for increased needs to address the lasting impacts of the virus and unemployment. This program is a direct response to the coronavirus and efforts to alleviate its impact. As the loom of ending moratoriums and forbearance approaches the security of a home is in jeopardy. This could result in an eviction or foreclosure which places a household in danger of contracting the virus. Lyn-CAG's Emergency Housing Assistance Program aims to prevent both evictions and foreclosures due to the pandemic.

**PY 2022 Accomplishments**

During this reporting period, Lynchburg Community Action Group (Lyn-CAG) assisted 12 households by providing rent, mortgage, or utility assistance to the clients affected by COVID-19. Lyn-CAG expended \$16,342 for this activity.

## 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	3,106	0
Black or African American	3,197	2
Asian	0	0
American Indian or American Native	33	0
Native Hawaiian or Other Pacific Islander	4	0
American Indian or Alaska Native and White	149	0
Asian and White	26	0
Black or African-American and White	182	0
American Indian or Alaska Native and Black or African American	60	0
<b>Total</b>	<b>6,757</b>	<b>2</b>
Hispanic	318	0
Not Hispanic	6,439	2

Table 1- Table of assistance to racial and ethnic populations by source of funds

### Narrative

The Table above provides a total racial and ethnic summary of the number of **households** served with the CDBG and HOME Program funds.

CDBG funds assisted a total of 6,756 households. Through its Coordinated Homeless Intake and Access (CHIA) program, Miriam’s House assisted 2,724 white households, 2,846 black or African American households, zero (0) Asian households, 33 American Indian or American Native households, four (4) Native Hawaiian or other Pacific Islander households, and 278 Hispanic households. Additionally, CHIA assisted the following multiple race categories: 149 American Indian or American Native and white households; 26 Asian and white households; 178 black or African American and white households; and 60 American Indian or American Native and black or African American households. Through its Affordable Housing Resource Center (AHRC) program, Lynchburg Redevelopment & Housing Authority (LRHA) assisted 378 white households, 340 black or African American households, and 39 Hispanic households. Through the private landlord housing rental rehabilitations, LRHA assisted one (1) white household and one (1) black or African American household. Through its Scoutreach program, Boy Scouts of America assisted three (3) white households and 10 black or African American households (12 persons). Additionally, Scoutreach served the following multiple race categories: four (4) black or African American and white households (5 persons).

HOME Program funds assisted a total of two (2) households. Greater Lynchburg Habitat for Humanity (GLHFH) assisted two (2) black or African American households through the Homebuyer Down Assistance project.

## CR-15- Resources and Investments 91.520(a)

### Identify the resources made available

Sources of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	714,845	2,053,326
HOME	HOME	421,034	1,241,248

Table 2-Resources Made Available

### Narrative

In Program Year (PY) 2022/Fiscal Year (FY) 2023, the City received \$714,845 in CDBG entitlement funds and \$421,034 in HOME Program entitlement funds. Along with these entitlement funds, reprogrammed prior year funds of \$70,949 for CDBG were allocated to eligible projects, and in reprogrammed funds of \$58,849 for the HOME Program. The total amount of CDBG and HOME funds the City allocated for projects and activities in PY 2022 was \$1,265,677. This represented a total of \$785,794 in CDBG and \$479,883 in HOME Program dollars.

In PY 2022, approximately 99.5% (\$1,929,619) of the CDBG funds were expended on activities that benefited Low-to-Moderate (LMI) persons within the City. With this amount the City was above the minimum threshold of 70% set in Section 24 Code of Federal Regulations (CFR) 570.901(a). There was \$1,375,648 expended for the acquisition of property for the site of the new Lynchburg Police Department Headquarters.

There was 18.44% (\$123,707) of Lynchburg's CDBG allocation and prior years' funding expended on Planning and Administration, which was under the maximum of 20% allowed according to Section 24 CFR 570.206(g).

There was 5.48% (\$92,796) of Lynchburg's CDBG allocation and prior years' funding expended for Public Service activities; therefore, the City was under the maximum of 15% mandated by Section 24 CFR 570.201(e).

In FY 2023, there was \$677,677 of CDBG entitlement funds and \$1,241,248 of HOME Program funds expended for projects and activities. The HOME Program funds expenditures include prior year allocations for the completion of multiple projects, most notably, the Knott Street Development project and the construction of the Florida Terrace apartments. Narratives for the various projects and activities during PY 2022 have been included in the Goals and Outcomes Section of the CAPER (see pages 5-9).

In PY 2022/FY 2023, there was \$198,181 of Coronavirus Aid, Relief and Economic Security Act (CARES Act) (CDBG-CV) Program Funds available to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). City staff and various subrecipients expended \$57,469 on activities related to COVID-19.



**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CENSUS TRACTS 4,5,6,7,11 and 19 (CDBG)	94	93	Housing services, public service, rehabilitation
Citywide (HOME)	6	7	Homebuyer, rehabilitation

**Table 3—Identify the geographic distribution and location of investments**

**Narrative**

The City invested 93% of CDBG project funds for PY 2022 (FY23) in the Census Tracts 4, 5, 6,7,11 and 19 for Jefferson Park Revitalization Improvements, Tinbridge Hill Neighborhood Pedestrian Improvements, Diamond Hill Improvement Project, Lynchburg Redevelopment and Housing Authority Rental Rehabilitation Program, and Public Service activities. The City invested 7% of CDBG funds in services Citywide for the Centralized Homeless Intake services to assist those in need of homelessness prevention. All of the HOME Program funds were allocated for housing related projects (i.e. homeowner, rental housing and infrastructure development projects, and homebuyer assistance).

**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 utilization of CDBG, HOME Program, and other federal grant funds has had a substantial impact on the City’s ability to leverage other resources to redevelop economically distressed neighborhoods and provide renewed opportunities for our residents.

The City of Lynchburg, through the Office of Economic Development & Tourism (OEDT) and the Economic Development Authority (EDA), offers various programs and incentives, to leverage public investment to address the needs of our community. The section below provides a summary of this leverage from the EDA, and local, state and federal resources:

- The City’s two Enterprise Zones, coupled with expanded small business financing continue to produce substantial results. In the past few years, the City has made several thousand additional acres of commercial property eligible for investment grants; in PY 2022, investments in commercial real estate were even more significant. Real Property Improvement Grants in PY 2022 of \$452,306.32 leveraged private commercial property investments of more than \$3.6 million in Zone 2 and \$1 million in Enterprise Zone 46.
- The Local Redevelopment Program provides an investment overlay district that includes existing Enterprise Zone boundaries. Designed to support small business real property investments and expand real estate tax receipts for the City, the grant has been effective in incentivizing public-private partnerships and private investments. There was \$148,250 awarded to support 12 local

businesses through the Local Redevelopment Program, creating 245 new jobs and leveraging \$4.5 million in capital investments across the City.

- Other investments included River Ridge, at 3405 Candler's Mountain Road, with four projects in PY 2022 totaling \$1.4 million, and CB Fleet, with a renovation capital investment of \$800,000. Also, Groundbreaking for a new police station in Enterprise Zone 2 took place in PY 2022. The new construction is a \$50 million capital investment and expected to be completed in PY 2024.
- The Economic Development Authority of the City of Lynchburg (EDA) received a \$500,000 Assessment and Planning Grant award from U.S. Environmental Protection Agency (USEPA) in the Fall of 2022 to perform environmental site assessments, cleanup, and redevelopment planning, among other efforts toward redevelopment of Brownfields in the City of Lynchburg. This is the third such award to the EDA/City and a testament to the exceptional success of the program and the USEPA's and Virginia Department of Environmental Quality's (VDEQ) recognition of it. The City has received over \$1.2 Million in Brownfields Assessment and Cleanup and Redevelopment Planning Grants from USEPA. The City has received over \$315,000 in Brownfields Assessment and Cleanup and Redevelopment Planning VBAF Grants from Virginia Economic Development Partnership (VEDP)/Department of Environmental Quality (DEQ).
- During the last year, the City completed various administrative activities, including consultant selection, past and ongoing programmatic reporting to USEPA, expansion and review of brownfields inventory, internal reviews of target brownfields sites, prioritization and selection of sites for the investment of the grant funds, completion of multiple Phase I environmental site assessments on two blocks of target brownfields properties in the City that are in various stages of redevelopment, planning for Phase II environmental site assessment on one property, programmatic document preparation and approval from USEPA (e.g., Quality Management Plan, Quality Assurance Project Plan), community outreach and brownfields redevelopment outreach and planning.
- The City of Lynchburg's Brownfields Program helps attract new development and business to the city. The grant funds are deployed and leveraged throughout the community to maximize investments from others. The Brownfields grant program has spurred public and private investment in our community, including the newly repurposed building at 1217 Church Street. In October 2021, the building was purchased, and development began on 29 residential units and a 1,650-square-foot commercial space. Following a total capital investment of approximately \$5 million combined with state & federal tax credits, White Star Flats opened in May of 2023 and is currently 50% leased.
- In October 2021, the Office of Economic Development and Tourism also launched the LYH Jobs Portal, in partnership with Chmura and Jobs EQ. One of only a handful in the country, this jobs portal collates job postings from over 900 websites, enabling job seekers to have a 'one stop shop' for all of their job seeking needs. The portal also provides employers with an easy website to reference for job seekers, and the Office of Economic Development and Tourism assists them in posting their jobs with the local Virginia Career Works and Virginia Workforce Connection. This tool continues to assist local businesses and job seekers alike.

- In PY 2022, finalized commercial building permits totaled more than \$22,788,941 million in real property investment in the City’s Enterprise Zone 2, and more than \$13,764,019 in Zone 46. Of the licensed businesses in the City of Lynchburg, 46% have been in business 10 years or more.
- The City of Lynchburg Real Estate Rehabilitation Program encourages the renovation of older structures and helps to revitalize commercial neighborhoods. In PY 2022, 94 properties in the Enterprise Zone are currently participating in the program, resulting in just over \$920,537 million in improvements to the City’s tax base.
- Downtown revitalization continues with seven new businesses and more than 34 jobs created in the Calendar Year (CY) 2022. The Launch LYH program, started in January of 2023, provided funding to seven new businesses that will be opening their doors downtown by the end of CY 2023. The City of Lynchburg has plans to complete the Riverfront Park in downtown Lynchburg as a concert, festival and park venue with an amphitheater, restrooms and a playground.
- The Water Resources Department operates the Combined Sewer Overflow (“CSO”) Program, the largest of all the City’s capital improvement programs. This program reduces the volume and frequency of overflows from the City’s combined sewer system. Thus far, the Program has spent \$50 million of local funding (provided by sewer fees); \$171 million in State funding (VCWRLF loans); \$71 million in federal and state grants; and \$19 million in American Recovery and Reinvestment Act (ARRA) stimulus funding. Based on the approved Long-Term Control Plan, it is estimated that the remaining cost to complete the program is approximately \$130 million. City of Lynchburg has been awarded two grants totaling \$50 million from the American Rescue Plan (ARPA) to be used for the CSO Program. Although the Consent Special Order does not specify a completion date, Lynchburg’s CSO Program could be complete as soon as December 2028. Actual completion date will be largely dependent on available funding and project schedules.
- The City’s Division of Social Services provides: Child Care Services, Prevention Services, Employment Services, Services to Adults, Energy Assistance Program, Supplemental Nutrition Assistance Program (SNAP), Medicaid, Temporary Assistance for Needy Families (TANF), Virginia Initiative for Education and Work (VIEW), Protective Services to Children, and Foster Care/Adoption.
- The City’s Department of Community Development operates and enforces the Virginia Maintenance Code of the Uniform Statewide Building Code (USBC), in which the Rental Inspections Program is operated. This program provides protection for citizens and neighborhoods by ensuring sub-standard living conditions are reduced in order to produce thriving, attractive, safe neighborhoods and enhance citizen’s quality of life. In PY 2022, there were 751 rental inspections and 1,297 housing inspections conducted.
- Numerous non-profit subrecipients and community partners used resources, both public and private to complement the investments from the entitlement allocations.

The HOME program specifically requires that participating jurisdictions (PJs) provide match funds in amounts equal to no less than 25% of the total HOME funds drawn down from the jurisdiction’s HOME

program account for project costs. Allowable reductions are made for PJs that experience fiscal distress or major disasters in accordance with the Stafford Act.

Fiscal distress can be categorized by the following criteria: 1) the family poverty rate is 125% or more of the national poverty rate; and 2) the per-capita income is less than 75% of the national average. When a PJ meets one of these distress criteria, it is determined to be in fiscal distress average and thereby receives a 50% reduction of its match requirement. If a local jurisdiction satisfies both of the distress criteria, it is determined to be in severe fiscal distress and receives a 100% reduction of its match requirement. The City meets the criteria to be classified as severely distressed and has been determined to be in fiscal distress and received the 100% reduction of its match requirement for PY 2022.

The HOME Program Match Liability Report (PR33) from the Integrated Disbursement and Information System (IDIS) for PY 2022 indicates that the City had no Match Liability for Program Year 2022. While the City had no match liability during this reporting period, the City accrued \$272,611 in additional match credit from Greater Lynchburg Habitat for Humanity (GLHFH) through the HOME-assisted housing units constructed by GLHFH. There was no publicly owned land or property located within the jurisdiction that was used to address the needs identified in the Plan.

The City began PY 2022 with \$4,047,163 in excess match carried over from prior years. As stated above, during PY 2022, the City accrued \$272,611 in additional match credit from Greater Lynchburg Habitat for Humanity (GLHFH) from the construction of two (2) HOME-assisted units. This match was accrued through volunteer labor and construction material costs. A total of \$363,518 of HOME funds were disbursed from July 1, 2022 to June 30, 2023, of which \$341,079 would have been subject to the match requirement; however, due to the fiscal distress determination the Match Liability Amount for the City was \$0. As depicted in the chart below, a balance of \$4,319,774 in excess match is available to be carried over to PY 2023 and remains available for future years.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	4,047,163
2. Match contributed during current Federal fiscal year	272,611
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	4,319,774
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	4,319,774

**Table 1 – 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
2995 Hillview Street	06/27/2023	0	0	0	0	144,176	0	144,176
3003 Hillview Street	12/06/2022	0	0	0	0	128,435	0	128,435

Table 2 – Match Contribution for the Federal Fiscal Year

**HOME—Program Income**

As the Table below indicates, there was no program income received for the HOME Program during PY 2022.

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning 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	0	0	0	0

Table 3 – Program Income

**Minority Business Enterprise (MBE)/Women-owned Business Enterprise (WBE) Report**

There were no construction contracts issued during PY 2022 within the HOME Program.

## 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.**

This section includes an evaluation of the City’s progress in meeting its specific goals of providing affordable housing, including the number and types of families served by income level and the number of homeless, non-homeless persons assisted. HUD funding received for HOME is used to provide a range of housing for a wide variety of low-to-moderate income populations throughout the City. The CDBG program does not fund affordable housing development projects. However, the City’s CDBG program did fund rental rehabilitations through Lynchburg Redevelopment and Housing Authority’s (LRHA) Rental Rehabilitation Program. Projects funded with CDBG funds are mainly to serve the low and moderate- income persons in the targeted census tracts. HOME Program funds are allocated to affordable housing projects Citywide and within the targeted census tracts.

In PY 2022, Tables 10 and 11 below list the goals and actual number of persons and households served by the CDBG and HOME Program for each type of population.

	<b>One-Year Goal</b>	<b>Actual</b>
Number of Homeless persons to be assisted through CDBG activities (Coordinated Homeless Intake and Access)	4,000	6,020
Number of Non-homeless persons assisted through CDBG activities (Affordable Housing Resource Center)	500	718
Number of Special-needs persons to be provided affordable housing units (Florida Terrace Apartments)	31	0
<b>Total</b>	<b>2,031</b>	<b>6,384</b>

**Table 10—Number of Persons Assisted**



	<b>One-Year Goal</b>	<b>Actual</b>
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units (Florida Terrace Apartments, Knott Street development, Down payment assistance)	9	2
Number of households supported through Rehab of Existing Units (Rental Rehabilitation)	0	2
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>9</b>	<b>4</b>

**Table 11—Number of Households Supported**

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

**Number of homeless to be provided assistance:** Goal achieved.

**Number of Non-Homeless persons assisted through CDBG activities:** Goal achieved.

**Number of special-needs to be provided affordable housing units (number of persons served):** There was a goal in the Amended Annual Action Plan for this reporting period to provide additional special needs affordable housing. Within the 2020-2024 Five-Year Consolidated Plan, there is an overall goal of increasing rental housing units for special needs persons by 31 housing units. (NOTE: Rush Homes had to revise the design of this new rental development housing project. Rush Homes is in the construction phase of the Florida Terrace project to develop the 31 apartment units. The plans are to provide housing for persons with and without disabilities, all with low incomes. At least 25 percent of tenants will have disabilities. There will be a set aside of seven (7) units for Permanent Supportive Housing (persons who are exiting homelessness who also have disabilities). These units are on track to be completed in PY 2022, with the construction groundbreaking occurring in August 2022.

**Number of households supported through Rental Assistance:** There is no rental assistance project within the CDBG and HOME Program.

**Number of persons supported through the production of new units:** This goal was not attained in PY 2022. There were two (2) households assisted through direct homebuyer assistance through Greater Lynchburg Habitat for Humanity (GLHFH). GLHFH’s Knott Street development infrastructure has been completed. These infrastructure funds will be used to subsidize development costs for nine (9) parcels and homes, all of which will be sold to Habitat-qualified families. This goal will be attained once the homes are constructed at Knott Street Development.

**Number of persons supported through rehabilitation of existing units:** During PY 2022, there was no set goal for rental rehabilitation; however, Lynchburg Redevelopment and Housing Authority’s (LRHA) Rental Rehabilitation program supported two (2) households (2 persons) through rental property rehabilitations by private landlords.

**Discuss how these outcomes will impact future annual action plans.**

The completion of these projects/activities will assist the City in meeting the goals established in the 2020-2024 Consolidated Plan and future Annual Action Plans. City Council will continue to allocate CDBG and HOME Program funds to cooperative ventures that will assist in addressing barriers to affordable housing and meeting community public and private neighborhood and infrastructure needs.

**Include the number of extremely low-income, low-income, and moderate-income households/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	6,104	0
Low-income	495	2
Moderate-income	158	0
<b>Total</b>	<b>6,757</b>	<b>2</b>

Table 12—Number of Households Served

**Narrative Information**

Using CDBG funds, 6,757 households were served. The Coordinated Homeless Intake and Access (CHIA) Coordinator assisted 6,020 households that were extremely low-income in assessing the household’s needs and providing available information and resources to divert homelessness. LRHA assisted (2) two extremely-low-income household through Rental Rehabilitation projects. LRHA’s Affordable Housing Resource Center (AHRC) project assisted 81 extremely-low-income households, 480 low-income households, and 157 moderate-income households. Boy Scouts of America’s Scoutreach project assisted (1) one extremely-low-income household, 15 low-income households, and one (1) moderate income household.

Two (2) households were assisted with the use of HOME Program funds. Greater Lynchburg Habitat for Humanity (GLHFH)'s Down Payment Assistance project provided assistance to two (2) low-to-moderate income households. Rush Home's Florida Terrace project is under construction and will benefit 31 low-to-moderate income households in PY 2023. GLHFH's Knott Street development project has been completed and will construct and assist nine (9) low-to-moderate income households in PY 2023.

A total of 6,759 households were assisted with CDBG and HOME funds. Of the households assisted, 6,104 of the households were within 0 to 30% of area median income (AMI); 497 were within 30 to 50% of AMI; and 158 households were within 50 to 80% of AMI.

## **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**

The Central Virginia Continuum of Care (CVCoC) operates a primary access point for homeless persons with satellite access points for special populations. The primary access point for the homeless response system is Coordinated Homeless Intake and Access (CHIA). The homeless hotline, CHIA, provides a phone-based assessment and referral to diversion, homeless prevention, shelter and appropriate housing interventions and services. This access point covers the entirety of the CVCoC's geographic region (Lynchburg and the surrounding counties) by providing assessment and referral through a phone-based system. All coordinated entry staff are trained on diversion strategies, addressing the needs of domestic violence victims and the coordinated entry process. Every caller in a housing crisis is provided with consistent and standard assessment tools - safety screening, diversion screening, and basic assessment of housing barriers and vulnerability.

An additional access point to the homeless response system is through Homeless Outreach and Mobile Engagement (HOME), the CVCoC's street outreach program. This program, operated through a local health clinic, provides a dedicated -time staff person to identify and build rapport with unsheltered persons and conduct the CVCoC's standard assessments in order to ensure unsheltered clients receive access to the homeless response system and are quickly connected with housing resources.

Intake staff at CHIA and street outreach workers use the CVCoC initial assessments to review clients' needs and determine eligibility for services. Initial assessment includes an immediate safety screening, diversion and prevention screening, homelessness verification, basic assessment for shelter intake and release of information for the CVCoC's Homeless Management Information System (HMIS) and Community Case Review (case conferencing). After the initial assessment, there is a prioritization assessment for individuals experiencing literal homelessness, who have been unable to be prevented or diverted from shelter or a place not meant for human habitation. The prioritization tool and the CVCoC Housing Barrier Assessment are completed by trained assessors after initial assessment identifies a household as literally homeless. A CVCoC Coordinated Entry form is also used to identify whether the household belongs to one (or more) of the four subpopulations prioritized by the CVCoC for additional services: veterans, chronically homeless, households with children and youth (unaccompanied young people, age 24 and under).

All households belonging to a priority subpopulation are placed on the By-Name List, maintained through the Community Case Review team, for prioritization and referral to rapid re-housing and permanent supportive housing. The agency completing the assessment notifies the CVCoC Lead Agency, Miriam's House, through either faxing or emailing the Coordinated Entry Referral form for the assessed household. The CVCoC Lead maintains the By-Name List and through a coordinated entry process, each household is matched with the appropriate housing and service intervention. Homeless households that do not belong to a priority subpopulation are provided with housing focused case management and

linkages to mainstream resources to promote self-resolution directly from shelter or through street outreach.

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

Over the course of a year (July 1, 2022- June 30, 2023), 471 households became homeless within the Central Virginia Continuum of Care (CVCoC). This represents a 41% increase over the year prior. During the pandemic, fewer people were becoming homeless due to the additional resources awarded to the community to prevent households from becoming homeless and the eviction moratoria. Those resources all ended in the last year which resulted in an increase in homelessness.

In August 2022 – December 2022, the CVCoC in partnership with the Lynchburg Department of Human Services opened a temporary shelter to provide emergency housing through a hotel program to the most vulnerable homeless households who could not access the community’s only available emergency shelter. This program was a stop-gap measure while the CVCoC sought a new shelter provider. In December 2022, Roads to Recovery opened their emergency shelter, The Shelter at RESET. This shelter has the capacity to serve 20 individuals at a time, is easily accessible, adheres to Housing First policies, participates in the Homeless Management Information System and coordinated entry, and provides housing focused case management to all residents.

The Homeless and Housing Services (HHS) Committee of the CVCoC meets bi-monthly to discuss improvements to the homeless response system, including ensuring all persons needing shelter or other homeless interventions are able to access them. This committee reviews gaps in services and specifically addresses any barriers to services. Coordinated Homeless Intake and Access (CHIA) provides a bi-monthly report out regarding any households who were unable to be served and the reason for service denial. The HHS Committee regularly reviews eligibility guidelines for each program to ensure that there are no barriers to program admission or maintenance. The Committee identifies barriers to access that are contained in program rules and eligibility criteria and makes recommendations to the CVCoC Board regarding how those barriers can be reduced. At this time, all CVCoC-funded programs have instituted low- barrier admission policies. Funded projects removed all admission requirements related to drug testing, income, criminal history, identification, custody or family composition restrictions, treatment compliance, medication compliance, or any other barrier to access.

An additional way that the CVCoC ensures that services are offered without barriers is through regular training to front-line staff and program managers on Housing First, harm reduction, motivational interviewing, and other best practices. The Monitoring and Evaluation Committee of the CVCoC performs an annual site audit of each CVCoC- funded project to ensure adherence to the CVCoC policies and procedures, which require no barriers to project admission or maintenance.

The CVCoC provides annual training for homeless service providers on the Prohibition Against Involuntary Family Separation, Equal Access, and Prohibited Inquiries requirements. This training includes building capacity for shelter staff around creating safe spaces and providing services that promote inclusive policy standards, provide safety for shelter residents, respect diversity and protect the rights of all homeless individuals and families. The CVCoC monitors projects’ nondiscrimination policies to ensure that family composition, gender identity and gender expression are included in the language. Projects are also expected to maintain confidentiality standards that protect sex assigned at

birth information. Eligibility criteria are reviewed to address any exclusionary criteria such as requirement of a marriage license or restrictions regarding the ages of children. The CVCoC also provides sample documents that can be publicly posted or handed out to inform clients of their rights under the Equal Access rule. To further ensure compliance, the CVCoC has instituted regular consumer surveying which allows for program participants to report any discrimination. In 2023, the CVCoC expanded the surveying to also include a digital survey. This expansion has allowed for greater consumer input. The CVCoC policies require all projects to have a grievance policy which they provide to all program participants at intake.

**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**

All unstably housed households assessed through Coordinated Homeless Intake and Access (CHIA) are referred to the CVCoC's targeted homeless prevention program if a diversion screen demonstrates that the household cannot be diverted from homelessness and that more intensive homeless prevention services are needed. All households referred to the targeted prevention program are screened with the CVCoC Targeted Prevention Screening Tool. The targeting screening was developed through research conducted by Veteran Affairs as well as peer reviewed research which demonstrates that specific household characteristics make a household more likely to become literally homeless. Some of these characteristics include frequent moves, history of homelessness, fleeing domestic violence, youth-headed households, youth identifying as LGBTQ as the head of household, persons with disabilities and others.

Households scoring a 10 or above on this screen are served through housing focused case management and rental assistance, rental arrears and housing stabilization financial assistance. The CVCoC's Targeted Prevention Tool has been in use since late 2017 and has ensured that services are provided to those most likely to become homeless but for intervention.

The CVCoC Policies and Procedures require that systems of care and correctional institutions conduct discharge preparation in order to prevent households exiting their programs from becoming homeless. These policies ensure that the burden on discharge planning, that does not include discharges to homelessness, is on other systems of care rather than primarily on the homeless response system.

**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 implementation of the coordinated entry system provides a framework that assists households in moving quickly into permanent housing. Housing-focused conversations are built into initial assessment and incorporated into shelter case management from the point of intake. Momentum toward housing is maintained by setting timeframes within which housing plans are developed and prioritization assessment should be completed. Shelter case managers offer each household housing-focused case management and housing location services, including assistance with employment, benefits access, referrals to wrap-around services and affordable or subsidized housing identification. Efforts to recruit landlords and share landlord network information across the CVCoC has expedited housing attainment for all program participants.

For households that are prioritized for permanent housing interventions, there is a warm hand-off between the shelter or street outreach case manager and the assigned rapid re-housing (RRH) or permanent supportive housing (PSH) case manager, who spearheads housing location alongside the referred household. This hand-off allows shelter case managers and street outreach workers to focus on providing housing focused case management to households with lower barriers who are not prioritized for RRH or PSH. Expanding permanent housing interventions such as RRH and PSH, as the CVCoC does year over year, also ensures that households becoming homeless can be re-housed quickly. There are currently more slots available for permanent housing within the CVCoC than temporary slots such as emergency shelter. This shifting of bed availability ensures that those with the highest needs can receive the highest level of housing intervention.

The implementation of a By-Name-List of every homeless households allows the homeless response system to better understand who is homeless in real time. These households are staffed at Community Case Review in order to expedite their permanent housing placement. The CVCoC's written standards prioritize households with long episodes of homelessness (identified through the prioritization tools) for permanent housing interventions.

In 2020, the Lynchburg Redevelopment and Housing Authority (LRHA) received 79 Mainstream Vouchers. In 2021, the CVCoC received access to 25 Emergency Housing Vouchers and in 2022, LRHA received an additional 30 Mainstream Vouchers. The CVCoC created Memorandums of Understandings with LRHA and Virginia Development and Housing Authority for the voucher programs to ensure that chronically homeless persons are prioritized for vouchers. To increase availability of PSH for chronically homeless households, Miriam's House created a new supportive services program to pair vouchers with supportive services. Central Virginia Supportive Housing launched in April 2022 to provide supportive services to chronically homeless households who have a housing voucher but do not have supportive services in place to ensure housing stability.

Once housed, in-home housing stabilization case management is provided to rapid re-housing and permanent supportive housing clients to prevent returns to homelessness. Housing stabilization case management services include tenancy skills, budgeting and financial literacy education, referrals to employment and training opportunities and coordination with long-term service providers such as mental health skill building services, home-based family strengthening programs, recovery resources or other services that will address stability needs.

Through extensive training on and implementation of Housing First strategies and housing focused case management best practices, the CVCoC has equipped homeless service providers to serve and house homeless households rapidly without predicating services on housing readiness.

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

### **Actions taken to address the needs of public housing**

In 2023, Lynchburg Redevelopment and Housing Authority (LRHA) began the tax credit application process with their developer partner for the new construction of 76 new units at the Dearington Hills Apartment. The redevelopment effort will take place over a five to six-year period within three to four different phases with an anticipated total of 242 new affordable housing units constructed.

In early 2023, LRHA began a Master Planning process with the residents, board, and staff for the Birchwood Apartments. LRHA anticipates completing this master planning process at Birchwood by Calendar Year 2023. LRHA will engage with their developer partner on bringing the Birchwood final approved plan to fruition in a number of phases using a tax credit application process. For both of these potential redevelopment projects LRHA will meet one-on-one with all affected families in both developments when the relocation process begins.

Additionally, LRHA continues to invest in partnerships with all local and statewide agencies to assist public housing and housing choice voucher families with resident opportunities according to the 200 plus survey responses on resident services. LRHA's Resident Opportunities and Self-sufficiency (ROSS) Coordinator continues to provide outreach and match families with a wide range of needs to ensure success whether in education, training, or job placement.

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

LRHA will address homeownership opportunities with Housing Choice Voucher (HCV) clients and Public Housing (PH) residents in a Fiscal Year 2024 partnership with the HUD Housing Counseling Partner, Lynchburg Community Action Group (Lyn-CAG).

### **Actions taken to provide assistance to troubled PHAs**

N/A- Lynchburg Redevelopment and Housing Authority is not a troubled PHA.

## **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)**

A primary barrier to affordable housing in the target area is the very low property values in the targeted census tracts. This is a large disincentive to development through renovation because the cost of repair typically exceeds the value of the renovated property. Therefore, only non-profit organizations that can access soft costs funds (i.e. finance and construction related costs) and grant funds are able to conduct rehabilitation projects in these areas. The for-profit developers are unable to conduct the extensive renovations necessary to make the houses in the target market amenable to modern housing demands. However, the City did allocate CDBG and HOME Program funds to non-profit entities to address the needs of extremely low and low-income families and persons.

Lynchburg is a City of relatively low housing costs. Therefore, average income and cost-of-living reflect these somewhat lower housing costs. Development in the CDBG target areas remain limited to non-profit and subsidized activity. This is due in part to the very low property values in these census tracts and a greater value being placed on improvements to property than to the land itself. In the target areas, this high value on improvements, or buildings, had the effect of costing more than clearing land outside of the target areas, and thereby, negating the opportunities of redevelopment. This is also a large disincentive to development through renovation because the cost of repair typically exceeds the value of the renovated property. However, recently there has been more development in the CDBG targeted census tracts. The reason has been that the supply of homes for sale everywhere is down so buyers are pushed into areas not traditional to their socio-economic status.

The usual barriers, zoning, building code, and density issues for the targeted census tracts have been interpreted to encourage appropriate development in these areas. This is especially true in the development by non-profit housing providers where the City has waived or offset utility and other fees for making the project more affordable for the very low and low-income residents.

The Lynchburg Zoning Ordinance was adopted in February 2016. The Zoning Ordinance promotes higher density development, more flexibility in the development of smaller urban lots and reduced setbacks in higher density residential zoning districts. The Ordinance also allows for more opportunities for mixed-use development, helping promote transit-oriented development in lower income neighborhoods. Finally, one major principle carried on throughout the Ordinance is greater connectivity amongst neighborhoods, especially through the requirement of sidewalks in all high-density residential zoning and commercial districts.

The Lynchburg Regional Housing Collaborative completed and distributed to the public through the Lynchburg City Council a Study “Opportunity Profile: Housing Stability in Lynchburg, VA” through a Community Impact Grant from the Virginia Housing Development Authority (VHDA). The Study stated that there is a need for additional affordable housing units and the relation of these housing needs to

low-income persons/households. As a result of this Study, City Council is focused on addressing affordable housing and is continuing to discuss with the Lynchburg Redevelopment and Housing Authority (LRHA) what an affordable housing policy would be and to discuss resources and options to create and further encourage the development of affordable housing in Lynchburg.

Affordable housing has long been a topic of discussion. Lynchburg has a long history of administering programs that are designed to assist residents with housing opportunities. Lynchburg residents have access to outcomes from housing funds administered by the City and the Lynchburg Redevelopment Housing Authority from programs like the Housing Choice Voucher Program, the Community Development Block Grant, the federal Low-Income Housing Tax Credit, and the HOME Investment Partnership Program. The City has also engaged in a variety of initiatives designed to improve the quality of the housing stock while still ensuring attainability and affordability, such as the Real Estate Rehabilitation Program and the Rental Inspection Program. Additionally, the City has partnered with a variety of public, private, and non-profit organizations that are dedicated to improving housing opportunities for people who live in Lynchburg.

In order to continue addressing barriers to affordable housing, City Council has taken the appropriate role of supporting cooperative ventures and initiates cooperation where it is needed. City Council has also exercised this coordinating role in its allocation of CDBG and HOME Program funds to nonprofit organizations and Lynchburg Redevelopment and Housing Authority for housing related projects. All of homeownership programs funded with federal dollars include an educational component for potential homebuyers about mortgage financing, credit and budgeting issues, and the responsibilities of homeownership.

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

To assist in addressing the housing and community development needs of underserved citizens, the City of Lynchburg focused a significant amount of federal resources on new construction, homebuyer activities, and public infrastructure in the CDBG targeted areas. Several non-profit agencies were funded with CDBG and HOME Program funds to undertake new construction and homeownership activities. Financing availability continues to be one of the main obstacles in addressing underserved needs of the City's residents. With declining government program support, the private sector will have to play a key role in making up for this loss.

The City, particularly through its partnership with local non-profits, has continued to promote the involvement of private citizens, banks, corporations, and others in community development activities. As more people become involved the proper and effective coordination of this involvement will become even more challenging.

Shared responsibility also implies the open exchange of information and the combination of scarce resources. The City maintains a leadership role in this regard, while opening the process to all interested parties, including low- and moderate-income citizens.

The City continues to seek reduction in the number of households with incomes below the poverty line

each year through long-term solutions such as education (including adult education and job skill training), economic development, coordinated supportive services, and Bridges to Progress support program. These areas are traditionally within the local government's sphere of influence and the City Council has placed significant emphasis and funding in these areas through the allocation of CDBG and HOME Program funds.

The City, through Lynchburg Redevelopment and Housing Authority (LRHA), developed 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 provided a Housing Navigator to assist citizens in navigating the vast sea of affordable housing challenges and opportunities in the City. Information, education and training programs will be offered to provide a number of learning tools to citizens to be successful in obtaining and maintaining stable housing.

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

In Lynchburg, approximately 85% of the homes built prior to 1978 contain some lead. Children, particularly those under the age of six, are at risk of lead poisoning if living or repeatedly being in a housing unit containing lead-based paint. Research suggests that lead poisoning has societal costs that include medical care, special education, behavioral problems, reduced long-term educational attainment, reduced long-term income attainment, increased criminal behavior, and increased hypertension in adolescents and adults.

In accordance with applicable requirements, lead-paint assessments, treatments, and/or clearances are conducted on each structure built prior to 1978 in which CDBG and HOME Program funds are expended. City staff provides subrecipients, through the written agreements, a copy of the lead-based paint regulations that are to be completed according to the scope of work for the various activities.

To protect against this risk, on April 22, 2008, EPA issued a rule requiring the use of lead-safe practices and other actions aimed at preventing lead poisoning. Under the rule, beginning April 22, 2010, contractors performing renovation, repair and painting projects that disturb lead-based paint in homes, child care facilities, and schools built before 1978 must be certified and must follow specific work practices to prevent lead contamination. Contractors are certified through the U. S. Environmental Protection Agency (EPA). This agency provides training programs across the State of Virginia and allows for contractors to submit their application or certification online.

As applicable, subrecipients are required to ensure that all contractors obtain the proper certification prior to completing a renovation or repair project utilizing CDBG and HOME Program funds.

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

Lynchburg continues to strive toward the mark of poverty reduction and increased median household income through civic engagement. Some of the goals are: Early education tutoring assistance, building a grocery store in an identified food desert, creating an alliance to increase affordable childcare options, improving kindergarten readiness, increasing affordable housing opportunities, developing easier access to health resources, implementing a community-subsidized transportation application, and revamping

local public transportation. Each of these items require an immense level of engagement, collaboration and cooperation in which various community organizations focus on daily in their services and outreach.

Below are resource links that indicate the focus of the organization and the services that are provided to citizens to aid in the reduction of poverty for Lynchburg and the Central Virginia area.

Beacon of Hope: The purpose of Beacon of Hope is to instill in ALL Lynchburg City Public School students the aspiration to pursue AND to provide them with the tools and resources to attain a post-secondary education.

Central Virginia Community College - Workforce Solutions: The resource of choice for comprehensive employment and workforce education throughout the Lynchburg region.

Goodwill Industries of the Valleys: Goodwill Industries of the Valleys is dedicated to helping people with disabilities and disadvantages overcome barriers to employment.

Old Dominion Job Corps: Job Corps is the largest free residential education and job training program for young adults ages 16–24.

Lynchburg City Schools – Career Tech Program: Lynchburg City Schools offers a wide array of career-tech courses beginning in middle school.

Lynchburg Community Action Group Employment Training: Employment Training program offers training in job search skills, resume writing, certified nursing assistant training, medical technician training, and basic computer skills.

TechHire – Lynchburg Office of Economic Development and Tourism: TechHire provides a path to expand training opportunities that prepare under-skilled workers for careers in Lynchburg’s middle and high skill jobs.

Virginia Career Works: The Workforce Development Center is co-located with the Virginia Employment Commission and offers a free assortment of career planning services.

Social Services and Juvenile Services: Lynchburg's division of Social Services administers Virginia's state-supervised, locally-administered public social services including federal, state and local public assistance and social work services programs.

Juvenile Services serves at-risk youth and families who are before a Juvenile and Domestic Relations Court by providing a continuum of assistance that include prevention, early intervention, residential services, home- based services, and secure detention.

Call 211: 2-1-1 is an easy to remember phone number connecting people with free information on available community services. When you dial 2-1-1, a trained professional listen to your situation and suggests sources of help using one of the largest databases of health and human services in Virginia.

Opportunity 360: Opportunity 360 is a comprehensive approach to understanding and addressing community challenges by identifying pathways to greater opportunities using cross-sector data, community engagement and measurement tools. With this insight, partners in community development



will be better positioned to make smart investments and create collaborative solutions that transform communities across the country.

Lynchburg Feeds: Lynchburg Feeds is a campaign organized by the Blue Ridge Area Food Bank, in partnership with local partners and community advocates. Lynchburg Feeds is designed to help people find nonprofit food pantries and other food programs in the Lynchburg area. Food pantries provide groceries to people, free of charge.

Parkview Community Mission: Parkview's mission is to restore the lives of families and communities by building relationships and providing life-changing resources.

Central Virginia Addiction and Recovery Resources (CVARR): Central Virginia Addiction and Recovery Resources (CVARR) believes in the power of collaborative problem solving and grassroots efforts to solve our community's substance use challenges. By bringing organizations, and citizens from across sectors together, CVARR helps our community maximize resources, support, and solutions. With community support and interest, CVARR is positioned to become the lead resource for advancing community conditions, norms, systems and policies for substance use prevention, treatment and recovery in Central Virginia.

Horizon Behavioral Health: Horizon Behavioral Health is the premier provider of mental health, substance use and intellectual disability services in Central Virginia. Horizon's mission is to support and promote the health, independence and self-worth of individuals and families in Central Virginia by providing a continuum of community-based prevention, early intervention, aftercare, and psychosocial rehabilitation services for persons affected by mental health, intellectual disabilities, substance abuse and co-occurring disorders. Our vision is to provide behavioral healthcare services that are accessible, consumer-centered, cost effective, and quality outcome-based.

Groups Recover Together is an outpatient opioid use disorder treatment provider dedicated to delivering evidence-based addiction treatment. Everyone who joins Groups gets Suboxone from a doctor right away, so no one needs to worry about being sick. The team understands that simply replacing pills or heroin with Suboxone isn't the long-term answer. The agency does not just enroll people in treatment, they help members build a life worth being sober for.

Partnership for Healthy Communities: This agency's vision is to focus on a region in which long-lasting positive social change and optimal health outcomes are achieved through successful community collaborations. Be a driving focus on equity while promoting: 1) successful collaboration; 2) resources and learning; and 3) leadership and governance practices for the organizations impacting the community. The foundation for this work includes five key conditions of the collective impact model. By encouraging a shared vision for change, measuring results, promoting mutually reinforcing activities, and ensuring consistent open communication among all stakeholders Partnership for Healthy Communities can build an engaged, inclusive, and vibrant community.

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

To minimize gaps and to ensure coordination of the Federal CDBG and HOME Program funds, as well as the City's General Fund, these funds continue to be overseen by several City committees, commissions, and City departments. The City Council, as the governing body of the City of Lynchburg, is responsible

for all policy decisions and approves all City funding recommendations. Ultimately, funding for housing and non-profit providers is coordinated through City Council.

The City and surrounding counties are a part of an initiative called Bridges of Central Virginia that uses the Bridges Out of Poverty model to help under-resourced citizens gain self-sufficiency and well as the City's implementation of the initiatives and merging of Poverty to Progress (P2P) and Bridges Out of Poverty for the formation of Bridges to Progress. It teaches how to think about changes that can be made to break down barriers that are sustaining poverty and focuses on ways to change policy/procedures on a business and local government level.

The coordinated entry system for the homeless used by the Central Virginia Continuum of Care (CVCoC) provides communication between area service providers to ensure people applying for services are not caught in gaps in program and funding limitations. Use of standard assessment tools helped align appropriate services with resources to fit personal needs. Through a network of case management, community-based support systems, financial and rent assistance, and Self-sufficiency opportunities, CDBG staff, and CVCoC service providers worked intensely with recipients and their sub-grantees to assure compliance.

City staff attended HUD trainings and webinars, and provided grant management, labor standards, environmental reviews, and project administration assistance to subrecipients to strengthen the overall performance and accomplishments for the CDBG and HOME Program.

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

City staff uses its network of housing non-profit and community service organizations to deliver both Homeless and anti-poverty services. This network provides strong coordination at the local level with multiple federal, state and local housing and social service programs. These agencies provide direct service for key programs such as: child care, community and economic development, employment training, energy and weatherization assistance, food assistance, Head Start, housing, self-sufficiency programs and training, transportation, veteran's services, and senior and youth services.

A number of the non-profits and social service organizations/agencies are active participants in the Central Virginia Homeless Continuums of Care (CVCoC). This strong engagement with the CVCoC provides another avenue for developing strong partnerships with homeless and housing providers including, the public housing authority, domestic violence providers, and state, county and local social, health and education service providers.

Lynchburg Community Action Group's (Lyn-CAG) Housing Opportunities for People with Aids (HOPWA) program addresses poverty by providing decent, affordable housing to its clients, a major first step in financial stability. The HOPWA program staff provides educational counseling, needs assessment, case management, supportive services, and facilitates the support group for the HIV/AIDS clients. Staff maintains a partnership with the Infectious Disease Physicians in Lynchburg to provide the much-needed

health and medical services for the HIV/AIDS clients. Lyn-CAG receives funding from the State Department of Housing and Community Development (DHCD), through its Virginia Housing Solutions Program (VHSP) to financially support this program.

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

The City works to affirmatively further fair housing for Lynchburg's populations. In 2020, the City developed and finalized an Analysis of Impediments to Fair Housing Choice (AI). Based on the AI, the City developed a Fair Housing Action Plan (FHAP) that identified the impediments Lynchburg would focus on over the 2020-2024 Consolidated Plan period.

Addressing the impediments is a joint effort between the City and its housing and community organizations/agencies. Below are highlights of the impediments identified and the actions taken by the City and community partners during Program Year (PY) 2022 to address these impediments:

1. Impediment/Action - Barriers to housing choices for members of the protected class - The City should specify procedures, training, and monitoring process for implementing the Language Access Plan (LAP) to streamline services and better accommodate persons with limited English proficiency (LEP). This is especially important for when the LEP Spanish-speaking population reaches the safe harbor threshold.

- **Program Year 2022 Accomplishments** – City staff updated the Language Access Plan (LAP) in PY 2020, which included specific procedures, training, and monitoring process for the Plan to accommodate persons with limited English proficiency (LEP).

2. Impediment/Action - Location and type of affordable housing - The City and other local organizations continued to address the diverse housing needs for the City's various subpopulation, including students, low- and moderate-income households, persons with disabilities, and elderly persons.

- **Program Year 2022 Accomplishments** – There were two (2) low-to-moderate income households who purchased an affordable housing unit through down payment assistance with HOME Program funds. There were no new accessible housing units created during this program year; however, there are 31 units under development that will provide accessible, affordable housing for persons with disabilities and low-income households.
- Providing more housing in more areas across the City could increase the accessibility and affordability of housing in Lynchburg. While households in Lynchburg are almost evenly split between renters and homeowners, the average age of the community is in the early 30's, a demographic unable to afford home-ownership and so rental choices and opportunities are needed. Along with the increased service industry sector in Lynchburg, affordable housing for families making \$15.00/hour is seriously missing. Lynchburg Redevelopment and Housing Authority (LRHA) has decided and committed to a multi-phase project on its Dearington Public Housing property that will increase affordable housing options by over 50% when all phases are complete. LRHA continues to work with the City on vacant lots and properties going up for back

taxes sales to renovate and bring back the neighborhood and add property value to the lower opportunity areas missing such CDBG and HOME investment.

3. Impediment/Action – Location and type of affordable housing - LRHA should expand Section 8 HCV Program to higher opportunity areas.

- **Program Year 2022 Accomplishments** – LRHA, along with the Central Virginia Continuum of Care (CVCoC) partners continues to take advantage of all special purpose voucher programs as offered by the U. S. Department of Housing and Urban Development (HUD). In PY 2022 LRHA increased utilization by 22% and increased special voucher program offerings by over 31%, with additional Mainstream Vouchers, Youth Homelessness Demonstration vouchers and increased leasing of regular housing choice vouchers. LRHA is planning a Landlord Outreach program for the Fall of 2023, including presentations from Landlords that have participated in the program for some time.

4. Impediment/Action – Location and type of affordable housing - The City should collaborate with local universities to ensure students are not competing with low- and moderate-income households for housing.

- **Program Year 2022 Accomplishments** – While there were no new on-campus units added during this program year, City staff has continuous conversations with local universities regarding housing for their students and the need to create on-campus housing.

5. Impediment/Action - Location of community assets - The City should collaborate with GLTC to improve access to GLTC routes in higher opportunity areas and employment centers in the City and for individuals working unconventional hours.

- **Program Year 2022 Accomplishments** -Program Year 2022 Accomplishments
- As a component of the Fair Housing Plan, the City of Lynchburg has committed to helping GLTC increase the breadth of service options by increasing service levels and expanding system reach to increase access to community assets including employment centers and higher performing schools. GLTC is currently deploying Microtransit options to replace several lower utilized fixed routes and allow for expansion of service to areas previously unable to be serviced by traditional fixed routes due to low density, low demand, or inability to navigate the road network. Increased frequency on Route #4 was implemented in the 1st Quarter of Fiscal year (FY) 2023 which allowed for quicker and more efficient access to the commercial centers on Wards Road and Fort Avenue.

GLTC in conjunction with the Central Virginia Planning District Commission (CVPDC) has developed an agreement for vanpool service which will allow for commuters to access subsidized vanpool services for commute and reverse commute employment. These services would allow residents to vanpool to work in areas inside or outside of the City of Lynchburg, allowing for better employment opportunities while allowing people to remain in their current

homes or seek housing in higher opportunity areas Current vanpools travel to Fort Barfoot (Blackstone, VA), the Salem Veterans Affairs Center, the Mohawk Glasgow facility, as well as multiple other smaller employers who offer increased job opportunities.

During the most current year of the plan, GLTC has not undertaken any new stop additions through the system. Currently GLTC has 791 stops throughout the system, while comparable systems have approximately 300 stops. As such, in the Transit Strategic Plan (TSP), the addition of new system stops was not proposed unless required due to new or substantially altered service.

As most new single- and multi-family housing is in high opportunity areas which are either in-fill development without sufficient road access, or in green field development outside GLTC's service area, GLTC is unable to service most developments currently in construction or planned. Additionally, provisions for transit service are not made prior to the development of most properties either through the use of proffers or input from the transit agency during the design review process, so there is little room for the addition of new transit growth from these areas without significant service changes.

GLTC will be evaluating the results of the Microtransit project and will be determining if there are additional areas of the GLTC service area where Microtransit may be deployed to increase the access to transit services without the need to create additional infrastructure and to allow for access to areas previously inaccessible to larger transit vehicles.

As a component of the TSP, GLTC focused on bringing currently existing stops, benches, and shelters up to the current Americans with Disabilities Act (ADA) standards. This will require upgrades to:

- 11 GLTC owned shelters - Additional shelters will also need to be upgraded, but are not owned by GLTC
- 250 stops to meet ADA accessibility requirements
- 286 requiring ADA accessible sidewalks improvements

Many of these assets are located in Racially or Ethnically Contained Areas of Poverty (R/ECAP) areas and in lower income sections of the City. The completion of upgrades to ADA standards would also impact the livability scores of the affected communities while improving the access to community assets.

GLTC is also currently working on upgrading selected locations with solar lighting to improve access quality and safety for both GLTC customers and the neighborhood in which the systems are located.

GLTC will also be deploying a new vehicle tracking system as well as a mobile fare payment system in Fiscal Year 2024. These systems will allow for better trip planning and more accurate information dissemination to customers while also removing some of the barriers to infrequent transit use as the mobile fare collection will allow for fare capping and mobile ticket sales, along

with the existing cash sales, to allow customers to ride without having first purchased a period pass prior.

As GLTC moves forward with the next stages of the TSP, conversations will continue with the Department of Community Development on ways that GLTC can partner with the City of Lynchburg to increase utilization of the transit system and promote better housing and employment opportunities in lower opportunity and R/ECAP areas.

6. Impediment/Action – Location of community assets - The City and local service providers should centralize public services in locations with good transit access and high concentration of members of protected classes.

- **Program Year 2022 Accomplishments** - During this program year, the public service providers who received funding and provided services as a result of the Community Development Block Grant (CDBG) CARES Act fund are located within locations serviced by public transportation.

7. Impediment/Action – Discriminatory behavior toward members of the protected class - The City should continue supporting fair housing services, such as housing counseling from Lyn-CAG and legal counseling from VLAS, to reduce rates of eviction, mortgage application denials, high-cost lending, and other discriminatory practices.

- **Program Year 2022 Accomplishments** – Lynchburg Community Action Group (Lyn-CAG) sponsored a Fair Housing Training Workshop in April 2023 in partnership with the Virginia Department of Professional Occupational Regulation (DPOR), Office of Fair Housing. There were 25 participants and the Workshop provided the opportunity for participants to learn about the fair housing laws and rights. The participants received a “Fair Housing Certification” from DPOR.

Lyn-CAG assisted 142 people with housing counseling services during this program period. Housing counseling services included the first-time homebuyer’s class that consists of pre-purchase counseling that includes participants receiving knowledge from bankers, mortgage lenders, and real estate agents. Other services that are provided were rental counseling, homeless assistance counseling, and resolving and or preventing mortgage delinquency or default counseling, and financial literacy workshops. Some of the outcomes can include participants received one-on-one counseling, developed budgets, improved financial capacity, gained access to resources that helped improve their housing and or living conditions. As well as receiving non-delinquency post purchase counseling to improve conditions and affordability.

There were 38 persons who attended the First Time Homebuyers Class. Twenty-seven (27) of these participants completed the class and met the requirements to obtain mortgage loans for first-time home purchases.

The Central Virginia Continuum of Care (CVCoC) conducted a Fair Housing Workshop in January 2023 in partnership with the Virginia Department of Professional Occupational Regulation (DPOR), Office of Fair Housing. the Workshop provided the opportunity for participants to learn

about the fair housing laws and rights. The participants received a “Fair Housing Certification” from DPOR.

City staff includes the Equal Housing Opportunity Logo on all published public notices for the CDBG and HOME Program.

In April 2023, City staff published a public notice in the local newspaper for the “55th” Anniversary of the Fair Housing Act. The notice provided contact information in the event someone wanted or needed to file a housing discrimination complaint and advised of the availability of a brochure explaining the fair housing rights.

In addition, City staff placed several social media advertisements on Facebook, Instagram, and LinkedIn including the following topics related to fair housing: Sexual Orientation and Gender Identity; Race and National Origin; Race; Sexual Harassment; and Disability.



## 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**

The Grants Administration Office is responsible for monitoring programs that receive CDBG and HOME Program funds. A subrecipient agreement is prepared for all agencies outside of the local government. This agreement contains the required HUD applicable statutory and regulatory requirements.

Monitoring of projects is done in several ways. First, subrecipients are typically reimbursed for expenses rather than provided funds in advance. The City requires receipts, time sheets, and other relevant documentation with the reimbursement request. Also, subrecipients are required to submit quarterly performance reports, which are reviewed for consistency with the City's programs and financial records.

During this reporting period, the City’s Monitoring Policy was to conduct annual subrecipient on-site monitoring visits for the funded, non-profit agencies. These monitoring visits were conducted by the Grants Administration and Finance Department staff. At the on-site monitoring visits for the housing projects, a random selection of address files was reviewed for program compliance. For all other projects a visual inspection was made of the various accomplishments completed with program funds and a narrative submitted on the benefits for low and low-to- moderate-income persons. There is a monitoring checklist that is completed at the time of the review and then summarized. The financial reviews include a selection of reimbursements from the City. The reimbursements are traced through receipt and disbursement of funds. When all staff has completed their reviews the monitoring comments are compiled and a letter written to the agencies advising them of the results of the monitoring reviews and if any corrective action is needed. Technical assistance is provided as needed or requested.

In addition, the various CDBG and HOME Program activities are monitored remotely through quarterly performance reports and information provided with reimbursement requests.

The City has conducted on-site monitoring visits at the following agencies for Program Year (PY) 2022 CDBG, CDBG-CV, and HOME prior years’ rental development funded projects:

CDBG/HOME	CDBG-CV
1. Greater Lynchburg Habitat for Humanity	1. Lynchburg Community Action Group (Lyn-CAG)
2. Miriam’s House	2. Interfaith Outreach Association
3. Lynchburg Redevelopment and Housing Authority	
4. Community Housing Partners	
5. Lynchburg Covenant Fellowship	
6. Rush Homes	
7. Lynchburg Parks and Recreation Department/Boy Scouts of America (Blue Ridge Mountains Council)	

City staff reviewed written agreements, agency procedures, and client records with each monitoring source. The written monitoring reports will be provided to the agencies upon completion by City staff.

### **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.**

The City's Citizen Participation Plan (CPP) adopted by City Council on May 12, 2020 states that in order to comply with 24 CFR Part 91.105(d) and provide citizens a reasonable notice and opportunity to comment on performance reports for the submission of the Consolidated Annual Performance Report (CAPER) the following is the public process stated in the CPP that will be followed to provide the opportunity for citizen participation:

A public notice in the local newspaper will provide the 15-day public review period and City Council public hearing date by publishing a short summary of the CAPER. This summary will briefly describe the contents and purposes of the CAPER. The notice will include the locations where copies of the CAPER can be reviewed. Copies of the CAPER will be available to the public, upon request, in the Grants Administration Office as well as at the City's web site: [www.lynchburgva.gov/grants-administration](http://www.lynchburgva.gov/grants-administration).

After adoption, the City will attach to the CAPER a summary of any written or oral comments received during the public review period, including the public hearings. If the City does not incorporate a recommendation from the public, the City will attach reasons why that recommendation was not included when the CAPER is sent to the United States Department of Housing and Urban Development (HUD). The City will send the CAPER to HUD for review and approval.

On September 9, 2023, a public notice was published in the News and Advance stating that a draft of the proposed PY 2022 Consolidated Annual Performance Report (CAPER) was available for public review for a 15-day public comment period.

The draft report provided citizens with details concerning the federal funds made available to the City for furthering the objectives of the 2020-2024 Consolidated Plan. The CAPER report includes the following: resources available to the City; investment of those resources, the geographic distribution and location of investments; number of families and persons assisted (including the racial and ethnic status of persons assisted); actions taken to affirmatively further fair housing; evaluation of other actions and activities, such as infrastructure projects, indicated in the strategic plan of the Consolidated Plan and the Annual Action Plan; evaluation of the jurisdiction's progress in meeting its specific objectives of providing affordable housing, including the number and types of families served; and a summary of any written comments or views received from citizens regarding the City-funded programs and performance as well as any oral testimony at public hearings for City-funded programs and performance.

The advertisement stated that City Council would be conducting a public hearing on September 26, 2023 to receive public comments regarding the draft CAPER.

In addition to the 15-day public comment period and the public hearing held by City Council, copies of the draft CAPER were made available for public review at the following locations:

- Grants Administration Office, City Hall, Second Floor, 900 Church Street, Lynchburg, Virginia 24504
- City website at: <http://www.lyncburgva.gov/grants-administration>

The draft report provided citizens with details concerning the federal funds made available to the City for furthering the objectives of the Consolidated Plan. The report also identified the total amount of funds available (including program income), the total amount of funds expended during the reporting period, and the geographic distribution of expenditure of funds within the various census tracts.

## **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.**

There were no changes in the City's program goals and objectives during the program year. Activities were consistent with the goals specified in the 2020-2024 Consolidated Plan.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants? [BEDI grantees] Describe accomplishments and program outcomes during the last year.**

The Lynchburg Economic Development Authority (EDA) received a \$500,000 Assessment and Planning Grant award from U.S. Environmental Protection Agency (USEPA) in the Fall of 2022 to perform environmental site assessments, cleanup and redevelopment planning among other efforts towards redevelopment of Brownfields in the City of Lynchburg. This is the third such award to the Economic Development Agency/City and a testament to the exceptional success of the program and the USEPA's and Virginia Department of Environmental Quality's (VDEQ) recognition of it.

To date, the City has received **more than \$1.2 Million in Brownfields Assessment, and Cleanup and Redevelopment Planning Grants from the USEPA.**

To date, the City has received **more than \$315,000 in Brownfields Assessment, and Cleanup and Redevelopment Planning Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund (VBAF) Grants from the Virginia Economic Development Partnership (VEDP)/Department of Environmental Quality (DEQ).**

During the last year, the City completed various administrative activities including consultant selection, past and ongoing programmatic reporting to USEPA, expansion and review of brownfields inventory, internal reviews of target brownfields sites, prioritization and selection of sites for investment of the grant funds, completion of multiple Phase I environmental site assessments on two blocks of target brownfields properties in the City that are in various stages of redevelopment, planning for Phase II environmental site assessment on one property, programmatic document preparation and approval from USEPA (e.g., Quality Management Plan, Quality Assurance Project Plan), community outreach and brownfields redevelopment outreach and planning **including presentation by city staff at the 2023 Virginia Brownfields Conference in Danville, VA**, hosted by VDEQ in partnership with other state agencies including Virginia's Department of Mining, Minerals, and Energy (DMME) and VEDP.

Focused highlights of the City/EDA's investment of previous EPA Brownfields grant funds in the Dearington and White Rock Hill/Tyreeanna neighborhood include the following:

- Dearington Apartments – Phase I and II Environmental Site assessments including additional targeted evaluation of waste disposal in the vicinity of the property and gas migration evaluations, in support of planned redevelopment/improvements
- Assistance with Jefferson Park redevelopment and vicinity sites including Dearington Tennis

Courts/sports facilities improvements- Phase I and targeted Phase II Environmental assessments to support planned redevelopment

- Various Assistance with Dearington Neighborhood (Redevelopment) Plan
- Dearington Elementary School Kickball field and Pavilion – development planning assistance
- Former Materials storage site in Dearington neighborhood on Pulaski Avenue- Phase I Environmental site assessment
- Other sites in the vicinity of Dearington including a former fuel storage and distribution site on Langhorne Road- Phase I and II Environmental site assessments
- White Rock Hill neighborhood - sites associated with the former Internet Foundry on Concord Turnpike and the building on 1800 Garnet Street aka Garnet Street Warehouse-structural and reuse assessments, redevelopment plan and Phase I and II Environmental site assessments

More such efforts are planned for sites in these neighborhoods under the current EPA Brownfields grant cycle, in calendar years 2023-2025.

## **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.**

During Program Year (PY) 2022, the rental housing inspections completed by the nonprofit recipients were as follows:

Community Housing Partners (CHP) completed annual inspections in the five (5) apartments at 1402 Fillmore Street (Hilltop Homes) and an annual inspection at 714 Madison Street.

Rush Homes conducted 128 inspections in the HOME rental housing units located at Victoria Ridge, Armstrong Place, and Old Forest Village Apartments. In addition, as clients vacate properties, inspections are conducted prior to new clients occupying the units.

Lynchburg Covenant Fellowship conducted annual inspections in both of the HOME-assisted rental units at Lynchburg High and Frank Roane Apartments.

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

The City of Lynchburg requires HOME Program recipients, who develop more than five rental housing units, to submit affirmative marketing plans. The City monitors HOME rental housing projects annually to ensure that projects are following affirmative marketing policies and meet minimum housing quality standards. Those agencies that submitted affirmative marketing plans included: Rush Homes for Victoria Ridge, Armstrong Place and Old Forest Village Apartments; Lynchburg Covenant Fellowship for Lynchburg High and Frank Roane Apartments; and CHP for Hilltop Homes. Each of these plans was following HUD guidelines for affirmative marketing plans.

### **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**

There was no program income for the HOME Program in PY 2022.

### **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)**

Housing Choice Voucher funds: The Lynchburg Redevelopment and Housing Authority (LRHA) administers the U.S. Department of Housing and Urban Development (HUD) Housing Choice Voucher Program (HCV) for the City of Lynchburg jurisdiction and may provide rent subsidies for up to 979

households. LRHA will receive approximately \$6,950,000 in HCV funding for Calendar Year (CY) 2023. The HCV is the Federal government's major program for assisting very low-income families, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market. Since housing assistance is provided on behalf of the family or individual, participants are able to find their own housing, including single-family homes, townhouses and apartments.

Low-Income Housing Tax Credits (LIHTC): The federal 4% and 9% LIHTC is the principal source of funding for affordable rental housing units that are constructed or rehabilitated. They are a dollar-for-dollar credit against federal tax liability. In PY 2022, Rush Homes submitted a LIHTC application for the development of Florida Terrace Apartments.