



# CITY DRAFT FY 2016 CAPER

## For Housing and Community Development

### About the CAPER

The Consolidated Annual Performance and Evaluation Report (CAPER) is a U.S. Department of Housing and Urban Development required document that describes the use of federal, state, City and private funds to provide affordable housing and supportive services for extremely low-, low- and moderate-income residents of Alexandria in furtherance of the FY 2016-2020 Consolidated Plan.

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## **CR-05 – Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan.**

#### **91.520(a)**

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

The City of Alexandria did very well in meeting its City FY 2016 goals while utilizing its federal Home Investment Partnerships Program (HOME) and Community Development Block Grant (CDBG) program funds, along with other federal, state and local funds. The goals were established to address the housing needs of the City's low- and moderate- income households as indicated in City's FY 2016 Action Plan of the Five-Year Consolidated Plan. Some of the program and activity achievements are as follows:

#### **Renters (Preserving and Creating Affordable Rental Housing)**

- 109% accomplishment in providing Tenant-based Rental (TBRA) Housing Choice Vouchers to households with incomes at or below HUD's moderate-income limits;
- 100% accomplishment in preserving and maintaining the existing supply of 1,150 public housing and replacement units in the City;
- 100% accomplishment in preserving all 28 rental units at the Lynhaven Apartments through rehabilitation for renter households with incomes at or below HUD's moderate-income limits; and
- 109% accomplishment in providing 1,638 Tenant-Based Rental Assistance (TBRA) Housing Choice Vouchers rental subsidies to income eligible persons.

#### **Homeowners (Improving Living Conditions and Maintaining Affordability)**

- 54% accomplishment in providing no-interest, rehabilitation loans to existing homeowners with incomes at or below HUD's moderate-income limits under the Home Rehabilitation Loan Program (HRLP)—6 loans were granted and 10 loans were in process for approval; and
- 12% accomplishment in completing 1 rehabilitation construction project under HRLP (Due to delay in construction, most of HRLP projects began at the end of the City's fiscal year, but will be reported during the next reporting period).

#### **Homebuyers (Providing Affordable Homeownership Opportunities)**

- 128% accomplishment in assisting 9 first-time homebuyer households with incomes at or below HUD's moderate-income limits under the Flexible Homeownership Assistance Program; and
- 125% accomplishment in assisting 5 first-time, low-to moderate-income homebuyers with the purchase of a home rehabilitation on previously assisted resale-restricted units under the Alexandria Neighborhood Stabilization Program.

## **Non-Homeless Persons with Special Needs**

### **Elderly and Frail Elderly Persons, and Persons with Physical and Sensory Disabilities**

- 73% accomplishment in relieving the housing cost burden for 915 income-eligible and/or disabled homeowners, and 88 disabled veteran homeowners under the Real Property Tax Relief Program;
- 110% accomplishment in relieving the housing cost burden for 30 elderly, 42 disabled and 16 elderly-disabled persons under the Rent Relief program; and
- 66% accomplishment for RAMP and 100% for the mini-RAMP in modifying privately-owned rental units for 2 and 3 (respectively) disabled renter households with incomes at or below HUD's moderate-income limits.

### **Persons with Mental Illness, Intellectual Disabilities and Substance Use Disorders**

- 100% accomplishment in providing 25 beds in 19 units of facility-based permanent supportive housing, including 8 beds in 3 family units, for homeless persons with mental illness, intellectual disabilities and/or substance abuse; and
- 100% accomplishment in providing 12 Safe Haven beds in 3 units for homeless single men and women (9 beds designated for chronically-homeless individuals) with mental illness, intellectual disabilities and/or substance abuse.

### **Homeless Persons and Persons at Risk of Homelessness**

- 100% accomplishment in providing 125 emergency shelter beds for homeless persons (60 beds at Carpenter's Shelter and 65 beds at Alexandria Community Shelter);
- 211% accomplishment in providing security deposits and rental assistances to 95 at-risk homeless individuals under the Transitional Assistance Program (TAP);
- 82% accomplishment in assisting 246 homeless persons with seasonal shelter under the Winter Shelter program; and
- 100% accomplishment in assisting 15 households facing eviction with storage and emergency shelter.

### **Persons with HIV/AIDS**

- 118% accomplishment in providing TBRA vouchers to 13 Alexandria households, along with 100% accomplishment in providing short-term security deposits to 4 persons living with HIV/AIDS.

### **Non-Housing Community Development**

- 90% accomplishment in providing job training to 1,508 residents which includes persons with incomes at or below HUD's moderate-income limits; and
- 290% accomplishment in providing Microenterprise loans to 31 small businesses owned by low-and moderate- income, minority and women entrepreneurs located in underserved areas while creating 13 jobs and retaining 17.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Homeless Intervention and Prevention Services	Homeless	CDBG: \$4,666	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	8	15	185%	0	15	n/a
Homeless Intervention and Prevention Services	Homeless	CDBG: \$41,768	Homelessness Prevention	Persons Assisted	750	95	13%	150	95	63%
Improve Living Conditions / Maintain Affordability	Affordable Housing	CDBG: \$538,847	Homeowner Housing Rehabilitated	Household Housing Unit	40	8	20%	8	1	13%
Planning and Administration	General Management	CDBG: \$124,507 HOME: \$38,120	Other	Other	18	18	100%	18	18	100%

Preserve and/or Create Affordable Rental Housing	Affordable Housing	HOME: \$	Other	Other	175	28	16%	30	28	93%
Provide Accessibility Modifications for Renters	Affordable Housing Non-Homeless Special Needs	CDBG: \$17,298	Other	Other	15	2	13%	3	2	66%
Provide Affordable Ownership Housing Opportunities	Affordable Housing	CDBG: \$138,000 Program income / HOME: \$288,000 program income	Direct Financial Assistance to Homebuyers	Households Assisted	35	9	26%	7	9	128%
Provide Fair Housing Testing	Fair Housing	CDBG: \$17,898	Other	Other	5	1	20%	1	1	100%
Provide Shelter Facility for Homeless Households	Homeless	CDBG: \$20,000	Homeless Person Overnight Shelter	Persons Assisted	1200	264	22%	300	264	88%

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

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

During FY 2016, the City expended over \$1.2M in CDBG funds to address priorities and specific objectives describe in its FY 2016 Action Plan. As one of the City's highest priority activities, a total of \$538,846 (\$243,396 in program income) was expended on the Home Rehabilitation Loan Program (HRLP) to help existing low- and moderate- income City homeowners remain in their home. HRLP offers no-interest, deferred payment loans to assist the homeowners with design and construction for various home improvements. At the end of the reporting period, 10 rehab loans were in progress, 6 loans were granted, and 1 construction project was completed.

A total of \$17,299 (\$15,858 in program income) in CDBG funds was expended in the Rental Accessibility Modification Program (RAMP) to meet the rental accessibility modification needs of 2 low-and moderate- income renter households with physically-disabled members. The RAMP program provides grant funds to renters to complete permanent accessibility modifications to the rental unit.

The City expended \$20,000 of CDBG funds in Winter Shelter Program to assist 246 persons with seasonal shelter from November 1 to April 15. The winter shelter protects persons experiencing homelessness from exposure-related conditions such as hypothermia and frostbite during cold weather months. The City expended \$41,768 (\$10,454 in program income) of CDBG funds in the Transitional Assistance Program (TAP) to provide security deposit and rental assistance to low-income households experiencing or at-risk of homelessness. At the end of the reporting period, 95 persons were assisted through TAP.

The Eviction Storage program continued during the reporting period to provide furniture storage and emergency shelter referrals for eligible low-income households facing immediate eviction. A total of \$4,666 (\$231 in program income) of CDBG carryover funds were expended during the reporting period to assist 15 households.

A total of \$350,000 in CDBG program income was expended to assist 2 households under the Alexandria Neighborhood Stabilization Program and \$138,000 in CDBG program income was expended to assist 2 households under the Flexible Homeownership Assistance Program. Both programs provide downpayment and closing cost assistance to first-time homebuyers in the City.

One fair housing testing was conducted in the City to determine evidence of housing discrimination practices. The Fair Housing Testing program expended \$17,898 (\$6,141 in program income) in CDBG funds during the reporting.

## CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG	HOME
White	125	4
Black or African American	239	2
Asian	2	0
American Indian or American Native	0	0
Native Hawaiian or Other Pacific Islander	11	0
<b>Total</b>	<b>0</b>	<b>0</b>
Hispanic	49	1
Not Hispanic	328	5

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

### Narrative

#### Affordable Housing Programs

During FY 2016, CDBG funds were expended to assist three first-time homebuyer households through the Flexible Homeownership Assistance Program (FHAP). The racial, ethnic composition, and size of these families are as follows: One black or African American three-member household, headed by a single female; one black or African American three-member household, headed by two parents -- this household also received assistance under the Alexandria Neighborhood Stabilization Program; and one black or African American four-member household, headed by two parents.

Six households were also assisted under FHAP in which HOME funds were expended. Four households were white and consisted of one three member household, headed by two-parents—this household also received assistance under the Alexandria Neighborhood Stabilization Program; one Hispanic four-member household, headed by two-parents; one four-member household, headed by two parents; and one single family,



female-headed household. The other two households were black or African American and consisted of one two-member household, head by a single female parent and one single family, female-head household.

One black or African American household was provided a no-interest, deferred payment loan under the Home Rehabilitation Loan Program, funded with CDBG, to assist with home rehabilitation.

### Public Services Programs

During FY 2016, the City provided public services programs, funded in part or in whole with CDBG funds, to assist a total of 364 persons who were homeless or threatened with homelessness. These programs were the Winter Shelter Program, Eviction Storage Program, and the Transitional Assistance Program (TAP). A total of 246 persons were assisted under the Winter Shelter Program in which 53 were white, 31 were white Hispanics, 155 were black or African Americans, 2 were Asians, and 3 were Native Hawaiians. The Eviction Storage Program assisted 4 individuals who were white, 7 who were white Hispanics, 21 who were black or African Americans, and 2 who were defined as other. The Transitional Assistance Program assisted 25 individuals who were white, 5 who were white Hispanics, 59 who were black or African Americans, and 6 who were classified as other Hispanics.

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

#### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Federal	\$2,602,929	\$1,252,986
HOME	Federal	979,687.22	\$527,036.45

Table 3 - Resources Made Available

#### Narrative

During the reporting period, the City had over \$2.6M in CDBG funds available to carry out its housing and community development programs and activities. The total resources made available included \$885,219 carried over from prior years; \$742,789 in new entitlement grants, and \$974,921 in program income. Of the total CDBG funds available, over \$1.2M was expended during the reporting period, leaving a balance of \$1,349,492.

CDBG Funds Used During City FY 2016			
Priority Need Category	CDBG Program(s)	Amount Expended	Percent of Total Expended
Extremely low-,low, and moderate-income homeowners	Home Rehabilitation Loan Program	\$5,38,847	43%
Persons at Risk of Homelessness	TAP, Eviction Storage, Winter Shelter (including program income)	\$66,435	5%
Administrative Expenses (including Fair Housing)	Program Administration, Apps for Fed Program, Fair Housing Testing	\$142,405	11%
Extremely low-,low-, and moderate-income renters	RAMP (including program income)	\$17,299	1%
Low- and moderate-income renters	ANSP (program income)	\$350,000	29%
Low- and moderate-income homebuyers	FHAP (program income)	\$138,000	11%
<b>Total</b>		<b>\$ 1,252,986</b>	<b>100%</b>

**Public Services.** The City expended \$66,435 (including program income) in CDBG funds on public service programs on the following programs: Winter Shelter (246 persons assisted), Transitional Assistance Program (95 persons assisted), and the Eviction Storage Program (41 persons assisted).

**Flexible Homeownership Assistance Program:** A total of \$138,000 in CDBG program income were expended to assist three eligible first-time homebuyers to purchase homes in the City.

**Housing Rehabilitation Loan Program.** The City expended \$538,847 (including program income) in CDBG funds on the Home Rehabilitation Loan Program to complete 1 construction project for a low-income household.

**RAMP.** A total of \$17,298 (including program income) in CDBG funds were expended on the Rental Accessibility Modification Program to assist two low-income disabled renters make accessibility modification on their rental units, and \$350,000 in CDBG program income was expended through the Alexandria Neighborhood Stabilization Program-- in partnership with Rebuilding Together Alexandria-- to assist two eligible first-time homebuyer households purchase homes.

**Fair Housing Testing.** A total of \$17,898 (including program income) in CDBG funds was expended on the Fair Housing Testing program to test evidence of housing discrimination practices in the City.

**Program Income:** A total of \$774,927 of program incomes was used during the reporting period on various CDBG programs and activities.

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

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

**Table 4 – Identify the geographic distribution and location of investments**

**Narrative**

CDBG funds expended during the reporting period included the entire City of Alexandria.

## Leveraging

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

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

**Table 5 – Fiscal Year Summary - HOME Match Report**

The City expended program income during the reporting period; therefore, HOME match was not required.

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

Table 6 – Match Contribution for the Federal Fiscal Year

**HOME MBE/WBE report**

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
	\$394,713	326,120		68,593

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Number	0					
Dollar Amount	0					
<b>Sub-Contracts</b>						
Number	0					
Dollar Amount	0					
	<b>Total</b>	<b>Women Business Enterprises</b>	<b>Male</b>			
<b>Contracts</b>						
Number	0					
Dollar Amount	0					

<b>Sub-Contracts</b>			
Number	0		
Dollar Amount	0		

**Table 8 – Minority Business and Women Business Enterprises**

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

**Table 9 – Minority Owners of Rental Property**

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

**Table 10 – Relocation and Real Property Acquisition**

## CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units		
Number of non-homeless households to be provided affordable housing units	6 (FHAP)	9 (FHAP)
Number of special-needs households to be provided affordable housing units	3 (RAMP)	2 (RAMP) 1 (FHAP)
<b>Total</b>		

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rehab of Existing Units	Will be 38 (includes CLI and Rehab Loan)	29 (CLI and Rehab)
<b>Total</b>	<b>30</b>	29

Table 12 – Number of Households Supported

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

- The City anticipated assisting 7 households during FY 2016 under the federally-funded Flexible Housing Assistance Program, but exceeded its goal in assisting 9 households. One household included a physically disabled person.
- The City anticipated completing 8 construction projects for low-income existing homeowners during FY 2016; however, 1 construction project was completed. The other projects began construction at the end of the reporting period and are projected to be completed during the next fiscal year. The City also granted 6 loans to eligible households and 10 loans were in progress for approval.
- The City anticipated completing rehabilitation of the affordable housing units at the Lynhaven Apartments. During FY 2016 all 28 units were completed.
- The City anticipated completing modifications to three rental units through RAMP to assist three households with physically-disabled members. Two units were completed during the reporting period. Modifications to one rental unit began during the end of the reporting period, in which completion of this unit will be reported during the next fiscal year.

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

The City has established a target of providing, preserving, or assisting 2,000 units through City FY 2025 through implementation of the goals, strategies, and tools contained in its Housing Master Plan. As part of the Plan and as part of carrying out the Consolidated Plan strategies more effectively, the City will continue to work closely with its partners to meet the needs of the low- and moderate- income households by completing housing rehabilitation projects to assist existing homeowners rehab their home, by providing financial assistance to assist first-time homebuyers with home purchases, and by providing assistance to low- and moderate-income households with physically-disabled members to made accessibility modifications to their units.

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

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	364	0
Low-income	21	4
Moderate-income	1	2
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 13 – Number of Persons Served**

**Narrative Information**

During FY 2016, a total of 392 extremely low-, low- and moderate-income households were served through housing-related activities supported in whole or part by federal CDBG of HOME program funds in the City. Of this total, 382 beneficiaries were assisted under programs and services for households that were homeless or threatened with homelessness. These programs and services included the Eviction Storage Program, which served 41 individuals with extremely low-incomes, the Transitional Assistance Program, which served 18 individuals with low incomes and 77 individuals with extremely low-incomes, and the Winter Shelter program, which served 246 individuals with extremely low-incomes.

The remaining 10 beneficiaries were assisted under affordable housing-related programs. These programs included the Flexible Homeownership Assistance Program in which 4 low- and 2 moderate-income households were served, and the Home Rehabilitation Loan Program, in which 1 low-income household was served.



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

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

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

The City continues to maintain its capacity to reach out to homeless persons and assess their individual needs. The Alexandria Department of Community and Human Services (DCHS) employs one full-time worker through the Projects for Assistance in Transition from Homelessness (PATH) program. The PATH worker's primary duty is to conduct routine community outreach targeted at engaging individuals experiencing homelessness in mental health treatment and housing services. Outreach occurs throughout the 15 square miles of the City with specific attention to areas where individuals experiencing homelessness are known to sleep and/or spend their days (e.g. near the Potomac River water front and libraries). The PATH worker also conducts in-reach services at local shelters, drop-in centers, free meal sites, churches, and other agencies, and frequently partners with the local police, various first responders, and mental health workers to identify potential PATH candidates and get them to get involved in the PATH program. In order to improve community awareness of the program, the PATH worker disseminates business cards and City of Alexandria Community Resource cards to first responders, local businesses, librarians, and the community at large.

The current City's PATH worker, who has experienced homelessness and is well known in the community, has been providing behavioral health and homeless services for over 15 years. The worker is trained in motivational interviewing and readily available to assess individual needs while building a trusting relationship and linking the individual to needed services.

During FY 2016, the PATH worker, along with other DCHS staff, worked with local homeless service providers, veteran services providers, the Office of Veteran Affairs staff, and the PATH Homeless Outreach group to end veteran homelessness in the community. The Veterans Initiative Committee met monthly to discuss each by-name list case of veterans experiencing homelessness, and tasks were assigned to members who could assist to quickly rehouse veteran households. Since the start of the Veterans Initiative Committee in FY 2015, there have been 36 veterans housed permanently. In FY 2016, the City's Point-in-Time enumeration showed a 58% reduction in the number of homeless veterans counted in a given night.

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

During FY 2016, the following activities continued to address the emergency shelter and transitional housing needs of homeless persons:

Carpenter's Shelter provided emergency shelter, aftercare, case management and supportive services to 143 homeless families and 496 single adults.

The Alexandria Community Shelter, a City-owned, 65 bed emergency shelter operated by New Hope Housing, Inc., provided temporary emergency shelter and comprehensive services to 304 individuals.

The Alexandria Women's Shelter, under DCHS, provided 21 beds to serve 102 victims of domestic violence, including 52 women, 1 transgender female and 49 children) with emergency shelter.

Carpenter's Shelter, Winter Shelter Program, through a contract with the City, provided seasonal shelter, workshops and linkages to community services from November 1 to April 15 to protect 246 persons (including 10 families) experiencing homelessness from exposure-related conditions such as hypothermia and frostbite during cold weather months.

The City also continued to support the housing and service needs of homeless persons and at-risk populations through the competitive Alexandria Fund for Human Services for the following:

ALIVE! House provided transitional shelter and access to supportive services for 9 homeless families and 30 single women reuniting with their children.

Community Lodgings, Inc. provided 21 individuals, 8 families, 13 children, and 8 adults who were homeless, many of whom are leaving emergency shelters, with transitional housing, case management, education and other supportive services.

Bridges to Independence, a scattered site, permanent housing program serving both the Alexandria and Arlington communities, provided 60 homeless persons in 19 families with rental subsidy through rapid re-housing funding provided by a Continuum of Care Competitive HUD grant for up to 12 months.

Salvation Army-Cornerstone Transitional Housing Program provided transitional housing, case management and other supportive services to help 4 families transition from homelessness to self-sufficiency.

Guest House provided 26 transitional housing beds in a group home setting along with supportive services to help 75 female ex-offenders transition to self-sufficiency.

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

During FY 2016, the Alexandria Department of Community and Human Services continued its Rent Relief Program to assist persons 65 or older and/or permanently and totally disabled individuals to remain in their homes. During the reporting period, 88 households consisting of 122 individuals were served. Of the individuals, 30 were elderly, 42 were disabled and 16 were both.

The Partnership to Prevent and End Homelessness in the City of Alexandria, which functions as the Alexandria Continuum of Care, initiated discharge planning protocols with local systems of care to prevent individuals from being discharged into homelessness. Homeless service agencies coordinated housing and support services with the discharging entity to ensure that no one was discharged into homelessness.

Also during FY16, the Collaboration for Recovery and ReEngy (CORE) jail diversion partners began outlining a pilot program to provide homeless diversion services to individuals who are currently incarcerated and will be discharged into homelessness. The program's goal is to increase the number of individuals diverted from shelter and to reduce the number of individuals discharged into homelessness from jail.

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

Homeless persons continued to receive assessment for housing needs in the City and were referred to appropriate housing and homeless services through the City's continuum of care system. The City's continuum of care system helps individuals and families who are at risk of homelessness avoid becoming homeless through prevention programs, and places those who are literally homeless directly into permanent or transitional services. When emergency shelter is necessary, case management promotes rapid housing and employment. Placement in emergency shelter is a last resort and is only used when individuals and families cannot retain or obtain housing and divisions or prevention strategies cannot be used. During FY 2016 forty eight percent of families seeking shelter were diverted from homelessness through the use of diversion or prevention strategies.

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

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

During the reporting period ARHA, the City's redevelopment and public housing authority, continued to maintain and preserve the existing supply of 1,150 units that includes 769 public housing units owned and operated by ARHA, 109 Section 8 Moderate Rehab units, 128 market-rate housing units, 90 Section 8 New Construction units reserved for elderly, income-eligible renters in multifamily and single-family homes sites throughout the City, and 54 units for Project Based Vouchers. There were 1,638 Section 8 vouchers under lease at the end of the reporting period from ARHA's total allocation of 1,926 vouchers.

ARHA began the process of seeking land use approval for redevelopment of its Ramsey Homes site. The redevelopment would result in the demolition of the 15-unit site and construction of 52 new affordable housing units constructed with Low Income Housing Tax Credits and local funds. ARHA is using its development affiliate, Virginia Housing Development LLC to complete this effort.

ARHA also began the process to plan a substantial renovation of its Ladrey High-rise. The process will include a required HUD approval of a Disposition Application for the 170 units. ARHA anticipates using 4% LIHTC funding with an issue of tax-exempt bonds for the rehabilitation. ARHA also selected developer partners to begin development of five sites, including the ARHA Administration Office Building; Andrew Adkins (with 90 Annual Contribution Contracts [ACC] units); Samuel Madden Homes (Uptown, with 66 ACC units); Hopkins-Tancil (with 109 Moderate Rehab Project Based Voucher units); and Cameron Valley (with 40 ACC units).

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

ARHA continues to work in cooperation with the City's Office of Housing to assist clients with homeownership initiatives and encourage residents to participate in community activities and quarterly management meetings. During ARHA's quarterly management meetings, there are discussions regarding new rules and regulations and issues that may affect specific communities. Residents are encouraged to comment, make recommendations and address their concerns.

During FY 2016, ARHA conducted surveys to get their residents' opinions on upcoming development changes. The results from the residents' survey, as well as all information by way of resident meetings, etc., were considered by ARHA management. Also in 2016, ARHA provided office space for the ARHA Resident Association. The office is manned by resident

volunteers who help other ARHA residents with issues and needs. The association meets quarterly with ARHA management.

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

The Alexandria Redevelopment and Housing Authority is not a troubled PHA.

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

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

Although one of the greatest regulatory barriers in developing affordable housing may be State's restrictions that prohibit the City from requiring mandatory contributions from developers to affordable housing in new developments, the City continues to identify strategies to remove or ameliorate the negative effects of public policies that are barriers to develop affordable housing. All affordable housing contributions from developers are volunteered, except where the City provides the option to use Section 7-700 of the City's Zoning Ordinance, allowing an increase in density for housing development projects in exchange of the provision of affordable housing units.

Specific Actions Take during the Program Year to Address Regulatory Barriers. Along with the adoption of the 2014 Alexandria Housing Master Plan, City Council set a goal to achieve the preservation or creation of 2,000 long-term affordable housing units by 2025 to meet the City's anticipated affordable housing needs. During FY 2016, the City was able to preserve or create 274 affordable housing units, accomplishing 11% of the affordable housing target. This accomplishment harnessed a range of tools outlined in the HMP, including encouraging the use of Section 7-700 of the City Zoning Ordinance, and leveraging federal, state and/or local funds.

City FY 2016 Actions Proposed but Not Take During the Program Year. As noted in the City FY 2016 Action Plan, the HMP has identified programmatic, zoning and funding tools that could be applied to eliminate or ameliorate barriers of affordable housing in the City. While several identified tools could be implemented immediately, some tools will require additional study, community processes, and possible even changes to the stable enabling language. Some of these tools include maximizing public land for affordable housing, creating an accessory dwelling unit policy, and abating taxes for substantial rehabilitation. The Office of Housing will continue working with other City staff to implement the tools described in the HMP.



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

While the Consolidated Plan shows extremely low- income homeowners as having the greatest substandard housing problems, the Plan identified homeowners in all income ranges (extremely low to high) as having a housing problem due to over crowdedness or due to housing cost burdens (paying over 30% or 50% of their income on monthly housing cost). The City continues to work to address these specific homeowners' housing needs. During FY 2016, the City's Home Rehabilitation Loan Program (HRLP) loan limits were increased to account for the rising high labor and supplies/material costs associated with repairing program eligible homeowners' homes and to help a wider income range of homeowners take advantage of the program, making it more affordable to address their housing code violations.

The Consolidated Plan also identified extremely low-, low-, or moderate- income renters with the greatest substandard housing problem, the greatest overcrowded housing problem, or the greatest housing cost burden problem. Based on an analysis completed for the 2014 Housing Master Plan, these problems are contributed to the limited supply of rental housing units available than the number of low- income households, likely due to a substantial share of high income households occupying housing units priced to be affordable to lower income households.

To help address these obstacles, during FY 2016, the City continued working with housing developers, offering them incentives of increased density in exchange for long-term, committed affordable housing units or financial contributions that are used to create, preserve or construct new affordable housing units restricted for households up to the moderate- income limits. The City also provided HOME and CDBG financial assistance to local non-profit organizations to preserve and create affordable housing units for homeless families and families with low- incomes. To ensure committed affordable housing units remained affordable, the Office of Housing continued onsite and remote monitorings of those organizations that received federal, state or local financial assistance to ensure compliance with all program guidelines and regulations.

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

The City commissions a Certified Risk Assessor and Certified Lead-based Paint Inspector to conduct a Risk Assessment and Lead-based Paint Testing at all Home Rehabilitation Loan Program projects if the structures were constructed before 1978 and when any painted surfaces are likely to be disturbed during the proposed rehabilitation work. The City pays the costs for the risk assessments and lead-based paint testing, and when warranted for soil analysis. The results of these risk assessments are provided to the owner(s) and the assigned project architects. The project architects, based on the level of assistance being provided at a project, will incorporate the appropriate level of hazard abatement required to meet the requirements of the Title X regulations. These include addressing friction and impact surfaces, creating smooth and cleanable surfaces, encapsulation, removing or covering lead-based paint components, and paint stabilization.

General Contractors awarded contracts for Home Rehabilitation Loan Program projects that contain lead-based paints are required to possess an EPA Toxic Substances Control Act (TSCA) Section 402 Certification. The General Contractors receive a copy of the project specific lead-based paint report identifying the location(s) of known lead-based paints at the residence. At all times during rehabilitation, the General Contractor is required to ensure that prior to any renovation or demolition activity that could disturb lead-based paints on interior or exterior components, engineering controls described in HUD Guidelines and Virginia, EPA, and OSHA regulations are implemented to prevent the migration of lead-based paint contaminated dust and potential exposure to occupants or contractors performing the work at the property. When a project's scope of work includes lead-based paint abatement activity, which exceeds the General Contractor's license and certification limits, General Contractors are required to obtain the services of a Lead Abatement Contractor who are licensed by the Commonwealth of Virginia and certified by the Board for Asbestos, Lead, and Home Inspectors to complete the lead abatement work at the project. The costs for lead-based paint hazard abatement are included as part of the Home Rehabilitation Loan Program client's rehabilitation loan.

At the conclusion of a Home Rehabilitation Loan Program project in which lead-based paint hazards and/or lead-based paints were present, a Certified Lead-based Paint Inspector conducts a Clearance Testing to ensure the rehabilitated unit is safe for the occupants to resume use.

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

During FY 2016, the City continued to focus on housing programs intended to promote housing opportunities for households with low incomes and persons who are homeless, and on non-housing programs designed to improve households' economic status through education, training, and job placements.

The City's housing programs were often coordinated with anti-poverty services. A primary example of this coordination is the case management process for homeless persons, through which shelter, transitional housing, and supportive housing providers cooperate with social service agencies in the development and implementation of client service plans. The Alexandria Redevelopment and Housing Authority provided self-sufficiency programs to promote the economic wellbeing of tenants in the agency's public housing, Section 8, and other assisted housing, and worked with the Department of Community and Human Services and private agencies to help educate disabled seniors and adults on financial management.

Non-housing programs offered in the City to reduce the number and/or to meet the immediate needs of poverty level households include the following: Temporary Assistance for Needy Families (TANF), which provides supplemental income; the Supplemental Nutrition Assistance Program (SNAP), which provides food subsidies; programs to encourage academic achievement, such as the Head Start program for low- income children and the Project Discovery Program, which motivates high school students to become the first generation in their families to pursue higher education; Medicaid, which provides health benefits to children, elderly persons, disabled adults, and pregnant women; the Workforce Development Center, which is the City's one stop center for Workforce Investment Act service delivery, and the Virginia initiative for Employment not Welfare (VIEW), which provides employment counseling/placement services, daycare and other resources to remove barriers to employment faced by TANF recipients.

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

The organizational structure for carrying out the City's affordable and supportive housing strategy is well developed and involves a variety of public and private entities. This established structure is very effective in implementing activities and programs to meet community needs. The City, public agencies such as ARHA, and the network of private provider agencies, which offer housing and/or supportive services in collaboration with public agencies, actively pursue opportunities to provide additional resources for particular steps on the continuum of care services.

In 2016, the City continued working with public and private provider agencies to offer housing and/or supportive services to low-income households in Alexandria. The City also worked with local lenders, realtors, developers, architects, contractors and its state government who were essential in assisting the City in completing affordable housing projects and implementing programs to meet the needs of low-income and moderate-income households. With the help of these partners the City expended more than \$1.2M in federal, state, or local funds on affordable housing projects and programs.

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

**Partnership to Prevent and End Homelessness (The Partnership).** The Continuum of Care group, which is the City's Partnership to Prevent and End Homelessness in Alexandria, also known as The Partnership, ensures that it has a broad, diverse active membership that is reflective of the Alexandria's community. The Partnership plans, coordinates and implements an effective and efficient system-wide response to homelessness within the City. The Partnership also coordinates funding for efforts to rapidly rehouse homeless individuals and families; promotes access to mainstream resources; optimizes self-sufficiency among persons experiencing homelessness; and analyzes community performance by data collection measurement.

**The Alexandria Council of Human Service Organizations (ACHSO)** was formed to strengthen the human services network in the City, build relationships and leverage resources. ACHSO provides networking opportunities through quarterly meetings and committees. Members work closely with colleagues from other sectors and fields of interests, creating opportunities for meaningful collaboration. Quarterly meetings also offer professional development through training and in-depth education programs.

**The Alexandria Redevelopment and Housing Authority (ARHA) and City agencies** frequently, and informally, coordinate their efforts to serve public housing residents. In addition, the Family Self-Sufficiency Coordinating Group, with representatives from ARHA, City agencies, and community members, coordinates service delivery efforts. The Office of Housing continues to provide support to ARHA's redevelopment effort.

**The Office of Housing** continues to work with various agencies such as the Virginia Housing Development Authority (VHDA) to stay abreast of new homeownership funding programs and underwriting requirements that would benefit households of various income levels. Ongoing Foreclosure Prevention Clinics have been sponsored by the Office of Housing and Housing Counseling Services, a HUD-approved housing counseling agency, to provide guidance and counseling to Alexandrians who may be facing foreclosure or who are simply having trouble balancing their monthly expenses. Participants are individually assessed and given the opportunity to schedule a default and delinquency counseling session immediately.

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

The Office of Housing operates a Fair Housing Testing Program designed to identify discriminatory practices based on race/national origin, familial status, persons with disabilities, and sexual orientation in the rental housing, real estate sales and mortgage lending markets. The City trains and provides stipends to pairs of testers who conduct tests to identify evidence of discrimination in the provision of housing. Where testing has found some evidence of discrimination, a formal complaint of discrimination can be filed with the City's Human Rights Office. Following further investigation, the Human Rights Office prepares a decision determining whether discrimination occurred. The Human Rights Office then attempts to conciliate the case between the Fair Housing Testing Program and the respondent. The City's Human Rights Commission could ultimately be called upon to hold a public hearing on the case and make a final decision of discrimination.

In FY 2016, the Office of Housing tested 60 apartment complexes in the City for evidence of discrimination on the basis of disability. Tester teams consisting of one disabled and one non-disabled testers were trained and closely matched in terms of gender, race, income, employment, and credit profile, and were dispatched to seek to rent apartments. The disabled tester was slightly more qualified with regards to income than the white tester. Test results will be considered by City Council in October.

Also in FY 2016, City staff provided on-site fair housing training to two property management companies to meet the individual needs of these companies and other real estate firms in the City. The Office of Housing continues to provide fair housing counseling and written materials with information on landlord - tenant and fair housing laws to the public. Expenditures of CDBG administrative funds for the Fair Housing Testing Program totaled \$17,898.

## **CR-40 - Monitoring 91.220 and 91.230**

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

The City's Office of Housing is the lead office for ensuring that progress is made toward achieving goals established in the Consolidated Plan. The Office of Housing is also responsible for seeing that CDBG and HOME funded programs are administered in a manner consistent with program regulations. Any subrecipient that utilizes CDBG or HOME funds are subject to the requirements of a grant or loan agreement with the City, and are required to submit progress reports to the City on a regular basis. Housing staff conducts onsite and remote monitorings to determine if the subrecipients are in compliance with program requirements, and when appropriate, will notify subrecipients of any corrective actions that may be needed. During FY 2016, no issues were found during monitoring activities.

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

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

The City of Alexandria's Citizen Participation Plan is designed to ensure that Alexandria's low-income residents have an understanding of their role in the development, implementation, and assessment of housing and community development activities, and encourage their participation in the development of the CAPERs as well as the Consolidated and annual Action Plans.

During the late summer or early fall, the City sponsors a public hearing on the CAPER to obtain citizens' input. The CAPER is reviewed by the Alexandria Housing Affordability Committee and is provided electronically to the interested parties that request a copy of the CAPER.

The interested parties list includes a host of public agencies, and public and private entities, as well as the City's continuum of care group—The Partnership to Prevent and End Homelessness (The Partnership). The CAPER is published in two local area newspapers, one in English and one in Spanish, and is uploaded to the City's website for review. Citizens may provide written comments to the Office of Housing during the 15-day public comment period or testify at the open public meetings.



**CR-45 - CDBG 91.520(c)**

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

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

The City does not plan on changing the program objectives. The City has seen a significant increase in applications for federal funds assistance. Based on this recent experience and data collected to complete a recent Housing Master Plan, the City believes the program objectives are on target.

## **CR-50 - HOME 91.520(d)**

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

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

The City's Office of Housing staff conducted the annual ongoing onsite property inspections of the following HOME-assisted rental units during the reporting period:

1. Lacy Court Apartments
2. Community Lodgings, Inc. Elbert Avenue Apartments

No deficiencies for properties were observed, as in accordance with the inspection requirements for ongoing rents, occupancy, leasing vacant units, property standards, record keeping and financial oversight.

The Lynhaven Apartments rehab project was completed at the end of the reporting period. Onsite inspections are in place and the results of the inspections will be reported in the next program reporting year.

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units.**

**92.351(b)**

The City relies on a variety of approaches to ensure affirmative marketing of HOME-funded loan activities, including the Flexible Homeownership Assistance Program (FHAP), Home Rehabilitation Loan Program, and the Housing Opportunities Fund Program.

Through the resale of Affordable Set-aside Sales Units, Alexandria Neighborhood Stabilization Program units, and resale restricted units, FHAP is marketed to potential homebuyers with incomes up to the area median income and who live or work in the City of Alexandria. Outreach is conducted by distributing brochures at the Office of Housing, on the Office of Housing's Web site page within the City's Web site, and through the City's eNews email alert service.

The City also provides information to potential Alexandrian homebuyers at the Northern Virginia Housing Expo held annually throughout Northern Virginia. This event showcases both regional and local homeownership and rental opportunities for low- and moderate- income households and features exhibitors and local government representatives throughout the Northern Virginia area who could provide information on various programs.

The 2016 Housing Expo attracted approximately 900 renters, first-time homebuyers, and existing homeowners from throughout the Northern Virginia region. The Expo was marketed through print ads in the Washington Post, public service announcements on radio, and through onsite banners and signage. The Expo provided workshops in English, and translators were available to assist non-English speaking participants. Expo participants were provided with a variety of information on the home buying process, preparing to rent, aging in the home, reverse mortgages, foreclosures and short sales, and energy efficiency.

The Home Rehabilitation Loan Program (HRLP) was marketed through the distribution of program brochures at various locations throughout the City, and through a direct mailing to approximately 936 elderly and disabled people who were Tax Relief Program participants.

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

During the reporting period a total of \$774,927 in CDBG program income was expended for programs and services. Program Administration, Application and Fair Housing expended \$16,986; a total of \$138,000 of program income was expended in the Flexible Homeownership Assistance Program expended to assist 9 first-time homebuyers households to purchase a home; \$236,396 program income was expended in the Home Rehabilitation Loan Program to complete 1 home rehabilitation construction project; \$350,000 of program income was expended in the Alexandria Neighborhood Stabilization Program to provide 2 first-time homebuyers assistance, \$231 of program income was expended in the Eviction and Storage Program to assist 15 households facing eviction with storage and emergency shelter and \$10,685 of program income was expended in the Transitional Assistance Program to assist 95 at-risk homeless individuals with security deposits and rental assistance.

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

**Development and Preservation of Existing Affordable Rental Housing.**

Resolution 830. Under Resolution 830, the City and ARHA have a joint commitment to preserve and maintain, at a minimum, 1,150 publicly-assisted rental housing units. This resolution assures that none of the 1,150 public housing that were in existence when Resolution 830 was adopted in 1982 will be lost unless a replacement unit is provided.

Disposition and Redevelopment of ARHA Properties. ARHA began the process of land use approval for the redevelopment of its Ramsey Homes 15-unit site. the redevelopment effort would result in the demolition of the 15 units and the construction of 52 affordable housing units using low-income housing tax credits. ARHA also began the process to plan the substantial renovation of its Ladrey High-rise. The process will include a required HUD approval of a Disposition Application for 170 units. ARHA anticipates using 4% LIHTC funding with an issue of tax-exempts bonds for the construction.

Dedicated Real Estate Tax Revenue and General Obligation Bonds. The City dedicates 0.6 cents on real property tax rate for affordable housing along with the issuance of general obligation bonds for affordable housing, with debt service on the bonds to be paid form the dedicate real property tax. During the report, this equaled to, \$2.2M with \$1.5M used for debt service on existing bonds.

Housing Opportunities Fund. City's Housing Opportunities Fund consists of HOME funds (including match), City General Fund, City Housing Trust Fund monies, and CDBG funds for the purpose of promoting the development and preservation of affordable sales and rental housing units in the City. Projects supported with HOME or CDBG monies through the Housing Opportunities Fund may leverage supplemental funding from state, local and/or private resources. During City FY 2016, an estimated \$8.7 million in Housing Opportunities Fund (HOF) monies were available to assist with new construction, rehabilitation, and other efforts to provide or preserve affordable housing. HOF activities included the following:

Alexandria Housing Development Corporation (AHDC). City Council approved a predevelopment loan to AHDC of up to \$500,000, which included \$250,000 in HOME funds. The proposed redevelopment of the Carpenter's Shelter will include a new shelter and related administrative and case management space; 10 units of permanent supportive housing for households

transitioning out of the shelter; and approximately 100 affordable and workforce apartments for households with incomes up to 60% AMI.

Rebuilding Together Alexandria (RTA). City Council approved a loan to Rebuilding Together Alexandria for \$350,000 in CDBG program income to implement the Alexandria Neighborhood Stabilization Program. The program takes advantage of distressed property sale opportunities to make homeownership affordable for low- and moderate- income first time homebuyers.

Wesley Housing, Lynhaven Apartments. The substantial renovation of the Wesley Housing 28-unit Lynhaven Apartment complex was completed during FY 2016. In 2014, City Council approved \$862,400 in HOME funds and \$215,600 in matching funds for the rehabilitation of the 28-unit complex. This project resulted in over half of the units remaining affordable for households under 50% of area median income and the rest at 60% of area median income for a period of 40 years.