



# FIRST PROGRAM YEAR CAPER

The CPMP Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER 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.

The grantee must submit an updated Financial Summary Report [PR26]

## GENERAL

### EXECUTIVE SUMMARY

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

The Department of Housing and Urban Development (HUD) provides funding annually to the City of Hampton to “develop viable urban communities, by providing decent housing and a suitable living environment by expanding opportunities, principally for persons of low and moderate income.” Since 1993, the City’s Community Development, Housing and Neighborhood Services Division (formally the Neighborhood Office) has administered Hampton’s Community Development Block Grant (CDBG) Program, which has an annual budget of approximately \$1 million. With the identification of neighborhoods as a strategic issue in 1993, Hampton has focused its CDBG and HOME resources to complement other resources in the implementation of the Hampton Neighborhood Initiative. CDBG funds are utilized for a variety of activities which aid in blight removal and benefit low to moderate-income residents of the City. Activities undertaken with these funds include housing acquisition, clearance, rehabilitation, economic development activities, targeted infrastructure projects, housing programs, Section 3 training, and project specific assistance for neighborhood development. In partnership with the Hampton Redevelopment and Housing Authority (HRHA), the Housing and Neighborhood Services Division has also administered the City’s HOME Investment Partnership Program, which currently supports a variety of affordable housing initiatives with an annual budget of approximately \$800,000. In addition to its’ CDBG and HOME entitlement grants, the City also received \$292,061 in CDBG-R funds in fiscal year 2010 as a result of the American Recovery and Reinvestment Act of 2009. In fiscal year 2011, the City continued to utilize the CDBG-R funds from the previous grant year to support a weatherization and energy efficiency pilot program

The 2010-2011 Consolidated Annual Performance and Evaluation Report provides an assessment of the City’s CDBG and HOME Programs for the period beginning July 1, 2010 and ending June 30, 2011. An overview of the resources available for FY 2010-2011 is as follows:

<i>FY2010-2011 Community Development Block Grant (CDBG) Program</i>	\$1,172,365
<i>FY2010-2011 CDBG Program Income</i>	\$121,198
<i>CDBG Revolving Loan Fund</i>	\$275,000
<i>FY2010-2011 HOME Investment Partnership Program</i>	\$782,968

*FY2010-2011 HOME Program Income*

\$329,592

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***Total Resources Available***

***\$2,681,123***

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Note: On July 1, 2010, the City of Hampton began a re-organization in order to streamline service delivery in those areas which contribute toward the adopted housing assistance and community development goals. Many of the contributing departments charged with achieving the goals outlined in the City's Consolidated Plan have been merged into a new department called Community Development. This new department now houses the formerly independent departments of Planning, the Neighborhood Office, Codes Compliance and Land Development Services. This new set of merged departments will now assume the frontline responsibility of administering the City's housing assistance and community development goals and objectives. The division of Housing and Neighborhood Services will be responsible for administration of the City's Community Development Block Grant activities.

### **GENERAL QUESTIONS**

1. Assessment of the one-year goals and objectives:
  - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
  - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
  - c. If applicable, explain why progress was not made towards meeting the goals and objectives.
2. Describe the manner in which the recipient would change its program as a result of its experiences.
3. Affirmatively Furthering Fair Housing:
  - a. Provide a summary of impediments to fair housing choice.
  - b. Identify actions taken to overcome effects of impediments identified.
4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.
5. Leveraging Resources
  - a. Identify progress in obtaining "other" public and private resources to address needs.
  - b. How Federal resources from HUD leveraged other public and private resources.
  - c. How matching requirements were satisfied.

### **1. Assessment of One Year Goals and Objectives**

The 2005-2010 Consolidated Plan for Housing & Community Development provides the policy direction for housing and community development in Hampton and identifies housing, homeless, community and economic development needs and resources, while providing a strategic plan to address those needs in accordance with community priorities. The primary emphasis of the Plan is on improving the housing stock, increasing homeownership, and supporting neighborhood revitalization and stabilization efforts. The City's goal is to reinforce the strategies identified in the Consolidated Plan to revitalize low to moderate income neighborhoods, eliminate deteriorated properties in all neighborhoods, encourage economic self-sufficiency, and address the affordable housing need of low and

moderate-income persons. These priorities and strategies also recognize and support the Hampton Redevelopment and Housing Authority's (HRHA) public housing and rental assistance programs as well as housing and supportive service programs that meet the needs of special populations. The text describes more completely the accomplishments of the program year and the relationships to the Consolidated Plan goals and objectives in these areas.

Table 1.1 provides a brief summary of each activity funded this program year as well as the actual accomplishments for each activity. The following is a list of the priority needs identified in the City's 2005-2010 Consolidated Plan:

#### Priority Housing and Community Development Needs

The quality of our neighborhoods and the housing stock within them impacts almost every aspect of what we are and what we can be as a city. Healthy neighborhoods are places where people enthusiastically invest their time, money and energy – places where people want to be. Hampton invests in neighborhoods because they support our image, quality of life, tax base, schools, youth, families and our ability to attract business investments. When residents have well-paying jobs, economic stress and associated social problems are diminished, other indicators such as homeownership increases and homeowners are in a better position to maintain and improve their homes and neighborhoods.

Because the supply of affordable housing is adequate, priority housing needs focus on improving the quality of the existing stock and the neighborhoods in which the housing is located as follows:

- **Priority Rehabilitation Needs** - The trend towards an aging housing stock and limited developable land will also increase the importance of renovation and reinvestment as a means to promote healthy neighborhoods and quality housing. Because of the age, size and condition of the affordable housing stock in Hampton, there is a great need to rehabilitate or purchase, demolish and redevelop existing, older, affordable units. Units that are of a size and character that is attractive in today's real estate market should be rehabilitated and if necessary upgraded to current standards of size and amenities. Some units are of a size and condition that make rehabilitation an unwise investment of resources. The units should be purchased, demolished and replaced with units of a quality and value that will diversify the housing values in the affordable housing neighborhoods. The low-income elderly homeowners are a priority group for rehabilitation assistance because their incomes are typically "fixed" and job training investments are not a suitable strategy to increase their ability to afford market rate housing.
- **Priority Homeownership Needs** - The affordable, single-family housing stock is gradually converting from homeownership to rental. This trend impacts the stability of the rest of the housing stock in the neighborhood. Creating opportunities to make homeownership possible for qualified renters in Hampton is a need both for qualified renters and for the stability of neighborhoods in which the affordable housing stock is located.
- **Priority Neighborhood Revitalization Needs** - In order to provide decent affordable housing, the neighborhoods in which the housing is located must be stabilized and revitalized. Neighborhoods are economically stable when the housing stock as a

composite mirrors the average housing values in the region; this encourages private sector investment and reduces the dependence of the neighborhood on scarce local government resources. In addition, about two thirds of the emerging housing markets in Downtown, Coliseum Central and Buckroe are empty-nesters, retirees, younger singles and couples without children. This poses a significant challenge for Hampton where 65% of our existing housing stock is single family detached homes. It is anticipated that changes in household composition will have a significant influence on the type of residential units that are needed to meet the new market demands. Accordingly, the priorities in neighborhood revitalization are to 1) diversify the value of the housing stock in order to achieve a mixed income neighborhood and 2) diversify housing types to meet new market demands. Public investments need to focus on strategies that will encourage the private sector to participate in and sustain the revitalization.

- Priority Rental Housing Needs - Available data indicates that there is adequate affordable rental housing to meet the needs in Hampton with the exception of the very low income. Accordingly, the greatest area of need for rental housing area is again to improve the viability of the neighborhoods in which the rental units are located and to upgrade and improve viable affordable rental projects. Affordable rental housing that is no longer viable from a market perspective should be demolished and the site redeveloped in a manner that brings about a mixed income neighborhood. An issue in connecting affordable rental units to the quality of neighborhoods is to avoid, to the extent possible, the concentration of affordable and subsidized units. In order to address the needs of very low income renters, the city will focus efforts on providing job training to enable the low income renters to improve their income over time. The strategy for assisting elderly households with “fixed” incomes is to actively pursue funding such as tax credits to provide senior housing options.

#### Priority Homeless Needs

The priority needs for the homeless in Hampton 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.

#### Priority Special Needs

There is a need for emergency shelter, transitional housing and support services for persons with mental illness, substance abuse and victims of domestic violence. For other special population groups such as the mentally handicapped and persons with AIDS, there is a need for permanent supportive housing. Special housing with supportive services is also becoming an increasing need for Hampton's increasingly elderly population. At a state level there is a shift from centralized to community based care for mental health. This will require more community based housing and facilities to be located in the region. As these homes are located, it is crucial that there be dispersal throughout the city and the region in order to avoid the problems associated with concentrated special needs housing.

## **2. Accomplishments in attaining goals and objectives for the reporting period**

**Community Development Block Grant Housing Activities:**

**Acquisition**

Acquisition helps to stabilize older areas of the City experiencing blight from deteriorated properties or inappropriate land use. The City and HRHA acquire substandard vacant lots and deteriorated vacant houses in support of neighborhood development and homeownership activities. Acquisitions must meet one of the following criteria:

- The lot is currently vacant and below City size standards for new construction of single-family housing. Therefore, it is being acquired to prevent the development of substandard housing that has the potential to lead to neighborhood disinvestment. Further, by acquiring this lot, the interests of the City in the neighborhood will be preserved.
- The lot is currently vacant and located in an area where patterns indicates the property is not likely to be developed in a manner which improves the surrounding neighborhoods. Therefore, the property is being acquired to prevent development inconsistent with City and neighborhood objectives.
- The lot contains a deteriorated structure that is unlikely to be rehabilitated or redeveloped in a manner consistent with City or neighborhood objectives. Therefore, the property is being acquired to eliminate a current or potential public nuisance as defined by BOCA National Property Maintenance Code.
- The lot contains a structure that is likely to sell at a reduced cost and be converted to inferior rental housing with a minimum level of improvement or repair. Therefore, the property is being acquired to eliminate an existing or potential blighting influence on the neighborhood.

Accomplishments: During this program year, the City and the HRHA acquired ten (10) properties with CDBG funds. In addition, four (4) properties were purchased with City funds and five (5) with Neighborhood Stabilization Program (NSP) funds. This met the goal set for this program year of ten (10) blighted properties.

Over the course of the year, there have been seven (7) Site Acquisition and Review Committee (SARC) meetings held. In these meetings, a total of 110 properties have been brought before the committee for discussion. Of these properties, the City was successful in negotiating forty-two (42) contracts and closed thirty-seven (37) properties during the program year. The thirty-seven (37) includes Neighborhood Stabilization Program (NSP) and Home Acquisition and Rehabilitation property acquisitions.

**Demolition/Clearance**

Demolition activities help to stabilize older areas of the City experiencing blight from deteriorated structures. The Codes and Compliance Department administers a contract to demolish deteriorated structures that are:

- Declared public nuisances (City and CDBG funds);
- Acquired (CDBG funds for structures acquired with CDBG funds and City funds for structures acquired with City funds; or,
- Owned by persons who cannot afford the cost of demolition (CDBG funds).

Accomplishments: During this program year the City of Hampton Property Maintenance Division demolished twenty-two (22) deteriorated structures. Of the twenty-two (22) structures four (4) were demolished with CDBG funds and eighteen (18) with City funds.

With the combination of City and CDBG funded blighted property demolitions the goal of fifteen (15) was exceeded for the program year.

### **Disposition of Acquired Property**

The City (through the Hampton Redevelopment and Housing Authority) has an extensive inventory of vacant property that was acquired to eliminate or prevent neighborhood blight. The City of Hampton in partnership with the Hampton Redevelopment and Housing Authority developed a disposition policy for the redevelopment of these properties in a manner that contributes to long-term neighborhood viability.

Accomplishments: All properties in the CDBG property inventory were maintained with a combination of CDBG and City funds. City funds were expended to cover the maintenance costs that were no longer CDBG eligible as a result of the HUD Richmond CDBG programmatic change which took effect on July 1, 2004.

The overall goal for this program is to reduce the CDBG property inventory. During the program year, a total of seventeen (17) CDBG lots were disposed of as follows: seven (7) lots were transferred to the Public Works Department for a public use project that will benefit a low-moderate area; two (2) vacant lots were sold to Habitat for Humanity for a new housing construction project; three (3) vacant lots were sold to adjacent property owners; and five (5) properties were transferred to the HRHA for the new construction of housing. In addition, seven (7) rehabilitated homes were sold to low and moderate income homebuyers through the Neighborhood Stabilization Program (NSP).

In the upcoming year, City and HRHA staff will continue to work towards reducing the CDBG property inventory. See IDIS report PR03 for a listing of CDBG property.

### **Relocation**

This activity was funded through program funds that remained for the activity in the 2009-2011 program year. This activity is to provide relocation assistance to persons displaced by the acquisition activity. The relocation assistance is provided in accordance with the Uniform Relocation Act and Section 104(d) requirements.

Accomplishments: During this program year one (1) property was acquired that was tenant occupied. Staff is working with the tenant to relocate after the tenant's lease expires. All other properties acquired during the year were voluntary sale-arms length transactions. The owner either occupied the property or the property had been vacant for more than 120 days prior to the initiation of negotiations to purchase.

### **Housing Programs**

This program promotes housing rehabilitation and preservation activities such as : (1) the Exterior Improvement Program; (2) the Emergency Repair Program; (3) Weatherization and Energy Efficiency Program; and, (4) the Wheelchair Ramp Program. The accomplishments for each program are as follows:

#### **➤ Exterior Improvement Program**

This program provides materials for owner-occupants to paint their home, including minor exterior repairs and improvements and coordinates labor for applicants who qualify as low income by HUD standards. Priority is given to applicants cited for

violations by the City of Hampton Property Maintenance Division. Since the program began in 1990, 52 houses have been painted and/or rehabilitated.

Accomplishments: Staff has expanded this program by partnering with the Criminal Justice Agency and is working with Habitat for Humanity on a new partnership for 2011. These partnerships will provide more volunteer labor to owner-occupants of single family homes, which will allow the program to service more residents. Marketing the program through various outlets has exposed the program to Hampton residents and has generated a list of applications that are currently being processed for the current program year. There were four (4) Exterior Improvement projects approved this program year.

➤ **Emergency Repair Program**

This program funds emergency repairs to low-income owner-occupant residents of single family homes in Hampton. Typically emergency repairs are required due to emergency situations and natural disasters that cause a health or safety risk. The maximum emergency grant is \$10,000. Since 1993, 27 emergency grants have been awarded but there have been no recent emergency situations requiring the use of these funds. Some, non-emergency situations were referred to other organizations for assistance.

Accomplishments: No new emergency grant applications were approved during the program year.

➤ **Wheelchair Ramp Program**

This program provides lumber and other materials for low-to-moderate income residents in need of wheelchair access to their home. In addition to providing materials, the HRHA creates the ramp design, acquires permits and coordinate volunteer labor for applicants who qualify. The HRHA currently has an agreement with the Exchange Club of Wythe to build a wheelchair ramp each month throughout the year with the exception of November and December. The HRHA also uses private contractors to build wheel chair ramps when volunteer labor is not available.

Accomplishments: The HRHA continues to evaluate ways to create additional partners that will offer volunteer labor so that more Hampton residents may be served. HRHA staff also continues to work with VHDA to provide wheelchair ramps using non-CDBG funds, however, no funds were received this program year from VHDA. During this program year, eight (8) wheelchair ramps were built with CDBG funds expensing a total of \$6,615.50.

Overall Accomplishments: The goal was to provide assistance to fourteen (14) housing units through the use of these Housing Programs. A total of twelve (12) households were assisted during this program year, (four (4) Exterior Improvement Program projects; and eight (8) Wheelchair Ramps). Funds still remain to continue these programs in the next program year.

**Weatherization and Energy Efficiency Program (WEEP) – CDBG-R**

Under the Recovery Act of 2009, an allocation of \$292,061 was granted to the City of Hampton under the Community Development Block Grant (CDBG) program in the 2010 program year. Funds were used for a Weatherization and Energy Efficiency Pilot Program

(WEEP) which is administered by the HRHA. The WEEP program provides up to \$20,000 in energy efficiency and weatherization improvements to Hampton qualified homeowners.

Accomplishments: During the program year, twenty-three (23) Hampton homeowners executed contracts for rehab work. Rehab work has been completed on 15 of the homes and 8 homes are in various stages of rehab work.

For weatherization issues that HRHA can not address, applicants are referred to the STOP Organization which works with applicants to lower high heating bills through minor improvements to the home, as well as minor repairs. The HRHA is currently working with City staff and other organizations, like Virginia 211, Virginia Natural Gas and the Green Jobs Alliance, to address weatherization and to increase energy efficiency in the city of Hampton.

### **Housing Services (Rehabilitation Administration)**

This activity funds the direct project costs related to housing rehabilitation and homeownership activities undertaken by the Hampton Redevelopment & Housing Authority (HRHA) under the CDBG and HOME programs. Note: The City contracts with the Hampton Redevelopment and Housing Authority on an annual basis to administer the housing programs under the CDBG program and the entire HOME program. This activity covers program expenses such as rent for the portion of the facility occupied by CDBG & HOME program staff, staff costs, training, telephones, office supplies, etc. The annual goal for this activity was to provide rehabilitation administration for 47 housing units.

Accomplishments: Rehabilitation administration was provided for 76 housing units. In addition, 76 prospective homebuyers participated in the homebuyer workshops sponsored by the Hampton Redevelopment & Housing Authority.

### **Homebuyer Education**

HRHA provides education for homebuyers through a series of seminars and workshops involving banks, mortgage corporations, and builders. These workshops are performed in coordination with nonprofits, faith-based organizations and commercial businesses. Homebuyer seminars are provided at HRHA's office, the Rupert Sargent City Administration Building and on site at rental communities to provide housing counseling and to market homeownership programs. Homeownership education programs are mandatory for those wishing to take advantage of VHDA and FHA programs.

Accomplishments: During this program year, HRHA held 8 Homeownership Seminars in Hampton. They were attended by seventy-six (76) prospective homebuyers. This number is lower than previous program years. Due to market conditions, there were a number of other organizations that conducted homebuyer education classes throughout the region.

### **CDBG Revolving Loan Fund Housing Activities:**

#### **Acquisition and Rehabilitation - CDBG RLF**

This program provides loans for the acquisition and/or rehabilitation of property in favor of affordable housing. The HRHA uses funds from the revolving loan fund to support rehabilitation of single family homes that will be sold to low income homebuyers.

Accomplishments: During this program year, the Authority has worked on the rehabilitation of a single family home at 301 Union Street. Unfortunately, the difficulties of rehabilitating a

1900's era home, plus the presence of excessive amounts of lead and asbestos, have made this project infeasible. The structure was demolished to make way for a new construction home that will be sold to a low income buyer. No additional Loans were awarded. Staff are currently assessing the possibility of reallocating these funds to other CDBG eligible housing programs.

**Homeowner Rehabilitation Loan Program – CDBG RLF**

This program provides low-interest financing for general improvements to housing occupied by low-to-moderate income homeowners at a fixed interest rate of 3%. The maximum loan amount is \$25,000. Once the home is brought up to code, non-mandatory improvements may be done. Applicant's total income must be no more than 80% of area median income based on household size as prescribed by HUD. Total liens cannot exceed 100% of current assessed value. HRHA must hold no less than second lien position. The Loan Program was approved by the HRHA Board of Commissioners at the March 11, 1998 meeting and went into effect July 1, 1998.

Accomplishments: The annual goal for this program was to award three (3) rehabilitation loans; however, there were no new loans awarded this year. As a result of current market conditions, homeowners are choosing to take advantage of the Deferred Loan Program (HOME). Staff are currently assessing the possibility of reallocating these funds to other CDBG eligible housing programs.

**HOME Investment Partnership Program Housing Activities:**

**Homeowner Rehabilitation Deferred Loan**

This program promotes the rehabilitation of homes currently owned by low-to-moderate income homeowners. Funds are provided to eligible owner-occupants for housing rehabilitation to correct code deficiencies and make non-luxury improvements. Applicant's total income must be at or below 80% of area median income, based on household size as prescribed by HUD, and require assistance to rehabilitate their home. Other criteria apply.

The maximum HOME deferred loan is \$25,000. However, in two designated areas, the maximum deferred loan is \$50,000. The higher limit allows the HRHA to better leverage other investments that the City is making in target areas. A lien is placed on the property and is forgiven if the occupant lives in the house for 10 years (treated as a zero interest, deferred loan and forgiven 10% annually).

Accomplishments: During this program year, there were 179 checklists mailed to interested homeowners. Of the 179 checklists mailed, sixteen (16) homeowners responded by completing the application process. Out of sixteen (16) applications taken, seven (7) applicants met the program criteria and were approved by the Rehabilitation Committee and completed. This increased the total number of projects approved to 502 since the inception of the program. The goal for this program was to provide assistance to achieve the rehab of seven (7) housing units.

Although the goal for the program year was met, loan closings were stifled because HUD required firms to acquire Mortgage Loan Origination certifications. The requirements caused the loan program to be deferred from October 2010 to February 2011. The deferment hindered operation because the HRHA was not able to service its clients in this capacity. The Hampton Redevelopment and Housing Authority (HRHA) has since acquired

this certification; however, the certification process hindered the number of loans the HRHA was able to close this year.

The number of projects completed this year met the program requirement, however, the number of projects does not relate well to the actual need. Clients who cannot be assisted through this program are referred to other programs such as those provided by the STOP Organization and VHDA. In some cases, applicants consider Home Equity Conversion Mortgages (HECM). While this is not a first option for most homeowners, it does allow homeowners over 62 to capture the equity in their homes without selling or moving.

### **Homebuyer Assistance**

This program provides down payment and closing cost assistance to low income homebuyers purchasing new or rehabilitated homes. The maximum assistance is \$20,000 or 20% of the sales price of the home. Homebuyers must participate in HRHA's Homebuyer Seminar or Homebuyer Club to qualify.

Accomplishments: During this program year, HRHA provided assistance to nine (9) homebuyers which met the annual goal for the program. Assistance has been provided to 126 homebuyers since the program's inception in 1994. In the administration of this program, the HRHA continues to face issues that also existed in the previous year – the declining housing market and the constriction of the credit market.

### **Acquisition and Rehabilitation**

This program promotes the rehabilitation of homes that can be sold to low-to-moderate income households. Funds are used by the Authority to acquire homes that are in need of rehabilitation. In most cases, homes that are acquired are in danger of becoming rental property in neighborhoods with very low homeownership rates. Once these homes are acquired, code deficiencies are addressed and other modifications are made so that the home becomes a contributor to the neighborhood before being sold to a homeowner. Homebuyer's total income must be at or below 80% of area median income based on household size as prescribed by HUD.

Accomplishments: Nine (9) properties were acquired and rehabbed during this program year. Eight (8) properties acquired and rehabbed and one (1) with rehab in progress. Of these, three (3) have been sold to low-moderate income homebuyers; one (1) is under contract; three (3) homes are under contract for purchase in the Sussex neighborhood and two (2) properties are available for sale. The goal for this program was to complete three (3) acquisition and rehabilitation projects.

### **New Construction**

The HOME New Construction program allows quality design and construction for affordable housing. Specifically these funds are used to make new construction projects feasible when they otherwise would not be. This program proves that affordable housing does not mean low quality housing as the HRHA applies good architectural design to each home.

Accomplishments: During this program year, the new construction goal was to construct four (4) housing units. Two homes funded in the previous program year were completed in this program year and are currently for sale. The HRHA did not construct any new housing units, and therefore, did not use funds available for the \$25,000 Development Subsidy. This number is well below a typical year because the housing market continues to put pressure

on new construction homes. As a result, the HRHA's focus has shifted from the creation of new affordable housing to saving existing homes through homeowner counseling and acquisition and rehabilitation activities. However, the HRHA is currently evaluating vacant lots for possible new construction activities in the next program year.

### **Homebuyer Club**

The Homebuyer Club program trains potential homebuyers through a 12 to 16 month period on all facets of homeownership. The goal of the program is to create homeowners who are both concerned citizens and human assets to their community. Once applicants complete the program, they are eligible to receive up to \$10,000 on a qualified home in Hampton. Since inception, the program has created homebuyers who have not become victims of predatory lending or foreclosure.

Accomplishments: There were 21 Homebuyer Club participants this program year. Of those participants, 7 have received funds to purchase homes from Homebuyer Assistance Program. The most recent Homebuyer Club began in March 2011 with nine (9) members and is still in session. Since 2009, HRHA has had sixteen (16) individuals graduate from two (2) Homebuyer Clubs. Note: The Homebuyer Club participants are given first priority to purchase homes acquired and rehabbed under the Neighborhood Stabilization Program.

### **Community Housing Development Organizations (CHDOs)**

CHDO's are private, nonprofit, community-based service organizations whose primary purpose is to provide and develop decent, affordable housing for the community it serves. Applications by interested parties are processed by HRHA for certification in the City of Hampton. This certification indicates that they meet certain HOME Program requirements and therefore are eligible to apply for funding.

During the last program year, HRHA continued to work with CHDOs to provide affordable housing by awarding HOME funds to carry out projects for new construction and acquisition/rehab of existing homes and rental properties. Accomplishments for the program year are as follows:

- Peninsula Habitat for Humanity completed and sold two (2) single family homes to close-out their contract awarded in 2009. Additionally, four (4) homes are in various stages of rehab under their current contract awarded in September 2010.
- Hampton Development Corporation of Hampton Roads (HDCHR) completed the rehab of two multi-family complexes (8 units total).
- HRHA and City staff received three (3) applications for CHDO Set-Aside funding. The HRHA Board of Commissioners approved the following applications:
  - Housing Development Corporation of Hampton Roads (HDCHR) received an award of \$50,000 to acquire and rehab a duplex located at 6 Rip Rap Road;
  - Peninsula Habitat for Humanity received an award of \$60,000 which increased their 2010 contract to \$210,000 to build six (6) single family homes; and,
  - Peninsula Habitat for Humanity received an award and contract of \$210,000 to build and/or rehab six (6) additional single family homes.

Peninsula Community Homes (PCH) and Home Away from Home were both recertified as CHDOs in Hampton.

**Break down of the CPD formula Grant Funds spent on grant activities for each goal and objective**

Table 1.1 summarizes the grant funds expended on activities for the 2010-2011 program year.

**If applicable explain why progress was not made towards meeting goals**

The City of Hampton's overall performance during the 2010-2011 program year was consistent with the 2011-2015 Consolidated Plan for Housing and Community Development. As discussed in a previous narrative, the City met or exceeded a majority of the housing goals set for this program year. In addition, funds still remain in several activities which will enable the City to continue meeting its goals. The following table (Table 1.2) provides an overview of the projected and actual accomplishments for each of the housing activities financed with CDBG and HOME resources this reporting period.

Table 1.2: 2010-2011 CDBG and HOME Housing Activity Accomplishments

Activity	2010-2011 Proposed Accomplishments	% Expended (as of 6/30/11)	2010-2011 Actual Accomplishments		
			Persons Assisted		Total
			<i>Low Income (Less than 50% AMI)</i>	<i>Low to Moderate Income (50 - 80% AMI)</i>	
<i>Community Development Block Grant (CDBG) Program</i>					
Acquisition	Acquisition of 10 properties	69%	--	--	10 blighted units acquired
Housing Programs	Assistance to 14 households	9%	8	4	4 exterior repairs, 8 ramps
Housing Services	47 housing units	84%	27	24	9 Homebuyers; 7 homeowner rehab.; 12 Housing Programs; 23 WEEP; 14 CHDO; 2 New Construction; 9 Acq. & Rehab

Activity	2010-2011 Proposed Accomplishments	% Expended (as of 6/30/11)	2010-2011 Actual Accomplishments		
			Persons Assisted		Total
			<i>Low Income (Less than 50% AMI)</i>	<i>Low to Moderate Income (50 - 80% AMI)</i>	
Relocation Assistance	0 tenants	0%	--	--	0 tenants displaced
Revolving Loan Fund	5 housing units	0%	--	--	No new loans awarded
Weatherization & Energy Efficiency	25 housing units	78%	15	6	23 projects awarded
<i>HOME Investment Partnership Program</i>					
Homeowner Rehabilitation	7 housing units	0%	2	5	7 housing rehab grants awarded
Homebuyer Assistance	10 homebuyers	0%	3	6	9 homebuyers assisted
Acquisition & Rehabilitation	3 units acquired and rehabbed	59%	--	3	8 units acquired and rehabbed, 1 unit underway (3 sold, 4 under contract and 2 for sale)
CHDOs - New Construction	4 housing units	0%	--	2	6 new construction homes built by Habitat for Humanity
CHDOs - Rehab	*Part of 4 units above	NA	--	--	2 apartment complexes rehabbed and completed

Activity	2010-2011 Proposed Accomplishments	% Expended (as of 6/30/11)	2010-2011 Actual Accomplishments		
			Persons Assisted		Total
			<i>Low Income (Less than 50% AMI)</i>	<i>Low to Moderate Income (50 - 80% AMI)</i>	
Homebuyer Club	5 housing units	0%	--	--	7 Homebuyer Clubs members purchased homes with Homebuyer Assistance funds

<b>Racial / Ethnic Composition of Persons Assisted</b>	White (not Hispanic Origin)	21
	Black (not Hispanic Origin)	142
	American Indian / Alaskan Native	2
	White (Hispanic)	5
	Asian / Pacific Islander	0
	Other	0
	<b>Total Persons Assisted:</b>	168
<b>Total Female Headed Households Assisted:</b>	115	
<b>Families with Children:</b>	81	
<b>Elderly Household:</b>	24	
<b>Disabled Household:</b>	2	

### Community Development Block Grant: Community Development Activities

#### Patterson Avenue Extension

The extension of Patterson Avenue from Queen Street to Settlers Landing Road took place in the Olde Hampton neighborhood. The extension is consistent with the Downtown Hampton Master Plan.

Accomplishments: The engineering design for the Patterson Avenue extension is currently underway. The project is expected to be completed by June 2012.

### Section 3 Pilot Program – CDBG

On August 25, 2010, the HRHA Board of Commissioners approved the creation of the HRHA Entrepreneur's Club Program. The HRHA Entrepreneur's Club promotes business development by training low to moderate income residents of Hampton with entrepreneurial and employment training. The goal of the program is to educate participants through classes and educational activities designed to promote business development. Once participants complete the program and are deemed ready to start a business, they are eligible to receive up to \$500 toward qualified business development expenses.



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Accomplishments: During this program year, classes were held at Thomas Nelson Community College. There were a total eighteen (18) applicants, of which eight (8) completed the program and received certificates. Of these participants, three (3) qualified to move on to more advance training.

On June 27, 2011, the HRHA Board of Commissioners approved the expansion of the business development program to include teenagers ages 13-18 years old. HRHA has since developed the HRHA Teenpreneur Program, which will educate and promote business development among teenagers from low to moderate income families.

### Phoebus Improvement League – Phoebus Commercial Revitalization

The CDBG Program funds activities of the Phoebus Improvement League. The Phoebus Improvement League receives CDBG funds to undertake special economic development activities in the Phoebus Business District. The mission of the League is to encourage preservation and rehabilitation of existing buildings, and to stimulate economic development by promoting existing businesses and attracting new businesses to the community to create new jobs.

Accomplishments: During this program year, the PIL held four (4) community meetings as part of their outreach efforts. In addition, two (2) low-moderate income jobs were created in the Phoebus district at the Olde Towne Tavern.

### Little England Chapel Cultural Complex

The planning for the construction of a new facility to replace the existing Newtown Learning Center began approximately seven (7) years ago. Through a series of community meetings, the need for a large facility was identified. The new facility, which will be located at the corner of Ivy Home Road and Kecoughtan Road will contain community meeting space, computers, after-school programs for youth and programs for seniors.

Accomplishments: During this program year, a ground breaking ceremony was held on August 11, 2011. Construction is expected to be complete by summer 2012.

### **Support Services to Neighborhood Center Programs**

A comprehensive listing of the programs and services available to youth in Hampton neighborhoods, through the Community Development Block Grant funded programs listed below. The current plan and service delivery model recently completed its tenth year of operation. 2010-2011 CDBG funding was allocated for operational costs and technical assistance to two neighborhood center programs (Newtown Learning Center and Y.H. Thomas) that serve primarily low and moderate income youth. Programs at these locations are in various stages of development and have received assistance based on their capacity to organize, develop programs, supply material resources, and operate their facilities.

#### *Y.H. Thomas Community Center*

The goal was to provide tutoring and enrichment for 45 low to moderate income youth. This goal was accomplished as enrollment has been steady at approximately 66 students per session and 103 in the Summer Playground program.

#### *Newtown Learning Center*

The goals for this center were as follows:

1. Provide tutoring and enrichment for 60 low to moderate income youth. This goal was accomplished as approximately 120 youth were tutored at two sites.
2. Provide adult computer training to the community to improve the lives of 60 adults and seniors. This goal was accomplished with 65 seniors and adults benefiting.
3. Provide computer and educational training to 10 autistic and/or mentally challenged members in the community and at large. This was accomplished with 12 youth participating.
4. Provide summer enrichment and fun activities to at least 20 youth in the community and at large. This goal was accomplished with 25 participants.

### **3. Describe the manner in which the recipient would change its program as a result of experiences**

During the 2010-2011 Program Year, no changes to the objectives of the Community Development Block Grant (CDBG) Program have occurred. Further, no significant changes to the scope of activities financed with CDBG funds are anticipated.

### **4. Summary of Impediments to Fair Housing Choice**

Fair Housing law prohibits discrimination in access to accommodation or services on the grounds of race, ethnicity, religion, gender and/or disability. Overt housing discrimination, bias and disparate lending practices are not evident in Hampton and the professional real estate organizations take the lead in training and oversight to ensure that the laws are understood and followed. The issues that could inhibit fair housing choice are (1) lack of information on access to housing resources, and (2) assistance if a fair housing violation has occurred.

#### *Analysis of Impediments to Fair Housing Choice*

One of the requirements of receiving CDBG funds is that the City must prepare a Fair Housing Plan every five years. In January and February 2002, the Hampton Roads Community Housing Resource Board's membership (Hampton, Newport News, Norfolk, Virginia Beach, Chesapeake, Suffolk, and Portsmouth) advertised a Request for Proposals

(RFP) for an external firm to conduct a regional Analysis of Impediments to Fair Housing Choice for the Peninsula and Tidewater areas. The analysis of impediments included: an assessment and evaluation of impediments to fair housing, survey of fair housing services, regionally-based recommendations, and post-report training. The plan provided each jurisdiction with a fair housing plan incorporating specific suggestions for opening the housing market in such a way that both citizens and the overall economic health of the region will benefit. The Analysis of Impediments to Fair Housing Choice was completed in December of 2003, and was adopted by Hampton City Council on May 5, 2004.

A summary of the potential impediments identified in the Hampton section of the 2003 Fair Housing Plan is as follows:

*Impediment #1*

While the City of Hampton contains some of the most affordable housing in the region, the review of the census data shows that there is an overlap in areas with concentrations of low income households and those with large numbers of members of the protected classes. Unemployment among minorities and women is higher than among whites and men. Minorities and women also have lower incomes. Lack of affordable housing disproportionately impacts the protected classes because of their higher representation among the low income. In addition to the need for affordable housing, a critical concern is housing opportunities that support the disabled primarily through modifications that improve accessibility and habitability. As shown in the accomplishments achieved by its publicly funded housing programs reported in Part II, through its comprehensive housing programs Hampton has assisted members of the protected classes in greater proportion to their representation in the City's population. The entitlement program has been an effective way to improve housing opportunities for members of the protected classes in the City through expanding the supply of decent affordable housing. Hampton's publicly funded housing program is comprehensive, providing funds to assist with rehabilitation, including improvements that support accessibility and habitability improvements for owners, in addition to home ownership. The home ownership program includes an education component that includes education on fair housing issues. The education program is open to all households. A major housing program offered by Hampton benefiting members of the protected classes is the Wheelchair Ramp Program, which is available to both owners and renters.

*Impediment #2*

Lack of awareness and education about fair housing will continue to be a problem as minority households in the region increase and as more people face disabilities and more disabled persons seek housing outside of institutions. Households need reliable local assistance to ensure their problems are resolved. The City and HRHA have been diligent in notifying the public regarding fair housing issues and making the public aware of the availability of staff to assist them. The Hampton Neighborhood Initiative offers programs that broaden acceptance of diverse groups. There is, however, a continued need for Hampton to include a fair housing component as part of its community development program providing education, outreach, referral, and follow-up regarding fair housing issues.

*Impediment #3*

Some of the regulations applicable to group residences for the disabled as outlined in Part IIB of this *Fair Housing Analysis* may limit siting of the use. Of particular concern is the



three-quarter mile dispersal requirements. The dispersal requirement has the potential of severely limiting the locations available for the development of group residences. Despite the potential impediments, it is noted that there are group homes for the disabled in the City. Also, the review of the complaints shows that there have been no complaints filed with HUD or the State regarding the siting of a group home in Hampton.

### **Actions Taken to Overcome Effects of Impediments**

The City in partnership with the Hampton Roads Community Housing Resources Board has hired the firm of Mullin & Lonergan to update the 2003 Analysis of Impediments to Fair Housing Choice. The new Analysis of Impediments to Fair Housing Choice will be completed in the 2011-2012 program year, and will address the following:

#### *Regional Considerations*

- Taxes
- Public Transit (destination and routes, accessibility)
- Newspaper Advertising

#### *Specific Locality Considerations* (Hampton, Newport News, Chesapeake, Virginia Beach, Norfolk, Portsmouth and Suffolk)

- Lending practices
  - Households by race
  - Conventional loans vs. Government-backed loans
  - Denial of applications
  - High-cost lending
- Public Housing
- Investment of Entitlement Funds
- Public Boards
  - Board of Zoning Appeals
- Zoning
  - Date of Ordinance
  - Residential Zoning Districts and Minimum Lot Sizes
  - Alternative Design
  - Permitted Residential Types
  - Definition of Family
  - Regulations for Group Homes for Persons with Disabilities
- Past and Current Efforts to Affirmatively Further Fair Housing

During the 2010-2011 program year, the City continued to be more proactive with regard to affirmatively furthering fair housing in Hampton. The City undertook the following activities:

- Sponsored a Fair Housing Seminar for Hampton citizens in partnership with the Virginia Department of Professional and Occupational Regulation (DPOR) on April

25, 2011.

- Distributed Fair Housing Booklets to Hampton citizens and CDBG subrecipients.
- Continued to be an active participant on the Hampton Roads Community Housing Resources Board (HRCHRB).

#### *Citizens' Unity Commission (CUC)*

The Citizens' Unity Commission (CUC) is a Commission of the City of Hampton with twenty members appointed by City Council. The Commissioners reflect the racial, ethnic, and geographic composition of the city. The mission of the CUC is to:

- Increase public awareness about diversity issues and concerns.
- Promote the value of racial respect, understanding and harmony.
- Work to create a dialogue among cultural and racial groups.
- Work to dispel myths and misperceptions about various groups.
- Identify and monitor trends that impact diversity issues.
- Provide forums and programs to address citizen's concerns around diversity issues.

The Commission has developed a program that allows interaction among diverse groups and offers opportunities for honest dialogue. Its programs and activities address safety, judicial equity and intercultural communication. The Citizens Unity Commission also offers the Hampton Diversity College which is an eight-week course of multi-media, inter-active diversity education. This eight-week course includes sessions on Diversity 101, Getting to Know and Value Yourself, Work Style Preferences, Managing Generational Issues, Resolving Conflict in a Multicultural Environment and ICO – Inclusion, Control and Openness. These classes are offered to Hampton citizens free of charge.

#### *Equal Opportunity Compliance and Consolidated Procurement Office*

The City's Equal Opportunity Compliance Officer is responsible for ensuring compliance with the Americans with Disabilities Act (ADA) in terms of making city programs, activities and services accessible to the disabled. He also identifies and eliminates practices that tend to have an unlawful adverse impact on protected population groups. The Equal Opportunity Compliance Officer also receives formal complaints and follows litigation in the furtherance of equality.

The Consolidated Procurement Office also plays an important role in outreaching to minority and women owned business enterprises by maintaining a centralized computer inventory of certified minority and women owned business enterprises. The inventory sorts businesses by services, products, business size and ownership by women and/or minorities. Minority and women owned businesses are identified for inclusion in the City's inventory through: 1) referrals from third parties such as the Virginia Office of Minority Business Enterprise or the U.S. Small Business Administration Programs; 2) direct requests from minority and women owned businesses; 3) previous successful experiences with the City; and, 4) affirmative outreach efforts sponsored by the City.

The Hampton City Council adopted a resolution approving the City of Hampton Minority and Women-Owned Business Program Plan. The City Manager reports the City's progress with respect to meeting the goals outlined in the plan to the Purchasing and Procurement Oversight Committee (PPOC) on at least a quarterly basis, and reports to City Council on at least a semiannual basis.

*Economic Development Department: Minority Business Program Office*

The City of Hampton is the first within the Hampton Roads region to have conducted a Disparity Study which revealed that minority and woman-owned businesses were not getting a fair share of the procurement dollars. Consequently, the City has implemented a comprehensive plan to remedy this situation. In partnership with the Purchasing and Procurement Oversight Committee (PPOC) and City leaders, the Minority Business Program Office works to increase opportunities for minority and woman-owned businesses in City procurement activities.

*Minority and Woman-Owned Business Mentor Protégé Program*

The Office administers the Minority and Woman-Owned Business Mentor Protégé Program. This program provides hands-on managerial and technical training for certified minority and woman-owned businesses (M/WBE); matching representatives from more established larger 'mentor' companies with less experienced 'protégé' M/WBE businesses. The program concentrates on developing the financial, managerial and skill level of the protégé designed to transition the firm so that they can successfully compete and participate in the City's bid and construction process. Firms eligible to participate must be certified by the Department of Minority Business Enterprise (DMBE), included in the City of Hampton vendor listing, licensed business for at least five years and have a business location within the City of Hampton.

Mentor businesses are prime contractors that participate or have participated in City contracts. Protégé businesses are certified M/WBE firms that wish to increase work capacity, enhance their skills, and move from subcontractor to prime contractor status. All participants are screened to determine which mentor and protégé would best suit each other's needs, and both sign an agreement indicating the scope of work and responsibilities. Each mentor-protégé pair meets on a regular basis for one year or more depending upon their commitment. Program participants submit a quarterly report to the Minority Business Program office to gauge progress and effectiveness of the program.

The Minority Business Program implemented one mentor-protégé relationship between Gooden Creekmur Construction and Bay Electric Company, Inc. who served as the mentor to this Hampton minority owned business. Gooden Creekmur Construction is certified as a Small woman and minority owned business (SWAM) and as a Disadvantaged Business Enterprise (DBE) which enables the firm contracting opportunities on local, state and federally funded state contracts. Gooden Creekmur Construction was awarded a contract by the City of Hampton as well.

The Minority Business Program has supported many outreach efforts to educate and inform local small businesses about the City program and business incentives.

A focus has been placed on developing partnerships with state and local organizations to provide networking and training for minority businesses. Events this year included; CNU Small Business Institute Conference, Equipping Businesses for Success Institute Conference, Coalition of Minority Transportation Officials Conference, and the Virginia Business Opportunity Fair.

The Minority Business Program staff partnered to support the first Hampton Roads Regional SWAM Conference with the Department of Minority Business Enterprise (DMBE) and the first Service-Disabled Veteran Owned Business Conference with Old Dominion

University (ODU) and the Service-Disabled Veteran Owned Business Council (SDVOSB); which was held at the Hampton Roads Convention Center (HRCC).

*Hampton Redevelopment and Housing Authority (HRHA)*

Hampton also affirmatively furthers fair housing in the programs administered with HRHA and is committed to fairness and equal opportunities for individuals and groups covered by the Fair Housing Act. In cooperation with the Hampton Redevelopment and Housing Authority (HRHA), the City is continually making a conscientious effort to secure small minority owned housing rehabilitation construction firms to participate in the City's housing rehabilitation programs. The Hampton Redevelopment and Housing Authority has incorporated a Fair Housing Rights and Responsibilities component into the Homebuyer Workshops, and a more aggressive marketing campaign of existing programs offered by the City and HRHA has been instituted. In addition, the HRHA has increased its marketing efforts to increase awareness about their rehabilitation programs which can be used to make accessibility modifications.

**5. Obstacles to Meeting Underserved Needs**

The primary obstacle to meeting underserved needs is the limited funding resources available to address identified priorities. In FY 2011, the City of Hampton faced a budget shortfall of \$14 million and had to curtail program offerings 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. Hampton 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 the 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, the City of Hampton has experienced reductions in general funds and non-federal revenues that has left even fewer resources available to address growing needs.

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

**6. Leveraging Resources**

The City of Hampton has been successful in obtaining other public and private resources to address the needs identified in the 2010-2011 Consolidated Housing and Community Development Action Plan. While it is hard to assign a monetary value for several of the resources leveraged (i.e., volunteer hours at neighborhood centers, in-kind labor provided for the wheelchair ramp program, etc.), Hampton was able to leverage over \$1,239,643 in local and state resources and community service agencies to compliment CDBG and HOME-funded programs during the 2010-2011 program year. (See below)

## Summary of Other Resources Leveraged

### *Housing Programs*

The CDBG Program covers the material costs for the Wheelchair Ramp Program; however, the program relies on volunteer labor to construct the ramps. During the program year 10 ramps were constructed by volunteers from the Wythe Exchange Club. Each ramp requires approximately 9 people and 4 hours of construction time. Since volunteer labor is valued at \$22.03/hr, \$7,930.80 was leveraged to support that program.

### *Sponsoring Partnerships and Revitalizing Communities (SPARC)*

The SPARC program provides loans to first time homebuyers. Eligible families receive a ½ to 1% discount on a 30-year fixed rate mortgage. This program is offered in conjunction with Virginia Housing Development Authority (VHDA) and certified lenders in the state of Virginia. The Hampton Redevelopment and Housing Authority received one allocation of SPARC funds in the amount of \$351,687.00 for Affordable Housing and Community Revitalization. During the 2010-2011 program year, the entire allocation was expended on 3 loans.

### *Neighborhood Stabilization Grant (NSP)*

The City was successful in receiving an additional \$300,000.00 allocation of NSP funds from the Virginia Department of Housing and Community Development. Funds were used to acquire, rehab and resell foreclosures in portions of Old North Hampton and Greater Wythe as well as all of Census Tracts 103.08, 104, 118 and 103.04. To date, the City has acquired 15 properties, 10 have been sold, 4 are under contract to purchase and 1 is for sale.

The City has recently completed the draft environmental review record for this project and submitted a request to the Virginia Department of Housing and Community Development (DHCD) to participate in the Neighborhood Stabilization Program 3. The project will consist of acquiring foreclosed homes for rehabilitation and resale in census tracts 103.9, 113, 116 and 118.

### *Curb Appeal*

The Curb Appeal Matching Grant program provides matching grants of up to \$5,000 or 50% of the total costs of improvement (whichever is less) to improve the exterior of properties located in Hampton Housing Venture neighborhoods. These incentives are available to all single-family and duplex residential property owners (owner-occupied and investor) regardless of income. Grants are available for short-term curb appeal projects that can be completed within 6 months and are consistent with the [Curb Appeal Guidelines](#). A minimum of \$500 will be invested in each property, and only one Curb Appeal Matching Grant will be awarded per property. Eligible projects must include one or more of the following elements:

- Architectural Details – Addition, Repair and/or Restoration
- Exterior Paint and/or Façade Cleaning
- Doors and Shutters – Addition, Repair and/or Replacement
- Landscaping
- Decorative Entrance Features (i.e., entrance lighting, mailboxes, house numbers, etc.)
- Decorative Fencing
- Other (evaluated on a case-by-case basis)

This program year the program was expended to the Buckroe neighborhood with a grant maximum of \$3,500. Overall, this program resulted in the award of 55 Curb Appeal Matching Grants for a total City investment of \$160,253. Note: This program is offered residents of the target neighborhoods regardless of income.

*Homebuyer Club and Housing Counseling Services Grant*

The VHDA supplied a grant to the Hampton Redevelopment and Housing Authority through a Memorandum of Understanding in recognition of the Homebuyer Club administered by the Authority. HRHA received a total on \$4,000.00 in program year 2010-2011 to help further the VHDA and HRHA's Homeownership initiatives. As such, HRHA provides classroom workshop training and one-on-one counseling (through the Homebuyer Club) to low to moderate income individuals who have committed interest in becoming homeowners.

**How HUD Funds Obtained Leveraged Other Resources**

In addition to the previous narrative, the City also allocated local funds to the community service agencies that provide services for special needs populations:

- Office of Human Affairs (\$50,000) – The agency plans, develops and implements programs that foster self-sufficiency through educational, social, physical and economic development. The agency's mission focuses on providing services to low income residents to improve their quality of life. The programs that directly benefit Hampton residents are Head Start, Four-Year-Old Initiative, Employment Services, the Peninsula Community Development Corporation and Housing Counseling and Project Discovery for middle and high school students.
- Hampton Ecumenical Lodgings and Provisions (\$32,793) – H.E.L.P. aids low-income people in their efforts to achieve self-sufficiency, reduce their vulnerability to homelessness and poverty by providing comprehensive services which include: emergency shelter, transitional housing, a weekend bag lunch program, a food pantry, a financial assistance program, five month winter sheltering program for the street homeless, and job readiness preparation, education, and referral services.
- Transitions Family Violence Services (\$59,508) – Transitions offers a 24-hour hotline, shelter, crisis intervention, support and advocacy for battered women and their children. They also provide support groups, community education, consultation and outreach services.
- Peninsula Agency on Aging, Inc. (\$45,848) – This organization provides assistance to older Americans (60 years +) who desire to stay in their own homes and communities with maximum dignity and independence for as long as possible.
- Insight Enterprises, Inc. (\$26,190) - A private non-profit agency established to provide services and programs to persons with disabilities.
- FoodBank of the Virginia Peninsula (\$30,729) – This organization partners with neighborhood-based community service efforts to provide emergency food assistance through a variety of programs.
- The Denbigh House (\$15,500) – This organization provides assistance to those suffering from traumatic brain injury.
- The Mayor's Committee for People with Disabilities (16,840) – This agency serves as an advocate for citizens of Hampton with disabilities assuring that they receive the same rights and opportunities as those without disabilities. They develop, support

and conduct educational programs for the public, employers, caregivers and others in the community. They also conduct accessibility surveys to aid them in meeting ADA requirements and monitor/ recommend legislation pertaining to the disable.

- Downtown Hampton Child Development Center (\$100,809) – The DHCDC provides quality, developmentally appropriate preschool programs for children ages three (3) to five (5) years whose parents are pursuing self-sufficiency. It is the designated Hampton site for the Virginia Pre-School Initiative for at risk four year old children.
- Children’s Hospital of the Kings Daughter (CHKD) Child Abuse Center (\$20,581) – The Abuse Center provides compassionate diagnostic assessment (medical and mental health) and treatment services to Hampton children and their families through intervention of various community agencies such as Child Protective Services, Commonwealth’s Attorney, City Attorney and other law enforcement agencies. Forensic interviews are also offered free of charge to all Hampton Roads investigative agencies and families.
- Center for Child and Family Services (\$16,974) – The center enhances the quality of life for families through professional counseling, education and support services. The center provides affordable behavioral health services to families with programs in individual/couple psychotherapy for adults; individual play therapy for children; family therapy; group therapy for men and women involved with domestic violence and debt management and budget counseling.

### **Matching Requirements**

During the program year, the City had an excess match from the prior Federal fiscal year of \$1,275,334.58 in matching resources (see HOME Match Report). After meeting the match liability for the current year (\$275,755.07), the City has \$999,579.51 in excess match that will be carried over to next program year.

### **MANAGING PROCESS**

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

### **Compliance Requirements**

The City administers the Community Development Block Grant (CDBG) and HOME Investment Partnership Program in a manner that complies with all local, state, and federal rules and regulations. The City is routinely monitored by the U.S. Department of Housing and Urban Development (HUD) to ensure that the City is complying with the CDBG and HOME program regulations.

During the program year, City also initiated a community based process to update the Hampton Community Plan (Comprehensive and Strategic Plan). The process began in October of 2010 when City held a kick-off event for the Community Plan Update. Over 200 community stakeholders attended that event, and they provided input into identifying the strategic issues that are the focus of the Community Plan Update. The ten strategic issues are as follows:

- Economic Base, Regionalism, Transportation and Infrastructure
- Community Appearance, Pride and Image

- Housing and Neighborhoods
- Good Government
- Community Health
- Diverse Populations, Youth and Seniors
- Environment and Quality of Life
- Education and Lifelong Learning
- Public Safety
- Comprehensive Waterway Management

In the fall of 2010, community based focus groups were organized to develop a vision statement, goals, and measures of success for each topic area. The focus groups worked from January through April, and the Neighborhood Commission actively participated in those meetings. In addition to the focus group meetings, a website ([www.hamptonvalues.com](http://www.hamptonvalues.com)) was established and two community check-point meetings (March 8, 2011 and May 24, 2011) were held to give the public an opportunity to provide feedback and input into the work of the focus groups.

During this same timeframe, the City also undertook an extensive citizen outreach process regarding the development of the City's FY2012 Operating Budget. In the face of a \$14 million shortfall, the City created even more opportunities for citizens to participate in the budget process. The process kicked-off with Budget Week, a series of public polling events on the budget. The meetings were held as follows:

- Saturday, February 26, 9-11AM, Aberdeen Elementary School
- Tuesday, March 1, 7-9PM, Ruppert Sargent Building
- Thursday, March 3, 7-9PM, Jones Middle Magnet School
- Saturday, March 5, 9-11AM, Hampton Teen Center



The City's budget discussion also included a series of informal, City sponsored budget chats. An online site devoted to this outreach was launched at [www.hamptonvalues.com](http://www.hamptonvalues.com). The site kept citizens informed regarding organizational and informal chats, details on upcoming chats, and the results from chats held.

The basic strategies for housing and community development identified in the 2011-2015 Consolidated Plan focus on improving the condition of the housing stock, increasing homeownership, supporting healthy neighborhoods, and safety/economic development

### CITIZEN PARTICIPATION

1. Provide a summary of citizen comments.
2. In addition, the performance report provided to citizens must identify the Federal funds

made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

## **1. Citizen Comments**

The CAPER draft for FY 2011 was made public for citizens, organizations, non-profits, as well as other stakeholders beginning on August 27, 2011 and ending on September 26, 2011. The draft was available for review at all Hampton Public libraries, City Hall – Community Development Department, 5<sup>th</sup> floor, and on the City's website at [Hampton.gov/neighborhoods](http://Hampton.gov/neighborhoods). The public comment period and public meetings were advertised in the Daily Press on August 27; September 8; September 9; September 13 and September 16. A summary of citizen comments received is included in the appendix.

## **2. Summary of Citizen Participation**

For the past 14 years, Hampton has engaged in grass roots citizen participation at the neighborhood level through outreach, organizing, planning and building partnerships - as contrasted with formal public hearings. In the development of the Consolidated Plan and Annual Action Plan, priority is given to decisions made and input offered through consistent citizen engagement that occurs within the Neighborhood Initiative, including staff attendance at civic association meetings, the Neighborhood Commission, community outreach meetings, and neighborhood planning processes. The City will work in the upcoming program year to update its Citizen Participation Plan to ensure that all interested citizens have an opportunity to participate in the process for developing the Consolidated Plan, Annual Action Plans and Performance Reports.

In addition to these efforts, two (2) public meetings were held to review the CDBG and HOME Programs performance and obtain the views of citizens on housing and community development needs. The first was a public hearing held as part of the Hampton City Council Meeting on Wednesday, September 14, 2011 in City Council Chambers on the 8<sup>th</sup> floor of City Hall. The second was a public meeting held on Monday, September 26, 2011 at 6:30 p.m. in the Community Development Conference Room located on the 5<sup>th</sup> floor of City Hall (22 Lincoln Street). A summary of the citizen comments received is included in the final appendix.

## **INSTITUTIONAL STRUCTURE**

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

## **Overcoming Gaps**

The Community Development Department of the City of Hampton is responsible for managing the vast network of public agencies, private service providers and local nonprofit organizations through which it carried out the Consolidated Plan. This department has had the lead responsibility of coordinating the development of the CP and the development and timely implementation of each annual action plan and CAPER. All City departments work under the policies approved by Hampton City Council and under the direction of the city manager.

In the internal administration of housing assistance and community development, the City of Hampton uses a collaborative process that focuses on neighborhoods, citizen services, public safety, housing and homelessness issues through a series of inter disciplinary organizational teams. The City of Hampton has recently undergone reorganization in order to streamline service delivery in those areas which contribute toward the adopted housing assistance and community development goals. Many of the contributing departments charged with achieving these goals were merged into a new department called Community Development. This department houses the formerly independent departments of Planning, the Neighborhood Office, Codes Compliance, Permits and Land Development Services. This new set of merged departments has assumed the frontline responsibility of administering the City's housing assistance and community development goals and objectives. The division of Housing and Neighborhood Services is responsible for administration of the City's Community Development Block Grant and HOME Investment Partnership Program activities. The Community Development Department has continued to work closely with its partners such as the Hampton Redevelopment and Housing Authority, Police, Fire, Parks and Recreation, Economic Development and Public Works.

The larger integration of the Community Development Department activities with city departments, as well as other partner organizations, is coordinated through the Economic Vitality Cluster headed by an Assistant City Manager.

Other interdepartmental work teams which assist in accomplishing the housing assistance and community development activities include the Site Acquisition Review Committee which selects blighted property for acquisition and monitors reuse of the property for consistency with the neighborhood plans and HUD regulations. The Property Maintenance Division of the Community Development Department administers the blighted structures clearance program which is funded by CDBG and the Capital Budget. The Department of Parks and Recreation provides CDBG funded staff support to neighborhood center programs that serve primarily low and moderate income populations. The Economic Development Department is responsible for job retention and creation strategies, training, workforce development programs and Virginia Enterprise Zones. The Enterprise Zone programs direct new investment and job preferences into low and moderate income areas which are part of the Consolidated Plan's anti- poverty strategy.

The Hampton Redevelopment and Housing Authority (HRHA) is the lead local agency for housing. The City and HRHA coordinate housing policies and plans. The City contracts with the HRHA on an annual basis to administer the entire HOME program and the housing activities funded under the CDBG Program. The HRHA Board of Commissioners is a community-based board appointed by City Council. The HRHA Board establishes program guidelines for housing activities funded by CDBG and HOME, including the approval of

rehabilitation loans, down payment assistance loans, and funding to Community Housing Development Organizations (CHDOs).

HRHA is also responsible for operating and maintaining public housing and operating the Housing Choice Voucher Program in Hampton. HRHA also owns and operates nonsubsidized affordable rental housing in Hampton, assisted in part with CDBG and HOME funding. HRHA also promotes homeownership for qualified public housing residents through self-sufficiency, housing counseling and working with other non-profit housing providers in providing affordable housing. HRHA works with financial institutions, including banks and Virginia Housing and Development Authority (VHDA), on financing of affordable housing activities.

The Hampton Neighborhood Initiative and the Neighborhood Strategic Plan direct the community development policy direction for the Consolidated Plan and action plans and are the responsibilities of the Neighborhood Commission. The Neighborhood Commission is a 21-member body appointed by City Council with representation from neighborhood districts, institutions and businesses, schools, city government and youth.

The Neighborhood Commission reviewed the Consolidated Plan for consistency with the Neighborhood Initiative and the Community Plan. In addition, the Commission approves the Neighborhood Development Fund grant policies and projects. This grant program provides funding to neighborhood-serving organizations to implement neighborhood-based physical improvement projects.

Nonprofit providers are an integral part of the delivery of housing programs and services in Hampton, particularly for the homeless and other special populations. Hampton partners with the Hampton-Newport News Community Services Board, Transitions Family Violence Services, CANDII and others. The City, through its General Fund, assists some of these non-profits with their operational costs; CDBG and HOME funds have been used to assist with capital costs.

The Hampton Roads Planning District Commission (HRPDC), one of 21 Planning District Commissions in the Commonwealth of Virginia, is a regional organization representing this area's sixteen local governments. The purpose of the Planning District Commissions, as set out in the Code of Virginia, Section 15.2-4207 is "...to encourage and facilitate local government cooperation and state-local cooperation in addressing, on a regional basis, problems of greater than local significance." The HRPDC serves as a resource of technical expertise to its member local governments. It provides assistance on local and regional issues pertaining to economics, physical and environmental Planning, and Transportation. The HRPDC staff also serves as the support staff for the Hampton Roads Metropolitan Planning Organization, which is responsible for transportation planning and decision making in the region. As a Virginia Planning District, the HRPDC is also the Affiliate Data Center for our region; providing economic, environmental, transportation, census, and other relevant information to businesses, organizations and citizens.

## **MONITORING**

1. Describe how and the frequency with which you monitored your activities.
2. Describe the results of your monitoring including any improvements.

3. Self Evaluation
  - a. Describe the effect programs have in solving neighborhood and community problems.
  - b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
  - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
  - d. Indicate any activities falling behind schedule.
  - e. Describe how activities and strategies made an impact on identified needs.
  - f. Identify indicators that would best describe the results.
  - g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
  - h. Identify whether major goals are on target and discuss reasons for those that are not on target.
  - i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

### **1. Monitoring Activities**

The City of Hampton has established a comprehensive set of standards and procedures to evaluate its own performance in meeting the goals and objectives outlined in the Consolidated Plan and the Action Plans, as well as the performance of CDBG and HOME sub recipients.

#### **Administrative Monitoring**

The City reports its performance in the annual Comprehensive Annual Performance and Evaluation Report (CAPER). The CAPER contains a summary of program year accomplishments, the status of activities taken to fulfill the strategic plan component of the Consolidated Plan, and an evaluation of progress made to address identified priority needs and objectives during the program year. One key part of the CAPER is the Integrated Disbursement and Information System (IDIS) Reports section. IDIS is a HUD-initiated financial and programmatic grants information management system, driven through a federal central processing unit system located in Washington, D.C., but connected nationally online. The system is a mandatory reporting instrument consistently used by the City. The City's IDIS reports show, in great detail, how the City's CDBG and HOME funds were spent to meet its stated goals and objectives.

The primary vehicle for tracking Neighborhood Stabilization Project progress is the Management Team meeting. These meetings are held monthly in the Community Development Department Conference Room, providing the opportunity to review project elements, to compare the initial timeline with reality and to identify corrective measures if needed to get the project back on track to completion within the determined time frame. The team focuses on the "big picture" to be sure actions taken, or not taken now, will not create delays in the future.

## **Subrecipient Monitoring**

The City maintains a high standard in compliance and monitoring for CDBG and HOME sub recipients. Although the Community Development Department is responsible for managing the day-to-day operations of the City's CDBG and HOME programs and ensures that funds are used in accordance with program requirements, the monitoring of sub recipients is a joint effort between the Community Development Department and the Internal Audit Department. The primary goals of monitoring sub recipients are: (1) to ensure production and accountability; (2) to ensure compliance with CDBG and HOME requirements; (3) to evaluate organizational and project performance, and, (4) to offer technical assistance to sub recipients.

During monitoring, City staff must do three primary things: (1) identify aspects where the funding recipient is performing well, and areas of weak performance, (2) assess the recipient's compliance with program requirements and determine whether the recipient's records are adequate to document compliance, and (3) monitor compliance at the project, program, beneficiary and financial levels. In addition, the Community Development Department and Internal Audit Department staff evaluates the sub recipient's performance in the following areas:

- Activity funding
- Compliance with the terms of the CDBG and HOME Sub recipient Agreement, which established their responsibilities in administering the funds,
- Compliance with CDBG and HOME program requirements, and
- Compliance with Uniform Administrative Requirements

Effective monitoring is not a one-time event, but an ongoing process of planning, implementation, communication and follow-up. Therefore, the City's monitoring activities are distributed throughout the year. City staff strives to conduct an official monitoring of each funding recipient at least one time per program year. Unfortunately, due to the Community Development Department merger and office move, an on-site monitoring was not conducted for all subrecipients during the 2010-2011 program year. Staff has scheduled on site monitoring visits for the HRHA and Phoebus Improvement League for the early part of the next program year.

## **2. Monitoring Results**

The results for the monitoring of the City's funding recipients in the 2010-2011 program year are as follows:

### *Hampton Redevelopment and Housing Authority*

The next monitoring to be performed on the HRHA will be held in October 2011. No findings were reported last year.

### *Phoebus Improvement League*

The next monitoring to be performed on the Phoebus Improvement League has been scheduled for early September 2011.

### Shell Gardens and Monterey Apartments

In May 2011, a monitoring of Shell Gardens and Monterey apartments was conducted. Eight (8) of forty (40) apartments in total were reviewed and inspected at Monterey Apartments and ten (10) of forty-eight (48) were reviewed and inspected at Shell Garden Apartments. The apartments were picked randomly and the HRHA, apartment staff and tenants were notified by the City of Hampton that a monitoring would take place.

Based on the review of tenant files and physical inspections it was determined that both apartment complexes met the HOME program regulations regarding rental project compliance with the following exceptions:

- Tenant Leases – A current tenant lease must be on file for all tenants; expired leases were noted for tenants in Monterey and Shell Gardens. Under the current HRHA policy, if the rent rate does not increase and the tenant decides to stay after the lease expiration date, the tenant is not required to renew the lease agreement. The tenant automatically moves to a month-to-month rent; however, there is no documentation in the lease file which indicated that the tenant is now on a month-to-month rental basis and the terms and conditions of such (rent rate, duration, etc.). The City of Hampton has suggested that the HRHA create new lease agreements for tenants outlining lease agreement terms for month-to-month rentals.
- Physical Inspections – Shell Gardens had one (1) apartment that failed inspection due to the lack of a working air-conditioning unit and heat pump system. This unit was vacant at the time of inspection. A work order was placed and repairs were completed on June 23, 2011.

### **3. Self Evaluation**

The City of Hampton's overall performance during the 2010-2011 program year was consistent with the 2011-2015 Consolidated Plan for Housing and Community Development. As discussed in a previous section, the City met or exceeded a majority of the housing goals set for this program year, and funds still remain in several activities which will enable us to continue meeting our goals. In addition to funds received under the CDBG and HOME programs, the City and HRHA have also effectively leveraged an additional \$1.2 million in other local and state resources to address strategic housing and community development concerns

Tables 1.1 and 1.2 provide an overview of the projected and actual accomplishments for each of the housing activities financed with CDBG and HOME resources this reporting period. They also show how the City of Hampton provides decent housing and a suitable living environment and expanded economic opportunity principally to low and moderate income persons.

### **LEAD-BASED PAINT**

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

Energy efficiency improvements and lead-based paint hazards are addressed as part of all residential rehabilitation projects undertaken with federal funds. A cooperative effort between the Department of Health pediatric, environmental health staff, and the City Department of Codes Compliance addresses the risk of lead-based poisoning in children. The environmental health staff conducts home and property assessments, and the Codes Compliance Department enforces abatement actions to remove lead-based paint from the property. A locally produced pamphlet is also distributed by Health Department staff.

In addition, every child under the age of 6 that is in the care of the Hampton Health Department receives a yearly screening for the presence of lead. If elevated lead levels are found, then additional testing is completed. A LPN then follows the child's progress in accordance with the State protocols regarding elevated lead levels (education, follow-up, home visits, etc.). The LPN also does education on the sources of lead in the home, etc. On occasion, private doctors report cases of elevated lead levels in children to the Hampton Health Department. When this occurs, the LPN follows the same procedures as with Health Department clients. The Health Department keeps statistics on the number of Health Department and private doctor's patients (if reported) with elevated lead levels. Although staff could not release the number of elevated lead cases without authorization, they did indicate that elevated lead levels in children has not been a big issue in Hampton.

Hampton also has an active and coordinated program to identify and to address lead-based paint as part of the rehabilitation program administered by the HRHA. Applicants for loans are provided with a pamphlet about lead-based paint, "Protect Your Family from LEAD in Your Home" prepared by the Environmental Protection Agency. Applicants for rehabilitation loans are required to sign a "Notification - Watch Out for Lead-Based Paint Poisoning" at the close of on-going rehabilitation activities. Housing projects involving the rehabilitation of structures built prior to 1978 are tested for lead-based paint and, when present, required abatement procedures are followed. COMP Grant funds have been utilized to test for and abate lead-based paint hazards in public housing units. CDBG funds will continue to address lead-based paint abatement in residential rehabilitation activities.

## HOUSING

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### HOUSING NEEDS

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

According to the data presented in the Housing Market Analysis of the CP, the supply of affordable housing in Hampton continues to be adequate. Therefore, the City's priority needs focus on improving the quality of the existing housing stock for both renters and owners and enhancing the viability of the neighborhoods in which the housing is located.

During the 2010-2011 fiscal year reporting period, the City of Hampton and the Hampton Redevelopment and Housing Authority (HRHA) utilized CDBG and HOME funds for the continuation of residential rehabilitation activities that assist low to moderate-income homebuyers as well as existing low-income homeowners (refer to table 1.1). See pages five (5) through fifteen (15) of this report for detailed information regarding the City's CDBG and HOME funded housing program accomplishments.

## **SPECIFIC HOUSING OBJECTIVES**

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

See Housing Needs section.

## **PUBLIC HOUSING STRATEGY**

1. Describe actions taken during the last year to improve public housing and resident initiatives.

The Capital Fund Program is an entitlement grant program administered by the Department of Housing and Urban Development (HUD). Funds are provided annually to housing authorities on a formula basis to make capital improvements and to upgrade the management and operations of existing public housing developments. To receive funds, the Hampton Redevelopment & Housing Authority (HRHA) submits a grant package to HUD for special project requests. Based on the availability of funds and the number of public housing units in the housing stock, HUD uses a formula to determine the amount of the grant. These funds are the principal resource to support modernization and improvement projects for the public housing complexes in Hampton.

The Hampton Redevelopment and Housing Authority (HRHA) is required, as part of the Capital Fund Program, to develop an overall needs assessment of modernization, restoration, and revitalization. This on-going evaluation is projected over a five-year period and updated annually. In addition, the HRHA is required to carry out a general survey of each development listing major work categories to be addressed to ensure the long-term viability of the project. In this survey, only physical improvement items of a capital nature are considered. Additional information regarding modernization for these units is included in the Hampton Redevelopment & Housing Authority’s Public Housing Agency Plan.

### *North Phoebus Townhouses, Lincoln Park and Lincoln Towers*

HRHA owns and manages the following public housing developments to provide low/moderate income families with affordable housing: North Phoebus Townhouses (100 units), Lincoln Park (163 units), Lincoln Towers (112 units), and scattered-site single-family homes (20 units). Unit sizes range from one bedroom to five bedrooms. Participants have a choice of paying the lesser of 30% of income for rent or the flat rent based upon the apartment size.

*Langley Village*

HRHA owns and manages the public housing development, which provides 146 units of public housing to low/moderate income elderly persons. Unit sizes range from one to two bedrooms. Participants have a choice of paying the lesser of 30% of income for rent and utilities or the flat rent based upon the apartment size.

*Langley Village II*

HRHA owns and manages the ten unit apartment complex, to provide affordable rental housing to low/moderate income households. Two units are designed for the handicapped. Participants are at or below 60% of the area median income.

*Foot Patrols*

HRHA contracts with the City of Hampton's Police department to provide foot patrols over and above what would normally be provided by the police department. HRHA and the Hampton Police Department coordinate a schedule for officers working in pairs in HRHA public housing communities. Officers provide daily reports to staff. Foot patrol officers have been responsible for apprehending several suspects wanted on felony charges.

*Section 8 and Housing Voucher Program*

The Hampton Redevelopment and Housing Authority administers 2457 Housing Choice Vouchers and Mainstream (for persons with disabilities) Vouchers to assist families with rent and utilities in privately owned rental housing. In addition, the Authority has 135 Veterans Assisted Supportive Housing (VASH) vouchers. Participants pay an average of 30% to 40% of adjusted gross income for rent and utilities. Rental assistance is provided to low/moderate income families at 30% or 50% of median income. The Authority receives subsidy from HUD to pay the remainder of rent.

*Section 8 Homeownership Program*

HRHA administers the Section 8 Housing Choice Voucher Homeownership Program. Twenty-five Housing Choice Vouchers have been set aside to provide homeownership opportunities to Section 8 participants enrolled in the Family Self-Sufficiency Program.

**Public Housing Resident Initiatives**

The mission of HRHA's service programs is to "present opportunities to residents of Authority-owned housing and other program participants to maintain/achieve self-sufficiency and independence". The Authority provides linkages to education, training and employment through partnerships with local service providers. Elderly and disabled residents have access to on-site staff to facilitate their referral to appropriate services. This year, the Authority hired a new Director of Resident Relations and Services, to enhance interactions with tenants.

*Suzanne E. Jones Computer Resource Center*

HRHA received a grant and set-up the Suzanne E. Jones Computer Resource Center to provide residents of Lincoln Park and Lincoln Towers access to computer technology. The resource center has 10 high speed computers with internet access. In addition, through community partnerships, HRHA provides an after school tutor, reading and math specialists, and homework assistance at the center. HRHA received a grant in the amount of \$150,000 to set up the center, which opened in 2003. HRHA partnered with the City of Hampton's 21<sup>st</sup> Century Community Learning Program, a key component in the No Child

Left Behind Act, and also with the Family Preservation Services Inc., which provides After School Therapeutic Program to provide after school programs to the youth. Daily, 15-20 children attend after school programs. The center is located on the first floor of Lincoln Towers.

#### *Family Self-Sufficiency Program*

HRHA offers public housing and Section 8 residents an opportunity to participate in the Family Self-Sufficiency (FSS) Program, which coordinates supportive services and collaborates with other community programs to provide career training and education, job readiness training and employment services, and 1<sup>st</sup> time homebuyer education and opportunities. The HRHA Family Self-Sufficiency staff provides participants with the necessary support to successfully transition off public assistance.

#### *Co-Op II*

The Co-Op II provides an opportunity for young adults, ages 16-21, to learn and develop leadership skills, to prepare for the world of work and to actually become employed. The program began in January 2004 and is composed of work, education and recreation. Participants attend job readiness and customer service workshops, perform community service projects as well as seek and maintain part-time employment.

### **BARRIERS TO AFFORDABLE HOUSING**

#### 1. Describe actions taken during the last year to eliminate barriers to affordable housing.

The City of Hampton is currently in the process of updating its Analysis of Impediments to Fair Housing Choice (AI). Once completed, the document will include several action items that will potentially affect funding priorities and strategies. In the interim, the City will continue activities that upgrade the existing affordable housing stock and promote neighborhood revitalization.

There remains an adequate supply of affordable housing in Hampton. However, much of this stock is aging and in substandard condition. With a full understanding of the local demographic and housing landscape described in the Housing Needs and Housing Market Analysis sections of the CP and the extent to which affordable housing is necessary for community vitality, the City of Hampton has expended considerable effort during the last five years to enhance the quality of affordable housing and improve the viability of neighborhoods. However, an assortment of factors beyond the control of the city has affected the local housing market, including outside forces, inherent barriers and changing circumstances.

Affordable housing barriers for low- and moderate-income residents living in Hampton are the result of a combination of factors including market barriers, physical barriers and a lack of services to certain areas and populations. In particular, these barriers include (but are not limited to) the following items.

- **Market barriers:** The Hampton Roads region has been largely excluded from this decade's housing boom and subsequent bust, as evidenced in the Housing Market Analysis section of the CP. The market's isolation from the large-scale housing crisis hollowing out cities across the country has protected it from a large spike in foreclosure rates. However, the City of Hampton continues to

have, on the average, lower housing values than elsewhere in the region. Lower housing values and market rent rates make multi-family development less economically feasible for investors who need to achieve adequate rentals to retire debt and create a reasonable return. In the end, higher-end housing that could help loosen the market cannot be economically built, and lower-cost development cannot occur without subsidy.

- **Lack of developable land:** The City of Hampton is built-out, with only a few developable parcels remaining. This limits the City's housing development activity primarily to the reuse, recycling or redevelopment of what remains.
- **Potential housing discrimination:** As demonstrated in the Housing Needs section of the CP, Hampton has experienced a rapid and dramatic expansion of diversity during the last 20 years. This demographic shift has created the potential for housing discrimination on the basis of race or origin, which limits fair and affordable housing options for minority households. The potential for limitations on fair housing is being fully analyzed as part of the development of the AI.

The City's policy responses to each of the potential barriers identified above, especially those regarding fair housing, will be updated as part of the Hampton Roads Regional Analysis of Impediments to Fair Housing Choice. The report will combine demographic and housing market information with a review of city laws, regulations and administrative policies, procedures and practices affecting the location, availability and accessibility of housing, along with the public and private conditions affecting housing choice.

Several of the public policies that negatively impact affordable housing in Hampton are not under the control of City government. Nonetheless, the City is an active and supportive partner to area nonprofit housing developers and other organizations involved in the creation of affordable housing opportunities for local residents. In addition to a willingness to work with developers, the City implements several programs and initiatives to address existing barriers to affordable housing that can be supported through the use of federal funds. During the next four years this will include the acquisition, demolition and rehabilitation of abandoned and deteriorated structures, accessibility improvements to existing structures, homeownership assistance and new construction coordinated through CHDOs.

#### **HOME/ AMERICAN DREAM DOWN PAYMENT INITIATIVE (ADDI)**

1. Assessment of Relationship of HOME Funds to Goals and Objectives
  - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
  - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report

- a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women’s Business Enterprises (WBEs).
4. Assessments
- a. Detail results of on-site inspections of rental housing.
  - b. Describe the HOME jurisdiction’s affirmative marketing actions.
  - c. Describe outreach to minority and women owned businesses.

**Not applicable.** The City of Hampton does not utilize other forms of investment not described in 92.205(b).

## HOMELESS

### HOMELESS NEEDS

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

#### 1. Actions Taken Addressing Homelessness

The City participates on the Greater Virginia Peninsula Continuum of Care Council (GVPCCC) which coordinates services and prepares needs statements in an effort to avoid duplication of services and fill gaps in the provision of services and housing. The efforts of the GVPCCC include the cities of Hampton, Newport News, Poquoson, Williamsburg and the counties of James City and York. This Council, which is comprised of area service providers and local government representatives, annually prepares and submits to HUD the Virginia Peninsula Continuum of Care Statement. The prioritized projects in the annual Greater Virginia Peninsula Continuum of Care Statement demonstrate a commitment to service expansion and housing, targeting people with special needs and difficult to engage homeless individuals while maintaining successful gap reduction efforts to avoid creating needs where effective services exist. Targeted populations primarily benefiting from projects include: victims of domestic violence, persons with HIV/AIDS, mental illness, substance abuse disorders, and veterans.

#### 2. Transitioning to Permanent Housing

The Continuum of Care’s (CoC) short-term (12-month) plan to create new permanent housing beds for persons that meet HUD’s definition of chronically homeless is as follows:

LINK of Hampton Roads is currently applying for the 2010 HUD CoC Permanent Housing Bonus. The shelter provider agencies of the Program Monitoring Committee are reviewing those chronic homeless persons currently housed using CoC funds and will transition highly successful persons into non-HUD funded permanent housing, resulting in newly freed up

beds designated to the CH. The Housing Development Corporation of Hampton Roads, a member of the Task Force on Homelessness, will continue to take referrals from homeless service providers and place the chronic homeless clients into permanent housing when funding allows.

The CoC's long-term (10-year) plan to create new permanent housing beds for persons that meet HUD's definition of chronically homeless is as follows:

The service provider agencies that make up the Program Monitoring Committee will continue to apply for and use the Permanent Housing Bonus to create new beds, potentially adding at least 4 such beds each year, or up to 40 over ten years. Key Concepts, Inc. is developing a 70+ bed veteran housing program within the next five years and a portion of those beds will be for the CH. A workgroup has formed between the cities of Hampton and Newport News to investigate the possibility of collaboratively developing another SRO. These developments coupled with the forecasted success of transitioning highly successful CH persons out of PSH and into non-HUD funded permanent housing will create an exit strategy for chronic homeless individuals. The Housing Development Corporation of Hampton Roads, a member of the Task Force on Homelessness, will continue to take referrals from homeless service providers and place the chronic homeless clients into permanent housing when funding allows.

### **3. Homeless SuperNOFA**

Not Applicable.

#### **SPECIFIC HOMELESS PREVENTION ELEMENTS**

1. Identify actions taken to prevent homelessness.

#### **Homelessness Prevention**

The CoC's short-term (12-month) plan to increase the percentage of participants remaining in CoC funded permanent housing projects for at least six months is as follows:

The CoC has exceeded the threshold of 77% and will continue to maintain and look to increase that percentage. Over the next 12 months, with the roll out of the HEARTH Act and its focus on prevention, CoC funded PSH project staff will establish an ad-hoc interdisciplinary team (PSH coordination and assessment team) within the Program Monitoring Committee that will look at client exit data and develop strategies to prevent negative outcomes. The group will also conduct case coordination-meetings around specific clients who are at risk of program failure. This Committee will focus on the support services that are critical for high barrier clients served by PSH programs and successfully link them to other benefit programs and services needed for long-term stability and to prevent relapse into homelessness.

The CoC's long-term (10-year) plan to increase the percentage of participants remaining in CoC funded permanent housing for at least six months to 77 percent or higher is as follows:

*Over the next 10-years the CoC will continue to build a seamless, easy to access network of support systems through collaboration. The Program Monitoring Committee will continue to*

*consistently assess projects and the work performed by the PSH coordination and assessment team to ensure that participants remain in PSH for six months or longer. The Coordinated Services Committee is developing a regional vulnerability assessment tool to help determine the best possible housing placement for each client. This tool will help to identify those high barrier individuals and families who would best benefit from a PSH placement rather than emergency shelter due to the specific circumstances.*

The CoC's short-term (12-month) plan to increase the percentage of participants in CoC funded transitional housing projects that move to permanent housing to 65 percent or more is as follows:

*The CoC has exceeded the threshold of 65% and over the next 12-months will maintain and increase that percentage by continuing to utilize HPRP, the Homeless Intervention Program (HIP) and other state funded programs as resources to assist moving CoC funded TH participants into PH. With regards to the development of affordable permanent housing, the Program Monitoring Committee is collaborating with community housing development organizations such as the Housing Development Corporation of Hampton Roads (HDCofHR).*

*Over the next year the HDCofHR will increase the affordable housing stock. Transitions Family Violence Services is considering transferring a certain number of CoC funded TH beds to PSH beds through the transition in place model. Two CoC funded agencies will explore collaboration to utilize TBRA with HOME funds.*

The CoC's long-term (10-year) plan to increase the percentage of participants in CoC funded transitional housing projects that move to permanent housing to 65 percent or more is as follows:

*A new Day Services Center, focused on housing support, will be established as a joint effort by the cities of Hampton and Newport News. This site will host a variety of benefit programs, including the Housing Broker Team which maintains the affordable housing inventory and places households into permanent housing. It also identifies new housing opportunities with housing development organizations. The CoC will continue to utilize HIP and other prevention and intervention funds to support those in transition to permanent housing.*

The CoC's short-term (12-month) plan to increase the percentage of participants in all CoC funded projects that are employed at program exit to 20 percent or more is as follows:

*The CoC has exceeded the threshold of 20% and will continue to maintain it by utilizing the following short-term plan. Currently, many CoC programs offer at least monthly work readiness classes and are linked to the Virginia Employment Commission, which offers an array of services and benefits for those seeking employment. Utilizing best practice models, the Coordinated Services Committee is looking to establish its first employment/job skills event targeting high barrier participants in both CoC funded and non CoC funded projects. The Task Force on Homelessness keeps the CoC informed about upcoming employment events and support services specifically addressing the skills needed to look for and obtain employment. The Coordinated Services Committee is looking to increase employment opportunities for ex-offenders as well as those with higher employment barriers through targeted job fairs and local training programs.*

The CoC's long-term (10-year) plan to increase the percentage of participants in all CoC funded projects that are employed at program exit to 20 percent or more is as follows:

*The CoC's 10 year plan will be to continue to build upon and strengthen its relationship with employment and training resources available throughout the region as well as establish stronger relationships within the business community. The CoC sees the necessity of creating linkages with local businesses that can offer unique opportunities. The CoC will continue to offer informational sessions and trainings to case managers so they can better locate employment opportunities for their clients prior to exit. With regards to veterans, the Hampton VA has implemented vocational rehabilitation and retraining programs, the Virginia Wounded Warrior Program sponsors job fairs, and other veteran organizations, such as the DAV, offer a Stand Down at least once a year that connects homeless veterans to possible employment opportunities.*

The CoC's short-term (12-month) plan to decrease the number of homeless households with children is as follows:

*Over the last year CoC received two Homeless Prevention and Rapid rehousing program (HPRP) awards. As of 11/4/10, 369 households were served. The Newport News Housing Broker Team (HBT) successfully housed five homeless households with children and prevented 44 from becoming homeless. Shelter Coordination and Assessment Team (SCAT) served 72 households with children. Of that 44 were placed in stable housing with no additional support and 21 were placed in stable housing with additional support (transitional housing, HPRP, HUD-Veteran Affairs Supportive Housing, Section 8, and homeless intervention program). The CoC will continue to work with the HBT, SCAT, the VA, and HPRP, emergency solutions grant, and homeless intervention program grantees to focus efforts on prevention and getting families off the streets and out of shelters. The CoC views this collaborative effort as very effective and will continue this strategy over the next year.*

The CoC's long-term (10-year) plan to decrease the number of homeless households with children is as follows:

*With the implementation of the HEARTH Act over the next 10 years the CoC plans to utilize ESG and other funding sources to prevent and rapidly re-house families with children. The CoC has initiated a regional Prevention Resources Team (PRT) made up of current HPRP providers that will begin planning how the CoC will continue HPRP activities when HPRP funding ceases. The development of a Day Services Center, with a strong housing support component, is a project that two cities within the CoC are looking to establish. This center will provide a real place to obtain housing assistance and support where people can access a variety of services to help maintain their housing and increase their stability. In essence the day service center will be a centralized access point to all forms of support services and housing assistance programs.*

The Continuum of Care's efforts to reduce the number of unsheltered homeless households with dependent children is as follows:

*The CoC counted no unsheltered homeless households with children in the 2010 PIT, which was a 100% decrease from the 2009 count of four. During the last year the CoC, with the assistance from the Shelter Coordination and Assessment Team (SCAT), HPRP grantees, the Newport News Housing Broker Team, and outreach workers, has prioritized placement and assistance for unsheltered homeless households. The CoC recognizes that prevention is a critical*

*component needed to continue success. The CoC has initiated a regional Prevention Resources Team (PRT), made up of current HPRP providers that will begin planning how the CoC will continue HPRP activities through the Emergency Solutions Grant (ESG) and other sources when HPRP funding is depleted. In addition to the PRT initiatives mentioned above, the CoCs outreach plan will: 1) Strengthen ties with public school homeless liaisons to ensure when families present with homelessness or housing crises at the school, the liaisons are equipped with the knowledge and resources needed to address the immediate housing crisis of the family. 2) Continue to promote provider participation on SCAT where families can be staffed and quickly placed into a shelter, transitional housing program, or permanent housing. 3) Increase, maintain, and regularly update information on available resources for this population, ensuring that not only street outreach teams, but every provider agency within the CoC is aware of how to access all available resources.*

The CoC's efforts to identify and engage persons that routinely sleep on the streets or other places not meant for human habitation is as follows:

*Local jurisdictions have a combination of VA, PATH, and other outreach workers who regularly go out on streets, into wooded areas, and other known places not meant for human habitation to engage individuals. All individuals are offered assistance of some sort (food, water, clothing, medical, mental health, etc.). Individuals that are willing to engage are brought into services through a formal intake process. Individuals who choose not to participate are continually re-engaged if they choose to remain on the streets or in other places not meant for human habitation. It is through this process where rapport, a necessity with this hard to serve population, is built. Expansive outreach is conducted in our seasonal emergency shelters. This allows for information to be gathered as to known locations of homeless persons who are not connected to any care or services. Over the last year our PATH program has engaged 114 persons. In addition to the outreach PATH performs, our CoC has established Crisis Intervention Team trainings for local law enforcement (LE) agencies. This training not only assists the LE community on how to approach and deal with the unsheltered homeless who are mentally ill, but also helps to strengthen the relationship between LE, mental health providers, and homeless service providers. Lastly, our Veterans Justice Outreach program goes to our local jails and diverts veterans to treatment programs or transitional housing.*

### **EMERGENCY SHELTER GRANTS (ESG)**

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).
2. Assessment of Relationship of ESG Funds to Goals and Objectives
  - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
  - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.
3. Matching Resources
  - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.

4. State Method of Distribution
  - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
  - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
  - b. Homeless Discharge Coordination
    - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
  - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

**Not applicable.**

## COMMUNITY DEVELOPMENT

### COMMUNITY DEVELOPMENT

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
  - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
  - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
  - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.
2. Changes in Program Objectives
  - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.
3. Assessment of Efforts in Carrying Out Planned Actions
  - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
  - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
  - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives
  - a. Indicate how use of CDBG funds did not meet national objectives.
  - b. Indicate how did not comply with overall benefit certification.
5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
  - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.

- b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
    - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.
  6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
    - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
    - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
    - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.
  7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
    - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.
  8. Program income received
    - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
    - b. Detail the amount repaid on each float-funded activity.
    - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
    - d. Detail the amount of income received from the sale of property by parcel.
  9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
    - a. The activity name and number as shown in IDIS;
    - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
    - c. The amount returned to line-of-credit or program account; and
    - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.
  10. Loans and other receivables
    - a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
    - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
    - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
    - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.

- e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.
11. Lump sum agreements
- a. Provide the name of the financial institution.
  - b. Provide the date the funds were deposited.
  - c. Provide the date the use of funds commenced.
  - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.
12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
- a. Identify the type of program and number of projects/units completed for each program.
  - b. Provide the total CDBG funds involved in the program.
  - c. Detail other public and private funds involved in the project.
13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Owing to the diverse nature of the residents living in Hampton, the City’s non-housing community development needs are varied and disparate, but there are some common elements. There are needs for public infrastructure improvements and neighborhood facility improvements throughout the area. In addition, there are significant social service needs that are not adequately addressed.

Primarily, the City of Hampton is concerned with stabilizing and revitalizing its LMI neighborhoods. A neighborhood where the housing stock as a composite mirrors the average housing values of the region is economically stable and can attract private-sector investment. This arrangement is a sustainable one, in which a neighborhood becomes less dependent on scarce local government resources.

An additional issue is the limited reach of public transit, which makes transportation for those with lower incomes and those without cars a significant problem, ultimately leading to limited access to employment centers, health care centers and other goods and services. There are also economic development needs within the area. However, the limited amount of CDBG resources and the extensive competing demands for these resources severely restricts the number and type of projects that can be undertaken. Beyond these broad categories, there are specific needs within neighborhoods such as economic revitalization, street improvements, streetscape improvements, sidewalk improvements, removal of architectural barriers and parks and recreation improvements.

### **Support Services to Neighborhood Center Programs**

A comprehensive listing of the programs and services available to youth in Hampton neighborhoods, through the Community Development Block Grant funded programs listed below. The current plan and service delivery model recently completed its tenth year of operation. 2010-2011 CDBG funding was allocated for operational costs and technical

assistance to two neighborhood center programs (Newtown Learning Center and Y.H. Thomas) that serve primarily low and moderate income youth. Programs at these locations are in various stages of development and have received assistance based on their capacity to organize, develop programs, supply material resources, and operate their facilities. Accomplishments for the program year were as follows:

*Y.H. Thomas Community Center*

The goal was to provide tutoring and enrichment for 45 low to moderate income youth. This goal was accomplished as enrollment has been steady at approximately 66 students per session and 103 in the Summer Playground program.

Income characteristics (Source: 2000 US Census)

- 82% low to moderate income
- 52% of the adults have not finished high school
- 81% of adults have only a high school diploma
- 48% rental rate
- The largest proportion of the homes were built in the mid 1960's

Activities offered: (total participation 16,153)

- After School Program – 53
- My Life My Legacy – 25
- Faith Bases Basketball League – 1,095 approximately
- Dine and Have a Good Time Family Night – 63
- Stand Down for Disabled and Homeless Veterans – 333
- Open Recreational Basketball – 456 approximately
- Basketball Practice for Y.H. Thomas Athletic Association – 300 approximately
- Cheerleading and Dance Practice – 1,041
- Summer Playground Program – 103
- Summer Bridge Program – 64
- Hope For the Holidays – 50 approximately
- Feed the Need Thanksgiving Dinner – 105 approximately
- Kids Café – approximately 7,200 meals and snacks served
- Architect of Change Tutorial Program – 14
- Ice Cream Social Football – 41
- Academic Athletics – 183
- Strengthening Families Program – 85
- Computer Class – 3

Hours of Operation

- Monday – Friday 9am – 6pm, until 9pm during basketball season and faith based basketball league
- Fridays 6 – 9pm, Saturdays 5 – 8pm and Sundays 6 – 8pm (varied based on volunteers scheduled program)

Partners

- Y.H. Thomas Athletic Association
- My Life My Legacy
- Old North Hampton Community Organization

- Hampton Parks and Recreation
- Prevention Services Hampton Newport News Community Services Board
- Architects of Change
- Elton Brown's First and Goal Foundation
- Hampton City Schools
- In-Sync Partnerships
- Kevin Swann Ministries
- Kevin Owens/Academic Athletics
- Inspiring Minds Youth Development Center
- Food Bank for the Virginia Peninsula
- Lackey Saunders Co., Inc.
- Hand-In-Hand, Inc.
- Hampton City Schools

Other State, Local and Federal Resources Leveraged or Utilized

- Hampton Newport News Community Services Board Strengthening Families Program Funding - \$5,495.00
- Utilized federal work study students from E.C.P.I. and M.C.I. to run the Summer Bridge Educational Program
- Approximately 3,400 hours of volunteer service hours to support the above mentioned programs.

*Newtown Learning Center*

The goals for this center were as follows:

5. Provide tutoring and enrichment for 60 low to moderate income youth. This goal was accomplished as approximately 120 youth were tutored at two sites.
6. Provide adult computer training to the community to improve the lives of 60 adults and seniors. This goal was accomplished with 65 seniors and adults benefiting.
7. Provide computer and educational training to 10 autistic and/or mentally challenged members in the community and at large. This was accomplished with 12 youth participating.
8. Provide summer enrichment and fun activities to at least 20 youth in the community and at large. This goal was accomplished with 25 participants.

Income Characteristics (Source: 2000 US Census)

- 66% low to moderate income
- 22% of adults do not have a high school diploma
- 49% of adults only have a high school diploma
- 41% rental rate
- The majority of homes were built before 1949

Activities offered (total Participation 1,485)

- Tutoring and Homework Assistance – 45
- Thanksgiving Food Drive/ Feed the Needy – 6 families
- Christmas Open House/ Community Outreach – 60
- Book Club (Reading Development Program) – 20
- Newtown Science/ Water Project – 30
- Smart Ones (Autism) Computer Classes – 12

- Senior Nutritional Classes/ Training – 15
- Fit Kids – 30
- VA Cooperation Nutrition – 120 in 4 classes
- Clean and Green – 30
- Hampton History Discovery Project – 30
- Bookmobile – 27
- Summer Playground Camp – 23
- Kids Café – 715 meals served
- Newtown Junior Golf – 20
- Teen Center Partnership Beautification – 10
- Newtown Youth Leadership Group – 8
- Open adult computer lab (Mondays 10am – 12pm) – 20
- Community outreach and back to school – 150

#### Number of Children Participating in Programs at Each Center

- Newtown – 45
- New Life – 60
- Six House – 20

Note: Due to limited space at Newtown (building maximum occupancy 25), the center now runs two sessions at Newtown, as well as, additional outside programming.

#### Hours of Operation

- Monday – Friday 9am – 6pm
- After School Programs: Monday – Thursday 2:30pm – 6pm
- Adult computer class: Monday – Friday 9am – 1pm, Tuesday, Wednesday and Thursday 7pm – 9pm
- Senior nutritional class/training – Friday 9am – 12pm

#### Partners

- New Life Community Development Corporation

#### Other State, Local and Federal Resources Leveraged or Utilized

- 21<sup>st</sup> Century Community Learning Center Program
- Hampton City Schools
- Teachers from Hampton City Schools
- The Food Bank

#### **Patterson Avenue Extension**

The extension of Patterson Avenue from Queen Street to Settlers Landing Road took place in the Olde Hampton neighborhood. The extension is consistent with the Downtown Hampton Master Plan.

Accomplishments: The engineering design for the Patterson Avenue extension is currently underway. The project is expected to be completed by June 2012.

### **Section 3 Pilot Program – CDBG**

On August 25, 2010, the HRHA Board of Commissioners approved the creation of the HRHA Entrepreneur’s Club Program. The HRHA Entrepreneur’s Club promotes business development by training low to moderate income residents of Hampton with entrepreneurial and employment training. The goal of the program is to educate participants through classes and educational activities designed to promote business development. Once participants complete the program and are deemed ready to start a business, they are eligible to receive up to \$500 toward qualified business development expenses.

Accomplishments: During this program year, classes were held at Thomas Nelson Community College. There were a total eighteen (18) applicants, of which eight (8) graduated and received certificates. Of these participants, three (3) qualified to move on to more advance training. The annual goal was to assist 40 participants; funds still remain to continue the program in the upcoming program year.

On June 27, 2011 the HRHA Board of Commissioners approved the expansion of the business development program to include teenagers ages 13-18 years old. HRHA has since developed the HRHA Teenpreneur Program, which will educate and promote business development among teenagers from low to moderate income families.

### **Phoebus Improvement League – Phoebus Commercial Revitalization**

The CDBG Program funds activities of the Phoebus Improvement League. The Phoebus Improvement League receives CDBG funds to undertake special economic development activities in the Phoebus Business District. The mission of the League is to encourage preservation and rehabilitation of existing buildings, and to stimulate economic development by promoting existing businesses and attracting new businesses to the community to create new jobs.

Accomplishments: During this program year, the PIL held four (4) meetings as part of their outreach. Two (2) low income jobs were created in the Phoebus district.

### **Little England Chapel Cultural Complex**

The planning for the construction of a new facility to replace the existing Newtown Learning Center began approximately seven (7) years ago. Through a series of community meetings, the need for a large facility was identified. The new facility, which will be located at the corner of Ivy Home Road and Kecoughtan Road will contain community meeting space, computers, after-school programs for youth and programs for seniors.

Accomplishments: During this program year, a ground breaking ceremony was held on August 11, 2011. Construction is expected to be complete by summer 2012.

### **Neighborhood Planning & Grant Administration**

Neighborhood Planning provides an opportunity for community members to study their neighborhood and decide how to work together to make it a better place to live, work and play. The process considers physical, social, and civic issues that affect the quality of life in

our neighborhoods. Under this activity, neighborhood facilitators provide coaching, facilitation, and technical assistance to neighborhood organizations and individuals involved in planning/outreach, organizing and projects. This includes: facilitating and recording planning/implementation meetings providing technical support regarding resources, referrals, and general information coaching leaders/team members through planning/implementation process. Priorities and strategies of planning efforts in Buckroe, the North King Street corridor, Newtown, Greater Wythe, Sussex, Old North Hampton, Phoebus, Olde Hampton and Pasture Point have provided valuable guidance to this planning effort. This activity also include CDBG and HOME grant planning and administration.

Accomplishments: During the program year staff convened ten (10) community based focus groups regarding the Hampton Community Plan update. In addition, staff ensured that all CDBG and HOME Program requirements were met.

### **ANTIPOVERTY STRATEGY**

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

The City of Hampton is committed to eliminating poverty through making housing more affordable, preserving the condition and availability of existing housing stock, and helping citizens build assets of all kinds: human, social, financial, physical and natural. To this end, the City and its community partners have incorporated an integrated system of services and programs to meet the various needs of individuals as they progress toward financial self-sufficiency.

In addition to supporting the initiatives of local organizations that serve low-income residents by providing emergency shelter, transitional housing and social services; the city administers programs that aim to mitigate poverty and the problems associated with it. The City has directly impacted some of poverty's primary causal factors – poor-quality housing, expensive housing, lack of education, unemployment, low income and ill health – by utilizing its resources, including housing stock, social services provided by sub recipients, employment opportunities, public health guidance and the educational system. The multiple aspects of the programs run by the City and its sub recipients, when working in concert, have had the ability to reduce the number of households with incomes below the poverty level.

The City of Hampton's chief anti-poverty objective is to provide families with the opportunity to improve their economic conditions through prevention and intervention investments. Indirectly, almost any initiative that improves the economic base, job skills and health of the community has contributed to anti-poverty efforts, but only strategies directed, at least in part, specifically to that population group will be included as anti-poverty strategies. The City's strategies achieving this include the following:

- Supporting the Healthy Family Partnership. Hampton's key strategy for breaking the cycle of poverty is by providing services as a partnership between the public and private sectors to ensure that every child in Hampton is born healthy and enters school ready to learn.
- Creating new jobs in sectors where pay rates are above minimum-wage rates to increase opportunities for low-income workers to move into higher income ranges.

New job creation combined with already low unemployment rates will add significantly to employment prospects in Hampton.

- Providing job training and support as a partnership with other agencies and the private sector. When the number of new jobs increases, employment prospects improve for everyone. An impediment to employment and work progress for many low-income residents is a lack of skills or resources to secure and maintain employment. All agencies involved in anti-poverty strategies and economic development place a high priority on the need for employment training. The emphasis has shifted to include both job skills training, which enable the unemployed and those on welfare to take a job in a specific industry, and general skills that enable people to maintain employment.

More specifically, the City addressed, and will continue to address, poverty prevention and mitigation through the following activities, none of which are funded with the City's CDBG or HOME allocations.

- The Peninsula Chamber of Commerce has focused on workforce development in response to a need for skills training in the area of timekeeping, personal appearance and interpersonal skills. The Chamber provides a conduit linking business, industry and government needs with the education providers through a School to Work program and its workforce development initiatives.
- The Greater Peninsula Private Industry Council, through funding from the Job Training Partnership Act, offers courses on various job training skills such as secretarial, medical office clerks, security guard, manufacturing and home-building skills such as carpentry, masonry, plumbing, wiring and HVAC.
- The Peninsula Workforce Development Center (PWFDC) is a joint effort of Hampton, Newport News, Poquoson, Williamsburg, James City County, York County and Thomas Nelson Community College (TNCC). It provides employer-driven workforce services designed to prepare the Peninsula's citizens to be productive members of a world-class workforce. PWFDC provides customized training, professional and industry certifications, skill assessments and much more. The One-Stop Career Center provides a comprehensive set of employment, education and training services for employers, employees, job seekers and students.
- The Center for Child and Family Services also provides services that complement Hampton's strategies to prevent poverty. The Center provides counseling and referral services to individuals, families and organizations. It sponsors Consumer Credit Counseling Services of Hampton Roads, which provides debt management, budget counseling, reverse mortgage counseling and representative payee services. In addition, the Center sponsors VisionPoint, a career development program to help prepare youth ages 14-21 for productive adult lives. Youth explore careers, develop employable skills and are linked with adult education following high school.

## NON-HOMELESS SPECIAL NEEDS

### NON-HOMELESS SPECIAL NEEDS

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

### Priorities and Specific Objectives

The City of Hampton has continued to serve its special-needs populations, as specifically described in the following section, through a strong regional network of public, private and nonprofit housing and service providers. In particular, the City promoted physically accessible housing through partnerships with nonprofits, appropriate agencies and advisory committees in Hampton.

The Continuum of Care's (CoC's) efforts in coordinating with and/or assisting in the development of local discharge planning policies that ensure persons are not routinely discharged into homelessness, including the streets, shelters, or other McKinney-Vento homeless assistance housing programs is as follows:

Virginia Department of Social Services (VDSS) established a service plan policy for children with legal goals of Independent Living. Policies and procedures are outlined in the foster care policy manual. Local Departments of Social Services (LDSS) Social Workers are required to develop a Transitional Living Plan to submit with the Foster Care Service Plan for children with the goal of Independent Living which specifically outlines how the child will learn to house, feed and economically support himself and what LDSS services are needed for a successful transition to adulthood.

#### Health Care:

Discharge Planning staff in area hospitals and free clinics working within the GVPCCC have established region-wide practices based upon protocols previously established with CANDII (Children's AIDS Network) around HIV/AIDS discharges. The homeless provider agencies are working with ACCESS Partnership, a regional non-profit that advocates for healthcare for low-income and uninsured individuals who are HIV positive, to develop a more formalized approach to comprehensive health care access and referrals.

#### Mental Health:

Virginia Department of Behavioral Health and Developmental Services (DBHDS) has long established discharge planning policy and protocols requiring all local Community Services Boards (CSB) to initiate discharge planning at point of individual admissions to state mental health facilities. Policies and procedures are outlined in state institutional policies and procedures manuals. CSB Case Managers are required to arrange non-shelter housing prior to discharge. A GVPCCC member, the Hampton-Newport News CSB, has two Case Managers permanently housed in the regional state hospital and local medical centers to meet weekly with the care coordination team at the hospital, plan for discharge, and coordinate housing and services upon approval for discharge. Housing placement is required in the individual discharge plans.

**Corrections:**

State and Federal correctional facilities have protocols in place and transition teams to assist with housing for inmates upon discharge. The State Department of Corrections (DoC) issued protocols in 2005 to specifically include housing needs in discharge plans. DoC directs inmates to the Probation and Parole District from which they were sentenced upon release to assist with housing needs. Any available local resources or a contract Community Residential Program (halfway house) is used if the inmate meets admission criteria.

Districts have some limited emergency assistance funds for those that do not meet admission criteria. Correctional Counselors are required to do a home plan for each inmate as soon as he or she is in the system. Currently, the three local jails do not have official policies that address discharging into homelessness; however the Task Force and Commission on Homelessness will be working towards this. The CoC has four programs that assist in the coordination of discharge or offer diversion programs for veterans, offenders with mental health and/or substance abuse issues, and those who are HIV positive. A Veterans Justice Outreach Program diverts veterans to treatment programs or transitional housing. The Hampton-Newport News Community Services Board and the VA also have a joint jail diversion program for veterans who have mental health and/or substance abuse issues. The Home and Health program does discharge planning for HIV positive offenders.

All of the City's program offerings that are supported by federal funds were 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 the Section 3 entrepreneurial and employment training for Housing Choice Voucher holders, public housing residents and hundreds of at-risk youth who will benefit from the City's investment in its neighborhood center programs.

In FY 2011, the City carried out the following program activities related to special-needs populations:

- **Section 3 Pilot Program**  
A program to assist Public Housing and Housing Choice Voucher residents with entrepreneurial and employment training.  
*Funding:* \$32,400 (CDBG)  
*Annual Goal:* 40 public housing and Section 8 residents
  
- **Support Services to Neighborhood Center Programs**  
Operational costs and technical assistance to neighborhood center programs at Newtown and Y.H. Thomas Community Center.  
*Funding:* \$130,000 (CDBG)  
*Annual Goal:* 340 youth
  
- **Wheelchair Ramp Program**  
This program provides lumber and other materials for low-to-moderate income residents in need of wheelchair access to their home.  
*Funding:* \$20,000 (CDBG)  
*Annual Goal:* 8 ramps

➤ **Teenpreneur Club**

A new program approved by the HRHA Board of Commissioners on June 27, 2011 as an expansion of the business development program to include 13 – 18 year olds. This program will educate and promote business development among low to moderate income teenagers.

**SPECIFIC HOPWA OBJECTIVES**

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives  
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
  - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
  - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
  - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
  - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
  - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
  - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
  - a. Grantee Narrative
    - i. Grantee and Community Overview
      - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
      - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
      - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
      - (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
      - (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations

- (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
- ii. Project Accomplishment Overview
  - (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
  - (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
  - (3) A brief description of any unique supportive service or other service delivery models or efforts
  - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
- iii. Barriers or Trends Overview
  - (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
  - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
  - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
- b. Accomplishment Data
  - i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
  - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

**Not applicable.** The City of Hampton is not a HOPWA recipient.

#### OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

**Not Applicable.**