LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **August 10, 2010** AGENDA ITEM NO.: 1

CONSENT: REGULAR: WORK SESSION: **X** CLOSED SESSION: (Confidential)

ACTION: INFORMATION: **X**

ITEM TITLE: **Meeting with the New Virginia Cooperative Extension Agent**

RECOMMENDATION: N/A

SUMMARY: The attached letter from the Virginia Cooperative Extension's Central District Director explains the steps taken to fill the vacancy created by the retirement of Extension Agent Don Davis. Acting Unit Coordinator and Amherst County Extension Agent Jan Baker has asked to attend Council's work session to introduce the new Extension Agent, Kevin Camm.

PRIOR ACTION(S): N/A

FISCAL IMPACT: N/A

CONTACT(S): Kimball Payne, 455-3990

ATTACHMENT(S): Letter of June 22, 2010

REVIEWED BY: lkp

098L

Virginia Cooperative Extension

A partnership of Virginia Tech and Virginia State University

VirginiaTech
College of Agriculture
and Life Sciences

School of Agriculture
Virginia State University

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Finance
Copy Kay Frazier & Council
Hold for August mtg.

June 22, 2010

Mr. L. Kimball Payne, III
Lynchburg City Manager
900 Church Street
Lynchburg, Virginia 24504

Council Manager

Dear Mr. Payne:

Thirty-two Virginia Cooperative Extension agents will take advantage of the alternative severance option (ASO), an early retirement incentive, by June 30, 2010. As a result of the ASOs and attrition over time, Virginia Cooperative Extension (VCE) currently has 84 vacant Extension agent positions across the state. These vacancies have created critical programming needs within our system and the communities we serve that need to be addressed without delay. Of the seven identified critical positions, only two of them were filled with voluntary transfers. Dr. Grant, Dean of the College of Agriculture and Life Sciences, approved the implementation of a short-term mandatory reassignment plan to address these issues and to ensure that Extension will be able to continue addressing local needs.

With the retirement of Don Davis, Agricultural Natural Resources /Horticulture Agent, the City of Lynchburg will no longer have a full-time Extension Agent. Therefore, to fill this critical programming need, Kevin Camm has been reassigned to the City of Lynchburg Extension Office as a 4-H/ANR Extension Agent, effective July 1, 2010. Kevin will work with the Hill City Master Gardeners to continue the 4-H youth horticulture programs that are implemented as part of the in-school and after-school programs; parks and recreation after-school and summer programs; and to respond to local horticulture needs. He will also deliver other 4-H youth development curriculum such as science, engineering, and technology (SET), and build upon the 4-H camp program and volunteer involvement.

This reassignment plan will carry VCE through the next 12-18 months until the VCE strategic plan is completed and until we have a long-term restructuring plan in place.

The Lynchburg ANR budget allocation will be applied to Kevin's state and federal allocation to fund this position. Jan Baker and Susan Prillaman will continue to be partially funded by Lynchburg to provide Family and Consumer Sciences programming. Jan Baker will also serve as the Acting Unit Coordinator and the Unit Coordinator supplement funding, as with Don Davis, will be shared by state/federal and Lynchburg funding.

This change in assignment will pose additional challenges for all of us. I appreciate your willingness to be flexible at a time when the organization and our communities need it most. The reassignments are one of many budget reduction strategies we are utilizing to preserve people's positions to the maximum extent possible while still serving our mission.

Thank you for your continued support.

Sincerely,

Lonnette Marsh

Lonnette Marsh
Central District Director

c: Mary Christian
Kevin Camm
Jane Henderson
Dan Goerlich
Jan Baker

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **August 10, 2010** AGENDA ITEM NO.: 2

CONSENT: REGULAR: WORK SESSION: **X** CLOSED SESSION: (Confidential)

ACTION: INFORMATION: **X**

ITEM TITLE: **Tourism Program Presentation**

RECOMMENDATION: N/A

SUMMARY: Director of the Lynchburg Regional Convention and Visitors Bureau Beckie Nix will be at Council's work session to make a brief presentation on the activities of the tourism program over the last 18 months.

PRIOR ACTION(S): N/A

FISCAL IMPACT: N/A

CONTACT(S): Kimball Payne, 455-3990

ATTACHMENT(S): None

REVIEWED BY: lkp

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LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **August 10, 2010** AGENDA ITEM NO.: 3

CONSENT: REGULAR: WORK SESSION: **X** CLOSED SESSION: (Confidential)

ACTION: INFORMATION: **X**

ITEM TITLE: **City and Schools Consolidation/Collaboration**

RECOMMENDATION: N/A

SUMMARY: As requested by Council Member Cary, Dr. Paul McKendrick, School Superintendent, has been invited to attend Council's work session to discuss progress towards greater collaboration between Schools and the City organization, including the possible consolidation of some activities.

As background information, attached are notes from the meetings on this subject that have been held for a little over a year. Also attached is a draft concept plan for merging employee benefits programs. The completed plan will be presented during the joint City Council/School Board meeting in October.

PRIOR ACTION(S): N/A

FISCAL IMPACT: Undetermined

CONTACT(S): Kimball Payne, 455-3990

ATTACHMENT(S): Discussion notes, Draft Benefits Merger Concept Plan

REVIEWED BY: lkp

100L

City & Schools Consolidation of Benefits Programs

Overview, Goals & Principles

Overview

Staff has identified four areas of benefits currently provided separately by the City and Schools where the potential exists for greater efficiencies, improved effectiveness and costs savings through consolidation. Those areas are Medical Benefits, Pharmacy Benefits, Health Management/Wellness, and Occupational Health/Workers Compensation. The consolidation of these programs will represent a fundamental change in the approach to benefits management by the City and Schools and is expected to be accomplished over a period of two years.

Goals

The ultimate goal is to reduce costs by first moving City and Schools benefits programs to equivalency and then, taking advantage of economies of scale, to seek further efficiencies and effectiveness as a combined benefits program.

Other goals include:

- City and Schools employees will receive equivalent benefits.
- Employee benefits will be competitive within the relevant employment markets.
- The benefits program will be centrally managed.
- The combined program will model best practices in benefits program management.
- The benefits program will realize cost containment through efficiencies and economies of scale.

Principles

- Benefits program management will continue to be characterized by a high degree of transparency.
- Proposed changes to employee benefits will be communicated to employees in a timely manner; feedback will be welcomed and considered.
- Benefits program management will stress individual personal responsibility for employee health.
- The benefits program will have a strong wellness and prevention component.

City/Schools Consolidation Initiative

(Notes as of June 30, 2010)

Areas to Examine:
- Finance *(complete)*
- Buildings & Grounds *(complete)*
- Capital Projects Management *(complete)*
- Information Technology *(complete)*
- Fleet Management
- Procurement *(complete)*
- Human Resources
- Communications & Marketing *(complete)*
- Parks & Recreation *(complete)*
- Transportation (including GLTC & bus fleet mgmt)
- Food Service *(complete)*
- Libraries
- Energy Management *(complete)*
- Youth Programs

Principles

- Consolidation/collaboration is the goal set by City Council and the School Board
- We must continue to support and enhance an excellent learning environment
- We will seek to eliminate redundancy wherever possible
- We will seek to improve the efficiency and effectiveness of services
- We will seek demonstrated costs savings
- We will develop a reasonable, but aggressive, timetable for change

Questions

1. What are the essential services that support the learning environment?
2. What similar services are provided by City departments?
3. What activities can be consolidated without harming the learning environment?
4. What are the barriers to consolidation or greater collaboration?
5. What are the short term, mid-term and longer term opportunities and when might they be achieved?

Task: Determine order of interviews with peer department heads.

We will use the following order for the discussions:

1. Finance & Procurement--√
2. Human Resources
3. Buildings & Grounds w/Capital Projects Management and Energy Management (possibly including Parks & Recreation)--√
4. Information Technology (including security systems & telephones)--√
5. Fleet Management & Transportation
6. Communications & Marketing--√
7. Food Service (include Parks & Rec.)--√
8. Libraries
9. Youth Services

The schedule so far:

May 27th, 8:00 a.m.—Finance & Procurement

June 10th, 8:00 a.m.—Financial Services

June 23rd, 8:00 a.m.—Financial Services cont.

July 16th, 1:30 – 3:30 p.m.—Discussion regarding hiring a consultant to examine City and Schools financial systems and recommend a plan for consolidation. Finance, IT, and HR will participate.

August 5th, 8:00 a.m.—Follow up on Finance and HR systems discussion and determine schedule moving forward.

August 19th, 8:00 a.m.~~—Buildings & Grounds~~ Discussion on consolidating procurement cards

September 14th, 8:00 a.m.—Buildings & Grounds, Parks & Recreation and Energy Management

September 23rd, 8:00 a.m.—Energy Management; Joint procurement of custodial supplies, paper products and uniforms; Work management systems, Capital projects management, and Safety training

October 12th, 3:00 p.m.—Food Services and Capital Projects Management

October 29th, 8:30 a.m.—Human Resources

November 23rd, 8:30 a.m.—Continue Human Resources discussion

December 7th, 9:00 a.m.—Communications and Marketing

December 21st, 10:00 a.m.—Meeting with Tom Revels of Living Well Health Solutions to discuss expanding the Health Management program to include Schools access to a Certified Nurse Practitioner.

<u>Notes from May 27th Meeting</u>

Discussion mainly centered on Procurement. Schools is losing the individual whose responsibility has been procurement.

City will administer Request for Proposal (RFP) processes for Schools. Purchase orders will still go through Schools.

City will provide EVa training for Schools staff.

Preferred vendor lists and annual contracts will be consolidated and shared with both organizations. Will work to put this information on the City intranet site (something else to consider—consolidating City & Schools intranet sites)

Will explore the feasibility and timing of consolidating purchasing cards (P-cards). Schools has separate purchasing cards and travel cards. City uses one card for both purposes since it is able to individually limit card usage. Will work to have one provider for both organizations.

Will examine natural gas and electricity rates of the two organizations.

Will further discuss Financial Services on June 10.

<u>Notes from the June 10th Meeting</u>

Discussed memorializing procurement agreement. Amendment to City Code will go to Council on June 23rd. Ask the School Board to adopt a resolution on June 16th authorizing/acknowledging City's role in procurement of goods and services for Schools. Get the proposed code amendments to Dr. McKendrick ASAP.

The issue of insurance came up. Both the City and Schools are in the process of renewing property and liability policies. Schools buildings are insured through Scott Insurance. Does the City also insure the buildings since they are owned by the City? If the City is going to assume greater responsibility for the buildings why wouldn't it also insure the buildings and simply add them on to its coverage through VML Insurance? Schools used VML for coverage for one year but were dissatisfied. There were issues with other types of coverage (such as student field trips) where VML was not responsive.

Could the City's Risk Manager assume some responsibility for Schools insurance coverages? Presently, there is no individual in Schools assigned this responsibility as a primary duty. Kim will send Paul a copy of the Risk Manager's job description.

We will also plan on talking about Workers Compensation and Unemployment Insurance when we meet with the Human Resources peers.

The remainder of the meeting was taken discussing how the Schools offer to accept $500,000 less in local funding in FY 2010 would be handled. Paul will send a copy of the minutes of the School Board's action and Beverly will provide amended budget summary sheets. Council will be asked to amend the City and Schools budgets and reduce its transfer to Schools on June 23rd.

Continued discussion of Financial Services planned for June 23rd at 8:00 a.m. in the Schools Administration building.

Notes from the June 23rd Meeting

Paul asked what the Schools get for their payment in support of the Network Engineer in IT. The Schools pay approximately $120,000 which covers part of the position's salary and for network services and hardware.

Further discussion on insurance. The Schools just got a copy of their renewal from Scott Insurance and will share it with the City for the Risk Manager to review. The Risk Manager will also talk to the agent from Scott Insurance about insuring the Fort Hill School.

The discussion then turned to financial management.

1. What are the essential services that support the learning environment?

   Accounts payable*
   Payroll, including benefits* and contracts
   Grant monitoring*
   DOE Reports
   Oversight and training of bookkeepers in schools
   Activity accounts (audited separately)
   Budget*
   CIP development*
   General Ledger, including Fixed Assets*
   Audit*

2. What similar services are provided by City departments?

See the starred items above.

Note: school buildings are included in the City's Fixed Assets already.

3. What activities can be consolidated without harming the learning environment?

   Ideally, Accounts Payable, Payroll and General Ledger would all be combined in one financial system. Roanoke City may be an example.

4. What are the barriers to consolidation or greater collaboration?

   Software is the main barrier. The Schools have recognized for years that they need to replace their financial management software and the City has issues with the New World System software that it uses. There is concern about the long term viability of both systems. The high cost of a new system has been a significant barrier.

5. What are the short term, mid-term and longer term opportunities and when might they be achieved?

   Look at whether or not the City can get on the Schools Kronos (time worked management system) license and if it can be linked to the new work management system and City payroll. This would help the City to automate the payroll function and could allow for the reduction of the number of positions devoted to payroll functions in the departments.

   In the mid-term, explore the idea of getting a consultant to examine both the City's and the Schools' financial management and human resources management systems to determine if they are being used to their full capabilities, if there is any opportunity for better communication between or consolidation of the existing systems, or if a new combined system is the best approach. The consultant would also be asked to provide a cost/benefit analysis of moving to a new consolidated system.

   In the longer term, treat this initiative as a capital investment and develop a timetable for implementation and a plan of financing.

It was decided that we should continue exploring the idea of hiring a consultant to look at both systems and propose a pathway toward consolidation. All agreed that the staff has neither the time nor the expertise to undertake this project without third party assistance. IT and HR need to be in the discussion regarding how to develop an RFP for consultant services, to clearly identify goals and an expected scope of work.

Accordingly, HR and IT representatives will be invited to the next meeting scheduled for Thursday, July 16th from 1:30 to 3:30 p.m. in the Schools Administration Building.

Notes from the July 16th Meeting

Broad discussion regarding the goal of hiring a consultant and the scope of services desired. Decided that the best approach would be to look for other localities that have consolidated their Finance and HR systems, ask about their experiences and who assisted them in their efforts. Everyone could utilize their professional networks and list servers to ask which localities feel that they have successfully consolidated systems with schools and to what extent. Time was then spent on crafting the question.

The question:

"The City of Lynchburg and Lynchburg City Schools are exploring opportunities for consolidation and collaboration to produce costs savings and greater efficiencies. One area of focus is the systems that help to manage common activities in human resources and finance. We would like to hear from localities that have developed a totally or partially consolidated financial/HR system for the local government and schools that is on one platform. The ideal system would accommodate functions common to both activities such as the following:

- Finance: General Ledger, Accounts Payable, Accounts Receivable, Payroll, Budget, Procurement, Fixed Assets, Governmental Reporting, Project/Grant Accounting

- HR: Position Control, Benefits, Training, Compensation Management, Employment History, Governmental Reporting

It would also have the flexibility to integrate unique needs such as textbook inventory, student management, tax management, etc.

Our question is: If you believe that you have successfully consolidated local government and schools financial and HR systems please provide a brief description of your system, including its software vendor and operating platform."

Potential follow-up questions:
How long have you had a consolidated system?
How many people work with the system to deliver financial and HR services?
Have you realized savings due to the system?
Who assisted you in the development of a consolidated system?

There was general agreement that consolidation should lead to quantifiable metrics regarding cost savings or cost avoidance.

Next meeting August 5th, 8:00 a.m., School Administration.

Notes from the August 5th Meeting

Continued discussion of Finance and HR systems.

Mike Goetz suggested getting with current vendors of NWS & CIMS to determine the capabilities of the existing systems for greater consolidation and/or collaboration and information sharing.   Brief discussion of the future of NWS; Mike anticipates at least five years of stable service.

Greg Sullivan asked if we were considering an absorption (of one entity by the other) or customer service (one entity providing service to the other) model. This led to a discussion of Council expectations as determined from its recent retreat.

City Council expects measurable costs savings to be included in the FY 2011 Budget proposal. It appears that the expectation is that savings will be realized by the elimination, from either Schools or the City, of one of the positions with similar titles, e.g. certain department heads. When asked, Council indicated that a savings in the range of $500,000 to $1 million was anticipated.

There was some discussion about the reasonableness of Council's expectations and its understandings of the complexities of consolidating two organizations with different statutory underpinnings, different missions, different processes, and different cultures. All acknowledged that, regardless of Council's expectations, we have a professional obligation to continually seek opportunities for greater collaboration and consolidation with the goal of cutting costs and that this effort needs to be understood and accepted by all involved for the long run. The discussions to date have contributed to a raised consciousness of this responsibility.

Beverly noted that there were legal requirements, stipulated in the State Code, that might reduce the potential for consolidation or collaboration. She agreed to research the Code and report back to the group on possible problematic sections.

The group recommitted to seeking the low hanging fruit in the short term while being open to opportunities for costs savings through collaboration and consolidation in the long term. The importance quantifying the costs savings was also understood.

IT, Finance and HR from both Schools and the City were given the go ahead to explore greater systems integration with the two current vendors. It was agreed that this work would be completed by about the first of October and a report presented at a future meeting.

Next meeting will focus on Buildings & Grounds. There are distinct possibilities for low hanging fruit in this area with the promotion of Sonny Witt to the position of Assistant Superintendent of Operations.

Next meeting August 19th, 8:00 a.m., School Administration.

Notes from the August 19th Meeting

The planned discussion on Buildings & Grounds was postponed to explore an opportunity to consolidate procurement and travel cards. The City's cards expire in March 2010 and it is time to consider the procurement of new ones. Furthermore, Schools has not been satisfied with its current service provider, has multiple cards, and does not receive a rebate on purchases.

Procurement staff have become aware of a cooperative contract originating in Fairfax County that is with the City's current service provider, J.P. Morgan Chase, would pay a higher rebate amount (1.45% v.0.6%) based on consolidated volume, and would provide for departmental cards thereby reducing the number of cards issued to individuals.

It was agreed that Schools and the City would join the Fairfax consortium under one agreement with two separate accounts and separate account administrators. The City would provide overall program administration through existing Procurement staff.

Schools will check their current procurement and travel cards agreements to see how quickly they can be terminated. It was agreed that the target date for implementation of the consolidated procurement card program would be January 1, 2010 or sooner, if possible.

Based on the Schools volume of approximately $1.2 million a year, an annual rebate of $17,800 would be realized. In addition, Schools believe that the consolidated program will reduce staff time and improve efficiency in procurement card management. It was agreed that Schools would try to quantify any savings.

There was also a brief update on EVa training for Schools staff and, again, identifying quantifiable costs savings was stressed.

Finally, City IT staff will be reviewing the Schools various telephone service providers and associated charges to see if consolidation would be beneficial. It is believed that costs savings in operating the Schools telephone systems can be achieved.

Next meeting, Monday, September 14, 8:00 to 10:00 a.m., in the Schools Administration Building, to discuss Buildings and Grounds.

Notes from the September 14th Meeting

In attendance were representatives of City Parks & Recreation and Public Works and Schools Maintenance and Grounds.

Kim asked about Schools staffing with the promotion of Sonny Witt to an Assistant Superintendent's position. Paul explained that Sonny will be over maintenance and transportation and that he will continue to oversee capital projects. Steve Gatzke has been promoted to the position of Director of Maintenance and Facilities and the Assistant Director of Transportation position remains filled. Both positions report to Sonny. His previous position will be left open for an annual savings of approximately $60-70,000.

Discussion then turned to an exploration of the five questions guiding consolidation discussions and to a memorandum prepared by Director of Public Works Dave Owen in response to the questions (attached).

Statistics on both operations were shared:

Schools facilities total approximately 2 million square feet at 22 sites.
The City has approximately 1.3 million square feet in 118 buildings.

Schools has 18-19 building maintenance positions, 3 painters, 7 grounds personnel, 1 mechanic and 2 food drivers (who work for grounds in the summer). The City has 14 building mechanics (15 authorized). Schools has an individual who specializes in controls and the City acknowledged a weakness in this area.

There are about 90 Schools custodians reporting to Ralph Hayes, who also oversees the storage facilities on John Capon Dr. Typically, an elementary school will have 2 to 2.5 custodians with as many as 10-15 at a high school. There is a problem, similar to the City's experience, with high turnover at these positions. The City has 23 custodians.

The opportunity for the joint procurement of cleaning supplies was discussed. There is a City team looking into this and Stephanie Suter will be asked to talk to Ralph Hayes (who purchases paper products and custodial supplies for Schools) about opportunities for joint purchases. There has already been some preliminary contact.

The question was raised whether there was an opportunity for the consolidated management of the 3.3 million square feet of facilities operated by the two organizations. Little response resulted although it was acknowledged that there is already some staff and equipment resource sharing and that greater mutual assistance could be explored.

One area of potential agreement was the suggestion that an Energy Manager position could be created to oversee energy consumption, assess energy use, promote conservation and seek savings. The success in Charlottesville was mentioned. It was also suggested that the Energy Manager could oversee security systems, an area that is currently contracted out. It was acknowledged that an effective energy management program would have short-term costs, both for personnel and capital, but that long-term savings were probable. All agreed to consider this initiative and to discuss it further at the next meeting with a goal of reaching a decision on the matter.

Steve Gatzke explained the Schools work management system, "School Dude" and his standards for responding to work requests. "School Dude" is a web-based work management system that Schools has used for at least ten years. It also has a Planned Maintenance module and a utility bill tracking module. The Schools pay a modest annual fee for access to the system. The capabilities of the City's new work management system were also discussed, particularly whether or not it has utilities or schools modules. It was agreed that Gaynelle Hart and Jesse Coffey would meet with Steve Gatzke to talk about the capabilities of the respective work management systems and the potential for sharing them.

There was joint interest in working more closely together on a major buildings repair program for such things as roofs, and asphalt and concrete repair under the City's annual contracts. Also, ongoing maintenance contracts will be looked at for consolidation in the areas of HVAC, elevators, sprinkler systems, floor mats, bulk waste collection, etc. Dave Owen and Steve Gatzke will examine current contracts and look for opportunities for consolidation.

Discussion on grounds maintenance was held. There are about 30 to 40 athletic fields and 36 playgrounds between the two entities. Currently, specialized turf maintenance equipment is shared and there is some coordinated bulk purchasing. Gary Fichter oversees 13 positions (11 f.t. and 2 seasonal) in Public Works and Schools has 7 grounds personnel. Andy Reeder suggested a single, consolidated operation for the maintenance of parks and athletic fields. Public Works and Parks & Recreation are presently exploring that idea. All agreed that there was little to be gained by segregating athletic field and lawn maintenance at schools as the same personnel take care of both.

The discussion ended with a general acknowledgement that an area considered to have “low hanging fruit” did not appear as promising at originally thought.

The agenda for the next meeting, on September 23 (8:00 a.m. in the Schools Administration Building), will include Energy Management, the joint procurement of custodial supplies, paper products, and uniforms, a report back on the capabilities of the two work management systems, capital projects management, and joint safety training.

Notes from the September 23rd Meeting

Dave Owen and Steve Gatzke reported that they had reviewed annual City contracts, looking for opportunities. They indicated the following priority areas:

- Refuse collection
- Pest control
- Maintenance contracts for fire alarms, etc.
- Uniforms
- Asphalt and concrete work
- Slope spraying
- Landscaping (trees, shrubs & mulch)
- Vehicle parts

There is a standard provision in City contracts that allow them to be utilized by Schools. As these contracts are rebid, Schools will be given the opportunity to provide input to the specifications.

Steve will provide a list of existing contracts that the Schools have and the City will review them, again looking for opportunities to use them for costs savings. Paper products were one area to be explored although the Schools typically purchase them off of State contract.

There was agreement to plan to jointly procure custodial supplies by January 1st.

Food services and the joint purchase of goods and supplies were touched on, as well as the possibility of satellite food services. It was agreed that this would be explored further at the next meeting with the appropriate stakeholders, Meryl Smith from Schools, and Tamara Rosser and Kay Frazier from the City.

Steve Gatzke and Jesse Coffey had met to review the City’s and the Schools’ work management systems. They determined that each system was best suited for each organization. The City’s GBA system does not have a utility billing module but it does have a planned maintenance module. The Schools use the "Energy Watch Dog" module through "School Dude".

There was further discussion regarding the Energy Manager position. There was unanimous agreement to move ahead with creating this position although it was also acknowledged that it would be difficult to push for it in the current fiscal environment. Nevertheless, there was consensus that the position would reduce energy costs over time. Accordingly, a cost/benefit analysis should be prepared. Gaynelle Hart will look for job descriptions from other localities.

There was a brief discussion about the joint procurement of uniforms. The City contract expires December 31st and economies of scale could result in savings in unit prices and the cost of services such as cleaning.

There was agreement to pursue joint safety training. Presently, the training is much decentralized and both organizations see room for improvement. Both are looking at the "Coastal" system for on-line training. Don Floyd handles Schools safety training. Kim will talk to Risk Management (Blake Isley and Craig Roberts) about greater collaboration and the possible development of a joint training calendar.

The next meeting, on October 12th at 3:00 p.m. in the School Administration Building, will discuss Food Services and Capital Project Management.

Notes from the October 12th Meeting

Kim reviewed some of the follow-up items from previous meetings:

- Procurement—things are going well with the City's Procurement Office providing services to Schools.
- Consolidation of Finance and HR systems and operations—Has anyone received a response to the question that was going to be sent out on list serves regarding successful consolidations?
- Meetings with NWS and CIMS vendors to determine the capabilities of the existing systems for greater consolidation and/or collaboration and information sharing—The meetings that were to take place and be reported on by October 1st have not yet occurred. Paul reported that Schools IT had met and were now ready for the vendors meetings.
- Procurement Cards—City has signed contracts to switch to the Fairfax consortium. Paul will check on Schools' status.
- Joint contracts—Steve Gatzke has given copies of Schools annual contracts to Dave Owen for review.
- Energy Manager—Gaynelle Hart has provided Sonny Witt with copies of job descriptions from other localities.

Food Services

Meryl Smith, Director of Food Services for City Schools, Cindy Huber, Food Services Supervisor for Juvenile Services, Dan Fallen and Tamara Rosser of Juvenile Services, and Kay Frazier and Bonita Ripley from Parks and Recreation were present to discuss opportunities for greater collaboration in food services.

Kay reported that Parks & Rec. provides lunch and snacks in the summer and snacks during school season at seven community centers, serving about thirty children per site. She said that lunch was the biggest issue with concerns about the quality of the food and the service provided by Kid's Café (part of the Food Bank). Meryl reported that Schools did have some summer feeding programs and that serving Parks & Rec. could provide some additional employment for cooks. Costs could be covered by UDSA funding. Meryl also noted that Schools currently has an after-school snack program. Kay expressed an interest in collaborating to increase the quality of food served for snacks. She and Meryl agreed that there were several opportunities and that they would meet to discuss them and provide a report back by December 1st.

Tamara and her staff reported that Juvenile Services is responsible for feeding those in two group homes and the 48 bed detention center. Approximately 1000 children are fed each year at a cost of about $180,000. This is a 24/7/365 operation and the sites are USDA eligible for breakfast and lunch only. It was apparent to all that serving Juvenile Services facilities from a school kitchen would be logistically impractical. There are some real opportunities for savings in food purchases through joint procurement. Both Juvenile Services and Schools use the same vendor (US Food) but the pricing is significantly different. Cindy reported savings of approximately $3000 when getting schools' pricing for dairy products. The Schools have a three-year contract for food purchases and it was agreed that a meeting would be held to see what it would take to get the City on the Schools contracts. A progress report will be provided by December 1st.

Capital Projects Management

Sonny Witt and Steve Gatzke reported that Schools typically relies on construction management services from the architectural and engineering firm for roof replacements, small renovations, etc. Schools Facilities staff performs project administration as a collateral responsibility. There are no large capital projects on the horizon for Schools.

City Public Works has two project managers who oversee service contracts and project management. One of the project managers is retiring January 1st and the location and responsibilities of the Engineering Division of Community Development are being explored. Project management for Schools will be added to the list of issues to be discussed.

Kay brought up the issue of facilities management noting the confusing situation experienced by users. For example, the tennis courts at E.C. Glass and Heritage are “owned” by Parks & Rec., particularly with respect to capital projects, and are maintained by Public Works. Schools maintains the tennis courts located at the middle schools. There are not clear responsibilities or consistent policies for playgrounds and athletic fields located both at schools and in parks.

Dave, Gaynelle, Kay, Steve, and Sonny agreed to meet to discuss capital budgeting, project management, and operational and maintenance standards for facilities located on schools grounds and in parks. They will report back by January 1st.

The next meeting is scheduled for October 29th, from 8:30 a.m. to 10:30 a.m., in the Schools Administration Building. The topic will be Human Resources (need to confirm the availability of the respective directors).

Notes from the October 29th Meeting

Present were Paul McKendrick, Kim Payne, Margaret Schmitt, Beverly Padgett, Pam Smith Johnson and the Schools new HR Director Billie Kay Wingfield. Issues identified for discussion included: workers compensation, unemployment insurance, medical benefits, recruitment, training, health management, and compensation.

Margaret suggested that the greatest potential for collaboration and savings was in the area of benefits. Beverly reported that Schools could be issuing a RFP for medical benefits over the winter. Margaret responded that the City could issue a RFP at any time but that certain philosophical questions need to be answered first, not the least of which is the willingness of either organization to leave its current provider (PCHP). Both organizations are self-insured so we can design our plans pretty much as we want. Local administration through PCHP, as opposed to by Anthem or Sigma, offers some advantages.

The City has seen significant savings, in the range of $350-400,000, as a result of changing to Innoviant as its pharmacy services provider. Schools still use Medco.

In the area of health management, both organizations use Living Well Health Solutions. Schools do risk assessments annually but question their utility. The City conducts risk assessments every three years and, most significantly, utilizes the services of a Nurse Practitioner who works with employees on smoking cessation, diabetes management, and office visits. All indications are that those city employees who participate in the health management as a group have lower health care costs for both themselves and the City. Paul indicated that he would like for Schools to join in the Nurse Practitioner program.

The City also has an Occupational Health Nurse (actually 1.6 FTE) who addressed work-related issues, including workers compensation issues. Margaret has metrics demonstrating significant benefits exceeding costs in this program. Injured employees are directed to seek assistance from the occupational health nurse at Johnson Health Center during normal working hours unless there is an emergency. The City also uses Wells Fargo as its third party administrator for workers compensation claims.

Schools' workers compensation program is administered through the School Systems of Virginia which contracts with Sedgewick. Schools also uses Physicians Treatement Center for workers injuries.

Paul asked for more information about savings produced by utilizing the occupational health nurse. Margaret suggested that savings accrued with physicals, testing, and immunizations. For example, the flu vaccine costs the City about $7 a dose to administer. Schools receive flu vaccine through Intravene at a cost of $25 a dose with the employee paying $10 of that.

A discussion ensued regarding how to provide the services of the nurse practitioner and the occupational health nurse to Schools. It was acknowledged that information was needed on the potential demand for services from Schools and that additional personnel may be necessary to incorporate Schools into the programs. Pam agreed to gather the necessary numbers. Margaret will meet with Beverly, Billie Kay and Pam to further explore consolidation in these areas and will report back at the next meeting.

The next meeting is scheduled for November 23rd at 8:30 a.m. in the Schools Administration building.

Notes from the November 23rd Meeting

Paul, Kim, Margaret and Billie Kay continued the discussion regarding opportunities for greater collaboration in the area of Human Resources. Margaret reported on the meeting between City & Schools staff held on November 11th. The notes from that meeting are attached. The last point from that meeting was that Schools staff wanted more direction from the Superintendent and the City Manager. Kim noted the support and encouragement for consolidation efforts from both City Council and the School Board that was expressed at the November 17th joint meeting. Paul reiterated his interest in pursuing the Schools' participation with both the Certified Nurse Practitioner and the Occupational Health Nurse.

Margaret reported that Living Well Health Solutions would be extending the hours of the Certified Nurse Practitioner from 20 hours per week to 30 hours per week starting January 1, 2010. She wasn't sure that would provide enough capacity to cover Schools personnel. She did state, however, that she thought there was some capacity with the Occupational Health Nurse.

Kim asked Margaret where she thought savings could accrue in both programs. Margaret responded that savings from utilizing the Occupational Health Nurse were in the areas of a changed injury reporting process, providing services such as testing, physicals and vaccinations in house instead of outsourcing the services, and injury management. She identified savings from utilizing the Certified Nurse Practitioner as the lower cost of services being provided by a nurse rather than a physician and that costs were a straight pass through with no mark up.

Kim and Paul asked for more detailed information in two areas:

- A side by side comparison of the Schools' and the City's medical and pharmacy benefits programs.
- Information on Workers Compensation Claims for Schools and the City from FY 2009.

The possibility of using Sedgewick as the third party administrator for the City's workers compensation program was raised.

It was agreed to invite Tom Revels of Living Well Health Solutions to a future meting to discuss expanding the Health Management program to include Schools access to a Certified Nurse Practitioner. (This has been confirmed for December 21st at 10:00 a.m.

The next meeting will be December 7th at 9:00 a.m. and the area to be discussed will be Communications and Marketing.

<u>Notes from the December 7th Meeting</u>

Joann Martin and Leigh Farmer jointed Paul and Kim to discuss opportunities related to Communications and Marketing.

Leigh and Joann already collaborate in several areas. Both are members of CVPIN (The Central Virginia Public Information Network), the Marketing Partnership (recent collaborations include "Get Downtown!" and the Amtrak event), and they are working together on Census 2010 education and preparation. Schools utilized the City's graphics designer to develop a logo for the Parents' Academy, resulting in a savings of approximately $2000. In addition the two have shared lists of part-time camera operators for broadcast activities.

Schools has a staff of three (Webmaster, TV Producer, Admin.) plus Leigh. City Communications and Marketing staff totals ten (10): two full-time and three part-time in Citizens First, two Communications & Marketing Coordinators, and two in Broadcast Services, plus Joann. The City has a fully equipped studio and does special programming while Schools has a rudimentary studio and does limited programming. The City's studio is available for Schools use.

It appears that there would be no cost savings if Channel 2 and Channel 15 were consolidated. The possibility of placing more Schools marketing on Channel 15 in order to reach a broader audience was discussed. The potential of the Schools "Blackboard Connect Ed" for broad city notification was also mentioned. Paul sees a lot of potential for broadcasting in the area of staff development; i.e. teacher training and "Homework Hotline." These are areas in which Leigh has started working. It is doubtful that City Communications and Marketing could take over these initiatives and develop them in a timely manner if Schools staff was reduced.

Next meeting, December 21st at 10:00 a.m.

Notes from the December 21st Meeting

Paul McKendrick, Kim Payne, Billy Kay Wingfield, Pam Smith-Johnson, and Karen Loughney met with Tom Revels of Living Well Health Solutions (LWHS) to discuss services that could be provided to the City and Schools concurrently. Both organizations presently utilize LWHS with the main distinction being that the City receives the services of a Certified Nurse Practitioner as part of its Health Management Program. The City believes it has experienced significant savings through cost avoidance and Schools is interested in receiving similar services.

Mr. Revels reviewed the services offered by his company, the results experienced by other clients, and offered a conceptual approach to serving the Schools. He pointed out that in any potential merger it was important to understand the different cultures of the two organizations. For example, he said that his experience with the City indicated that it has a strong cultural thread where employees feel a common bond and there are effective communications across the organization. He suggested that the challenge with Schools was that many employees, especially teachers, lacked the mobility of other City employees in that they were essentially "land-locked" for much of the day at a specific location.

Mr. Revels noted that "convenience drives success" and suggested that there might be a need to take some services to the schools. He suggested two to three part-time shared clinics staffed with 1.5 FTE nurse practitioners and one "traveling advisor," a health educator. It was noted that these resources could also be available to the City and that there was even the possibility that a clinic could be shared with other LWHS clients.

Mr. Revels discussed incentive programs to encourage active participation and compliance with individual health management plans and suggested a six month period prior to implementing an incentive program in order to educate employees. Paul expressed interest in developing a strategic plan for health management to include design of the health insurance program. Kim offered that the City and Schools could develop a plan jointly with the goal of offering one consolidated program several years out.

Mr. Revels offered to analyze Schools and City data and to provide more structure to the conceptual proposal that he had outlined to provide expanded health management services to Schools.

Note: We will need to schedule further meetings starting in January.

Notes from the February 22nd, 2010 Meeting

In attendance were Paul McKendrick, Kim Payne, Bonnie Svrcek, Sonny Witt, Margaret Schmitt, Beverly Padgett and Karen Loughney.

Kim asked Sonny if he had considered the proposal from Fleet Services Manager John McCorkhill for the City's contractor to take over small apparatus repair activities for Schools. He explained that the contractor doing the City's small apparatus repair had proven to be highly productive and had saved the City money. There is additional capacity for the contractor to take on more work and this could be a savings for Schools as well. Sonny stated that he hadn't seen the proposal and wondered if the contractor could repair vacuum cleaners. Kim responded that he would forward to Sonny the email from John McCorkhill and suggested that Sonny follow up with John regarding the capabilities of the contractor.

Opportunities for greater collaboration regarding Workers Compensation were discussed. There are two main areas to be considered; use of the Occupational Health Nurse and third party claims administration. Margaret shared information on the City's claims experience and costs. Similar information was not available from Schools.

Schools is a part of a seven member consortium, Schools Systems of Virginia, a self insurance pool for workers compensation, that uses Sedgewick as its third party administrator. The City is self insured and uses Wells Fargo as its third party administrator. City claims are approximately $800,000 a year with Schools' premiums to the pool in the range of $300,000 to $400,000 annually. It was noted that the City workforce has significantly different demographics than the Schools workforce and that public safety and public works drive the City's costs. It was concluded that there is probably not a lot of opportunity for consolidation of insurance and claims management. However, Beverly agreed to check with

Schools Systems of Virginia to see if the City would be eligible for membership. The existence of a Virginia Municipal League insurance pool for workers compensation was also noted.

Discussion then shifted to the use of the Occupational Health Nurse where there may be greater opportunity. Bus drivers' physicals was one area although there was some confusion about whether or not a doctor must sign off on the physicals. The initial treatment of workplace injuries was another area of interest.

Paul asked for a list of services that currently are or could be provided by the Occupational Health Nurse with some indication of costs. (The list is attached.) Schools will then review the list of services against their needs and will advise which services could be used and what other services, not currently offered, would be of value.

With respect to medical benefits, Beverly advised that the Schools' consultant, HRH/Wills, has recommended putting pharmacy services out to bid. The consultant has indicated potential savings from transparent pricing and mandatory mail order, practices that the City has used for several years with significant savings. Kim asked about the timetable for bidding the services and discussion ensued regarding the challenge of getting a new program in place before October 2011. Karen shared some ideas regarding pharmacy services management and suggested that the Schools experience could be modeled in the City's plan to see the potential impact on costs. It was also suggested that Schools could just join the City plan without the delay of bidding, if it appeared that costs savings would accrue. School staff agreed to make claims data available for analysis.

Beverly also mentioned that HRS/Wills had developed four scenarios for combining medical plans, all through Piedmont Community Health Plan (PCHP). Rather than get into the details during the meeting, due to the time, Paul and Kim suggested that the staffs get together and explore the various ideas and report back at the next meeting on March 8th.

Next meeting, March 8th at 8:00 a.m. *(This meeting did not occur.)*

<u>Notes from the June 30, 2010 Meeting</u>

In attendance were Paul McKendrick, Kim Payne, Billie Kay Wingfield, Beverly Padgett, and Margaret Schmitt.

The purpose of the meeting was to continue the discussion regarding the possible consolidation of employee benefits. A brief discussion was held regarding the different actions taken by City Council and the School Board regarding responsibility for the employee 5% under the Virginia Retirement System. It was also noted that all the surrounding school divisions elected to pick up the 5% for new employees. The discussion then turned to health insurance.

Margaret reported that there had been some inquiries from City employees who are spouses of Schools employees considering changing City coverage as a result of changes to Schools coverage. She asked what changes the Schools had made. Beverly reported that there had been no change in benefits but that effective July 1, 2010 employees had to pay 100% of the premiums for dental and vision coverage (about $25/month) and 7% of the premium for health insurance. Total cost to the employee would be about $49/month but that is "pre-tax" so the impact on take-home pay is less.

Margaret asked if there would be changes to the Schools pharmacy plan in October. Beverly responded that an RFP had been issued and that the current provider, Medco, would be retained but that some changes would be made to realize annual costs savings of approximately $176,000. Medco also offered a $30,000 implementation credit for the first year - for a total savings of $206,000. Additional savings could be realized by modifying the pharmacy benefits to add mandatory mail order ($72,000) or implement a 40% coinsurance payment ($84,000), similar to the City plan. Beverly reported that since changes were being made to the LCS employees' cost of health, dental and vision, the committee chose not to impose further changes on the employees at this time. The committee decided to save the additional savings for the next plan (budget) year.

Kim expressed surprise that an RFP had been issued when it had been decided during the February meeting that an RFP would be deferred pending gathering information about possible savings from a combined pharmacy plan under one vendor. *[Comment from Beverly: LCS's contract with MEDCO for pharmacy services was up for renewal and in order to comply with the Commonwealth of Virginia's procurement laws, a Request for Proposals (RFP) was issued.] [Comment from Kim: I don't believe that the Virginia Procurement Act stipulates when you must procure services, just how. It was my understanding during the February meeting that there was no requirement to issue an RFP at that time.]* Kim stated that the savings that Schools would realize from the changes noted above were consistent with those experienced when the City switched several years ago but we were planning to explore whether or not greater savings could be realized from a combined approach.

Margaret reported that some preliminary analysis had been done that indicated greater savings from a combined approach but that further analysis had been stopped when Innoviant received the Schools RFP. Paul asked if any information had been received about savings if both organizations combined with Innoviant. Margaret responded that she would check but that her recollection was that the savings would have been greater than $177,000. *[Margaret has since reviewed the information provided by Innoviant from an "informal analysis"* *which was: savings if the Schools implemented the City's design through Innoviant's pricing/contract for the City was estimated at $296K plus approximately $85K in rebates; savings if the Schools kept their design and Innoviant gave them the same pricing/contract as the City was estimated at $192K plus the rebates.] [Comment from Beverly: The information provided to LCS from the City's pharmacy provider (Innoviant) in the RFP process offered a savings of $57,000 to $80,000 and stated that* ***if*** *LCS combined with City of Lynchburg, there would be an additional savings of $16,500. No one with LCS (or our consultant) was provided with the above referenced "informal analysis". The RFP was issued on March 17, 2010 and on March 23, 2010 our consultants received an email from the City's account manager with Innoviant stating that they would not be responding to the RFP. He provided a contact named Burt Schmidt (Regional Sales Director). After our consultant contacted Mr. Schmidt, they agreed to submit a proposal, but needed more time. We granted everyone an extension on the due date in order for Innoviant to have more time to complete their proposal. Innoviant did not provide the same terms to the schools as they provided to the city even though our groups are about the same size.]*

Margaret asked if there was any willingness on the part of Schools to combine plans. Paul responded, "Yes," but noted the complexity and the need for a transition plan.

It was agreed that in order to develop a plan for consolidation four areas needed to be addressed: medical coverage, pharmacy coverage, health management/wellness, and occupational health/workers compensation. Paul suggested creating a 2-5 year plan for the transition to full consolidation in these areas. There was consensus that such an effort would be more likely to succeed with a written agreement between the City and Schools that outlined the desired end, interim goals, and principles guiding the discussion.

The group agreed to write up a proposal to be presented to a joint meeting of the School Board and City Council in October. A document will be prepared describing current conditions, describing what equivalency would look like, and suggesting what could be accomplished in the future with a consolidated approach. Margaret and Beverly will work on a description of the current situation and Kim and Paul will work on the principles. A first draft will be prepared by August 1st with a final draft completed by September 1st. In addition to the topics noted above, issues of framework, philosophy and management will be examined. The final document will be in summary form to keep it as brief as possible.

Ongoing Follow-up Items

- Consolidation of Finance and HR systems and operations—has anyone received a response to the question that was going to be sent out on list serves regarding successful consolidations?
- Meetings with NWS and CIMS vendors to determine the capabilities of the existing systems for greater consolidation and/or collaboration and information sharing—the meetings that were to take place and be reported on by October 1st have not yet occurred. Paul reported that Schools IT had met and were now ready for the vendors meetings. No progress yet.
- Joint contracts—Steve Gatzke has given copies of Schools annual contracts to Dave Owen for review.
- Energy Manager—Gaynelle Hart has provided Sonny Witt with copies of job descriptions from other localities.
- Kay expressed an interest in collaborating to increase the quality of food served for snacks. She and Meryl agreed that there were several opportunities and that they would meet to discuss them and provide a report back by December 1st.
- Progress report on Schools Food Services collaboration with Juvenile Services due December 1st.
- Project Management for Schools project added to the list of things to discuss.
- Dave, Gaynelle, Kay, Steve, and Sonny agreed to meet to discuss capital budgeting, project management, and operational and maintenance standards for facilities located on schools grounds and in parks. They will report back by January 1st.
- Kim and Paul asked for more detailed information in two areas:
    - A side by side comparison of the Schools' and the City's medical and pharmacy benefits programs.
    - Information on Workers Compensation Claims for Schools and the City from FY 2009.
- Follow up on proposal for small apparatus repair.
- Check with Schools Systems of Virginia to see if the City would be eligible for membership.
- √ Provide Schools a list of services that currently are or could be provided by the Occupational Health Nurse with some indication of costs. Schools will then review the list of services against their needs and will advise which services could be used and what other services, not currently offered, would be of value.

- City and Schools HR and benefits staffs get together and explore various ideas related to medical and pharmacy services and report back at the next meeting on March 8^{th}

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **August 10, 2010** AGENDA ITEM NO.: 4

CONSENT: REGULAR: WORK SESSION: **X** CLOSED SESSION: (Confidential)

ACTION: **X** INFORMATION:

ITEM TITLE: **Addressing Heritage High School; Community Discussion and Task Force**

RECOMMENDATION: Accept the proposal to address the situation at Heritage High School through community engagement and the formation of a task force.

SUMMARY: The attached document provides an approach for addressing the situation at Heritage High School with a goal of resolution by 2018 as previously established by City Council. At Council's annual retreat in 2009 it was agreed that this initiative would commence in 2010. An excerpt of the minutes of that meeting is attached.

An important component of the proposal involves extensive community engagement to listen to citizen input in clarifying the challenges and opportunities inherent in the present situation. Once they are clarified, goals can be established and the tasks necessary to accomplish them identified. That process may best be accomplished through a task force with appropriate subcommittees.

Council is asked to discuss this proposal during its work session, to provide feedback and guidance, and to endorse this proposal or something similar, with the concurrence of the School Board.

PRIOR ACTION(S): September 9, 2008: Goal set for resolution of Heritage High School situation
August 3, 2009: Establishment of a task force endorsed

FISCAL IMPACT: To be determined.

CONTACT(S): Kimball Payne, 455-3990

ATTACHMENT(S): Excerpt from the Minutes of Council's meeting of August 3, 2009; Proposal for Heritage High School Community Discussion and Task Force

REVIEWED BY: lkp

101L

Excerpt from the Minutes of the City Council Meeting of August 3, 2009 (Annual Retreat):

// City Manager Payne requested and Council agreed that the Heritage High School timeline would be the next item for discussion. Mr. Payne explained that at last year's retreat a date of 2018 was discussed regarding Heritage High School completion, which would mean that the preliminary planning work would need to commence as early as 2014. Mr. Payne went on to say that before any preliminary work begins, the public needs an opportunity to comment and provide input regarding this project and suggested that sometime after July 1, 2010, that some sort of community discussion occur to receive public input regarding the Heritage High School project. Several Council Members agreed that public input was important, especially when it comes to the financing of this project, and agreed with the City Manager's suggestion to begin that process next year. It was also suggested that a task force be appointed comprised of Council Members, School Board members, and citizens to help guide the process.

Heritage High School Community Discussion and Task Force

Issue: The most obvious issue is that Heritage High School is over 30 years old and is experiencing significant physical plant issues anticipating the need for significant capital expenditures. A course of action must be developed to address the future of Heritage High School. A more substantive issue, arising from and including the obvious issue, may be how secondary education is delivered in the City of Lynchburg for future generations of students.

Task: Clarify the issue(s) and develop a course of action to address the issue(s).

Goal: Full implementation of the selected course of action by 2018.

To accomplish that goal the choice of a preferred course of action should be completed by the end of CY 2012.

The exploration of options should involve broad-based and inclusive civic engagement/citizen participation. This is a "whole City" initiative.

Recommend the establishment of a task force with strong leadership from City Council. Membership on the task force should include:

- City Council representatives
- School Board representatives
- City and Schools Administration staff
- Secondary education stakeholders; principals, administrators, teachers, students, parents
- Athletic clubs representatives
- Representatives (student, teacher, parent) of other school clubs
- Parent-Teacher Organizations representatives
- Key Communicators
- Community members

The task force may need information and guidance from:

- The State Board of Education
- The Virginia High School League
- The Virginia Education Association
- The Virginia School Board Association
- Consultants (architects, engineers, financial advisors)
- Institutions of higher education

There should be a number of subcommittees to address various issues:

- Finance, including debt
- Facilities and Infrastructure
- Curricula
- Athletics
- Student Activities

Things we need to learn about:

- Condition of the HHS physical plant
- Any constraints imposed by the Annexation Order of 1976
- Previously developed options
- Current secondary attendance districts and philosophy
- Current secondary programs
- Projections of secondary school enrollment through 2030 from The Weldon Cooper Center
- Financial capability and financing options
- Citizen expectations
- Issues that would present themselves if the option is one high school in the city; for example, available space at ECGHS for additions to the facility, parking lots, practice fields, classrooms, cafeteria, library, instructional technology, etc.

Things that need to be done:

- Define the challenge
- Clarify goals
- Explore opportunities
- Determine the scope of this initiative
- Develop a citizen engagement plan
- Define milestones
- Identify stakeholders
- Make appointments to the task force and subcommittees
- Identify leadership positions
- Establish a meeting schedule

Some initial steps could include:

- Endorsement of this initiative by the School Board and City Council
- The establishment of a small steering committee to refine this proposal
- A tour of Heritage High and E.C. Glass High Schools
- At least two community forums to help define the challenge and opportunities

The plan for a Heritage High School Task Force and Community Discussion should be complete and implementation initiated by November 1, 2010.

Draft 080410

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **August 10, 2010** AGENDA ITEM NO.: 5

CONSENT: REGULAR: WORK SESSION: **X** CLOSED SESSION: (Confidential)

ACTION: **X** INFORMATION:

ITEM TITLE: **Policy to Address Excessive Absenteeism of City Council Appointees to Boards, Commissions or Committees**

RECOMMENDATION: Adopt the attached policy to address excessive absenteeism of appointees to boards, commissions, or committees where Council has the authority to do so.

SUMMARY: Council last discussed this matter at its meeting on June 8th and directed that staff draft a proposed policy to address this issue. The agenda report from the June 8th meeting is attached for reference.

It is believed that the proposed policy addresses concerns raised by Council and some boards, committees or commissions.

PRIOR ACTION(S): June 8, 2010: staff directed to draft a proposed policy

FISCAL IMPACT: N/A

CONTACT(S): Kimball Payne, 455-3990; Walter Erwin, 455-3973

ATTACHMENT(S): Agenda Item 6/8/10; Proposed policy

REVIEWED BY: lkp

104L

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **June 8, 2010** AGENDA ITEM NO.:

CONSENT: REGULAR: WORK SESSION: **X** CLOSED SESSION: (Confidential)

ACTION: **X** INFORMATION:

ITEM TITLE: **Attendance Standards for Council Appointed Boards and Commissions**

RECOMMENDATION: Direct staff to draft a policy for Council's adoption regarding expectations related to attendance by citizen members of Council appointed boards and commissions and providing a mechanism for the removal of members who do not meet attendance standards.

SUMMARY: City Council makes numerous appointments to various boards and commissions. On the application completed by volunteers for such appointments is the following statement:

"Attendance requirements: City Council requires appointees to attend at least 75% of the yearly committee meetings. Absences may be excused because of personal illness or serious illness of members of the immediate family, death of a family member, unscheduled or unforeseen business trips, and emergency work assignments only. All other absences are recorded as unexcused."

Similar language is also included in other information provided to potential appointees. To staff's knowledge, Council has not adopted an official policy regarding attendance expectations.

When considering the reappointment of individuals to boards and commissions Council routinely reviews the attendance record over the previous term, typically a three-year period, and has been reluctant to reappoint individuals with an attendance record of less than 75%.

Waiting until the end of a term of appointment to review attendance does not address the stated requirement that appointees "attend at least 75% of the yearly committee meetings." Recently, questions have been raised about individuals who have not met the yearly attendance standards and whether or not Council has the authority to remove them during their term. At least three boards or commissions have been mentioned as having this concern, including the Martin Luther King Community Council, the Planning Commission, and the Tourism Advisory Board. Undoubtedly, there are others in similar circumstances.

In response to questions from Council members, the City Attorney has provided the attached memorandum explaining City Council's authority to remove appointees with poor attendance records from boards and commissions.

Staff suggests that Council direct the drafting of a formal policy regarding attendance expectations for Council appointees to boards and commissions and providing a mechanism for the removal of individuals with poor attendance if deemed appropriate.

PRIOR ACTION(S): None

FISCAL IMPACT: None

CONTACT(S): Kimball Payne, 455-3990; Walter Erwin, 455-3973

ATTACHMENT(S): Memo from the City Attorney

REVIEWED BY: lkp

MEMORANDUM

The City Attorney's Office

To: The Honorable City Council

From: Walter C. Erwin, City Attorney

Subject: Removal of Council Appointees

Date: May 17, 2010

Council recently asked if it has the authority to remove individuals that have been appointed to serve on various board and commissions. Council's authority to remove such individuals depends upon several factors. First, is the board or commission on which the individual serves one that was created by the City or by State law? Second, if a board or commission is created by State law, does the law creating the board or commission prescribe a specific term of office for the members or give the local governing body the authority to remove members? As outlined in this memo, Council has more authority to remove members from City created boards and commissions than it does from boards and commissions that are created by State law.

Council Created Boards and Commissions

The State Code authorizes a local governing body to create such advisory boards, committees and commissions as it deems necessary to advise the governing body on matters of local concern and provides that such members serve at the pleasure of the governing body. The City has created a number of such boards and commissions that are not required by State law, but were created to perform certain delegated functions or to advise Council on various issues. Some examples of such boards and commissions are the Airport Commission, the Community Development Advisory Committee, the Lynchburg Business Development Centre Board, the Regional Tourism Advisory Board, etc.

The Virginia Attorney General has issued opinions advising that as a general rule, the power of a local governing body to create a board or commission and appoint members to the board or commission also includes the power to remove the members of the board or commission. The members of such boards and commissions serve at the pleasure of the local governing body and may be removed whenever the local governing body decides it is appropriate to do so.

The Attorney General has also advised that State law does not require any type of notice or hearing prior to removing a member of a City created board or commission. The Attorney General suggests that some type of notice and hearing prior to removal may be advisable, but the decision of whether or not to provide notice and a hearing prior to removal rests with the local governing body.

Boards and Commissions Created by State Law

The State Code requires the creation of a number of local boards and commissions to serve the citizens of Lynchburg. Some examples of such boards and commissions are the Building Code Appeals Board, the Community Services Board of Central Virginia, the Planning Commission, the School Board, etc. While State law requires the creation of such boards and commissions, City Council appoints the members of the boards and commissions. Council's authority to remove the members of such boards and commissions depends upon whether or not the laws creating the boards and commissions prescribe a specific term of office for the members or give Council the authority to remove members

a) The Virginia Attorney General advises that when a board or commission is created by State law and the members of the board or commission have been given a specific term of office, a local governing body does not have the authority to remove a member of the board or commission before the end of his or her term of office unless the State Code gives the local governing body the power of removal. In some instances the State Code gives a local governing body the right to remove the members appointed to a State created board or commission. For example, the State Code provides that a local governing body may remove a member of the local community services board "for cause" after giving the member a written statement of the causes for removal and an opportunity for a hearing. The State Code also provides that a local governing body may remove a member of the local planning commission for "malfeasance in office" or in the event a member misses three consecutive meetings of the commission or misses four meetings in a twelve-month period.

b) However, there are other boards and commissions where the State Code provides that a member of a board or commission shall serve a specific term of office and does not give the local governing body the authority to remove the members before the end of their term. For example, the State Code provides that members of a local school board for a city or town shall serve three-year terms and does not give the local governing body the right to remove school board members prior to the end of their term.

c) In some instances the State Code requires the creation of a board or commission but does not specify a term of office for the members of the board or commission. Also, the provisions of the State Code creating the board or commission do not state whether or not the local governing body can remove the members before the end of their terms. For example, the State Code requires any county or city that imposes a tax on a coal company to create a coal road improvement advisory committee. However, the State Code does not specify a specific term of office for the members of the committee or state whether or not a local governing body has the right to remove members of the committee. In such a situation the Attorney General advises that the authority of a local governing body to appoint members to the commission also includes the implied power to remove the members of the commission if the local governing body decides it is appropriate to do so. Further, the Attorney General advises that the local governing body is not required to give notice or a hearing prior to removing a member. Some type of notice and hearing prior to removal may be advisable, but the decision of whether or not to provide notice and a hearing prior to removal rests with the local governing body.

Removal by the Circuit Court

Even if the provisions of the State Code that create a board or commission do not give a local governing body the right to remove a member of the of the board or commission, the State Code establishes a procedure by which public officers that engage in certain types of misconduct can be removed from office by the local circuit court. The types of misconduct for which a public officer may be removed from office are summarized as follows:

1. The public officer is guilty of neglect of duty, misuse of office or incompetency in the performance of his duties.

2. The public officer has been convicted of a misdemeanor offense involving the possession, distribution or sale of drugs or drug paraphernalia.

3. The public officer has been convicted of a hate crime.

If a majority of the members of the local governing body that appointed a public officer to a board or commission believe the officer has committed any of the acts of misconduct listed above, the governing body can file a petition with the circuit court asking that the public officer be removed from office. If after a trial the court determines that the public officer committed an act of misconduct the officer is removed from office.

Summary

The members of Council created boards and commissions serve at the pleasure of City Council and members may be removed whenever Council decides it is appropriate to do so. No notice or hearing is required prior to removing a member from such a board or commission. However, Council can provide notice and a hearing prior to removal if Council determines it is appropriate to do so.

When dealing with a board or commission that is created by State law it is necessary to examine the laws creating the board or commission. If the members of a board or commission that is created by State law have been given a specific term of office, City Council does not have the authority to remove the members before the end of their term of office unless State law gives Council the power of removal. If State law creates a board or commission but does not specify terms of office for the members, the members serve at Council's pleasure and Council has the right to remove the members if Council decides it is appropriate to do so.

Even if City Council does not have the authority to remove a member of a board or commission that is created by State law, the member may be removed by the circuit court if the court determines that the member committed an act of misconduct.

If any of the Members of Council have any questions concerning this matter, please do not hesitate to contact me.

Cc: Hunsdon "H" Cary, III, Council Member Elect
L. Kimball Payne, City Manager

City Council Policy to Address Excessive Absenteeism on Boards and Commissions

Citizen volunteers who serve on the various boards, commissions or committees appointed by City Council are appreciated for their dedication and commitment to the community.

Appointment entails an expectation of regular attendance in order for the board, commission or committee to carry out its responsibilities. City Council has set the standard that an appointee will attend at least 75% of the annual meetings of the board, commission or committee and typically declines to reappoint an individual who has not met this standard during his or her term.

On occasion an individual's inability to maintain regular attendance is detrimental to the ability of the board, commission or committee to conduct its business. This policy is intended to provide a procedure for replacing Council appointees prior to the end of their term if they cannot meet attendance expectations.

If an appointee's attendance does not meet the expectation established by City Council and the other members of the board, commission or committee feel that the absence of the appointee is detrimental to the performance of the body's duties, then the board, commission or committee may request, by recorded vote, that the appointee be replaced before the end of his or her term. Such a request shall be forwarded to the Clerk of Council with supporting information, including any attempts to contact the absent appointee.

The Clerk of Council will attempt to contact the appointee in writing to determine his or her interest in continuing to serve. Any response will be shared with Council. Council will consider the response and then decide whether or not to remove the appointee and appoint a replacement to fill the unexpired term. If no response is received within 30 days, it shall be deemed that the appointee has resigned his or her position; Council will be informed and may, at its discretion, replace the appointee with an individual to fill the unexpired term.

This policy shall be communicated to all appointees and to the board, commission or committee on which they serve.

Adopted: ________________________

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **August 10, 2010** AGENDA ITEM NO.: 6

CONSENT: REGULAR: WORK SESSION: **X** CLOSED SESSION: (Confidential)

ACTION: **X** INFORMATION:

ITEM TITLE: **Planning for City Council's Annual Retreat**

RECOMMENDATION: Provide guidance to staff regarding the structure and agenda for City Council's Annual Retreat.

SUMMARY: Council's retreat is scheduled for Friday, September 10^{th}, from 9 a.m. to 5 p.m., at the James River Conference Center.

Possible topics for the retreat include:

- Implications of Chesapeake Bay Water Quality Regulations: TMDL, nutrient load allocations, stormwater, WWTP plant upgrades, CSO--"the perfect storm"
- Revamping the City's approach to HUD programs allocations
- Fiscal Overview including future fiscal challenges
- Council Goals & Priorities
- Council Initiatives
- Sustainable City Initiative
- Employee compensation in general and, in particular, Public Safety compensation
- FY 2012 Budget Process: civic engagement, Council budget retreat, etc

Council is asked to help refine this list and to provide any other guidance it considers appropriate regarding the structure and content of the retreat. One issue that has been raised is whether or not Council desires to secure the services of a facilitator.

PRIOR ACTION(S): N/A

FISCAL IMPACT: N/A

CONTACT(S): Kimball Payne, 455-3990

ATTACHMENT(S): None

REVIEWED BY: lkp

// A special meeting of the Council of the City of Lynchburg, recessed from June 22, was held on the 9th day of July, 2010 at 1:00 P.M. in the Council Chamber, City Hall, Valeria P. Chambers, Interim Clerk of Council, presiding. The purpose of the meeting was to elect City Council officers. The following members were present:

Present:	Cary, Foster, Gillette, Helgeson, Johnson, Nelson, Perrow	7
Absent:		0

// The Interim Clerk of Council declared nominations were in order for the Office of President of Council, who will serve as ex-officio Mayor of the City of Lynchburg for a two-year term ending June 30, 2012. Council Member Gillette nominated Council Member Foster. Council Member Perrow nominated Council Member Helgeson. There being no further nominations, Council Member Cary made a motion that the nominations for President be closed. This motion was seconded by Council Member Gillette, and Council by the following recorded vote approved the motion to close the nominations for President:

Ayes:	Cary, Foster, Gillette, Helgeson, Johnson, Nelson, Perrow	7
Noes:		0

City Council voted by written ballot. Deputy Clerk Larry Johnson received the written ballots and then read aloud the ballots:

Foster:	Foster, Gillette, Johnson, Nelson	4
Helgeson:	Cary, Helgeson, Perrow	3

// Interim Clerk of Council Chambers announced that Council Member Foster has been elected President of Council.

// Mayor Foster took the chair and declared nominations were in order for the office of Vice President of Council, who will serve as ex-officio Vice Mayor of the City of Lynchburg for a two-year term ending June 30, 2012. Council Member Helgeson nominated Council Member Perrow. Mayor Foster nominated Council Member Johnson. There being no further nominations, Council Member Gillette made a motion that the nominations be closed. This motion was seconded by Council Member Johnson, and Council by the following recorded vote approved the motion to close the nominations for Vice President:

Ayes:	Cary, Foster, Gillette, Helgeson, Johnson, Nelson, Perrow	7
Noes:		0

// City Council voted by written ballot. Deputy Clerk Johnson received the written ballots and then read aloud the ballots:

Johnson:	Foster, Gillette, Johnson, Nelson	4
Perrow:	Cary, Helgeson, Perrow	3

// Mayor Foster announced that Council Member Johnson has been elected Vice President of Council.

// In the matter of City Council, City Council Report # 3 was considered. Council Member Perrow requested that Section 6-8, Substitute Motion, of Council's Rules of Procedure be amended to stipulate that if a substitute motion passes it becomes the main motion for consideration and action and there may be no additional substitute motions. On motion of Council Member Perrow, seconded by Council Member Nelson, Council by the following recorded vote adopted Resolution #R-10-084, as presented:

Ayes:	Cary, Foster, Gillette, Helgeson, Johnson, Nelson, Perrow	7
Noes:		0

// The meeting was adjourned at 1:35 P.M.

Interim Clerk of Council

// A regular meeting of the Council of the City of Lynchburg was held on the 13th day of July, 2010, at 5:00 P.M. in the Council Chamber, City Hall, Joan F. Foster, President, presiding. The following Members were present:

Present: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster 7

Absent: 0

// Planning Commission Chair Laura Hamilton provided a brief overview regarding the Annual Report on the activities of the Planning Commission including the implementation of the City's Comprehensive Plan 2002-2020 for the fiscal year ending June 30, 2010. Ms. Hamilton explained that this report is also intended to supplement the plan by suggesting priorities as City Departments determine Capital Improvement Project (CIP) requests for existing and planned projects and that while approval of the Annual Report will encourage its use in the CIP and Budget development process, the report does not mandate new funds or projects. Council Member Nelson and Council Member Perrow had several Zoning Ordinance revisions to the Annual Report.

Council Member Helgeson had concerns regarding a complete rewrite of the Zoning Ordinance stating that he does not believe it is a good time to have this done. Council Member Perrow discussed the Tyreeanna Master Plan and proposed sewer service extension in that area and was also interested in hearing Physical Development Committee thoughts on this.

Council Member Perrow read from page 16, item 10.14 of the report referencing the Rental Rehabilitation Program of the Lynchburg Redevelopment and Housing Authority (LRHA) and stated that, due to Council action at the last meeting, what he had just read is a false statement and we are now in conflict with (1) the City's Comprehensive Plan and (2) the Planning Commission Report. Council Member Perrow also noted that on page 21 of the report Item IV references 2010 CIP and 2011 CIP and asked if that was correct. Ms. Hamilton replied that it should say 2011 and 2012 CIP.

Mayor Foster asked Council for approval of the report with the changes that were brought out during the discussion and Council approved the Planning Commission's Annual Report.

// Public Works Director, David Owen, and Sam Updike from the Information Technology Department, gave a brief overview of the changes that are taking place to the Refuse, Bulk and Brush Collection systems that will improve service delivery and reduce costs. Mr. Owen stated that the decision to institute several changes to the systems is to improve service delivery and reduce costs:

<u>Bulk and Brush Collection:</u>

- Beginning July 1, 2010, resident will no longer have to schedule bulk and brush collections.
- Refuse collectors will pick up these items during regular trash collection.
- If the pile is too large for the refuse collectors, the collectors will use smart phone technology to communicate to knuckle boom operators and schedule the pick up.

White Goods Collection:

- Large household appliances like refrigerators, air conditioners, freezers, etc. that contain regulated compounds such as Freon. Residents will continue to call Citizens First to schedule the collection.

Friday Trash Collection Moves to Wednesday:

- Beginning July 14, residents will begin to have Wednesday trash collection

Mr. Owen explained the major change with trash collection is a change in the schedule for residents who now receive Friday collection. Beginning on Wednesday, July 14, these residents will begin to have Wednesday trash collection, the refuse collectors will work four 10-hour days, Monday-Thursday, beginning in July and that notice was given to the residents by door hangers being placed on trash carts and doors. Mr. Owen explained that in order to accommodate these changes, it is necessary to move Friday trash collection to Wednesdays. Mr. Owen went on to say that this new schedule coupled with the changes in bulk/brush collection is expected to result in cost savings and improved efficiencies.

// Council Member Gillette left the meeting at 5:52 P.M.

// Utilities Director Tim Mitchell and CSO Program Manager Jeff Scarano gave an update on the work of the Stormwater Advisory Committee (SWAC). Mr. Scarano stated the purposes of the SWAC Committee are to represent a wide cross-section of interest groups, to engage public participation and to make recommendations. Mr. Scarano went on to say some of the recommendations will include: stormwater management priorities, appropriate and affordable level of service, level of interest in public participation in stormwater management program activities and recommendations of various stormwater management, needs assessments, regulations and policies, financial requirements, and funding mechanisms. During the presentation Mr. Scarano explained that stormwater is the portion of precipitation (rain, snow, etc.) that runs off pavement, rooftops, and lawns in urban areas. Mr. Scarano went on to explain that Lynchburg is in the second year of their second five-year permit cycle, the first permit issued in 2003 and the current permit expires June 30, 2013. After the presentation it was suggested by Council to further discuss the Stormwater Management Initiative at the Council Retreat.

// Council Member Gillette returned to the meeting at 6:06 P.M.

// City Attorney Walter Erwin gave a brief overview of the School Board vacancy that was created when a member moved outside of their School District. Mr. Erwin stated the State Code provides that "a vacancy occurring on the school board at any time other than by expiration of term shall be filled by the governing body for the unexpired term." Mr. Erwin explained that according to State Code there was no particular procedure to fill that vacancy and no required time frame.

Council Member Gillette suggested advertising the position and to hold a public hearing at the August meeting to decide on an interview schedule unless it becomes an obvious choice. Council Member Perrow made a motion to advertise for a public hearing by following Council's standard procedures to appoint a School Board Member, seconded by Council Member Helgeson, Council by the following recorded vote passed the motion:

Ayes:	Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster	7
Noes:		0

// During roll call Council Member Perrow asked a question about Council's Annual Retreat list date of August 30th and was informed that the date was August 31st. City Manager Payne stated that one Council Member could not make any of those dates that were listed and another date would have to be set. Council Member Helgeson informed City Council about an email he had received referencing police officers leaving the police department and the problem with recruiting and retaining officers and wanted Council to look at this issue. He asked that staff prepare a report discussing this issue at a future work session. Council Member Cary asked that the City Manager and a representative for City Schools provide a progress report in August on City/School consolidation efforts and when they could expect decisions to be made. One of the key elements is health insurance; there is no reason why the City and City Schools should not have one health insurance for all their employees. Council Member Cary also stated that the police officers can go and work for the Sheriff's Department and make $4,000 more and work Monday through Friday, they get more money for less risk and less working hours. Council Member Nelson stated that he echoed what Council Member Helgeson was saying about the Police Department and agreed that this item should be looked at. Mayor Foster stated that she also agreed with looking at this item again. Vice Mayor Johnson agreed that this issue should be looked at and asked that Human Resource Director Margaret Schmitt be there to discuss any trends identified with retention of officers. City Manager Payne stated that the August Work Session was full and that this could be a Council retreat item.

// City Council recessed the meeting at 6:36 p.m.

// City Council reconvened the meeting at 7:30 p.m.

The following Members were present:

Present:	Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster	7
Absent:		0

Vice-Mayor Johnson gave the Invocation, followed by the Pledge of Allegiance.

// Mayor Foster and Vice Mayor Johnson presented a Certificate of Recognition to Kenneth Smith for his service on Citizens for a Clean Lynchburg.

// Mayor Foster and Vice Mayor Johnson presented a Certificate of Recognition to the Utilities Department for their excellent Safety Record.

// Mr. Garth Wheeler, Director of the Virginia Department of Criminal Justice Services presented to Mayor Foster and Vice Mayor Johnson a plague of recertification as a Certified Crime Prevention Community. This recertification was approved by the Virginia Department of Criminal Justice Service Board on June 10, 2010.

// Copies of the minutes of the June 22, 2010 meeting, having been previously furnished Council, reading was dispensed with. Council Member Nelson asked that Minute Book Page 217 be amended to include "and future applications" at the end of the following sentence, "Council Member Nelson asked what impact would this have on the budget <u>and future applications</u>." Council Member Cary abstained from voting on the minutes due to the fact he was not on Council for the June 22 meeting. On motion of Council Member Gillette, seconded by Council Member Perrow, Council by the following recorded vote approved the minutes as amended:

Ayes: Gillette, Helgeson, Johnson, Nelson, Perrow, Foster 6
Noes: 0
Abstention: Cary 1

// In the matter of Central Virginia Mental Health, City Council Report # 7 was considered. On motion of Council Member Gillette, seconded by Council Member Perrow, Council by the following recorded vote adopted Resolution #R-10-085, as presented, approving the Central Virginia Community Services FY 2011 Performance Contract:

Ayes: Gillette, Helgeson, Johnson, Nelson, Perrow, Foster 6
Noes: 0
Abstention: Cary 1

// In the matter of Public Works – Sewer, City Council Report # 8, Council Member Perrow stated that this item was specifically to discuss a change in contractor prices that would exceed 25 percent and request that this item be pulled from the agenda and be referred to the Physical Development Committee. City Manager Payne stated that he had informed staff and this item would be placed on the next Physical Development Committee meeting.

// In the matter of Community Planning - Zoning, a public hearing was held regarding City Council Report #9 outlining the petition of Lynchburg College for a Conditional Use Permit (CUP) to amend the existing master plan to allow the conversion of two existing single-family dwellings to housing for up to thirteen students at 431 Lakewood Street and 315 College Street. City Planner Tom Martin provided a brief overview of the request and stated that the Planning Commission recommended approval of the CUP with the conditions as outlined in the report. Council Member Nelson stated that he has a conflict of interest on this item informing that he had represented Lynchburg College at the time these houses were acquired and actually handled the acquisition of these properties and left the meeting during the discussion and voting. Mr. John Lewis, representing the petitioner, outlined the request and asked for approval. There was no one else present who wished to speak to this item, and the public hearing was closed. On motion of Council Member Perrow, seconded by Council Member Cary, Council by the following recorded vote adopted Resolution #R-10-086, as presented, granting the Conditional Use Permit:

Ayes: Cary, Gillette, Helgeson, Johnson, Perrow, Foster 6
Noes: 0
Abstention: Nelson 1

Council Member Nelson returned to the meeting.

// In the matter of Community Planning - Zoning, a public hearing was held regarding City Council Report #10 outlining the petition of Brookes Brothers, LLC for a Conditional Use Permit (CUP) to allow the implementation of a comprehensive sign plan at 7802 Timberlake Road. City Planner Tom Martin gave a brief overview of the request stating that the Planning Commission recommended approval of the CUP.

Mr. Vince Phelps, representing the petitioner, gave a brief presentation of the petition and asked for approval. One person spoke in favor of the petition. There was no one else present who wished to speak to this item, and the public hearing was closed. On motion of Council Member Gillette, seconded by Council Member Cary, Council by the following recorded vote adopted Resolution #R-10-087, as presented, granting the Conditional Use Permit to allow the implementation of a comprehensive sign plan at 7802 Timberlake Road:

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster 7
Noes: 0

// In the matter of Community Planning – General, a public hearing was held regarding City Council Report #11 regarding authorizing approval to execute a license agreement with Intellifiber Networks, Inc., to install approximately 1,000 feet of fiber optic cable from 629 Church Street to 725 Church Street to provide high bandwidth services. City Engineer Lee Newland gave a brief summary of the request. There was no one else present who wished to speak to this item, and the public hearing was closed. Council Member Perrow, Physical Development Committee (PDC) Chair, stated that this item came before PDC and made a motion to approve the request. The motion required no second, and Council by the following recorded vote adopted Resolution #R-10-088, as presented, authorizing approval to execute a license agreement with Intellifiber Networks, Inc., to install approximately 1,000 feet of fiber optic cable from 629 Church Street to 725 Church Street to provide high bandwidth services:

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster 7
Noes: 0

// In the matter of Community Planning – General, a public hearing was held regarding City Council Report #12 regarding authorizing approval to execute a license agreement with Agrium, Inc. to install an underground electrical bank at 2410 Mayflower Drive to Agrium's new facility located at 2501 Mayflower Drive. City Engineer Lee Newland gave a brief summary of the request. There was no one else present who wished to speak to this item, and the public hearing was closed.

Council Member Perrow, Physical Development Committee (PDC) Chair, stated that this item came before PDC and made a motion to approve the request. The motion required no second, and Council by the following recorded vote adopted Resolution #R-10-089, as presented, authorizing approval to execute a license agreement with Agrium, Inc. to install an underground electrical bank at 2410 Mayflower Drive to Agrium's new facility located at 2501 Mayflower Drive:

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster 7
Noes: 0

// Mr. W. J. Norris spoke before Council concerning separate and unequal treatment of citizens with regards to boarding the Greater Lynchburg Transit Company buses.

// In the matter of Public Works – General, City Council Report # 14 was considered. On motion of Council Member Gillette, seconded by Council Member Perrow, Council by the following recorded vote adopted Resolution #R-10-090, as presented, approving the renaming of three (3) existing unopened public streets, "Hillcrest Avenue" to "Hillcrest Drive," "Irvington Street" to "Irvington Lane" and "Mountain View Road" to "Mountain View Lane":

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster 7

Noes: 0

// In the matter of Police – General, City Council Report #15 was considered. City Manager Kimball Payne gave a brief overview of the request and stated that a public hearing is not required but public comment can be heard if someone wishes to speak. Mr. Payne also stated that Council did not need to act on the grant but just needed to be aware that the grant was received.

// In the matter of Police – General, City Council Report #16 regarding the donation of Used Body Armor to Ten Four Ministries "Armor of God" Project was pulled from the agenda for further staff discussion.

// In the matter of Finance – Bonds, City Council Report # 17 was considered. Financial Services Director Donna Witt gave a brief summary of the request. On motion of Council Member Perrow, seconded by Council Member Gillette, Council by the following recorded vote adopted Resolution #R-10-091, as presented, authorizing the reimbursement from the proceeds of tax-exempt obligations of expenditures to be made by the City in advance of the issuance and receipt of the proceeds of such tax-exempt obligations:

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster 7

Noes: 0

// Council Member Cary asked Council to revisit Agenda Item #13 with Mr. Norris regarding the Greater Lynchburg Transit Company (GLTC). Mayor Foster stated the practice of Council is to listen respectfully to the concerns from citizens. City Manager Kimball Payne stated that he has asked the Deputy City Manager Bonnie Svrcek to take this concern to the GLTC Board at their next meeting.

// On motion of Council Member Gillette, seconded by Council Member Nelson, Council by the following recorded vote elected to hold a closed meeting to consider appointments to Council-appointed Boards and Commissions, i.e., Museum Advisory Board, Lynchburg Parking Authority, Lynchburg Regional Airport Commission, Region 2000 Local Government Council and Regional Tourism Board, pursuant to Section 2.2-3711(A)(1) of the Code of Virginia, 1950, as amended:

Ayes: Cary, Gillette, Johnson, Nelson, Perrow, Foster 6

Noes: Helgeson 1

// The meeting was re-opened to the public.

// Council Member Perrow made the following motion:

WHEREAS, the Council of the City of Lynchburg has convened a closed meeting on this date, pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by City Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Lynchburg certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by Council.

The Motion was seconded by Council Member Cary, and Council by the following recorded vote adopted the motion:

Ayes: Cary, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster 7

Noes: 0

// In the matter of Appointments, and on nomination of Council Member Gillette, seconded by Council Member Perrow, Council by the following recorded vote appointed Joan F. Foster, to serve on the Region 2000 Local Government Council for a term to expire June 30, 2012:

Ayes: Dodson, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster 7

Noes: 0

On nomination of Council Member Gillette, seconded by Council Member Perrow, Council by the following recorded vote appointed Elizabeth D. Hutter to serve on the Museum Advisory Board to fill an unexpired term ending June 30, 2011:

Ayes: Dodson, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster 7

Noes: 0

On nomination of Council Member Gillette, seconded by Council Member Perrow, Council by the following recorded vote appointed J. Randolph Nelson to serve on the Lynchburg Parking Authority to fill an unexpired term ending October 30, 2011:

Ayes: Dodson, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster 7

Noes: 0

On nomination of Council Member Gillette, seconded by Council Member Perrow, Council by the following recorded vote reappointed Robert L. Bailey to serve on the Central Virginia Community College Board, for a term to expire June 30, 2014:

Ayes: Dodson, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster 7

Noes: 0

// The meeting was adjourned at 8:45 P.M.

Interim Clerk of Council

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **August 10, 2010** AGENDA ITEM NO.: 10

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION: (Confidential)

ACTION: **X** INFORMATION:

ITEM TITLE: **Public Hearing Regarding School Board Appointment**

RECOMMENDATION:

To conduct a public hearing to receive input from citizens concerning the appointment of a District III representative to fill a vacancy on the School Board.

SUMMARY:

The Code of Virginia stipulates that Council may appoint only those nominees or applicants whose names have been considered at a public hearing. Following the public hearing City Council may either conclude the public hearing or continue it to the next meeting to allow more time for citizen input.

PRIOR ACTION(S):

None

FISCAL IMPACT:

None

CONTACT(S):

Valeria P. Chambers 455-3990

ATTACHMENT(S):

None

REVIEWED BY: lkp

093L

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **August 10, 2010**			AGENDA ITEM NO.: 11
CONSENT:	REGULAR: **X**	WORK SESSION:	CLOSED SESSION: (Confidential)
ACTION: **X**		INFORMATION:	

ITEM TITLE: **Adopt the 2010-2015 Community Development Block Grant (CDBG) Consolidated Plan and 2010 Annual Action Plan (FY 2011-FY 2015)**

RECOMMENDATION: Conduct a public hearing to receive comments on the 2010-2015 (FY 2011-2015) Community Development Block Grant (CDBG) Consolidated Plan and 2010-2011 (FY 2011) Annual Action Plan and adopt a resolution approving the 2010-2015 (FY 2011-2015) Community Development Block Grant (CDBG) Consolidated Plan and 2010-2011 (FY 2011) Annual Action Plan.

SUMMARY: The Department of Housing and Urban Development (HUD) requires local governments, which receive federal community development funds, to prepare a five-year Consolidated Plan and an Annual Action Plan. These plans outline the City's needs, goals, and objectives for community development (both housing and non-housing areas). These Plans have been prepared and consist of the following:

1. Executive Summary – A description of the purpose of the Consolidated Plan, approved goals, demographic data, objectives for meeting the housing and non-housing goals, and a list of the projects for the first year of the Plan.
2. Citizen Participation Process – This section is comprised of the citizen participation process and information in the development of the Consolidated Plan.
3. Identified Needs and Market Analysis – This section consists of:
   a. an analysis of the housing opportunities available in the targeted census tracts and other services that serve the people of these tracts;
   b. needs for housing, public housing, and homeless and special needs population, lead-based paint and fair housing; and
   c. housing and non-housing goals for housing and community development.
4. Housing and Community Development Strategic Plan – The goals identified by Council form the housing priorities for this Plan and guide the direction of City funds and other available resources. This section includes the priorities and strategies to reach them.
5. Coordination – This section consists of activities that the City is doing or plans to do to enhance the coordination between the public and private sectors as each addresses the needs of low and low-to-moderate income citizens.
6. Monitoring – This section provides an overview of the process that the Grants Administration Team utilizes to monitor projects that receive CDBG and HOME funds.
7. Action Plan – This section is comprised of the required Action Plan components and the CDBG and HOME projects that will be initiated in the first year of the Plan to begin addressing the identified needs and objectives.

In accordance with the Council-adopted Citizen Participation Plan, the Community Development Advisory Committee (CDAC) conducted a public hearing on July 13, 2010 to receive public comments regarding these two Plans.

One member of the public addressed the Committee regarding the CDAC recommendations forwarded to City Council. The primary concern expressed was that City Council had redirected the CDAC-recommended funding for projects for the Lynchburg Redevelopment and Housing Authority (LRHA). Following the May 11, 2010 CDAC meeting, Edward H. McCann, Executive Director of the Lynchburg Redevelopment and Housing Authority sent a letter dated May 12, 2010 to CDAC Chairman and Councilman Michael A. Gillette and Councilman Jeff S. Helgeson, Vice Chairman noting most particularly that the LRHA's request for CDBG funding was incorrect or mislabeled in their CDBG application. Mr. McCann requested that City Council reduce the recommended fundng for the Spot Blight Program and increase the Delivery Costs for Acquisition. Accordingly, City Council redirected funds by allocating $80,000 to the Spot Blight Program and $96,455 to the Delivery Costs for Acquisition. There was no net impact of Council's final recommendation regarding the allocation of funds. There were no other public comments at this meeting.

The City received one written comment during the thirty (30) day public comment period. This written comment was delivered by the same individual (a former City employee, an Administrative Services Associate, who worked in the Department of Community Development and whose employment with the City ended in early January 2010 due to the realignment of budget resources) who spoke at the CDAC public hearing on July 13, 2010. This written comment included a series of 14 items which focused on process and personnel related matters rather than the substance of the activities planned for in the Annual Action Plan and Consolidated Plan periods. A copy of this comment and supporting documentation as well as staff response is included in the agenda packet for Council's information and will be submitted to HUD as a separate document when staff submits the Plans to HUD.

In addition, a written comment was received via e-mail on July 29th, the day after the 30 day comment period closed. While submitted as a written comment on the Annual and Consolidated Action Plans, it focuses as well on "…questions concerning the process of the CDAC grant applications." This comment does not address any issue related to the substance of the activities planned for the Annual Action Plan and Consolidated Plan periods.

City Council and citizen comments received at tonight's public hearing regarding the contents of the Consolidated Plan and Annual Action Plan will be incorporated into the final document and submitted to HUD for approval.

Upon HUD approval of the Plans, CDBG and HOME applicants will be notified of the final allocations and HUD's release of funds.

PRIOR ACTION(S): June 22, 2010 City Council Work Session Regarding the FY 2011 Allocation of Community Development Block Grant and HOME Program Funds

FISCAL IMPACT: N/A

CONTACT(S): Bonnie Svrcek, Acting Director of Community Development and Deputy City Manager, 455-3913
Melva Walker, Grants Manager, 455-3913

ATTACHMENT(S): 2010-2015 Consolidated Plan and 2010-2011 Annual Action Plan
Resolution

REVIEWED BY: lkp

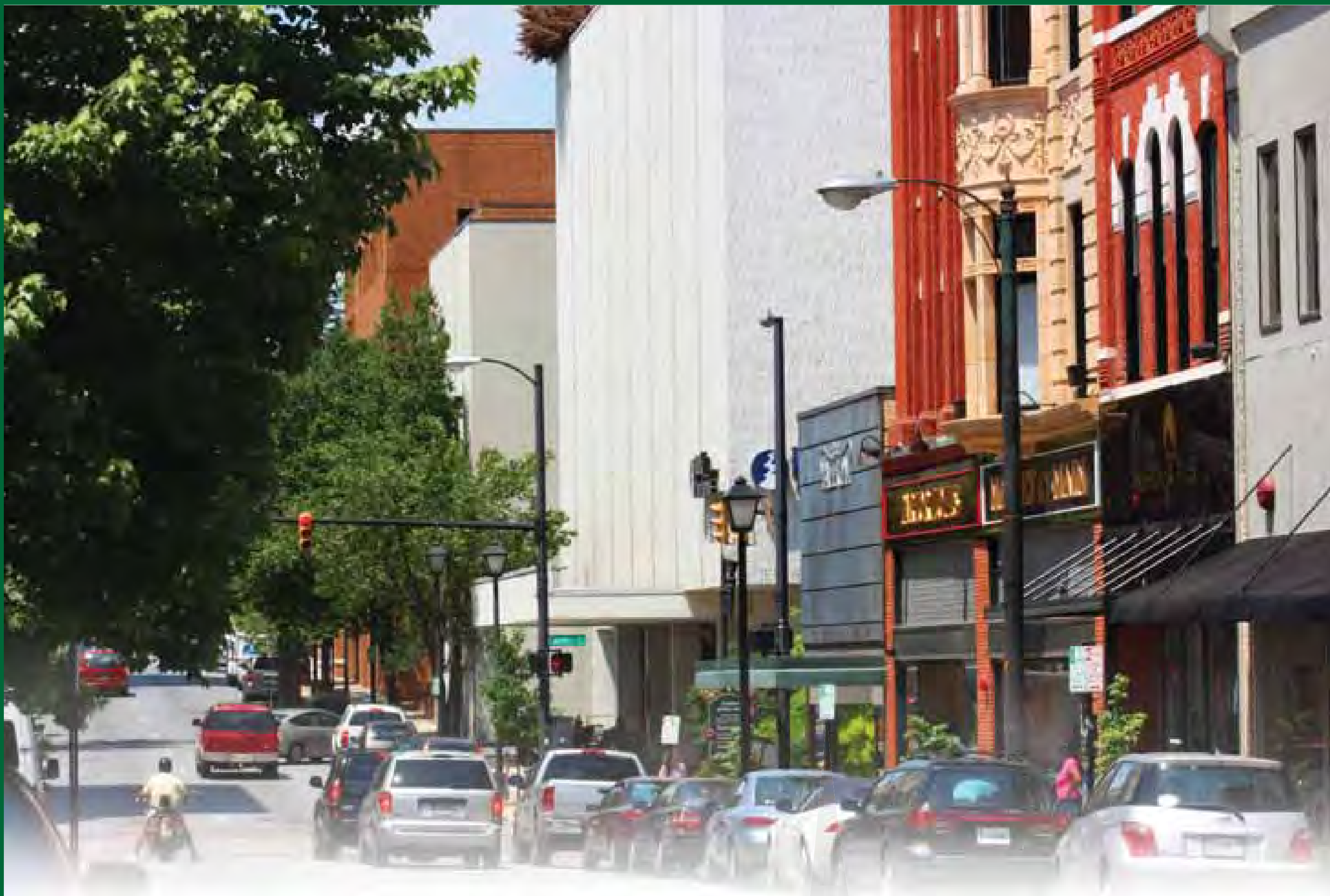
RESOLUTION

BE IT RESOLVED that the Community Development Block Grant (CDBG) 2010-2015 Consolidated Plan and 2010-2011 Annual Action Plan are hereby approved for submittal to the Department of Housing and Urban Development (HUD).

Adopted:

Certified: ______________________________
Interim Clerk of Council

103L



THE CITY OF LYNCHBURG

Consolidated Plan

July 1, 2010 - June 30, 2015

and

Annual Action Plan

July 1, 2010 - June 30, 2011

Grants Administration Division
Department of Community Development

2010-2015 CONSOLIDATED PLAN AND
2010-2011 (FY11) ANNUAL ACTION PLAN

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Executive Summary

Executive Summary

Mission: The mission of the City of Lynchburg' s Consolidated Plan for 2010 to 2015 is to obtain the Community Development Block Grant (CDBG) and HOME Program funds that are fundamental to attaining the priorities and objectives identified in the Plan, thereby contributing to the health, welfare and future viability of the City, and specifically in the concentrated targeted low-to-moderate income areas.

Since 1975 the City of Lynchburg, as an entitlement jurisdiction through the Department of Housing and Urban Development (HUD), has received annual allocations for the Community Development Block Grant (CDBG) Program. In 1994 the HOME Investment Partnerships (HOME) Program began and the City was designated as a participating jurisdiction and began receiving annual formula allocations through the HOME Program.

The City of Lynchburg, as an entitlement jurisdiction in the CDBG and HOME Program, is required by HUD to submit a consolidated plan every five years. The Consolidated Plan is a mandated document for receipt of Federal funds and is designed to be a collaborative process whereby the community establishes a unified vision for community development actions. It offers local jurisdictions the opportunity to shape the various housing and community development programs into effective, coordinated neighborhood and community development strategies. It also creates the opportunity for strategic planning and citizen participation to take place in a comprehensive context while reducing duplication of effort.

The Federal regulations set forth three basic goals against which HUD will evaluate the Consolidated Plan and the jurisdiction's performance under the plan. Each jurisdiction's plan must state how it will pursue these goals for all community development programs, as well as all housing programs. These statutory program goals are as follows:

• Housing - The housing programs are to provide decent housing which includes: assisting homeless persons obtain affordable housing; assisting persons at risk of becoming homeless; retaining the affordable housing stock; increasing the availability of affordable permanent housing in standard condition to low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability; increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence; and providing affordable housing that is accessible to job opportunities.

• Community Development - The community development programs are to provide a suitable living environment which includes: improving the safety and livability of neighborhoods; eliminating blighting influences and the deterioration of property and facilities; increasing access to quality public and private facilities and services; reducing the isolation of income groups within areas through spatial deconcentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods; restoring and preserving properties of special historic, architectural, or aesthetic value; and conserving energy resources and use of renewable energy sources.

• Economic Development - The economic development programs are to expand economic opportunities which include: job creation and retention; establishment, stabilization and expansion of small businesses (including micro-businesses); the provision of public services concerned with employment; the provision of jobs to low-income persons living in areas affected by those programs and activities, or jobs resulting from carrying out activities under programs covered by the plan; availability of mortgage financing for low-income persons at reasonable rates using non-discriminatory lending practices; access to capital and credit for development activities that promote the long-term economic and social viability of the community; and empowerment and self-sufficiency for low-income persons to reduce generational poverty in federally assisted housing and public housing.

This is the third five-year Consolidated Plan prepared by the City of Lynchburg since 1995 when HUD adopted the Consolidated Plan Management Tool (CPMP) that provides a unified format for receiving and reporting the accomplishments of CDBG and HOME funds. This Consolidated Plan corresponds to the City's next five fiscal years, which begin July 1, 2010 and end June 30, 2015. The City anticipates that HUD will provide approximately $1.4 million new funds annually. CDBG is expected to be the largest at $1 million and HOME about $400,000. The primary federal funding resources in the 2010-2015 Consolidated Plan are the following:

Community Development Block Grant (CDBG): The primary objective of this program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low and moderate income levels. Funds can be used for a wide array of activities, including: housing rehabilitation, homeownership assistance, lead-based paint detection and removal, construction or rehabilitation of public facilities and infrastructure, removal of architectural barriers, public services, rehabilitation of commercial or industrial buildings and loans or grants to businesses.

HOME Investment Partnership Program (HOME): The HOME program provides federal funds for the development and rehabilitation of affordable rental and ownership housing for low and moderate income households. HOME funds can be used for activities that promote affordable rental housing and homeownership by low and moderate income households, including reconstruction, moderate or substantial rehabilitation, homebuyer assistance and tenant-based rental assistance.

The Consolidated Plan defines a specific course of action for meeting the community development and housing needs of the community. It is the means to analyze the full local context and the linkages to the larger region. It builds on local assets and coordinates a response to the needs of the community. It integrates economic, physical, environmental, community and human development in a comprehensive and coordinated fashion so that families and communities can work together and thrive. A strategic plan also sets forth program goals, specific objectives, annual goals, and benchmarks for measuring progress. In so doing, it helps local governments and citizens keep track of results and learn what works in a community.

This Plan was developed through a collaborative process whereby the City Council, Community Development Advisory Committee (CDAC), Public, City residents, and representatives of community organizations and agencies provided input on identifying the needs that the Plan will address and identified strategies for improving conditions in the target areas.

Following the approved Citizen Participation Plan for the CDBG and HOME Programs, and to ensure full participation by interested persons and groups, input was solicited through published notices in the Lynchburg local newspaper, *The News and Advance*, the City's web site, and through written invitation to various organizations, non-profit groups, government agencies and churches.

CDAC conducted three public meetings to discuss and prepare the proposed goals for the Consolidated Plan. A public hearing was held by CDAC on December 16, 2009 and CDAC adopted the goals on January 7, 2010. On January 26, 2010 City Council conducted a public hearing and adopted the CDAC-recommended goals for the Plan.

In conjunction with the citizen participation process for the Consolidated Plan the funding requests for CDBG and HOME for Fiscal Year (FY) 2010-2011 were solicited concurrently with the public comments for the Plan. This process allowed the goals of the Plan to be used to direct priorities for the Annual Action Plan's upcoming fund distribution. Public hearings were conducted by CDAC and City Council on May 11, 2010 and June 8, 2010, respectively. On June 22, 2010 City Council discussed the recommendations of the CDAC. City Council made some revisions to the CDAC recommendations and approved the funding allocations at this meeting.

The following approved goals for housing and non-housing development constitute the priority needs stated in the Plan. These goals reflect the needs that historically have been the needs of the very low-, low-, and moderate-income persons living within the target census tracts. CDAC and City Council support the allocation of funds to achieve measurable results for both public and non-public services and notably supports assisting individuals with disabilities, substance abuse or addiction, persons with AIDS, persons that are homeless, and elderly persons. The goals are to:

<u>Housing Goals</u>

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

<u>Non-Housing Goals</u>

- Eliminate neighborhood deterioration, blight and blighting influences.
- Support the organized efforts in neighborhoods to leverage their resources to improve and sustain community livability and services.
- Support economic development efforts which will expand job opportunities and retention.
- Promote activities which support the healthy development of the City's at-risk youth, adults and families.

The City of Lynchburg's Consolidated Plan focuses on the geographic area in which the greatest indicators of distress exist. These are the central city neighborhoods that surround the downtown business district and are the seven contiguous census tracts that comprise the CDBG target area: Census Tracts 4, 5, 6, 7, 11, 12, and 13. Population demographics and surveys of these neighborhoods show that they have the highest degree of housing need and are where many of the City's very low- and low-moderate-income persons reside.

There is a concern regarding low-income residents from the surrounding counties moving into the City for housing and service needs. It is not the intent of this plan to accommodate such relocations. Instead, the City is committed to working with surrounding localities toward regional solutions for low-income residents.

The area median family income (AMFI) in 2000 in Lynchburg was $32,234. Residents of the target area earned incomes at or below 60% of the AMFI. The predominant race in the target area is African-American. There is a high incidence of rental units in these tracts. Indications of housing cost-burdens, overcrowding, substandard conditions and the presence of boarded/vacant units predominate in these neighborhoods.

Although there are many public and private resources assisting residents of these neighborhoods in meeting their housing and community development needs, the goals of City Council are far from achieved. Current market conditions and available resources are documented in the Plan and the service and housing providers identified, many of whom receive funds from the CDBG and HOME programs. The Plan lays out specific objectives that are designed to reach the goals and that provide quantifiable benchmarks for review during the subsequent yearly process of the Action Plan.

An overriding objective stated in the Plan is to maximize existing partnerships between the private and public sector so that City funds will continue to be leveraged with outside resources. It is through such collaborative efforts that the citizens of Lynchburg can address housing and non-housing needs where they are felt the greatest. Other objectives include:
1) setting an optimum balance in neighborhoods where 70% are owner-occupants;
2) placing a priority on helping existing owners maintain their homes;
3) coordinating services with housing, assisting individuals with disabilities, substance abuse or addiction, persons with AIDS, persons that are homeless, and elderly persons.
4) preserving existing housing by identifying appropriate present uses for structures and by applying available resources, such as tax credits, for low-income and for historic renovation;
5) continuing the rental inspection program; and
6) coordinating the City's downtown revitalization efforts with housing improvement efforts in the target area.

The City's past performance in the administration and implementation of the CDBG and HOME Program has met the intent of the federal legislation creating these programs.
Through years of effective planning, partnership and monitoring, Lynchburg has facilitated affordability for decent housing, availability and accessibility to a suitable living environment, sustainability of a suitable living environment and accessibility to economic opportunities. The following is a summary of the City's past performance as reported by HUD in an Annual Assessment for overall performance for Program Year 2008. According to HUD's assessment of the City's performance in Program Year 2008, the City met or exceeded regulatory expectations in regard to the following:

- Serving low and moderate income persons
100% of Lynchburg's CDBG aggregate allocation ($648,552) was used for activities that benefited LMI persons within the City well above the minimum threshold of 70% set in 24 CFR570.901(a).

- Mandated budget category caps
8% of Lynchburg's CDBG allocation was spent on planning and administration, under the maximum of 20% allowed according to 24 CFR 570.206(g).

12% of Lynchburg's CDBG allocation funded public service activities, under the maximum of 15% mandated by 24CFR 570.201(e).

Timeliness
HUD determined that Lynchburg carried out its CDBG-assisted activities in a timely manner, with 1.49 times the entitlement grant amount for the current program year in the line of credit 60 days prior to the year's conclusion, within the statutory requirements of 24 CFR 570.902.

HUD stated that the City's overall performance provided a very comprehensive account of how its Program Year 2008 HUD funds were expended and what was accomplished. The City identified each goal as contained in the 2005-2010 Consolidated Plan and provided information on the amount of CDBG and/or HOME funds that were expended and what was accomplished for each corresponding activity.

For the initial year of the 2010-2015 Consolidated Plan, the City will receive $904,817 in CDBG entitlement funds and $467,942 in HOME program funds. Along with these funds, reprogrammed funds, program income, and offsetting adjustments ($136,019) the following projects will be implemented:

CDBG Program

NAME	Allocation Amount
Bluffwalk Section 108	$310,283.00
City Administration	125,979.00
LRHA Administration	43,545.00
LRHA Delivery-Rehabilitation	14,479.00
LRHA Delivery-Disposition	14,479.00
LRHA Delivery-Acquisition	96,455.00
LRHA Spot Blight	80,000.00
Fifth Street CDC - City	100,000.00
Lyn-Cag Housing Improvement	70,000.00
Rebuilding Together	70,000.00
Virginia University	14,319.55
YWCA-Town Center	4,000.00
Camp Kum Ba Yah	20,000.00
The Gateway House, Inc.	25,000.00
Interfaith Outreach	5,000.00
Miriam's House	20,000.00
United Way, Smart Beginnings	10,722.55
YWCA-DVPC	25,000.00
Totals	$1,049,262.10

HOME Program

NAME	Allocation Amount
City Administration	$16,353.00
Greater Lynch Habitat Humanity	65,000.00
Lyn-Cag CHDO-Homebuyer	75,000.00
Lyn-Cag Substantial Rehab	150,000.00
LNDF CHDO Hilltop Homes	48,163.32
LNDF Tinbridge Hill	105,000.00
Totals	$459,516.32

The City of Lynchburg realizes that it cannot meet all the housing and community development needs contained with this Plan. The responsibilities for these efforts must be shared among all facets of the community. The City will make every effort to direct federal, state, and other funds for community development and housing into projects and activities that will best achieve the goals of the Plan.

For more information or to submit comments regarding this Consolidated Plan, please contact Melva Walker, Grants Manager, at (434) 455-3916; 900 Church Street, Lynchburg, VA 24504; or email at: melva.walker@lynchburgva.gov

Consolidated Plan

City of Lynchburg, Virginia 2010-2015 Consolidated (Strategic) Plan

This document includes Narrative Responses to specific questions that grantees of the Community Development Block Grant, HOME Investment Partnership, Housing Opportunities for People with AIDS and Emergency Shelter Grants Programs must respond to in order to be compliant with the Consolidated Planning Regulations.

NAME OF JURISDICTION: City of Lynchburg, Virginia

Consolidated Plan Time Period: July 1, 2010 through June 30, 2015

Strategic Plan

MANAGING THE PROCESS

Consultation 91.200(b)

The lead agency for the development and submittal of the Consolidated Plan (Plan) is the Department of Community Development, Grants Administration Division of the City of Lynchburg. Within this lead agency is a Grants Administration Team that includes staff from the Grants Administration Office and the Finance Department. This Team is responsible for the contracting, administration, organization, and preparation of the Plan and will coordinate with the public, private, and non-profit entities through which it will carry out the Plan.

Primarily, the major public and private agencies responsible for administering programs within this Plan include: Fifth Street Community Development Corporation, Greater Lynchburg Habitat for Humanity (GLHFH), Lynchburg Redevelopment and Housing Authority (LRHA), Lynchburg Neighborhood Development Foundation (LNDF), Lynchburg Community Action Group (Lyn-CAG), Rush Homes, The Gateway, Miriam's House, and various other nonprofit service agencies. These and others work separately and collectively, along with City staff, on projects that achieve the goals stated by City Council.

To ensure the participation of public agencies, private agencies and affected citizens, the Grants Administration staff sent informational material and written communication to community organizations for preliminary discussions on the Plan and the needs of the citizens of Lynchburg. Some of the agencies contacted included: LNDF, LRHA, Lynchburg Health Department, Johnson Health Center, Lynchburg Department of Human Services, Miriam's House, The Gateway, Inc., Rush Homes, Housing and Homeless Coalition, Office of Economic Development, the Lyn-CAG, Rebuilding Together Lynchburg, United Way of Central Virginia, Region 2000, and Divisions of

Neighborhood Services/Code Enforcement and Inspections within the Department of Community Development.

Citizen Participation 91.200 (b)

Consolidated Plan

In accordance with the City's current Citizen Participation Plan, the following citizen participation process was used in the development of the Consolidated Plan and the Annual Action Plan.

City staff made every effort to involve the community, particularly low to moderate income persons, elderly, minorities and non-English speaking persons, as well as persons with disabilities, local and regional institutions and other organizations, residents of public and housing developments, and residents of targeted revitalization areas. Listed below is a summarized list of invited participants:

- Agencies and individuals that have applied for the United States Department of Housing and Urban Development (HUD) funds from the City since the previous Consolidated Plan was prepared.
- Nonprofit and governmental agencies that have information about the City's overall housing, community development, health services, and economic development needs. This included agencies that represent persons with special needs.
- Housing industry associations
- The Community Development Advisory Committee (CDAC) and other committees and groups that may be affected by the CDBG and HOME programs.
- Agencies, groups, and individuals who requested information about the programs and had requested to be put on the City's mailing list for input into the Plan.
- The LRHA residents and staff.
- City of Lynchburg departments
- Health professionals and other relative agencies regarding data on lead based paint hazards and poisonings.

In addition, the City sent notices to the local newspapers and other media advising the public that the planning process had begun and encouraged participation in the development of the Consolidated Plan and Annual Action Plan.

At each public meeting and/or hearing that was held the agencies and individuals were invited to attend and comment on the goals and strategies being developed for the Consolidated Plan and Annual Action Plan.

Upon completion, the City notified the interested participants and the public that the proposed Consolidated Plan and Annual Action Plan were available for public review for a thirty-day period. A public notice in the *News and Advance* notified the public of the thirty-day public review period of the Consolidated Plan. The notice included a short summary briefly describing the contents and purposes of the Plan. The notice included the locations where copies of the Plan could be reviewed.

The citizen involvement process included public meetings by CDAC on the overall goals, needs, and priorities to be recommended as a part of the Plan. At a public hearing, CDAC reviewed and made recommendations on the final draft of the Consolidated Plan and Annual Action Plan prior to the Plan being presented to the City Council for adoption. CDAC considered public comments on the Plans at that meeting.

City Council conducted a public hearing on the Consolidated Plan and Annual Action Plan prior to adoption. CDAC members, Plan participants, and the public were notified of the public hearings. These hearings were advertised in the *News and Advance* and listed on the City Council's Agenda. The notice was included in the thirty day notice and the CDAC public hearing notice.

In addition to public meetings and hearings, copies of the draft Consolidated Plan and Annual Action Plan were made available for public review at the following locations:

- Community Development Department, Grants Administration Division, Second Floor, City Hall, 900 Church Street, Lynchburg, Virginia 24504
- Lynchburg Public Library, 2311 Memorial Avenue, Lynchburg, Virginia
- Downtown Branch Library, City Hall, Basement Floor, 900 Church Street, Lynchburg, Virginia 24504
- Community Development Department, Grants Administration Division website

Below is a summary of the public meetings and public hearings that City staff, CDAC, and City Council utilized to allow citizens to review and comment on the proposed Consolidated Plan and Annual Action Plan.

CDAC held three public meetings on September 4, 2009, October 2, 2009, and November 6, 2009. At each of these meetings CDAC reviewed and discussed the proposed goals for the five-year Consolidated Plan. In addition, CDAC included discussions regarding the goals, overall needs, and priorities for the Consolidated Plan and the relationship to the Annual Action Plan. CDAC also discussed the acceptance of applications for the CDBG and HOME Program for Fiscal Year 2010-2011.

On December 16, 2009 CDAC advertised and conducted a public hearing to accept public comments on the proposed goals, priority needs, and objectives of the Consolidated Plan. At this meeting there were five persons who spoke regarding the goals and the needs to be included in the five-year Consolidated Plan. In summary the comments included the need for housing for disabled, programs for substance abuse, and leveraging resources towards a targeted neighborhood (i.e. Tinbridge Hill).

Based on these comments and the discussion held by CDAC, the proposed goals were recommended to be forwarded to City Council for public input and adoption.

On January 26, 2010 City Council conducted a public hearing to receive comments regarding the proposed goals and priority needs for the five-year Consolidated Plan. One representative from a nonprofit agency spoke in support of the goals and objectives for the Consolidated Plan. City Council adopted the proposed goals at this public hearing.

The primary objective of the Community Development Block Grant (CDBG) 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 supports assisting individuals with disabilities, substance abuse or addiction, persons with AIDS, persons that are homeless, and elderly persons.

The goals listed below are intended to provide broad guidance in the allocation of CDBG funds granted to the City by HUD for the five years beginning July 1, 2010 and ending June 30, 2015. The CDAC supports the allocation of funds to achieve measurable results for both public and non-public services.

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

Non-Housing Goals
● Eliminate neighborhood deterioration, blight, and blighting influences.
● Support the organized efforts in neighborhoods to leverage their resources to improve and sustain community livability and services.
● Support economic development efforts which will expand job opportunities and retention.
● Promote activities which support the healthy development of the City's at-risk youth, adults and families.

On June 28, 2010 a public notice was published in the *News and Advance* stating that a draft of the proposed 2010-2015 Consolidated Plan was available for public review for a thirty-day public comment period. CDAC and City Council conducted independent public hearings on July 13, 2010 and August 10, 2010, respectively, regarding the draft Consolidated Plan.

The City received one written comment during the public comment period. This written comment was received by the same individual (a former City employee, an Administrative Services Associate, who worked in the Department of Community Development Department and whose employment with the City ended in early January 2010 due to the realignment of budget resources) that spoke at the CDAC public hearing on July 13, 2010. The written comment included a series of 14 items which predominantly focused on process and personnel related matters rather than the substance of the activities planned for the Annual Action Plan and Consolidated Plan periods. A copy of these comments will be submitted to HUD as a separate document should the citizen provide the City with a copy of the document.

In addition, a written comment was received via e-mail on July 29th, the day after the thirty-day comment period closed. While submitted as a written comment on the Annual and Consolidated Action Plans, it focuses as well on "…questions concerning the process of the CDAC grant applications." This comment does not address any issue related to the substance of the activities planned for the Annual Action Plan and Consolidated Plan periods.

A summary of the citizen comments received by CDAC and City Council during the development of the Consolidated Plan have been provided above. Included in Appendix "A" are the public notices that were published for the various public meetings/hearings.

(Note: Public hearing comments from the City Council meeting on August 10, 2010 will be incorporated into the final 2010-2015 Consolidated Plan that will be submitted to HUD).

Annual Action Plan for Fiscal Year 2011 (FY 11)

The Grants Administration office ensured that CDAC and City Council were kept advised of the annual consolidated planning process.

In accordance with the City's adopted Citizen Participation Plan below is a summary of the public meetings and public hearings that were held to allow citizens the opportunity to participate and comment on the development of the Annual Action Plan in conjunction with the goals and objectives established for the 2010-2015 Consolidated Plan.

It is the intent of the City to encourage and facilitate the participation of residents of the City in the formulation of priorities, strategies, and funding allocations in the Consolidated Plan and Annual Action Plan. In addition to public meetings and hearings, copies of the draft Annual Action Plan were made available for public review at the following locations in and throughout the City:

- Community Development Department, Grants Administration Division, Second Floor, City Hall, 900 Church Street, Lynchburg, Virginia 24504
- Lynchburg Public Library, 2311 Memorial Avenue, Lynchburg, Virginia
- Downtown Branch Library, City Hall, Basement Floor, 900 Church Street, Lynchburg, Virginia 24504
- Community Development Department, Grants Administration Division website

CDAC held meetings on January 7, 2010 and April 7, 2010 to discuss the application process, allocation of CDBG and HOME funds, and to establish their priorities for Fiscal Year 2010-2011. The areas of priority were as follows:

1) Homeowner Assistance
2) Housing Rehabilitation Activities
3) Public Facilities and Improvement Activities
4) Public Service Activities
5) Community Housing Development Organization (CHDO) projects

The acceptance and application process for CDBG and HOME program funds for FY 11 began on February 9, 2010 and ended on February 26, 2010. In accordance with the process outlined in the City's Citizen Participation Plan, a notice was published in the local newspaper on February 13, 2010, indicating the acceptance of applications for funding programs, projects, and activities under the CDBG and HOME Programs. The advertisement indicated the expected amount of funding for both programs.

The City received 21 applications for CDBG funding and 6 applications for HOME funding. Prior to the receipt of applications, the Community Development staff held a Technical Assistance Workshop on February 16, 2010. Organizations and individuals making application for funding, as well as others interested in the process, attended and received information. City staff used this opportunity to discuss the application process, which included a numeric rating system, and the requirements for funding under both the CDBG and HOME programs.

CDAC conducted a public meeting on April 7, 2010 and received information from staff regarding the Annual Action Plan allocation of project funds. CDAC reviewed the summary allocation worksheet and the various requirements for the allocation of funds for administration, non-public service, public service, and the HOME Program. There was also discussion regarding the score sheet that would be utilized by CDAC in evaluating the applications. City staff advised CDAC that the City's allocation from HUD was higher than anticipated. CDAC and the public that were present were advised that a public hearing would be conducted on the application requests for funding before a decision would be made for the recommendations to City Council.

Due to an oversight a public notice was not published in the local newspaper, however, all applicants were notified of the planned CDAC meeting. Notices were placed in various public viewing areas in City Hall. Therefore, CDAC proceeded with the above discussion in preparation for the public hearing on May 11, 2010.

CDAC conducted a public hearing on May 11, 2010 and reviewed all project applications. Prior to CDAC reviewing and discussing the project applications, CDAC received public comments regarding the Annual Action Plan and the project applications submitted for review by the various non-profit and for-profit agencies.

Fourteen (14) persons spoke regarding the respective applications and the proposed use of the CDBG and HOME funds. In summary, fourteen (14) individuals spoke in support of the following projects: Business Development Center, The Gateway, Inc., C Street Zion Baptist Church, Virginia University of Lynchburg, PRIS, PLC, YWCA Town Center, Jubilee Family Development Center/STEM Center, and LNDF. One citizen spoke in opposition to funds being allocated to LNDF and Bluffwalk.

Based on these comments and the discussion held by the members of CDAC, CDAC made recommendations to City Council for projects that they concluded would be most beneficial to the low and moderate income persons within the targeted neighborhoods and within the broad national goals established by HUD of providing decent housing, a suitable living environment, and expanding economic opportunities.

On June 8, 2010, City Council conducted a public hearing to allow citizen input regarding the CDAC Annual Action Plan recommended projects. A public notice advertisement was placed in the *News and Advance* on May 24, 2010 advising the public of this hearing.

Fourteen (14) persons spoke regarding the CDAC recommendations. Eight (8) individuals spoke in support of the following projects: Miriam's House, Camp Kum-Ba-Yah, The Gateway House, Inc., Lynchburg LNDF – Hilltop Homes, LNDF Tinbridge Hill New Construction, Interfaith Outreach Association, YWCA – Town Center, Smart Beginnings, LRHA. Six (6) individuals spoke expressing their concerns regarding the funding request for the following projects: PRIS, PLC, C. Street Zion Baptist Church, and Hill City Football and Cheerleading. One citizen expressed concern regarding the funding of the previously-approved Section 108 loan project and the funding of a local non-profit housing development agency, LNDF.

On June 22 the recommendations of CDAC were discussed at a City Council work session. The Council representatives on CDAC presented this matter. After a brief discussion it was a full consensus to support and adopt the recommendations of CDAC with a clerical correction being made for the allocations being awarded to LRHA.

On June 28, 2010 a public notice was published in the *News and Advance* stating that a draft of the proposed 2010-2011 Annual Action Plan was available for public review for a thirty-day public comment period. The advertisement for the Annual Action Plan included the projects approved by City Council at its June 22, 2010 meeting along with the projects from previous years that were being reprogrammed into the 2010-2011 Annual Action Plan projects. (See Appendix "A")

The City received one written comment during the public comment period. This written comment was received by the same individual (a former City employee, an Administrative Services Associate, who worked in the Department of Community Development Department and whose employment with the City ended in early January 2010 due to the realignment of budget resources) that spoke at the CDAC public hearing on July 13, 2010. Her written comment included a series of 14 items which predominantly focused on process and personnel related matters rather than the substance of the activities planned for the Annual Action Plan and Consolidated Plan periods. A copy of these comments will be submitted to HUD as a separate document should the citizen provide the City with a copy of the document.

In addition, a written comment was received via e-mail on July 29, 2010, the day after the 30 day comment period closed. While submitted as a written comment on the Annual and Consolidated Action Plans, it focuses as well on "…questions concerning the process of the CDAC grant applications." This comment does not address any issue related to the substance of the activities planned for the Annual Action Plan and Consolidated Plan periods.

There were no public comments that were not considered by CDAC or City Council in the development of the Consolidated Plan and Annual Action Plan. Dr. Michael Gillette, Chairman of CDAC~~, stated~~, stated at the CDAC and City Council public hearings that while all of the organizations are worthy of the allocations and that the decisions made would be no reflection of the quality of services provided by each applicant, there is a shortage of funds, relative to the quantity of funds requested. Dr. Gillette stated that no entity was entitled to funds and that even if funds have been received in the past, they may not be this time. He explained that City Council had committed to pay back the Bluffwalk loan, and that part of the CDBG money would be reserved to cover that loan, if necessary. If it was not needed, the money would be reprogrammed at a later date.

While CDAC and City Council could not incorporate every comment and/or recommendation from the public hearings, they are aware of the various housing and non-housing needs and have considered each comment in their development of the goals and objectives and the annual allocation of funds.

(Note: Public hearing comments from the City Council meeting on August 10, 2010 will be incorporated into the final 2010-2011 Annual Action Plan that will be submitted to HUD).

HOUSING AND HOMELESS NEEDS

Housing Needs 91.205
The City of Lynchburg's Consolidated Plan draws attention to the housing needs and services in seven contiguous census tracts that comprise the Community Development Block Grant (CDBG) targeted area: Census Tracts 4, 5, 6, 7, 11, 12, and 13. This area comprises the central city neighborhoods of Lynchburg that surround the downtown business district and in which nearly one-third of the city's residents reside. Demographics and surveys in these neighborhoods indicate that this is where the highest degree of housing problems exists, where the most blight is observed, and where most of the City's low- and low-to-moderate-income persons reside.

Updated numbers on social, economic, and housing data from American Community Survey (ACS) have been obtained for the years 2006-2008; however these do not reach the census tract level. Comparing 2000 Census data with ACS updates show that housing and economic conditions have worsened City-wide. Therefore, we can assume that the already distressed areas of the City which comprise the target area for the Plan have not improved but that attention to the residents and the neighborhoods continue to be a priority for the City.

The City has reviewed the recent and current national studies concerning housing needs[1] to identify the populations most vulnerable with respect to meeting their housing needs. These include: very low-income households and persons, particularly renters; households with children under 18; the elderly, both disabled and non-disabled; and special needs populations. In addition, we look at availability and affordability of our housing stock in the target area, and the degree of accessibility for disabled residents and visitors. Finally, race, family type, and physical housing conditions are considered as factors that can affect individuals in their attempts to meet housing needs.

[1] Worst Case Housing in 2007, HUD User; Out of Reach 2010, NLIHC; State of the Nation's Housing by the Joint Center for Housing Studies of Harvard University.

PEOPLE

Income in the Target Area

The 2000 Census reflects median family income for a family of four in Lynchburg as $32,234, That figure drops significantly in the census tracts comprising the target area ($14,000 - $24,000). As economic and housing conditions throughout the City have gotten worse, not better over the past years, the continued predominance of low-income households and persons in the target area continues.

The 2010 HUD income guidelines for area median family income (AMFI) for Lynchburg is $58,100 for a family of four. Incomes in these neighborhoods continually trend below incomes City-wide and a disproportionately greater number of non-whites live in the target market (66.6%) while the City-wide non-white population is 33.4% of the population.

The aggregate percentage of persons with incomes below the poverty level in the target area is 27%. The median household income per census tract (using 2000 Census data) is at or below the level designated by HUD as very low-income (less than 30% AMFI). There are figures from other sources that indicate that the predominant household is at or below 50% AMFI or low-income with a significant percentage of the population at very low income. A few of these census tracts obviously have moderate income households that bring up the median.

Another factor considered in determining the degree of distress faced by the population of the target area was the proportion of families with children under 18 who were in poverty and it exceeds 80% City-wide. The proportion is comparable in the aggregate in the target area with some neighborhoods experiencing 87% and 94% of these families in poverty.

Race

The minority population in the target census tracts is greater than the percentage of minorities in the City as a whole. The 2000 Census reveals that 67% of the residents in the target area are African American while only 33% of the city is non-white.

Elderly:

The 2000 Census shows that nearly 3,000 persons (15%) in the target area are elderly. Of these elderly residents, more than one-half are disabled. Proportionately, the elderly make up a large number of the low- and moderate-income households. Although they are more likely to be homeowners, the condition of the housing stock makes elderly homeowners vulnerable to high maintenance costs as these houses increase in their need for repair and modification for the elderly or disabled owner.

Disabled:

Disabled persons in the City constitute 20% of the population; in the target area, nearly 29% of the population is disabled according to the 2000 Census. Thirty-four percent (34%) of adults (16-64 years old) and 53% of elderly are found to be disabled in the target area. These are greater percentages than are found in this age group City-wide.

HOUSING

Occupancy, Tenure and Costs
In 2000, Lynchburg had 25,477 occupied housing units. Of these, 38% percent were rental units (10,573), and 54% were owner-occupied (14,903). The rental vacancy rate was at 8% while vacancies of units' for-sale were only 2%.

Most of the families in the targeted area earn at or less than 50 percent of the area family median income and few could afford the 2010 HUD fair market rents (i.e. one bedroom-$381; two bedroom-$440; three bedroom-$578; and four bedroom-$697). According to the 2000 Census, more than one-third of all renters pay more than 30 percent of their income for housing costs. More than one-half of very low-income elderly renters are cost burdened and of those nearly 60 percent are severely cost-burdened. Only 12 percent of all Lynchburg homeowners suffer cost-burdens (more than 30 percent of income to housing costs), but more than 70 percent of low-income homeowners experience this burden.

There are 7,066 occupied units in the target area; 51% are owner-occupied (3,635) and 48.5% are rental (3,431). This does not follow the city trend overall which has 58% owner-occupied and 41% rentals. Vacancy rates in the target area also exceed that seen City-wide with 14% of the housing stock determined vacant compared to 8% City-wide.

Renters in the area experience more housing problems (e.g., substandard condition, cost burden, and overcrowding) - 38% as compared with only 13% of owner-occupants

African-American households experience the burden of housing problems more so than any other category of residents. A greater percent of African-American renters (45 percent) experience housing problems, when compared to the percentage of all renters (38 percent) with housing problems. A greater percentage of African-American homeowners (24 percent) experience housing problems than do their white counterparts (13 percent).

The vacancy rate in the target area is significant and most of the vacant housing units in the City are found in the target census tract (40%) which contributes to the decreased property values that result from years of disinvestment and a trend of neglect and deterioration of housing structures.

The bulk of the City's substandard housing units are also found in the target census tracts. Most of the existing houses (rental and owner-occupied) are old (built prior to 1940) and have antiquated systems and deteriorating structures.

Housing Age, Values, Conditions
The City-wide median value of owner-occupied property was $85,300, according to 2000 Census data, compared to an average home value of $42,400 in the target census tracts. Since each census tract in the target CDBG area contains at least one historic district in which property values and purchase prices are quite high, this average value is not fully reflective of actual property conditions throughout the target census tracts. While property values are seen as relatively low for owner-occupied units in the target neighborhoods, the average rents there are higher than the City average.

Property values in the target market neighborhoods are far below the City average, ranging from a low of $18,000 to a high of $44,000. These values are considerably lower than those in other parts of the City.

Housing stock in the targeted census tracts are older stock, predominantly two-story, and medium to large frame houses, some with historic architectural detail. The demand for affordable housing is great. The housing stock for persons with disabilities is limited, although there are several housing complexes with units accessible to persons with disabilities.

According to the City's Comprehensive Plan over half of the City's single family dwellings are between 1,000 and 2,000 square feet. Homebuyers are searching for homes with two full baths, larger, updated kitchens, and three bedrooms. These amenities are not easily found within the available housing stock in the target market where there are a significant number of poorly maintained, vacant, abandoned, and deteriorating homes. Therefore, persons able to afford better-condition housing will go outside the target area.

<u>Affordability</u>
There are approximately 1,600 units throughout the City that are restricted for very-low and low-income occupancy in the targeted areas, in addition to the 891 vouchers available to low and low-to-moderate income families. The sources of assistance are HUD and the Virginia Housing Development Authority for site-based and certificate Section 8 units, as well as City CDBG funds and HOME funds that are directed into HOME-eligible projects for both renters and owner-occupants.

The City does not anticipate a loss of any assisted units in the period covered by this Plan. In addition, the City has recognized the housing need in the target area and supports the renovation of properties to improve or create additional rental units affordable to low-income households. City HOME funds have been applied to projects using Low-Income Housing Tax Credits and other resources for this purpose.

<u>Accessibility</u>
Data is difficult to obtain as to physical conditions that give opportunities to disabled residents for accessible and/or visitor housing. Observable conditions are that there is a greater demand for accessible housing that greatly exceeds the demand.

Homeless Needs 91.205 (c)
Normally, in January of each year, all Virginia localities conduct a Point-in-Time (PIT) count of sheltered and unsheltered people experiencing homelessness. For the first time in 2008, the City of Lynchburg added a physical street count of homeless individuals to its PIT. The count identified 256 individuals, including children, who were homeless according to HUD's definition. Of those, 45 were unsheltered, meaning living in places not meant for human habitation such as on the street, in cars, or in abandoned buildings. Of the sheltered individuals, 147 were residing in emergency shelters and 64 were residing in transitional shelters.

Indicate date of last point-in-time count: 1/24/2008				
Part 1: Homeless Population	**Sheltered**		**Unsheltered**	**Total**
	Emergency	**Transitional**		
1. Number of Households **with** Dependent Children:	35	9	1	45
1a. Total Number of Persons in these Households (adults and children)	91	31	1	123
2. Number of Households **without** Dependent Children	56	33	44	133
2a. Total Number of Persons in these Households	56	33	44	133
Total Persons (Add Lines 1a and 2a):	147	64	45	256
Part 2: Homeless Subpopulations (Adults only, except g. below)	**Sheltered**		**Unsheltered**	**Total**
a. Chronically Homeless	30		23	53
b. Severely Mentally Ill	26		18	44
c. Chronic Substance Abuse	30		9	39
d. Veterans	7		14	21
e. Persons with HIV/AIDS	0		0	0
f. Victims of Domestic Violence	10		1	11
g. Unaccompanied Youth (Under 18)	108 children identified by the school division		*	108

*an additional 62 persons were identified who were precariously housed with friends or relatives and identified themselves as homeless

The PIT conducted in January of 2010, reported fewer homeless individuals which is likely attributable to the methodology of the count. The 2010 PIT did not include a physical street count as in 2008 and the response from service providers was lower. The

Homeless and Housing Coalition of Central Virginia (HHC) works to improve the accuracy of the count each year. Note: Because HUD only requires a biannual count, the City did not conduct a PIT in 2009.

In further analysis of the 2010 data, 3 individuals were identified as unsheltered and 125 were sheltered with 50% in emergency shelters and 50% in transitional shelters. The breakdown by subpopulation is below. Chronic substance abuse ranks highest with victims of domestic violence ranking second.

	Sheltered	**Unsheltered**	**Total**
Chronically Homeless (Federal definition)	**8**	**2**	**10**
Severely Mentally Ill	**5**	**2**	**7**
Chronic Substance Abuse	**27**	**2**	**29**
Veterans	**7**	**1**	**8**
Persons with HIV/AIDS	**0**	**0**	**0**
Victims of Domestic Violence	**16**	**0**	**16**
Unaccompanied Youth (under 18)	**0**	**0**	**0**

In addition, the 2010 PIT identified 55 persons in households with at least one child and 73 persons in households without children. Also, there were 44 individuals who were experiencing homelessness for the first time. This is not surprising with the recent downturn in the economy.

The PIT survey also captured data on race. Of those counted, 58% identified themselves as White/Caucasian; 34% identified themselves as Black/African American; and 8% identified themselves as Other or Multiracial.

Although the Lynchburg PIT includes the City of Bedford and the counties of Amherst, Appomattox, Altavista, Bedford, and Campbell, there are very few homeless individuals reported from those jurisdictions. In 2010, there were only four – one from Campbell County and three from the City of Bedford. One of the goals for 2011 is to increase participation from the counties surrounding Lynchburg.

Based on the 2010 PIT and the 2010 Housing Inventory Chart (HIC), the unmet need for Lynchburg is clearly permanent supportive housing. Calculations reveal a need for 16 additional beds for households with at least one adult and one child and 35 additional beds for households without children. Currently there are three agencies providing permanent supportive housing set aside specifically for people who are homeless. The City of Lynchburg manages a Shelter Plus Care program (10 units, 36 beds), which is basically rental assistance vouchers with case management included. LNDF operates Cornerstone (11 units, 16 beds) apartments that also include case management. Finally, Rush Lifetime Homes manages a five unit (12 beds) Supportive Housing Program with case management, transportation, furnishings, health care assistance, and other supportive services included.

Non-homeless Special Needs 91.205 (d) including HOPWA
The City of Lynchburg will continue to serve the needs of its special-needs populations through a strong local network of public, private, and nonprofit housing and service providers. In particular, the City will promote physically accessible housing through partnerships with nonprofits, appropriate agencies, and advisory committees within the City.

Disabled persons in Lynchburg number 13,605 or 20% of the population City-wide. In the target area 5,078 disabled persons were identified which is nearly 29% of the residents in these census tracts. Of the adults in the target area, 34% are disabled; of the elderly, 53% are disabled. These exceed the proportion in corresponding age groups City-wide.

Any Federal funds that are received for various programs are targeted to assist low and moderate income individuals, many of whom fall into special needs categories. Special needs populations are targeted in some of the City's planned activities such as at-risk youth who will benefit from the City's investment in its neighborhood center programs.

Lead-based Paint 91.205 (e)
The 2000 Census data reflects that there are 27,640 housing units within the City that were built prior to 1978 when the Residential Lead-Based Paint Hazard Reduction Act of 1992 was implemented. Of these housing units, it was estimated that 11,243 (41%) contain lead based paint and 5,622 (21%) contain a lead hazard. Data estimates indicate that there were 8,904 housing units within the targeted census tracts that were constructed prior to 1978; and of these units, 5,697(64%) are occupied by very low and low-income persons.

The City received two Federal grants from HUD that totaled over $4 million for its Lead-Safe Lynchburg (LSL) Program. These program grants reduced the incidence of lead poisoning in the older housing in Lynchburg through implementing lead-safe affordable and cost-effective methods, while continuing to pursue the goals of the grants through education, intervention, and sustainability. These grants addressed lead-hazards in more than 400 units and delivered services to hundreds of families who are at risk of exposure.

HOUSING MARKET ANALYSIS

Housing Market Analysis 91.210
Major Housing Characteristics in the targeted census tracts are older stock, predominantly two-story, and medium to large frame houses, some with historic architectural detail. The demand for affordable housing is great. The housing stock for persons with disabilities is limited, although there are several housing complexes with units accessible to persons with disabilities.

Most of the vacant housing units in the City are found in the target census tracts (40%) which contribute to the decreased property values that result from years of disinvestment and a trend of neglect and deterioration of housing structures. The bulk of the City's substandard housing units are also found in the target census tracts. Most of the existing houses (rental and owner-occupied) are old (built prior to 1940) and have antiquated systems and deteriorating structures. According to data received, 38 percent of all renters experience some housing problems (e.g., substandard condition, cost burden, and overcrowding) compared with only 13 percent of owner-occupants.

According to the City's Comprehensive Plan over half of the City's single family dwellings are between 1,000 and 2,000 square feet. Homebuyers are generally searching for homes with two full baths, larger, updated kitchens, and three bedrooms. These amenities are not easily found within the available housing stock in the CDBG-targeted areas. In addition, there are a significant number of poorly maintained, vacant, abandoned, and deteriorating homes.

Property values in the target market neighborhoods are far below the City average, ranging from a low of $18,000 to a high of $44,000. These values are considerably lower than those in other parts of the City. Additionally, there was a net gain in population in these census tracts (1,195) between 1990 to 2000, while the City, as a whole lost less than 800 residents in that time. Of the residential units in the target area, there was an increase in the total number of units (257) and the number of owner occupants increased as well (260). Rental units declined but vacant units increased. In comparing values recorded in these census tracts in 1990 and 2000, property values increased significantly.

There are approximately 1,600 units throughout the City that are restricted for very-low and low-income occupancy in the targeted areas, in addition to the 891 vouchers available to low and low-to-moderate income families. The sources of assistance are HUD and the Virginia Housing Development Authority for site-based and certificate Section 8 units, as well as City CDBG funds and HOME funds that are directed into HOME-eligible projects for both renters and owner-occupants.

The City does not anticipate a loss of any assisted units in the period covered by this Plan. In addition, the City has recognized the housing need in the target area and supports the renovation of structures to improve low-income housing. In some cases this could mean the division of large structures that are unsuitable for single-family occupancy into affordable housing units. City HOME funds have been applied to projects using Low-Income Housing Tax Credits and other resources for this purpose.

Efforts to develop and track housing and demographic data are being discussed and efforts of other cities with complex economic and social conditions are being looked to for models that can document need and measure changes that may occur as a result of public and private investment in distressed areas of the City.

The 2000 Census reported an estimated 2,163 vacant units within the City with a majority of these units are located within the CDBG-targeted neighborhoods and census tracts. Recent data in the ACS updates for 2006-2008, shows that the vacancy rate for the City has increased to 3,216, again with most being located in the target area. Most of the housing units are suitable for rehabilitation and a local non-profit organization has secured funding through the Neighborhood Stabilization Program to assist in the acquisition and rehabilitation of abandoned and/or foreclosed properties within the targeted areas.

Public and Assisted Housing 91.210 (b)

LRHA has been operating in the City for almost 50 years. LRHA operations address the housing needs of lower income residents of Lynchburg through the HUD Public Housing and Section 8 Rental Assistance Program. LRHA has developed and currently maintains 328 publicly-owned rental housing units in four different locations: Dearington, Birchwood, Langview, and Brookside. Three of these complexes are located outside of the target area in an effort to avoid adverse impact. All have been undergoing improvement through HUD's Capital Grant Program and the American Reinvestment and Recovery Act with upgrades of roofing, siding, heating and air conditioning systems, and management improvements. LRHA maintains a virtual 100% occupancy for apartments. The current public housing waiting list numbers 187 households.

The housing needs assessment by LRHA in its Five-Year Plan indicates that extremely low income families are in the greatest need of housing assistance and families with children represent the largest category of household type.

LRHA's efforts to address housing needs will be to continue to increase the awareness of the community of existing assistance programs, to attract more landlords to participate in the Section 8 Housing Choice Voucher program, and to continue to work in partnership with other local housing providers such as Lyn-CAG, LNDF, and GLHFH. LRHA will continue to work with Rush Homes to provide assistance needed for physically and mentally challenged applicants. These efforts are also expanded by working closely with The Lynchburg Center for Independent Living.

The Section 8 Housing Choice Voucher Program provides housing assistance resources to 893 families that live in privately-owned scattered site housing throughout the community. Normal utilization of vouchers is approximately 98 % per month. LRHA maintains a rental assistance waiting list of 329 households, which is almost five times larger than that for public housing, indicating the interest of applicants in seeking to reside in privately-owned rather than government-owned housing

In addition to tenant-based rent assistance offered through the Section 8 Voucher program, there are ten privately owned and managed federally-assisted, multi-family units in Lynchburg that provide project-based rental assistance to low-income persons, the elderly, and persons with disabilities. Despite these efforts to serve lower income residents, the waiting list for housing assistance continues to increase. Seventy-five percent of these families had incomes that did not exceed 30 percent of the area median income. Many of these families now occupy substandard housing or spend a large amount of their income to provide for their shelter needs. Many other families who have applied for housing assistance have been found to have problematic financial or behavioral histories, which would preclude them from participating in these programs.

One of the major providers of privately owned assisted housing is Lynchburg Covenant Fellowship (LCF), the oldest non-profit housing development corporation in the

Commonwealth of Virginia. LCF has developed and maintains more than 400 units of assisted housing in Lynchburg. Most units were developed using the Low Income Housing Tax Credit. LCF manages multi-family rental properties for the low- and moderate-income persons, as well as providing some grants to improve single-family housing.

For those families that are on the waiting list at LRHA and other affordable housing opportunities offered through LNDF and Community Housing Partners Corporation (CHPC) their acquisition and renovation of buildings in the central city neighborhoods provide more than 70 rental units for low to low-to-moderate income persons. Many of these renovated buildings were transferred to LRHA and CHPC, at little or no cost, by LRHA.

LRHA operates the four publicly-owned housing complexes in the City, and as such receives Comprehensive Grant Funds from HUD on an entitlement basis. LRHA owns and operates a total of 328 units in these four sites: Dearington, 100 units; Birchwood, 103 units; Langview, 50 units; and Brookside; 75 units. The complex's units are composed of: 29 one-bedroom, 152 two-bedroom, 114 three-bedroom, 28 four-bedroom, and 5 five-bedroom. There is no planned increase or decrease in the number of public housing units.   All units are well maintained; all four complexes have long-term physical and social viability.

LRHA received funding from the 2009 Capital Fund Recovery Grant. The funds were used to renovate siding, upgrade/replace entrance doors and security doors. The improvements were projects necessary to meet improvement needs assessed in the LRHA Five-Year Plan.

Through the federal HOPE 1 Homeownership Program LRHA constructed 12 housing units. The houses were financed through the sale of the homes and as owners pay back LRHA the funds have been used to construct additional homes. LRHA has constructed a modest, two-bedroom housing unit in the Daniel's Hill neighborhood and a two-bedroom housing unit in the White Rock neighborhood.

Homeless Inventory 91.210 (c)

The Lynchburg Continuum of Care includes a number of service providers that serve the homeless population. These providers include emergency shelters, transitional shelters, soup kitchens, and agencies dedicated to preventing homelessness.

The chart below provides a list of the emergency and transitional shelters as well as the permanent supportive housing providers:

Prog. Type	Organization Name	Program Name	CH Beds	Year-Round Beds
Emergency Shelter	Bedford Domestic Violence Services	Bedford Domestic Violence Services	0	10
Emergency Shelter	Lynchburg Community Action Group	Hand Up Lodge		28
Emergency Shelter	Salvation Army	Emergency Lodge		26
Emergency Shelter	Salvation Army	Hope House		39
Emergency Shelter	YWCA of Central VA	Domestic Violence Prevention Center		32
Transitional Shelter	Lynchburg Community Action Group	Family Living Center		28
Transitional Shelter	Miriam's House Inc	Miriam's House	0	31
Transitional Shelter	Salvation Army	Center of Hope		14
Transitional Shelter	The Gateway House, Inc.	The Gateway		24
Transitional Shelter	YWCA of Central VA	YWCA		18
Permanent Housing	City of Lynchburg	Shelter Plus Care	3	36
Permanent Housing	Lynchburg Neighborhood Development Foundation	The Cornerstone	4	16
Permanent Housing	Rush Lifetime Homes Inc.	Supportive Housing Program	0	12
			Sum : 7	Sum : 314

Listed below are other agencies that serve the homeless and individuals at risk of becoming homeless:

- United Way of Central Virginia
- Lynchburg Area Center for Independent Living
- Central Virginia Community Services Board
- Social Security Administration
- Interfaith Outreach Association
- Daily Bread
- Randolph College
- The Haven

- Amherst County Department of Social Services
- Appomattox County Department of Social Services
- Bedford Department of Social Services
- Campbell County Department of Social Services
- Lynchburg Department of Social Services
- Lynchburg Court Services Unit
- Region 2000
- Lynchburg Redevelopment and Housing Authority
- Lynchburg College
- Lynchburg City School Division
- Bedford County Sheriff's Department
- Lynchburg Police Department
- Free Clinic of Central Virginia
- Greater Lynchburg Habitat for Humanity
- Rebuilding Together Lynchburg
- Virginia Legal Aid Society
- Centra Health
- Mental Health America
- Lynchburg Covenant Fellowship
- Region 2000 Workforce Investment Board
- Lynchburg Community Action Group

Special Need Facilities and Services 91.210 (d)
The facilities currently available for persons with supportive housing needs are limited to those offered by the ARC of Central Virginia, Central Virginia Community Services, Central Virginia Training Center, Rush Lifetime Homes, L'ARCHE Blue Ridge Mountains, Heart Haven, DePaul Family Services, Presbyterian Homes and Family Services, LCF, and selected housing facilities with units restricted for use by elderly or persons who are disabled. There are other for-profit companies that provide group homes, support services, and foster care for adults with mental retardation. These companies include Support Services of Virginia, Forest Hills Group Home and Lynchburg Group Home. The City's Department of Social Services provides support services for children in foster care.

LCF also manages 52 other units for low-income and elderly households, and 14 transitional units for battered women. LCF has helped Central Virginia Community Services develop 60 units for persons who have developmental disabilities in Lynchburg. Rush Lifetime Homes (RLH) currently owns 12 homes that provide permanent housing for adults with significant mental and physical disabilities that prevent them from owning and maintaining their own home.

There are currently 12 group homes in Lynchburg serving the elderly and frail elderly of the City and surrounding areas. These homes provide services ranging from minimal assisted living to full 24-hour medical care in a nursing home setting. The combined capacity of these homes is approximately 1,000 persons. There are supervised adult daycares available from Adult Care Center of Central Virginia and Centra Health's PACE Center.

In addition **2-1-1 Virginia** provides support services in the areas listed below. These services are available to all citizens (particularly the extremely low-income, low-income, moderate-income) including: elderly, frail elderly, persons with disabilities (mental, physical, developmental, persons with HIV/AIDS and their families), persons with alcohol or other drug addiction, victims of domestic violence, and public housing residents.

▪ **Basic human needs:** food banks, shelters, rent or utility assistance;
▪ **Physical and mental health resources:** Medicaid, Medicare, pre-natal care, children's health insurance programs, crisis intervention, support groups, counseling, alcohol and drug rehabilitation;
▪ **Work initiatives:** educational and vocational training programs, English as a second language classes, job training, General Educational Development (GED) preparation, financial and transportation assistance;
▪ **Support for seniors and those with me, respite care, home health care, transportation and recreation disabilities:** Area Agencies on Aging, independent living centers, adult day care, meals at home, respite care, home health care, transportation and recreation;
▪ **Support for children, youth and families:** After-school programs, tutoring, mentorship programs, family resource centers, protective services, counseling, early childhood learning programs, child care referral centers, and recreation; and
▪ **Volunteering in your community:** Volunteer centers, mentorship opportunities, locations to donate food, clothing, furniture, computers and other items.
These services are available to all citizens including: elderly, frail elderly, persons with disabilities (mental, physical, developmental, persons with HIV/AIDS and their families), persons with alcohol or other drug addiction, victims of domestic violence, public housing residents

Barriers to Affordable Housing 91.210 (e)
Lynchburg is a City of relatively low housing costs. However, average income and cost-of-living also reflect these somewhat lower housing costs. In recent years, there has been a resurgence of housing development, primarily in the outlying areas of the City. Development in the CDBG area remains limited to non-profit and subsidized activity. This is due to the very low property values in these census tracts and a greater value placed on improvements to property than to the land itself. In the target area, this high value on improvements, or buildings, had the effect of costing more than clearing land and, thereby, negating the opportunities of redevelopment. This was also a large disincentive to development through renovation because the cost of repair typically exceeds the value of the renovated property. Therefore, subsidized development has been the primary construction in the CDBG eligible neighborhoods to off-set the resistance of these neighborhoods to general real-estate market forces.

Even though the City's Zoning Ordinance has been amended there are still outdated requirements that can be viewed as barriers to affordable housing. The City's Zoning Ordinance was adopted in 1978 after the City annexed portions of Amherst, Bedford and Campbell Counties in 1976. The ordinance is "suburban" in style and does not serve the older "traditional" areas of the City well. Existing dwellings in older areas of the City are typically located on smaller lots and do not conform to Zoning Ordinances standard for setbacks or lot sizes. These large suburban setback and lot size requirements have prevented homes from being expanded and prevented the construction of affordable infill housing.

The City's *Comprehensive Plan* recognizes the unique character and the need to promote redevelopment and infill of its older neighborhoods. The City is currently preparing a Zoning Ordinance Revision Plan that will revise the document to better address the City's older neighborhoods.

In some cases the City has approved waiver of certain City fees that create undue costs on development of housing by non-profit organizations. These and other strategies will continue to be considered so that increased development costs would not be passed on to low-income home buyers.

The City employs incentives to encourage renovation of older housing and infill in the downtown neighborhoods by reducing the property taxes on improvements to these properties.

STRATEGIC PLAN

General Priority Needs Analysis and Strategies 91.215 (a)
Since the last Consolidated Plan was prepared, the City has recognized the need to shift away from the broad range of investment of HUD dollars toward a more targeted and focused approach to improving neighborhood conditions. The desired effect has not been achieved but City Council has expressed an interest in discussing this matter in the coming months. In the meantime, fewer small projects have been given priority and greater attention to projects that promote leveraged funds from other sources along with concentration of resources in either geographic or housing areas have been preferred.

The City of Lynchburg's Consolidated and Annual Action Plans focus on the geographic area in which the greatest indicators of distress exist. These are the Central City neighborhoods that surround the downtown business district and are the seven contiguous census tracts that comprise the CDBG target area: Census Tracts 4, 5, 6, 7, 11, 12, and 13. Demographics and surveys of these neighborhoods show that they have the highest degree of housing need and are where most of the City's very low-and low-to-moderate-income persons reside.

Minorities in Lynchburg tend to be concentrated in the older portion of the City that is identified as Census Tracts 4, 5, 6, 7, 11, 12, and 13. Minority concentration is defined as a census tract with a minority population of greater than 40 percent. This area, with the addition of Census Tract 14, corresponds to the area where a majority of persons are low- and moderate-income as defined by HUD and is the identified geographic areas of the City where direct assistance during the program year will be provided with the CDBG and HOME funds.

There are 20 proposed projects for the 2010-2011 CDBG and HOME Program year. The following summary indicates the approximate percentages for the various recommended project categories within the CDBG and HOME targeted areas. Thirty-nine (39) percent of the funds are designated to providing homeownership-housing opportunities for the low and moderate-income persons and maintaining home ownership through rehabilitation. Three (3) percent of the funds will assist with transitional housing and the homeless. Twelve (12) percent will be used for administration of the various CDBG and HOME projects. Twenty-five (25) percent of the funds will be used for projects which provide for a prevention center for women and program, emergency heating and cooling assistance, scholarships for youth camp, public facilities improvements, youth programs, historic preservation, and acquisition of properties. Twenty-one (21) percent of the CDBG funds will be used for economic development through the annual repayment of the $3.2 million Section 108 Loan that the City received from HUD in 2004 to assist with the renovation of properties on Jefferson Street for the Bluffwalk hotel and restaurant.

The primary obstacle to meeting underserved needs is the limited funding resources available to address identified priorities. In FY 11, the City of Lynchburg faces unprecedented fiscal challenges and is having to curtail programs and/or services to achieve a balanced budget. In addition, the gap in what households can afford to pay for housing and the price of housing is another obstacle to meeting the needs of the underserved. Lynchburg has a significant affordable housing stock, yet the income level for some household types, such as single parent, elderly, disabled, or others of limited economic means, is often insufficient to afford even the lowest of the market-rate units.

Escalating the impact of limited available funding is the current increase in local home foreclosures, increased unemployment, increased homelessness and risk of homelessness, and need for increased supportive services for the growing population that is negatively affected by the economy and finds itself with fewer resources. As a result of the general economic downturn Lynchburg has experienced revenue reductions that have left even fewer resources available to address growing needs.

The City will continue to cooperate with local non-profits, neighborhood groups, and others to address obstacles to meeting undeserved need, foster and maintain affordable housing, remove barriers to affordable housing, reduce lead based paint hazards, develop institutional structure, enhance coordination between public and private housing and social service agencies, and foster public housing improvements and resident initiatives. Agencies and groups that coordinate this effort are the LNDF, Housing and Homeless Coalition, Lyn-CAG, Rebuilding Together Lynchburg, LRHA, Code Enforcement Task Force, and the Lynchburg Department of Social Services.

Specific Objectives 91.215 (a) (4)

Goals and objectives to be carried out during the strategic plan period are indicated by placing a check in the following boxes.

☒	**Objective Category Decent Housing** Which includes:	☒	**Objective Category: Expanded Economic Opportunities** Which includes:	☒	**Objective Category: Expanded Economic Opportunities** Which includes:
☒	assisting homeless persons in obtaining affordable housing	☒	improving the safety and livability of neighborhoods	☒	job creation and retention
☒	assisting persons at risk of becoming homeless	☒	eliminating blighting influences and the deterioration of property and facilities	☒	establishment, stabilization, and expansion of small business (including micro-businesses)
☒	retaining the affordable housing stock	☒	increasing the access to quality public and private facilities	☒	the provision of public services concerned with employment
☒	increasing the availability of affordable permanent housing in standard condition to low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability	☒	reducing the isolation of income groups within areas through spatial deconcentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods	☒	the provision of jobs to low-income persons living in areas affected by those programs and activities under programs covered by the plan
☒	increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence	☒	restoring and preserving properties of special historic, architectural, or aesthetic value	☒	availability of mortgage financing for low income persons at reasonable rates using non-discriminatory lending practices
☒	providing affordable housing that is accessible to job opportunities	☒	conserving energy resources and use of renewable energy sources	☒	access to capital and credit for development activities that promote the long-term economic social viability of the community

Performance Measurement

In March 2006, HUD issued the “Notice of Outcome Performance Measurement System for Community Planning and Development Formula Grant Programs.” The HUD

Outcome Measurement System includes Objectives, Outcome Measures and Indicators. The City must choose one of the three objectives for each activity. The objectives are:

1. **Creating Suitable Living Environment**. Relates to activities that are designed to benefit communities/neighborhoods, families, or individuals by addressing issues in their living environment. This objective relates to activities that are intended to address a wide range of issues faced by low- and moderate-income persons, from physical problems with their environment, such as poor quality infrastructure to social issues such as crime prevention, literacy, or elderly health services.
2. **Provide Decent Housing**. Activities that are categorized in this objective are designed to cover the wide range of housing activities under CDBG and HOME. The objective focuses on housing programs where the purpose of the program is to meet individual family or community needs.
3. **Creating Economic Opportunities**. Applicable to activities that are related to economic development, commercial revitalization or job creation.

Once an objective is chosen, the City then chooses which of the three outcome categories best reflects what is to be achieved by funding the activity. The three outcome categories are:

1. **Availability/Accessibility**. Applies to activities that make service, infrastructure, public service, public facilities, housing, or shelter available or accessible to low and moderate-income persons, including persons with disabilities. Accessibility does not only refer to physical barriers, but also to making the basic of daily living available and accessible to low- and moderate-income persons who live in the housing unit or use the facility.
2. **Affordability**. Applies to activities that provide affordability in various ways in the lives of low- and moderate-income persons. It may include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.
3. **Sustainability**. Promoting Livable or Viable Communities. Applies to activities that focus on improving communities or neighborhoods, helping to make them livable or viable by providing benefit to low- and moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain the communities or neighborhoods.

After the grantee (the City) has established the program purpose (objective) and intended result (outcome) the next step is to identify how to measure progress toward achieving the intended results. The City will report in the Integrated Disbursement & Information System (IDIS) the indicators that are applicable to the individual activities that are funded. There are four common indicators that are relevant for most activities. They are:

1. Amount of money leveraged from other Federal, state, local, and private sources per activity.
2. Number of persons, household, businesses, units or beds assisted, as appropriate.

3. Income levels of persons or households by: 30 percent, 50 percent, 60 percent, or 80 percent of area median income.
4. Race, ethnicity, disability data for activities that currently report these data elements.

In identifying the outcome/objective, HUD has developed a numbering system that ties to the Community Planning & Development (CPD) Performance Measurement System (PMS). The outcome/objective numbers are as follows:

	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

In addition to the common indicators that are used for all program activities, there are 18 major activity-specific indicator categories that will be selected in the IDIS system after the common indicators are chosen as activity progress is reported.

The Project Worksheets within the 2010-2011 Annual Action Plan include the objectives and outcomes for each of the proposed projects/activities (Attachment A).

Priority Housing Needs 91.215 (b)

Housing Goals

- 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.

- Rehabilitate substandard housing units. Emphasis is to be placed on programs that require an investment of funds and/or labor on the part of the owner commensurate with the owner's resources.

As the majority of the City's vacant and deteriorated housing sits in the target area, the City wishes to make its housing stock active and revive the neighborhoods, thereby increasing value and stability.

- Support initiatives to increase permanent affordable rental and housing ownership opportunities.

This priority allocation recognizes the need to increase the availability of affordable housing for renters and for homeowners, especially housing that meets the varied needs of the City's lower-income population. With a priority for decent and affordable rental housing for the very low-income, this goal expands the City's previous position on mixed used in its older neighborhoods.

- Support programs that assist individuals in retaining their homes in challenging economic times.

This priority goes into greater detail of the need for renovating and rehabilitating the housing stock in our target area so that these neighborhoods can retain and attract contributing residents for better stability of the neighborhood and thereby increase values.

Housing characteristics of the target area support the need for rehabilitation and revitalization of beautifully older neighborhoods with aging housing stock that can be modernized and brought back for active, present use with the investment of funds, especially if targeted with community development activities.

There have been no obstacles identified for meeting underserved needs.

Specific Objectives/Affordable Housing 91.215 (b)
The City's housing goals in the Plan are to: increase the number of owner-occupied units, rehabilitate substandard housing units with emphasis to be placed on programs that require an investment of funds and/or labor on the part of the owner commensurate with the owner's resources and to make every housing unit safe, decent, and affordable regardless of the service, support initiatives to increase permanent affordable rental and housing ownership opportunities, and support programs that assist individuals in retaining their homes in challenging economic times. It is anticipated that these goals will promote stable neighborhoods and increase a sense of community along with personal financial investment. To achieve these goals the City would provide support of potential homebuyer programs through investment of HOME and CDBG dollars that could assist low-income families in purchasing their first homes, retaining their homes, and assisting with rental housing development.

The following housing objectives will serve as the proposed accomplishments and outcomes to promote the development, sustainability, and suitability of housing and fair housing within the community.

Housing Ownership and Rehabilitation

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2010-(FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)
Homeownership-Owner-occupied (CHDO) (DH-1)*[2]	1	2	1	1	1					
Homeownership-Homebuyer (DH-1)*	10	10	10	10	10					
Homeownership-Retention (DH-2)*	5	5	5	5	5					
Housing Rehabilitation (DH-2)*	25	25	25	25	25					
Rental Units (DH-1)*	0	24	24	0	0					

The City of Lynchburg supports assisting individuals with disabilities, substance abuse or addiction, persons with AIDS, persons that are homeless, and elderly persons.

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[2] ***Objective and Outcome***

Provide Decent Housing (DH). Activities that are categorized in this objective are designed to cover the wide range of housing activities under CDBG and HOME. The objective focuses on housing programs where the purpose of the program is to meet individual family or community needs.

Outcome Category

1. **Availability/Accessibility**. Applies to activities that make service, infrastructure, public service, public facilities, housing, or shelter available or accessible to low and moderate-income persons, including persons with disabilities. Accessibility does not only refer to physical barriers, but also to making the basic of daily living available and accessible to low- and moderate-income persons who live in the housing unit or use the facility.
2. **Affordability**. Applies to activities that provide affordability in various ways in the lives of low- and moderate-income persons. It may include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.

To address the affordable housing needs City Council will take the appropriate role for the City to continue supporting cooperative ventures and to initiate cooperative ventures and to initiate cooperation where it is lacking. Council will strive to coordinate its role in the allocation of CDBG and HOME funds to subrecipient organizations that provide housing opportunities for homeless, non-homeless, and special-needs households.

The overarching strategy for accomplishing the housing goals of the City is to conduct activities that complement and enhance the work being done by City departments and their partners using the various sources of public and private funding available.

City of Lynchburg Housing Programs

The City is an entitlement community under the CDBG of HUD. This program allows for federal resources to be funneled into various CDBG and HOME-eligible projects. The City receives approximately $1,000,000 per year from HUD in CDBG funds; approximately two-thirds of these funds go directly to housing and community related services and an additional one-third goes to ancillary services in the community to support housing, enrich social development, and improve communities and neighborhoods. The City also receives HOME Program funds of approximately $400,000 per year. These funds go to housing rehabilitation, assistance to first-time homebuyers, and new housing construction or rehabilitation for low-income residents.

Federally-Funded City Programs

The City receives Shelter Plus Care Supportive Housing Program funds, which is a Federally-funded Program. The City is open to applying for federal funds in those cases where partnering non-profit or other agencies cannot be recipients and the issues are relevant to the City priorities.

Shelter Plus Care Program

The City received $320,700 in HUD funds in 2002 for the Shelter Plus Care Program. This funding was provided for a five-year period. In March 2010 there was a one-year renewal grant that was issued in the amount of $106,488.

The program provides rental assistance to approximately ten housing units. The overall goal of this grant is to identify homeless persons, ready for permanent housing, and offer additional time, financial assistance, and services to reinforce their own resources, skills and motivation to live independently and achieve self-sufficiency. The City conducts the program in collaboration with LNDF and Miriam's House. Participants must be considered homeless, have a documented disability, and must cooperate with necessary services. LNDF secures the housing and Miriam's House provides services. Funds are received through the Supportive Housing Program.

Federal Housing Programs – Nonprofits
Supportive Housing

LNDF was awarded $412,000 from HUD's Supportive Housing Program (SHP), along with matching funds from the State, to provide 10 units of affordable permanent rental housing for disabled homeless persons and families. Two buildings in Lynchburg have been acquired and will be renovated for the project, called the Cornerstone. There will be eight one-bedroom units and two two-bedroom units. The partners are LNDF as owner/developer, Miriam's House as service provider and Community Housing Partners Corp (CHPC) as property manager.

Rush Homes also received SHP for five units of permanent housing in Lynchburg for disabled homeless households and case management and supportive services are also contracted with Miriam's House.

Lyn-CAG has SHP funds invested in its transitional units for families, called the Family Living Center, located in two buildings on Rivermont Ave. Services are provided by Lyn-CAG staff.

The City partners with LNDF and Miriam's House to provide rental assistance through the Shelter Plus Care Program and thereby assists 11 households.

Community Development Financial Institution (CDFI)
The U.S. Treasury has supported the development of financial institutions that primarily operate in distressed communities and offer credit to low- and moderate-income households. Lynchburg Community Loan Fund (LCLF) is a newly formed CDFI that provides housing loans in the form of subordinate mortgages for the purchase and repair of homes. The investment area includes the more blighted areas of the City of Lynchburg, and the target population is borrowers earning at or below 80% of the Area Median Income (AMI). In operation for three years, LCLF received seed funds from CDBG and has provided loans in excess of $80,000 to the target population.

Historically, the larger banking community has been the major investors in CDFIs. This has been seen in Lynchburg as several local banks offered long-term pledges of contributions to LCLF for its loans. As a non-profit CDFI, LCLF can obtain grant funds to reduce the costs of funds and further spread its resources. As it grows, LCLF will consider additional loan products, such as facilities lending, and expanding the territory it serves under Treasury certification. The Board of LCLF is conducting strategic planning to conduct feasibility studies of such expansion and the effect on the original target market.

State Housing Programs
State program funds are funneled to the City through other non-profit organizations, which assist with homeownership and weatherization of homes for low-income residents.

Central Virginia Regional Loan Fund
LNDF receives approximately $800,000 per year in regional loan funds from the Commonwealth of Virginia. These funds can be used for first-time buyers in the form of low-interest loans, either in rehabilitation or new construction in the Central Virginia Planning District. These funds are available to persons under 60 percent AMFI who can qualify for low-interest mortgage funds. City HOME dollars and other private agencies supplement these funds with subordinate, forgivable loans to cover down payment and closing costs.

Affordable Housing Preservation Program
Funds from this flexible source distributed by the Virginia Department of Housing and Community Development (DHCD) have been used by several housing development agencies including Rush Homes and LNDF. Coupling these funds with other funds specifically directed to projects serving special needs populations has resulted in a significant increase in the number of accessible houses available in Lynchburg.

Private Equity Investment through Tax Credit Programs
Federal Low Income Housing Tax Credits
This source of financing affordable housing development has been used in Lynchburg since the program's inception in the mid 1980s. Several groups have used this program, including New Land Samaritan Inns which has operated the Gateway for approximately 8 years. The Gateway serves as transitional housing for up to 23 men who were formerly homeless, and who agree to undergo treatment for substance abuse and/or training to improve work skills. Miriam's House is a similar program for women and their children.

Other scattered site projects have been developed for affordable rental housing throughout the City using a combination of private equity investment and federal rental assistance programs. Most recently two projects, College Hill Homes and Central City Homes, have used LIHTC to develop 65 affordable rental units through renovation and adaptive re-use of existing houses and building throughout Lynchburg's central city neighborhoods. In some cases buildings were donated to the projects from LRHA, and the City has invested HOME funds in both.

Federal and State Historic Preservation Tax Credits
Lynchburg is a historic city and one that, over a century ago, was the second wealthiest city in the country on a per-capita basis. It was a port and distribution center on the James River and its leadership was comprised of wealthy merchants. Therefore, the housing stock, especially in the older City, is of excellent quality and unusual design and architecture. Preserving these buildings has not always been a City priority but, in recent years has taken on major significance. The Lynchburg Historical Foundation (LHF) is a non-profit organization that supports preservation efforts and works with local professionals and residents to maintain this important part of the City's history. LHF has applied City CDBG funds as a match to funds it provides to residents of historic districts interested in preserving their homes. LHF also works with other organizations such as Lynchburg College's Center for the History and Culture of Central Virginia to research and develop the record of Lynchburg's past. As revitalization of the City's downtown gains momentum, preservation will be a critical issue in terms of construction and in terms of funds. Many local residents, businesses and non-profit organizations have begun to use the federal and state historic tax credits and enterprise zone tax credits. The amount of investment from the sale of these credits has increased substantially since the State credits have become effective.

The investment opportunities in the development of historic properties in Virginia are two-fold. In addition to credits against federal income tax liability, investors can also seek credits against state income tax liability. A combined maximum of 25% of the cost of approved basis is available for tax credits under the state program and 20% is available under the federal program. This incentive for investors to participate in the revitalization of the City, its downtown, and its residential neighborhoods is a positive boost to the City's plans for the future.

New Market Tax Credits
The City has benefited from equity investment as the private sector has utilized this mechanism for some downtown projects and for projects included in the vision of the Fifth Street Master Plan. In all cases, the City has invested in the projects and supports the ongoing work of its partners to increase the private resources available to assist in implementing its plans.

Local Programs

Code of Ordinances
The Code of Ordinances of the City of Lynchburg authorizes City Council to designate rehabilitation districts and to waive customer availability charges for connection to the water and sewer systems. Non-profit housing developers may petition Council for the above designation when redeveloping residential property for low- and moderate-income households. This program is frequently used by Habitat for Humanity. Real estate tax relief is available to the elderly and persons with disabilities earning $30,000 or less per year, with a net worth of $60,000 or less excluding the house in which they live. The City may also exempt from real estate taxes, for 10 years, the increase in value of a house 25 years old or older, which has been rehabilitated. There are also tax incentives provided to businesses that locate within the two designated enterprise zones.

Because of this cost-to-value disparity, there are several incentives that the City offers to private and corporate entities interested in development in the targeted census tracts. Businesses located in the enterprise zone benefit from tax exemptions on improvement and other tax incentives.

Code Enforcement
The City through its Neighborhood and Environmental Services Program supports neighborhood revitalization by providing code enforcement of existing structures in need of repair, and the enforcement of the abandoned vehicle program, the weed enforcement/inmate labor program, and the illegal dumping program. The goals of the program include strengthening cooperation between residents, businesses, religious organizations, non-profit agencies, and City departments to improve the livability of neighborhoods. One example of this type of collaboration exists in the creation of the Code Enforcement Task Force chartered by City Council. The Task Force develops and implements a coordinated and focused, long-term strategy to improve living conditions through consistent code enforcement, thereby facilitating a positive impact on the quality of life in Lynchburg. This group conducts bi-monthly neighborhood walk-throughs to see and hear citizen concerns first-hand.

Private Resources
Greater Lynchburg Habitat for Humanity provides new single-family housing for purchase by low- and moderate-income families. Habitat has constructed over 200 such houses to date using mostly private donations and significant support from the churches

and faith communities. The City has provided some CDBG funds to cover the costs of water and sewer connection fees, and land acquisition. Habitat serves the low- and very low-income population able to purchase a home. The City continues to encourage Habitat to renovate historic homes in the CDBG eligible area. This preserves the fabric of our historic neighborhoods and prevents further deterioration and vacancy in these areas.

The City will continue to cooperate with local non-profits, neighborhood groups, and others to address obstacles to meeting undeserved need, foster and maintain affordable housing, remove barriers to affordable housing, evaluate and reduce lead based paint hazards, develop institutional structure, enhance coordination between public and private housing and social service agencies, and foster public housing improvements and resident initiatives. Agencies and groups that coordinate this effort are the LNDF, Housing and Homeless Coalition, Lyn-Cag, LRHA, Code Enforcement Task Force, and the Lynchburg Department of Social Services.

To assist with meeting these goals the following programs will be considered for funding within the Consolidated Plan and, particularly during the Annual Action Plan for Fiscal Year 2010-2011.

<u>New Homeownership Assistance</u>: Seeks to provide decent housing through activities that provide affordability for low-to-moderate income persons. The activities include first-time home buyer down payment assistance and Affordable Housing Loans by writing down the interest rate for clients to obtain private financing.

<u>Housing Rehabilitation</u>: This program will provide decent housing through activities that provide affordability for low-to-moderate income persons. The activities include owner-occupied housing rehabilitation, energy efficient weatherization, rental rehabilitation, housing development, and minor repair rehabilitations. The activities include CDBG Housing Rehabilitation, HOME Owner-occupied Rehabilitation projects, and CHDO Housing Ownership Opportunities.

<u>Housing Acquisition</u>: This program will provide decent housing through activities that provide sustainability to the low-to-moderate income neighborhoods to eliminate slums or blighted areas within the CDBG-targeted neighborhoods. The activities include Spot Blight Acquisition and Tinbridge Hill Acquisition.

<u>Residential Rental Property Inspection Program</u>: This program will provide decent housing through activities that provide sustainability to the low-to-moderate income neighborhoods. The City will support these activities through code enforcement to reduce the number of rental properties that have code violations and are health, safety, and public welfare concerns.

<u>Affordable Housing for Special Needs Population</u>: This program will provide decent housing through activities that makes availability/accessibility opportunities (i.e. housing, shelter accessibility) for low- and moderate-income persons; individuals with disabilities, substance abuse or addiction, persons with AIDS, persons that are homeless, and elderly persons. The Homeless and Housing Coalition has submitted the Continuum of Care which outlines the objectives and strategies to provide

permanent housing for the homeless/persons with disabilities. The CDBG Program public service funds are used to assist the non-profit agencies in providing the services for the clients to obtain and maintain permanent housing.

The current housing market in the City has mirrored national trends, although at a slower rate and degree. Prices rose modestly in the City through the 1990's and early 2000's and are now declining. Since 2008, new housing starts for single family detached homes have declined; however, despite the downturn in the housing market, in 2010 the City has seen an increase in new single family detached units. While homeownership has been increasing, the tightened lending market has affected first time homebuyers' ability to purchase in the near future. The recent Federal first-time homebuyer rebate program boosted the recovery of the housing market and these market conditions impact the types of program the city deems necessary. While homeownership is a priority, the demand and need exit that warrant directing a portion of funding to rental properties, both new and renovation. While the City will consider assisting development of new rental units of good quality, there is a growing interest in supporting rent-to-own opportunities. Rent-to-own units create a means to homeownership, while noting that many households require counseling and education before reaching this goal.

These market conditions will also encourage the City to explore other means of achieving our goal of more sustainable neighborhoods, some of which may be infrastructure rather than traditional bricks and mortar. With the increased costs of building and difficulties in selling homes, investing public funds to improve infrastructure in the target neighborhoods addresses important community needs without the risks involved in housing development. Infrastructure improvements also increase the desirability of a neighborhood for development by the for-profit sector.

Another housing activity made more attractive by the current market is acquisition. Land is less expensive now and it will benefit future development if vacant/derelict properties are strategically acquired in current and future targeted census tract areas.

As in any market, and especially where new homes sales have decreased, major rehabilitation is essential. The City's housing stock is quite old, and many homeowner- and renter-occupied homes are in need of major repairs. Current market conditions combined with the large need indicate that this type of program should be part of the revitalization effort. The major obstacle for a successful rehabilitation program is the cost to renovate. Even with these obstacles the City will continue to support and encourage rehabilitation of housing units to serve the extremely low and low-income persons.

Public Housing Strategy 91.215 (c)

The Housing Authority's efforts over the next year will be to continue to increase the awareness of the community of existing assistance programs, to attract more landlords to participate in the Section 8 Housing Choice Voucher Program and continue to work in partnership with other local housing providers such as Lyn-Cag, LNDF and GLHFH. The Authority will continue to work with Rush Homes to provide assistance needed for the physically and mentally challenged applicants. These efforts are also expanded by working closely with the Lynchburg Area Center for Independent Living (LACIL).

The Authority identifies the needs of the public housing developments by completing an annual Physical Needs Assessment. As funds are available, the Authority selects projects identified in the Assessment.

In a continuing effort to provide safe, decent, and affordable housing to lower income residents occupying low-rent housing dwelling units, the Authority tracks crime and crime-related problems occurring on Authority public housing properties. The public housing manager maintains a system for recording criminal activities and shares such information with the local police department.

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

LRHA has not been designated as a "troubled" agency.

HOMELESS

Priority Homeless Needs
In the City of Lynchburg there are a variety of services and facilities, both public and private, to assist individuals and families who are either threatened by or experiencing homelessness. The priority needs for the homeless in Lynchburg are emergency housing, transitional housing, and support services to move homeless persons and families safely out of the cycle of homelessness and back into self sufficiency.

The objective for homeless and other special populations is to provide for the priority needs of the homeless with an emphasis on services that break the cycle of homelessness. Specific Continuum of Care (CoC) objectives to meet the homeless needs include the following:

Objective 1: Create new permanent housing beds for chronically homeless individuals.
Objective 2: Increase percentage of homeless persons staying in permanent housing over 6 months to at least 77 percent.
Objective 3: Increase percentage of homeless persons moving from transitional housing to permanent housing to at least 65 percent.
Objective 4: Increase percentage of persons employed at program exit to at least 20 percent; and
Objective 5: Decrease the number of homeless households with children.

Homeless Strategy 91.215 (d)
Sources of Funds
Most homelessness initiatives in the City of Lynchburg are coordinated through the Housing and Homeless Coalition of Central Virginia (HHC-CVA), a recipient of funding

through the Stewart B. McKinney programs (Supportive Housing Program, Shelter Plus Care, etc.) Also participating in the HHC-CVA are the counties of Amherst, Appomattox, Bedford and Campbell.

The Continuum of Care was established by the state for purposes of applying for funding through the U.S. Department of Housing and Urban Development. The HHC-VA is an unincorporated collaborative of individuals, organizations, businesses and agencies that serves as the lead entity for Supportive Housing Program. The HHC-CVA currently has more than 35 listed member organizations, agencies, individuals, programs and businesses.

2. Homelessness
The City of Lynchburg is a member of the HHC-CVA, which is a regional Continuum of Care (CoC) group of agencies that focuses on issues pertaining to homelessness.

Through the participation of the members of the HHC-CVA the Coalition can more effectively address the needs of homeless individuals and families, including the following: homelessness prevention; outreach/assessment (i.e. case management); emergency services; transitional housing; and permanent supportive housing

The specific priority needs outlined in the CoC strategy place high priority on the creation of new permanent housing beds for the chronically homeless, job training and employment programs, and the journey from transitional to permanent housing for both families and individuals. The CoC's homeless activities during the five-year period of this Consolidated Plan will also coordinate homeless prevention services to those at risk of becoming homeless.

3. Chronic Homelessness
The point-in-time survey conducted in January 2009 identified 53 chronically homeless persons in the Central Virginia area. The HHC-CVA has designated the creation of new permanent housing beds for chronically homeless individuals as one of its strategic planning objectives.

The HHC-CVA provides a comprehensive response to the different needs of homeless individuals and families so that they can make the critical transition from the streets to independent living.

It is important that a balance of emergency, transitional, and permanent supportive housing be provided, along with homeless prevention, case management and other supportive services, so that the transition of homeless persons to self-sufficiency becomes permanent.

4. Homelessness Prevention
Homelessness prevention is achieved using a variety of means, often through a connected network of services coordinated with public and nonprofit agencies. The HHC-CVA plans to continue its objectives to reduce the numbers of unsheltered households with children. The Coalition will identify major prevention/intervention funding sources and agencies, collate regulations and limitations of each source or entity, create a tool for regular reporting of utilization of funds, and analyze gaps and utilization.

The HHC-CVA also has plans to maintain or increase the number of persons employed at program exit. Employment is a critical step for homeless persons to achieve greater self-sufficiency. The HHC-CVA is comprised of several employers that representatives work with homeless agencies to secure employment for clients. Case managers continuously work to ensure the appropriate evaluation of skills and abilities of clients in order to locate employment opportunities prior to exit.

5. Institutional Structure

Most homelessness initiatives in the City of Lynchburg are coordinated through the Housing and Homeless Coalition of Central Virginia (HHC-CVA), a recipient of funding through the Stewart B. McKinney programs (Supportive Housing Program, Shelter Plus Care, etc.) Also participating in the HHC-CVA are the counties of Amherst, Appomattox, Bedford and Campbell. The HHC-CVA currently has more than 35 listed member organizations, agencies, individuals, programs and businesses.

6. Discharge Coordination Policies

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

Foster Care:

The Virginia Department of Social Services mandates that youth in foster care must be moved to a permanent housing setting when they age out of the system. In rare instances, local youth turning 18 in foster care settings voluntarily become homeless. Locally, the Department of Social Services follows the state mandate for discharge planning including assisting youth with securing employment and housing. Local CoC agencies observe state protocol.

Health Care:

Locally, the private hospital system will release individuals to shelters or to the streets, although hospital discharge planners work closely with agencies and organizations in the CoC to ensure safe and adequate placement. The CoC will continue to work with the hospitals to prevent individuals from being discharged without a permanent discharge address.

Mental Health:

The Community Services Board works with the State Hospital System in Virginia to coordinate discharge planning.

Corrections:

The Virginia Department of Corrections mandates that a juvenile leaving incarceration can only be discharged to an authorized person. The Department requires adult inmates to work with their Community Release Unit and local Probation Officer to plan discharge and must have a verifiable address in order to be released. Local CoC agencies observe state protocol.

Specific Objectives/Homeless (91.215)

The primary objectives in the 2009 Continuum of Care (CoC) are as follows:

Objective 1: Create new permanent housing beds for chronically homeless individuals.

The CoC will continue meeting with current housing providers to identify ways to designate housing for chronically homeless persons. Providers identified and engaged are the local housing authority and an upcoming program intended to offer second-stage housing to persons in recovery.

The CoC will work to increase resources (private and public) that will provide permanent housing for the chronically homeless. The Salvation Army in Lynchburg offers an opportunity for new beds as it has just completed a new facility for shelter and is committed to correcting conditions that do not serve the chronically homeless.

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

The CoC plans to: (1) institute pilot aftercare programs that serve permanent supportive housing residents to enhance their independent experience; (2) offer money management and eviction prevention training to all persons in permanent supportive housing; and (3) implement APR tracking of all PH projects with quarterly monitoring.

The measures identified as short-term steps have increased the number of persons staying in PH and will be continued. In addition, identifying services that enhance remaining in PH housing, including services that increase access to employment and training opportunities.

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

The CoC plans to: (1) develop centralized referral system to all mainstream resources; and (2) expand aftercare and recovery services to all transitional housing programs.

The CoC will work with local governments and other policy making entities to advocate for increases in assistance for rental subsidies and the availability of support services to increase the number of individuals who can successfully transition to permanent housing.

Objective 4: Increase percentage of persons employed at program exit to at least 20 percent.

The CoC plans to: (1) coordinate with Workforce Investment Board (WIA) Board to advertise jobs and coordinate transportation specifically for homeless persons; (2) provide employment cross training between homeless services agencies; and (3) utilize CET (Lyn-CAG employment training program) to move homeless persons into employment.

The CoC will continue to work with service providers and workforce groups in the region to increase employment opportunities and offer services which will assist clients to develop marketable skills to meet these opportunities.

Objective 5: Decrease the number of homeless households with children.
The CoC plans to: (1) direct Shelter/Transitional Housing Committee to focus on homeless family issues and identify barriers to housing and employment and report on initiatives to assist families in distress; and (2) work with the local housing authority to ensure greater access to housing for homeless families.

Partnerships with non-CoC members whose focus is children's services and family issues will be developed so that additional resources may be available to avoid homelessness. Homeless intervention and prevention strategies will be pursued within the CoC.

NON-HOMELESS SPECIAL NEEDS

Priority Non-Homeless Needs 91.215 (e)

Persons with special needs include the elderly and frail elderly, persons with severe mental illness, persons with developmental and physical disabilities, persons suffering from drug and alcohol addiction, public housing residents, and persons living with HIV/AIDS. Many persons with such special needs also have very low incomes. It is very difficult to determine an accurate number of individuals with special needs in the City of Lynchburg.

Supportive housing is defined as living units that provide a planned services component with access to a wide range of services needed for the resident to achieve personal goals. Various populations with special needs require supportive housing. For some individuals, supportive housing is needed because they are unable to undertake the activities of daily living without assistance. The needs of Lynchburg's special needs subpopulations are described below.

Elderly and Frail Elderly

When a person has one or more limitations on activities of daily living, he or she may need assistance to perform routine activities such as bathing and eating. Therefore, elderly persons that need supportive housing are considered frail. Elderly persons typically need housing assistance for financial reasons or for supportive service to complete their daily routines. Supportive housing is needed when an elderly person is both frail and very low income. Elderly persons that are living on fixed, very low incomes also need affordable housing options.

An estimate of the number of frail elderly requiring supportive services can be obtained by applying the national prevalence statistics of 14.4% for the proportion of elderly that required assistance with the activities of daily living to the number of elderly in the City of Lynchburg. The 2000 Census reported that there were 10,645 persons age 65 and older in the City (16.3% of the population.) Applying the 14.4% national prevalence standard to the total number of low income seniors results in an estimated 1,533 frail elderly persons who may require supportive housing in Lynchburg. Many of these persons are already served by the City's existing public, private, and non-profit supportive service agencies.

Mentally Ill

Severe mental illness includes the diagnosis of psychoses and major affective disorders such as bipolar disorder and major depression. The condition must be chronic, meaning it has existed for at least one year, to meet the HUD definition for a disability.
The Central Virginia Community Services Board provides comprehensive mental health, mental retardation and substance abuse services for people of all ages who live in Lynchburg and surrounding areas. There is a need for permanent supportive housing, rent subsidy vouchers for existing housing and single-room-occupancy or one-bedroom efficiency apartments. Single adults with mental illness and substance abuse disabilities who have no credit or poor credit and criminal histories have extreme difficulty taking advantage of existing housing opportunities.

Physically or Developmentally Disabled

The base definition of developmental disability is an IQ score of less than 70. Physically disabled individuals usually require modifications to their living space, including the removal of physical barriers. Generally, accommodations can be made to adapt a residential unit for use by wheelchair-bound persons or persons with hearing or vision impairments. It is difficult to identify private rental units that have been adapted. The majority of people with psychiatric or developmental disabilities experience housing problems or have housing needs in some form: cost prohibition or rent burden; overcrowding; substandard housing; inability to move out of an institutional or residential treatment setting beyond the period of need; and homelessness.

The Census Bureau reports disability status for non-institutionalized persons age five and over. As defined by the Census Bureau, a disability is a long-lasting physical, mental or emotional condition. This condition can make it difficult for a person to do activities such as walking, climbing stairs, and dressing, bathing, learning or remembering. This condition can also impede a person from being able to go outside the home or to work at a job or business.

In Lynchburg, there were 24,197 non-institutionalized, disabled persons age 5 years and older in 2000. Persons may report multiple types of disabilities in the Census. In 2000, there were 6 types of disabilities reported in Lynchburg. Physical and employment disabilities each represented 25% of all disabilities reported. Among persons over 65 years of age, physical disabilities accounted for 13% of all disabilities. Go-outside-home disabilities constituted 20% of all disabilities in Lynchburg. Other disability types included mental disabilities (15%), sensory disabilities (10%) and self-care disabilities (8%).

Many disabled persons in Lynchburg are served by local non-profit agencies. The City's disabled population continues to contend with issues of housing, transportation, employment, and accessibility. Disabled persons who are employed and do not receive SSI or SSDI often cannot afford market units that are accessible.

Persons with Alcohol and Other Drug Addictions
Alcohol or other drug abuse is defined as an excessive and impairing use of alcohol or other drugs, including addiction. Persons who are classified with alcohol or other addictions may have a history of inpatient treatment (detox), be identified by current symptoms or by an assessment of current intake, and by some combination of these approaches. The National Institute of Alcohol Abuse and Alcoholism estimates the number of men with drinking problems at 14% to 16%, and the number of women with similar problems at 6%. No similar statistics exist for abuse of other drugs. However, the National Institute of Alcohol Abuse and Alcoholism estimates that one-third or more of the clients in publicly funded residential group programs are homeless most of the year before entering treatment. Since this group is without housing and medical insurance, it is assumed that they are low income and in need of supportive housing.

There is no source of data to determine the extent of this population in Lynchburg. If the National estimated percentages of men and women with alcohol addictions are applied to the City's 2000 population, approximately 9,138 men and 3,916 women in Lynchburg may have alcohol additions.

Public Housing Residents
Persons living in public or assisted housing may want to leave public housing if their living situation is stabilized or if homeownership opportunities were available. Family self-sufficiency programs and homeownership programs provide such opportunities. In order to move public housing and Section 8 voucher holders along the continuum to independence LRHA will continue to administer the Family Self-Sufficiency (FSS) Program to the extent that funding remains available. FSS is a HUD program that encourages communities to develop local strategies to help voucher families obtain employment and work toward economic independence and self-sufficiency. This involves work with welfare agencies, schools, businesses, and other local partners to develop a comprehensive program that gives participating FSS family members the skills and experience to enable them to obtain employment that pays a living wage.

Priority Housing and Supportive Service Needs
The non-homeless special needs populations in the City of Lynchburg have a wide range of service needs, including transitional housing, supportive housing, counseling, case management, transportation to health care facilities and employment, and more. Data and information used to determine priority supportive housing and supportive service needs of the non-homeless special needs populations in the area were derived from non-profit agencies and other organizations that serve special needs populations.

Several priorities identified were common across the various subcategories of special needs populations. For example, one priority need identified was more affordable and accessible housing. Another need recognized was supportive housing facilities with adequate case management components. Access to health care and employment opportunities were also common priorities for all special needs populations. These populations need access to dental appointments, doctor appointments, employment centers, and job training and placement services.

In regard to the elderly and frail elderly populations, services such as benefits counseling and care coordination were identified as priority needs. Home repair grants, property tax assistance, and utility payment assistance were also identified as priority needs for elderly residents that still own their homes as this population often subsists on fixed incomes.

Basis for Assigning Priority
The priorities were developed by: weighing the severity of the need among all groups and subgroups; analyzing the current social, housing, and economic conditions; analyzing the relative needs of low-to-moderate income families; assessing the resources likely to be available over the next five years, and evaluating input from service providers, city staff, and public hearings.

Obstacles to Meeting Underserved Needs
The primary obstacle to meeting underserved needs is the limited funding resources available to address identified priorities. In addition, the gap in what households can afford to pay for housing and the price of housing is another obstacle to meeting the needs of the underserved. Lynchburg has a significant affordable housing stock, yet the income level for some household types, such as single parent, elderly, disabled, or others of limited economic means, is often insufficient to afford even the lowest of the market-rate units. Intensifying the impact of limited available funding is the current increase in local home foreclosures, increased unemployment, increased homelessness and risk of homelessness, and need for increased supportive services for the growing population that is negatively affected by the economy and finds itself with fewer resources. As a result of the general economic downturn and a depleted tax base, Lynchburg has experienced revenue reductions that have left even fewer resources available to address growing needs.

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

Other Supportive Resources

Listed below are other facilities and services that are available for assisting persons who are not homeless but require supportive housing and other programs.

Education and employment training
- Adult Learning Center,
- Westminster Presbyterian Church (literacy program)
- New Land Jobs
- Lynchburg City School System's R.O.D.E.O. program.
- Region 2000 Workforce Investment Board

Health Care
- Central Virginia Community Services Board
- Free Clinic of Central Virginia
- Central Virginia Public Health District

Transportation Services
Greater Lynchburg Transit Company (city bus service)
Lyn-CAG through its HOPWA funds offers transportation to its clients

Child Care
Elizabeth' Early Learning Center
Bethune Nursery School

Legal Services
The Virginia Legal Aid Society
Public Defenders' Office

Youth and Family Prevention Services
Family Alliance
Presbyterian Homes & Family Services

Note: These two agencies merged July 1, 2010 in order to better coordinate the services provided by the individual agencies.

Homeownership counseling
Share HIP, Homebuyers Club (Lyn-CAG)
LNDF Borrowers' Services

Case management and general community support
Central Virginia Community Services Board
The Daily Bread Day Shelter
The Lynchburg Area Food Bank
Crisis Line, a crisis intervention hotline
Central Virginia Area Agency on Aging

Numerous civic groups volunteer time and money to assist the special needs and low-income persons. The YWCA-Downtown Branch offers transitional housing for battered women, along with permanent housing above their offices, located in downtown. The ARC of Central Virginia provides enhanced physical and occupational therapy, supported employment, communication facilitation, and nursing care to individuals with mental retardation. The Lynchburg Area Center for Independent Living Inc., is a private non-profit, non-residential consumer driven organization that promotes the efforts of persons with disabilities to live independently in the community and supports the efforts of the community to be open and accessible to all citizens.

In addition to the multiple public and private agencies providing supportive services to low-income citizens, the City currently employs a citizen service phone contact that coordinates with the United Way-sponsored Information and Referral Hot Line to inform citizens of available services.

Specific Special Needs Objectives 91.215 (e)
The City of Lynchburg will continue to serve the needs of its special-needs populations through a strong regional network of public, private, and nonprofit housing and service

providers. In particular, the City will promote physically accessible housing through partnerships with nonprofits, appropriate agencies and advisory committees in Lynchburg.

City programs that are supported by federal funds are targeted to assist low and moderate-income individuals, many of whom fall into special needs categories.

It is increasingly difficult for the City to fund non-homeless special needs projects due to the limited amount of funding received annually to support housing and community development initiatives and the increasing amount of basic community needs resulting from current economic conditions. However, other resources are available on the federal, state, and local levels that area organizations can solicit to help provide affordable housing opportunities and supportive services to non-homeless special needs populations. Individuals who contact the City for services other than housing will be referred to an agency specializing in a particular type of assistance.

There are several resources available to support non-homeless special needs housing initiatives, including HUD Section 202 housing funds (elderly projects), HUD Section 811 housing funds (housing for people with disabilities), Section 8 tenant-based rental assistance, Low Income Housing Tax Credits (LIHTC), Federal Home Loan Bank funds, funds from private foundations and other private entities, public housing funds, and other state and federal resources.

COMMUNITY DEVELOPMENT

Priority Community Development Needs 91.215 (f)

Specific Community Development Objectives
The goals identified by City Council form the Community Development needs for this plan, and guide the objectives and direction of City funds and available resources. The following are the priorities and strategies to reach them:

Eliminate neighborhood deterioration, blight, and blighting influences.
The City will continue its coordinated and aggressive code enforcement of dealing with weeds, abandoned motor vehicles, litter, and vacant buildings in an effort to improve the safety and appearance of neighborhoods, in which people live, work and play. The City will continue to use supervised inmate labor from the local jail to secure abandoned buildings against illegal entry, clean illegal dumpsites, and cut weeds on neglected properties. The Community Development staff will continue to involve the Police Department, Fire Marshall, and LRHA in determining the priority for demolition of substandard housing. The above is part of the City's ongoing Code Enforcement Program, and is a high priority activity.

Another segment of this program is the continued support of the Code Enforcement Task Force, a group of City employees whose job responsibilities relate to enforcement and/or quality of life issues. This Task Force will continue to focus on enforcing Codes in a fair and effective manner; devise new strategies to address neighborhood/citizen concerns; and walk neighborhood streets as a group so that they can see and hear concerns first-hand and respond with their own observations.

The City will continue its selective demolition program in the targeted neighborhoods. The program is focused on demolition of non-historic structures and site preparation for the collaboration with non-profit housing providers to offer the sites for housing construction and the waiver of fees for landfill and demolition costs.

Public infrastructure in the downtown area is being addressed by the Combined Sewer Overflow (CSO) project and street improvements as part of the downtown redevelopment. The Riverfront Park meets recreational and entertainment needs for the City and region, in particular the targeted neighborhoods.

Support the organized efforts in neighborhoods to leverage their resources to improve and sustain community livability and services.
Neighborhoods are an important foundation for improving and sustaining community livability and services. Strong neighborhoods help to create more active and informed citizens which in turn result in a stronger community. Within neighborhoods there are shared identities, issues, concerns, and interests. Each neighborhood has its own unique priorities and character. The neighborhoods within Lynchburg's Historic Districts may be working to preserve the historical aesthetics of the neighborhood. Some neighborhoods have traffic problems while others are dealing with beautification, crime, youth, socioeconomic, and/or family concerns. There are a variety of neighborhood issues, each neighborhood needs an avenue to deal with their own needs so that the community continues to be strengthened and protected.

Supporting the work of neighborhoods in order to create opportunities for citizens to take a leading role in their future is important for improving and sustaining community livability and services. The process must include citizens, government, community organizations, and other stakeholders working together to develop a common goal, mission, and vision to address neighborhood concerns. The purpose of supporting organized neighborhood efforts to leverage their resources to improve and sustain community livability and services is ultimately to develop mutual responsibility and collaboration in community building and problem solving.

Another important aspect of improving and sustaining community livability and services is to build on the existing assets within the various neighborhoods by investing in existing housing stock through revitalization and rehabilitation efforts. Also, creating opportunities to make home ownership available to qualified individuals and providing assistance to help homeowners keep their homes helps to strengthen neighborhoods.

Beginning with the 2010-2011 Annual Action Plan, the City is moving towards focusing funds and efforts on the Tinbridge Hill Neighborhood. Several non-profit groups and churches (Friends of Tinbridge Hill) have joined together to focus on improving the quality of housing and infrastructure in this neighborhood. Tinbridge Hill is anchored by the very active Yoder Community Center which recently underwent a renovation which was partially funded with CDBG funds, City funds, and private funds. The Assistant to the City Manager is an active participant in the Friends of Tinbridge Hill group.

City staff is in the process of developing a formalized effort regarding the sustainability of neighborhoods. Although still under development, operating principles that are proposed to guide the City's work in neighborhoods include:

- Sustaining neighborhoods through partnerships with non-profits, developers, businesses, neighborhood groups, and citizens.
- Recognizing and preserving neighborhood identity, character, history, and diversity.
- Public safety is necessary for vibrant and sustainable neighborhoods.
- Promoting well designed neighborhoods where residents are able to work, shop, and play close to home.
- Fostering connectivity within and among neighborhoods.

Proposed Goals that support the draft operating principles for neighborhoods include:
- Supporting mixed-use neighborhoods with accessible green space.
- Encouraging innovative, safe, and affordable housing choices.
- Recognizing the uniqueness of all neighborhoods and partnering in revitalization efforts.
- Promoting neighborhood partnerships to maximize community resources and facilitate self-sufficiency.
- Connecting neighborhoods through infrastructure and public services.

Objectives and specific benchmarks will be closely linked with the goals noted above.

Support Economic Development efforts which will expand job opportunities and retention.

The City's goal is to encourage more commercial and industrial development in order to provide more jobs in the inner city. The City will use the following strategies: (1) increase participation in downtown redevelopment and revitalization especially to support the majority of residents who are low- and moderate-income; (2) review and seek to continue to provide financial assistance for facade improvement grants to businesses in the Downtown census tract to further redevelopment in this area and instill pride in our Main Street; (3) encourage continued support from the area banks in the privately-funded Enterprise Zone Loan Pool, which provides reduced rate loans to eligible businesses; (4) continue to support the Business Development Centre, a non-profit organization which provides Small Business Administration loans, other loans, and technical assistance to emerging businesses; and (5) continue participation in the Welfare to Work program that encourages welfare recipients to take advantage of job opportunities that will promote work and encourage the formation and maintenance of stable families. The City will also support projects that recruit and train low income persons and assist them in obtaining employment. The City will continue its efforts to establish a third enterprise zone and continue implementation of the Downtown master plan for the redevelopment of Downtown.

Promote activities which support the healthy development of the City's at-risk youth, adults and families

The City supports and will continue to serve at-risk youth, adults and families to provide comprehensive, collaborative, and quality services that empower youth and families. Goals established include: identifying the needs of youth and families and working collaboratively to meet those needs, providing high quality service and programs needed by youth and community programs that impact youth and families, and development of prevention resources and programs.

As evidenced in identifying families with children, especially those of low-income, having significant housing needs, the City also recognizes that support services to these families are needed in addition to housing resources. Therefore, significant resources are invested in the City's many neighborhood and community centers which are beginning to benefit from partnerships with private sector groups and organizations to maximize the public benefit.

In addition, the City will continue to support public service providers in order to meet the needs of the low-to-moderate income persons, individuals with disabilities, substance abuse or addiction, persons with AIDS, persons that are homeless, and elderly persons. In addition to the services provided by the City's Department of Social Services and Juvenile Services, there are many nonprofit organizations that coordinate with the City to provide the services needed.

Identified Objectives/Benchmarks and Performance Measures

The charts below illustrate the objectives and outcomes the City plans to meet during the 2010-2015 Consolidated Plan**.**

Support of Neighborhoods

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)
Neighborhood/ Community Meetings	5	5	5	5	5					
Infrastructure Improvements	1	1	1	1	1					

Economic Development Efforts

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)
Enterprise Zone	2	2	2	2	2					
Downtown Redevelopment Improvements	1	1	1	1	1					

Public Service Providers for At-risk Youth, Adults and Families

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2010 (FY11)	2011 (FY12)	2012 (FY13	2013 (FY14)	2014 (FY15)	2010 (FY11	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)
Housing for Homeless	2	2	2	2	2					
Education, Youth Activities, Senior Programs, Job Training	2	2	2	2	2					

Residential Rental Property Inspections Program and Property Maintenance Inspections

PROGRAM		FIVE-YEAR GOALS				ANNUAL ACTUAL ACCOMPLISHMENTS				
	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)
Rental Property Inspections	462	450	450	450	450					
Property Maintenance Inspections	2400	2300	2200	2100	2000					

Demolition and Code Enforcement*

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)
Demolitions	2	2	2	2	2					
Weed Ordinance-Property Clearance	200	250	250	250	250					
Removal of Abandoned Vehicles	60	85	100	125	135					

*Organizational changes are being made to be more responsive and develop a presence in the neighborhoods.

Barriers to Affordable Housing 91.215 (h)

Lynchburg is a city of relatively low housing costs. However, average income and cost-of-living also reflect these somewhat lower housing costs. In recent years, there has been a resurgence of housing development, primarily in the outlying areas of the City. Development in the CDBG area remains limited to non-profit and subsidized activity. This is due to the very low property values in these census tracts and a greater value placed on improvements to property than to the land itself. In the target area, this high value on improvements, or buildings, had the effect of costing more than clearing land and, thereby, negating the opportunities of redevelopment. This was also a large disincentive to development through renovation because the cost of repair typically exceeds the value of the renovated property. Therefore, subsidized development has been the primary construction in the CDBG neighborhoods to off-set the resistance of these neighborhoods to general real-estate market forces.

Even though the City's Zoning Ordinance has been amended there are still outdated requirements that can be viewed as barriers to affordable housing. The City's Zoning Ordinance was adopted in 1978 after the City annexed portions of Amherst, Bedford & Campbell Counties in 1976. The ordinance is "suburban" in style and does not serve the older "traditional" areas of the City well. Existing dwellings in older areas of the City are typically located on smaller lots and do not conform to the Zoning Ordinances standards for setbacks or lot sizes. These large suburban setback and lot size requirements have prevented homes from being expanded and prevented the construction of affordable infill housing.

The City's *Comprehensive Plan* recognizes the unique character and the need to promote redevelopment and infill of its older neighborhoods. The City is currently preparing a Zoning Ordinance Revision Plan that will revise the document to better address the City's older neighborhoods.

In some cases the City has approved waiver of certain City fees that create undue costs on development of housing by non-profit organizations. These and other strategies will continue to be considered so that increased development costs would not be passed on to low-income home buyers.

The City takes care to review and assess the effects of its public policies so that unintended barriers are not present or are removed.

Lead-based Paint 91.215 (i)

The City's CDBG and HOME Program complies with the Lead-Based Paint (LBP) Rule, effective September 15, 2000. All City written agreements with CDBG and/or Home Subrecipients contain provisions requiring compliance with LBP rules, and are subject to procedures developed by the Grants Administration Office to ensure appropriate stages of due diligence are complete and of record prior to CDBG and/or HOME funds being disbursed. The Subrecipients and contract providers of housing rehabilitation program services will conduct risk assessments and clearance inspections for rehabilitation projects, as required. All properties purchased with financial assistance provided by the CDBG and HOME Program must be inspected for lead-based paint hazards prior to final approval of application for assistance. Payment of subsidies is only issued after receipt of the inspection report revealing no lead-based paint hazard present at time of purchase. All demolition and rehabilitation of structures built prior to the banning of LBP in 1978 incorporate required assessments, treatments and handling of LBP hazards. The City also shares information with various agencies regarding LBP and hazard reduction regarding interpretation and application of the rules. Desk and on-site monitoring includes a review of LBP documentation to determine whether activities are in compliance. The federal government banned the sale and use of lead-based paint in housing in 1978.

The Public Housing Authority (LRHA) continues to inspect new public and assisted housing for this and other health hazards.

With the ongoing LBP activities in CDBG- and HOME-funded programs the City will continue to strive to strengthen the City's capability to promote "healthy homes" in the particularly low-income, low-income, and moderate-income families within the targeted areas.

Antipoverty Strategy 91.215 (j)

The City is pleased that it has engaged in multiple approaches to meeting the needs of its low-income citizens. According to the 2000 Census, there are more than 9,700 persons in Lynchburg who live in poverty. This fact prompts concern and action by the City's services departments and prompts its planning and community development staff to advocate for greater coordination among City departments for maximum effect in reducing the number and degree of poverty in our City.

Besides the many housing programs supported by the City, there are other activities designed to meet poverty at its cause, such as job-training and placement programs, early learning programs, and a variety of incentives to build the capacity of residents to increase income and, therefore, achieve levels of self sufficiency and stability. Specific programs for reducing poverty through increased education, income, and improved quality of life are:

- Head Start early learning program provided through Lyn-CAG
- Federal and State social services grant programs connecting service providers with the Lynchburg City School System
- HUD Section 3 compliance in public and private development projects
- Lynchburg Dept. of Social Services adoption of the Virginia Welfare to Work program, Virginia Initiative for Employment Not Welfare (VIEW)
- Participation in the regional effort to educate, train, retrain, assist, and place persons in job opportunities through the Region 2000 Workforce Development Initiative. Through its Family Self-sufficiency program, LRHA refers residents to the Region 2000 Workforce Career Center to educate, train and employ families in need of the services the Workforce Center provides.
- Family Alliance Programs

As a participant in the Homeless and Housing Coalition, the City adopts and endorses the 2010 Continuum of Care which identifies the resources and the needs for regional housing opportunities and service providers and, therefore, more fully articulates the City's anti-poverty strategy.

Institutional Structure 91.215 (k)

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

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

The following non-profit organizations are currently receiving financial assistance from the City of Lynchburg in order to carry out housing/community development projects: LNDF administers and develops affordable housing programs designed to increase homeownership throughout the region to restore historic homes in the center city and to provide new and improved rental housing in Lynchburg. Lyn-CAG specializes in minor to moderate rehabilitation of low-income, owner-occupied housing, including weatherization, emergency repair, retrofit for the disabled, and indoor plumbing/rehab and also provides a homeless shelter, other forms of emergency assistance, and acquires vacant substandard houses for substantial rehabilitation and sale to low- and moderate-income buyers; Rush Homes provides housing for persons with disabilities; Habitat for Humanity specializes in the construction of new owner-occupied housing for low- to moderate-income families; and the YWCA Family Violence Prevention and Miriam's House and The Gateway, Inc. Programs provide emergency shelter and transitional housing for men, women and children who are victims of domestic violence, homelessness and substance abuse. Rebuilding Together Lynchburg provides volunteer labor to complete minor rehabilitation of low-income, owner-occupied housing units.

There are many organizations involved in non-housing community development. These organizations include public agencies, churches, United Way agencies, community service groups, neighborhood associations, non-profit and for-profit corporations, and private citizens. We view this as strength to build on as our community continues to develop.

With the variety of organizations involved, we attempt to close any observable gaps in needed services. However, it is apparent that gaps exist and, through the Homeless and Housing Coalition of Central Virginia, the City has engaged in the steps needed to identify and analyze these gaps, as stated in the Continuum of Care.

This Plan covers the five-year period July 1, 2010 through June 30, 2015. Federal funds expected to be received over the five-year period are estimated at $1.4 million per year contingent upon Congressional appropriations. The City makes an effort to leverage federal, state, and other funding for community development projects. Some of the projects planned for the coming years will be undertaken on public property including the continued redevelopment of the Downtown, Riverfront, Fifth Street Corridor and Mid-town Area of the City. The City and LRHA will continue to donate land to non-profit organizations for the purposes of constructing or rehabilitating housing. Other projects which will encourage cultural education and activities for adults and children, particularly the low and low-to-moderate income persons, include Amazement Square Children's' Museum, Dance Theatre of Lynchburg, and the Legacy Museum for African American

History. The Academy of Fine Arts and Renaissance Theatre will provide theatrical entertainment in the Downtown for the general public.

Coordination   91.215 (l)

In 1995, the Lynchburg City Council developed a Vision for the year 2020. City Council's vision for "Lynchburg 2020" provides elected leaders with a shared picture of the desired future for the City. The Vision guides them in making decisions that insure a positive future for the City instead of those that deal only with current realities and crises. They also adopted Vision Principles to further guide their decision making on key vision areas. These principles assist the Council in using a shared philosophy to make decisions that will benefit the community the most.

The Council revisits its vision every year at a City Council retreat to ensure that it reflects the needs of the community and the collective leadership agenda of the membership. The Vision Principles and Operating Guidelines are also modified on a continuous basis to insure that these commitments reflect the best guidance system for the community.

The Vision and Vision Principles indicate the steps that have been taken to develop long-term changes in the community and a vision for the future of Lynchburg and, in particular, during the time frame of this Plan.

Public Sector

The primary public institutions involved in this plan are the City, LRHA, and the Region 2000 Regional Planning Commission. The City is responsible for administering federal CDBG funds, HOME funds, and other funds from related public and private grants programs.

LRHA is a separate political subdivision, created at the request of the Lynchburg City Council. LRHA is responsible for public housing and Section 8 housing, as well as utilizing CDBG funds to conduct acquisition and rehabilitation programs, including acquisition on behalf of non-profit housing developers. The City and LRHA cooperate on CDBG projects, as well as other housing related matters. Both cooperate with the Commonwealth of Virginia in the provision of housing related services, particularly the Department of Housing and Community Development and Virginia Housing Development Authority.

The seven communities of Region 2000 are Town of Altavista, Amherst, Appomattox, Bedford, and Campbell Counties, and the Cities of Bedford and Lynchburg. Participants in Region 2000 include business and public officials from the seven communities working together to create a supportive environment for business. By combining the strengths and unique attributes of each community, Region 2000 offers an unparalleled home for today's businesses. The Planning District is a part of Region 2000. The regional designation is created by State law and the board of the Planning District is composed of elected and appointed officials of the jurisdictions in the region. It is responsible for regional planning, and the administration of certain grants applicable to multiple jurisdictions within the region.

Private Sector

Community Based Organizations – Partnerships with Neighborhoods

Supporting the work of neighborhoods in order to create opportunities for citizens to take a leading role in their future is important for improving and sustaining community livability and services. The process must include citizens, government, community organizations, and other stakeholders working together to develop a common goal, mission, and vision to address neighborhood concerns. The purpose of supporting organized neighborhood efforts to leverage their resources to improve and sustain community livability and services is ultimately to develop mutual responsibility and collaboration in community building and problem solving.

The proposed goals that support the draft operating principles for neighborhoods include: supporting mixed-use neighborhoods with accessible green space; encouraging innovative, safe and affordable housing choices; recognizing the uniqueness of all neighborhoods and partnering in revitalization efforts; promoting neighborhood partnerships to maximize community resources and facilitate self-sufficiency; and connecting neighborhoods through infrastructure and public services.

Private Lending Organizations

Private sector lending institutions have worked with the City in collaborative efforts to revitalize the downtown district, improve the condition of older commercial buildings, and encourage economic development opportunities, especially in support of small businesses. Local lenders have shown support for activities that constitute qualified investment opportunities, such as attractive financing for community development projects and donations to capitalize a newly formed and certified Community Development Financial Institution (CDFI), the Lynchburg Community Loan Fund (LCLF). This loan fund operates primarily in the distressed areas of the City and provides residential loans to an investment area that coincides with the target area of this Plan. The LCLF Board is undertaking strategic planning in which it is considering expanding its activities and its geography.

While there are several lending institutions in Lynchburg, fewer local banks remain as a result of multiple mergers. Many of the large Statewide banks have offices in the City, two regional banks have prominence here, and two local banks, Bank of the James and Community First have been established in the last two years. All of the banks maintain a community presence, and one or two have been aggressive in trying to get to the hard-to-reach, low-income populations in the target census tracts. All the banks participate with non-profit programs, especially around new homeownership opportunities. One of the regional banks has been heavily involved with a collaborative effort to expand housing counseling and to establish homebuyers' club in the region.

Area and Neighborhood Plans

The City Council adopted the City of Lynchburg *Comprehensive Plan 2002-2020* on September 10, 2002. The Plan serves as a 20 year vision for the City. It was prepared with substantial input from City Council, Planning Commission, citizens, stakeholders, and City staff.

The approach taken for drafting the Plan was "top down". This approach created goals and objectives for the entire City and then recommended specific areas for more detailed study and planning. The City has prepared five detailed area plans which have been adopted and included as part of the *Comprehensive Plan*. The area plans include: Downtown & Riverfront, Tyreeanna/Pleasant Valley, Midtown, Fifth Street, and the Wards Road Pedestrian & Bicycle Study.

Downtown & Riverfront Master Plan

The Downtown & Riverfront Master Plan was adopted on May 22, 2001. The plan encompasses the area from Business 29, Lynchburg Expressway to Fifth Street and Clay Street to the riverfront. The plan focuses on redevelopment and revitalization efforts for the City's Historic Downtown including the reuse of vacant buildings, the pedestrian environment, the creation of the Riverfront Park to reconnect people to the James River and the overall public perception of Downtown. The implementation of this plan is well underway with the completion of the restoration of Monument Terrace, 9th Street Corridor improvements, Riverfront Park, and planning for Lower Bluff Walk (a pedestrian walkway overlooking the bluffs of the James River). Priority Community Development Needs in this area would be parking facilities, tree planting, water/sewer improvements, street improvements, sidewalks, flood drainage improvements, and general economic development.

Tyreeanna/Pleasant Valley Neighborhood Plan

The Tyreeanna/Pleasant Valley Neighborhood Plan was adopted July 8, 2003. The plan encompasses the portion of the City known as Tyreeanna and Pleasant Valley. This area is generally east of the creek known as "Joe's Branch and the City Limits. Issues involved in preparing the plan included the construction of the U.S. 29 / Madison Heights By-Pass, location of City facilities (landfill), providing City sewer to the area, economic development, and general neighborhood concerns.

When the Tyreeanna/Pleasant Valley Neighborhood Plan was prepared the City was considering closure options for the current landfill and the location of the replacement. Since adoption of the plan the City has joined in a Regional Landfill Authority and no longer operates the existing landfill. Once the current landfill located in the City is closed, solid waste will be transported to Campbell County and a new landfill will not be opened within the City Limits. While some post closure planning for use of the current landfill site has been completed a definite use has not been determined. The area of the current landfill is recommended for some type of recreational space in the master plan.

When the U.S. 29 / Madison By-Pass opened a section of U.S. 460 was "cut off" from U.S. 460 and renamed Pleasant Valley Boulevard. This section of road is now a local street serving primarily residences, churches, and at least one industrial use (Truck Enterprises). The new by-pass connects to U.S. 460 and stops at the City Limits. The next phase of the by-pass includes two alternatives. The first would extend into Campbell County (western route) and the second would follow and improve existing U.S. 460 thru the City Limits. With the state of the current economy, no funding is available for either option. The Virginia Department of Transportation has prepared an access management plan that would improve a one-mile stretch of U.S. 460. The access management techniques described in the VDOT improvement plan is supported by the Tyreeanna/Pleasant Valley Neighborhood Plan.

A large portion of the area included in the Tyreeanna /Pleasant Valley Neighborhood plan is currently not served by the City's Conventional Gravity Sewer System due to the fact that much of the area is lower than the City's sewage treatment facility. Poor soil conditions limiting the installation of drainfields and lack of City sewer to the area has severely limited development potential. The City's Utility Department is currently considering different alternatives to a conventional system to provide sanitary sewer to the area.

The Tyreeanna/Pleasant Valley Neighborhood plan indicates that with the increase of traffic volumes due to the opening of the U.S. Route 29/Madison Heights By-Pass economic development activities exist. The plan recommends a "village center" concept located on the western side of U.S. Route 460. This area would include a mixture of commercial and residential development that would serve the traveling public and neighborhood residents.

Priority Community Development Needs for the Tyreeanna/Pleasant Valley Neighborhood area include tree planting, water/sewer improvements, street improvements, sidewalks and general economic development.

Midtown Master Plan

The Midtown Master Plan was adopted October 11, 2005. The area of Lynchburg referred to as Midtown is bounded by the 5th Street Bridge to the east, Fort Avenue to the south, the Lakeside Drive entrance to Lynchburg College to the west, and the Blackwater Creek Trail to the north. The area is west of Downtown and is the geographic center of Lynchburg.

Midtown Lynchburg was the first commercial "push" away from Downtown Lynchburg in the 1960's with the opening of "Pittman Plaza". When the River Ridge Mall opened at the vicinity of Candler's Mountain Road and Wards Road in the 1980's, Midtown Lynchburg experienced many of the same issues that Downtown had 20 years before such as decreased homeownership, aging housing stock vacant parcels and vacant buildings. In order to promote redevelopment and infill the Midtown Plan recommends six focus areas: Village Centers, Neighborhood Conservation, Neighborhood Infill and Redevelopment, Medical Arts District, Business and Industry, and a Green Network.

Since 1954, the Virginia Department of Transportation had planned to widen key streets in the Midtown area to five or six lanes. This plan known as the "Crosstown Connector" was designed to move high volumes of traffic thru the Midtown area. The Midtown plan recognizes the fact that large suburban style highways divide neighborhoods and eventually fill with more traffic (more lanes equals more cars). In order to address this, the Midtown Plan recommends improving on the grid system in the area and constructing the "Crosstown Connector" as a context sensitive designed urban boulevard. Taking the recommendations of the Midtown Plan, the roadway has been more appropriately named the "Midtown Connector" designed as a three lane section with pedestrian amenities and will focus on getting people to areas in Midtown such as the Medical District. Right of way acquisition and design of the first phase of the Midtown Connector is almost complete with construction schedule to start in late 2010.

Priority Community Development needs for Midtown include parking facilities, tree planting, water and sewer improvements, street improvements, sidewalks, flood / drainage improvements, and general economic development.

Fifth Street Master Plan

The Fifth Street Master Plan was adopted May 23, 2006. The plan encompasses a two block area on both sides of Fifth Street and extends from Church Street to the Martin Luther King Jr. Memorial Bridge. Fifth Street is a historic African American commercial area that saw decline in the late 1960's as was common in most cities throughout the U.S. The Master Plan recommends the revitalization of the area through a series of streetscape, pedestrian, and road improvements designed to slow (but move efficiently) vehicular traffic. The first phase of the plan was completed in September 2009 and included the construction of a roundabout at Fifth and Federal Streets flanked by pedestrian plaza areas. The construction also included streetscape improvements such as historic streetlights, street trees, and the widening of sidewalks. On-street parking was also added throughout the entire corridor. A major component of the construction also included the installation of a new "raw" water line, potable water lines, sanitary and storm sewer lines. A portion of the construction was funded with CDBG funds. Subsequent phases of the improvements would be extended in an easterly direction towards Church Street and a westerly direction towards Park Avenue. A portion of the funding for Phase II has been made available through CDBG funds.

Priority Community Development needs for the Fifth Street area include health facilities, parking facilities, water/sewer improvements, street improvements, sidewalks, senior services, and general economic development.

Wards Road Pedestrian & Bicycle Study

The Wards Road Pedestrian & Bicycle Study was adopted September 8, 2009. Wards Road is one of the most heavily traveled corridors in the City with 35,000 vehicle trips per day. The road serves the City's largest concentration of commercial retail and is adjacent to Liberty University which has an annual enrollment of over 12,000 students. Even though Liberty University is separated from Wards Road by a main line of the Norfolk & Southern Railroad, there is a high number of pedestrians attempting to access the retail centers along Wards Road. Plans presented by Liberty University in 2007 indicated that a pedestrian tunnel would be constructed underneath the railroad to make student access to the area easier.

The proposed pedestrian tunnel served as the catalyst for preparing the Wards Road Pedestrian & Bicycle study. There are no pedestrian accommodations serving the area and the proposed tunnel would increase the number of students frequenting the retail stores on foot or bicycle. The adopted plan proposes the construction of pedestrian and bicycle facilities in three phases. Phase I would construct a two stage pedestrian crossing of Wards Road in the vicinity of "Sam's Club" and the proposed pedestrian tunnel. This crossing would be combined with median fencing or landscaping to "channel" pedestrians to a safe crossing point. Phase II would construct a greenway trail system along Rock Castle creek to facilitate the north / south movement of pedestrians and bicycles along the northern portion of the corridor. Phase III would construct a multi-use trail adjacent to Wards Road in the southern portion of the corridor.

Priority Development needs for the Wards Road Pedestrian & Bicycle Study include tree planting, street improvements, sidewalks, and general economic development.

In rating the "Priority Need" for the planned areas, funding levels in the City's Five-Year Capital Improvement Plan (CIP) were used:

Plan	*Priority Need Level*	*Dollars to Address Need*
Midtown Master Plan (Midtown Connector)	1	$17,535,738(Road Improvements Only)
Wards Road Pedestrian & Bicycle Study	2	$2,534,000
Downtown & Riverfront Master Plan	3	Continuing
Fifth Street Master Plan	4	$589,480
Tyreeanna / Pleasant Valley Master Plan	5	To Be Determined

Monitoring 91.230

The Grants Administration Team that includes staff from the Grants Administration Office and the Finance Department is responsible for monitoring programs that receive CDBG and HOME funds. A sub-recipient 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, sub-recipients are reimbursed for expenses, rather than provided funds up-front. The City requires receipts, time sheets, and other relevant documentation with the reimbursement request. In addition, sub-recipients are required to submit quarterly performance reports, which are reviewed for consistency with the City's program and financial records. At least five subrecipients are visited on-site at least once per year by the Grants Administration Team for monitoring. At the on-site monitoring visits for the housing and acquisition projects, a random selection of address files are reviewed for program compliance. For all other projects, a visual inspection is 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. They are traced through receipt and disbursement of funds. When the Grants Administration Team 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.

City staff reviews the quarterly reports for each CDBG and HOME project that is funded to ensure that the City is meeting the goals and objectives stated in the Consolidated Plan. For projects that are not meeting the goals established in the Consolidated Plan and Annual Action Plan, City staff will contact the agency to discuss the project and the necessary action that will be needed to bring the project to a current status.

The Grants Administration Team reviews each CDBG and HOME project to ensure that funds are being expended in accordance with the program regulations, and that the project funds are being expended in a timely manner. If project funds are not expended during the quarterly review, City staff will contact the agency to discuss the project status and the importance of expending the project funds in a timely manner.

For ongoing HOME rental projects, City staff requires the agency responsible for the project to submit to the City an annual HUD HOME Monitoring Checklist, Project Compliance Report for Rental Housing, and Project Compliance Checklist. This information is reviewed for HOME Program compliance.

The City's CDBG and HOME funds are audited in conjunction with the City's annual audit. City Council reviews on an annual basis the remaining project funds and determines if funds will be retrieved from agencies and reprogrammed to other projects.

Housing Opportunities for People with AIDS (HOPWA)

The City is not a recipient of HOPWA funds. However, Lyn-CAG is a housing nonprofit that does receive Federal HOPWA funds. The information in this Consolidated Plan has been provided by Lyn-CAG. The City of Lynchburg supports Lyn-CAG housing activities and the goals and objectives of the HOPWA Program.

<u>Activities Plan/Outcome Measures</u>
There will be an increase of households assisted with emergency rent, mortgage and utility payments provided for HIV/AIDS HOPWA consumers.
The high unemployment rate, homelessness, inability to meet monthly medical expenses, and other vital factors has prompted the needy to request an increase in supportive services.
On an average-----most consumers have very poor credit, which doesn't allow them to rent or find suitable housing. Along with poor credit, clients face multiple emergent concerns. HOPWA provides the stopgap for many of their concerns.

Two of the most critical concerns for HOPWA consumers, after rental payments and their medicine are the lack of food and personal items that can insure healthy eating and cleanliness.

> **<u>Plan 1:</u>** To provide an adequate nutritional meal to members of the support group during the holidays or other significant times. Provide to eligible clients that are unemployed, awaiting food stamps approval, limited finances, or crisis situations.

Plan 2: To provide eligible consumers with food, documentation and verification of food stamp ineligibility will be necessary. Referral from other human services agencies or case manager referrals will also be considered. People Living with Aids (PWA) that are referred to the HOPWA program are interviewed and assessed for various needs and support. Many individuals are either recently released from incarceration or have been homeless on the street. After an initial Needs Assessment is conducted, consumers are directed to the proper referrals. All clients must be actively in care with a Primary Care Physician upon eligibility of services.

	TBRA tenant based Rental Assistance	**STRMU** short term rental/mortgage and utility assistance	**Housing Placement Services**
Projected Households Served (2010 – 2011)	10	25	20
Anticipated Households Served (2009-2010)	5	25	10
Actual Households (2008-09)	5	20	5

Supportive Services Projected (2010-2011) 40
Anticipated (2009-2010) 40
Actual Served (2008-2009) 45

Funds will be allocated through the Lyn-CAG /HOPWA program:
Primary Areas of Focus: Cities of Bedford and Lynchburg
Counties of: Amherst, Appomattox, Bedford, Campbell, Charlotte, Lunenburg, Nottoway, Prince Edward.

Lyn-CAG is the only full Human Services and Housing Services agency in District 11. The Lyn-CAG/HOPWA is an active participant, of the Council of Community Services/Ryan White Consortium and Planning District 11 Homeless & Housing Coalition/Continuum of Care.

The effective performance and impact of program activities has depended greatly on the degree to which interagency linkages and communications have been established over the years. Our collaborative approach not only minimizes duplication of services and cost associated, but also creates programmatic relationships whereby limited resources are effectively and efficiently applied to address socio-economic conditions in our area.

The Lyn-CAG HOPWA performance goal enables persons living with HIV/AIDS to achieve housing stability. Many new applicants have limited resources, bad credit, no bank account, family rejection, no primary health provider, and many other obstacles that cause them to seek programs that will give them stability with focus towards becoming self-sufficient.

Specific HOPWA Objectives

Lyn-CAG HOPWA housing program focuses on filling gaps not covered by other community resources or adapting resources to meet the needs of people living with HIV/AIDS.

A successful HIV/AIDS system of services will incorporate all the components of health and social service care that affect a consumer's life. Therefore, Lyn-CAG HOPWA coordinates or creates partnerships between various agencies and organizations such as: the local health department, medical facilities (hospitals and I.D. clinics), Substance Disorder Treatment programs, Shelter Plus Care housing, Rush Homes, LRHA, and CHAP (Coalition for HIV/AIDS Prevention) program.

While housing and supportive services assistance for PWAs is only part of the Lyn-CAG mission, its experiences in improving the overall housing situations of low-income and homeless persons in Central Virginia has been successful.

OTHER NARRATIVES AND ATTACHMENTS

Regional Connections:

The City's *Comprehensive Plan 2002-2020* recognizes the importance of Lynchburg as the commercial and employment hub of the larger metropolitan area. As referenced in the plan the City continues to support regional planning efforts through the Metropolitan Planning Organization (MPO) and Region 2000. Regional planning efforts include transportation planning, services authority, work force investment, technology and economic development.

City staff members serve as representatives on the Regional Transportation Technical Committee (TTC) which is responsible for preparing and forwarding the Central Virginia Long Range Transportation Master Plan to the MPO for approval. The City is also a participating locality in a Regional Service Authority that includes Appomattox County, Campbell County, Nelson County, and the City of Bedford. The Service Authority owns and operates a regional landfill currently located within the City limits.

The City also coordinates land use planning and zoning issues with surrounding localities when a project is located with 1500 feet.

HOME PROGRAM

Recapture Provisions

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

The HOME affordability periods are as follows:

HOME Investment Per Unit	Length of the Affordability Period
Less than $15, 000 subsidy	5 years
$15, 000 - $40,000 subsidy	10 years
More than $40,000 subsidy	15 years
New construction of rental housing	20 years

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

Action Plan

First Program Year Action Plan for 2010-2015 Consolidated Plan

The CPMP First Annual Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

Narrative Responses

GENERAL

EXECUTIVE SUMMARY

Please see the Executive Summary in the Strategic Plan for comments regarding both the 2010-2015 Consolidated Plan and the 2010-2011 Annual Action Plan.

Geographic Distribution of Assistance

According to the 2000 Census, the population in Lynchburg was 65,269 and the MSA was 223,317. White citizens account for 66.6% of the City's population, African-American citizens' account for 29.7%, and the remaining 1.5 percent is made up of two or more races. The Hispanic/Latino population was at 1.3%. The median household income was $32,234 and the number of persons below poverty was 16.4% of the population. The current unemployment rate is 9.3%.

Minorities in Lynchburg tend to be concentrated in the older portion of the City that is identified as Census Tracts 4, 5, 6, 7, 11, 12, and 13. Minority concentration is defined as a census tract with a minority population of greater than 40%. This area, with the addition of Census Tract 14, corresponds to the area where a majority of persons are low- and moderate-income as defined by the United States Department of Housing and Urban Development (HUD) and are the Census Tracts in which the Community Development Block Grant (CDBG) and HOME funds are distributed in the Annual Action Plan.

Basis for Allocating Investments

The City of Lynchburg's Consolidated Action Plan draws attention to the housing needs and services in seven contiguous census tracts that comprise the CDBG targeted area: Census Tracts 4, 5, 6, 7, 11, 12, and 13. This area comprises the central city neighborhoods of Lynchburg that surround the
Downtown Central Business District. Demographics and surveys in these neighborhoods indicate that this is where the highest degree of housing problems exists,

where the most blight is observed, and where most of the City's low- and low-to-moderate-income persons reside.

The 2000 Census reported the median family income for a family of four in Lynchburg as $32,234, slightly more than that of the1990 Census. This compares to an income range of $14,000 - $24,000 in the target census tracts. Incomes in these neighborhoods are significantly lower than incomes city-wide. A disproportionate number of non-whites live in the target market (66.6%) while the city-wide non-white population is 33.4% of the population.

In 2000, Lynchburg had 25,477 occupied housing units (a slight increase since the 1990 census). Of these, 38% were rental units (10,573), and 54% were owner-occupied (14,903). The rental vacancy rate was at 8% while vacancies of units for-sale were only 2%. The Citywide median value of owner-occupied property was $85,300, according to 2000 census data, compared to an average home value of $42,400 in the target census tracts. Since each census tract in the target CDBG area contains at least one historic district in which property values and purchase prices are quite high, this average value is not fully reflective of actual property conditions throughout the target census tracts. While property values are seen as relatively low for owner-occupied units in the target neighborhoods, the average rents there are higher than the City average.

African-American households experience the burden of housing problems more so than any other category of residents. A greater percent of African-American renters (45%) experience housing problems, when compared to the percentage of all renters (38%) with housing problems. A greater percentage of African-American homeowners (24%) experiences housing problems than do their white counterparts (13%).

Addressing Obstacles to Meeting Underserved Needs

The City will continue to cooperate with local non-profits, neighborhood groups, and others to address obstacles to meeting the underserved need, foster and maintain affordable housing, remove barriers to affordable housing, evaluate and reduce lead based paint hazards, develop institutional structure, enhance coordination between public and private housing and social services agencies, and foster public housing improvements, and resident initiatives. Agencies and groups that coordinate this effort are the Lynchburg Neighborhood Development Foundation (LNDF), Housing and Homeless Coalition of Central Virginia, Lynchburg Community Action Group (Lyn-CAG), Rebuilding Together Lynchburg, Lynchburg Redevelopment and Housing Authority (LRHA), Code Enforcement Task Force, and the Lynchburg Department of Social Services.

City Resources

The following are the federal, state, and local resources expected to be made available to address the needs identified in the Annual Action Plan.

Federally-funded City Programs

Shelter Plus Care Program
The City of Lynchburg received $320,700 in HUD funds in 2002 for the Shelter Plus Care Program. This funding was provided for a five-year period. In March 2010 there was a one-year renewal grant that was issued in the amount of $106,488.

The program provides rental assistance to approximately ten housing units. The overall goal of this grant is to identify homeless persons, ready for permanent housing, and offer additional time, financial assistance, and services to reinforce their own resources, skills and motivation to live independently and achieve self-sufficiency. The City conducts the program in collaboration with LNDF and Miriam's House. Participants must be considered homeless, have a documented disability, and must cooperate with necessary services. LNDF secures the housing and Miriam's House provides services. Funds are received through the Supportive Housing Program.

Federal Housing Programs – Nonprofits Supportive Housing

The following agencies will receive $375,610 McKenny Vento Homeless Act funds through the Supportive Housing Program.

Applicant	Project	Amount
Lynchburg Community Action Group	The Family Living Center	$ 44,665
Lynchburg Neighborhood Development Foundation	The Cornerstone	$ 64,748
Miriam's House	HMIS	$ 21,357
Miriam's House	Supportive Housing	$ 87,252
Rush Lifetime Homes, Inc	Rush Homes	$ 51,100
	Total:	**$ 375,610**

Community Development Financial Institution (CDFI): The U.S. Treasury has supported the development of financial institutions that primarily operate in distressed communities and offer credit to low- and moderate-income households. Lynchburg Community Loan Fund (LCLF) is a newly formed CDFI that provides housing loans in the form of subordinate mortgages for the purchase and repair of homes. The investment area includes the more blighted areas of the City of Lynchburg, and the target population is borrowers earning at or below 80% of the Area Median Income (AMI). In operation for three years, LCLF received seed funds from CDBG and has provided loans in excess of $80,000 to the target population.

Historically, the larger banking community has been the major investors in CDFIs. This has been seen in Lynchburg as several local banks offered long-term pledges of contributions to LCLF for its loans. As a non-profit CDFI, LCLF can obtain grant funds to reduce the costs of funds and further spread its resources. As it grows, LCLF will consider additional loan products, such as facilities lending, and expanding the territory it serves under Treasury certification. The Board of LCLF is conducting strategic planning to conduct feasibility studies of such expansion and the effect on the original target market.

State Housing Programs
State program funds are funneled to the City through other non-profit organizations, which assist with homeownership and weatherization of homes for low-income residents.

Central Virginia Regional Loan Fund: LNDF receives approximately $800,000 per year in regional loan funds from the Commonwealth of Virginia. These funds can be used for first-time buyers in the form of low-interest loans, either in rehabilitation or new construction in the Central Virginia Planning District. These funds are available to persons under 60% area median family income (AMFI) who can qualify for low-interest mortgage funds. City HOME dollars and other private agencies supplement these funds with subordinate, forgivable loans to cover down payment and closing costs.

Affordable Housing Preservation Program: Funds from this flexible source distributed by the Virginia Department of Housing and Community Development (DHCD) have been used by several housing development agencies including Rush Homes and LNDF. Coupling these funds with other funds specifically directed to projects serving special needs populations has resulted in a significant increase in the number of accessible houses available in Lynchburg.

Private Equity Investment through Tax Credit Programs
Federal Low Income Housing Tax Credits (LIHTC)
This source of financing affordable housing development has been used in Lynchburg since the program's inception in the mid 1980s. Several groups have used this program, including New Land Samaritan Inns, which has operated the Gateway for approximately 8 years. The Gateway serves as transitional housing for up to 23 men who were formerly homeless, and who agree to undergo treatment for substance abuse and/or training to improve work skills. Miriam's House is a similar program for women and their children.

Other scattered site projects have been developed for affordable rental housing throughout the City using a combination of private equity investment and federal rental assistance programs. Most recently two projects, College Hill Homes and Central City Homes, have used LIHTC to develop 65 affordable rental units through renovation and adaptive re-use of existing houses and building throughout Lynchburg's central city neighborhoods. In some cases, buildings were donated to the projects from LRHA, and the City has invested HOME funds in both.

Federal and State Historic Preservation Tax Credits
Lynchburg is a historic city and one that, over a century ago, was the second wealthiest city in the country on a per-capita basis. It was a port and distribution center on the James River and its leadership was comprised of wealthy merchants. Therefore, the housing stock, especially in the older city, is of excellent quality and unusual design and architecture. Preserving these buildings has not always been a City priority but, in recent years has taken on major significance. The Lynchburg Historical Foundation (LHF) is a non-profit organization that supports preservation efforts and works with local professionals and residents to maintain this important

part of the City's history. LHF also works with other organizations such as Lynchburg College's Center for the History and Culture of Central Virginia to research and develop the record of Lynchburg's past. As revitalization of the City's downtown continues the momentum and preservation will be a critical issue in terms of construction and in terms of funds. Many local residents, businesses, and non-profit organizations have begun to use the federal and state historic tax credits and enterprise zone tax credits. The amount of investment from the sale of these credits has increased substantially since the State credits have become effective.

The investment opportunities in the development of historic properties in Virginia are two-fold. In addition to credits against federal income tax liability, investors can also seek credits against state income tax liability. A combined maximum of 25% of the cost of approved basis is available for tax credits under the state program and 20% is available under the federal program. This incentive for investors to participate in the revitalization of the City, its downtown, and its residential neighborhoods is a positive boost to the City's plans for the future.

New Market Tax Credits
The City has benefited from equity investment as the private sector has utilized this mechanism for some downtown projects and for projects included in the vision of the Fifth St. Master Plan. In all cases, the City has invested in the projects and supports the ongoing work of its partners to increase the private resources available to assist in implementing its plans.

Local Programs

Code of Ordinances

The Code of Ordinances of the City of Lynchburg authorizes City Council to designate rehabilitation districts and to waive customer availability charges for connection to the water and sewer systems. Non-profit housing developers may petition Council for the above designation when redeveloping residential property for low- and moderate-income households. This program is frequently used by Habitat for Humanity. Real estate tax relief is available to the elderly and persons with disabilities earning $30,000 or less per year, with a net worth of $60,000 or less excluding the house in which they live. The City may also exempt from real estate taxes for 10 years, the increase in value of a house 25 years old or older, which has been rehabilitated. There are also tax incentives provided to businesses that locate within the two designated enterprise zones.

Because of this cost-to-value disparity, there are several incentives that the City offers to private and corporate entities interested in development in the targeted census tracts. Businesses located in the enterprise zone benefit from tax exemptions on improvement and other tax incentives.

Code Enforcement
The City through its Neighborhood and Environmental Services Program supports neighborhood revitalization by providing code enforcement of existing structures in need of repair, and the enforcement of the abandoned vehicle program, the weed enforcement/inmate labor program, and the illegal dumping program. The goals of the program include strengthening cooperation between residents, businesses, religious

organizations, non-profit agencies, and City departments to improve the livability of neighborhoods. One example of this type of collaboration exists in the creation of the Code Enforcement Task Force chartered by City Council. The Task Force develops and implements a coordinated and focused long-term strategy to improve living conditions through consistent code enforcement, thereby facilitating a positive impact on the quality of life in Lynchburg. This group conducts bi-monthly neighborhood walk-throughs to see and hear citizen concerns first-hand.

Private Resources

Greater Lynchburg Habitat for Humanity provides new single-family housing for purchase by low- and moderate-income families. Habitat has constructed 200 such houses to date using mostly private donations and significant support from the churches and faith communities. The City has provided some CDBG funds to cover the costs of water and sewer connection fees, and land acquisition. Habitat serves the low- and very low-income population able to purchase a home. The City continues to encourage Habitat to renovate historic homes in the CDBG eligible area. This preserves the fabric of our historic neighborhoods and prevents further deterioration and vacancy in these areas.

The City will continue to cooperate with local non-profits, neighborhood groups, and others to address obstacles to meeting undeserved need, foster and maintain affordable housing, remove barriers to affordable housing, evaluate and reduce lead based paint hazards, develop institutional structure, enhance coordination between public and private housing and social service agencies, and foster public housing improvements and resident initiatives. Agencies and groups that coordinate this effort are the LNDF, Housing and Homeless Coalition, Lyn-Cag, LRHA, Code Enforcement Task Force, and the Lynchburg Department of Social Services.

According to LRHA's 2010-2015 Public Housing Authority Plan (PAH) the estimated amount of Section 8 Tenant-Based Rental Assistance for Calendar Year 2010 is $3,780,376.

LNDF anticipates receiving $3.3 million in Low-Income Tax Credit during Program Year 2010.

The City of Lynchburg does not expect to receive any funds from the Housing and Economic Recovery Act and the American Recovery and Reinvestment Act during the 2010 Annual Action Plan year.

LNDF will receive $1 million in Neighborhood Stabilization Program funds to leverage and address priority needs in the 2010 Annual Action Plan year.

Managing the Process

The lead agency for the development and submittal of the Annual Action Plan is the Department of Community Development, Grants Administration Division of the City of Lynchburg. Within this lead agency is a Grants Administration Team that includes staff from the Grants Administration Office and the Finance Department. This Team is responsible for the contracting, administration, organization, and preparation of the Plan and will coordinate with the public, private, and non-profit entities through which it will carry out the Plan.

The Grants Administration staff used local news media and non-profit agencies serving the low-to-moderate income persons to broaden public participation in the development of the Action Plan, including outreach to minorities and non-English speaking persons and persons with disabilities.

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

Citizen Participation

The Grants Administration office ensured that the Community Development Advisory Committee (CDAC) and City Council were kept advised of the annual consolidated planning process.

In accordance with the City's adopted Citizen Participation Plan below is a summary of the public meetings and public hearings that were held to allow citizens the opportunity to participate and comment on the development of the Annual Action Plan in conjunction with the goals and objectives established for the 2010-2015 Consolidated Plan.

It is the intent of the City of Lynchburg to encourage and facilitate the participation of residents of the City in the formulation of priorities, strategies, and funding allocations in the Consolidated Plan and Annual Action Plan. In addition to public meetings and hearings, copies of the draft Annual Action Plan were made available for public review at the following locations in and throughout the City:

- Community Development Department, Grants Administration Division, Second Floor, City Hall, 900 Church Street, Lynchburg, Virginia 24504
- Lynchburg Public Library, 2311 Memorial Avenue, Lynchburg, Virginia
- Downtown Branch Library, City Hall, Basement Floor, 900 Church Street, Lynchburg, Virginia 24504
- Community Development Department, Grants Administration Division website

CDAC held meetings on January 7, 2010 and April 7, 2010 to discuss the application process, allocation of CDBG and HOME funds and to establish their priorities for Fiscal Year 2010-2011. The areas of priority were as follows:

1) Homeowner Assistance
2) Housing Rehabilitation Activities
3) Public Facilities and Improvement Activities
4) Public Service Activities
5) CHDO projects

The acceptance and application process for CDBG and HOME program funds for Fiscal Year 2011 began on February 9, 2010 and ended on February 26, 2010. In accordance with the process outlined in the City's Citizen Participation Plan, a notice was published in *The News and Advance* on February 13, 2010, indicating the acceptance of applications for funding programs, projects and activities under the CDBG and HOME Programs. The advertisement indicated the expected amount of funding for both programs.

The City received 21 applications for CDBG funding and 6 applications for HOME funding. Prior to the receipt of applications, the Community Development staff held a Technical Assistance Workshop on February 16, 2010. Organizations and individuals making application for funding, as well as others interested in the process, attended and received information. City staff used this opportunity to discuss the application process, which included a numeric rating system, and the requirements for funding under both the CDBG and HOME programs.

CDAC conducted a public meeting on April 7, 2010 and received information from staff regarding the Annual Action Plan allocation of project funds. CDAC reviewed the summary allocation worksheet and the various requirements for the allocation of funds for administration, non-public service, public service and the HOME Program. There was also discussion regarding the score sheet that would be utilized by CDAC in evaluating the applications. City staff advised CDAC that the City's allocation from HUD is higher than anticipated. CDAC and public that were present were advised that a public hearing would be conducted on the application requests for funding before a decision would be made for the recommendations to City Council.

Due to an oversight a public notice was not published in the local newspaper, however, all applicants were notified of the planned CDAC meeting. Notices were placed in various public viewing areas in City Hall. Therefore, CDAC proceeded with the above discussion in preparation for the public hearing on May 11, 2010.

CDAC conducted a public hearing on May 11, 2010 and reviewed all project applications. Prior to CDAC reviewing and discussing the project applications, the Committee received public comments regarding the Annual Action Plan and the project applications submitted for review by the various non-profit and for-profit agencies.

Fourteen (14) persons spoke regarding the respective applications and the proposed use of the CDBG and HOME funds. In summary, fourteen (14) individuals spoke in support of the following projects: Business Development Center, The Gateway, Inc., C Street Zion Baptist Church, Virginia University of Lynchburg, PRIS, PLC, YWCA Town Center, Jubilee Family Development Center/STEM Center, and LNDF. One citizen spoke in opposition to funds being allocated to LNDF and Bluffwalk.

Based on these comments and the discussion held by the members of CDAC, CDAC made recommendations to City Council for projects that they concluded would be most beneficial to the low and moderate income persons within the targeted neighborhoods and within the broad national goals established by HUD of providing decent housing, a suitable living environment and expanding economic opportunities.

On June 8, 2010, City Council conducted a public hearing to allow citizen input regarding the CDAC Annual Action Plan recommended projects. A public notice advertisement was placed in *The News and Advance* on May 24, 2010 advising the public of this hearing.

Fourteen (14) persons spoke regarding the CDAC recommendations. Eight (8) individuals spoke in support of the following projects: Miriam's House, Camp Kum-Ba-Yah, The Gateway House, Inc., LNDF – Hilltop Homes, LNDF Tinbridge Hill New Construction, Interfaith Outreach Association, YWCA – Town Center, Smart Beginnings, LRHA. Six (6) individuals spoke expressing their concerns regarding the funding request for the following projects: PRIS, PLC, C. Street Zion Baptist Church, and Hill City Football and Cheerleading. One citizen expressed concern regarding the funding of the previously-approved Section 108 loan project and the funding of a local non-profit housing development agency, LNDF.

On June 22, 2010 the recommendations of CDAC were discussed at a City Council work session. The Council representatives on CDAC presented this matter. After a brief discussion it was a full consensus to support and adopt the recommendations of CDAC with a clerical correction being made for the allocations being awarded to LRHA.

On June 28, 2010 a public notice was published in *The News and Advance* stating that a draft of the proposed 2010-2011 Annual Action Plan was available for public review for a thirty-day public comment period. The advertisement for the Annual Action Plan included the projects approved by City Council at its June 22, 2010 meeting along with the projects from previous years that were being reprogrammed into the 2010-2011 Annual Action Plan projects. (See Appendix "A")

The City received one written comment during the public comment period. This written comment was received by the same individual (a former City employee, an Administrative Services Associate, who worked in the Department of Community Development Department and whose employment with the City ended in early January 2010 due to the realignment of budget resources) that spoke at the CDAC public hearing on July 13, 2010. The written comment included a series of 14 items which predominantly focused on process and personnel related matters rather than the substance of the activities planned for the Annual Action Plan and Consolidated Plan periods. A copy of these comments will be submitted to HUD as a separate document should the citizen provide the City with a copy of the document.

In addition, a written comment was received via e-mail on July 29, 2010, the day after the 30 day comment period closed. While submitted as a written comment on the Annual and Consolidated Action Plans, it focuses as well on "…questions concerning the process of the CDAC grant applications." This comment does not address any issue related to the substance of the activities planned for the Annual Action Plan and Consolidated Plan periods.

There were no public comments that were not considered by CDAC or City Council in the development of the Consolidated Plan and Annual Action Plan. Dr. Michael Gillette, Chairman of CDAC, stated at the CDAC and City Council public hearings that while all of the organizations are worthy of the allocations and that the decisions made would be no reflection of the quality of services provided by each applicant, there is a shortage of funds, relative to the quantity of funds requested. Dr. Gillette stated that no entity was entitled to funds, and that even if funds had been received in the past, they may not be this time. He explained that City Council had committed to pay back the Bluffwalk loan, and that part of the CDBG money would be reserved to cover that loan, if necessary. If it was not needed, the money would be reprogrammed at a later date.

While CDAC and City Council could not incorporate every comment and/or recommendation from the public hearings, they are aware of the various housing and non-housing needs and have considered each comment in their development of the goals and objectives and the annual allocation of funds.

(Note: Public hearing comments from the City Council meeting on August 10, 2010 will be incorporated into the final 2010-2011 Annual Action Plan that will be submitted to HUD).

Institutional Structure

The City's Department of Community Development is responsible for carrying out the provisions of this Plan. Working in conjunction with its public and private partners, City staff will distribute, monitor, and execute the functions of the Plan and reports on its progress. Coordination with other departments within City administration is essential to smooth delivery of services and the achievement of desired outcomes.

Monitoring

The Grants Administration Team that includes staff from the Grants Administration Office and the Finance Department is responsible for monitoring programs that receive CDBG and HOME funds. A sub-recipient 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, sub-recipients are reimbursed for expenses, rather than provided funds up-front. The City requires receipts, time sheets, and other relevant documentation with the reimbursement request. In addition, sub-recipients are required to submit quarterly performance reports, which are reviewed for consistency with the City's program and financial records. At least five subrecipients are visited on-site at least once per year by the Grants Administration Team for monitoring. At the on-site monitoring visits for the housing and acquisition projects, a random selection of address files are reviewed for program compliance. For all other projects, a visual inspection is 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. They are traced through receipt and disbursement of funds. When the Grants Administration Team 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.

City staff reviews the quarterly reports for each CDBG and HOME project that is funded to ensure that the City is meeting the goals and objectives stated in the Consolidated Plan. For projects that are not meeting the goals established in the Consolidated Plan and Annual Action Plan, City staff will contact the agency to discuss the project and the necessary action that will be needed to bring the project to a current status.

The Grants Administration Team reviews each CDBG and HOME project to ensure that funds are being expended in accordance with the program regulations, and that the project funds are being expended in a timely manner. If project funds are not expended during the quarterly review, City staff will contact the agency to discuss the project status and the importance of expending the project funds in a timely manner.

For ongoing HOME rental projects, City staff requires the agency responsible for the project to submit to the City an annual HUD HOME Monitoring Checklist, Project Compliance Report for Rental Housing, and Project Compliance Checklist. This information is reviewed for HOME Program compliance.

The City's CDBG and HOME funds are audited in conjunction with the City's annual audit. City Council reviews on an annual basis the remaining project funds and determines if funds will be retrieved from agencies and reprogrammed to other projects.

Lead-based Paint

During the Annual Action Plan year, the city's efforts to evaluate and reduce lead-based paint hazards will be directed according to the use of the CDBG and HOME funds. First, all housing programs and projects assisted with CDBG and HOME are required under HUD and other federal regulations to address these hazards. It is standard practice that any such use of funds includes the notification of buyers owners and occupants. Depending on the nature and the amount of assistance being provided, the type of evaluation and approach to addressing the hazards may vary. For example, assistance limited to down payment and closing costs will have different lead-based paint requirements compared to substantial rehabilitation of owner-occupied housing units. However, all assistance involving housing built prior to 1978 will be subject to lead-based paint rules. Compliance with these requirements is a provision included in the written agreements with subrecipients.

HOUSING

Specific Housing Objectives

The goals identified by City Council form the housing priorities for the Annual Action Plan, and guide the direction of City funds and other available resources. The following are the goals and allocation priorities to reach them.

Increase the number of owner-occupied units
The City supports and encourages owner-occupied housing units within distressed neighborhoods. The City's Comprehensive Plan states that a range of housing options is desirable but a greater proportion of owner-occupied is determined to create more stable neighborhoods as personal investment in long-range trends is stronger.

The 2000 Census reported 58.5% of the City's occupied housing units were owner-occupied, compared with 41.5% rental units. This represents a slight increase in the owner-occupied units city-wide. A corresponding increase was also identified in the census tracts that make up the target market. However, the ratio of owner-occupied units to rental units is lower than in more stable areas of the city, or than in other parts of the country. Efforts to build attractive markets for homeownership in the neighborhoods surrounding downtown is a necessary part of this undertaking.

In order to achieve long-term stability and investment in the City neighborhoods, we must encourage homebuyers to purchase here. This will entail incremental strategies that include working with developers, banks, and others to take collaborative action to achieve the goal of improving and retaining owner-occupancy and housing conditions for existing homeowners. With limited government resources, the City believes the participation of the private for-profit sector will be necessary, with government involvement limited to leveraging other resources with CDBG and HOME dollars for those low- and moderate-income households, which require more assistance in order to, become owners.

Additional strategies include: (1) support of new and rehabilitated housing for ownership in a wide range of prices; (2) encourage developers, banks, and homeowners to take individual action in this regard; and (3) provide incentives for buyers and homeowners to invest a portion of personal funds into the project; and (4) assisting service providers to develop full-service housing counseling programs, including a homebuyers' club to develop qualified new purchasers. As a related matter, the City believes that the buyer should enter the process with some equity to minimize the need for subsidy and to spread City investment as broadly as possible.

Rehabilitate substandard housing units. Emphasis is to be placed on programs that require an investment of funds and/or labor on the part of the owner commensurate with the owner's resources.
The City's Comprehensive Plan identified housing problems in nearly 3,500 rental properties and 1,460 owner-occupied properties. The City's goal to make all housing safe, decent, and affordable will require that a variety of strategies be implemented simultaneously over the next 5 years. One strategy is to support financial mechanisms and incentives that encourage individuals in their efforts to repair and keep their homes and properties in good condition. To the extent feasible, owners should provide their own resources so that limited government funds will be spread to the maximum number of houses.

Another strategy is to extend some assistance programs to private landlords as well as homeowners. As business owners, these landlords are responsible for providing a quality product to the public, i.e. renting out only those properties which comply with the Building Code. Landlords who do not correct code violations within a thirty-day time frame will be denied a certificate of occupancy for those units, and therefore, cannot legally rent them out. Potential loss of rental income provides a direct incentive for the landlord to correct the problems. The City is taking a proactive rather than a reactive approach to prevent the further decline of the targeted neighborhoods. The LRHA Rental Rehabilitation Program has received CDBG funds to address observed and eligible repairs according to this strategy.

Clearly, collaboration with other public and private resources will be necessary. The primary home-repair agencies, Lyn-CAG and LNDF, will continue their owner-occupied home repair programs in order to assist this City in achieving its goal.

Strategies will include City support of resident education and training programs that: (1) identify rights and responsibilities of residents; (2) provide skills in home maintenance and upkeep; and (3) support individuals seeking to improve their housing situations.

The City's Residential Rental Property Inspections Program will continue to be a key strategy through the routine inspections of all rental properties throughout the City. In March 2005, City Council unanimously approved a new ordinance focusing on property maintenance of rental housing. For this ordinance, owners of rental property are required to register any rental unit in the CDBG-targeted area and confirm that the unit complies with the Uniform Statewide Building Code (USBC) Property Maintenance Code. The City's Comprehensive Plan states that it will explore the effectiveness of incentives that encourage the rehabilitation of older rental properties, or possibly develop an awards program to recognize quality rehabilitation and maintenance of rental properties.

City funds will be made available for other housing providers, combining these with investment resources, such as the Low Income Tax Credits program which can be expanded to increase the stock of safe and affordable housing. However, the City's support of such equity investment for low-income rental units is limited to renovation of existing buildings so that our current stock of housing and structures appropriate for adaptive reuse can be exhausted before new units are constructed.

Acquisition and donation of vacant, blighted properties, by the City and LRHA, and the subsequent transfer to non-profits to develop affordable housing, both rental and owner-occupied, will continue and be expanded, as will the support Lyn-CAG and other organizations that provide assistance to low-income owners.

Support initiatives to increase permanent affordable rental and housing ownership opportunities.
The City agrees with the national priority to increase the homeownership rate, particularly for low- or moderate-income families. Homeownership promotes stable neighborhoods and an increased sense of community along with personal financial investment. Owning a home is usually the largest investment, and

largest asset, of most households.   Data reveals that homeowners are less likely to experience housing problems (substandard conditions, cost-burdens) than renting families. There are several public and private efforts ongoing in the City to attract more first-time buyers by offering various incentives. The City's Comprehensive Plan states that the City will foster and expand relationships with local lenders to develop partnerships for first-time home buyers.

In order to increase homeownership, we must be prepared to assist families who are unable to meet the entrance profiles for conventional lending but are still credit-worthy and able to meet their financial obligations. This will mean that the City will need to partner with lenders and/or support alternative lending opportunities, by investing subsidies into the financing. The following are strategies that have been successful in Lynchburg and other places in meeting this priority: (1) continued and increased collaboration with area non-profit agencies, through the distribution of HOME and CDBG program funds; (2) expanded partnerships in the private sector, including corporate and banking sponsorship of homebuyer initiatives; and (3) new incentives to support private developers who build/renovate affordable single-family homes.

These strategies include exploring other public and private funding programs throughout the country to see if they can form models for us to maximize the available loan programs for first-time homebuyers. The use of CDBG and HOME funds to adjust market factors that sometime prohibit credit-worthy homebuyers from access to mainstream lending programs will make a difference in making new homeowners.

Moderate-income renters are an obvious target market for some of these programs. Most moderate-income persons could purchase a suitable house through programs that provide assistance in the form of lower interest rates and flexible loans for down payments and closing costs City partners, such as LNDF, LRHA, Lyn-CAG, and Greater Lynchburg Habitat for Humanity (GLHFH), share this goal and offer several homeownership programs to meet the needs of the City's low income families.

The need for permanent housing for homeless, the disabled, and those with special needs is documented in the Continuum of Care. The scope of the Continuum is regional and therefore, the City's desire is to support permanent housing development throughout the Central Virginia planning district (Planning District 11). All persons in the region should have housing choices and assistance available.

Special needs populations include, but are not limited to, persons who are mentally ill, mentally disabled, physically disabled, and substance abusers/addicts, have AIDS, are homeless, and are elderly and in need of supportive housing. This population is spread throughout the region, but many of the supportive resources are located in the City of Lynchburg. Increased support of regional homeless and special needs facilities and services, such as the regional Disabilities Services Board, will continue to be specific objectives of the City. Another objective will be to improve regional transportation, especially for persons with special needs so as to maximize access to limited resources.

Support programs that assist individuals in retaining their homes in challenging economic times.
The review of promising programs to address the challenges facing low-income families living in distressed neighborhoods reveals three key themes: (1) Earnings and asset development programs are used to increase the economic self-sufficiency of low-income families and include: place-based employment programs, a focus on “good jobs,” the use of work incentives, programs that promote banking, car and home ownership, and the use of the Earned Income Tax Credit; (2) Family strengthening programs are used to improve health and educational outcomes, as well as link families to needed support and benefit services and include: nurse home visitation, parenting education, early childhood educational programs, and facilitating the receipt of support services; and (3) Neighborhood strengthening programs are used to improve features of the neighborhood, collaboration among service providers, and resident involvement in neighborhood affairs and include: the use of community development corporations, comprehensive community initiatives and community organizing strategies.

Whether they originate from federal programs, such as HOME or CDBG, or local sources, such as housing trust funds or housing bonds, local or state governments are generally the source for the subsidies that make homes affordable to low- and moderate-income families. These subsidies generally cover the difference between what it costs to develop the home and the purchase price that families in the targeted income range can afford and retain their home once purchased.

The City will continue to support homeowner rehabilitation programs and homebuyer programs that provide interest write-down loans to make the home affordable and allow homebuyers/homeowners to retain their home in challenging economic times.

<u>Identified Objectives/Benchmarks and Performance Measures</u>

As stated in the Consolidated Plan, in March 2006, HUD issued the “Notice of Outcome Performance Measurement System for Community Planning and Development Formula Grant Programs.” The HUD Outcome Measurement System includes Objectives, Outcome Measures and Indicators. The City must choose one of the three objectives and Outcomes for each activity. In identifying the outcome/objective, HUD has developed a numbering system that ties to the CPD Performance Measurement System (PMS).

The Housing Objective category is:

> **<u>Provide Decent Housing</u>**. Activities that are categorized in this objective are designed to cover the wide range of housing activities under CDBG and HOME. The objective focuses on housing programs where the purpose of the program is to meet individual family or community needs.

The three Outcome categories for housing are:

1. **<u>Availability/Accessibility</u>**. Applies to activities that make service, infrastructure, public service, public facilities, housing, or shelter available or accessible to low and moderate-income persons including persons with disabilities. Accessibility does not only refer to physical barriers, but also to making the basic of daily living

available and accessible to low- and moderate-income persons who live in the housing unit or use the facility.

2. **Affordability**. Applies to activities that provide affordability in various ways in the lives of low- and moderate-income persons. It may include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.
3. **Sustainability**. Promoting Livable or Viable Communities. Applies to activities that focus on improving communities or neighborhoods, helping to make them livable or viable by providing benefit to low- and moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain the communities or neighborhoods.

The following housing objectives will serve as the proposed accomplishments and outcomes to promote the development, sustainability and suitability of housing and fair housing within the community:

	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3

Housing Ownership and Rehabilitation

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2010	2011	2012	2013	2014	2010	2011	2012	2013	2014
Homeownership-Owner-occupied (CHDO) (DH-1)	1	2	1	1	1					
Homeownership-Homebuyer (DH-1)	10	10	10	10	10					
Homeownership-Retention (DH-2)	5	5	5	5	5					
Housing Rehabilitation (DH-2)	25	25	25	25	25					
Rental Units (DH-1)	0	24	24	0	0					

The City of Lynchburg supports assisting individuals with disabilities, substance abuse or addiction, persons with AIDS, persons that are homeless, and elderly persons.

The overarching strategy for accomplishing the housing goals of the City is to conduct activities that complement and enhance the work being done by City departments and their partners using the various sources of public and private funding available.

Public Housing Needs

LRHA's efforts over the next year will be to continue to increase the awareness of the community of existing assistance programs, to attract more landlords to participate in the Section 8 Housing Choice Voucher Program and continue to work in partnership with other local housing providers such as Lyn-Cag, LNDF, and GLHFH. LRHA will continue to work with Rush Homes to provide assistance needed for the physically and mentally challenged applicants. These efforts are also expanded by working closely with the Lynchburg Area Center for Independent Living (LACIL).

Barriers to Affordable Housing

Lynchburg is a city of relatively low housing costs. However average income and cost-of-living also reflect these somewhat lower housing costs. In recent years there has been a resurgence of housing development, primarily in the outlying areas of the City. Development in the CDBG area remains limited to non-profit and subsidized activity. This is due to the very low property values in these census tracts and a greater value placed on improvements to property than to the land itself. In the target area, this high value on improvements, or buildings, had the effect of costing more than clearing land and, thereby, negating the opportunities of redevelopment. This was also a large disincentive to development through renovation because the cost of repair typically exceeds the value of the renovated property. Therefore, subsidized development has been the primary construction in the CDBG neighborhoods to off-set the resistance of these neighborhoods to general real-estate market forces.

Even though the City's Zoning Ordinance has been amended there are still outdated requirements that can be viewed as barriers to affordable housing. The City's Zoning Ordinance was adopted in 1978 after the City annexed portions of Amherst, Bedford, and Campbell counties in 1976. The ordinance is "suburban" in style and does not serve the older "traditional" areas of the City well. Existing dwellings in older areas of the City are typically located on smaller lots and do not conform to the Zoning Ordinances standards for setbacks or lot sizes. These large suburban setbacks and lot size requirements have prevented homes from being expanded and prevented the construction of affordable infill housing.

The City's *Comprehensive Plan* recognizes the unique character and the need to promote redevelopment and infill of its older neighborhoods. The City is currently preparing a Zoning Ordinance Revision Plan that will revise the document to better address the City's older neighborhoods.

In some cases the City has approved waiver of certain City fees that create undue costs on development of housing by non-profit organizations. These and other strategies will continue to be considered so that increased development costs would not be passed on to low-income home buyers.

HOME PROGRAM

HOME Assistance

The City of Lynchburg expects to utilize HOME funding for homeownership, rehabilitation, new construction, and development of rental assistance projects.

Other Forms of Investment

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

Guidelines for Refinancing

Not applicable. During FY 2011, the City of Lynchburg does not anticipate using HOME funds to refinance existing debt secured by multi-family housing that is being rehabilitated with HOME funds.

Recapture Provisions

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

The HOME affordability periods are as follows:

HOME Investment Per Unit	Length of the Affordability Period
Less than $15, 000 subsidy	5 years
$15, 000 - $40,000 subsidy	10 years
More than $40,000 subsidy	15 years
New construction of rental housing	20 years

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

Tenant-based Rental Assistance

The HOME funds are not used for tenant-based rental assistance.

HOME Affirmative Marketing

The City's Affirmative Marketing Procedures that will be followed to affirmatively market housing containing five or more HOME-assisted units is attached. (See Appendix B)

HOME Matching Requirements

HOME matching requirements are met by volunteer hours committed through non-profit agencies.

HOMELESS

Specific Homeless Prevention Elements

Most homelessness initiatives in the City are coordinated through the Housing and Homeless Coalition of Central Virginia (HHC-CVA), a recipient of funding through the Stewart B. McKinney programs (Supportive Housing Program, Shelter Plus Care, etc.) Also participating in the HHC-CVA are the counties of Amherst, Appomattox, Bedford, and Campbell.

HHC-CVA is a regional organization comprised of agencies that serves as the lead entity for Supportive Housing Programs. The HHC-CVA currently has more than 35 listed member organizations, agencies, individuals, programs and businesses.

Sources of Funds
Most homelessness initiatives in the City are coordinated through HHC-CVA, a recipient of funding through the Stewart B. McKinney programs (Supportive Housing Program, Shelter Plus Care, etc.) Also participating in the HHC-CVA are the counties of Amherst, Appomattox, Bedford, and Campbell.

The City of Lynchburg will utilize its Shelter Plus Care annual allocation to provide rental assistance to homeless persons for permanent housing.

Lyn-CAG recently received $363,000 in funding through the Homelessness Prevention and Rapid Re-Housing Program (HPRP) under Title XII of the American Recovery and Reinvestment Act of 2009 (“Recovery Act”).
The primary objective of the HPRP is to prevent displacement of households who are potentially homeless, to assist homeless persons in securing permanent housing, to assist potentially homeless who may be in danger of becoming in arrears, and to ensure that the persons who receive assistance become self-sufficient. Several ways to measure these objectives include tabulating the number of clients who remain in their housing situation (rental) and successfully complete financial literacy training, home-ownership counseling and/or budgeting counseling. This project will serve the cities of Lynchburg and Bedford, and the counties of Amherst, Appomattox, Bedford, and Campbell.

Homelessness
The City is a member of the HHC-CVA, which is a regional Continuum of Care (CoC) comprised of agencies that focuses on issues pertaining to homelessness.

Through the participation of its members of the HHC-CVA the Coalition can more effectively address the needs of homeless individuals and families, including the following: homelessness prevention; outreach/assessment (i.e. case management); emergency services; transitional housing; and permanent supportive housing

The specific priority needs outlined in the CoC strategy place high priority on the creation of new permanent housing beds for the chronically homeless, job training, and employment programs, and the journey from transitional to permanent housing for both families and individuals. The CoC's homeless activities during the five-year period of this Consolidated Plan will also coordinate homeless prevention services to those at risk of becoming homeless.

Chronic Homelessness
The point-in-time survey conducted in January 2009 identified 53 chronically homeless persons in the Central Virginia area. The HHC-CVA has designated the creation of new permanent housing beds for chronically homeless individuals as one of its strategic planning objectives.

The HHC-CVA provides a comprehensive response to the different needs of homeless individuals and families so that they can make the critical transition from the streets to independent living.

It is important that a balance of emergency, transitional, and permanent supportive housing be provided, along with homeless prevention, case management and other supportive services, so that the transition of homeless persons to self-sufficiency becomes permanent.

Homelessness Prevention
Homelessness prevention is achieved using a variety of means, often through a connected network of services coordinated with public and nonprofit agencies. The HHC-CVA plans to continue its objectives to reduce the numbers of unsheltered households with children. The HHC-CVA will identify major prevention/intervention funding sources and agencies, collate regulations and limitations of each source or entity, create a tool for regular reporting of utilization of funds, and analyze gaps and utilization.

The HHC-CVA also has plans to maintain or increase the number of persons employed at program exit. Employment is a critical step for homeless persons to achieve greater self-sufficiency. The HHC-CVA is comprised of several employers that representatives work with homeless agencies to secure employment for clients. Case managers continuously work to ensure the appropriate evaluation of skills and abilities of clients in order to locate employment opportunities prior to exit.

Discharge Coordination Policies
In relation to youth aging out of foster care, patients released from medical facilities, patients released from mental health institutions, and prisoners released from correctional institutions, the HHC-CVA continues to work in cooperation with individuals from local law enforcement agencies, supportive service agencies, and other interested parties to coordinate discharge. The following are supportive service agencies that coordinate discharge:

Foster Care:
The Virginia Department of Social Services mandates that youth in foster care must be moved to a permanent housing setting when they age out of the system. In rare instances, local youth turning 18 in foster care settings voluntarily become homeless. Locally, the Department of Social Services follows the state mandate for discharge planning including assisting youth with securing employment and housing. Local CoC agencies observe state protocol.

Health Care:
Locally, the private hospital system will release individuals to shelters or to the streets, although hospital discharge planners work closely with agencies and organizations in the CoC to ensure safe and adequate placement. The CoC will continue to work with the hospitals to prevent individuals from being discharged without a permanent discharge address.

Mental Health:
The Community Services Board works with the State Hospital System in Virginia to coordinate discharge planning.

Corrections:
The Virginia Department of Corrections mandates that a juvenile leaving incarceration can only be discharged to an authorized person. The Department requires adult inmates to work with their Community Release Unit and local Probation Officer to plan discharge and must have a verifiable address in order to be released. Local CoC agencies observe state protocol.

The following objectives have been established for the CoC agencies for the period of the Annual Action Plan.

Objective 1: Create new permanent housing beds for chronically homeless individuals. The CoC will continue meeting with current housing providers to identify ways to designate housing for chronically homeless persons. Providers identified and engaged are the local housing authority and an upcoming program intended to offer second-stage housing to persons in recovery.

The CoC will work to increase resources (private and public) that will provide permanent housing for the chronically homeless. The Salvation Army in Lynchburg offers an opportunity for new beds as it has just completed a new facility for shelter and is committed to correcting conditions that do not serve the chronically homeless.

Objective 2: Increase percentage of homeless persons staying in permanent housing over 6 months to at least 77%.
The CoC plans to: (1) institute pilot aftercare programs that serve permanent supportive housing residents to enhance their independent experience; (2) offer money management and eviction prevention training to all persons in permanent supportive housing; and (3) implement APR tracking of all PH projects with quarterly monitoring.

The measures identified as short-term steps have increased the number of persons staying in PH and will be continued. In addition, identifying services that enhance remaining in PH housing, including services that increase access to employment and training opportunities.

Objective 3: Increase percentage of homeless persons moving from transitional housing to permanent housing to at least 65%.
The CoC plans to: (1) develop centralized referral system to all mainstream resources; and (2) expand aftercare and recovery services to all transitional housing programs.

The CoC will work with local governments and other policy making entities to advocate for increases in assistance for rental subsidies and the availability of support services to increase the number of individuals who can successfully transition to permanent housing.

Objective 4: Increase percentage of persons employed at program exit to at least 20%.
The CoC plans to: (1) coordinate with Workforce Investment Board (WIA) Board to advertise jobs and coordinate transportation specifically for homeless persons; (2) provide employment cross training between homeless services agencies; and (3) utilize CET (LynCAG employment training program) to move homeless persons into employment.

The CoC will continue to work with service providers and workforce groups in the region to increase employment opportunities and offer services which will assist clients to develop marketable skills to meet these opportunities.

Objective 5: Decrease the number of homeless households with children.
The CoC plans to: (1) direct Shelter/Transitional Housing Committee to focus on homeless family issues and identify barriers to housing and employment and report on initiatives to assist families in distress; and (2) work with the local housing authority to ensure greater access to housing for homeless families.

Partnerships with non-CoC members whose focus is children's services and family issues will be developed so that additional resources may be available to avoid homelessness. Homeless intervention and prevention strategies will be pursued within the CoC.

COMMUNITY DEVELOPMENT

Community Development

The goals identified by City Council form the Community Development needs for this plan, and guide the objectives and direction of City funds and available resources. The following are the priorities and strategies to reach them.

Eliminate neighborhood deterioration, blight, and blighting influences.
The City will continue its coordinated and aggressive code enforcement of dealing with weeds, abandoned motor vehicles, litter, and vacant buildings in an effort to improve the

safety and appearance of neighborhoods, in which people live, work and play. The City will continue to use supervised inmate labor from the local jail to secure abandoned buildings against illegal entry, clean illegal dumpsites, and cut weeds on neglected properties. The Community Development staff will continue to involve the Police Department, Fire Marshall, and LRHA in determining the priority for demolition of substandard housing. The above is part of the City's ongoing Neighborhood Initiatives/Code Enforcement Program, and is a high priority activity.

Another segment of this program is the continued support of the Code Enforcement Task Force, a group of City employees whose job responsibilities relate to enforcement and/or quality of life issues. This Task Force will continue to focus on enforcing codes in a fair and effective manner; devise new strategies to address neighborhood/citizen concerns; and walk neighborhood streets as a group so that they can see and hear concerns first-hand and respond with their own observations.

The City will continue its selective demolition program in the targeted neighborhoods. The program is focused on demolition of non-historic structures and site preparation for the collaboration with non-profit housing providers to offer the sites for housing construction and the waiver of fees for landfill and demolition costs.

Public infrastructure in the downtown area is being addressed by the Combined Sewer Overflow (CSO) project and street improvements as part of the downtown redevelopment. The City will *seek to complete the CSO project within the next three to five years.* The Riverfront Park will meet recreational and entertainment needs for the City and region, in particular the targeted neighborhoods.

Support the organized efforts in neighborhoods to leverage their resources to improve and sustain community livability and services.
Neighborhoods are an important foundation for improving and sustaining community livability and services. Strong neighborhoods help to create more active and informed citizens which in turn result in a stronger community. Within neighborhoods there are shared identities, issues, concerns, and interests. Each neighborhood has its own unique priorities and character. The neighborhoods within Lynchburg’s Historic Districts may be working to preserve the historical aesthetics of the neighborhood. Some neighborhoods have traffic problems while others are dealing with beautification, crime, youth, socioeconomic, and/or family concerns. There are a variety of neighborhood issues, each neighborhood needs an avenue to deal with their own needs so that the community continues to be strengthened and protected.

Supporting the work of neighborhoods in order to create opportunities for citizens to take a leading role in their future is important for improving and sustaining community livability and services. The process must include citizens, government, community organizations and other stakeholders working together to develop a common goal, mission and vision to address neighborhood concerns. The purpose of supporting organized neighborhood efforts to leverage their resources to improve and sustain community livability and services is ultimately to develop mutual responsibility and collaboration in community building and problem solving.

Another important aspect of improving and sustaining community livability and services is to build on the existing assets within the various neighborhoods by investing in existing housing stock through revitalization and rehabilitation efforts. Also, creating opportunities to make home ownership available to qualified individuals and providing assistance to help homeowners keep their homes helps to strengthen neighborhoods.

Beginning with the 2010-2011 Annual Action Plan, the City is moving towards focusing funds and efforts on the Tinbridge Hill Neighborhood. Several non-profit groups and churches (Friends of Tinbridge Hill) have joined together to focus on improving the quality of housing and infrastructure in this neighborhood. Tinbridge Hill is anchored by the very active Yoder Community Center which recently underwent a renovation which was partially funded with CDBG funds, City funds, and private funds. The Assistant to the City Manager is an active participant in the Friends of Tinbridge Hill group.

City staff is in the process of developing a formalized effort regarding the sustainability of neighborhoods. Although still under development, operating principles that are proposed to guide the City's work in neighborhoods include:

- Sustaining neighborhoods through partnerships with non-profits, developers, businesses, neighborhood groups, and citizens.
- Recognizing and preserving neighborhood identity, character, history, and diversity.
- Public safety is necessary for vibrant and sustainable neighborhoods.
- Promoting well designed neighborhoods where residents are able to work, shop, and play close to home.
- Fostering connectivity within and among neighborhoods.

Proposed Goals that support the draft operating principles for neighborhoods include:
- Supporting mixed-use neighborhoods with accessible green space.
- Encouraging innovative, safe, and affordable housing choices.
- Recognizing the uniqueness of all neighborhoods and partnering in revitalization efforts.
- Promoting neighborhood partnerships to maximize community resources and facilitate self-sufficiency.
- Connecting neighborhoods through infrastructure and public services.

Objectives and specific benchmarks will be closely linked with the goals noted above.

Support Economic Development efforts which will expand job opportunities and retention.

The City's goal is to encourage more commercial and industrial development in order to provide more jobs in the inner city. We will use the following strategies: (1) increase participation in downtown redevelopment and revitalization especially to support the majority of residents who are low- and moderate-income; (2) review and seek to continue to provide financial assistance for facade improvement grants to businesses in the downtown census tract to further redevelopment in this area and instill pride in our Main Street; (3) encourage continued support from the area banks in the privately-funded Enterprise Zone Loan Pool, which provides reduced rate loans to eligible businesses; (4) continue to support the Business Development Centre, a non-profit organization which provides Small Business Administration loans, other loans, and technical assistance to emerging businesses; and (5) continue participation in the Welfare to Work program that encourages welfare recipients to take advantage of job opportunities that will promote work and encourage the formation and maintenance of stable families. The City will also support projects that recruit and train low income persons and assist them in obtaining employment. The City will continue its efforts to establish a third enterprise zone and continue implementation of the downtown master plan for the redevelopment of downtown. Finally, a strategy to accomplish the City's objective is to bank on its entitlement resources through the Section 108 guaranteed loan program and HUD's economic development initiatives.

Promote activities which support the healthy development of the City's at-risk youth, adults and families

The City supports and will continue to serve at-risk youth, adults and families to provide comprehensive, collaborative, and quality services that empower youth and families. Goals established include: identifying the needs of youth and families and working collaboratively to meet those needs, providing high quality service and programs needed by youth and community programs that impact youth and families, and development of prevention resources and programs.

In addition, the City will continue to support public service providers in order to meet the needs of the low-to-moderate income persons, individuals with disabilities, substance abuse or addiction, persons with AIDS, persons that are homeless, and elderly persons. In addition to the services provided by the City's Human Services Department, there are many nonprofit organizations that coordinate with the City to provide the services needed.

Identified Objectives/Benchmarks and Performance Measures

The two objective categories for Community Development are:

1. **Creating Suitable Living Environment**. Relates to activities that are designed to benefit communities/neighborhoods, families, or individuals by addressing issues in their living environment. This objective relates to activities that are intended to address a wide range of issues faced by low- and moderate-income persons, from physical problems with their environment, such as poor quality infrastructure to social issues such as crime prevention, literacy, or elderly health services.
2. **Creating Economic Opportunities**. Applicable to activities that are related to economic development, commercial revitalization or job creation.

The three Outcome categories are:

1. **Availability/Accessibility**. Applies to activities that make service, infrastructure, public service, public facilities, housing, or shelter available or accessible to low and moderate-income persons, including persons with disabilities. Accessibility does not only refer to physical barriers, but also to making the basic of daily living available and accessible to low- and moderate-income persons who live in the housing unit or use the facility.
2. **Affordability**. Applies to activities that provide affordability in various ways in the lives of low- and moderate-income persons. It may include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.

3. **Sustainability**. Promoting Livable or Viable Communities. Applies to activities that focus on improving communities or neighborhoods, helping to make them livable or viable by providing benefit to low- and moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain the communities or neighborhoods.

The charts below illustrate the allocated priorities and objectives and outcomes the City plans to meet during the 2010-2015 Consolidated Plan and specifically the 2010-2011 Annual Action Plan**.**

	Availability/Accessibility	Affordability	Sustainability
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

Support of Neighborhoods

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)
Neighborhood/ Community Meetings (SL-1)	5	5	5	5	5					
Infrastructure Improvements (SL-1)	1	1	1	1	1					

Economic Development Efforts

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)
Enterprise Zone (EO-3)	2	2	2	2	2					
Downtown Redevelopment Improvements (EO-3)	1	1	1	1	1					

Public Service Providers for At-risk Youth, Adults and Families

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2010 (FY11)	2011 (FY12)	2012 (FY13	2013 (FY14)	2014 (FY15)	2010 (FY11	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)
Housing for Homeless (SL-1)	2	2	2	2	2					
Education, Youth Activities, Elderly Programs, Services for Supportive Housing (SL-1)	2	2	2	2	2					

Residential Rental Property Inspections Program and Property Maintenance Inspections

PROGRAM		FIVE-YEAR GOALS				ANNUAL ACTUAL ACCOMPLISHMENTS				
	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)
Rental Property Inspections (SL-3)	462	450	450	450	450					
Property Maintenance Inspections (SL-3)	2400	2300	2200	2100	2000					

Demolition and Code Enforcement*

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)	2010 (FY11)	2011 (FY12)	2012 (FY13)	2013 (FY14)	2014 (FY15)
Demolitions (SL-3)	2	2	2	2	2					
Weed Ordinance-Property Clearance (SL-3)	200	250	250	250	250					
Removal of Abandoned Vehicles (SL-3)	60	85	100	125	135					

*Organizational changes are being made to be more responsive and develop a presence in the neighborhoods.

Antipoverty Strategy

The City seeks to reduce the number of households with incomes below the poverty line this year by continuing with the long-term solutions such as education (including adult education and job skill training), economic development, and coordinated supportive services. These areas are traditionally within the local government's sphere of influence, and the Lynchburg City Council has placed significant emphasis and funding in these areas.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs

The City is fortunate to have several resources through which services are delivered to the community. Some of these receive funding from the public sources, such as federal and state grants. Others are private activities operating solely with donated funds from the private sector. In all cases, the City encourages this work and relies on it to complement its social service functions to City residents. The following describes a few programs and lists others that are active in the City.

The Lynchburg Commonwealth Attorney's Office engages in a Community Prosecution Program, which incorporates a grass-roots approach to justice, involving a partnership between citizens, law enforcement, and other government agencies in problem-solving efforts to address the safety and quality of life concerns in a defined geographic target area. The key element to this Program is the neighborhood involvement. The people in a neighborhood must invest themselves emotionally and be energized to come together and make a difference and have a safer community to raise their families. When the community has an emotional investment in the improvement of its quality of life, then each neighbor is actively engaged in crime prevention.

The Johnson Community Health Center (JCHC), a full-service medical facility has been designated a Federally-Qualified Community Health Center and recipient of significant federal grants. Several years ago Centra Health created JCHC with funds from its Foundation to meet the observed and severe primary health care needs of the community, especially those of low-income. Centra has invested more than $1 million to build and staff JCHC and provided ongoing support through the Foundation to continue its progress. When seeking the federal qualifications, JCHC split from Centra Health and established itself as a separate organization with more than 50% of its Board of Directors coming from patients at JCHC. The goals of JCHC have meet met and it continues to expand to meet health needs in the Lynchburg and surrounding community.

Security concerns in multi-family housing are addressed by LRHA who employs a Security Company to provide security to all four complexes. The Security Guards who are employed work closely with the Lynchburg Police Department to make sure all Police Department Policies are followed. This successful collaboration has allowed LRHA to quickly respond to illegal activity and enforce the "One Strike You're Out" policy and stop undesirable tenants' activity.

Numerous civic groups provide gifts of volunteer time and money to assist the low-income persons. The YWCA-Downtown Branch offers transitional housing for battered women, along with permanent housing above their offices, located in downtown. The ARC of Central Virginia provides enhanced physical and occupational therapy, supported employment, communication facilitation, and nursing care to individuals with mental retardation. The Lynchburg Area Center for Independent Living Inc. is a private non-profit, non-residential consumer driven organization that promotes the efforts of persons with disabilities to live independently in the community and supports the efforts of the community to be open and accessible to all citizens.

In addition to the multiple public and private agencies providing supportive services to low-income citizens, the City currently employs a 24-hour citizen service phone contact that coordinates with the United Way-sponsored Information and Referral Hot Line to inform citizens of the available services.

Other Narratives

Description of Activities

Available Resources
The table below reflects the CDBG and HOME federal funding expected to be available during fiscal year 2010-2011

Program	FY 2010/11 Anticipated Federal Funding
Community Development Block Grant Program (CDBG) Entitlement	**$ 904,817.00**
Corrections:	
Entitlement for 2009-2010	845,313.00
Appropriated for 2009-2010	842,849.00
Remaining Amount to Appropriate	**2,464.00**
Bluffwalk Interest payment reprogrammed in 2009-2010	71,250.00
Correct amount to be reprogrammed in 2009-2010	71,086.00
Amount to correct	**(164.00)**
Program Income Appropriated 2008-2009	80,000.00
Program Income Received 2008-2009	33,692.01
Amount to correct	**(46,307.99)**
Program Income Appropriated 2009-2010	79,596.00
Program Income Received 2009-2010	2,433.17
Amount to correct	**(77,162.83)**
Total amount of Funds to Correct	**(121,170.82)**
Prior Year Funds Available for Reprogramming:	
Repair Assistance Program (1999-2000)	329.12
Repair Assistance Program (2000-2001)	2,336.60
Contingency (2002-2003)	25,000.00
Bluffwalk (Interest Payment 2009-2010)	67,198.00
Lead Program (2006-2007)	4,381.00
Fellowship Community Outreach (2002-2003)	1,666.06
Legacy (2006-2007)	680.45
Habitat for Humanity-Building Assets Program (2006-2007)	6,462.68
Habitat for Humanity-Building Assets Program (2008-2009)	10,000.00
LRHA Spot Blight (2006-2007)	2,266.01
LRHA Spot Blight (2008-2009)	80,000.00
LRHA Funds returned to HUD	63,266.00
Total Amount of Funds to Reprogram:	**263,585.92**

Net Amount of Funds for Appropriation 2010-2011	**142,415.10**
Anticipated Program Income 2010-2011	**2,030.00**
Total Anticipated CDBG	**$1,049,262.10**
HOME Program-Entitlement	**467,942.00**
Program Income Appropriated 2008-2009	7,800.00
Program Income Received 2008-2009	4,211.87
Amount to Correct	**(3,588.13)**
Program Income Appropriated 2009-2010	7,800.00
Program Income Received 2009-2010	2,962.45
	(4,837.55)
Total Program Income to Correct:	**(8,425.68)**
Total Anticipated HOME	**459,516.32**
Total Federal Resources	**$1,508,778.42**

Projects and Activities for 2010/11
The following projects have been awarded funding:

CDBG PROJECTS

Project	Award Amount
Program Administration (City)	$125,979.00
Program Administration (Lynchburg Redevelopment & Housing Authority)	43,545.00
Section 108 Loan (Bluff Walk)	310,283.00
Lynchburg Redevelopment & Housing Authority (LRHA) Spot Blight Abatement/Acquisition	80,000.00
LRHA Delivery Costs-Rehabilitation	14,479.00
LRHA Delivery Costs-Disposition	14,479.00
LRHA Delivery Costs-Acquisition	96,455.00
5th Street Community Development Corporation (City)	100,000.00
Lynchburg Community Action Group (Lyn-CAG) Housing Improvement	70,000.00
Rebuilding Together Lynchburg	70,000.00
Virginia University Lynchburg-Roof Replacement	14,319.55
YWCA Town Center Restoration	4,000.00
Camp Kum-Ba-Yah	20,000.00
The Gateway House, Inc	25,000.00
Interfaith Outreach	5,000.00
Miriam's House	20,000.00
Smart Beginnings	10,722.55
YWCA Domestic Violence Prevention Center	25,000.00
TOTAL CDBG PROJECTS	**$1,049,262.10**

HOME PROJECTS

Home Administration (City)	$16,353.00
Greater Lynchburg Habitat for Humanity	65,000.00
Lyn-CAG-Homeowner-CHDO	75,000.00
Lyn-CAG Substantial Rehab	150,000.00
Lynchburg Neighborhood Development Corporation (LNDF) Hilltop Homes	48,163.32
LNDF-Tinbridge Hill	105,000.00
TOTAL HOME PROJECTS	**$459,516.32**

Summary of 2010-2011 CDBG and HOME Activities

The following *Summary of Activities* provides a narrative description of each activity to be funded through the 2010-2011 Annual Action Plan. The summary identifies the agency or organization to be funded, the amount of the award, the activities to be undertaken, and if known, the location of the project.

Community Development Block Grant (CDBG) Activities

The City of Lynchburg will have available $1,049,262.10 in CDBG funds to support administrative and service delivery operations, housing, community development, economic development, and public service activities for ten projects and activities.

Program Administration (City) - The City will use $125,979 of its CDBG allocation for the payment of reasonable administrative charges related to the planning and execution of community development activities. The majority of these funds will be used to pay a percentage of the salary and benefits of Community Development staff dedicated to managing the CDBG and HOME Programs.

Section 108 Loan (Bluff Walk) - A total of $310,283 in CDBG funds has been set aside for debt repayment on the Section 108 Loan to the Bluff Walk Center.

In June 2003, the City of Lynchburg was awarded a Section 108 Loan in the amount of $3.2 million for the Bluff Walk Center - a boutique hotel, upscale restaurant, microbrewery, and conference center that opened in the spring of 2007. This $23 million dollar renovation project added new permanent full-time positions to the zone, stimulated additional public and private investment, and serves as a tourist attraction in the City.

The Center is one of the major redevelopment projects included in the Downtown Riverfront Master Plan 2000. The purpose of creating the Master Plan was to restore the economic vitality and dignity of our once prosperous downtown, riverfront and surrounding neighborhoods. Our downtown and surrounding neighborhoods have significant blighting conditions and have officially been determined by HUD as a slum and blighted area since the 1970's.

Program Administration (Lynchburg Redevelopment and Housing Authority-LRHA) – This agency has been awarded $43,545 in CDBG funds to provide technical services that consists of the collection of delinquent accounts, monitoring insurance coverage, negotiating payment plans, and participating in foreclosures and deeds in lieu of foreclosure for current and prior CDBG projects. Administrative cost includes pro-rata share of salaries, benefits, travel and communication.

Lynchburg Redevelopment & Housing Authority – Delivery Costs - Rehabilitation - The City has allocated $14,479 in CDBG funds for direct costs associated with monitoring blighted properties and coordinating rehabilitation activities with owners.

Lynchburg Redevelopment & Housing Authority – Delivery Costs - Disposition - The City has allocated $14,479 in CDBG funds for direct disposition costs associated with previously-acquired properties. Improved residential properties are intended for rehabilitation as owner-occupied, resale or rental properties.

Lynchburg Redevelopment & Housing Authority – Delivery Costs - Acquisition - The City has allocated $96,455 in CDBG funds for direct costs associated with acquiring real property and coordinating work with appraisers and legal counsel under contract with LRHA..

Lynchburg Redevelopment & Housing Authority – Spot Blight Program - The City has allocated $80,000 in CDBG funds to address three (3) vacant, deteriorated properties within the Tinbridge Hill neighborhood. This is part of a larger collaboration of eight (8) other organizations and the City to concentrate efforts in this area to make a significant impact in the neighborhood.

Section 36-19.5 of the Code of Virginia allows a local housing authority and a local governing body to work together in identifying structures that are deteriorated and have a detrimental influence on surrounding properties. This program also allows the enforcement of housing codes.

Fifth Street Community Development Corporation (CDC) - The City has allocated $100,000 in CDBG funds to implement Phase II of the 5th Street Master Plan. Phase II of the Master Plan mirrors many of the elements of Phase I with wider sidewalks, installation of street trees, installation of street lighting and the consolidation of overhead utility lines. Phase II includes a four block area from Harrison Street to Church Street.

Lynchburg Community Action Group (Lyn-CAG) – Housing Improvement Program - The City has allocated $70,000 in CDBG funds for the Housing Improvement Program which provides eligible low-to-moderate income persons with grant funds to remove health and safety hazards in their homes. Typical requests for services include electrical, plumbing, and roof repair/replacement. This program is projected to provide housing improvement services to seven (7) owner-occupied housing units at an average cost of $10,000 per unit.

Rebuilding Together Lynchburg – The City has allocated $70,000 in CDBG funds to assist approximately 60 eligible homeowners with minor rehabilitation and modification to owner-occupied housing units. The funds will provide for materials and labor and salaries and expenses to support this program.

Virginia University of Lynchburg – Historic Preservation: Mary Jane Cachelin Science and Library Building – The City has allocated $14,319.55 to assist with the replacement of the roof on this historic building.

YWCA Town Center (YWCA) - The YWCA has been awarded $4,000 in CDBG funds to assist with repairs to the gymnasium. The YWCA provides transitional housing for homeless women and children.

Camp Kum-Ba-Yah – Outdoor Summer Day Camp Scholarships (Public Service) – The City has allocated $20,000 to assist with providing scholarships for low-to-moderate income children to attend a Summer Day Camp. In 2009, 404 campers attended Camp Kum-Ba-Yah; 43% of those attending were able to attend because of Campership Assistance (scholarships).

New Land Samaritan Inns/The Gateway (Public Service) - The City has allocated $25,000 in CDBG funds for staff and overhead associated with this agency.

The Gateway provides transitional housing and supportive services to homeless men in recovery from drug and alcohol addiction, holding them accountable as they learn to make better choices and rebuild their lives. Many of the clients have children and a few are married.

The Gateway is the only transitional shelter for men in Central Virginia. This organization provides housing for a maximum of 24 men at any given time. Residents must be at least 18 years of age and have successfully completed a 30 day alcohol or substance abuse treatment program or be willing to attend intensive out-patient treatment in order to be considered for enrollment.

Interfaith Outreach (Public Service) – The City has allocated $5,000 to provide heating assistance to the elderly and low-income persons. Interfaith Outreach anticipates assisting up to 30 low-to-moderate income household, depending on the market price of fuel.

Miriam's House (Public Service) – The City has allocated $20,000 in CDBG funds to contribute to the cost of operating their local permanent housing programs.

Miriam's House provides case management services for their residents. In returning to mainstream society, homeless persons are particularity fragile, especially those recovering from substance abuse. The services they provide include weekly visits by case managers, 24 hours-7 days a week on call support, money management, mental health assessment, medication monitoring, linkage to entitlement benefits such as Medicaid, Food Stamps and Social Security, employment counseling, parenting training and childcare, substance abuse recovery support and a host of other services specifically designed to maintain each resident into permanent housing.

United Way – Smart Beginnings (Public Service) – The City has allocated $10,722.55 to provide funds for staff, materials, and fuel/maintenance costs for Gus the Learning Bus and Rex the Resource Bus. Gus the Learning Bus and Rex the Resource Bus, in visit at-risk children and parents in targeted neighborhoods. Gus the Learning Bus provides a completely furnished preschool classroom that children who are not enrolled in preschool can visit on a weekly basis. Rex the Resource Bus is a parent resource center with educational materials that parents can check out to use in preparation as their child's first teacher.

YWCA Domestic Violence Prevention Center (Public Service) - The YWCA has been allocated $25,000 in CDBG funds for staff support and overhead associated with the operation of the domestic violence prevention center.

The YWCA provides unfunded direct services to the City of Lynchburg through the police protocol for responding to domestic violence cases, the Court Services protocol during intakes, and Court Referrals to the Children's Supervised Visitation Center.

HOME ACTIVITIES

The City of Lynchburg will have available $459,516.32 in HOME program funds to support housing activities in our community during fiscal year 2010-2011. Six (6) projects have been allocated funding for HOME eligible activities and the City has set aside the allowed 4% of the entitlement award for program administration. One of the six (6) activities is a CHDO project.

HOME Administration (City) – The City will utilize $16,353 of its HOME allocation for eligible administrative and planning costs. The majority of these funds will be used to pay a percentage of the salary and benefits of Community Development staff dedicated to managing the federal programs.

Greater Lynchburg Habitat for Humanity (GLHFH) – Homeownership Program – The City has allocated $65,000 to provide down payment and/or first year real estate taxes that are required for mortgage closing for low-to-moderate income persons. Habitat plans on providing assistance to five (5) homebuyers.

Lynchburg Community Action Group (Lyn-CAG) Homebuyer Program – CHDO Project

This agency has been awarded $75,000 in HOME/CHDO funds to assist eligible households during the fiscal year.

Lyn-CAG's First-Time Homebuyer Program activities provide services designed to remove health and safety hazards and code violations from vacant homes. The agency plans to sell these homes to low-income first-time homebuyers who meet HUD income guidelines for the HOME program. Lyn-CAG provides marketing for the sale of the homes.

Lynchburg Community Action Group (Lyn-CAG) Rehabilitation Program – CHDO Project

The $150,000 in HOME funds will be used for eligible repair and rehabilitation services. In the 2010 program year, Lyn-CAG anticipates assisting four (4) eligible households with this program.

Lyn-CAG's Housing Rehabilitation Program provides major rehabilitation services to Lynchburg LMI homeowners whose homes have been identified as substandard by City Inspections and/or Lyn-CAG. Major rehabilitation services include bringing all house systems into Code Compliance. This may include: plumbing, electrical, HVAC systems, safety systems, window and door systems, roof and gutter systems, structural systems, exterior and interior finishes, handicapped systems, and lead remediation.

The scope of work is developed by a rehab specialist, the work is bid out and the rehab specialist and City Inspections/Grants Administration staff performs a final inspection. The rehabilitation work is done by professional licensed local contractors. Energy conservation improvements are performed by Lyn-CAG Energy Conservation Specialists.

Housing 2000, Inc., c/o Lynchburg Neighborhood Development Foundation (LNDF-CHDO) - Hilltop Homes –This organization and program has been awarded $48,163.32 in HOME program funds to use for the continuation of the Hilltop Homes project. The HOME funds will be used for soft costs/reserves, financing and legal/syndication fees. Hilltop Homes is a scattered-site, multi-family rental project that Housing 2000, Inc. has been working on for several years. It consists of 12 parcels with 13 buildings that will be completely renovated to create 24 affordable, quality rental units in the downtown neighborhoods of Lynchburg. The total projects costs are approximately $5.1 million.

Lynchburg Neighborhood Development Foundation (LNDF) – Tinbridge Hill New Construction – LNDF has been awarded $105,000 to provide gap financing for the construction of three (3) new energy–efficient homes for sale in Tinbridge Hill along Polk and Jackson Streets as they end at Hollins Street. Funds are requested for predevelopment ($5,000), construction ($80,000), and soft costs ($20,000). The total project estimate for the three (3) new homes is $450,000 and will benefit low-to-moderate income persons.

The Project Sheets list the Objective and Outcome for each of the projects for the 2010-2011 Annual Action Plan. (Attachment A)

Low/Mod Benefit (91.220(1)(1)(iv)):

One hundred percent (100%) of the CDBG and HOME funds will be used for activities that benefit persons of low- and moderate income. The activities include housing rehabilitation, acquisition, public facilities, and public services. The project detail sheets identify the location of each project, which includes the CDBG-targeted areas (Census Tracts 4, 5, 6, 7, 11, 12 and 13).

Fair Housing

The City is in the process of preparing and updating the current Analysis to the Impediments to Fair Housing (AI). This update is going to be reviewed in conjunction with the overall housing needs in the City including affordable, transitional, homelessness, and public housing. City staff is awaiting updated Census data so that all components of housing/fair housing can be incorporated into the final AI.

During this Annual Action Plan the following actions will be taken to further affirmative fair housing:

- Fair Housing brochures will be available to the public through the CDBG subrecipients and to persons visiting City Hall, the public libraries, and the Community Development Department.
- City staff will participate in the Homeless and Housing Coalition, composed of service providers who prepare the Continuum of Care to address the needs of homeless persons and the special needs of persons that are not homeless but require supportive housing.
- The equal housing opportunity logo will be included on all newspaper ads placed by the Grant Administration Office.
- Provide fact sheets for bulletin boards within work areas and public common area.
- LRHA will continue to post in every building for which Section 8 occupants are located a Federal Fair Housing Poster. There is also a poster in each staff person's office located at 918 Commerce Street.
- A public notice will be published in *The News and Advance* regarding fair housing

rights and telephone numbers for concerned individuals to call if they felt their fair housing rights have been violated, or they wanted additional information.

- Information regarding fair housing and Fair Housing month (April 2011) will be posted on the City of Lynchburg web site.
- In addition to the web site and newspaper advertisements, City staff ensured that all bid documents and contract solicitation for City, Federal and State projects include solicitation of minority-owned and women-owned businesses. All non-profits that receive CDBG and HOME funds also have their own marketing policy that indicates recruitment and solicitation of minority-owned and women-owned businesses where possible.
- City staff will assist contractors in obtaining the certified list of minority-owned and women-owned businesses. The vendor/contractor list provided on the State of Virginia's web site will be distributed to contractors, as requested.

PROGRAM SPECIFIC REQUIREMENTS

CDBG

1. Identify program income expected to be received during the program year, including:
   - amount expected to be generated by and deposited to revolving loan funds;
   - total amount expected to be received from each new float-funded activity included in this plan; and
   - amount expected to be received during the current program year from a float-funded activity described in a prior statement or plan.

   The City expects to receive $2,030.00 from Lynchburg Redevelopment and Housing Authority (LRHA) from an amortized loan which was described in a prior plan.

2. Program income received in the preceding program year that has not been included in a statement or plan.

   The City does not have any prior year program income that has not been included in a plan. However for the 2010 plan, the City has made adjustments for the over-stated program income expected to be received in the 2008 and 2009 plan years.

3. Proceeds from Section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in its strategic plan.

   The City does not have any proceeds from a Section 108 loan guarantee.

4. Surplus funds from any urban renewal settlement for community development and housing activities.

   The City does not have an urban renewal settlement.

5. Any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.

   The City returned $63,266.00 in grant funds from LRHA. The funds had been used as an escrow deposit for property to be purchased. However, the purchase of the property did not proceed as planned and the funds were returned to HUD. These funds are being re-allocated in the 2010 plan.

6. Income from float-funded activities.

   The City does not have any float-funded activities.

7. Urgent need activities, only if the jurisdiction certifies.

The City does not have any urgent need activities.

Attachment A
Project Worksheets

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	LRHA Delivery-Rehabilitation				
Description:		**IDIS Project #:**	0024-2010	**UOG Code:**	VA510960 Lynchburg

Lynchburg Rehabilitation and Housing Authority (LRHA) receives CDBG funds for various program activities. Annually, LRHA requests CDBG funds for the agencies direct costs associated with administration and oversight of the Rehabilitation activites. This project will provide funds for LRHA's direct costs associated with rental rehabilitation activities and rehabilitation loan servicing.

Location:
Enter location, address, zip codes, census tracks, or other elements that will help to identify the location of the project.

Priority Need Category

Select one: Rental Housing

Explanation:
HOUSING-Provide priority assistance for the creation of new homeownership opportunities through public and private programs and partnerships, improvement of substandard housing through rehabilitation including activities that will address the needs of low and moderate income persons and special needs population

Expected Completion Date:
(mm/dd/yyyy)

Objective Category
- (●) Decent Housing
- ( ) Suitable Living Environment
- ( ) Economic Opportunity

Outcome Categories
- [ ] Availability/Accessibility
- [x] Affordability
- [ ] Sustainability

Specific Objectives
1. Increase the availability of affordable owner housing
2.
3.

Project-level Accomplishments

Accompl. Type			Accompl. Type		
04 Households	**Proposed**	5	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	**Performance Measure**	**Actual Outcome**
Decent housing with improved affordability	# of housing units	

14A Rehab; Single-Unit Residential 570.202	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

Fund Source:	**Proposed Amt.**	14,479	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 3

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 4

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 5

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	Lynchburg Neighborhood Development Foundation-Tinbridge Hill				
Description:		**IDIS Project #:**	0023-2010	**UOG Code:**	VA510960 LYNCHBURG

Lynchburg Neighborhood Development Foundation (LNDF) is a non-profit housing provider. LNDF plans to partner with another non-profit entity to develop Tinbridge Hill. The HOME funds will be used to provide gap financing (predevelopment, construction and soft costs) for the construction of three (3) energy efficient homes for sale in Tinbridge Hill.

Location:
LNDF-927 Church Street

Priority Need Category

Select one: Owner Occupied Housing

Explanation:
Support the organized efforts in neighborhoods to leverage their resources to improve and sustain community livability and services. Support programs that assist individuals in retaining their homes in challenging economic times.

Expected Completion Date:
6/30/2011

Objective Category
- (●) Decent Housing
- ( ) Suitable Living Environment
- ( ) Economic Opportunity

Outcome Categories
- ☐ Availability/Accessibility
- ☑ Affordability
- ☐ Sustainability

Specific Objectives
1. Increase the availability of affordable owner housing
2.
3.

Project-level Accomplishments

10 Housing Units	**Proposed**	3	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	**Performance Measure**	**Actual Outcome**
Create decent housing with improved affordability	# of housing units assisted	

13 Direct Homeownership Assistance 570.201(n)	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	105,000	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 3

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 4

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 5

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Grantee Name: **City of Lynchburg, Virginia**

CPMP Version 2.0

Project Name:	Lynchburg Neighborhood Development Foundation-Hilltop Homes				
Description:		**IDIS Project #:**	0022-2010	**UOG Code:**	VA510960 LYNCHBURG

Hilltop Homes is a scatter-site, multi-family rental project started by Lynchburg Neighborhood Development Foundation (LNDF) in 2006 that will improve neighborhoods, provide quality affordable housing, and preserve existing housing stock in several downtown neighborhoods of Lynchburg. Hilltop Homes involves the development of 24 affordable housing units in the City of Lynchburg, including 8 units in four adaptively-reused buildings and 16 units in eleven rehabilitated buildings.

Location:
LNDF-927 Church Street-Project is a scattered site project within Census Tracts 4, 5, 6, 7, 8, 9, 10 and 11.

Priority Need Category

Select one: Rental Housing

Explanation:
Support initiatives to increase permanent affordable rental and housing ownership opportunities. Support programs that assist individuals in retaining their homes in challenging economic times.

Expected Completion Date:
6/30/2010

Objective Category
- (●) Decent Housing
- ( ) Suitable Living Environment
- ( ) Economic Opportunity

Specific Objectives
1. Improve access to affordable rental housing
2.
3.

Outcome Categories
- [ ] Availability/Accessibility
- [x] Affordability
- [ ] Sustainability

Project-level Accomplishments

10 Housing Units	**Proposed**	24	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	**Performance Measure**	**Actual Outcome**
Create decent housing with improved affordability	# of housing units assisted	

14A Rehab; Single-Unit Residential 570.202	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

HOME	**Proposed Amt.**	48,163.32	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 3	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 4	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 5	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	Lynchburg Communty Action Group-Substantial Rehabilitation				
Description:		**IDIS Project #:**	0021-2010	**UOG Code:**	VA510960 LYNCHBURG

Lynchburg Community Action Group (Lyn-Cag) is a non profit housing provider. Lyn-Cag plans to use these funds in this program to complete moderate to substantial rehabilitation for owner-occupied, low income homeowners. It is estimated that four households will be assisted through this project.

Location:
Lyn-Cag- 926 Commerce Street- Census Tracts 4,5 6,7, 11, 12 and 13

Priority Need Category

Select one: Owner Occupied Housing

Explanation:
HOUSING-Provide priority assistance for the creation of new homeownership opportunities through public and private programs and partnerships, improvement of substandard housing through rehabilitation including activities that will address the needs of low and moderate income persons and special needs population.

Expected Completion Date:
6/30/2011

Objective Category
- (•) Decent Housing
- ( ) Suitable Living Environment
- ( ) Economic Opportunity

Specific Objectives
1. Improve the quality of owner housing
2.
3.

Outcome Categories
- [ ] Availability/Accessibility
- [x] Affordability
- [ ] Sustainability

Project-level Accomplishments

10 Housing Units	**Proposed**	4	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	Performance Measure	Actual Outcome
Create decent hosuing with improved affordability	# of housing units assisted	

14A Rehab; Single-Unit Residential 570.202	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

HOME	**Proposed Amt.**	150,000	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 3	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 4	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 5	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	Lynchburg Community Action Group Homeowner-CHDO				
Description:		**IDIS Project #:**	0020-2010	**UOG Code:**	VA510960 LYNCHBURG

Lynchburg Community Action Group (Lyn-Cage) is a non profit housing provider, is a certified Community Housing Development Organization (CHDO). Lyn-Cage plans to purchase and rehabilitate an existing house and then it will be sold to an eligible low income family for permanent housing.

Location:
Lyn-Cage- 926 Commerce Street

Priority Need Category

Select one: Owner Occupied Housing

Explanation:
Increase permanent affordable housing ownership opportunities and increase the number of owner-occupied units.

Expected Completion Date:
6/30/2011

Objective Category
- (●) Decent Housing
- ( ) Suitable Living Environment
- ( ) Economic Opportunity

Specific Objectives
1. Increase the availability of affordable owner housing
2.
3.

Outcome Categories
- [ ] Availability/Accessibility
- [x] Affordability
- [ ] Sustainability

Project-level Accomplishments

04 Households	**Proposed**	1	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	Performance Measure	Actual Outcome
Create decent housing with improved affordability	# of housing units rehabilitated	

14G Acquisition - for Rehabilitation 570.202	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

HOME	**Proposed Amt.**	75,000	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2						
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	

Program Year 3						
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	

Program Year 4						
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	

Program Year 5						
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	Greater Lynchburg Habitat for Humanity-HOME				
Description:		**IDIS Project #:**	0019-2010	**UOG Code:**	VA510960 LYNCHBURG

The Greater Lynchburg Habitat for Humanity offers low income families homeownership opportunity through community supported housing development. Habitat partners with various community organizations and individuals to provide low income housing. Potential homeowners are required to enter a Family Service Program and provide sweat equity in other Habitat homes. Once the requirement of the Family Service Program are fulfilled, HOME funds are used to provide down payment assistance for the cost of the home.

Location:
Habitat for Humanity-320 Alleghany Avenue-Census Tracts 6,7,11 and 12.

Priority Need Category

Select one: Owner Occupied Housing

Explanation:
Increase permanent affordable housing ownership opportunities and increase the number of owner-occupied units.

Expected Completion Date:
6/30/2011

Objective Category
- (●) Decent Housing
- ( ) Suitable Living Environment
- ( ) Economic Opportunity

Specific Objectives
1. Increase the availability of affordable owner housing
2.
3.

Outcome Categories
- [ ] Availability/Accessibility
- [x] Affordability
- [ ] Sustainability

Project-level Accomplishments

10 Housing Units	**Proposed**	6	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	Performance Measure	Actual Outcome
Create decent housing with improved affordability	# of housing units assisted	

13 Direct Homeownership Assistance 570.201(n)	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

HOME	**Proposed Amt.**	65,000	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 3	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 4	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 5	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	Administration HOME				
Description:		**IDIS Project #:**	0018-2010	**UOG Code:**	VA510960 LYNCHBURG

Provide funds for staff costs associated with the administration and oversight of the HOME Program projects

Location:
City Hall-900 Church Street

Priority Need Category

Select one: Planning/Administration

Explanation:
Administrative funds support all the priorities, objectives and activities undertaken with HOME funds. Therefore, they are not assigned any specific priority or objective. Results are achieved through the programs, projects and activities identified in the Consolidated Plan/Annual Action Plan.

Expected Completion Date:
6/30/2011

Objective Category
- Decent Housing
- Suitable Living Environment
- Economic Opportunity

Specific Objectives
1.
2.
3.

Outcome Categories
- Availability/Accessibility
- Affordability
- Sustainability

Project-level Accomplishments

Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	Performance Measure	Actual Outcome
N/A	N/A	

21A General Program Administration 570.206	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

HOME	**Proposed Amt.**	16,353	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 3

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 4

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 5

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	YWCA-Town Center Renovations				
Description:		**IDIS Project #:**	0017-2010	**UOG Code:**	VA510960 LYNCHBURG

The YWCA Women's Residence program provides safe, affordable housing to single low to moderate income women. Housing is also provided to women without children who are transitioning from a temporary shelter. The funds will be used to repair and update the gymnasium.

Location:
626 Church Street

Priority Need Category

Select one: Public Facilities

Explanation:
Promote activities which support the healthy development of the City's at-risk youth, adults and families.

Expected Completion Date:
6/30/2011

Objective Category
- ○ Decent Housing
- ◉ Suitable Living Environment
- ○ Economic Opportunity

Specific Objectives
1. Improve the services for low/mod income persons
2.
3.

Outcome Categories
- ☑ Availability/Accessibility
- ☐ Affordability
- ☐ Sustainability

Project-level Accomplishments

11 Public Facilities	**Proposed**	1	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	**Performance Measure**	**Actual Outcome**
Enhance suitable living environment through	# of people served	

03 Public Facilities and Improvements (General) 570.201(c)	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	4,000.00	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 3

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 4

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 5

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	YWCA-Domestic Violence Prevention Center				
Description:		**IDIS Project #:**	0016-2010	**UOG Code:**	VA510960 LYNCHBURG

The YWCA has been awarded CDBG funds for staff support and overhead associated with the operation of the Domestic Violence Prevention Center.

Location:
600 Monroe Street-Census Tract 6

Priority Need Category

Select one: Public Services

Explanation:
Promote activities which support the healthy development of the City's at-risk youth, adults and families.

Expected Completion Date:
6/30/2011

Objective Category
- ( ) Decent Housing
- (•) Suitable Living Environment
- ( ) Economic Opportunity

Specific Objectives
1. Improve the services for low/mod income persons
2.
3.

Outcome Categories
- [x] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability

Project-level Accomplishments

01 People	**Proposed**	100	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	**Performance Measure**	**Actual Outcome**
Enhance suitable living environment through availability and accessibility	# of persons served	

05 Public Services (General) 570.201(e)	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	25,000	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 3	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 4	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 5	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	Virginia University Lynchburg-Roof Replacment				
Description:		**IDIS Project #:**	0015-2010	**UOG Code:**	VA510960 LYNCHBURG

Virginia University Lynchburg will use funding to replace a roof on one of the University's historic buildings. The CDBG funds will be used to assist in this project.

Location:
2057 Garfield Avenue

Priority Need Category

Select one: Public Facilities

Explanation:
Support the organized efforts in neighborhoods to leverage their resources to improve and sustain community livability and services.

Expected Completion Date:
6/30/2011

Objective Category
- ◯ Decent Housing
- ◉ Suitable Living Environment
- ◯ Economic Opportunity

Outcome Categories
- ☑ Availability/Accessibility
- ☐ Affordability
- ☐ Sustainability

Specific Objectives
1. Improve the services for low/mod income persons
2.
3.

Project-level Accomplishments

Accompl. Type		Value	Accompl. Type		Value
11 Public Facilities	**Proposed**	1	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	**Performance Measure**	**Actual Outcome**
To provide a safe location.		

03 Public Facilities and Improvements (General) 570.201(c)	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

Fund Source		Amount	Fund Source		Amount
CDBG	**Proposed Amt.**	14,319.55	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 3	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 4	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 5	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	Smart Beginnings				
Description:		**IDIS Project #:**	0014-2012	**UOG Code:**	VA510960 LYNCHBURG

Smart Beginnings is part of a network of early childhood coalitions in the nation. The goal of the coalition is to improve the school readiness through the support of parents and the promotion and support of child care providers to prepare children for kindergarten. The CDBG funds will be used for supplies and materials to go into low-income neighborhoods and provide educational materials to Pre-K children and parents.

Location:
1010 Miller Park Square - Services will be provided in Census Tracts 4, 5, 6, 7 and 11

Priority Need Category

Select one: Public Services

Explanation:
Promote activities which support the healthy development of the City's at-risk youth, adults and families.

Expected Completion Date:
6/30/2011

Objective Category
- ( ) Decent Housing
- (•) Suitable Living Environment
- ( ) Economic Opportunity

Specific Objectives
1. Improve the services for low/mod income persons
2.
3.

Outcome Categories
- [x] Availability/Accessibility
- [ ] Affordability
- [ ] Sustainability

Project-level Accomplishments

01 People	**Proposed**	100	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	Performance Measure	Actual Outcome
Sustainability for the purpose of creating suitable living environments	# of persons served	

05L Child Care Services 570.201(e)	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	10,722.55	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 3	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 4	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 5	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	Miriam's House				
Description:		**IDIS Project #:**	0013-2010	**UOG Code:**	VA510960 LYNCHBURG

Miriam's House is a long term rehabilitative transitional housing program serving homeless single women and women with children in the Lynchburg area. CDBG funds will be used to provide salary for the Director and overhead costs associated with the program.

Location:
409 Magnolia Street

Priority Need Category
Select one: Public Services

Explanation:
Promote activities which support the healthy development of the City's at-risk youth, adults and families.

Expected Completion Date:
6/30/2011

Objective Category
- ◯ Decent Housing
- ◉ Suitable Living Environment
- ◯ Economic Opportunity

Specific Objectives
1. End chronic homelessness
2.
3.

Outcome Categories
- ☑ Availability/Accessibility
- ☐ Affordability
- ☐ Sustainability

Project-level Accomplishments

01 People	**Proposed**	25	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	Performance Measure	Actual Outcome
Enhance suitable living environment through availability and accessibility	# of persons served	

05 Public Services (General) 570.201(e)	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	20,000	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 3	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 4	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 5	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	Interfaith Outreach				
Description:		**IDIS Project #:**	0012-2010	**UOG Code:**	VA510960 LYNCHBURG

Interfaith Outreach is a non profit organization that provides assistance to low income individuals, especially the elderly to pay their heating and cooling bills.

Location:
701 Clay Street

Priority Need Category

Select one: Public Services

Explanation:
Promote activities which support the healthy development of the City's at-risk youth, adults and families.

Expected Completion Date:
6/30/2011

Objective Category
- ○ Decent Housing
- ● Suitable Living Environment
- ○ Economic Opportunity

Outcome Categories
- ☐ Availability/Accessibility
- ☑ Affordability
- ☐ Sustainability

Specific Objectives
1. Improve the services for low/mod income persons
2.
3.

Project-level Accomplishments

Accompl. Type		Value	Accompl. Type		Value
01 People	**Proposed**	30	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	**Performance Measure**	**Actual Outcome**
Enhance suitable living environment	# of persons served	

05 Public Services (General) 570.201(e)	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	5,000	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 3	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 4	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 5	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

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Grantee Name: **City of Lynchburg, Virginia**

Project Name:	The Gateway, Inc				
Description:		**IDIS Project #:**	0011-2010	**UOG Code:**	VA510960 LYNCHBURG

The Gateway is a transitional housing facility for males that provides housing and supportive services to its residents. The CDBG funds will be used for staff and overhead associated with the housing and services the program provides.

Location:
300 12th Street

Priority Need Category

Select one: Public Services

Explanation:
Promote activities which support the healthy development of the City's at-risk youth, adults and families.

Expected Completion Date:
6/30/2011

Objective Category
- ◯ Decent Housing
- ◉ Suitable Living Environment
- ◯ Economic Opportunity

Outcome Categories
- ☑ Availability/Accessibility
- ☐ Affordability
- ☐ Sustainability

Specific Objectives
1. End chronic homelessness
2.
3.

Project-level Accomplishments

01 People	**Proposed**	46	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	Performance Measure	Actual Outcome
Enhance suitable living environment through availability and accessibility	# of persons served	

05 Public Services (General) 570.201(e)	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	25,000	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 3	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 4	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 5	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	

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Grantee Name: **City of Lynchburg, Virginia**

Project Name:	Camp Kum-Ba-Yah				
Description:		**IDIS Project #:**	0010-2010	**UOG Code:**	VA510960 LYNCHBURG

Camp Kum-Ba-Yah is a non profit organization that provides a summer day camp facility for youth. The facility provides environmental education, recreational activities, food nutrition and counseling. The CDBG funds will be used to provide scholarships to eligible low income children in need of a safe and well supervised environment for the summer.

Location:
4415 Boonsboro Road

Priority Need Category

Select one: Public Services

Explanation:
Promote activities which support the healthy development of the City's at-risk youth, adults and families.

Expected Completion Date:
6/30/2011

Objective Category
- ○ Decent Housing
- ◉ Suitable Living Environment
- ○ Economic Opportunity

Outcome Categories
- ☑ Availability/Accessibility
- ☐ Affordability
- ☐ Sustainability

Specific Objectives
1. Improve the services for low/mod income persons
2.
3.

Project-level Accomplishments

01 People	**Proposed**	150	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	**Performance Measure**	**Actual Outcome**
Enhance suitable living environment through availability and accessibility	# of persons served	

05 Public Services (General) 570.201(e)	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	20,000	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 3

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 4

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 5

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	Rebuilding Together Lynchburg				
Description:		**IDIS Project #:**	0009-2010	**UOG Code:**	VA510960 LYNCHBURG

Rebuilding Together Lynchburg is a local non-profit volunteer organization that works in partnership with the community to rehabilitate homes of low income homeowners, particularly for the elderly, the disabled and for families with children. The organization plans to select 14 homes for repair. The CDBG funds will be used to provide materials for the rehabilitation work.

Location:
Rebuilding Together Lynchburg 926 Commerce Street-Project sites are within Census Tracts 4,5,6,7,11 and 12.

Priority Need Category

Select one: Owner Occupied Housing

Explanation:
Rehabilitate substandard housing units. Emphasis is placed on progams that require an investment of funds and/or labor on the part of the owner commensurate with the owner's resources

Expected Completion Date:
6/30/2011

Objective Category
- (•) Decent Housing
- ( ) Suitable Living Environment
- ( ) Economic Opportunity

Specific Objectives
1. Improve the quality of owner housing
2.
3.

Outcome Categories
- [ ] Availability/Accessibility
- [x] Affordability
- [ ] Sustainability

Project-level Accomplishments

Accompl. Type			Accompl. Type		
10 Housing Units	**Proposed**	60	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	**Performance Measure**	**Actual Outcome**
Create decent housing with improved affordability	# of units assisted	

14A Rehab; Single-Unit Residential 570.202	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	70,000	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 3	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 4	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 5	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	Lyn-CAG Housing Improvement				
Description:		**IDIS Project #:**	0008-2010	**UOG Code:**	VA510960 LYNCHBURG

Lynchburg Community Action Group (Lyn-Cage) is a non-profit housing provider who assists low income citizens with various housing and service needs. These funds will assisting in providing funds to rehabilitate owner-occupied houses for low-income citizens through emergency repairs and weatherization activities. Clients are also provided home maintenance counseling and notification of lead paint hazards.

Location:
Lyn-Cage 926 Commerce Street- Project sites are within Census Tracts 4,5,6,7,11 and 12.

Priority Need Category

Select one: Owner Occupied Housing

Explanation:
Rehabilitate substandard housing units. Emphasis is placed on progams that require an investment of funds and/or labor on the part of the owner commensurate with the owner's resources.

Expected Completion Date:
6/30/2011

Objective Category
- (●) Decent Housing
- ( ) Suitable Living Environment
- ( ) Economic Opportunity

Outcome Categories
- [ ] Availability/Accessibility
- [x] Affordability
- [ ] Sustainability

Specific Objectives
1. Improve the quality of owner housing
2.
3.

Project-level Accomplishments

10 Housing Units	**Proposed**	4	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	**Performance Measure**	**Actual Outcome**
Create decent housing with improved affordability	# of units assisted	

14A Rehab; Single-Unit Residential 570.202	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	70,000	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 3

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 4

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 5

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	Fifth Street Improvements Phase II				
Description:		**IDIS Project #:**	0007-2010	**UOG Code:**	VA510960 LYNCHBURG

City Staff in conjunction with the Fifth Street Community Development Corporation (CDC) developed and has begun the Fifth Street Corridor Master Plan. The Plan's goal is to eliminate blighted conditions, encourage reinvestment and the revitalization of the area. Improvements include wider sidewalks , installation of street trees, installation of street lighting and the consolidation of overhead utility lines.

Location:
City Hall-900 Church Street-Project is located within Census Tract 6.

Priority Need Category

Select one: Public Facilities

Explanation:
Eliminiate neighborhood deterioration, blight and blighting influences, improvement of substandard housing through rehabilitation including activities that will address the needs of low and moderate income persons and special needs population. Support the organized efforts in neighborhoods to leverage their resources to improve and sustain community livability and services.

Expected Completion Date:
6/30/2011

Objective Category
- ○ Decent Housing
- ◉ Suitable Living Environment
- ○ Economic Opportunity

Outcome Categories
- ☑ Availability/Accessibility
- ☐ Affordability
- ☐ Sustainability

Specific Objectives
1. Improve quality / increase quantity of neighborhood facilities for low-income persons
2.
3.

Project-level Accomplishments

Accompl. Type			Accompl. Type		
11 Public Facilities	**Proposed**	1	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	**Performance Measure**	**Actual Outcome**
Enhance suitable living environment thru availability	# of persons served	

03 Public Facilities and Improvements (General) 570.201(c)	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	100,000	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 3	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 4	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 5	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	LRHA-Spot Blight Program				
Description:	**IDIS Project #:**	0006/2010	**UOG Code:**	VA510960 LYNCHBURG	

This project is operated according to Section 36-19.5 of the Code of Virginia whereby it provides a mechanism for the local housing authority Lynchburg Redevelopment and Housing Authority (LRHA) and the local government body to work collaboratively to identify single and multi-family residential structures which are deteriorated and which exert a detrimental influence on surrounding properties.

Location:
LRHA-918 Commerce Street- Projects sites are within Census Tracts 4,5,6,7, 11 and 12.

Priority Need Category

Select one: Owner Occupied Housing

Explanation:
Eliminiate neighborhood deterioration, blight and blighting influences, improvement of substandard housing through rehabilitation including activities that will address the needs of low and moderate income persons and special needs population.

Expected Completion Date:
6/30/2011

Objective Category
- (●) Decent Housing
- ( ) Suitable Living Environment
- ( ) Economic Opportunity

Outcome Categories
- ☑ Availability/Accessibility
- ☑ Affordability
- ☐ Sustainability

Specific Objectives
1. Improve access to affordable owner housing for minorities
2. Increase the availability of affordable owner housing
3.

Project-level Accomplishments

10 Housing Units	**Proposed**	2	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	**Performance Measure**	**Actual Outcome**
Create decent housing with improved affordability	# of properties acquired	

01 Acquisition of Real Property 570.201(a)	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	80,000	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 3	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 4	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
Program Year 5	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
		Actual Amount			**Actual Amount**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	
	Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
		Actual Units			**Actual Units**	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	LRHA-Delivery Costs - Acquisition				
Description:		**IDIS Project #:**	0005/2010	**UOG Code:**	VA510960 LYNCHBURG

Lynchburg Redevelopment and Housing Authority (LRHA) receives CDBG funds for various program activities. Annually, LRHA requests CDBG funds for the agency's direct costs associated with the administration and oversight of the CDBG program activities. This direct staff costs associated for the Acquisition of properties within CDBG funded activities.

Location:
LRHA-918 Commerce Street

Priority Need Category

Select one: Owner Occupied Housing

Explanation:
Eliminiate neighborhood deterioration, blight and blighting influences, improvement of substandard housing through rehabilitation including activities that will address the needs of low and moderate income persons and special needs population.

Expected Completion Date:
6/30/2011

Objective Category
- (●) Decent Housing
- ( ) Suitable Living Environment
- ( ) Economic Opportunity

Specific Objectives
1. Increase the availability of affordable owner housing
2.
3.

Outcome Categories
- [ ] Availability/Accessibility
- [x] Affordability
- [ ] Sustainability

Project-level Accomplishments

10 Housing Units	**Proposed**	5	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	**Performance Measure**	**Actual Outcome**
Decent housing with improved affordability	# of properties acquired	

02 Disposition 570.201(b)	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	96,455	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2						
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	

Program Year 3						
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	

Program Year 4						
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	

Program Year 5						
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Fund Source:	Proposed Amt.			Fund Source:	Proposed Amt.	
	Actual Amount				Actual Amount	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	
Accompl. Type:	Proposed Units			Accompl. Type:	Proposed Units	
	Actual Units				Actual Units	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	LRHA-Delivery Costs - Disposition				
Description:		**IDIS Project #:**	0004-2010	**UOG Code:**	VA510960 LYNCHBURG

Lynchburg Redevelopment and Housing Authority (LRHA) receives CDBG funds for various program activities. Annually, LRHA requests CDBG funds for the agency's direct costs associated with the administration and oversight of the CDBG program activities. This project will provide funds for LRHA's direct costs associated with the disposition of CDBG-acquired properties.

Location:
LRHA-918 Commerce Street

Priority Need Category

Select one: Owner Occupied Housing

Explanation:
Eliminiate neighborhood deterioration, blight and blighting influences, improvement of substandard housing through rehabilitation including activities that will address the needs of low and moderate income persons and special needs population.

Expected Completion Date:
6/30/2011

Objective Category
- (●) Decent Housing
- ( ) Suitable Living Environment
- ( ) Economic Opportunity

Specific Objectives
1. Increase the availability of affordable owner housing
2.
3.

Outcome Categories
- [ ] Availability/Accessibility
- [x] Affordability
- [ ] Sustainability

Project-level Accomplishments

Accompl. Type	Status	Units	Accompl. Type	Status	Units
10 Housing Units	**Proposed**	2	Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	**Performance Measure**	**Actual Outcome**
Decent housing with improved affordability	# of properties - disposition	

02 Disposition 570.201(b)	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

Fund Source			Fund Source		
CDBG	**Proposed Amt.**	14,479	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year	Fund Source / Accompl. Type			Fund Source / Accompl. Type		
Program Year 2	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 3	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 4	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 5	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

CPMP Version 2.0

Grantee Name: **City of Lynchburg Virginia**

Project Name:	Program Administration-Lynchburg Redevelopment and Housing Authority (LRHA)				
Description:		**IDIS Project #:**	0003-2010	**UOG Code:**	VA510960 LYNCHBURG

Provide funds for general program administration costs associated with the CDBG-funded activities at the Lynchburg Redevelopment and Housing Authority (LRHA)

Location:
LRHA-918 Commerce Street

Priority Need Category

Select one: Planning/Administration

Explanation:
Indirect Costs associated with the oversight and delivery of the CDBG-funded projects at LRHA. The outcome and objective are identified with the related activity.

Expected Completion Date:
6/30/2011

Objective Category
- ◯ Decent Housing
- ◯ Suitable Living Environment
- ◯ Economic Opportunity

Outcome Categories
- ☐ Availability/Accessibility
- ☐ Affordability
- ☐ Sustainability

Specific Objectives

1.

2.

3.

Project-level Accomplishments

Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**
	Underway			**Underway**
	Complete			**Complete**
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**
	Underway			**Underway**
	Complete			**Complete**
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**
	Underway			**Underway**
	Complete			**Complete**

Proposed Outcome	**Performance Measure**	**Actual Outcome**
N/A	N/A	

21B Indirect Costs 570.206	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	43,545	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 3

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 4

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

Program Year 5

Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
	Actual Amount			Actual Amount	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	
Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
	Actual Units			Actual Units	

CPMP Version 2.0

Section 108 Projects Worksheet

Grantee Name **Jurisdiction**

PROJECT DESCRIPTION					FINANCIAL DATA							ELIGIBILITY AND NATIONAL OBJECTIVE					JOBS			HOUSING	
Grantee Name	ST	Section 108 Project Number	Project Name	EDI or BEDI Grant Number (if applicable)	108 Loan Amount	108 Amount Advanced Through 6/30/04	108 Project Amount (for multiple projects)	EDI or BEDI Grant Amount	Other CDBG	Total CDBG Assistance (Columns F+I+J)	Have EDI or BEDI funds been drawn (Y/N)	National Objective Code	IDIS Matrix Code	Is Activity Complete? (Y/N)	Has N.O. Been Met? (Y/N)	Presumed Low/ Mod Benefit (P) or Rev. Strategy Area (RSA)	FTE Jobs Est. in 108 Appl.	Total Actual FTE Jobs Created or Retained	Number of FTE Jobs Held by/ Made Avail. to Low/ Mod	Total Housing Units Assisted	Number of Units Occpd. by Low/ Mod Households
LYNCHBURG	VA	B-00-MC-51-0014			3,200,000	3,200,000		800,000		4,000,000	Y	LMJ	18A ED Direct Financial Assistance to For-Profits	Y	*	Presumed Low/ Mod Benefit (P) or Rev. Strategy Area (RSA)	61	54.6	90	N/A	N/A
												NOC:	Section 108 Matrix Codes								

*Final report submitted to HUD - Awaiting determination on meeting national objective.

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	Section 108 Loan (Bluffwalk)				
Description:		**IDIS Project #:**	0002-2010	**UOG Code:**	VA510960 LYNCHBURG

In June 2003, the City was awarded a Section 108 Loan for the Bluffwalk Center-a boutique hotel, upscale restaurant, microbrewery and conference center that opened in the Spring of 2007. This project had added new permanent full-time jobs and stimulated additional public and private investment. CDBG funds have been set aside for debt repayment on the Section 108 Loan to the Bluffwalk Center.

Location:
1312 Commerce Street

Priority Need Category

Select one: Economic Development

Explanation:
Support economic development efforts, which will expand job opportunities and support job retention for low and moderate income individuals. Continue to take actions, which stimulate private, as well as public investment in designated enterprise zones.

Expected Completion Date:
6/30/2011

Objective Category
- ○ Decent Housing
- ○ Suitable Living Environment
- ◉ Economic Opportunity

Outcome Categories
- ☐ Availability/Accessibility
- ☐ Affordability
- ☑ Sustainability

Specific Objectives
1. Improve economic opportunities for low-income persons
2.
3.

Project-level Accomplishments

Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**
	Underway			**Underway**
	Complete			**Complete**
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**
	Underway			**Underway**
	Complete			**Complete**
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**
	Underway			**Underway**
	Complete			**Complete**

Proposed Outcome	**Performance Measure**	**Actual Outcome**

19F Planned Repayment of Section 108 Loan Principal	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	310,283	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 3	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 4	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 5	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

CPMP Version 2.0

Grantee Name: **City of Lynchburg, Virginia**

Project Name:	Administration-General Program				
Description:		**IDIS Project #:**	0001-2010	**UOG Code:**	VA510960 LYNCHBURG

The primary objective of this activity is to provide for the program administration of the CDBG program, including the administrative responsibilities for on-going and new community development projects, for other related grants, and for compliance requirements of the program.

Location:
City Hall-900 Church Street

Priority Need Category

Select one: Planning/Administration

Explanation:
Administrative funds support the priorities, objectives and activities undertaken with CDBG and HOME funds. Therefore, they are not assigned any specific priority or objective. Results are achieved through the programs, projects and activities identified in the Consolidated Plan/Annual Action Plan.

Expected Completion Date:
6/30/2011

Objective Category
- ◯ Decent Housing
- ◯ Suitable Living Environment
- ◯ Economic Opportunity

Specific Objectives
1
2
3

Outcome Categories
- ☐ Availability/Accessibility
- ☐ Affordability
- ☐ Sustainability

Project-level Accomplishments

Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	
Accompl. Type:	**Proposed**		Accompl. Type:	**Proposed**	
	Underway			**Underway**	
	Complete			**Complete**	

Proposed Outcome	Performance Measure	Actual Outcome
N/A	N/A	N/A

21A General Program Administration 570.206	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes

Program Year 1

CDBG	**Proposed Amt.**	125,979	Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Fund Source:	**Proposed Amt.**		Fund Source:	**Proposed Amt.**	
	Actual Amount			**Actual Amount**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	
Accompl. Type:	**Proposed Units**		Accompl. Type:	**Proposed Units**	
	Actual Units			**Actual Units**	

Program Year 2						
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

Program Year 3						
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

Program Year 4						
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

Program Year 5						
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

Appendix A - Citizen Participation/ Public Notices

The News & Advance

Lynchburg News & Advance Order Confirmation for Ad #0001974694-01

July 26, 2010

Ad Content Proof Actual Size

CITY OF LYNCHBURG, VIRGINIA

NOTICE OF CITY COUNCIL PUBLIC HEARING ON THE 2010-2011 ANNUAL ACTION PLAN AND THE 2010/2011-2014/2015 CONSOLIDATED PLAN

In accordance with the City's Citizen Participation Plan, notice is hereby given that a draft of the City's 2010-2011 Annual Action Plan and 2010/2011-2014/2015 Consolidated Plan for community development block grant and HOME housing projects are available for public review and comment. The 2010-2011 Action Plan states how the $1,049,262.10 in Community Development Block Grant (CDBG) and $459,516.32 in HOME program entitlement funds, estimated program income, and reprogrammed funds will be used for various projects.

City Council will hold a public hearing on the 2010-2011 Annual Action Plan and the 2010/2011-2014/2015 Consolidated Plan at 7:30 p.m. on Tuesday, August 10, 2010 in Council Chambers located at 900 Church Street, Lynchburg, VA 24504. Council will also consider adoption of these plans at that meeting.

The City is required to prepare a multi-year Consolidated Plan regarding its use of CDBG and HOME funds. The purpose of the Consolidated Plan is to identify the needs of lower income persons, establish funding priorities and develop a multi-year strategy to address those needs. The first year of the Consolidated Plan serves as the 2010/2011 Annual Action Plan.

The following projects are included to be funded with CDBG funds in the first year of the Consolidated Plan:

Bluffwalk Section 108 loan	$ 310,283.00
Program Administration-City	$ 125,979.00
LRHA Administration	$ 43,545.00
LRHA Delivery-Rehabilitation	$ 14,479.00
LRHA Delivery-Disposition	$ 14,479.00
LRHA Delivery-Acquisition	$ 96,455.00
LRHA Spot Blight	$ 80,000.00
5th Street CDC-City	$ 100,000.00
Lyn-CAG Housing Improvement	$ 70,000.00
Rebuilding Together Lynchburg	$ 70,000.00
Virginia University Lynchburg-Roof Replacement	$ 14,319.55
YWCA Town Center	$ 4,000.00
Camp Kum-Ba-Yah	$ 20,000.00
The Gateway House, Inc.	$ 25,000.00
Interfaith Outreach	$ 5,000.00
Miriam's House	$ 20,000.00
	$ 10,722.56
YWCA Domestic Violence Prevention Center	$ 25,000.00
Total	$1,049,262.10

The following projects are included to be funded with HOME funds in the first year of the Consolidated Plan :

Program Administration-City	$ 16,353.00
Greater Lynchburg Habitat for Humanity	$ 65,000.00
Lyn-CAG Homeowner-CHDO	$ 75,000.00
Lyn-CAG Substantial Rehabilitation	$ 150,000.00
LNDF Hilltop Homes	$ 48,163.32
LNDF Tinbridge Hill	$ 105,000.00
TOTAL	$459,516.32

All CDBG and HOME funds will be expended in accordance with the national objectives of these programs. The national objectives of the CDBG Program are to aid in the elimination of slums and blight, to provide for activities that benefit low and moderate-income persons, and meet urgent community needs. The purpose of the HOME Program is to expand the supply of decent, safe, sanitary and affordable housing. Further, the City estimates that over 70 percent of the total funds allocated by HUD will benefit low/moderate income persons.

The following information is available for public review at the Department of Community Development, Second Floor, City Hall, 900 Church Street.

1. A description of the use of CDBG and HOME funds expended since last year's statement of proposed funding.
2. An assessment of past expenditures in relation to the Community Development objectives.
3. An assessment of past expenditures in relation to the three broad national objectives of the CDBG Program and "maximum feasibility priority" to activities which benefit low/moderate income persons.

The City will minimize temporary and permanent displacement of persons as a result of the CDBG and HOME program activities. However, there may be occasions where relocation may be necessary to achieve the City's overall housing and community development goals. In 2010/2011, the Lyn-CAG Housing Improvement and Substantial Rehabilitation projects could possibly result in temporary displacement. In these cases, the City intends to assure that the rights of the affected residents are protected.

Copies of the draft plans and the aforementioned projects are available for review by the public at the Department of Community Development, City Hall, 900 Church Street, during regular business hours (8:30 a.m. - 5:00 p.m., Monday-Friday) and at the Grants Administration Division website at www.lynchburgva.gov. Additional copies are available at the Lynchburg Public Library located at 2315 Memorial Avenue and the Downtown Branch Library at 900 Church Street. The public comment period will run from June 28 - July 28, 2010. Any comments should be submitted in writing to the Office of Community Development, Grants Manager, 900 Church Street, Lynchburg, VA 24504 or via e-mail to sherry.pullum@lynchburgva.gov. Any questions may be directed to Melva Walker, Grants Manager at 434-455-3913.

The News & Advance
June 28, 2010

CITY OF LYNCHBURG, VIRGINIA
NOTICE OF PUBLIC COMMENT PERIOD ON THE 2010-2011 ANNUAL ACTION PLAN AND THE 2010/2011-2014/2015 CONSOLIDATED PLAN

NOTICE OF COMMUNITY DEVELOPMENT ADVISORY COMMITTEE (CDAC) MEETING AND PUBLIC HEARING ON THE 2010-2011 ANNUAL ACTION PLAN AND THE 2010/2011-2014/2015 CONSOLIDATED PLAN

PRELIMINARY NOTICE OF CITY COUNCIL PUBLIC HEARING ON THE 2010-2011 ANNUAL ACTION PLAN AND THE 2010/2011-2014/2015 CONSOLIDATED PLAN

In accordance with the City's Citizen Participation Plan, notice is hereby given that a draft of the City's 2010-2011 Annual Action Plan and 2010/2011-2014/2015 Consolidated Plan for community development block grant and HOME housing projects are available for public review and comment. The 2010-2011 Action Plan states how the $1,049,262.10 in Community Development Block Grant (CDBG) and $459,516.32 in HOME program entitlement funds, estimated program income, and reprogrammed funds will be used for various projects.

CDAC will hold a public hearing on the 2010-2011 Annual Action Plan and the 2010/2011-2014/2015 Consolidated Plan at 10:30 a.m. on Tuesday, July 13, 2010 in the Second Floor Conference Room of City Hall located at 900 Church Street, Lynchburg, VA 24504. CDAC will also debrief the 2010/2011 CDBG and HOME process following the public hearing.

City Council will hold a public hearing on the 2010-2011 Annual Action Plan and the 2010/2011-2014/2015 Consolidated Plan at 7:30 p.m. on Tuesday, August 10, 2010 in Council Chambers located at 900 Church Street, Lynchburg, VA 4504. Council will also consider adoption of these plans at that meeting.

The City is required to prepare a multi-year Consolidated Plan regarding its use of CDBG and HOME funds. The purpose of the Consolidated Plan is to identify the needs of lower income persons, establish funding priorities and develop a multi-year strategy to address those needs. The first year of the Consolidated Plan serves as the 2010/2011 Annual Action Plan.

Following a series of public meetings held by CDAC, City Council adopted the following objectives and goals for the 2010/2011-2014/2015 Consolidated Plan on January 26, 2010:
The primary objective of the CDBG 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.

<u>Housing Goals</u>
1. Increase the number of owner-occupied units.
2. Rehabilitate substandard housing units. Emphasis is to be placed on programs that require an investment of funds and/or labor on the part of the owner commensurate with the owner's resources.
3. Support initiatives to increase permanent affordable rental and housing ownership opportunities.
4. Support programs that assist individuals in retaining their homes in challenging economic times.

<u>Non-Housing Goals</u>
1. Eliminate neighborhood deterioration, blight and blighting influences.
2. Support the organized efforts in neighborhoods to leverage their resources to improve and sustain community livability and services.
3. Support economic development efforts which will expand job opportunities and retention.
4. Promote activities which support the healthy development of the City's at-risk youth, adults and families.

The following projects are included to be funded with CDBG funds in the first year of the Consolidated Plan:

Bluffwalk Section 108 loan	$ 310,283.00
Program Administration-City	$ 125,979.00
LRHA Administration	$ 43,545.00
LRHA Delivery-Rehabilitation	$ 14,479.00
LRHA Delivery-Disposition	$ 14,479.00
LRHA Delivery-Acquisition	$ 96,455.00
LRHA Spot Blight	$ 80,000.00
5th Street CDC-City	$ 100,000.00
Lyn-CAG Housing Improvement	$ 70,000.00
Rebuilding Together Lynchburg	$ 70,000.00
Virginia University Lynchburg-Roof Replacement	$ 14,319.55
YWCA Town Center	$ 4,000.00
Camp Kum-Ba-Yah	$ 20,000.00
The Gateway House, Inc.	$ 25,000.00
Interfaith Outreach	$ 5,000.00
Miriam's House	$ 20,000.00
Smart Beginnings	$ 10,722.55
YWCA Domestic Violence Prevention Center	$ 25,000.00
Total	$1,049,262.10

The following projects are included to be funded with HOME funds in the first year of the Consolidated Plan:

Program Administration-City	$ 16,353.00
Greater Lynchburg Habitat for Humanity	$ 65,000.00
Lyn-CAG Homeowner-CHDO	$ 75,000.00
Lyn-CAG Substantial Rehabilitation	$ 150,000.00
LNDF Hilltop Homes	$ 48,163.32
LNDF Tinbridge Hill	$ 105,000.00
TOTAL	$459,516.32

All CDBG and HOME funds will be expended in accordance with the national objectives of these programs. The national objectives of the CDBG Program are to aid in the elimination of slums and blight, to provide for activities that benefit low and moderate-income persons, and meet urgent community needs. The purpose of the HOME Program is to expand the supply of decent, safe, sanitary and affordable housing. Further, the City estimates that over 70 percent of the total funds allocated by HUD will benefit low/moderate income persons.

The following information is available for public review at the Department of Community Development, Second Floor, City Hall, 900 Church Street.

1. A description of the use of CDBG and HOME funds expended since last year's statement of proposed funding.
2. An assessment of past expenditures in relation to the Community Development objectives.
3. An assessment of past expenditures in relation to the three broad national objectives of the CDBG Program and "maximum feasibility priority" to activities which benefit low/moderate income persons.

The City will minimize temporary and permanent displacement of persons as a result of the CDBG and HOME program activities. However, there may be occasions where relocation may be necessary to achieve the City's overall housing and community development goals. In 2010/2011, the Lyn-CAG Housing Improvement and Substantial Rehabilitation projects could possibly result in temporary displacement. In these cases, the City intends to assure that the rights of the affected residents are protected.

Copies of the draft plans and the aforementioned projects will be available for review by the public at the Department of Community Development, City Hall, 900 Church Street, during regular business hours (8:30 a.m. - 5:00 p.m., Monday-Friday) and at the Grants Administration Division website at www.lynchburgva.gov. Additional copies will be available at the Lynchburg Public Library located at 2315 Memorial Avenue and the Downtown Branch Library at 900 Church Street. The public comment period will run from June 28 - July 28, 2010. Any comments should be submitted in writing to the Office of Community Development, Grants Manager, 900 Church Street, Lynchburg, VA 24504 or via e-mail to sherry.pullum@lynchburgva.gov. Any questions may be directed to Melva Walker, Grants Manager at 434-455-3913.

Homeless and Housing Coalition Meeting
Tuesday, July 13, 2010
9:00 am
United Way Conference Room
Agenda

Welcome & Introductions: **Allison Wingfield, Rush Homes**

New Business: **Consolidated Plan, Melva Walker, City of Lynchburg**

Lynchburg College – Coalition Survey Results & Mission Statement Revision Exercise, Laura Dupuy, LNDF

Homeless Outreach – How do your organizations reach out to homeless individuals throughout the year?

HHC Committee Reports:

Steering:	Laura Dupuy- Lynchburg Neighborhood Development Foundation lauradupuy@lndf.org
Continuum of Care:	Allison Wingfield-Rush Homes Allison@rushhomes.org
Public Information:	Lea Ingram-Lynchburg Community Action Group lingram@lyncag.org
Shelter/TL Directors:	Joan Phelps-United Way of Central Virginia joan.phelps@unitedwaycv.org
Survey/Street Count:	Allison Wingfield-Rush Homes Allison@rushhomes.org
Organizational Development:	Laura Dupuy-Lynchburg Neighborhood Development Foundation lauradupuy@lndf.org
Program Monitoring:	Joan Phelps-United Way of Central Virginia joan.phelps@unitedwaycv.org
HMIS:	Mary Alex – Miriam's House mary@miriamshouseprogram.org

Announcements

Next Meetings: Full Coalition: October 12, 2010
Other Committees?

The mission of the Homeless and Housing coalition is to develop, sustain and coordinate a comprehensive, seamless system of services for homeless citizens of the cities of Bedford and Lynchburg and the Counties of Amherst, Appomattox, Bedford and Campbell, in order to move the homeless population toward self-sufficiency and ultimately to end homelessness.

THE NEWS & ADVANC

Virginia Newspapers, Inc. A Media Gener

This is to certify that the attached

Order of Publication was published

in the News & Advance, a newspaper

published in the City of Lynchburg, Virginia

1 times on **May 24**

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Of **May 2010**

Dean Smith / Classified Manager

Account No. **3312818**

Total amount for this 2 column **103 line**(s)

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Monique Renee Crawley

Notary signature

MONIQUE RENEE CRAWLEY
COMMONWEALTH OF VIRGINIA
NOTARY PUBLIC

CITY of Lynchburg
2010-2011 Community Development Block Grant (CDBG) and HOME Programs
Public Hearing
TUESDAY, JUNE 8, 2010, 7:30 P.M.
City Council Chambers, First Floor, City Hall

ON THIS DATE CITY COUNCIL WILL CONDUCT A HEARING TO CEIVE PUBLIC INPUT REGARDING 2010-2011 CDBG AND HOME PR ECTS. The U.S. Department of Housing and Urban Developm (HUD) funds the CDBG and HOME Programs.

The City will receive from HUD $904,817 in CDBG entitlement fun in addition $142,415.10 and $2,030 in reprogrammable and progr income funds, respectively are available for allocations for t CDBG funding of $1,049.262.10; and $467,942 in HOME entitlem funds with offsetting adjustments of $8,425.68 for total availa HOME funding of 459,516.32.

In accordance with applicable regulations the City is publishing following list of projects which are recommended for funding by Community Development Advisory Committee. FINAL CITY COU CIL AUTHORIZATION OF CDBG AND HOME FUNDING MAY VA FROM THIS LISTING, BOTH IN TERMS OF THE PROJECTS TH ARE/ARE NOT APPROVED AND THE APPROVED FUNDING AMOUNTS.

CDBG PROJECTS RECOMMENDED FOR FUNDING BY THE COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

Bluffwalk Section 108 loam	$ 310,283.0
Program Administration-City	$ 125,979.0
LRHA Administration	$ 40,000.0(
LRHA Delivery and Disposition	$ 14,479.0(
LRHA Delivery and Acquisition	$ 14,479.0(
LRHA Spot Blight	$ 180,000.0
5th Street Improvements-Phase II	$ 100,000.0
Lyn-Cag Housing Improvement	$ 70,000.0(
Rebuilding Together Lynchburg	$ 70,000.0(
Virginia University Lynchburg-Roof Replacement	$ 14,319.55
YWCA Town Center	$ 4,000.00
Camp Kum-Ba-Yah	$ 20,000.0(
The Gateway House,Inc.	$ 25,000.00
Interfaith Outreach	$ 5,000.00
Miriam's House	$ 20,000.00
Smart Beginnings	$ 10,722.55
YWCA Domestic Violence Prevention Center	$ 25,000.00
Total	$1,049,262.1(

HOME PROJECTS RECOMMENDED FOR FUNDING

Program Administration-City	$ 16,353.00
Greater Lynchburg Habitat for Humanity	$ 65,000.00
Lyn-Cag Homeowner-CHDO	$ 75,000.00
Lyn-Cag Substantial Rehabilitatio	$ 150,000.0(
LNDF Hilltop Homes	$ 48,163.32
LNDF Tinbridge Hill	$ 105,000.0(
TOTAL	$459,516.32

All CDBG and HOME funds will be expended in accordance with t primary objectives of these programs. The primary objectives the CDBG Program are to aid in the elimination of slums and blig to provide for activities that benefit low and moderate-income p sons; and meet urgent community needs. The purpose of the HO Program is to expand the supply of decent, safe, sanitary and affo able housing. Further, the City estimates that over 70 percent of t total funds for 2010-2011 funding will benefit low/moderate incor persons.

The following information is available for public review at the D partment of Community Development, Second Floor, City Hall, 9 Church Street.

1. A description of the use of CDBG and HOME funds expended sin last year's statement of proposed funding.
2. An assessment of past expenditures in relation to the Communi Development objectives.
3. An assessment of past expenditures in relation to the three bro national objectives of the CDBG Program and "maximum feasibili priority" to activities which benefit low/moderate income persons.

The City will minimize temporary and permanent displacement persons as a result of the CDBG and HOME program activities. Ho ever, there may be occasions where relocation may be necessary achieve the City's overall housing and community developme goals. In these cases, the City has adopted an Anti-displaceme Plan to describe how the City intends to assure that the rights the affected residents are protected. The City's Anti-Displaceme Plan is included in the Consolidated Plan and the CAPER.

Citizens are invited to submit comments on the projected use funds. A description of these project activities and other previous funded activities may be reviewed at the Department of Communi Development, Second Floor, City Hall. For further information ca (434)455-3900.

101 WYNDALE DRIVE, P.O. BOX 10129, LYNCHBURG,

RECEIVED

APR 26 2010

FINANCIAL SERVICES

THE NEWS & ADVANCE

Virginia Newspapers, Inc. A Media General Co

This is to certify that the attached [illegible] of Publication was published in The News & Advance, a newspaper published in the City of Lynchburg, Virginia

1 times on

April 22 2010

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of April 2010

Classified Manager

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City of Lynchburg
Notice of Public Meeting
Regarding
Program Year 2010-2011 Community Development Block Grant (CDBG) and HOME Funding

A meeting of the Community Development Advisory Committee (CDAC) is scheduled for Tuesday, May 11, 2010 from 8:30 a.m. to 12:30 p.m. in the 2nd floor training room of City Hall.

The City started the Community Development Block Grant (CDBG) and HOME Annual Action Plan process through City Council's adoption of the 2011-2015 Five Year Consolidated Plan goals on January 26, 2010 and through the annual application process for (CDBG) and HOME funds. The primary objectives of the CDBG Program are to aid in the elimination of slums and blight, to provide for activities that benefit low and moderate-income persons, and meet urgent community needs. The purpose of the HOME Program is to expand the supply of decent, safe, sanitary and affordable housing.

The purpose of this meeting is to review program accomplishments as described in the Consolidated Annual Performance and Evaluation Report (CAPER) for the 2008-2009 program year and to obtain citizen input on housing and community development needs for 2010-2011. Written comments can be submitted to the Grants Administrator, Department of Community Development, 900 Church Street, Second Floor, Lynchburg, VA 24504 via mail or e-mail (sherry.pullum@lynchburgva.gov) through Wednesday, May 5, 2010. Written comments will be forwarded to the CDAC prior to the meeting on May 11, 2010. Copies of the CAPER may be reviewed in the Department of Community Development or Downtown Branch Library (900 Church Street, Lynchburg), the Public Library (2311 Memorial Avenue), or the City's website at www.lynchburgva.gov (go to: departments/community development/grants administration).

On May 11, 2010 citizens will be limited to three (3) minutes of public comment to offer input on housing and community development needs for the 2010-2011 program year. Citizens wishing to speak must register on a sign-up sheet immediately prior to the meeting start at 8:30 a.m. Registration will be held in the corridor immediately outside the 2nd floor training room.

Following public comment the CDAC will deliberate and formulate recommendations for consideration by City Council regarding the allocation of approximately $967,000 in CDBG funds and approximately $468,000 in HOME funds. The City will comply with the Uniform Relocation Act of 1970 for any activities that could result in displacement.

Reasonable efforts will be made to accommodate non-English speaking persons who wish to speak. Likewise, the City will make reasonable efforts to accommodate persons with disabilities. Persons needing special accommodations or translators should make their request to Sherry Pullum, Administrative Associate (434-455-3913) in the Department of Community Development no later than May 4, 2010 so that special needs accommodations can be met. For additional information, please contact Sherry Pullum at the telephone number noted above.

MONIQUE RENEE CRAWLEY
COMMONWEALTH OF VIRGINIA
NOTARY PUBLIC

Monique Renee
NOTARY PU
Commonwealth o
Reg. #730
My Commission
January 31,

Monique Re[redacted]

The News & Advance

Lynchburg News & Advance Order Confirmation for Ac

Ad Content Proof Actual Size

CITY OF LYNCHBURG
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME PROGRAM APPLICATIONS FOR 2010-2011

Applications for CDBG and HOME program funds for 2010-2011 are available from February 9, 2010 through February 26, 2010 at the Department of Community Development, Second Floor, City Hall, 900 Church Street. Applications may be picked up during normal working hours, and must be completed and returned no later than 5:00 p.m. February 26, 2010. Completed application forms are required for funding consideration by the Community Development Advisory Committee and City Council.

The City anticipates receiving from the U. S. Department of Housing and Urban Development approximately $845,313 in CDBG entitlement funds as well as yet to be determined program income. The City anticipates receiving approximately $471,162 HOME entitlement funding as well as reprogrammable HOME funds.

The primary objectives of the CDBG Program are to aid in the elimination of slums and blight, to provide for activities that benefit low and moderate-income persons, and meet urgent community needs. The purpose of the HOME Program is to expand the supply of decent, safe, sanitary, and affordable housing. The goals listed below are intended to provide broad guidance in the allocation of the Community Development Black Grant (CDBG) funds granted to the City by the United Stated Department of Housing and Urban Development for the five years beginning July 1, 2010 and ending June 30, 2015. The Community Development Advisory Committee (CDAC) supports the allocation of funds to achieve measurable results for both public and non-public services. The primary objective of the CDBG 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.

- Increase the number of owner-occupied units
- Rehabilitate substandard housing unit. Emphasis is to be placed on programs that require an investment of funds and/or labor on the part of the owner commensurate with eh owner's resources
- Support initiatives to increase permanent affordable rental and housing ownership opportunities
- Support programs that assist individuals in retaining their homes in challenging economic times
- Eliminate neighborhood deterioration, blight and blighting influences
- Support the organized efforts in neighborhoods to leverage their resources to improve and sustain community livability and services
- Support economic development efforts which will expand job opportunities and retention
- Promote activities which support the healthy development of the City's at-risk y.{illegible}h, adults and families

Questions should be directed to the Grants Administration office at (434)455-3916.

The News & Advance
Lynchburg News & Advance Order Confirmation for Ad #0001774184-01

February 13, 2010

RESOLUTION: #R-10-008

BE IT RESOLVED that City Council approves the Community Development Block Grant (CDBG) 2011-2015 goals for the 2011-2015 Consolidated Plan.

Adopted: January 26, 2010

Certified: ______________________
Interim Clerk of Council

007L

cc: B. Svrcek

// In the matter of Community Planning - Community Development Block Grant (CDBG) and Home Programs, a public hearing was held regarding City Council Report #5 regarding the adoption of a Resolution approving the Proposed Goals for the 2011-2015 Consolidated Plan for CDBG and Home Programs. Deputy City Manager Bonnie Svrcek provided a brief summary regarding the request. Ms. Svrcek explained that the U. S. Department of Housing and Urban Development (HUD) requires state and local governments which receive federal community development funds, to prepare a Consolidated Plan. Ms. Svrcek went on to say that the previous Consolidated Plan for Lynchburg was submitted in May 2005 and covered the period from July 1, 2005 through June 30, 2010 and, with the submittal of the annual CDBG and HOME Action Plan in May 2010, another five-year plan will need to be prepared and submitted for the period of July 1, 2010 through June 30, 2015. Ms. Svrcek stated that the Plan will outline the City's needs, goals, and objectives for community development both housing and non-housing areas. Ms. Svrcek reviewed the Proposed 2011-2015 Consolidated Plan Goals with the following correction that is underlined:

"*The primary objective of the CDBG 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*".

Ms. Lisa Dibble, a Gateway representative works with individuals that are homeless and substance abusers, stated that she supports the proposed goals. There was no one else present who wished to speak to this item, and the public hearing was closed. Council Member Gillette, Chair of the CDAC, was in support of the goals and commended the Committee on all the hard work that went into this plan. The suggested revision by Ms. Svrcek, adding a semicolon to clean up the sentence, makes clear and precise the differences between the primary goals by Statute and the other goals. Council Member Helgeson, Co-Chair of the CDAC, stated that now the heavy lifting begins with the five years goals to utilize resources and allocations from CDAC and then with recommendations to Council. On motion of Council Member Gillette, seconded by Council Member Helgeson, Council by the following recorded vote adopted the Resolution #R-10-008, as amended, approving the Proposed Goals for the 2011-2015 Consolidated Plan for CDBG and Home Programs:

Ayes: Dodson, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster	7
Noes:	0

// In the matter of Public Works - General, City Council Report # 6 was considered. On motion of Council Member Helgeson, seconded by Council Member Johnson, Council by the following recorded vote adopted Resolution #R-10-007, as presented, requesting the Virginia Department of Transportation (VDOT) to increase the City's street lane mileage of roadways and street reclassification for street maintenance entitlement funds:

Ayes: Dodson, Gillette, Helgeson, Johnson, Nelson, Perrow, Foster	7
Noes:	0

// City Manager Kimball Payne reviewed with Council the tentative City Council Retreat Agenda for February 6 meeting from 9:00 a.m. until 5:00 p.m. at 1700 Memorial Avenue. Mr. Payne stated the nine items listed for the tentative agenda:

1. Update on the State Budget Situation
2. FY 2010 Six Month Revenues and Expenditures Review
3. End of Year Projection and FY 2010 Salary Restoration
4. Review of Our Local Concerns
5. FY2011 Revenues Budget
6. Turning It Upside-Down
7. Goals for the Afternoon
8. Activity: Identifying Criteria for Sustaining our Community
9. Answering the Five Questions

// During roll call, Council Member Johnson stated that he had received a letter from a Ms. Jackie Randolph regarding fuel assistance and asked if any other Council Member had received the same letter. Council Member Gillette responded on the City's process regarding a circus that would be held at the Presbyterian Home with concerns on traffic flow and noise. In response to Council Member Gillette, City Manager Kimball Payne stated that the request would have to go to Planning Commission for a Conditional User Permit then be presented to Council. Council Member Gillette received very positive feedback regarding the Fifth Street Roundabout and thanked staff for their work on this project. Council Member Helgeson still had questions about the schools locally funded positions. Council Member Helgeson received a request for a polling place change from Heritage Elementary School to Liberty University. Council Member Nelson wanted to thank Council for the opportunity for him to serve on Council and also thanked the Interim Clerk Valeria Chambers and the City Manager Kimball Payne for their assistance in his orientation with the City and looks forward to working with his fellow Council Members.

// The meeting was adjourned at 8:30 P.M.

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Interim Clerk of Council

The News & Advance

Lynchburg News & Advance Order Confirmation for Ad #0001735470-01

January 12, 2010

Ad Content Proof Actual Size

Public Notice
City of Lynchburg
Community Development Block Grant
2011-2015 Consolidated Plan

The City of Lynchburg is accepting public
comments prior to preparation of its 2011-
2015 Consolidated Plan. Specifically the
public is invited to comment on the pro-
posed housing and non-housing goals com-
mon to low-and moderate income house-
holds and neighborhoods in Lynchburg. In-
dividuals are asked to comment on the pro-
posed goals as well as suggest any addi-
tional goals for addressing priority needs
over the next five years given funding of ap-
proximately $820,000 per year in federal
community development assistance. A
copy of the goals may be found at
http://www.lynchburgva.gov/Index.aspx?p
age=3985. Written comments may be sub-
mitted through January 26, 2010 to the Com-
munity Development Department, 900
Church Street, Lynchburg, VA 24504.

The public may also comment at a public
hearing to be held on Tuesday January 26,
2010 at 7:30 p.m. in City Council Chambers,
City Hall.
EEO

Public Notice
City of Lynchburg
Community Development Block Grant
Proposed Goals for 2011-2015
Consolidated Plan

The Community Development Advisory Committee will meet on Wednesday, December 16, 2009 at 7:00 p.m. in the Council Chambers, City Hall to accept public comments prior to preparation of its 2011-2015 Consolidated Plan. Specifically, the public is invited to comment on the housing and non-housing community development needs common to low and moderate income persons and individuals with mental illness, intellectual and physical disabilities, substance abuse or addiction, persons with HIV-Aids, persons that are homeless, and elderly persons. Individuals are asked to suggest priorities among these needs, as well as reasonable goals and objectives for addressing priority needs over the next five years given funding of approximately $850,000 per year in federal community development assistance. A copy of the proposed goals are posted on the City's Internet at www.lynchburgva.gov/Index.aspx?page=3985 . Written comments may be submitted through December 16, 2009 at the following address: Department of Community Development, Attention: Grants Administrator, City Hall, 900 Church Street, Lynchburg, VA 24504 or via email to sherry.pullum@lynchburgva.gov .
EEO

CITY OF LYNCHBURG

THE COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MEETING

The Lynchburg City Council has established a Community Development Advisory Committee (CDAC) to assist in meeting the citizen participation requirement of the HUD Programs.

A meeting of the Community Development Advisory Committee (CDAC) members is scheduled for Wednesday April 7, 2010. The purpose of the meeting is to discuss and develop funding recommendations, for presentation to the City Council, concerning the applications received during the application process for FY 2010-2011 CDBG and HOME program funds.

The meeting will take place:

Date:	April 7, 2010
Time:	9 a.m. – 12 p.m.
Location:	Assessor's Conference Room 1st Floor, City Hall

For more information, contact the Community Development Department at 455-3916.

CITY OF LYNCHBURG
A COMMUNITY DEVELOPMENT
ADVISORY COMMITTEE MEETING

EQUAL HOUSING OPPORTUNITY

The Lynchburg City Council has established a Community Development Advisory Committee (CDAC) to assist in meeting the citizen participation requirement of the HUD Programs. A meeting of the Community Development Advisory Committee (CDAC) members has been scheduled. The meeting will take place:

Date:	January 7, 2010
Time:	9:00 a.m. - 10:30 a.m.
Purpose:	Discuss public comments submitted regarding the Consolidated Plan Goals for 2011 - 2015 and discuss the application process for FY 2010-2011.
Location:	Training Room 2nd Floor, City Hall
Parking:	Clay Street Parking Deck 2nd Level (free parking)

For more information, contact the Community Development Department at 455-3900.

CITY OF LYNCHBURG
A COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MEETING AND TOUR

EQUAL HOUSING OPPORTUNITY

The Lynchburg City Council has established a Community Development Advisory Committee (CDAC) to assist in meeting the citizen participation requirement of the Federal Department of Housing & Urban Development, Community Development Block Grant, and HOME programs. A regular meeting, followed by a tour of neighborhoods eligible to receive CDBG and HOME funds, is scheduled for the Community Development Advisory Committee (CDAC).

Date:	Friday, November 6, 2009	
Time:	Meeting:	10:30 a.m. - 12:00 p.m.
	Lunch:	Noon - 12:45 p.m.
	Tour:	1:00 p.m. - 4:00 p.m.
Purpose:	Meeting:	Finalize the proposed 5 yr. Consolidated Action Plan Goals for FY 2011 - 2015
	Tour:	Review Lynchburg neighborhood areas eligible to receive CDBG/HOME funds
Location:	Meeting:	Training Room, 2nd Floor, City Hall
Parking:	Clay Street Parking Deck, 2nd Level (free parking)	

For more information, contact Desiree Varga in the Department of Community Development Department at 455-3927.

CITY OF LYNCHBURG
THE COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MEETING

EQUAL HOUSING OPPORTUNITY

The Lynchburg City Council has established a Community Development Advisory Committee (CDAC) to assist in meeting the citizen participation requirement of the HUD Programs. A meeting of the Community Development Advisory Committee (CDAC) members has been scheduled. The meeting will take place:

Date:	October 2, 2009
Time:	9:00 a.m. – 12:00 p.m.
Purpose:	Discuss the 5yr. Consolidated Plan for 2010 - 2015
Location:	Training Room 2nd Floor, City Hall
Parking:	Clay Street Parking Deck 2nd Level (free parking)

For more information, contact the Community Development Department at 455-3900.

CITY OF LYNCHBURG

THE COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MEETING

The Lynchburg City Council has established a Community Development Advisory Committee (CDAC) to assist in meeting the citizen participation requirement of the HUD Programs. A meeting of the Community Development Advisory Committee (CDAC) members has been scheduled. The meeting will take place:

Date:	September 4, 2009
Time:	9:00 a.m. - 12:00 p.m.
Purpose:	Discuss the 5yr. Consolidated Plan for 2010 - 2015
Location:	Training Room 2nd Floor, City Hall
Parking:	Clay Street Parking Deck 2nd Level (free parking)

For more information, contact the Community Development Department at 455-3900.

The City of Lynchburg, Virginia

900 Church Street, Lynchburg, VA 24504 (434) 455-3900
FAX (434) 845-7630

Community Development
Office of the Director

NOTICE OF APPLICATION AVAILABILITY
FOR THE
2010-2011
COMMUNITY DEVELOPMENT BLOCK GRANT
AND
HOME PROGRAM

The City of Lynchburg, Virginia announces the availability of the Instructions and Application Material for the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program. **Instructions and Application information can be found on-line at www.lynchburgva.gov or by request to the Department of Community Development at 434-455-3913 beginning Tuesday, February 9, 2010.** Instruction and Application packets may also be picked up at the Department of Community Development, City Hall, 900 Church Street, 2nd Floor, Lynchburg, VA 24504.

An informational session on the instructions and application will be held on Tuesday, February 16, 2010 at 1:00 p.m. in City Council Chambers, 900 Church Street, Lynchburg, VA 24504. The purpose of this session is to review the instructions and application information and to address any questions by those attending the session. For a CDBG or HOME application to be considered, a representative of the applicant organization MUST attend this informational session.

The deadline for application submission for both the CDBG and HOME Program is Friday, February 26, 2010 at 5:00 p.m. THE COMPLETE APPLICATION PACKET MUST BE RECEIVED (NOT POSTMARKED OR E-MAILED) BY THE DEPARTMENT OF COMMUNITY DEVELOPMENT NO LATER THAN 5:00 P.M. ON FRIDAY, FEBRUARY 26, 2010. THERE WILL BE NO EXCEPTIONS TO THIS DEADLINE.

Following are descriptions of the CDBG and HOME Program:

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

The Community Development Block Grant (CDBG) Program is administered by HUD and is authorized under Title 1 of the Housing and Community Development Act of 1974, as amended. The purpose of the CDBG Program is to enhance and maintain viable urban communities through the provision of decent housing, a suitable living environment, and the expansion of economic opportunities, principally for low and moderate income persons.

To be eligible for CDBG funding, a project or activity **must** qualify by meeting **one** of the following three national objectives.

National Objective No. 1 – Activities Benefiting Lower Income Persons/Households

The definition of a lower income person or household is one having an income equal to or less than 80% of Lynchburg's median income. A minimum of 70% of the City's total allocation must be used to address the needs of lower income persons. Projects must be either a direct benefit activity or an area benefit activity.

Direct Benefit Activities – To qualify as a direct benefit activity, there must be documentation that the public service program is benefiting lower income residents. At least 51% of the recipients of public service programs must have incomes equal to or below 80% of the median income. Certain other activities, such as housing rehabilitation, require all program participants to be lower income households.

HUD presumes certain groups meet the lower income criteria. Therefore, a record of the beneficiaries would not be required. HUD has defined these groups as abused children, battered spouses, elderly persons, adults with severe disabilities, homeless persons, illiterate adults, persons living with AIDS, and migrant workers.

Area Benefit Activities – These are activities that serve geographic areas in which at least 51% of the households are lower income, based on census data. To meet these criteria, 51% of household incomes must be equal to or less than 80% of the median income of the project's service area. Examples of Area Benefit Activities include public improvements, i.e., street, sidewalk, curb, and gutter improvements (including related design and engineering work), park improvements, community centers, and public facilities. **A map of the eligible areas is included in the Information and Application materials.**

Public Services – A maximum of 15% of the City's total annual CDBG allocation *may* be used for public service activities.

The applicant must be able to document that at least 51% of a public service activity's clientele are lower income residents. Public service projects must be a new service or an increase in the existing level of service. Examples of public services include youth services, assistance to homeless persons, and drug-abuse/addiction related services.

Housing Activities – Housing activities include acquisition or rehabilitation of properties. CDBG funds may not be used for new housing construction, but may be used for property acquisition and construction of off-site improvements in conjunction with new construction.

National Objective No. 2 – Activities That Aid in the Prevention or Elimination of Slum/ Blight

If a project cannot meet the low income objective, a project may qualify if it benefits a slum or blighted area. State or local laws define slum and blighted areas as those that contain a high number of deteriorating or dilapidated buildings or infrastructures within the area. Redevelopment project areas generally qualify under this category. **Note:**

Most blighted areas also qualify under National Objective No. 1 (Activities Benefiting Lower Income Persons/Households). It is **not** necessary to meet the special requirements for slum and blight if the project already addresses the needs of low income persons.

To meet this Objective, the activity must be located in a City redevelopment area and in an area where there is a substantial number of deteriorated buildings, and designed to address one or more of the conditions that qualified the area as "slum/blighted."

Projects may qualify outside a slum or blighted area on a spot blight basis. Activities include acquisition, demolition, rehabilitation, relocation, and historic preservation. Under this standard, rehabilitation of a building or a house is limited to the extent necessary to eliminate substandard conditions detrimental to public health and safety.

National Objective No. 3 – Activities Designated to Meet Needs Having a Particular Urgency

Activities must be designed to alleviate existing conditions that pose a serious and immediate threat to the health or welfare of the community that became urgent within the past 18 months. No other funding sources are available to address the problem. Again, projects that meet either National Objective Nos. 1 or 2 do not need to meet this objective. **Note:** This objective is difficult to achieve because the City must demonstrate that it has used all of its available resources prior to qualifying. This occurs only in a major disaster.

ELIGIBLE CDBG ACTIVITIES

In addition to meeting one of the above National Objectives, the activity must also be eligible, according to HUD-approved criteria. Eligible activities include the following:

Acquisition, design, construction, rehabilitation, or installation of certain publicly-owned facilities such as:

- Parks, playgrounds and recreational facilities
- Senior centers, except 24-hour care facilities
- Centers for the handicapped, except 24-hour care facilities
- Neighborhood facilities
- Parking facilities
- Street improvements including curbs, gutters, sidewalks, lights and street pavement
- Water system improvements including fire hydrants
- Flood, drainage, or sewer facilities

Acquisition of property that is of historic value; appropriate for beautification or conservation of open spaces; or appropriate for low- or moderate-income housing.

- Demolition of buildings and clearance of land that may be a health hazard to the community
- Interim assistance or temporary help to alleviate harmful or dangerous conditions
- Removal of architectural barriers that restrict mobility of persons with disabilities

- Code enforcement in designated targeted areas

Historic preservation activities such as restoring and preserving properties formally designated as historic structures.

Conservation and improvement of the housing stock through rehabilitation of homes belonging to lower income persons.

Assistance to lower income first-time home buyers.

Rehabilitation and preservation of buildings and improvements, both publicly and privately owned.

Eligible planning and environmental design cost.

Eligible economic development activities such as creation of jobs for persons of low- and moderate-income through the expansion of business opportunities by providing financial incentives to small businesses. Note: there are additional federal requirements for qualifying projects under this provision. Interested persons should discuss their proposal with City staff prior to submitting an application.

INELIGIBLE CDBG ACTIVITIES

- Buildings for the general conduct of government such as city halls, courthouses, and police stations (Note: Police substations may be built in CDBG-eligible areas);
- Stadiums, sports arenas, auditoriums, museums, and central libraries (Note: Branch libraries and community centers may be built in CDBG-eligible areas);
- Airports, subways, bus or other stations;
- Expenses of general government for operation and maintenance of public facilities;
- Political activities;
- Direct income payments to residents;
- New housing construction (except when done by a community-based development organization recognized by HUD).

HOME PROGRAM

HUD also administers the Home Investment Partnerships (HOME) Program as authorized by the 1990 National Affordable Housing Act, as amended by the Housing and Community Development Act of 1992. The intent of the HOME Program is to expand the supply of decent, safe, sanitary and affordable housing. This is done through the following:

- Community Housing Development Organizations (CHDO). HUD requires that 15% of the City's HOME funds be set aside for CHDO activities. Funds are restricted to qualified nonprofit organizations with 501(c)(3) tax status and other special requirements;
- Home ownership assistance;
- Rehabilitation;
- New construction of affordable housing;
- Rental housing development;

- Tenant-based rental assistance;
- Acquisition of property for affordable housing.

HOME PROGRAM ELIGIBILITY

In order for an activity or program to be eligible for HOME funding, it must qualify by meeting the following guidelines:

- 100% of all funding must be used to benefit households or persons with incomes less than 80% of Lynchburg's median income.
- All HOME-funded projects must have 25% non-federal matching funds.
- The HOME program has strict long-term affordability requirements which differ based on the type of project and the amount of funding requested per unit.
- Prevailing wage requirements are different from the CDBG program. Federal prevailing wages (Davis-Bacon) are triggered when there are 8 or more units assisted with CDBG funds. For the HOME program, it is 12 or more units.

INELIGIBLE HOME ACTIVITIES

- Emergency repair programs;
- Project reserve accounts;
- Public housing projects;
- Properties receiving Rental Rehabilitation Program funds;
- Commercial properties;
- Homeless shelters;
- Project-based rental assistance or substitution of Section 8 assistance for troubled HUD-insured projects;
- Preservation of affordable housing projects;
- Matching funds as the non-federal match for other programs except to match McKinney Act funds;
- During the period of affordability, properties previously assisted with HOME funds;
- Temporary shelters;
- Other properties that do not constitute permanent housing such as residential health care facilities and publicly run residential ; or
- Acquisition of City or agency-owned properties.

February 4, 2010

1 Lisa Dibble	New Land Samaritan Inns/The	PO Box 1255
	Gateway	Lynchburg, VA 24505
2 Thomas Daniel	Lyn-Cag	926 Commerce Street
		Lynchburg, VA 24504
3 Myles Jackson	CDAC	333 Woodland Avenue
		Lynchburg, VA 24503
4 Vicki Rafel	LRHA	918 Commerce Street
		Lynchburg, VA 24504
5 Connie Snavely	LRHA	918 Commerce Street
		Lynchburg, VA 24504
6 Carla Garrett	Hill City Youth Football/	PO Box 11214
	Cheerleading	Lynchburg, VA 24506
7 Tilwanda Johnson	C Street Baptist Church	208 Hancock Street
		Lynchburg, VA 24504
8 Denise Crews	LNDF	927 Church Street
		Lynchburg, VA 24504
9 Byron Steward	Business Dev Center	147 Mill Ridge Road
		Lynchburg,VA 24502
10 Deborah Silverman	GLHFH	360 Alleghaney Avenue
		Lynchburg, VA 24501
11 Teresa Lloyd	Johnson Health Center	320 Federal Street
		Lynchburg, VA 24504
12 Sterling Wilder	Jubilee Center	1512 Florida Avenue
		Lynchburg, VA 24504
13 Sterling Wilder	Hunton-Randolph Community	look up
	Center	
14 Deborah Dudley	Lynchburg Covenant Fellowship	PO Box 6016
		Lynchburg, VA 24506
15 Susie Kitchen	Lynchburg Covenant Fellowship	PO Box 6016
		Lynchburg, VA 24506
16 Rhonda Allbeck	City of Lynchburg	900 Church Street
		Lynchburg, VA 24504
17 Ashley Partridge	City of Lynchburg	900 Church Street
		Lynchburg, VA 24506
18 Sandy Walton	Rebuilding Together	926 Commerce Street
		Lynchburg, VA 24504
19 Patrick Haley	Camp Kum-Ba-Yah	4415 Boonsboro Road
		Lynchburg, VA 24503
20 Kelly Green	Camp Kum-Ba-Yah	4415 Boonsboro Road
		Lynchburg, VA 24504
21 Esther Wood	Mary Bethune Academy	2249 Halifax Street
		Lynchburg, VA 24501
22 Susan Fiesthumel	YWCA of Central VA	626 Church Street
		Lynchburg, VA 24504

23 Charles Ellis	Miriam's House	409 Magnolia Street
		Lynchburg, VA 24503
24 Joe Slocum	Rebuilding Together	926 Commerce Street
		Lynchburg, VA 24504
25 Cynthia Coles	CDAC	102 Sunbury Pl
		Lyncbhurg, VA 24502
26 Gayle Lucado	Smart Beginnings/UW	PO Box 10008
		Lynchburg, VA 24506
27 Bev Maslow	Interfaith Outreach	701 Clay Street
		Lynchburg, VA 24504
28 Dave Evans	VA University Lynchburg	2058 Garfield Avenue
		Lynchburg, VA 24501

(City) Fifth Street Master Plan & Façade Improvement Program	900 Church Street	Lynchburg VA
(LRHA) Tech Services and Admin	918 Commerce Street	Lynchburg VA
(YWCA) Town Center Restoration	626 Church Street	Lynchburg VA
(Lybg Covenent Fellowship) Joseph Nichols Tavern	412 Madison Street	Lynchburg VA
(Lyn-Cag) Housing Improvement Program	926 Commerce Street	Lynchburg VA
(LRHA) Daniel's Hill Acquisition	918 Commerce Street	Lynchburg VA
(LRHA) Spot Blight Abatement/Acquisition Program	918 Commerce Street	Lynchburg VA
(LRHA) Tinbridge Hill Acquisition Program	918 Commerce Street	Lynchburg VA
(LHRA) Rental Rehabilitation Program	918 Commerce Street	Lynchburg VA
(LHRA) Maintenance of Acquired Properties	918 Commerce Street	Lynchburg VA
(VA Univ) Roof Replacement	2058 Garfield Avenue	Lynchburg VA
(Lynch's Landing) Façade Improvement Program	210 Eighth Street	Lynchburg VA
(Legacy Project) Rehabilitation	403 Monroe Street	Lynchburg VA
(City Schools) Playground Improvements/R.S. Payne	1201 Floyd Street	Lynchburg VA
(New Land Samaritan Inn) The Gateway	300 Twelfth Street	Lynchburg VA
(YWCA) Domestic Violence	626 Church Street	LynchburgVA
(Rush Homes) Supportive Housing Program	701 Clay Street	Lynchburg VA
(Dance Theater of Lynchburg) Improvement to Recreational Program	722 Commerce Street	Lynchburg VA
(Miriams House) Enhancing Special Housing Opportunities	409 Magnolia Street	Lynchburg VA
(Camp Kum-Ba-Yah) Scholarship Assistance	4415 Boonsboro Road	Lynchburg VA
(Amazement Sq) Sponsored Admissions & Inside-Out Outreach Programs	27 Ninth Street	Lynchburg VA
(White Rock Hill Education Center) After School Program	2101 Grace Street	Lynchburg VA
(College Hill Neighborhood School) Literacy Project	620 Madison Streetg	Lynchburg VA
(Interfaith Outreach) Emergency Fuel Assistance	701 Clay Street	Lynchburg VA
(Lynchburg Literacy Council) Literacy Programs Expansion	1022 Floyd Street	Lynchburg VA
(Dominion Sports) Athletic Mentorship & Behavior Modification	1506 Laxton Road	Lynchburg

Ms. Esther A. Wood
Executive Director
Mary Bethune Academy
2249 Halifax Street
Lynchburg, VA 24501

Allison Wingfield
Executive Director
Rush Homes
PO Box 879
Lynchburg, VA 24505

Pat Hailey
Executive Director
Camp Kum-Ba-Yah
4415 Boonsboro Road
Lynchburg, VA 24503

Cheryl Stallings
Executive Director
Legacy Museum
PO Box 308
Lynchburg, VA 24505

Executive Director
Dance Theater of Lynchburg
722 Commerce Street
Lynchburg, VA 24504

Valeria Robinson
Executive Director
White Rock Neighborhood Council
2101 Grace Street
Lynchburg, VA 24504

Beverly Maslow
Executive Director
Interfaith Outreach
PO Box 1125
Lynchburg, VA 24505

Deborah Silverman
Executive Director
Greater Lynchburg Habitat of Humanity

1117 Virginia Street
Lynchburg, VA 24504

Lisa Dibble
Executive Director
The Gateway
300 12th Street
Lynchburg, VA 24504

Jeff Krantz
Executive Director
College Hill Neighborhood School
620 Madison Street
Lynchburg, VA 24504

Michael Anderson
Executive Director
Dominion Sports Association
1506 Laxton Road
Lynchburg, VA 24502

Dr. Mort Sajadian
Executive Director
Amazement Square
27 Ninth Street
Lynchburg, VA 2450

Major David Cope
The Salvation Army
P O. Box 894
Lynchburg, VA 24505

Carol Lucado
United Way
1010 Miller Park Square
Lynchburg, VA 24501

Mr. Sterling Wilder
Executive Director
Jubilee Family Center
1512 Florida Avenue
Lynchburg, VA 24504

Edward McCann
LRDH
PO Box 1298
Lynchburg VA 24505

Dr. James Mundy
Lyn-Cag
926 Commerce Street
Lynchburg VA 24504

Dr. Ralph Reavis
Virginia University of Lynchburg
2058 Garfield Avenue
Lynchburg VA 24501

-

Kathy Ellis
Miriam's House
PO Box 3916
Lynchburg VA 24505

Peggy Dunning
Jericho Outreach Ministries
606 Fifth Street
Lynchburg VA 24504

Lance Edwards
Big Brothers & Big Sisters of
Central VA
2901 Langhorne Road
Lynchburg VA 24501

Deborah Silverman
Greater Lynchburg Habitat for
Humanity
1117 Virginia Street
Lynchburg VA 24504

Caroline Hudson
YWCA
626 Church Street
Lynchburg VA 24504

Dr. Pete Warren
Christmas in April
1010 Miller Park Square
Lynchburg VA 24501

Angela Hamilton
Lynch's Landing
210 8th Street
Lynchburg VA 24504

Allison Wingfield
Rush Homes
PO Box 879
Lynchburg VA 24505

Jean Clements
Camp Kum-Ba-Yah
4415 Boonsboro Road
Lynchburg VA 24503

Michael Anderson
Dominion Sports Association
1506 Laxton Road
Lynchburg VA 24502

Lynchburg Community Council
2315 Memorial Avenue
Lynchburg VA 24501

Lynchburg Literacy Council
1022 Floyd Street
Lynchburg VA 24501

Valeria Robinson
White Rock Neighborhood Co
2101 Grace Street
Lynchburg VA 24504

Beverly Masow
Interfaith Outreach
PO Box 1125
Lynchburg VA 24505

Jerry Ernhardt
Crisis Line of Central '
PO Box 3074
Lynchburg VA 24503

Peter Jung
International Commun
Center
4638 Fort Avenue
Lynchburg VA 24502

Richard Jones
Lynchburg City Schoc
3525 John Capron Roa
Lynchburg VA 24501

LNDF
Laura Dupuy
927 Church Street
Lynchburg VA 24504

Mort Sajadian
Amazement Square
27 Ninth Street
Lynchburg, VA 24504

Jay Barton
Pace of the Blue Ridge
4925 Boonsboro Road Box 206
Lynchburg, VA 24503

Byron Steward
Business Development Center
147 Mill Ridge Road
Lynchburg, VA 24502

Kay L. Frazier
Dept of Parks & Recreation
301 Grove Street
Lynchburg, VA 24501

Executive Director
Lynchburg Covenant Fellowship
PO Box 6016
Lynchburg,, VA 24505

Eugene Tweedy
Sandra Knodel
The Festival Center
PO Box 3418
Lynchburg, VA 24503

Jackie Clark
2210 14th Street
Lynchburg, Van 24501 (church)

Chantel West
917 16th Street
Lynchburg, VA 24504 Harbour Alternative Home

Steven Smith
Providence Industries International
400 Oakley Ave
Lynchburg, VA 24501

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FINANCIAL SERVICES

The News & Advance

Advertising Affidavit

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3312818

P.O. Box 10129
Lynchburg, Virginia 24506-129
(434) 385-5400

Date
April 28, 2010

CITY OF LYNCHBURG
900 CHURCH ST
LYNCHBURG, VA 24504

Date	Category	Description	Ad Size	Total Cost
04/28/2010	Legal Notices	FAIR HOUSING MONTH 42 ANNIVERSARY	2 x 33 L	260.80

THE CITY OF LYNCHBURG

APRIL IS FAIR HOUSING MONTH
42ND ANNIVERSARY OF THE
FAIR HOUSING ACT
"FAIR HOUSING IN 2010: TIME TO ACT"

Federal law prohibits housing discrimination based on race, color, national origin, religion, sex, family status, or disability. If you would like to learn more about fair housing, the City of Lynchburg Grants Administration Office has a free brochure available by calling (434) 455-3900. You may also contact the U. S. Department of Housing and Urban Development (HUD), Fair Housing & Equal Opportunity Local Field Office at (804) 771-2100 or 1-800-842-2610. You may also visit the HUD web site at: www.hud.gov. To file a complaint of housing discrimination, call HUD's toll-free number 1-800-669-9777 (voice) or 1-800-927-9275 (TDD).

Media General Operations, Inc.

Publisher of the

LYN News and Advance

This is to certify that the attached FAIR HOUSING MONTH 42 ANN **was published by the LYN News and Advance in the city of Lynchburg, in the State of Virginia, on the following dates:**

04/15, 04/28/2010

The First insertion being given ... 04/15/2010

Newspaper reference: 0001848497

MONIQUE RENEE CRAWLEY COMMONWEALTH OF VIRGINIA NOTARY PUBLIC

Monique Renee Crawley
NOTARY PUBLIC
Commonwealth of Virginia
Reg. #7303972
My Commission Expires
January 31, 2013

Given under my hand on

the 28 **day of** April

Monique Renee Crawley

THIS IS NOT A BILL. PLEASE PAY FROM INVOICE. THANK YOU

Appendix B-Affirmative Marketing Procedures

Affirmative Marketing Policy and Implementing Procedures

A. Policy

It is the policy of the City of Lynchburg, Virginia to administer the HOME Investment Partnership Program affirmatively, as to achieve a condition in which individuals of similar income levels in the same housing market area have similar housing choices available to them regardless of their race, color, religion, sex or national origin, familial status, age or handicap. Each applicant for participation in the HOME Investment Partnership Program of the City of Lynchburg, Virginia shall pursue Affirmative Marketing Policies in soliciting tenants, in determining their eligibility and in concluding rental transactions involving units that are vacant after rehabilitation or that late becomes vacant.

B. Applicability

The Affirmative Marketing requirements as set forth below shall apply to all applicants with 5 units or more participating in the Federally Funded HOME Investment Partnership Program in the City of Lynchburg, Virginia.

C. Requirements

The applicant shall meet the following requirements of if he/she contracts marketing responsibility to another party, be responsible for that party's carrying out the requirements:

1. Implement an affirmative program to attract tenants, regardless of sex, of all minority and majority groups to the housing units that are vacant after rehabilitation or that latter becomes vacant. Such a program shall typically involve publicizing to minority groups and non-minority the availability of housing opportunities regardless of race, color, religions, sex, national origin, age, familial status or handicap, through the type of media customarily utilized by the applicant, including minority publications or other minority outlets which are available in the housing market area. All advertising shall included either U.S. Department of Housing and Urban Development's Equal Housing Opportunity logo or slogan or statement , and all advertising depicting person shall depict persons or majority and minority groups, including both sexes.

2. Owners of properties located in areas of minority concentration and those with properties located in areas of non-minority concentration shall implement special outreach practices that will attract those groups least likely to apply for housing in those area. In other words, owners of properties in non-minority areas will be required to advertise units vacant after rehabilitation or that later becomes vacant in the local minority weekly newspaper, <u>Piedmont Area Journal.</u> All owners will

be required to advertise in the local daily newspaper of general circulation, The News and Advance.

3. Instruct all employees and agents in writing and orally in the policy of nondiscrimination and fair housing.

4. Prominently display in all offices in which rental activity pertaining to the project takes place the U.S. Department of Housing and Urban Development's Fair Housing Poster and include in any printed material used in connection with rental of vacant units, the aforementioned Equal Housing Opportunity logo or slogan or statement.

5. Post in a conspicuous position on all project sites a sign displaying prominently the Equal Housing Opportunity logo or slogan or statement.

D. Affirmative Marketing Plan

Each applicant for participation in the City's HOME Investment Partnership Program shall provide on a form to be supplied by the City information indicating their affirmative program to comply with the requirements set forth in Section III above. This form, once approved by the City, will be available for public inspection at the rental offices of the applicant.

E. Compliance

Applicants failing to comply with the requirements of this Affirmative Marketing Plan and Policy of the City of Lynchburg, Virginia will make themselves liable to sanctions delineated by the City, including but not limited to:

1. Sixty days to undertake corrective action specified by the City;
2. Request payment in full of grant funds; and/ or
3. Department from future participation in the HOME Investment Partnership Program or other federally funded and administered by the City.

F Record Keeping

Each applicant who participates in the City's HOME Investment Partnership Program shall be required to maintain and annually submit records of all advertisements, notices and other marketing information, including racial/ethnic, gender data, income and other characteristics as may be required of tenants occupying units before and after rehabilitation. Each applicant may report such information to the City in letter form, however, it must delineate the actions undertaken to implement the Affirmative Marketing Plan approved by the city.

I hereby certify that I will comply with the conditions of the Affirmative Marketing requirements and procedures as described herein and understand this certification is applicable for a period of seven years beginning on the date on which all units in the project are completed.

______________________________ ____________________

Owners Signature Date

Guidelines for Minority Business Outreach Efforts

A. Outreach Standards

The City of Lynchburg provides a minority outreach program in accordance with Section 281 of the HOME Investment Partnership Act and 24 CFR 92.350. The outreach program includes minority and woman-owned business in all contracting activities entered into by the City to facilitate the provision of affordable housing authorized under this Act or any other applicable Federal housing law. The City will:

1. Make a good faith, comprehensive, and continuing effort to include minority and woman-owned businesses in all contracting activities;
2. Support this endeavor with a statement of public policy and commitment to be published in the print media of widest local circulation;
3. Support this effort by designating an office and/or a key ranking staff person with oversight responsibilities and access to the chief elected official and
4. Use all available and appropriate public and private sector local resources in support of this effort.

B. Procedures for maintaining a Minority/Woman Business Outreach Program

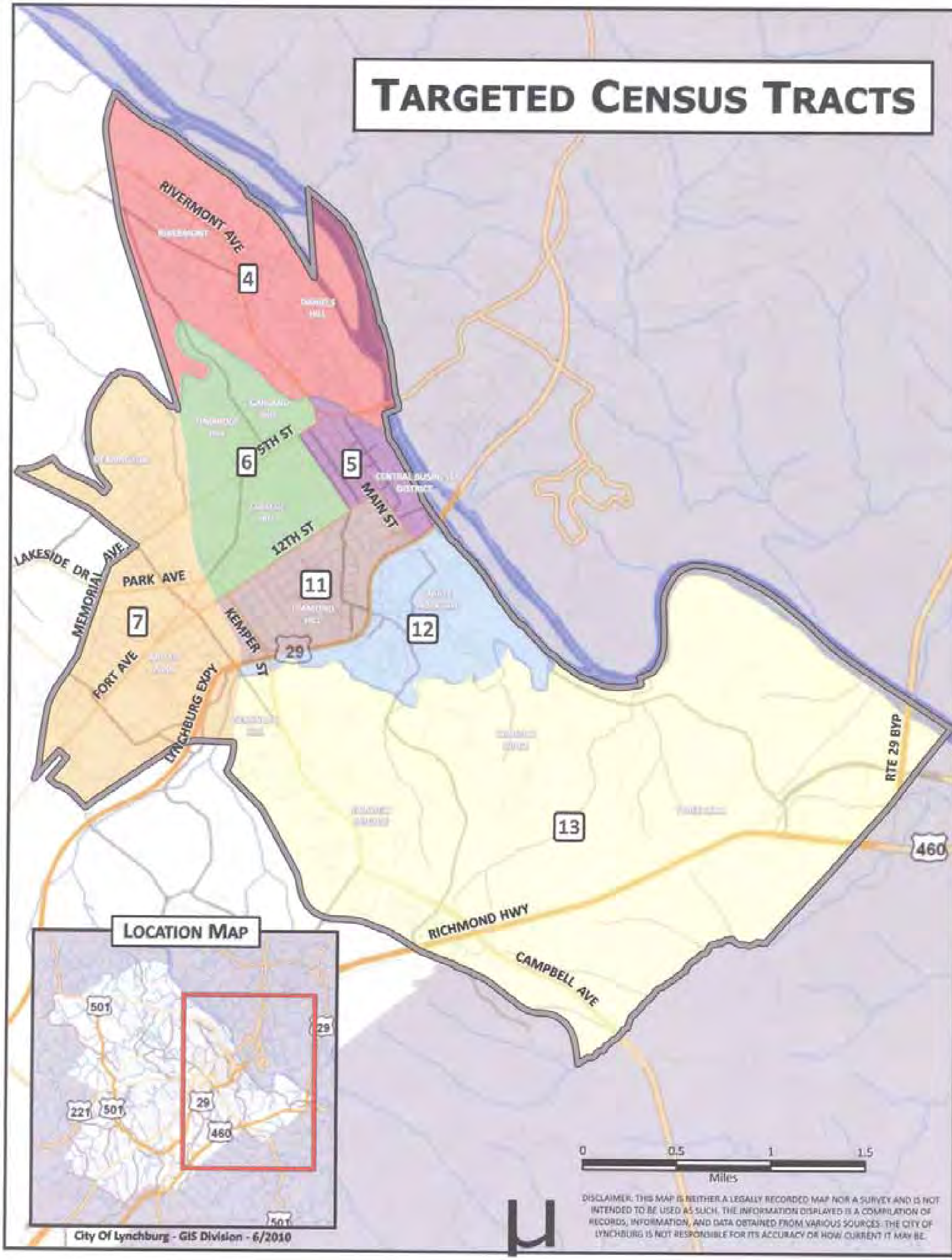
The City maintains an outreach program to ensure the inclusion, to maximum extent possible, of entities owned by minorities and women. Specifically, the City will:

1. Maintain an inventory of certified minority and women's business enterprises (MBEs and WBEs) , their capabilities, services, supplies, and/or products. This inventory will be obtained from the following agency:

   Virginia Department of Minority Business Enterprise
   200-202 North Ninth Street, Eleventh Floor
   Richmond, VA 23219
   E-mail: dmbe@dmbe.state.va

2. The City will use the local media to market and promote contract and business opportunities for MBEs and WBEs;
3. The City will maintain solicitation and procurement procedures that facilitate opportunities for MBEs and WBEs to participate as vendors and suppliers of goods and services.
4. The City will make efforts to sponsor business opportunity-related meetings, conferences, seminars, etc., with minority and women business organizations.
5. The City will maintain centralized records with statistical data on the use and participation of MBEs and WBEs as contractors/subcontractors in all HUD-assistance program contracting activities.

Appendix C-Maps


TARGETED CENSUS TRACTS
RIVERMONT AVE
4
6
5
5TH ST
MAIN ST
12TH ST
CENTRAL BUSINESS DISTRICT
LAKESIDE DR
MEMORIAL AVE
PARK AVE
11
7
KEMPER ST
29
12
FORT AVE
LYNCHBURG EXPY
RTE 29 BYP
13
460
RICHMOND HWY
CAMPBELL AVE
LOCATION MAP
501
29
221
501
29
460
501
City Of Lynchburg - GIS Division - 6/2010
0
0.5
1
1.5
Miles
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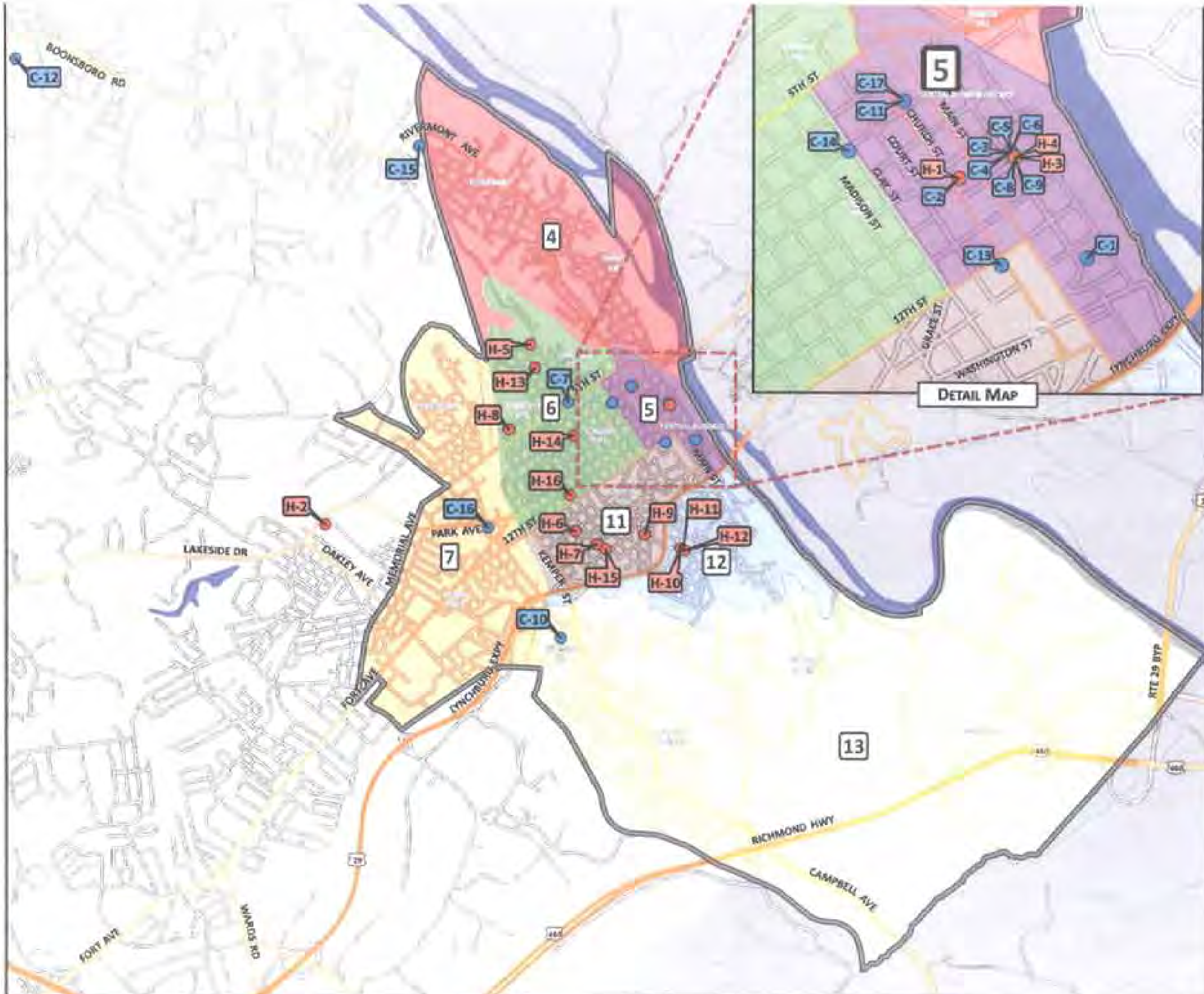

Project Locations

Map ID	Name	Program
C-1 *	Blufftwalk Section 108 Loan	CDBG
C-2 *	Program Administration - City of Lynchburg	CDBG
C-3 *	LRHA - Administration	CDBG
C-4 *	LRHA - Delivery and Disposition	CDBG
C-5 *	LRHA - Delivery and Acquisition	CDBG
C-6 *	LRHA - Spot Blight	CDBG
C-7	5TH Street Improvements - Phase II	CDBG
C-8 *	Lyn-CAG Housing Improvement	CDBG
C-9 *	Rebuilding Together Lynchburg	CDBG
C-10	Virginia University Lynchburg - Roof Replacement	CDBG
C-11 *	YWCA Town Center	CDBG
C-12	Camp Kum-Ba-Yah	CDBG
C-13 *	The Gateway House, Inc.	CDBG
C-14 *	Interfaith Outreach	CDBG
C-15	Miriam's House	CDBG
C-16	Smart Beginnings	CDBG
C-17 *	YWCA Domestic Violence Prevention Center	CDBG
H-1 *	Program Administration - City	HOME
H-2	Greater Lynchburg Habitat for Humanity	HOME
H-3 *	Lyn-CAG Homebuyer - CHDO	HOME
H-4 *	Lyn-CAG Substantial Rehabilitation	HOME
H-5	LNDF Hilltop Homes - 53 Federal St.	HOME
H-6	LNDF Hilltop Homes - 1402 Fillmore St.	HOME
H-7	LNDF Hilltop Homes - 1600-1602 Floyd St.	HOME
H-8	LNDF Hilltop Homes - 1406 Fourth St.	HOME
H-9	LNDF Hilltop Homes - 1811-1813 Grace St.	HOME
H-10	LNDF Hilltop Homes - 2005 Grace St.	HOME
H-11	LNDF Hilltop Homes - 2011 Grace St.	HOME
H-12	LNDF Hilltop Homes - 2019 Grace St.	HOME
H-13	LNDF Hilltop Homes - 101 Jackson St.	HOME
H-14	LNDF Hilltop Homes - 714 Polk St.	HOME
H-15	LNDF Hilltop Homes - 1311 Seventeenth St.	HOME
H-16	LNDF Hilltop Homes - 1107 Wise St.	HOME

* See Detail Map For Project Location

City Of Lynchburg - GIS Division - 6/2010

0 0.5 1 1.5
Miles

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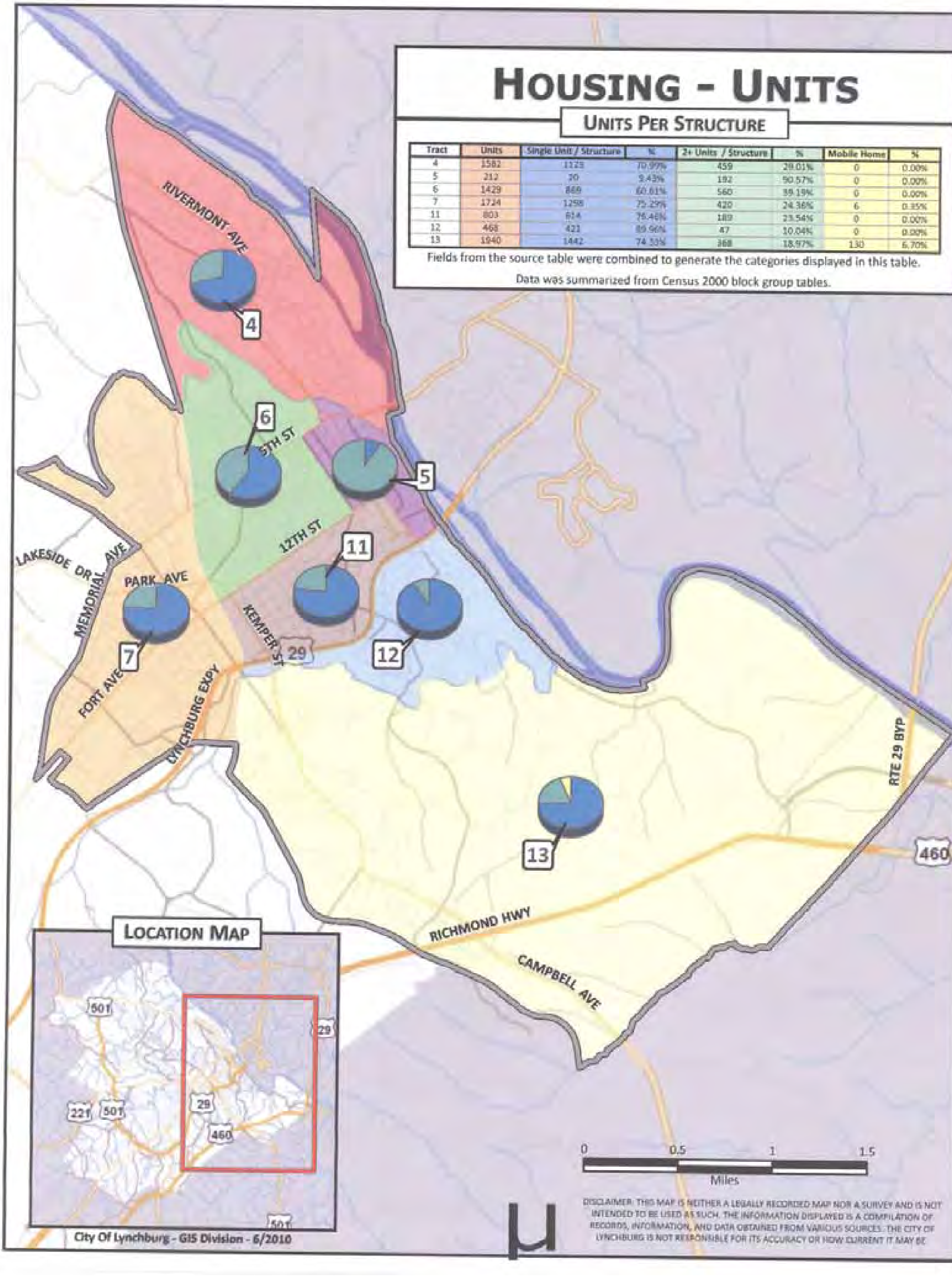
Housing - Units

Units Per Structure

Tract	Units	Single Unit / Structure	%	2+ Units / Structure	%	Mobile Home	%
4	1582	1123	70.99%	459	29.01%	0	0.00%
5	212	20	9.43%	192	90.57%	0	0.00%
6	1429	869	60.81%	560	39.19%	0	0.00%
7	1724	1298	75.29%	420	24.36%	6	0.35%
11	803	614	76.46%	189	23.54%	0	0.00%
12	468	421	89.96%	47	10.04%	0	0.00%
13	1940	1442	74.33%	368	18.97%	130	6.70%

Fields from the source table were combined to generate the categories displayed in this table.

Data was summarized from Census 2000 block group tables.



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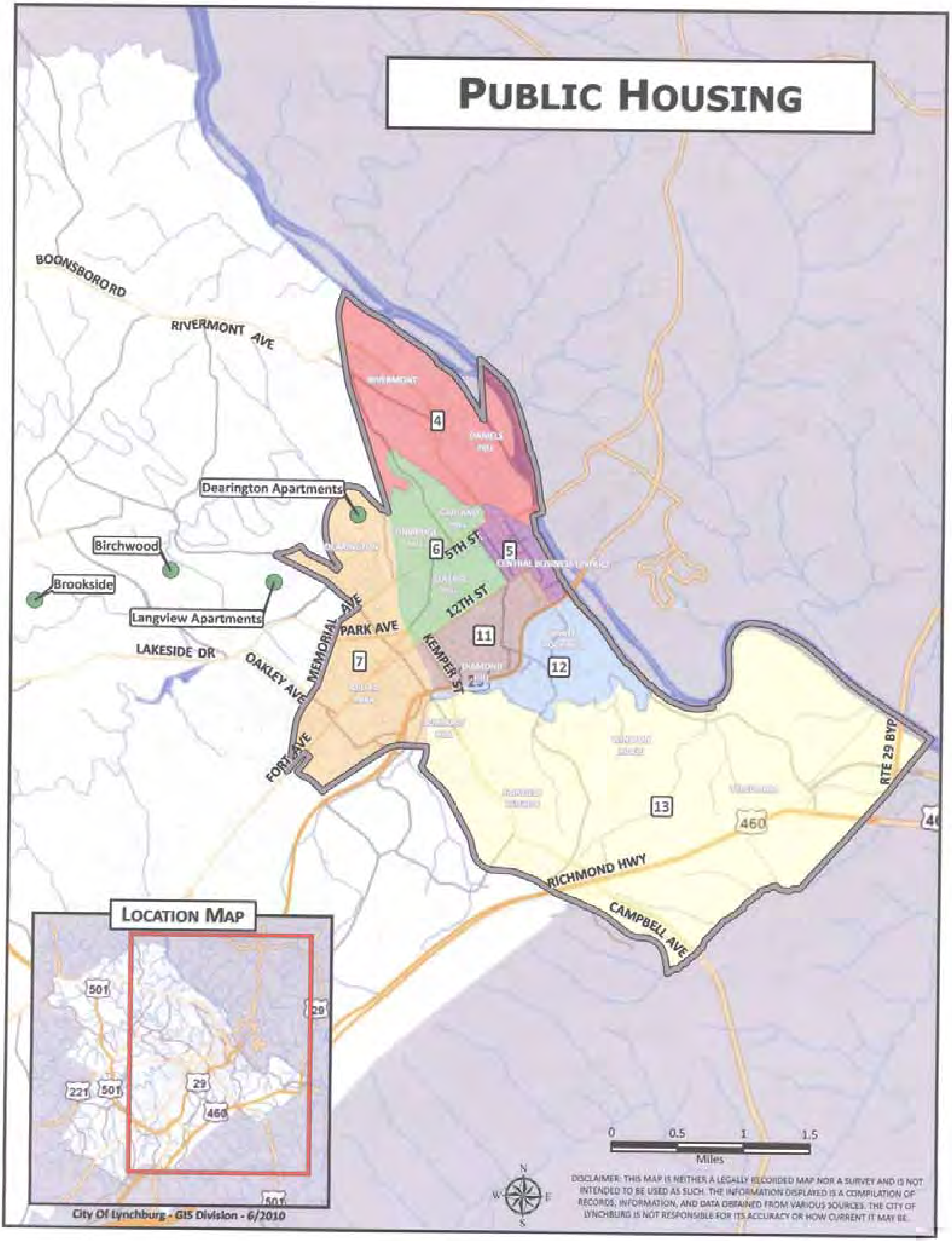
City Of Lynchburg - GIS Division - 6/2010


PUBLIC HOUSING
BOONSBORO RD
RIVERMONT AVE
Dearington Apartments
Birchwood
Brookside
Langview Apartments
LAKESIDE DR
OAKLEY AVE
MEMORIAL AVE
PARK AVE
FORT AVE
KEMPER ST
5TH ST
12TH ST
RICHMOND HWY
CAMPBELL AVE
RTE 29 BYP
CENTRAL BUSINESS DISTRICT
4
5
6
7
11
12
13
29
460
LOCATION MAP
501
29
221
501
29
460
501
0
0.5
1
1.5
Miles
N
S
E
W
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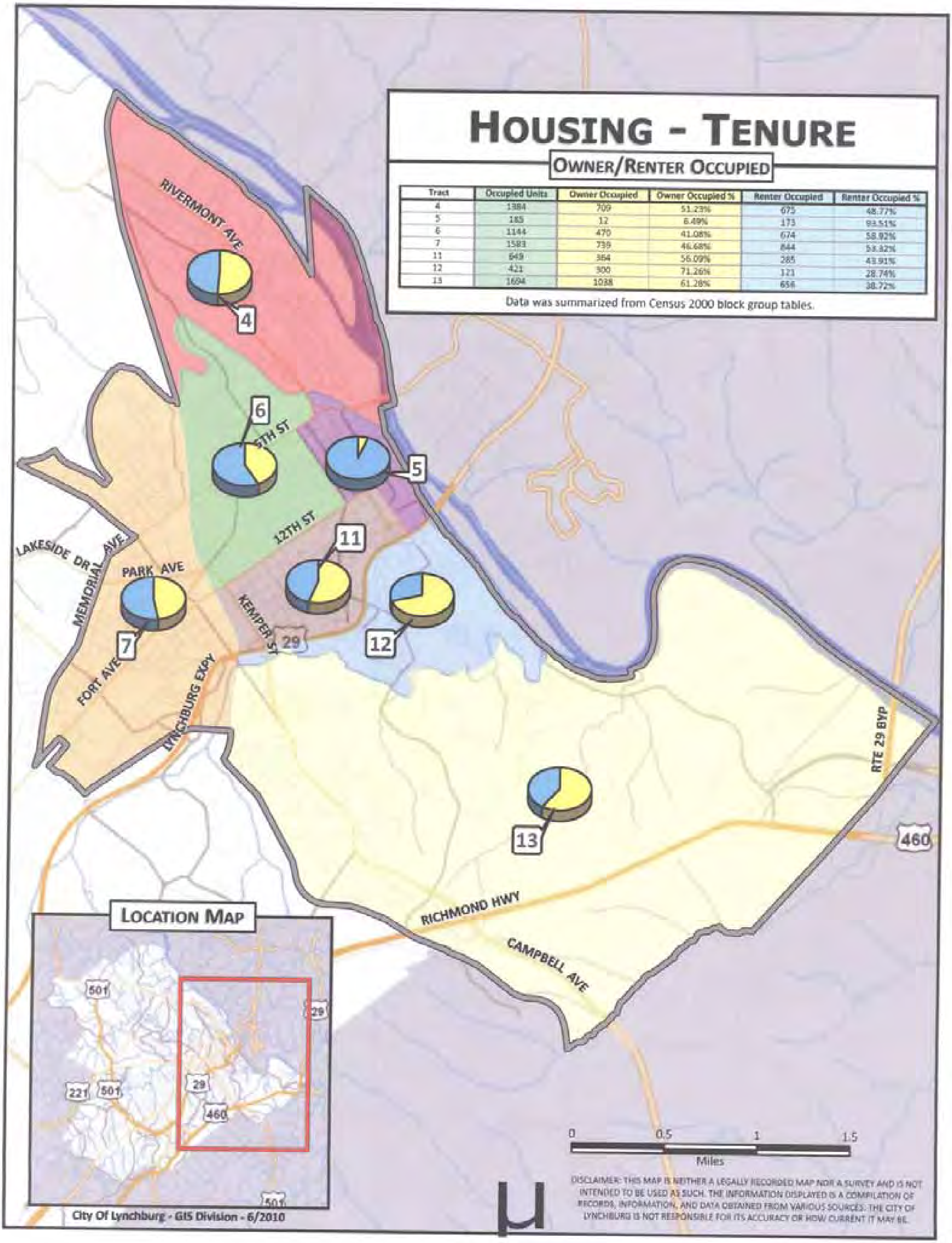
City Of Lynchburg - GIS Division - 6/2010

HOUSING - TENURE

OWNER/RENTER OCCUPIED

Tract	Occupied Units	Owner Occupied	Owner Occupied %	Renter Occupied	Renter Occupied %
4	1384	709	51.23%	675	48.77%
5	185	12	6.49%	173	93.51%
6	1144	470	41.08%	674	58.92%
7	1583	739	46.68%	844	53.32%
11	649	364	56.09%	285	43.91%
12	421	300	71.26%	121	28.74%
13	1694	1038	61.28%	656	38.72%

Data was summarized from Census 2000 block group tables.



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City Of Lynchburg - GIS Division - 6/2010

HOUSING - HOUSEHOLDER

FEMALE HOUSEHOLDER

Tract	Households	1 - Female	%	2+ Family - Female	%	2+ Family - Married	%	2+ Non Family - Female	%	Other	%
4	1384	[illegible]	[illegible]	325	23.48%	400	28.90%	54	[illegible]	[illegible]	[illegible]
5	185	[illegible]	[illegible]	14	7.57%	16	8.65%	2	1.08%	[illegible]	[illegible]
6	1144	[illegible]	[illegible]	343	29.98%	242	21.15%	[illegible]	[illegible]	[illegible]	[illegible]
7	1583	[illegible]	[illegible]	372	23.50%	471	29.75%	[illegible]	[illegible]	[illegible]	[illegible]
11	[illegible]	[illegible]	[illegible]	145	22.34%	168	25.89%	21	3.24%	[illegible]	[illegible]
12	421	[illegible]	[illegible]	128	30.40%	141	33.49%	11	[illegible]	[illegible]	[illegible]
13	[illegible]	[illegible]	[illegible]	451	26.62%	594	35.06%	[illegible]	1.83%	[illegible]	[illegible]

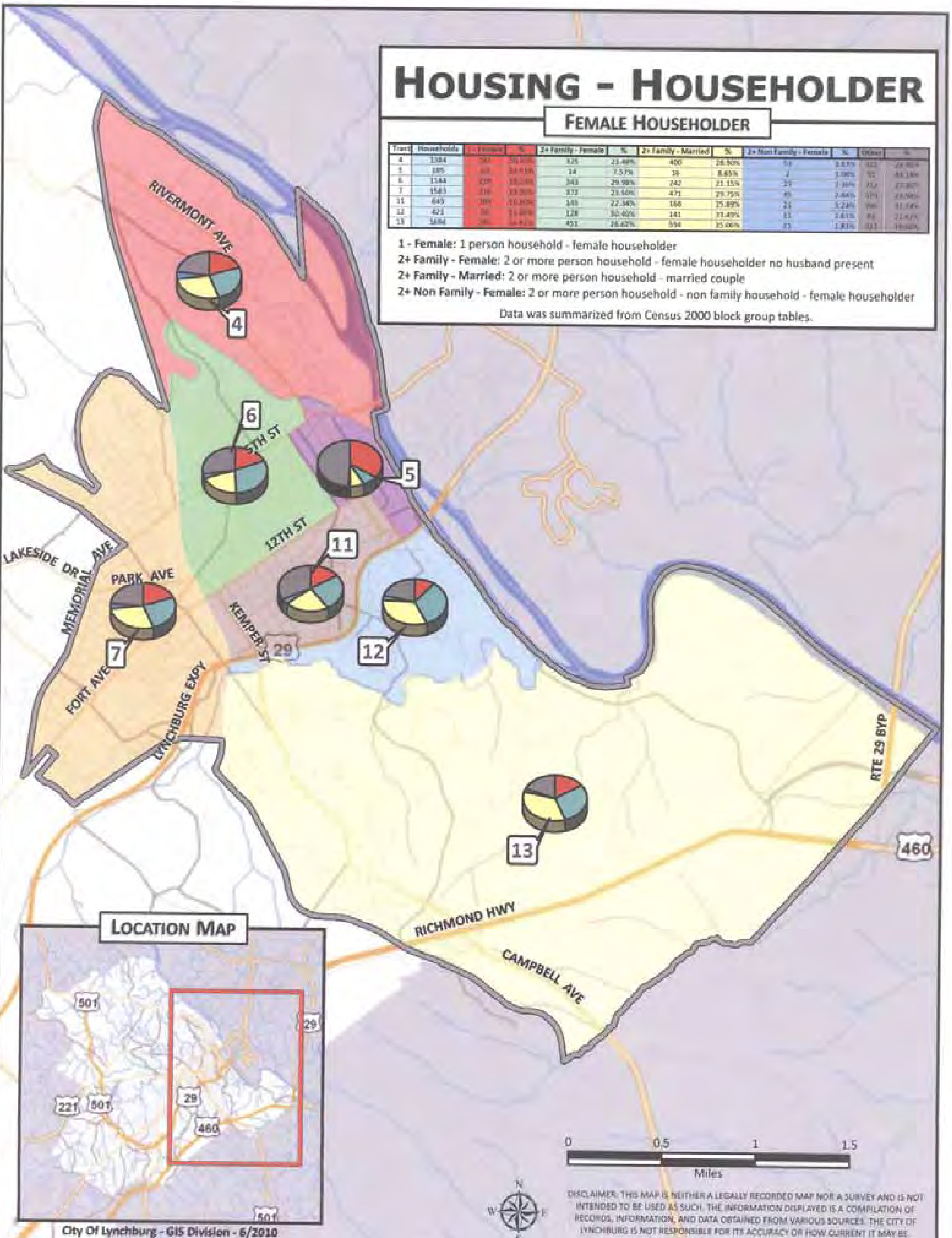
1 - Female: 1 person household - female householder

2+ Family - Female: 2 or more person household - female householder no husband present

2+ Family - Married: 2 or more person household - married couple

2+ Non Family - Female: 2 or more person household - non family household - female householder

Data was summarized from Census 2000 block group tables.



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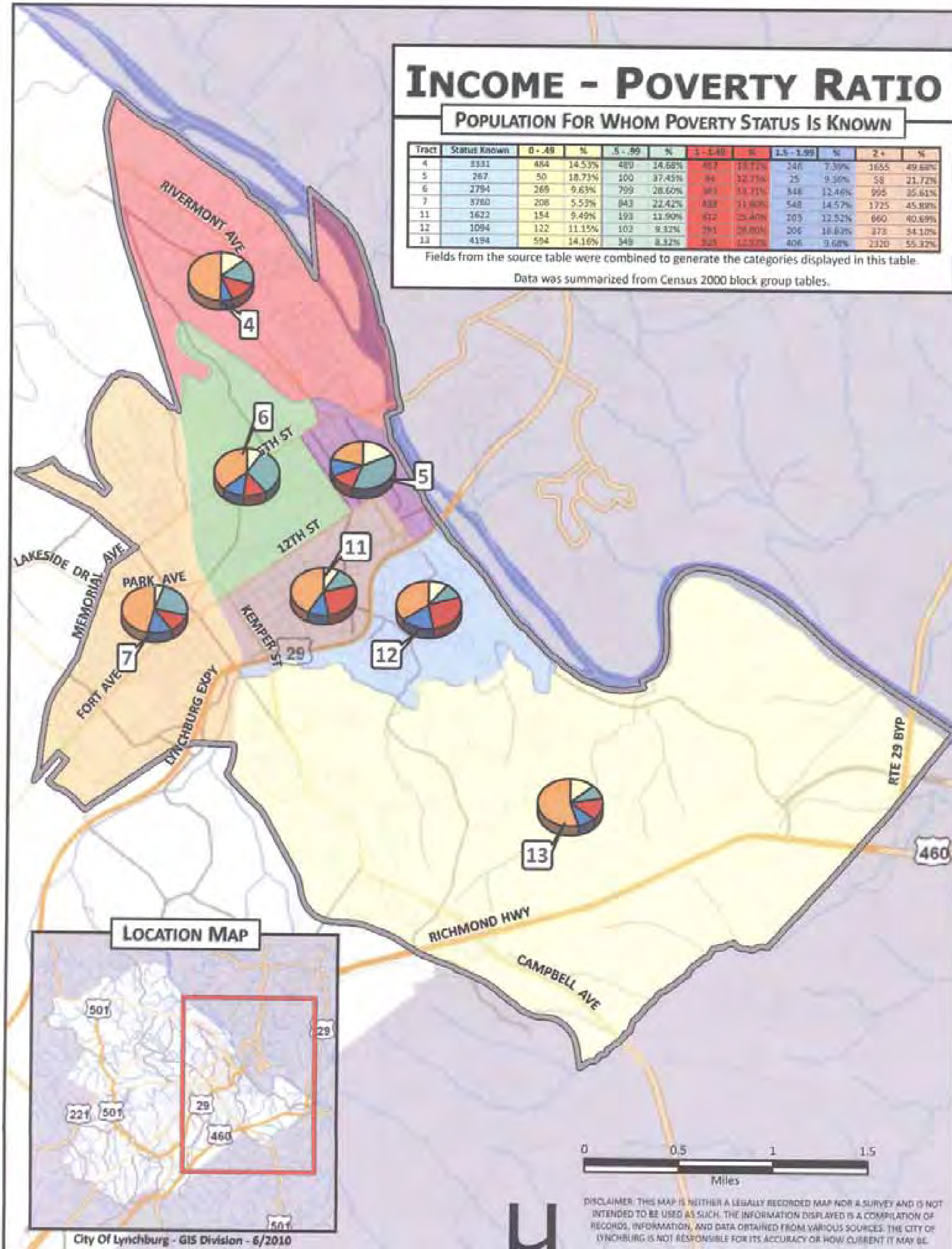
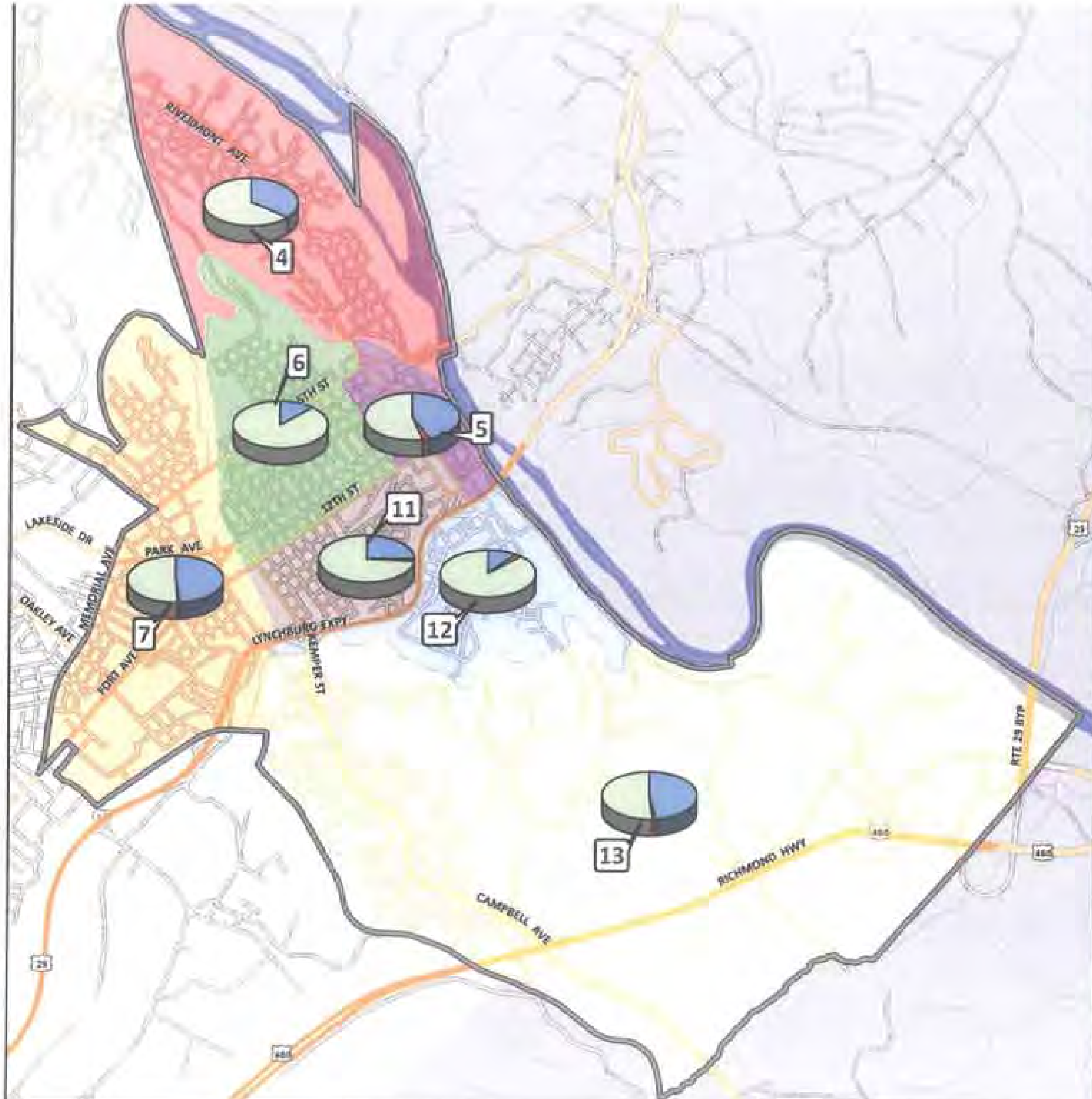


Tract	Status Known	0 - .49	%	.5 - .99	%	1 - 1.49	%	1.5 - 1.99	%	2 +	%
4	3331	484	14.53%	489	14.68%	[illegible]	[illegible]	246	7.39%	1655	49.68%
5	267	50	18.73%	100	37.45%	34	12.73%	25	9.36%	58	21.72%
6	2794	269	9.63%	799	28.60%	[illegible]	[illegible]	348	12.46%	995	35.61%
7	3760	208	5.53%	843	22.42%	[illegible]	[illegible]	548	14.57%	1725	45.88%
11	1622	154	9.49%	193	11.90%	412	25.40%	203	12.52%	660	40.69%
12	1094	122	11.15%	102	9.32%	291	26.60%	206	18.83%	373	34.10%
13	4194	594	14.16%	349	8.32%	[illegible]	[illegible]	406	9.68%	2320	55.32%



POPULATION - RACE

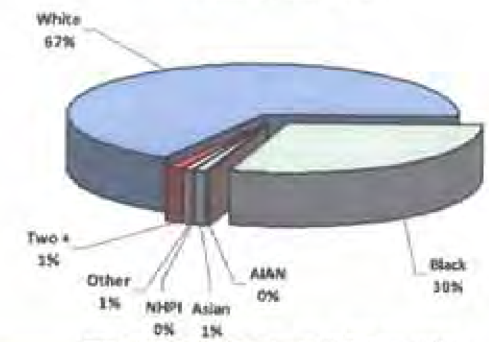
Targeted Census Tracts Population By Race

Tract	Population	White	%	Black	%	AIAN	%	Asian	%	NHPI	%	Other	%	[illegible]	%
4	3413	1114	32.79%	2236	65.51%	9	0.26%	4	0.12%	1	0.03%	17	0.50%	[illegible]	[illegible]
5	398	170	41.67%	137	34.51%	0	0.00%	2	0.45%	0	0.00%	1	0.35%	[illegible]	[illegible]
6	3258	966	34.24%	2224	64.13%	11	0.34%	6	0.19%	1	0.03%	6	0.35%	[illegible]	[illegible]
7	3763	1764	46.91%	1875	49.80%	19	0.50%	27	0.72%	1	0.03%	21	0.56%	[illegible]	[illegible]
11	1944	450	24.58%	1347	72.37%	3	0.16%	5	0.27%	1	0.05%	12	0.65%	[illegible]	[illegible]
12	1548	340	22.20%	966	64.53%	4	0.26%	1	0.09%	0	0.00%	4	0.28%	[illegible]	[illegible]
13	4358	1424	32.68%	2336	58.89%	24	0.57%	13	0.31%	0	0.00%	24	0.57%	[illegible]	[illegible]

US Census Race Abbreviations

White – White alone
Black – Black or African American alone
AIAN – American Indian and Alaska Native alone
Asian – Asian alone
NHPI – Native Hawaiian and Other Pacific Islander alone
Other – Some other race alone
Two + – Two or more races

City Wide Population By Race



Data was summarized from Census 2000 block group tables.

LOCATION MAP

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City Of Lynchburg - GIS Division - 6/2010

Appendix D-Tables

CPMP Version 1.3

Housing Needs Table

Grantee: **CITY OF LYNCHBURG,VA (CDBG)**

Only complete blue sections. Do NOT type in sections other than blue.

Housing Needs - Comprehensive Housing Affordability Strategy (CHAS) Data Housing Problems

Household Income	Tenure	Household Type	Housing Problems	Current % of Households	Current Number of Households	Year 1 Goal	Year 1 Actual	Year 2 Goal	Year 2 Actual	Year 3 Goal	Year 3 Actual	Year 4* Goal	Year 4* Actual	Year 5* Goal	Year 5* Actual	Cumulative Goal	Cumulative Actual	% of Goal	Priority Need?	Plan to Fund?	Fund Source	Households with a Disabled Member % HSHLD	Households with a Disabled Member # HSHLD	Disproportionate Racial/Ethnic Need?	# of Households in lead-Hazard Housing	Total Low Income HIV/AIDS Population
Household Income <=30% MFI	Renter	Elderly	NUMBER OF HOUSEHOLDS	100%	628																	100%	50	Y	125	50
			Any housing problems	55.1	346	5		2		2		3		5		17	0	0%	M	N	O	50.0	25			
			Cost Burden > 30%	53.5	336	3		2		4		2		3		14	0	0%	H	N	O					
			Cost Burden >50%	41.2	259	5		2		2		3		2		14	0	0%	L	N	O					
		Small Related	NUMBER OF HOUSEHOLDS	100%	908																			Y		
			With Any Housing Problems	69.6	632	10		10		10		5		5		40	0	0%	M	N	O					
			Cost Burden > 30%	68.7	624	5		5		5		4		3		22	0	0%	L	N	O					
			Cost Burden >50%	51.2	465	5		4		10		5		5		29	0	0%	L	N	O					
		Large Related	NUMBER OF HOUSEHOLDS	100%	115																			Y		
			With Any Housing Problems	87.8	101	5		5		5		5		5		25	0	0%	M	N	O					
			Cost Burden > 30%	75.7	87	5		4		5		3		2		19	0	0%	H	N	O					
			Cost Burden >50%	65.2	75	5		5		10		4		5		29	0	0%	L	N	O					
		All other hshold	NUMBER OF HOUSEHOLDS	100%	899																			Y		
			With Any Housing Problems	64.8	583	5		5		5		5		5		25	0	0%	M	N	O					
			Cost Burden > 30%	64.8	583	4		3		2		4		3		16	0	0%	M	N	O					
			Cost Burden >50%	49.7	447	3		2		2		2		2		11	0	0%	L	N	O					
	Owner	Elderly	NUMBER OF HOUSEHOLDS	100%	427																					
			With Any Housing Problems	59.3	253	2		2		2		2		3		11	0	0%	M	N	O					
			Cost Burden > 30%	58.3	249	5		5		5		5		5		25	0	0%	M	N	O					
			Cost Burden >50%	37.5	160	3		3		2		3		3		14	0	0%	M	N	O					
		Small Related	NUMBER OF HOUSEHOLDS	100%	187																			Y		
			With Any Housing Problems	57.8	108	10		10		8		10		9		47	0	0%	L	Y	C					
			Cost Burden > 30%	57.8	108	5		5		6		5		5		5	0	0%	L	Y	H					
			Cost Burden >50%	40.6	76	4		4		3		2		4		17	0	0%	L	Y	H					
		Large Related	NUMBER OF HOUSEHOLDS	100%	48																			Y		
			With Any Housing Problems	83.3	40	8		8		8		8		8		40	0	0%	L	Y	C					
			Cost Burden > 30%	62.5	30	6		6		6		6		6		30	0	0%	L	Y	H					
			Cost Burden >50%	45.8	22	4		4		4		5		5		22	0	0%	L	Y	H					

		All other hshold	NUMBER OF HOUSEHOLDS	100%	199													Y		
			With Any Housing Problems	54.8	109	2	2	2	2	2	10	0	0%	L	Y	H				
			Cost Burden > 30%	52.8	105	5	6	7	8	5	31	0	0%	L	N	O				
			Cost Burden >50%	40.7	81	16	16	16	16	17	81	0	0%	L	N	O				
Household Income >30 to <=50% MFI	Renter	Elderly	NUMBER OF HOUSEHOLDS	100%	507												100%	507	Y	0
			With Any Housing Problems	51.1	259	1	1	1	2	2	7	0	0%	L	N	O	7.0	35		
			Cost Burden > 30%	51.1	259	2	2	2	2	2	10	0	0%	M	N	O				
			Cost Burden >50%	13.4	68	5	5	4	4	5	23	0	0%	L	N	O				
		Small Related	NUMBER OF HOUSEHOLDS	100%	650														Y	
			With Any Housing Problems	53.4	347	2	2	3	2	2	11	0	0%	M	N	O				
			Cost Burden > 30%	51.2	333	2	2	2	2	2	10	0	0%	M	N	O				
			Cost Burden >50%	8.5	55	1	1	1	1	1	5	0	0%	L	N	O				
		Large Related	NUMBER OF HOUSEHOLDS	100%	184														Y	
			With Any Housing Problems	69.6	128	3	2	2	3	2	12	0	0%	M	N	O				
			Cost Burden > 30%	53.3	98	2	2	2	2	2	10	0	0%	M	N	O				
			Cost Burden >50%	5.4	10	2	2	2	2	2	10	0	0%	L	N	O				
		All other hshold	NUMBER OF HOUSEHOLDS	100%	510														Y	
			With Any Housing Problems	81.6	416	5	5	5	5	5	25	0	0%	M	N	O				
			Cost Burden > 30%	78.8	402	3	2	3	2	1	11	0	0%	M	N	O				
			Cost Burden >50%	16.9	86	2	3	2	3	2	12	0	0%	L	N	O				
	Owner	Elderly	NUMBER OF HOUSEHOLDS	100%	721														Y	
			With Any Housing Problems	23.2	167	5	5	4	5	4	23	0	0%	L	Y	H				
			Cost Burden > 30%	22.6	163	2	2	2	2	2	10	0	0%	L	Y	H				
			Cost Burden >50%	14.0	101	20	21	20	20	20	101	0	0%	L	N	O				
		Small Related	NUMBER OF HOUSEHOLDS	100%	327														Y	
			With Any Housing Problems	52.9	173	3	4	3	5	3	18	0	0%	L	N	O				
			Cost Burden > 30%	52.9	173	2	2	2	2	2	10	0	0%	L	N	O				
			Cost Burden >50%	19.0	62	3	2	3	2	3	13	0	0%	L	N	O				
		Large Related	NUMBER OF HOUSEHOLDS	100%	46														Y	
			With Any Housing Problems	69.6	32	6	6	6	7	7	32	0	0%	L	N	O				
			Cost Burden > 30%	60.9	28	5	6	6	6	5	28	0	0%	L	N	O				
			Cost Burden >50%	8.7	4	0	1	1	1	1	4	0	0%	L	N	O				
		r hshol	NUMBER OF HOUSEHOLDS	100%	157														Y	
			With Any Housing Problems	66.2	104	1	1	1	1	1	5	0	0%	L	N	O				

		All othe	Cost Burden > 30%	66.2	104	1	1	1	1	1	5	0	0%	L	N	O				
			Cost Burden >50%	52.2	82	2	2	2	2	2	10	0	0%	L	N	O				
Household Income >50 to <=80% MFI	Renter	Elderly	NUMBER OF HOUSEHOLDS	100%	312												100%	312	Y	0
			With Any Housing Problems	34.9	109	2	2	1	1	1	7	0	0%	L	N	O	50.0	156		
			Cost Burden > 30%	34.9	109	2	2	1	1	1	7	0	0%	L	N	O				
			Cost Burden >50%	11.2	35	1	1	1	1	1	5	0	0%	L	N	O				
		Small Related	NUMBER OF HOUSEHOLDS	100%	809														Y	
			With Any Housing Problems	24.0	194	1	1	1	1	1	5	0	0%	L	N	O				
			Cost Burden > 30%	19.8	160	1	1	1	1	1	5	0	0%	L	N	O				
			Cost Burden >50%	1.2	10	2	2	2	2	2	10	0	0%	L	N	O				
		Large Related	NUMBER OF HOUSEHOLDS	100%	171														Y	
			With Any Housing Problems	39.8	68	3	2	2	1	2	10	0	0%	L	N	O				
			Cost Burden > 30%	12.9	22	1	1	1	1	1	5	0	0%	L	N	O				
			Cost Burden >50%	0.0	0	0	0	0	0	0	0	0	####	0	0	0				
		All other hshol	NUMBER OF HOUSEHOLDS	100%	869														Y	
			With Any Housing Problems	28.5	248	1	1	1	1	1	5	0	0%	L	N	O				
			Cost Burden > 30%	26.9	234	1	1	1	1	1	5	0	0%	L	N	O				
			Cost Burden >50%	4.4	38	2	2	1	2	1	8	0	0%	L	N	O				
	Owner	Elderly	NUMBER OF HOUSEHOLDS	100%	930														Y	
			With Any Housing Problems	21.5	200	2	3	3	2	3	13	0	0%	L	Y	H				
			Cost Burden > 30%	20.4	190	2	2	2	2	2	10	0	0%	L	Y	H				
			Cost Burden >50%	8.0	74	1	1	1	1	1	5	0	0%	L	Y	H				
		Small Related	NUMBER OF HOUSEHOLDS	100%	734														Y	
			With Any Housing Problems	36.5	268	2	2	2	2	2	10	0	0%	L	Y	C				
			Cost Burden > 30%	34.6	254	2	3	3	2	2	12	0	0%	L	Y	H				
			Cost Burden >50%	7.9	58	3	2	3	2	3	13	0	0%	L	Y	H				
		Large Related	NUMBER OF HOUSEHOLDS	100%	131														Y	
			With Any Housing Problems	47.3	62	1	1	1	1	1	5	0	0%	L	N	O				
			Cost Burden > 30%	33.6	44	1	1	1	1	1	5	0	0%	L	N	O				
			Cost Burden >50%	13.7	18	2	1	2	1	2	8	0	0%	L	N	O				
		All other hshol	NUMBER OF HOUSEHOLDS	100%	427														Y	
			With Any Housing Problems	32.1	137	2	2	2	2	2	10	0	0%	L	N	O				
			Cost Burden > 30%	30.2	129	2	1	2	1	2	8	0	0%	L	N	O				
			Cost Burden >50%	9.8	42	2	3	2	2	3	12	0	0%	L	N	O				

	Total Any Housing Problem			87	0	84	0	80	0	81	0	81	0	413	0
	Total 215 Renter														
	Total 215 Owner														
	Total 215			0	0	0	0	0	0	0	0	0	0		

	Total Disabled		216	
Tot. Elderly	1334		Total Lead Hazard	5000
Tot. Sm. Related	4100		Total Renters	8224
Tot. Lg. Related	869		Total Owners	4010

CPMP Version 1.3

Jurisdiction

Housing Market Analysis

Complete cells in blue.

Housing Stock Inventory	Vacancy Rate	0 & 1 Bedroom	2 Bedrooms	3+ Bedroom	Total	Substandard Units
Affordability Mismatch						
Occupied Units: Renter		2979	4636	2729	10344	100
Occupied Units: Owner		256	3264	11004	14524	2500
Vacant Units: For Rent	8%	159	442	224	825	0
Vacant Units: For Sale	3%	12	149	212	373	10
Total Units Occupied & Vacant		3406	8491	14169	26066	2610
Rents: Applicable FMRs (in $s)		526	634	782		
Rent Affordable at 30% of 50% of MFI (in $s)		540	648	749		
Public Housing Units						
Occupied Units		29	153	146	328	
Vacant Units		0	0	0	0	
Total Units Occupied & Vacant		29	153	146	328	0
Rehabilitation Needs (in $s)		0	0	0	0	

CPMP Version 1.3

Continuum of Care Homeless Population and Subpopulations Chart

Part 1: Homeless Population	Sheltered: Emergency	Sheltered: Transitional	Un-sheltered	Total	Jurisdiction
1. Homeless Individuals	56	33	44	133	Data Quality: (S) statistically reliable samp
2. Homeless Families with Children	35	9	1	45	
2a. Persons in Homeless with Children Families	91	31	1	123	
Total (lines 1 + 2a)	147	64	45	256	

Part 2: Homeless Subpopulations	Sheltered	Un-sheltered	Total	
1. Chronically Homeless	30	23	53	Data Quality: (S) statistically reliable samp
2. Severely Mentally Ill	26	18	44	
3. Chronic Substance Abuse	30	9	39	
4. Veterans	7	14	21	
5. Persons with HIV/AIDS	0	0	0	
6. Victims of Domestic Violence	10	1	11	
7. Youth (Under 18 years of age)	0	0	0	

Part 3: Homeless Needs Table: Individuals		Needs	Currently Available	Gap	5-Year Quantities: Year 1 Goal	Year 1 Complete	Year 2 Goal	Year 2 Complete	Year 3 Goal	Year 3 Complete	Year 4 Goal	Year 4 Complete	Year 5 Goal	Year 5 Complete	Total: Goal	Total: Actual	Total: % of Goal	Priority H, M, L	Plan to Fund? Y N	Fund Source: CDBG, HOME, HOPWA, ESG or Other
Beds	Emergency Shelters			0	0	0	0	0	0	0	0	0	0	0	0	0	####			
Beds	Transitional Housing			0	0	0	0	0	0	0	0	0	0	0	0	0	####			
Beds	Permanent Supportive Housing			0	0	0	0	0	0	0	0	0	0	0	0	0	####			
Beds	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####			
Chronically Homeless			0																	

Part 4: Homeless Needs Table: Families		Needs	Currently Available	Gap	5-Year Quantities Year 1 Goal	Year 1 Complete	Year 2 Goal	Year 2 Complete	Year 3 Goal	Year 3 Complete	Year 4 Goal	Year 4 Complete	Year 5 Goal	Year 5 Complete	Total Goal	Total Actual	% of Goal	Priority H, M, L	Plan to Fund? Y N	Fund Source: CDBG, HOME, HOPWA, ESG or Other
Beds	Emergency Shelters			0	0	0	0	0	0	0	0	0	0	0	0	0	####			
	Transitional Housing			0	0	0	0	0	0	0	0	0	0	0	0	0	####			
	Permanent Supportive Housing			0	0	0	0	0	0	0	0	0	0	0	0	0	####			
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####			

Completing Part 1: Homeless Population. This must be completed using statistically reliable, unduplicated counts or estimates of homeless persons in sheltered and unsheltered locations at a one-day point in time. The counts must be from: (A) administrative records, (N) enumerations, (S) statistically reliable samples, or (E) estimates. The quality of the data presented in each box must be identified as: (A), (N), (S) or (E).

Completing Part 2: Homeless Subpopulations. This must be completed using statistically reliable, unduplicated counts or estimates of homeless persons in sheltered and unsheltered locations at a one-day point in time. The numbers must be from: (A) administrative records, (N) enumerations, (S) statistically reliable samples, or (E) estimates. The quality of the data presented in each box must be identified as: (A), (N), (S) or (E).

Sheltered Homeless. Count adults, children and youth residing in shelters for the homeless. "Shelters" include all emergency shelters and transitional shelters for the homeless, including domestic violence shelters, residential programs for runaway/homeless youth, and any hotel/motel/apartment voucher arrangements paid by a public/private agency because the person or family is homeless. Do not count: (1) persons who are living doubled up in conventional housing; (2) formerly homeless persons who are residing in Section 8 SRO, Shelter Plus Care, SHP permanent housing or other permanent housing units; (3) children or youth, who because of their own or a parent's homelessness or abandonment, now reside temporarily and for a short anticipated duration in hospitals, residential treatment facilities, emergency foster care, detention facilities and the like; and (4) adults living in mental health facilities, chemical dependency facilities, or criminal justice facilities.

Unsheltered Homeless. Count adults, children and youth sleeping in places not meant for human habitation. Places not meant for human habitation include streets, parks, alleys, parking ramps, parts of the highway system, transportation depots and other parts of transportation systems (e.g. subway tunnels, railroad car), all-night commercial establishments (e.g. movie theaters, laundromats, restaurants), abandoned buildings, building roofs or stairwells, chicken coops and other farm outbuildings, caves, campgrounds, vehicles, and other similar places.

Non-Homeless Special Needs Including HOPWA		Needs	Currently Available	GAP	3-5 Year Quantities										Total		
					Year 1		Year 2		Year 3		Year 4*		Year 5*				
					Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete	Goal	Actual	% of Goal
Housing Needed	52. Elderly	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####
	53. Frail Elderly	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####
	54. Persons w/ Severe Mental Illness	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####
	55. Developmentally Disabled	40	0	40	8	0	8	0	8	0	8	0	8	0	40	0	0%
	56. Physically Disabled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####
	57. Alcohol/Other Drug Addicted	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####
	58. Persons w/ HIV/AIDS & their famili	20	6	14	0	0	0	0	0	0	0	0	0	0	0	0	####
	59. Public Housing Residents	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####
	Total	60	6	54	8	0	8	0	8	0	8	0	8	0	40	0	0%
Supportive Services Needed	60. Elderly	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####
	61. Frail Elderly	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####
	62. Persons w/ Severe Mental Illness	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####
	63. Developmentally Disabled	40	0	40	8	0	8	0	8	0	8	0	8	0	40	0	0%
	64. Physically Disabled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####
	65. Alcohol/Other Drug Addicted	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####
	66. Persons w/ HIV/AIDS & their famili	40	88	-48	0	0	0	0	0	0	0	0	0	0	0	0	####
	67. Public Housing Residents	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####
	Total	80	88	-8	8	0	8	0	8	0	8	0	8	0	40	0	0%

Community Development Needs		Needs	Current	Gap	5-Year Quantities											
					Year 1		Year 2		Year 3		Year 4		Year 5		Cumulative	
					Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual
01 Acquisition of Real Property 570.201(a)		0	0													
02 Disposition 570.201(b)		0	0	0											0	0
Public Facilities and Improvements	03 Public Facilities and Improvements (General) 570.201(c)	2	0	2	2		1		1		1		1		6	0
	03A Senior Centers 570.201(c)	0	0	0											0	0
	03B Handicapped Centers 570.201(c)	0	0	0											0	0
	03C Homeless Facilities (not operating costs) 570.201(c)	0	0	0											0	0
	03D Youth Centers 570.201(c)	0	0	0											0	0
	03E Neighborhood Facilities 570.201(c)	2	0	2	0		0		2		0		0		2	0
	03F Parks, Recreational Facilities 570.201(c)	10	0	10	6		1		1		1		1		10	0
	03G Parking Facilities 570.201©	0	0	0											0	0
	03H Solid Waste Disposal Improvements 570.201(c)		0	0											0	0
	03I Flood Drain Improvements 570.201(c)	0	0	0											0	0
	03J Water/Sewer Improvements 570.201(c)	0	0	0											0	0
	03K Street Improvements 570.201(c)	39		39	11		11		9		5		3		39	0
	03L Sidewalks 570.201(c)	0	0	0											0	0
	03M Child Care Centers 570.201(c)	0	0	0											0	0
	03N Tree Planting 570.201(c)	0	0	0											0	0
	03O Fire Stations/Equipment 570.201(c)	0	0	0											0	0
	03P Health Facilities 570.201(c)	0	0	0											0	0
	03Q Abused and Neglected Children Facilities 570.201(c)	0	0	0											0	0
	03R Asbestos Removal 570.201(c)	0	0	0											0	0
	03S Facilities for AIDS Patients (not operating costs) 570.201(c)	0	0	0											0	0
	03T Operating Costs of Homeless/AIDS Patients Programs	0	0	0											0	0
04 Clearance and Demolition 570.201(d)		5	0	5	1		1		1		1		1		5	0
04A Clean-up of Contaminated Sites 570.201(d)		0	0	0											0	0
Public Services	05 Public Services (General) 570.201(e)	25	25	0	5		5		5		5		5		25	0
	05A Senior Services 570.201(e)	0	0	0											0	0
	05B Handicapped Services 570.201(e)	5	5	0	1		1		1		1		1		5	0
	05C Legal Services 570.201(E)	0	0	0											0	0
	05D Youth Services 570.201(e)	0	0	0											0	0
	05E Transportation Services 570.201(e)	0	0	0											0	0
	05F Substance Abuse Services 570.201(e)	0	0	0											0	0
	05G Battered and Abused Spouses 570.201(e)	1	1	0	1		1		1		1		1		5	0
	05H Employment Training 570.201(e)	1	1	0	1		1		1		1		1		5	0
	05I Crime Awareness 570.201(e)	0	0	0											0	0
	05J Fair Housing Activities (if CDBG, then subject to 570.201(e)	1	1	0	1		0		0		0		0		1	0
	05K Tenant/Landlord Counseling 570.201(e)	0	0	0											0	0
	05L Child Care Services 570.201(e)	0	0	0											0	0
	05M Health Services 570.201(e)	0	0	0											0	0
	05N Abused and Neglected Children 570.201(e)	0	0	0											0	0
	05O Mental Health Services 570.201(e)	0	0	0											0	0
	05P Screening for Lead-Based Paint/Lead Hazards Poison 570.201(	0	0	0											0	0
	05Q Subsistence Payments 570.204	0	0	0											0	0
	05R Homeownership Assistance (not direct) 570.204	5	5	0	1		1		1		1		1		5	0
	05S Rental Housing Subsidies (if HOME, not part of 5% 570.204	0	0	0											0	0
	05T Security Deposits (if HOME, not part of 5% Admin c	0	0	0											0	0
06 Interim Assistance 570.201(f)		0	0	0											0	0
07 Urban Renewal Completion 570.201(h)		0	0	0											0	0
08 Relocation 570.201(i)		0	0	0											0	0
09 Loss of Rental Income 570.201(j)		0	0	0											0	0
10 Removal of Architectural Barriers 570.201(k)		0	0	0											0	0
11 Privately Owned Utilities 570.201(l)		0	0	0											0	0
12 Construction of Housing 570.201(m)		0	0	0											0	0
13 Direct Homeownership Assistance 570.201(n)		25	25	0	5		5		5		5		5		25	0
	14A Rehab; Single-Unit Residential 570.202	25	25	0	5		5		5		5		5		25	0
	14B Rehab; Multi-Unit Residential 570.202	10	10	0	2		2		2		2		2		10	0
	14C Public Housing Modernization 570.202	0	0	0											0	0
	14D Rehab; Other Publicly-Owned Residential Buildings 570.202	0	0	0											0	0
	14E Rehab; Publicly or Privately-Owned Commercial/Indu 570.202	5	5	0	1		1		1		1		1		5	0
	14F Energy Efficiency Improvements 570.202	0	0	0											0	0
	14G Acquisition - for Rehabilitation 570.202	5	5	0	1		1		1		1		1		5	0
	14H Rehabilitation Administration 570.202	0	0	0											0	0
	14I Lead-Based/Lead Hazard Test/Abate 570.202	5	0	5	1		1		1		1		1		5	0
15 Code Enforcement 570.202(c)		1705	0	1705	260		335		350		375		385		1705	0
16A Residential Historic Preservation 570.202(d)		0	0	0											0	0
16B Non-Residential Historic Preservation 570.202(d)		2	0	2	1		1								2	0
	17A CI Land Acquisition/Disposition 570.203(a)	0	0	0											0	0
	17B CI Infrastructure Development 570.203(a)	0	0	0											0	0
	17C CI Building Acquisition, Construction, Rehabilitat 570.203(a)	0	0	0											0	0
	17D Other Commercial/Industrial Improvements 570.203(a)	0	0	0											0	0
	18A ED Direct Financial Assistance to For-Profits 570.203(b)	0	0	0											0	0
	18B ED Technical Assistance 570.203(b)	0	0	0											0	0
	18C Micro-Enterprise Assistance	0	0	0											0	0
	19A HOME Admin/Planning Costs of PJ (not part of 5% Ad	1	1	0	1		1		1		1		1		5	0

	19B HOME CHDO Operating Costs (not part of 5% Admin ca	0	0	0											0	0
	19C CDBG Non-profit Organization Capacity Building	0	0	0											0	0
	19D CDBG Assistance to Institutes of Higher Education	0	0	0											0	0
	19E CDBG Operation and Repair of Foreclosed Property	0	0	0											0	0
	19F Planned Repayment of Section 108 Loan Principal	5	5	0	1		1		1		1		1		5	0
	19G Unplanned Repayment of Section 108 Loan Principal	0	0	0											0	0
	19H State CDBG Technical Assistance to Grantees	0	0	0											0	0
20 Planning 570.205		0	0	0											0	0
	21A General Program Administration 570.206	5	5	0	1		1		1		1		1		5	0
	21B Indirect Costs 570.206	0	0	0											0	0
	21D Fair Housing Activities (subject to 20% Admin cap) 570.206	0	0	0											0	0
	21E Submissions or Applications for Federal Programs 570.206	0	0	0											0	0
	21F HOME Rental Subsidy Payments (subject to 5% cap)	0	0	0											0	0
	21G HOME Security Deposits (subject to 5% cap)	0	0	0											0	0
	21H HOME Admin/Planning Costs of PJ (subject to 5% cap	0	0	0											0	0
	21I HOME CHDO Operating Expenses (subject to 5% cap)	0	0	0											0	0
22 Unprogrammed Funds		0	0	0											0	0
HOPWA	31J Facility based housing – development	0	0	0											0	0
	31K Facility based housing – operations	0	0	0											0	0
	31G Short term rent mortgage utility payments	0	0	0											0	0
	31F Tenant based rental assistance	0	0	0											0	0
	31E Supportive service	0	0	0											0	0
	31I Housing information services	0	0	0											0	0
	31H Resource identification	0	0	0											0	0
	31B Administration - grantee	0	0	0											0	0
	31D Administration - project sponsor	0	0	0											0	0
Totals		1889	119	1770	309	0	377	0	391	0	410	0	418	0	1905	0

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **August 10, 2010** AGENDA ITEM NO.: 14

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION: (Confidential)

ACTION: **X** INFORMATION:

ITEM TITLE: **Sale of Excess Right-of-Way on University Blvd.**

RECOMMENDATION:

After a public hearing on the proposed sale of excess right-of-way (.278 acres) that the City of Lynchburg owns on University Blvd. as shown on the attached plat titled “Exhibit A” dated 6/8/10, authorize the sale of the property at the $177,090/ ac. price that Liberty University offered. Total amount for the 0.278 acres is $49,231.

SUMMARY:

Liberty University, Inc. has made an offer to purchase excess right-of-way the City of Lynchburg owns on University Blvd. at the same per acre price as property they are acquiring from VDOT ($177,090 per acre). The City of Lynchburg had an appraisal performed on the right-of-way in the amount of $392,000 per acre and the City Assessor has made a determination of the value being $300,000 per acre. However, the property that Liberty wishes to acquire is unusable by itself and would be encumbered by the setback of the larger consolidated parcel. Furthermore, since Liberty owns the adjacent parcels, it is unlikely that any other entity would come forward with a proposal to purchase the City property.

PRIOR ACTION(S):

7/14/09 PDC – Liberty University, Inc. inquired about additional information on the 0.411 acres of excess right-of-way that VDOT owns and on 0.278 acres that the City owns that Liberty University, Inc. wants to purchase.

8/24/09 – Received appraisal request by PDC for excess right-of-way.

9/22/09 PDC – Liberty University, Inc. inquired about purchasing the property for the same per acre price as the VDOT parcel. Staff was to get additional information from VDOT.

7/13/10 PDC – Proceed to Public Hearing.

FISCAL IMPACT: Income from sale of right-of-way

CONTACT(S):

Steve Lawson – Real Estate Manager – 455-3945
Lee Newland – City Engineer – 455-3947
David Owen – 455-4469

ATTACHMENT(S): Resolution; Plat (Exhibit A); Aerial Photograph

REVIEWED BY: lkp

RESOLUTION

A RESOLUTION TO VACATE AND SELL 0.278 ACRE OF EXCESS RIGHT OF WAY TO LIBERTY UNIVERSITY

WHEREAS, the City of Lynchburg owns 0.278 acre of unused, excess right of way that is located adjacent to University Boulevard in the City of Lynchburg, Virginia; and

WHEREAS, Liberty University has requested to purchase the 0.278 acre of excess right of way for the sum of $49,231.00; and

WHEREAS, the City is not currently using the 0.278 acre of excess right of way and has no plans to use such right of way in the future; finds that the City's continued ownership of the 0.278 acre of excess right of way is no longer necessary or required for the best interests of the City; and, finds that no public inconvenience will result from vacating the 0.278 acre of excess right of way;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Lynchburg, on its own motion, and in accordance with the provisions of the Code of Virginia and the Lynchburg City Code, that the following described area be, and the same hereby is, discontinued and vacated, namely:

The area of land containing 0.278 acre, more or less, lying north of and adjacent to the revised proposed right of way and limited access line (3/17/2010) of the southeastern quadrant of the Route 460 Bypass, University Boulevard and Harvard Street Connector intersection, as show on Sheet 4 of the plans for State Highway Project U000-118-112, RW-201.

BE IT FURTHER RESOLVED that the City Council hereby approves the sale of the 0.278 acre of excess right of way to Liberty University for the sum of $49,231.00 and hereby authorizes the City Manager to execute a deed and any other documents that may be needed to convey said property to Liberty University and the Clerk of Council is hereby authorized and directed to deliver a duly-certified copy of this ordinance to the Clerk of the Circuit Court for the City of Lynchburg so that said certified copy of this ordinance may be recorded as deeds are recorded and indexed in the name of the City of Lynchburg.

Introduced: Adopted:

Certified: ______________________________
Interim Clerk of Council

096L

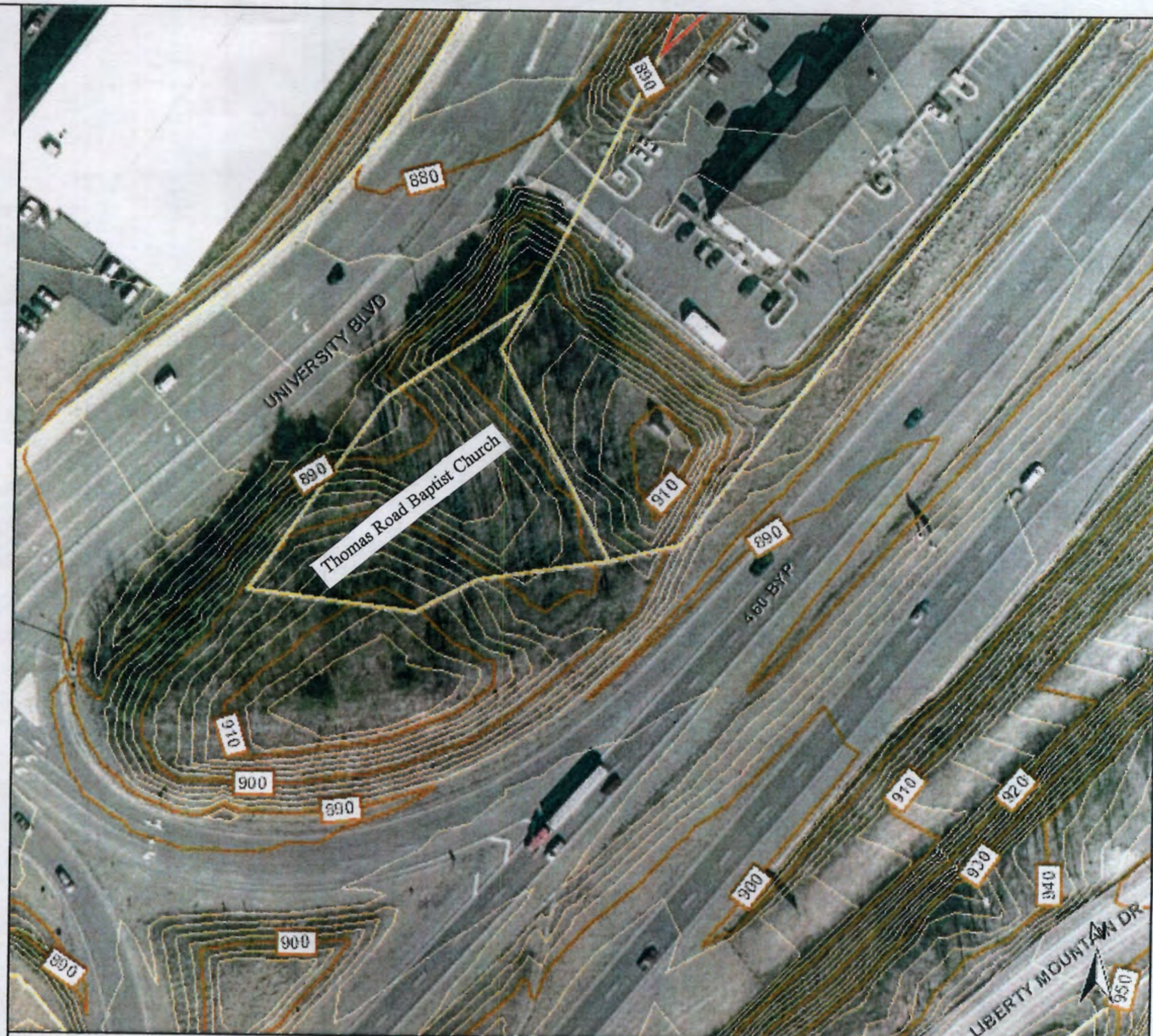
The City of Lynchburg, VA

Legend

Corporate Limit
Street Labels
Parcels
Index Label
Index Contour
Index
Index Obscured
Interval
Interval
Interval Obscured

Feet

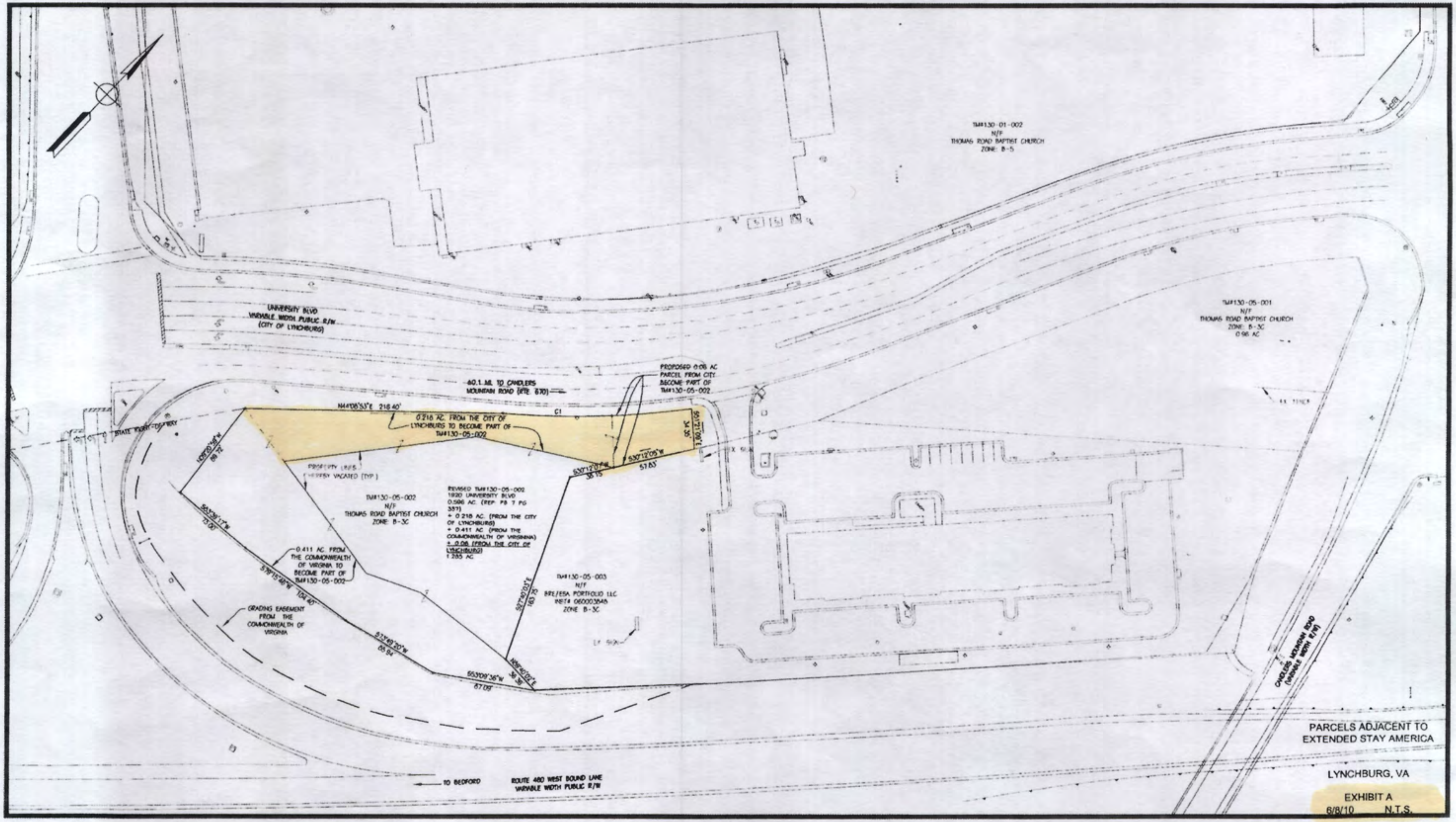
0 50 100 150 200



Title:

Date: 5/6/2010

DISCLAIMER:This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records,information, and data obtained from various sources, and the city of Lynchburg is not responsible for its accuracy or how current it may be.


TM#130-01-002
N/F
THOMAS ROAD BAPTIST CHURCH
ZONE: B-5
UNIVERSITY BLVD
VARIABLE WIDTH PUBLIC R/W
(CITY OF LYNCHBURG)
TM#130-05-001
N/F
THOMAS ROAD BAPTIST CHURCH
ZONE: B-3C
0.98 AC.
PROPOSED 0.06 AC
PARCEL FROM CITY
BECOME PART OF
TM#130-05-002
60.1 MI. TO CANDLERS
MOUNTAIN ROAD (RTE. 670)
N44°08'53"E 218.40'
C1
0.218 AC. FROM THE CITY OF
LYNCHBURG TO BECOME PART OF
TM#130-05-002
S30°12'07"W
38.15'
S30°12'05"W
57.83'
PROPERTY LINES
HEREBY VACATED (TYP.)
TM#130-05-002
N/F
THOMAS ROAD BAPTIST CHURCH
ZONE: B-3C
REVISED TM#130-05-002
1920 UNIVERSITY BLVD
0.596 AC. (REF: PB 7 PG
357)
+ 0.218 AC. (FROM THE CITY
OF LYNCHBURG)
+ 0.411 AC. (FROM THE
COMMONWEALTH OF VIRGINIA)
+ 0.06 (FROM THE CITY OF
LYNCHBURG)
1.285 AC.
0.411 AC. FROM
THE COMMONWEALTH
OF VIRGINIA TO
BECOME PART OF
TM#130-05-002
S27°40'03"E
163.75'
TM#130-05-003
N/F
BRE/ESA PORTFOLIO LLC
INST# 060003848
ZONE: B-3C
GRADING EASEMENT
FROM THE
COMMONWEALTH OF
VIRGINIA
S73°49'20"W
88.94'
S53°09'36"W
87.09'
CANDLERS MOUNTAIN ROAD
(VARIABLE WIDTH R/W)
TO BEDFORD
ROUTE 460 WEST BOUND LANE
VARIABLE WIDTH PUBLIC R/W
PARCELS ADJACENT TO
EXTENDED STAY AMERICA
LYNCHBURG, VA
EXHIBIT A
6/8/10 N.T.S.

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **August 10, 2010** AGENDA ITEM NO.: 15

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION: (Confidential)

ACTION: **X** INFORMATION:

ITEM TITLE: **Lease of City-owned property located at 1721 Monsview Place as seen on Attachment (Exhibit A).**

RECOMMENDATION:

After a public hearing, approve the attached Resolution to lease City-owned property located at 1721 Monsview Place as seen on Attachment (Exhibit A).

SUMMARY:

DLB, Inc. (contractor for the Rivermont Bridge Project) requested to lease an area behind Armstrong School at 1721 Monsview Place (Exhibit A). The area will be used for tool trailer storage and material storage. DLB, Inc. will pay $300 per month in rent on a month-to-month basis for the duration of the Rivermont Bridge Project.

PRIOR ACTION(S):

PDC – August 10, 2010

FISCAL IMPACT:

Lease revenue of $300 per month on a month-to-month basis.

CONTACT(S):

Steve Lawson, Real Estate Manager – 455-3945
Lee Newland, City Engineer – 455-3947
David Owen, Director of Public Works – 455-4469

ATTACHMENT(S):

Resolution
Aerial of 1721 Monsview Place
Exhibit A Showing Lease Area

REVIEWED BY: lkp

RESOLUTION

BE IT RESOLVED that the Council of the City of Lynchburg hereby approves a month-to-month lease agreement between the City of Lynchburg and DLB, Inc., at a rental rate of $300 per month for a portion of the property located at 1721 Monsview Place. The property in question will be used by DLB as a storage area for a tool trailer and materials used by DLB in the renovation of the Rivermont Bridge; and,

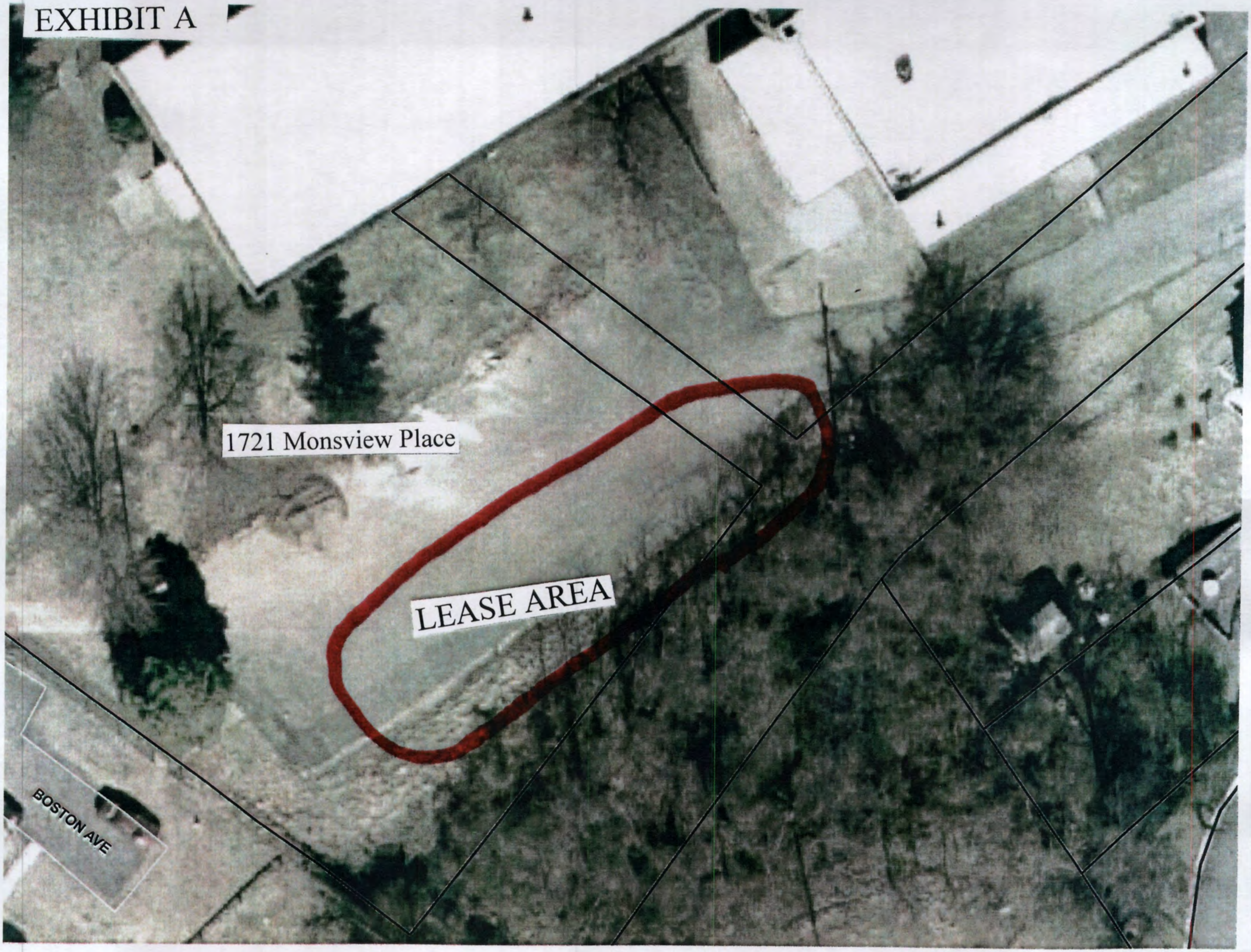
BE IT FURTHER RESOLVED that the City Manager is hereby authorized to execute the lease agreement on behalf of the City.

Adopted:

Certified: ______________________________
Interim Clerk of Council

095L

EXHIBIT A



The City of Lynchburg, VA

Legend

Corporate Limit

Addresses

Street Labels

Vacation

Parcels

Feet

0 100 200 300 400

Title:

Date: 7/28/2010

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **August 10, 2010 PDC** AGENDA ITEM NO.: 16

CONSENT: REGULAR: **X** CLOSED SESSION: (Confidential)

ACTION: **X** INFORMATION:

ITEM TITLE: **UPDATED- James River Interceptor Divisions 2 & 6 – Contract Change Orders in excess of 25 percent of base contract**

RECOMMENDATION: Approve increases greater than 25 percent to the fixed-price contract for construction of Divisions 2 & 6 of the James River Interceptor.

SUMMARY: Since submitting the Agenda Item Summary for the July 13th Council Meeting, another change order has been received from the Contractor (Thalle) for work completed during the month of July. This change order is for $1,411,509 and includes the following work items:

1. $665,804 for installation Rip-Rap installed on Division 6.
2. $500,240 for removal of unsuitable backfill material and replacement with select borrow on Division 2.
3. $245,465 for the installation of additional sheet piling on Division 6.

Unit prices for these work items had been established in previous change orders or under the base contract. No additional Rip-Rap should be required for Division 6. Item number 2 above covers select borrow for 1,316 LF of sewer- an average of 7.3 CY/LF. Assuming this quantity of borrow material continues over remaining 3,465 LF of sewer, there is $1,319,760 remaining on this work item. Total cost for select borrow would be $1,817,256, which is approximately $195,000 more than the original estimate provided in previous AIS.

Based on this latest change order, total change order amount executed to date is $3,909,052, which represents 23.5% of the base contract of $16,659,000. Additional select borrow on Division 2 could bring the total change order amount to $5,228,812, or 31% of the base contract. It is also possible that unsuitable soils will be encountered on Division 6, and at the request of CSX, may have to be mitigated with select borrow. A cost estimate for this work has not yet been done.

PRIOR ACTION(S): None.

FISCAL IMPACT: All funds for this project, including change orders, have been previously appropriated in the FY 09 and FY 10 Sewer Capital Projects Fund.

CONTACT(S):

Jeff Scarano, CSO Program Manager, 455-4281
Timothy Mitchell, Director of Utilities, 455-4252

ATTACHMENT(S):

JRI Div 2 & 6 Budget Review Document
JRI Div 2 & 6 Supplemental Information

REVIEWED BY:

James River Interceptor Divisions 2 & 6

Budget Review Worksheet

July 29, 2010

Prepared by Jeff Scarano and Charles Ripley

Item	Description	Issued	Status	Project Amount	Days
CO 1	Railroad Protective Liability Insurance	09/23/09	Executed	$100,000.00	0
CO 2	Div. 2 Demo Garnet St. Bldg./ Reduce pipe 96" to 72	12/08/09	Executed	($191,316.00)	30
CO 3	Rip-Rap Div. 6	01/26/10	Executed	$90,250.00	
CO 4	Sheet. Adj. Div. 2, Rip-Rap Div. 6, #57 Stone Div. 6	3/1/10	Executed	$480,858.57	
CO 5	Replace Water Main on Hydro St. / Div. 6	3/23/10	Executed	$287,869.00	30
CO 6	Rip-Rap Div. 6 / Sheeting Restocking Fees	5/27/10	Executed	$451,440.00	0
CO 7	Rip-Rap Div. 6		Executed	$1,278,860.55	
CO 8	Rip-Rap and sheet piling Div 6; suitable backfill Div 2		Claimed	$1,411,089.98	
CO 8	Provide suitable backfill Div 2 (estimate for work remaining)		Estimate	$1,319,760.00	
Change Order Totals (estimated)				**$5,228,812.10**	60

Contingency Summary	
Base Contingency	$0.00
Executed/Claimed Change Orders	$3,909,052.10

Contract / Payment Summary	
Contract Extension	$16,659,000.00
Contract Adjustment	$0.00
Change Orders	**$3,909,052.10**
Adjusted Contract Extension	$20,568,052.10
Payments (1-10)	$10,865,748.78
Balance	$9,702,303.32
Retainage	$543,287.44
Balance plus Retainage	$10,245,590.76

Contract Completion Date Summary	
Total Days Affecting Completion Date form CO	60
Notice to Proceed Date	9/24/09
Consecutive Calendar Days in Contract	630
Original Completion Date =	6/15/11
Current Contract Completion Date/all Exec CO =	8/14/11

Onbelay
August 10, 2010 Physical Development Committee
Supplemental Information
Agenda Item Summary: James River Interceptor Division 2& 6 – Contract Change Orders in excess of 25 percent of base contract

Prepared by Jeff Scarano

The following document provides additional information on the unit prices established via change orders for the work that Thalle, Inc. is performing on Division 2 and 6 of the James River Interceptor.

1. **Removal of unsuitable soils and replacement with select borrow on Division 2.** This item includes removal and disposal of native soils, and importing, installation, and compaction of select borrow. Use of select borrow was dictated by CSX. Unit price for this work was $52/CY or $380/LF. Unsuitable material is being disposed of at Region 2000 landfill located less than 2 miles from the job site.
2. **Installation of the water line on Hydro St., Division 6**. The existing Hydro St waterline was determined to be old and under-sized, exact vintage was unknown, as this was part of 1976 annexation. The existing 6 inch line was replaced with an 8 inch line to increase fire flows and an old 2 inch galvanized line to Reusens Dam was placed with a new 2 inch copper line to ensure reliability. New meters, water services, and hydrants were also installed, where necessary. Unit prices for this work, which included 2,190 LF of 8 inch and 415 LF of 2 inch were very similar to competitively bid CSO projects with far great pipe quantities.
3. **Unsuitable material replaced with 57 Stone backfill on Division 6**. Due to excessive groundwater, non-compactable native soils, and potential for heavy Buncher Rail truck traffic, 57 Stone was chosen as backfill material. 57 stone was placed to pavement subgrade where truck traffic was anticipated for approximately 1,800 LF. Additional bedding stone was also used to ensure long-term pipe stability in the wet soils along an additional 3,644 LF. Unit price for this work was $61/ton, or $85.40/CY, which included removal and disposal of unsuitable native material, and importing, installation and compaction of 57 stone. Use of select borrow for this application, due to excessive groundwater, was not possible. Unsuitable materials were disposed of at Region 2000 landfill, which was 15 miles round trip from Hydro St.
4. **Installation of Rip-Rap along Division 6**. The original design of Division 6 called for sheet piling to be installed on the River side of the new Interceptor to serve as short-term protection of the construction zone and long-term protection of the installed Interceptor. During construction, it would also service to keep the Contractor out of the River. Unfortunately, shallow, hard bedrock was encountered along much of Division 6, which caused sheet piling to be installed much shallower than designed and the sheet piling could not be "keyed" into the bedrock. Thus, when surcharge loads were applied to the bluff side of the sheet piling due to excessive surface and groundwater, and River-side soils were eroded due to several large storm events, the shallow, non-keyed sheet piling began to fail. Wiley Wilson, CSX, Thalle, the City, DEQ, Virginia Marine Resource Commision (VMRC) and the Army Corp of Engineers (ACOE) worked together to come

up with a solution that was structurally and environmentally sound. Solutions such as retaining walls, screw anchor reinforcing, matting and rip-rap were explored. Retaining walls were not acceptable to DEQ, ACOE and VMRC for several reasons, not the least of which was that installation of the footing would require significant excavation below the normal high water mark. Screw anchors would have to be installed back towards the interceptor and would interfere with the pipe installation. Matting would not provide adequate mass to overcome the overburden of equipment during installation. Rip-rap has been installed on other river applications in the state, so was acceptable to DEQ, ACOE, and VMRC, and met the structural requirements of the project and CSX. It could also be installed with minimal disturbance to the existing river bank. A typical design of 10 tons of Class III Rip-Rap per LF was developed, although actual quantity varied depending on shape of existing river bank. Class III Rip-Rap is defined as rock where 15 percent of the stones are 500 lbs or heavier, and the mean rock is 2.8 ft in diameter. The unit price for this work was $95/ton and included labor, equipment and materials. At full production, this included two excavators, three off-road dump trucks and associated operators.