

## City of Alexandria, Virginia

## MEMORANDUM

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4-13-02

DATE: APRIL 8, 2002

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER ~~S~~

SUBJECT: PUBLIC HEARING ON THE DRAFT ONE-YEAR ACTION PLAN FOR HOUSING AND COMMUNITY DEVELOPMENT FOR FY 2003

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**ISSUE:** Public Hearing on the City's Draft One-Year Action Plan for Housing and Community Development for FY 2003.

**RECOMMENDATION:** That City Council:

- (1) Conduct a public hearing on the Draft One-Year Action Plan for Housing and Community Development for FY 2003, which includes the City's application for Federal Fiscal Year 2002 funding for \$1,241,000 in Community Development Block Grant (CDBG) monies and \$671,000 in Home Investment Partnerships Program (HOME) monies; and
- (2) Docket the Action Plan and Community Development Block Grant and Home Investment Partnerships Program applications for final Council consideration on May 14, 2002.

**BACKGROUND:** The Draft One-Year Action Plan for Housing and Community Development has been prepared in accordance with regulations set forth by the U.S. Department of Housing and Urban Development (HUD). These regulations require that participants in certain HUD programs, including but not limited to the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) programs, develop and submit a one-year update to their five-year strategic Consolidated Plan for Housing and Community Development. The City's current Consolidated Plan, which defines the City's strategy for addressing housing and community development needs from 2000 through 2005, was approved by Council on May 23, 2000.

**DISCUSSION:** The Draft One-Year Action Plan for FY 2003, which was distributed for public review on April 1, describes the activities to address the City's priorities for affordable housing, homeless services, and community development for the third year of the five-year Consolidated Plan term. Generally speaking, these priorities are (1) to expand affordable

homeownership opportunities for low- and moderate-income households; (2) to preserve the 1,150 assisted rental housing units covered by Resolution 830;<sup>1</sup> (3) to preserve other publicly-assisted housing by encouraging private owners faced with expiring project-based rental assistance contracts to pursue options that do not require tenant displacement (e.g., contract renewal, acceptance of tenant-based assistance); (4) to support, on a case-by-case basis, the development and preservation of affordable rental housing for households with incomes up to 60% of area median income, subject to consistency with other City priorities; (5) to continue support for existing facilities and services for the homeless, individuals with special needs, and other low- and moderate-income persons; and (6) to consider other housing and supportive service activities on a case-by-case basis. The income limits applicable to FY 2003 activities can be found on page 8 of the Action Plan (Attachment I).

The Draft Action Plan also includes other priorities for economic and community development that are based on the City's approved Capital Improvement Program and planned Community Development Block Grant activities, and other housing-related actions to be taken in response to the recommendations of the Affordable Housing Task Force that were approved by Council on February 26. In addition, the FY 2003 Action Plan includes language modifying two priority levels set forth in the Five-Year Plan. These changes include the following:

- ▶ Prioritization of Assistance to Renters. In the Five-Year Consolidated Plan, the City assigned a low priority to assistance for renters earning between "51% and 80% of area median income," a HUD category that is actually "capped" at the national median income (currently \$54,400), which is actually 59% of the current area median income (\$91,500). In keeping with the Affordable Housing Task Force recommendations adopted by City Council on February 26, 2002, which support the development or preservation of affordable rental housing for households up to 60% of area median (currently \$54,400 for a family of four), the FY 2003 Action Plan amends the priority assigned to renters in this income range from low to medium. Strategies for assisting rental housing for this population, as identified in the Action Plan, include affordable housing plans, the acquisition and/or rehabilitation of existing housing, and supporting applications by others (e.g., applications for the development of tax credit projects), under certain conditions. The factors to be considered in determining whether to approve such projects has been expanded to include consistency with City land use policies.
- ▶ Prioritization of Homeless Needs. The Five-Year Consolidated Plan adopted the priorities established by the Homeless Services Coordinating Committee (HSCC) for various types of services for specific homeless populations. The HSCC is a coalition comprised of representatives from City agencies and private organizations providing services to the homeless in Alexandria which meets monthly to share information and

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<sup>1</sup> Resolution 830 is the joint agreement between City Council and the Alexandria Redevelopment and Housing Authority that none of the 1,150 units of public housing in existence at the time the Resolution was adopted in 1982 would be demolished without replacement.

coordinate service delivery. One of the HSCC's responsibilities is the development of the annual Continuum of Care for Homeless Services, a planning document required by HUD which describes the services and programs to be provided by the Alexandria community to address the needs of homeless persons. In developing the Continuum of Care plan each year, the HSCC analyzes gaps in homeless services based on a one-day "point in time" count of the homeless in Alexandria. The Draft FY 2003 Action Plan reflects a change in the priority for emergency shelter from low to medium. As a result of this year's point-in-time count, the Committee has changed this priority from low to high. However, while staff understands the Committee's position that factors such as the downturn in the regional economy and the economic impact of the events of September 11 have increased the need for emergency shelter, staff considers a priority of medium to be more appropriate, as the City's budgetary approach, initiated in FY 2002, is to use recently initiated transitional housing efforts as a means of freeing up emergency shelter beds.

The Draft Action Plan for FY 2003 describes the affordable and supportive housing, homeless, and non-housing community development activities to be carried out in the one-year period July 1, 2002 to June 30, 2003. It includes an estimate of the federal, state, local and private resources that are expected to be available, and to be committed, during FY 2003, as well as the number of persons and/or households to be assisted with these funds. The funding levels for FY 2003, and the activities to be undertaken, are discussed beginning on page 7.

#### **Federal FY 2002 CDBG and HOME Funding (Including Carryover Monies)**

As stated previously, the FY 2003 Action Plan serves as the City's Federal Fiscal Year (FFY) 2002 applications to HUD for monies awarded under the CDBG and HOME programs. Since 1975, the City has received an annual entitlement grant under the CDBG program to be used for locally-developed activities designed to benefit low- and moderate-income persons and neighborhoods or address the removal of slums and blight. Alexandria's FFY 2002 CDBG grant, in the amount of \$1,241,000, will be the 28<sup>th</sup> annual grant received by the City. It will be augmented with an estimated \$473,000 in carryover monies and an estimated \$16,783 in federal program income, providing a total of \$1,730,783 in CDBG funds available for FY 2003. Of this total, \$1,558,783 is allocated to the Office of Housing, and the remaining \$172,000 is allocated to the Department of Human Services to cover the operation of the Eviction Assistance and Furniture Storage Program, the Transitional Assistance Program and the Winter Shelter Program.

Since FY 1993, the City also has received annual allocations from the Home Investment Partnerships Program, which provides additional resources for housing activities. The City will receive a grant of \$671,000 in FFY 2002 HOME monies for the City's FY 2003, to be used along with \$135,473 in local matching funds,<sup>2</sup> \$582,250 in carryover funds (including matching

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<sup>2</sup> The HOME program requires the City to contribute local matching funds, equal to 25% of the non-administrative grant expenditures, from non-Federal sources to be used only for HOME-funded activities.

monies), and an estimated \$16,191 in other matching monies, for a total of \$1,404,914.

The Draft Action Plan for FY 2003 contains CDBG and HOME activities continuing from prior years, including the recently approved housing development fund that is being initiated in the current year. There are no new CDBG or HOME activities in FY 2003, other than the specific initiatives to be supported with the HOME portion of the new fund. The CDBG and HOME budgets are summarized on in Tables B and C (respectively) of Appendix I to the Draft Action Plan.

**FISCAL IMPACT:** Upon approval of the Action Plan, HUD will appropriate a total of \$1,912,000 in new federal funding to the City for FY 2003, including \$1,241,000 in CDBG funds and \$671,000 in HOME Program funds. (It should be noted that this amount is dependent upon federal appropriations and may change prior to July 1.)

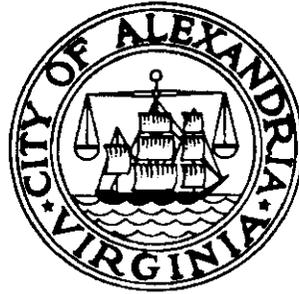
**ATTACHMENTS:**

Attachment I: Draft One-Year Action Plan for Housing and Community Development for FY 2003

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**City of Alexandria, Virginia  
CONSOLIDATED PLAN FOR HOUSING  
AND COMMUNITY DEVELOPMENT**



**DRAFT  
One-Year Action Plan  
July 1, 2002- June 30, 2003**

**ALEXANDRIA CITY COUNCIL**

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# CITY OF ALEXANDRIA FY 2003 ACTION PLAN

## ■ Introduction

The City of Alexandria's One-Year Action Plan for the period July 1, 2002 to June 30, 2003 reflects the strategies, priorities and objectives for the third year of the City's 2000-2005 Consolidated Plan for Housing and Community Development.

The One-Year Action Plan consists of several sections:

- ▶ Section I, "Summary of the 2000-2005 Consolidated Plan for Housing and Community Development," provides a brief synopsis of the City's current Consolidated Plan, including specific objectives for housing, human services, and community and economic development activities to be carried out during the Consolidated Plan period.
- ▶ Section II, "Planned Activities to be Undertaken," describes the City's priorities for FY 2003, the third year of this Consolidated Plan term. Section II provides a brief description of the pertinent programs and services to be provided in the Alexandria community during FY 2003, and an estimate of federal, state, local and private resources expected to be available and committed during the year. For FY 2003, the City will continue to provide an array of services designed to work toward its highest priorities of increasing homeownership opportunities, fostering self-sufficiency, and providing its fair share of housing, health and human services relative to other jurisdictions in the region. In addition, this document describes changes to housing-related programs and services provided by the City as a result of recommendations made by the City Manager's Affordable Housing Task Force and adopted by the Alexandria City Council in February 2002.
- ▶ Section III, "Other Activities to be Undertaken," describes the City's actions to address poverty, remove barriers to affordable housing, address the presence of lead-based paint in the community, and to provide a coordinated service delivery system to address the needs of low- and moderate-income persons.
- ▶ Appendix I serves as the City's application for Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) program funds, and sets forth the City's proposed uses for \$1,241,000 in FFY 2002 CDBG funds and \$671,000 in HOME Program funding.
- ▶ Appendix II provides a summary of the citizen input on the Action Plan received from the Alexandria community, and the City's responses to citizen questions and comments.
- ▶ Appendix III includes maps of the City which identify the general locations of public and assisted housing developments, emergency shelters, and special-needs housing facilities.

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## ■ Action Plan Development Process

### Citizen Participation Plan

As required by HUD, the City of Alexandria developed its current Citizen Participation Plan in 1995. The purpose of the Citizen Participation Plan is to ensure that Alexandria residents, particularly low-income persons and those living in the City's targeted revitalization areas, have an understanding of their role in the development, implementation and assessment of housing and community development activities, and participate in the formulation of the Consolidated Plan, annual Action Plans, program amendments and the annual Consolidated Annual Performance and Evaluation Report (CAPER). In order to disseminate information on housing and community development activities, the Office of Housing maintains a list of organizations whose membership or clientele may be affected by the Consolidated Plan and/or CDBG- and HOME-funded activities. The list includes the following types of organizations:

- ▶ City Boards and Commissions with an interest in housing issues or any of the special populations whose housing needs are addressed in the Consolidated Plan;
- ▶ Homeless shelter operators and service providers;
- ▶ Non-profit organizations that provide housing or housing-related services;
- ▶ Civic associations and other local organizations active in current and former CDBG target areas;
- ▶ City-wide and Potomac West area business and economic development organizations;
- ▶ Alexandria-based organizations representing or serving very low- and low-income persons throughout the City, or expressly concerned the addressing the housing and community development needs of such persons; and
- ▶ Other organizations and individuals who have requested to be included on the list.

Prior to adoption of the Consolidated Plan, annual Action Plans and the CAPER, the City makes available to the above organizations, public agencies and other interested parties information that includes the amount of CDBG and HOME assistance that the City anticipates and a description of housing and community development activities that may be undertaken with federal, state and local funds during the time period addressed by the Plan under consideration. A summary of this information is published in two newspapers with general circulation in the City, including one Spanish-language paper. The proposed Plan, amendment(s) or report is distributed to the above organizations, public agencies and interested parties, and is made available for public review at Alexandria libraries and at the Office of Housing. In accordance with federal requirements, the City provides the required 30-day period of time for citizen comments to be received on the Consolidated Plan, Action Plans, performance reports and amendments to programs funded through CDBG and HOME; the CAPER requires a 15-day public comment period.

HUD's Consolidated Plan regulations include a requirement that the City conduct at least two public hearings per year to obtain citizen input. The hearings must be held at two different stages of the program year and together must address housing and community development needs, development of proposed activities, and a review of program performance. The City addresses this requirement by holding one hearing each fall prior to submission of the CAPER to HUD, and again in the spring when

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the draft Consolidated or Action Plan is made available for public comment. The fall hearing is conducted by City staff to allow citizen input on the City's prior-year performance under the CDBG and HOME programs and current housing, homeless and community development needs. The second of the two annual public hearings is held in the spring before Alexandria City Council at one of its regularly-scheduled monthly public hearings. This hearing allows for public comment on the draft Consolidated or Action Plan, including the proposed activities for the upcoming grant year, prior to the Plan's finalization and submission to HUD.

In developing the FY 2003 Action Plan, the City sponsored a public hearing on housing and community development needs on October 28, 2001. The draft One-Year Action Plan was distributed for the HUD-required 30-day public comment period to begin on Monday, April 1, 2002, and a second public hearing, to be conducted by the Alexandria City Council, will take place during the public comment period on April 13, 2002. The public comment period will end on Wednesday, May 1, 2002, and City Council will consider the Action Plan for final approval on or about May 14. Citizen input on the FY 2003 Action Plan is included in Appendix II of the document.

The City provides no less than two weeks' notice to the public of the time, location and subject of these public hearings. As with other CDBG- and HOME-related notices, notices of the public hearings are published in two general-circulation newspapers in Alexandria, one English-language paper and one published in Spanish. If the City anticipates that a significant number of non-English-speaking residents reasonably can be expected to attend a public hearing, translation services will be made available. Public hearings are held in City facilities that are fully accessible to persons with mobility impairments, and requests from persons with other special needs, such as sign language interpreting, are accommodated whenever possible with advance notice.

### **Coordination with Public and Private Entities**

The Office of Housing is the lead agency in the development of the City's Consolidated Plan, Action Plans and CAPER, and obtains information on programs and services from a variety of other public and private entities in Alexandria. Staff of the Office of Housing would like to express appreciation to the following entities who contributed information and input into the development of the FY 2003 Action Plan:

- ▶ the Alexandria Commission on Persons with Disabilities;
- ▶ the Alexandria Economic Development Partnership;
- ▶ the Alexandria Health Department;
- ▶ the Alexandria Redevelopment and Housing Authority;
- ▶ the Commission on Aging;
- ▶ the Department of Human Services;
- ▶ the Department of Mental Health, Mental Retardation and Substance Abuse;
- ▶ the Department of Planning and Zoning;
- ▶ the Department of Recreation, Parks and Cultural Activities;
- ▶ the Department of Transportation and Environmental Services, and
- ▶ the Homeless Services Coordinating Committee.

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## Section I

# Summary of the City of Alexandria 2000-2005 Consolidated Plan for Housing and Community Development

The Consolidated Plan is a requirement of the U.S. Department of Housing and Urban Development (HUD) as a condition of receiving funding under certain federal programs. The overall goal of the Consolidated Plan, as established by HUD and set forth in the regulations, is to facilitate and strengthen partnerships among all levels of government and the private sector to enable communities to provide decent housing, establish and maintain a suitable living environment, and expand economic opportunities, especially for low- and moderate-income persons.

The City's current Consolidated Plan was approved by City Council on May 23, 2000, and covers the time period from July 1, 2000 through June 30, 2005.

### **CONSOLIDATED PLAN SPECIFIC OBJECTIVES**

The collaborating agencies and organizations listed in the Introduction also worked to develop the City's Consolidated Plan five-year strategic objectives. The City's housing, homeless, special needs, and non-housing community development objectives for 2000-2005 include the following:

#### ***Housing Programs and Services***

**Specific Objective 1:** Using CDBG and HOME funds, provide no-interest rehabilitation loans to 75 to 100 households City-wide between 2000 and 2005.

**Specific Objective 2:** Using CDBG funds, bring about the removal of housing blight and other unsanitary conditions in Potomac East and Potomac West through the monitoring of a minimum of 18 properties annually, and the inclusion of additional blighted properties to the Blighting Influences List as needed.

**Specific Objective 3:** Using CDBG funds, investigate, counsel and conciliate an estimated 950 landlord-tenant complaints per year.

**Specific Objective 4:** Using CDBG, HOME and Housing Trust Fund monies, provide assistance to an estimated 100 low- and moderate-income and 140 VHDA-eligible first-time homebuyer households who live and/or work in the City of Alexandria to purchase homes in the City.

**Specific Objective 5:** Using CDBG funds to conduct fair housing testing, identify discriminatory rental housing and/or sales housing practices in the City of Alexandria through an estimated 100 tests per year.

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### ***Homeless Services***

**Specific Objective 1:** Develop a 7-8 bed facility, or allocate 7-8 beds within an existing shelter or transitional housing facility, for difficult-to-serve chronically homeless persons who are also mentally ill, recovering from substance abuse, or dually-diagnosed.

**Specific Objective 2:** Identify additional public or private resources to add the equivalent of 1.5 mental health/substance abuse counselors to provide evening and weekend outreach to the homeless outreach and coverage at shelter facilities.

**Specific Objective 3:** Set aside six beds in existing facilities to provide long-term shelter and health services for homeless persons requiring on-going medical supervision, and develop resources to provide comprehensive health and supportive services for those persons

**Specific Objective 4:** Develop resources to provide transitional housing and comprehensive support services to an additional 131 individuals and 58 families who are homeless, formerly homeless and at risk of homelessness, over the five-year period of the Plan

**Specific Objective 5:** Establish partnerships with local public and private primary and specialty health care providers, in order to expand the availability of affordable health care services to the homeless, to include services during evening and weekend hours and at accessible locations and mobile facilities.

### ***Services for Persons with Special Needs***

- ▶ For persons with mental illness, mental retardation, and/or substance abuse problems:

**Specific Objective 1:** Continue to provide an array of residential and supportive services to persons who are mentally ill, mentally retarded, and/or in recovery from substance abuse.

**Specific Objective 2:** Develop five new group homes with a total capacity of approximately 30 beds to provide permanent residential support services for persons who are mentally ill, mentally retarded, and/or in recovery from substance abuse.

**Specific Objective 3:** Provide 30 tenant-based rental vouchers (Section 8) to enable 30 or more persons with mental illness, substance abuse problems, or dual diagnoses to secure affordable, permanent, supportive housing within the City.

- ▶ For elderly and frail elderly persons:

**Specific Objective 1:** Maintain or improve the physical and psychosocial functioning of an estimated 400 to 500 elderly and frail elderly Alexandrians per year, through continuing to provide an array of supportive services, including transportation, congregate and home-delivered meals, companion aid, operation of facilities such as senior centers, adult day healthcare facilities and the Alexandria Residential Care Home.

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**Specific Objective 2:** Develop or support the development of an assisted living facility for elderly and/or disabled persons who are unable to live independently in the community.

***Non-Housing Community Development Objectives***

**Specific Objective 1:** Provide recreational and cultural programming to residents of the Potomac East and Potomac West Neighborhood Strategy Areas through the maintenance and operation of five recreation centers, each with an average daily attendance of 250 participants.

**Specific Objective 2:** Improve the infrastructure of the target areas through expenditure of an estimated \$34.2 million for streetscaping and paving, bridge repairs, sanitary and storm sewer maintenance and upgrades, and accessibility and other improvements to sidewalks and walkways.

**Specific Objective 3:** Address the health and welfare needs of low- and moderate-income Alexandrians, both in the target areas and citywide, through provision of a variety of programs and services, including income maintenance through the TANF and General Relief programs; nutrition programs such as Food Stamps and Women, Infants and Children (WIC); adoption, foster care and child protective services; services for at-risk youth and ex-offenders; employment search and training; childcare services; child health, immunization, dental and family planning clinics; primary medical care and treatment of communicable and sexually-transmitted diseases, and other similar programs/services.

**Specific Objective 4:** Administer and coordinate public transportation services for persons with disabilities through provision of an estimated 55,000 taxi and wheelchair-accessible van trips per year.

**Specific Objective 5:** Improve Alexandria's economy and create jobs in the target areas through a variety of economic development activities, including marketing the City to technology firms and major corporations interested in expansion/relocation; providing low-interest loans and technical assistance to small and micro businesses; continuing development and revitalization of the target areas, especially the Enterprise Zone and the northern Route 1 corridor; and supporting other economic development activities designed to increase job opportunities for low- and moderate-income Alexandrians.

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## Section II

### Planned Activities to be Undertaken

As part of the Consolidated Plan, HUD requires that participating jurisdictions identify and prioritize local needs and objectives for housing and community development. HUD regulations require that the City establish priority levels for housing and homeless needs based upon whether the locality (the City or entities within the City) will be funding, seeking funding, or supporting other entities in seeking funding for specific types of activities (or specific groups or persons, in the case of housing needs). The priority levels indicated herein, therefore, do not necessarily reflect the need level that may exist in the community as determined by the City's analysis of Census data, existing and projected market conditions, and public input.

The priority levels for the housing and homeless needs are based upon the following HUD definitions:

- ▶ high priority - activities to address this need will be funded by the locality during the five year period.
- ▶ medium priority - if funds are available, activities to address this need may be funded by the locality during the five-year period. Also, the locality will take other actions to help other entities locate other sources of funds.
- ▶ low priority - the locality will not fund activities to address this need during the five-year period; however, the locality will consider certifications of consistency for other entities' applications for federal assistance.

To ensure consistency with HUD priority level definitions, a high priority level was assigned to those activities for which there exists a clear indication that funding will be allocated during the current five-year Consolidated Plan term. For activities where funding is uncertain due to fiscal constraints, competitive grant programs where allocations are unknown at this time, or other circumstances, a relative priority of medium or low is established based on the needs of the group to be served, and the likelihood of funding by the City (as opposed to other entities). It should be noted that the priority levels presented here are as approved in the 2000-2005 Consolidated Plan and may be changed in the future depending upon the final outcome of the Affordable Housing Task Force process. With respect to objectives, a primary strategy represents an activity that will be the principal tool for addressing a particular need. A secondary strategy represents an activity that will be supplementary to the primary strategy in addressing housing needs.

The income limits for the CDBG and HOME programs are based the on HUD-determined median family income for the Washington, D.C. metropolitan area, which is currently \$91,500 per year for a family of four. Table A on the following page provides the income limits in each income category (extremely low income, low income, moderate income, etc.). Beneficiaries of programs and services funded through the CDBG and HOME programs must meet these income limits.

**Table A  
Income Limits**

2001 Median Income, Washington, D.C. Metropolitan Statistical Area (MSA): **\$91,500**

Consolidated Plan 2002 Income Limits  
Effective January 31, 2002

Income Category	Number of Persons							
	1	2	3	4	5	6	7	8
Extremely Low (30% of median)	\$18,250	\$20,900	\$23,500	\$26,100	\$28,200	\$30,300	\$32,350	\$34,450
Low (Section 8 very low income limits; (50% of median) <sup>1</sup>	\$30,450	\$34,800	\$39,150	\$43,500	\$47,000	\$50,450	\$53,950	\$57,400
Moderate (HUD Section 8 low income limits) <sup>2</sup>	\$38,100	\$43,500	\$48,950	\$54,400	\$58,750	\$63,100	\$67,450	\$71,800
Middle (HUD Section 235 income limits)	\$45,200	\$51,700	\$58,150	\$64,600	\$69,750	\$74,950	\$80,100	\$85,250

<sup>1</sup> Due to a HUD formula adjustment, these figures are slightly below 50% of median.

<sup>2</sup> HUD gave jurisdictions in the Washington Metropolitan area the option of increasing the moderate income limit, which was previously capped at the national median income, to 80% of median, or \$67,350 for a family of four for the purpose of participation in the CDBG and HOME programs. The City has chosen not to exercise this option in order to continue to target these programs to the households with the greatest need.

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## Section II.A Housing Programs and Services

The following sections discuss the City's housing priorities, goals for individuals and households to be served, and the implementation plan guiding the activities to be undertaken during FY 2003.

### ■ II.A.1. Extremely Low- and Low-Income Renters

**Activities and Resources:** The City has assigned a medium priority for all renter households with incomes less than 50% of median that are cost-burdened<sup>4</sup> and overcrowded. This priority indicates that the City may spend money in this area and will support applications by Alexandria Redevelopment and Housing Authority (ARHA) for rental assistance to be used for replacement of public housing units governed by the aforementioned Resolution 830, the City Council-ARHA agreement to maintain a minimum of 1,150 units of public and publicly assisted housing in the City. For renter households with incomes less than 50% of median that reside in housing units with physical defects, the City has assigned a low priority level. This is reflective of the City's previous extensive efforts to address the needs of renters and the City's priority of increasing homeownership opportunities to renter households.

Primary strategies for renter households include support facilities and services for extremely low- and low-income households, and homeownership assistance for those at the upper end of this income range. Acquisition and rehabilitation activities are secondary strategies for this income group, with the exception of persons with disabilities living in rental units.

Rental housing assistance for extremely low- and low-income families and elderly households is provided primarily through the Public Housing and Section 8 Moderate Rehabilitation and tenant-based programs, which are administered by ARHA. In FY 2003, these programs will be used to provide 839 public housing units, 111 moderate rehabilitation units, 1,153 Section 8 vouchers (26 of which are project-based)<sup>5</sup>, and 17 certificates through the Housing Opportunities for Persons with AIDS (HOPWA) program. For ARHA's FY 2002, (January to December 2002), federal Section 8 funding consists of \$9,735,956 for rental certificates/vouchers and \$745,119 for project-based subsidies for the 111 units in the Hopkins-Tancil Moderate Rehabilitation development.

In addition to ARHA's units, there are an additional 2,202 privately-owned units that receive federal rent or mortgage subsidies, benefit from tax-exempt financing or low-income housing tax credits, and

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<sup>4</sup> "Cost burden" is defined as the extent to which gross housing costs, including utility expenses, exceed 30 or 50 percent of gross income, based on data published by the U.S. Census Bureau.

<sup>5</sup> Reflects the number under lease as of December 31, 2001 and all project-based units, whether or not leased. Actual numbers under lease during ARHA's FY 2002 (calendar year 2002) may vary, as ARHA has the ability to lease additional vouchers.

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serve households in the low- and moderate-income groups.

All newly-assisted ARHA households will have to meet federal income targeting requirements for public housing and Section 8. For public housing, 40% of the families admitted should have incomes that are 30% or less of area median income, and the remaining 60% of public housing admissions should be families that have incomes 31% or more of area median income. For Section 8, 75% of those admitted should have incomes at 30% of median income or below, and the remaining 25% at 31% to 50% of area median income. Priority for Section 8 and Public Housing families receiving assistance is given to households that are eligible for ARHA's Residency and Local preferences. Local preferences affect all applications dated on or after January 1, 1999. Local preferences are:

1. Residents have priority over non-residents.
2. After residency is established, local preferences are:
  - a. Families paying more than 50% of income for rent and utilities.
  - b. Families who are being displaced by governmental or owner action that is not related to non-payment of rent or lease violations.
  - c. Families who live in substandard housing (including shelters).
  - d. Families who work and have worked for the last three (3) months prior to their coming to the top of the waiting list.
  - e. Families who have a head of household or other family member who is a veteran.
3. Each resident and non-resident family application dated on or after January 1, 1999 will be assigned one point to each of the preferences for which they qualify. With date, time, and residency being the controlling factors, individuals and families are then selected by who has the highest aggregate totals first. After all residents are offered units based on these factors, the next group is the non-residents selected with some factors.

Support services for non-ARHA residents in this income group will also continue. These services are described in detail in coming sections.

**Leveraging:** ARHA leverages private funds for low-income housing by offering tax-exempt financing to private and non-profit developers and by serving as the general partner in projects utilizing federal Low Income Housing Tax Credits. In return for lower cost financing or tax credits, developers using either of these programs must set aside a minimum number of units for low-income households. ARHA receives fees from the issuance of tax-exempt bonds and continues to receive payments from the sale of federal Low Income Housing Tax Credits for Quaker Hill. In-kind goods and services from City agencies, private organizations and businesses, and individuals are solicited for many of the self-sufficiency initiatives.

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**Matching Requirements:** There are no matching requirements for any of the funds described in this section.

**Number and Type of Persons to be Served:** During FY 2003, ARHA will continue to provide its current complement of 889 public housing units, 111 moderate rehabilitation units, 1,153 Section 8 certificates and vouchers, and up to 17 HOPWA certificates. Average turnover rates per year in public housing units and the HOPWA program average 3%, and between 3% and 5% in the Section 8 program and in the moderate rehabilitation units at Hopkins-Tancil Courts.

**Support for Applications by Other Entities:** Applications for federal housing assistance to acquire, rehabilitate, or subsidize rental housing for this group will be certified as consistent with the City's Consolidated Plan if they apply to the preservation, maintenance, or replacement of currently assisted housing units. New proposals for assisted rental housing will be subject to City Council approval on a case-by-case basis. In considering such proposals for assisted rental housing, the City Council will consider the following factors: (a) the extent to which the proposed project will be used to assist with the maintenance or replacement of Resolution 830 units in the City; (b) the extent to which the proposed project will be used to assist with the replacement of non-Resolution 830 units with project-based assistance, or with the replacement of non-Resolution 830 units that are available to persons with tenant-based assistance; (c) the characteristics of the surrounding neighborhood, the extent of the proposed project's impact on the neighborhood, and the project's consistency with City land-use policies; (d) the extent to which support services will be provided by the sponsor of the proposed project; (e) the extent to which the proposed project provides for a mix of incomes; and, (f) in the case of a rehabilitation project, the extent to which the proposed rehabilitation will provide significant improvements to the property in question and serve as a stabilizing influence on the surrounding neighborhood. In giving such consideration, Council will give highest consideration to proposed projects that will be used to maintain or replace Resolution 830 units.

**Geographic Distribution of Activities:** Households with Section 8 tenant-based assistance live in housing units scattered throughout the City of Alexandria. The locations of public housing and public housing replacement units are provided in Figure 1.

**Service Delivery and Management:** The Alexandria Redevelopment and Housing Authority will administer rental assistance activities in this section. RAMP will be administered by the Office of Housing's Program Implementation Division.

## ■ II.A.2. Moderate-Income Renters

As stated above, expansion of homeownership opportunities for these households is a high priority for the City. Large families who are experiencing overcrowding have been assigned a medium priority. Moderate-income renters who are cost burdened, those experiencing overcrowding, and those that reside in housing units with physical defects have been assigned a medium priority level. This represents a change from the Five-Year Plan's low priority level, based on planned actions in response

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to the work of the Affordable Housing Task Force. Rental assistance and support services for moderate-income persons are secondary strategies for households in this income group. Additionally, at the recommendation of the City Manager's Affordable Housing Task Force, the City has established a new Housing Development Fund to support the production of rental (as well as sales) units affordable to households in the moderate income range. New affordable rental housing projects will be evaluated and approved on a case-by-case basis.

**Activities and Resources:** The rental housing assistance administered by ARHA was described in the previous section covering extremely low- and low-income renters. Some assisted rental units are occupied by moderate-income households (i.e., those having incomes between 50% of median and the HUD Section 8 Low-Income limit, currently up to \$54,400 for a family of four). Privately-owned assisted housing units are also available to moderate-income households.

**Leveraging:** See the previous section on extremely low and low-income renters for information on leveraging of ARHA funding.

**Matching Requirements:** None

**Number of Persons to be Served:** It is estimated that 80 non-elderly, moderate-income households will be assisted by ARHA during FY 2003.

**Support for Applications by Other Entities:** Applications for federal housing assistance to acquire, rehabilitate, or subsidize rental housing for this group will be certified as consistent with the City's Consolidated Plan if they apply to the preservation, maintenance, or replacement of currently assisted housing units. New proposals for assisted rental housing will be subject to City Council approval on a case-by-case basis. In considering such proposals for assisted rental housing, the City Council will consider the following factors: (a) the extent to which the proposed project will be used to assist with the maintenance or replacement of Resolution 830 units in the City; (b) the extent to which the proposed project will be used to assist with the replacement of non-Resolution 830 units with project-based assistance, or with the replacement of non-Resolution 830 units that are available to persons with tenant-based assistance; (c) the characteristics of the surrounding neighborhood, the extent of the proposed project's impact on the neighborhood, and the project's consistency with City land-use policies; (d) the extent to which support services will be provided by the sponsor of the proposed project; (e) the extent to which the proposed project provides for a mix of incomes; and, (f) in the case of a rehabilitation project, the extent to which the proposed rehabilitation will provide significant improvements to the property in question and serve as a stabilizing influence on the surrounding neighborhood. In giving such consideration, Council will give highest consideration to proposed projects that will be used to maintain or replace Resolution 830 units.

**Geographic Distribution of Activities:** The locations of the ARHA units discussed in this section are the same as reflected for low-income renters in the previous section. See Figure 1 for locations of public housing units within the City.

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**Service Delivery and Management:** The rental assistance in this section will be administered by ARHA. The Office of Housing will manage the City's new housing development fund.

### ■ II.A.3. Existing Low- and Moderate-Income Homeowners

**Activities and Resources:** Low- and moderate-income homeowners have been assigned a high priority level by the City with rehabilitation being the primary strategy for assisting these households. The City has assigned a medium priority to owners with extremely low and low incomes. Owner households who are overcrowded or experiencing a cost burden have been assigned a low priority.

Rehabilitation through the City's Home Rehabilitation Loan Program is the primary activity and resource for low- and moderate income existing homeowners. In FY 2003, the City has budgeted a total of \$1,242,870 for this program, including \$658,824 in new CDBG funds; an estimated \$410,000 in CDBG carry-over funds; \$16,783 in CDBG program income from loan repayments; and \$126,242 in new HOME Program monies, which will be matched with \$31,561 in City General Fund revenues.

Subject to available resources, the City will continue to provide support services to low- and moderate-income homeowners that focus on intervention to prevent such households from losing their homes due to economic crisis. In addition, housing counseling services that offer budget counseling, financial management and mortgage default and delinquency advice are available to Alexandrians through the Department of Human Services' Homeless Intervention Program.

City agencies will also continue to encourage low-income residents to apply for energy conservation grants from VMH, Inc. and rehabilitation assistance through the Christmas in April Program.

**Leveraging:** None

**Matching Requirements:** The \$126,242 in new HOME funds allocated to the Home Rehabilitation Loan Program will be matched with \$31,561 in City General Fund monies.

**Number of Persons to be Served:** The City expects to assist 15 low- and moderate-income households through the Home Rehabilitation Loan Program during FY 2003.

**Support for Applications by Other Entities:** The City generally intends to support applications by other entities for assistance to existing low- and moderate-income homeowners. Such applications would be certified as consistent with the Consolidated Plan.

**Geographic Distribution of Activities:** These activities will be available to income-eligible residents City-wide.

**Service Delivery and Management:** The Home Rehabilitation Loan Program will be administered by the City's Office of Housing.

#### ■ II.A.4. Low- and Moderate-Income Homebuyers

**Activities and Resources:** Homeownership assistance for low- and moderate-income residents has been identified as the City's highest housing priority. In order to improve the ability of such households to purchase homes in the City's current housing market, the Affordable Housing Task Force recommended, and City Council approved, increasing the maximum assistance level in the City's Homeownership Assistance Program (HAP) from \$25,000 to \$35,000. In FY 2003, the City has budgeted a total of \$977,032 for this program, including \$102,032 in new CDBG funds, \$234,200 in new HOME Program monies, \$582,250 in HOME carryover funds, \$42,359 in General Fund matching revenues, and \$16,191 in other local matching monies. Staff anticipate assisting 25 families through HAP during this time period with loans of up to \$35,000. Additionally, whenever it is economically feasible, vacant and boarded properties acquired through the Blighting Influences Program will be made available for low-income homebuyers through HAP.

Also for FY 2003, the City expects to use up to \$425,000 in carryover monies for the Moderate Income Homeownership Assistance Program (MIHP), which is funded with the City's Housing Trust Fund and provides assistance with down payment and closing costs to households with incomes of up to \$79,500 for a family of four. In conjunction with the HAP assistance increase mentioned above, City Council also increased the MIHP assistance amount from \$15,000 to \$20,000. MIHP-eligible law enforcement officers are eligible for the HAP assistance limit of \$35,000. Staff expects to assist 27 households, including two law enforcement officers, to purchase homes through this program during the program year.

In addition to the continuation of the HAP and MIHP programs, during FY 2002 the City initiated two new homeownership assistance activities: Employer-Assisted Housing (EAH), which involves local employers in assisting their employees to purchase homes in Alexandria; and Sponsoring Partnerships and Revitalizing Communities (SPARC), a grant-funded program in which some \$2.9 million in grant funds from VHDA will be utilized to provide first-trust homeownership financing for a minimum of 20 participants in the EAH program and to income-eligible government and school employees.

SPARC provides a flexible first-trust financing source to allow local jurisdictions to address locally-identified critical housing issues. SPARC funds will provide first-trust mortgage financing at an interest rate approximately 0.5% below the rate for the VHDA first-time home buyer program. The actual rate is subject to fluctuation; as of March 22, 2002, the VHDA first-time home buyer rate was 6.5%, which translates into a SPARC rate of 6.0%. The City has identified three target groups for assistance: public and private school employees, local, state and federal government employees working in Alexandria, and EAH participants.

The term "employer-assisted housing" refers to a variety of ways in which an employer can provide a housing benefit to its employees. Employers set their own EAH benefit guidelines, which may be less restrictive than for public employers since the latter often are subject to income limits, geographic targeting, or other eligibility requirements that limit the use of public monies in conjunction with EAH

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benefits. The City, in partnership with the Alexandria Chamber of Commerce, the Alexandria Economic Development Partnership, and the Fannie Mae Northern Virginia Partnership Office, has initiated a pilot program with a small number of employers, and expects to expand the program in FY 2003.

As of this writing, City staff is working with Fannie Mae to develop specific EAH programs with the pilot participants. One proposed component of the City's EAH initiative is a matching fund to serve EAH employees who are eligible for the City's homeownership programs based on income but ineligible for other reasons, such as not being first-time homebuyers. The City has taken other steps to address another requirement viewed as problematic by potential EAH employers: The HAP and MIHP programs require that eligible applicants must have lived or worked in Alexandria for at least six months. Employers participating in a January 2002 EAH outreach session expressed concern about the impact of this requirement on their ability to utilize EAH benefits as a recruitment tool. In response, the City has waived the six-month residency requirement for not only for EAH participants, but also for members of the other SPARC-eligible target groups (government and school employees), regardless of whether they obtain SPARC funding.

Homeownership counseling, funded with Housing Trust Fund monies, and the City's annual Homeownership Fair will continue during FY 2003. The Alexandria Resident Council, Alexandria's public housing tenants' association, also offers a formal program of education and training toward achieving homeownership for public housing residents. Price reductions under the Affordable Housing Policy provide additional homeownership opportunities for MIHP- and occasionally HAP-eligible households interested in purchasing a home; however, there are currently no approved affordable housing plans with set-aside sales units, although projects are currently under discussion which may provide set-aside units in the future. The City will continue to work with developers to encourage the construction of set-aside units for sale as affordable housing in new residential developments.

To supplement its array of services for low- and moderate-income homebuyers, the City of Alexandria also participates in the Northern Virginia Single Family Regional Loan Fund. The program is a component of the Regional Loan Fund Initiative, established with the joint resources of the Virginia Housing Development Authority and the Virginia Department of Housing and Community Development. The Fund provides below-market-rate financing to lower-income first-time homebuyers. Because the funds are allocated on a regional basis rather than to individual jurisdictions such as Alexandria, the Northern Virginia Regional Commission acts as the administrator for the Northern Virginia component of this program. The City of Alexandria functions as a local partner, with responsibility for identifying potential loan recipients, providing housing counseling services, and ensuring that potential recipients' loan applications are processed through to closing.

**Leveraging:** The City's Homeownership Assistance Program utilizes HOME funds for downpayment assistance, with first mortgage financing from private lenders, often funded by the Virginia Housing Development Authority (VHDA). As in prior years, downpayment assistance funds are expected to leverage VHDA and other first trust mortgage monies during FY 2003.

**Matching Requirements:** FY 2003 HOME funds of \$234,200 used in the Homeownership Assistance Program will require a match of \$58,500, which the City will meet with City General Fund monies of

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\$42,359 and non-federal program income of \$16,191.

**Number of Persons to be Served:** During the FY 2003 program year, the City expects to assist 25 first-time homebuyers through the Homeownership Assistance Program, 27 first-time homebuyers through the Moderate Income Homeownership Program, and one homebuyer through the Northern Virginia Single Family Loan Fund. Nine HAP recipients and eight MIHP recipients are also expected to benefit from the VHDA SPARC program during FY 2003. In addition, pursuant to 2000 changes in the Section 8 program which enable qualified Section 8 households to utilize Section 8 funds for homeownership, in 2003 ARHA will institute a homeownership component to Alexandria's Section 8 program. During the first year of this program, ARHA plans to provide voucher assistance to enable up to 25 Section 8 households to become homeowners.

**Support for Applications by Other Entities:** The City generally intends to support applications by other entities for homeownership.

**Geographic Distribution of Activities:** The Homeownership Assistance Program, Moderate Income Homeownership Program, Employer Assisted Housing Program, the SPARC program, and the Section 8 Homeownership Program are available throughout the City.

**Service Delivery and Management:** The HAP and MIHP activities described above will be administered by the City's Office of Housing, in coordination with the Virginia Housing Development Authority.

#### ■ II.A.5. The Homeless and Persons Threatened with Homelessness

For homeless individuals and families, the City has placed a high priority on prevention and intervention services, outreach and assessment, and transitional and permanent supportive housing for families and persons with special needs. Medium priorities were assigned to emergency shelter for the homeless (a change from the Five-Year Plan), permanent supportive housing for families, and permanent housing for homeless families. Transitional housing for individuals without special needs and permanent housing for individuals have been ranked as high priorities in the City's Consolidated Plan. It should be noted that the City's priorities and those of the Homeless Services Coordinating Committee (HSCC) may differ. In preparation for the development of each year's Continuum of Care, the HSCC conducts a one-day "point-in-time" count of the homeless in a variety of settings in Alexandria, including emergency shelters, transitional housing programs and special-needs housing facilities. The point-in-time count also includes those who are found living unsheltered in parks, under bridges, and other similar areas in which homeless persons congregate. Because of factors such as the general downturn in the national economy and the impact to the local economy of the September 11 terrorist attack at the Pentagon, the HSCC's analysis of the 2002 point-in-time count identified a greater need for emergency shelter and transitional housing than had been identified in previous years. As a result, the HSCC has ranked emergency shelter, transitional housing and permanent supportive housing for both individuals and families high priorities for this year's Continuum of Care. With regard to

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emergency shelter, it is the City's intent that recently initiated transitional housing efforts will be successful in freeing up emergency shelter beds.

Because the various types of activities and programs that assist the homeless and persons threatened with homelessness are closely linked and delivered through comprehensive case management, the information on leveraging, matching funds, number of persons to be served, support for activities by other entities and geographic distribution of activities has been grouped together for all activities benefitting the homeless.

It should be noted that the City's homeless shelters, transitional housing and group homes are not currently able to serve effectively the extensive health needs of Alexandrians who have chronic medical conditions. Some individuals, such as those living with HIV/AIDS, for example, require daily medical supervision to ensure continued good health; the staffing required for such daily medical monitoring is beyond the current capabilities of Alexandria's homeless service providers.

### **Prevention and Intervention**

For FY 2003, the Department of Human Services' (DHS) Office of Community Services (OCS) will continue the Homeless Intervention Program (HIP), using \$272,431 in funding from the Temporary Assistance to Needy Families (TANF) program and from the State Homeless Assistance Resource program; state funds will be supplemented by \$100,000 in City General Fund revenue. Families and single residents of the City facing immediate eviction or foreclosure due to circumstances beyond their control may be eligible for up to three months of financial assistance with rental arrearages and six months of financial assistance for current and future rent, not to exceed a total of nine months' assistance. HIP also assists with relocation costs incurred in the transition from a shelter to permanent or supported housing.

OCS will continue to administer state and local resources of the General Relief program and the Emergency Shelter Fund, which provide short-term rental assistance to relieve an impending housing crisis and prevent homelessness. In FY 2003, these services will be allocated State funds of \$46,000 and local General Fund revenues of \$215,000.

The Arlington-Alexandria Coalition For The Homeless (AACH) projects receiving up to \$18,000 from a variety of private funding sources to provide homeless prevention services to former Adopt-A-Family clients to prevent homeless recidivism. In addition, OCS staff projects that \$35,000 will be solicited in FY 2003 from local charities providing private and donated funds on a case-by-case basis for eviction prevention and other housing needs.

### **Outreach, Assessment, Case Management, Counseling and Other Support Services**

Outreach, assessment, case management and counseling will also continue as part of the service delivery of the City's emergency shelters. These services are provided by the Department of Mental Health, Mental Retardation and Substance Abuse, the Department of Human Services, the Alexandria Health Department and the Office of Housing, in conjunction with shelter staff.

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The Eviction Assistance and Furniture Storage Program, administered by the Department of Human Services, will be funded with \$70,000 in new CDBG monies and will assist approximately 80 low-income households.

### **Emergency Shelter**

OCS will manage and administer the City's contracted operation of the 65-bed Alexandria Community Shelter (ACS), and will provide case management support for the privately-operated 80-bed Carpenter's Shelter. Both facilities provide temporary emergency shelter, case management and a wide range of comprehensive services promoting self-support for families, single men and single women. The City currently contracts with The Salvation Army to operate ACS; however, the shelter contract is due to for renewal in FY 2003, and proposals will be solicited.

For FY 2003, City General Fund monies of \$535,700 have been allocated in the proposed budget to support the operating costs of the Alexandria Community Shelter (ACS). Local revenues for ACS will be supplemented by both federal and state grants administered by the Virginia Department of Housing and Community Development. The funding includes \$35,030 in federal funds from the Emergency Shelter Grant program to improve facilities and support operating costs, and \$52,975 in combined TANF and state funds under the Shelter Support Grant Program for support and operating costs, repairs and improvements to the facility, and the purchase of essential services for shelter residents. For FY 2003, Carpenter's Shelter anticipates approximately \$52,866 in Emergency Shelter Grant funds and \$83,945 in combined TANF and state funds under the Shelter Support Grant. Carpenter's Shelter anticipates continuation of a \$50,000 grant from the Virginia Department of Housing and Community Development under the State Homeless Assistance Resources Child Care for the Homeless Program, and also expects to receive \$25,000 in local General Fund monies and \$20,000 in CDBG funds in FY 2003 to support the winter shelter hypothermia program. The remainder of the Carpenter's Shelter projected FY 2003 budget of \$1,306,317 consists of funds from the National Capital Area United Way Campaign and the Combined Federal Giving Campaign, USDA reimbursements, funds from the Federal Emergency Management Agency, foundation grants, fund-raising activities, private donations and in-kind contributions. For several years now, Carpenter's Shelter has also received City General Funds from the Community Partnership Fund for Human Services, which are awarded to local non-profit organizations serving the Alexandria community through a competitive application process coordinated by the City's Office of Management and Budget. Carpenter's Shelter has applied to the City for Community Partnership monies for FY 2003, but as of this writing, FY 2003 funds have not yet been awarded.

Emergency shelter also will be provided by Christ House, a privately-funded 18-bed program for homeless single men and families with children, and ALIVE! House, a 14-bed emergency shelter for single women and families with children. In FY 2003, Christ House will be supported with an estimated \$9,239 in Emergency Shelter Grant funds and \$14,670 in State Shelter Support Grant funds, as well as more than \$261,000 in private contributions. ALIVE! will utilize approximately \$26,000 in private donations, supplemented by an estimated \$7,000 in federal Emergency Shelter Grant monies and \$7,500 in state Shelter Support Grant funds for their operations in FY 2003.

The City continues to support the housing and service needs of special needs populations through the competitive Community Partnership Fund for Human Services. Since FY1999, these funds have been awarded annually to support non-profit organizations meeting the shelter, counseling and service needs of homeless families, youth, and persons with HIV/AIDS in a half-way house setting. In addition, the City will continue to serve the emergency shelter needs of victims of domestic violence through operation of the Alexandria Women's Shelter. The Women's Shelter, which is managed by the Office on Women's Domestic Violence Program, anticipates receiving \$7,545 in federal Emergency Shelter Grant funds and \$11,410 in State Shelter Support Grant monies during FY 2003.

### **Transitional Housing**

Transitional housing is a critical element of the continuum of care. OCS anticipates continued partnership with Arlington-Alexandria Coalition for the Homeless, Community Lodgings, Inc., and the Salvation Army, the three organizations currently providing transitional housing services in the City. These providers accept the formerly homeless families and single adults leaving emergency shelters and provide case management and other supportive services to enable homeless households to regain self-sufficiency. Continuity is maintained since the provider continues and frequently expands on the case management plan developed in the emergency shelters.

For FY 2003, Community Lodgings, Inc. estimates that it will utilize \$22,584 in federal Emergency Shelter Grant, \$35,860 in state Shelter Support Grant funds and \$53,500 in private contributions to provide transitional housing to approximately 14 households. The Salvation Army anticipates receiving and utilizing \$9,239 in federal Emergency Shelter Grant monies, \$14,670 in state Shelter Support Grant funds and an undetermined amount of other private monies to provide transitional housing to approximately seven households in FY 2003. The Salvation Army's transitional housing program has been inactive for much of FY 2002 because of renovations that were required to the program's eight units; Salvation Army staff anticipate that the program will re-open with rehabilitated units in April 2002. In previous years, the length of stay in the program was limited to approximately 90 days. However, during the renovation period, the program has been revamped and now will provide participants with up to 18 months for completion.

The Arlington-Alexandria Coalition for the Homeless (AACH) operates the Adopt-A-Family Program, which provides transitional housing for 12 to 24 months. AACH anticipates receiving approximately \$28,229 in Emergency Shelter Grant funds, and \$95,762 in state Shelter Support Grant funds, \$21,107 from the Child Care for the Homeless Program, and an additional \$22,917 from the Commonwealth of Virginia to fund Child Care Coordinator positions. The Adopt-a-Family Program has also been supported by \$32,000 from the City's competitive Community Partnership Fund for Human Services, \$32,000 from the Alexandria United Way Community Fund and \$40,500 in private funding.

The Office of Community Services will continue its Transitional Assistance Program (TAP) which assists homeless individuals and families residing in a shelter and/or overcrowded situations to receive budget counseling, housing counseling and financial assistance to move into affordable housing. TAP will be funded in FY 2003 with \$82,000 in new CDBG funds to assist an estimated 95 households.

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In addition to the transitional housing provided by Community Lodgings, AACH and The Salvation Army, in December 2001 the City expanded transitional housing services through a contractual agreement with Falls Church-based Northern Virginia Family Services (NVFS). NVFS was awarded \$500,000 from the City's Housing Trust Fund for a two-year pilot project to provide 20 additional transitional housing slots to the City's homeless. This project, which will continue through FY 2003 and into FY2004, will emphasize addressing the transitional housing needs of homeless individuals and youth aging out of the City's foster care system.

### **Permanent Supportive Housing**

Permanent supportive housing programs are available to homeless persons with special needs. Please refer to the discussion of supportive housing facilities and services targeted to individuals with mental/developmental disabilities and substance dependence problems that follows in Section II.A.8., Persons with Mental/Developmental Disabilities and Substance Dependence.

### **Permanent Housing**

Homeless persons and transitional housing residents may seek permanent housing under programs serving extremely low- and low-income households. Please refer to the discussion of rental housing in Section II.A.1, Extremely Low and Low Income Renters, and Section II.A.2., Moderate Income Renters.

**Leveraging:** Federal Emergency Shelter Grant funds will be used in conjunction with over \$550,000 in City General Fund revenues and State Shelter Support Grant monies to support the operating costs of the Alexandria Community Shelter. The Homeless Services Coordinating Committee, in which City staff are active participants, encourages private shelter operators to maintain services in the jurisdiction. Private shelters in Alexandria will receive approximately \$175,220 in FY 2003 from the federal Emergency Shelter Grant and State Shelter Support Grant programs, which will leverage an estimated \$600,000 in local and private funds. The transitional housing providers will use an estimated \$206,344 in federal and state shelter grant funds to leverage over \$510,000 in private funding.

OCS also solicits funds from private sources to assist in its various homeless services and prevention programs.

**Matching Requirements:** The federal Emergency Shelter Grant requires a 100% match. The FY 2003 grant to the City will be matched with General Fund revenues. Private shelters will match their funds with foundation and private monies.

**Number of Persons to be Served:** The Department of Human Services' homelessness prevention programs (HIP, Emergency General Relief and Emergency Shelter Fund) will assist an estimated 450 households comprised of over 1,125 individuals in FY 2003. An estimated 800 individuals and 150 families will be served by Alexandria emergency shelters in FY 2003 (including the winter shelter program). In addition, the Alexandria Women's Shelter expects to provide housing for 100 women and 100 children. It is estimated that 75 households will receive assistance through the transitional

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housing programs of CLI, the Salvation Army, AACH and Northern Virginia Family Service. TAP will assist an estimated 95 households. The Eviction Assistance and Furniture Storage Program is expected to serve 80 households.

**Support for Applications by Other Entities:** With City Council approval, the City would support applications for additional transitional housing services for families and singles, and support existing homeless shelters and service providers in applications for funding to maintain operations and existing levels of service.

**Geographic Distribution of Activities:** All of these activities are provided Citywide.

**Service Delivery and Management:** The services comprising the continuum of care are coordinated by a broad range of City staff and private service providers in the City that comprise the Homeless Services Coordinating Committee. Carpenter's Shelter, Christ House, and ALIVE! provide emergency shelter. Community Lodgings, Inc., The Salvation Army, Arlington/Alexandria Coalition for the Homeless, and Northern Virginia Family Service operate transitional housing programs.

## II.A.6. The Elderly and Frail Elderly

The City has established a high priority for extremely low- and low-income elderly renters who are experiencing a cost burden. The primary strategies to address this priority are rental assistance and supportive facilities. Low priorities were assigned to elderly renters with moderate incomes experiencing a housing cost burden and to extremely low- and low-income elderly renters living in units with physical defects.

In addition, ARHA and staff of the City's Office of Aging and Adult Services (OAAS) in the Department of Human Services have recognized a growing need for assisted living services among low-income elderly residents of the Ladrey and Annie B. Rose senior highrises. In addition to providing permanent housing, an assisted living setting offers supportive services to elderly and/or disabled individuals who can no longer care for their homes or who need assistance with activities of daily living such as bathing, dressing, cooking, cleaning and grocery-shopping. At the April 2000 public hearing on the City's current Five-Year Consolidated Plan, City Council requested that staff look into the possibility of the City developing, or supporting the development of, an assisted living facility for low- and moderate-income seniors. Currently, the cost of assisted living in the City can exceed \$4,000 per month, an amount which is well beyond the incomes of seniors in this category, and few assisted living beds exist in the Northern Virginia region that are affordable to this population.

During late FY 2000, representatives of a number of elder-serving entities within the City, including ARHA, OAAS, the departments of Health and Mental Health, Mental Retardation and Substance Abuse, the Office of Housing; Inova Alexandria Hospital and the Commission on Aging, began meeting in an ad hoc group to discuss the issue. This ad hoc group grew into the Affordable Assisted Living Study Group, which has expanded its membership to include residents of the senior highrises. The group has

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evaluated assisted living programs in other areas to determine what might work in Alexandria, and has completed a City-wide survey of current very low and low-income clients to determine the potential need for assisted living in the City. The Study Group's next step will be to present a report for consideration by City Council.

**Activities and Resources:** The Alexandria Residential Care Home (ARCH), a licensed assisted living home for ten adults, will continue to provide 24-hour services for ten ambulatory low-income elderly residents over the age of 60 who are recipients of Medicaid by providing assistance with physical, mental and/or emotional care needs in a sheltered environment. Services will include housekeeping, meals, administration of medication, temporary personal care, recreational and social activities and social services. In FY 2003, the ARCH will be funded with \$100,000 in state funds, \$170,907 in City funds and \$30,000 in client fees, for a total budget of \$300,907. It is estimated that up to 13 persons will be assisted in each year. As previously indicated, during the five-year period of this Consolidated Plan the City will also work to develop and/or support the development of an additional assisted living facility for low-income seniors.

Office of Aging and Adult Services staff will continue to work with the management, staff and residents of the three highrise buildings for low-income elderly. Residents of the Ladrey Highrise, Annie B. Rose House and Claridge House will continue to receive case management services through a team representing the City agencies of the Alexandria Health Department, the Department of Mental Health, Mental Retardation and Substance Abuse and the Department of Human Services, as well as private home health agencies and rehabilitation services. Supportive services such as transportation and home delivered meals will also continue.

Alexandria Christmas in April will provide for renovation and rehabilitation improvements to low-income elderly and disabled persons in Alexandria. Once a year, volunteers repair and renovate housing units, utilizing donated and purchased supplies. It is estimated that 30 elderly and/or disabled Alexandrians will be served each year. The Office of Aging and Adult Services will expend \$2,612 in City General Fund monies for use by Christmas in April, which will be supplemented with an estimated \$125,000 from in-kind and cash donations.

Elderly and disabled homeowners also may take advantage of the City's Real Property Tax Relief Program, which provides partial or full forgiveness of real property taxes to income-eligible persons who are over age 65 or permanently disabled. As of January 2002, the qualifying annual income for full abatement of real estate taxes is \$12,800. Homeowners whose income exceeds \$12,800 but does not exceed \$25,600 would qualify for a real estate tax exemption in an amount equal to the taxes on the average residential property<sup>6</sup>. Qualifying homeowners whose income exceeds \$25,600 but does not exceed \$30,000 would qualify for a real estate tax exemption in an amount equal to seventy-five percent (75%) of the taxes on the average residential property, but no greater than the taxes owed.

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<sup>6</sup> Taxes on the average residential property are calculated based on (1) the real estate tax rate for the taxable year, multiplied by (2) the average assessment for the taxable year of properties. The average residential real estate tax bill for calendar year 2001 was \$2,358, based on the average residential assessment of \$212,432.

Homeowners whose income exceeds \$30,000 but does not exceed \$35,000 will receive an exemption in the amount equal to fifty percent of the taxes on the average residential property, and may defer all or part of the amount of such taxes in excess of the amount exempted. Homeowners whose total combined income exceeds \$35,000 but does not exceed \$62,000 shall be eligible for a deferral of taxes. The total combined financial worth of the property tax relief applicant and his/her spouse, excluding the house and property of up to one acre, may not exceed \$195,000 as of December 31 of the year prior to the application for tax abatement. During FY 2003, the City's Real Property Tax Relief Program will continue to offer real property tax relief for approximately 600 homeowners who are over age 65 or totally disabled.

In FY 2002 for the first time, the Office of Aging and Adult Services in the Department of Human Services operated the City's Rent Relief Program for Elderly and Disabled Persons. This program, which was previously coordinated by the Department of Finance, provided up to \$1,500 in cash grants to renters with incomes under \$18,000 per year who received no other rental assistance, and who were either age 65 or over, or who had a complete and total disability. These funds were distributed once each year in July, with applications due for submission before May 1. In FY 2002, the program expanded from 52 to 85 renters served, for a total expenditure of \$127,500 in City General Funds. For FY 2003, City Council approved expanding both the income limits and the maximum benefit amount in the program, as shown in the following table. These benefit levels represent a 20% to 60% increase over the former annual benefit for the income groups previously included in the program; the previous benefit level had not been adjusted since 1989. In addition, approved applicants will receive benefits paid monthly rather than yearly. It is estimated that up to 125 renters might be served by the program with up to \$252,500 in City General Funds.

The table that follows provides the updated annual income ranges and monthly benefit amounts which become effective July 1, 2002.

ANNUAL INCOME RANGE	MONTHLY BENEFIT AMOUNT	ANNUAL BENEFIT AMOUNT
0 - \$12,800	\$200	\$2,400
\$12,801 - \$15,000	\$175	\$2,100
\$15,001 - \$18,000	\$150	\$1,800
\$18,001 - \$21,000	\$125	\$1,500
\$21,001 - \$25,600	\$100	\$1,200

VMH, Inc. (formerly known as Virginia Mountain Housing) receives U.S. Department of Energy Oil Overcharge funds through the state's Weatherization Program. The funds are used to provide grants for energy efficiency improvements to the homes of low-income households. Priority for assistance is given to the elderly and persons with disabilities.

As stated previously in this document, the City also provides home rehabilitation services to low- and

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moderate-income homeowners. Many elderly residents of the City take advantage of this program to make accessibility modifications to their homes, which improve their ability to age in place. During the period covered by this Action Plan, the City has budgeted a total of \$1,242,870 for this program, including \$658,824 in new CDBG funds; \$410,000 in CDBG carry-over funds; \$16,783 in CDBG program income from loan repayments; and \$126,242 in new HOME Program monies, which will be matched with \$31,561 in City General Fund revenues. Approximately 65% to 70% of the low-income households assisted through this program each year are elderly.

**Leveraging:** The City's \$2,612 General Fund contribution to Christmas in April will leverage over \$125,000 in private donations.

**Matching Requirements:** As noted above, \$126,242 in HOME monies for the Home Rehabilitation Loan Program will be matched by \$31,561 in local match monies.

**Number of Persons to be Served:** Up to 13 elderly persons will be assisted through the Alexandria Residential Care Home. The Christmas in April Program will serve approximately 30 elderly and/or disabled households. The number of elderly persons to be assisted through the VMH Program is unknown at this time. The City's Real Property Tax Relief Program will offer real property tax relief for approximately 600 homeowners age 65 and over in the form of exemptions or deferrals. Similarly, the City's Rent Relief Program will continue to offer limited rental assistance for an estimated 125 income-eligible elderly tenants age 65 and over, or tenants with complete and total disabilities. The Tax and Rent Relief Programs are entirely funded with City General Funds.

**Support For Activities By Other Entities:** The City would support, and certify as consistent with the Consolidated Plan, applications by other entities for funding to provide housing for the elderly only to the extent that the requested assistance is for the replacement or preservation of (a) assisted units for the elderly covered by Resolution 830, (b) existing, privately-owned rental housing with project-based assistance, (c) units available to elderly persons with tenant-based assistance, or (d) for the development of an assisted living facility. Any new proposals for subsidized/assisted rental housing in the City may be approved at City Council discretion. In considering such proposals, the City Council will evaluate the extent to which the proposed project provides for a mix of incomes, the provision of support services by the project's sponsors, and, in the case of a rental rehabilitation project, the extent to which the proposed rehabilitation will provide significant improvements to the property in question and serve as a stabilizing influence on the surrounding neighborhood. In giving such consideration, Council will give highest consideration to proposed projects that will be used to maintain or replace Resolution 830 units. Organizations and agencies are encouraged to come forward with their plans for City Council review and approval as far as possible in advance of application due dates.

**Geographic Distribution of Activities:** The location of the assisted housing facilities referred to above are as follows: Ladrey High Rise, 300 Wythe Street; Annie B. Rose House, 399 Pendleton Street, and Claridge House, 301 North Ripley Street; and 38 ARHA-owned units at the Park Place Condominium, located at 2500 N. Van Dorn Street. Other private market, project-based subsidized housing is located throughout the City (see Figure 1). The Alexandria Residential Care Home is located at 716/718 North Columbus Street. The District Home is located in Manassas, Virginia.

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**Service Delivery and Management:** ARHA provides the federally-assisted rental units at Ladrey House. The remaining subsidized rental units discussed above are privately-owned. The Alexandria Office of Aging and Adult Services in the Department of Human Services oversees the remaining programs described above for elderly persons, except for Christmas in April and VMH, Inc., which are non-profit organizations. However, the Department of Human Services refers potential applicants to these two groups.

## ■ II.A.7. Persons with Physical Disabilities

The removal of barriers to daily living and support for the development of accessible housing are the City's primary strategies for assisting persons with disabilities.

**Activities and Resources:** During the period covered by this plan, the Alexandria Commission on Persons with Disabilities will continue its work with developers and the City's Code Enforcement Bureau to ensure that new units at least meet the federal Fair Housing requirements, and to encourage landlords to make existing housing units accessible to persons with disabilities. The Office of Housing's Fair Housing Testing Program, which includes testing for housing discrimination against persons with disabilities (and other types of discrimination) will also continue.

Housing rehabilitation for accessibility purposes is a primary strategy for the City in assisting low- and moderate-income homeowner households with a disabled family member. As previously described, the City's Home Rehabilitation Loan Program offers no-interest, deferred-payment rehabilitation loans to low- and moderate-income owner-occupants of single-family homes in need of accessibility improvements. The improvements can be made for a mobility-impaired member of an eligible household, regardless of where they live in the City. The Christmas in April and VMH programs (included in the discussion on Elderly and Frail Elderly above) serve elderly and disabled homeowners through their rehabilitation and energy improvement programs.

In addition to the complement of affordable rental units in Alexandria, during FY 2001 the City announced the development of the Rental Accessibility Modification Program (RAMP). This program provides grant funds for accessibility modifications to rental units to disabled renters with extremely low, low and moderate incomes. For FY 2003, the City has allocated \$10,000 in Housing Trust Fund monies to the RAMP program.

The City's Real Property Tax Relief and Rent Relief programs, discussed in the previous section on the elderly, are also available to income-eligible persons with disabilities.

**Leveraging:** The City's \$2,612 General Fund contribution to Christmas in April will leverage over \$125,000 in private donations.

**Matching Requirements:** As noted previously, \$126,242 in HOME monies for the Home Rehabilitation Loan Program will be matched by \$31,561 in local match funds.

**Number of Persons to be Served:** Based on past experience, staff estimates that approximately one

of the approximately 15 households assisted through the Home Rehabilitation Loan Program will have a disabled member. Staff also estimates that eight disabled renters will be assisted through the Rental Accessibility Modification Program. The City estimates that 15 disabled persons will benefit from the Real Property Tax Relief Program and nine persons through the Rent Relief Program in FY 2003. Please see the Elderly section above regarding Christmas in April and VMH, Inc.

**Support for Applications by Other Entities:** The City would support applications by other entities for funding to provide housing for the physically disabled, but, to the extent that such housing is rental housing for low-income persons, support would be provided only on a case-by-case basis subject to Council approval. In such cases, certificates of consistency with the Consolidated Plan would be provided only for projects approved by City Council. Organizations and agencies are encouraged to come forward with their plans for City Council review and approval as far as possible in advance of application due dates.

**Geographic Distribution of Activities:** The programs and activities described above, including improvements for disabled persons under the Home Rehabilitation Program, are available citywide.

**Service Delivery and Management:** The Alexandria Commission on Persons with Disabilities, staffed by the Department of Human Services, addresses the needs of persons with physical disabilities. The Office of Housing operates the Home Rehabilitation Loan Program and the RAMP Program. The Rent Relief Program is now managed by the Department of Human Services, and the Real Property Tax Relief Program is provided by the Department of Finance and Information Services. Alexandria Christmas in April and VMH, Inc., are non-profit organizations; however, the Office of Aging and Adult Services provides referrals to these agencies.

#### ■ II.A.8. Persons with Mental/Developmental Disabilities and/or Substance Dependence

The City's primary strategy for persons with mental illness, mental retardation, and substance dependence is to provide supportive housing opportunities, case management, and supportive services through the Alexandria Community Services Board (ACSB) and the City's Department of Mental Health, Mental Retardation, and Substance Abuse (DMHM RSA). The City expects to enhance the delivery of these services through its recent reorganization of DMHM RSA. In order to respond to the changing needs of a growing number of clients with both mental illness and substance dependence, DMHM RSA, which has traditionally provided services organized along disability lines in the three areas of mental illness, developmental disabilities, and drug/alcohol addiction, now provides integrated services across disability areas from the perspective of clients' length and intensity of treatment. Short-term emergency services and outpatient mental health and drug/alcohol treatment are provided by an "acute care" division, while longer-term day treatment, vocational services, case management and residential services are provided by an "extended care" division. A third division, "prevention and early intervention," reaches across disability areas and populations. This reorganization is enabling DMHM RSA to allocate its staff and resources in a manner that better meets the needs of a changing client population.

**Activities and Resources:** Funding for the ACSB's on-going residential programs is provided by the federal Transitional Housing Program and the Permanent Housing for Homeless Persons Program, grants from the Virginia Department of Mental Health, Mental Retardation and Substance Abuse Services, funds from the City of Alexandria General Fund, client fees, and other revenue. The ACSB's group homes and supervised apartments, most of which are owned by the non-profit organization Sheltered Homes of Alexandria, Inc., are targeted to specific populations, e.g., adults with developmental disabilities, or formerly homeless persons with serious mental illness. Figure 2 is a map which provides the general locations of emergency shelters, group homes, transitional facilities and supervised apartments in the City.

**Leveraging:** In FY 2003, federal funds totaling some \$2.3 million in direct service dollars will leverage over \$19.5 million in state, local and private funds.

**Matching Requirements:** Operating funds of \$29,814 received from the federal Transitional Housing Program require an equivalent match contribution from ACSB. Operating funds of \$206,067 from the Permanent Housing for the Handicapped Homeless Persons program are matched with \$28,128 in consumer fees. If a match is required for any of the proposed mental health, mental retardation, or substance dependence programs, the ACSB will attempt to obtain funds from the City (provided City Council approves the project), or from state or other revenue sources.

**Number of Persons to be Served:** During FY 2003, the ACSB's existing residential programs described above will assist a total of 237 persons as follows:

Consumers with Mental Illness:	Group Homes - 32 persons Supervised Apartments - 76 persons
Consumers with Mental Retardation:	Group Homes - 37 persons Supervised Apartments - 17 persons
Consumers with Substance Dependence:	Group Homes - 31 persons Supervised Apartments - 44 persons

**Support for Applications by Other Entities:** Consideration of applications by other entities, such as the Alexandria Community Services Board, for funding to support facilities and services for persons with mental/developmental disabilities and substance dependence problems will require review and approval by the City Council on a case-by-case basis. This may include advance review on an annual basis in order to be considered consistent with the Consolidated Plan. Funding applications sponsored by the ACSB for activities approved by the City Council in June 1998 do not require further Council action. Organizations and agencies are encouraged to come forward with their plans for City Council review and approval as far as possible in advance of application due dates.

**Geographic Distribution of Activities:** These activities will be carried out City-wide. As stated above, Figure 2 provides a map of assisted housing facilities for individuals with special needs in Alexandria.

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**Service Delivery and Management:** The Alexandria Community Services Board is responsible for providing and advocating for supportive services for City residents with mental/developmental disabilities and/or substance dependence problems. Services are managed by the ACSB and Sheltered Homes of Alexandria, Inc. (SHA), a private non-profit organization that owns and maintains many of the residential facilities that serve ACSB clients. The affordable housing needs of these individuals are met through a combination of efforts by the community, ARHA, the Office of Housing, Alexandria Community Shelter, Carpenter's Shelter, Arlington-Alexandria Coalition for the Homeless, and other agencies, in partnership with the Community Services Board.

### ■ II.A.9. Persons Living With or Affected By HIV/AIDS

The City will continue to address the housing and supportive services needs of persons living with HIV/AIDS and their families through services offered by the Alexandria Health Department and the Whitman-Walker Clinic of Northern Virginia (WWC/NOVA). Funds provided by HUD through the Housing Opportunities for Persons with AIDS (HOPWA) program are distributed by the Northern Virginia Regional Commission and have been targeted to tenant-based rental assistance and emergency financial assistance. Residential services of Agape House, a Fairfax County facility operated by Wesley Housing Development Corporation, are available to residents of Alexandria. Alexandria residents are also eligible for emergency financial assistance.

**Activities and Resources:** HOPWA is a HUD program for which the jurisdictions in the Washington, D.C. metropolitan area submit a joint application. HUD has designated the District of Columbia's Administration for HIV/AIDS as the entity that must apply for and receive grant funds for the metropolitan area as a whole. The Northern Virginia jurisdictions have chosen, beginning with federal fiscal year (FFY) 1993 funds, to use the HOPWA monies for emergency rental assistance and housing vouchers similar to those provided in the Section 8 program. In Alexandria, ARHA administers the vouchers allocated to the City. WWC/NOVA receives the entire complement of emergency rental assistance monies from the Northern Virginia allocation. Alexandria residents are eligible for the emergency rental assistance through WWC/NOVA.

Under the allocation formula developed to distribute the available funds to jurisdictions in direct proportion to the number of reported AIDS cases (after subtracting the emergency rental assistance), the City of Alexandria received \$116,000 in FFY 2002 funds beginning in January 2002. HOPWA funds will be used to provide assistance to 18 individuals and families; at the time of this writing, 18 Alexandria households have HOPWA vouchers. ARHA may have adequate funding for three additional vouchers; however, this is dependent on size of households, household rents and the turnover of vouchers from one household unit to another.

WWC/NOVA maintains the waiting list Alexandria's HOPWA program. It should be noted that because of the manner in which Northern Virginia's allocation of HOPWA funding is administered, in recent years there had been a lack of timely reimbursement of HOPWA grant awards. The Northern Virginia Regional Commission and the Northern Virginia HIV Consortium have been negotiating with the District of Columbia's Administration for HIV/AIDS, the agency through which the funds are channeled from HUD, to resolve these barriers and to increase the pace and quantity of HOPWA housing

subsidies.

The City continues to contract with WWC/NOVA to provide case management services to persons living with HIV/AIDS in Alexandria. During FFY 2002, the City awarded and WWC/NOVA spent \$100,000 from the Community Partnership Fund to provide case management and legal services to 90 Alexandrians of low and moderate income.

Unfortunately, because of operational problems, Whitman Walker's Schwartz Housing Program was forced to close the Gary Thomas House two years ago, which provided transitional housing services to persons with HIV/AIDS. There continues to be a gap in transitional housing services for this population.

Wesley Housing Development Corporation provides another source of housing for Alexandrians with HIV/AIDS through the Fairfax-based Agape House. This facility provides housing for up to 12 low-income, homeless persons with HIV/AIDS and is open to Alexandria residents.

The Alexandria Health Department utilizes approximately \$388,000 in Ryan White Comprehensive AIDS Response Emergency (CARE) Act and other funds annually for primary medical care, drug assistance, public health nurse case management, dental and nutrition services for low-income persons with HIV/AIDS. The average caseload for the City's FY 2003 is expected to be at least 260 persons.

**Leveraging:** Federal HOPWA and Ryan White CARE Act monies to be used by WWC/NOVA will leverage local and private monies. The levels of funding for FFY 2003 HOPWA and Ryan White CARE Act have not yet been determined.

**Matching Requirements:** There are no matching requirements for the resources listed.

**Number of Persons to be Served:** Approximately 150 individuals will be served through case management and legal services of WWC/NOVA. Approximately 75 Alexandria residents will receive emergency assistance through HOPWA. It is estimated that 18 families will be assisted with HOPWA-funded long-term rental assistance administered by ARHA. The Health Department will assist at least 260 persons.

**Support for Applications by Other Entities:** The City would generally support applications by other entities for funding to provide supportive housing and services for persons with HIV/AIDS on a case-by-case basis subject to Council approval. In such cases, certificates of consistency with the Consolidated Plan would be provided only for projects approved by City Council. Organizations and agencies are encouraged to come forward with their plans for City Council review and approval as far in advance of application due dates as possible.

**Geographic Distribution of Activities:** The programs described above serve persons who live anywhere within the City limits of Alexandria. HOPWA assistance may be used throughout the City. Agape House is located in Fairfax County, Virginia.

**Service Delivery and Management:** Case management services for persons with HIV/AIDS are offered by the Health Department, Positive Livin' and WWC/NOVA. The Department of Human Services refers clients to these organizations and works with clients and case managers to ensure the receipt of funds from the various entitlement programs. In addition, the Northern Virginia HIV Consortium, an organization of 69 agencies and 42 individual members providing HIV services to Northern Virginia, regionally coordinates support services.

HOPWA funds to be used by Alexandria and the other Northern Virginia jurisdictions in FY 2002 will be allocated to Northern Virginia from the District of Columbia, the designated recipient jurisdiction for the metropolitan area, and will be administered in Northern Virginia by the Northern Virginia Regional Commission. ARHA will continue to administer HOPWA vouchers on the City's behalf. The City's Health Department will coordinate the selection of HOPWA participants in collaboration with WWC/NOVA.

## Section II.B

### Non-Housing Community Development Programs and Services

The following sections provide information on the City's community development programs and services proposed for FY 2003, including public facilities and services, infrastructure improvements, economic development activities, and actions to reduce poverty.

#### ■ II.B.1. Public Facility Needs

##### Facilities for Senior Programs

The planned \$2 million renovation of the Dr. Oswald Durant Memorial Center will include additional space to offer a variety of senior programs and activities. The renovated center, scheduled to open in the spring of 2003, will include a large multipurpose area, a kitchen, meeting rooms, an outside patio area and a stage. Opportunities will be available to schedule programs during the day and during the evenings. The proposed expansion and renovation of the Jerome "Buddie" Ford Nature Center, a joint project with the Alexandria City Public Schools, includes additional activity spaces so that senior programs can be added to the program calendar. A total of \$1.3 million has been recommended in the City's capital budget for this facility, which will open sometime in FY2004.

The former Senior Recreation Advisory Committee has combined with the Senior Expo Planning Group to form the current committee, which is called the "Prime Time/Senior Expo Committee." They continue to work with staff to identify and prioritize requested improvements and projects designed to serve senior residents. A comprehensive recreation/leisure needs assessment will be completed in the summer of 2002 for the purpose of assisting Department staff in their efforts to define and prioritize future facilities and programs. Services and facilities for seniors will be an important element of this study.

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## Parks and Recreational Facilities

The City's proposed FY 2003-2008 Capital Improvement budget includes \$250,000 annually to renovate/expand existing indoor and outdoor recreational facilities. In addition, an action plan for outdoor pool renovation was established in FY 2001 and will be implemented during the next several years. The first pool to be renovated will be Warwick Pool.

The Durant Center, mentioned above, has a number of important community uses. The Center serves children in after-school and summer recreation programs; houses the offices and programs of the Department of Recreation, Parks and Cultural Activities' Therapeutic Recreation Section; provides space for senior classes and activities; serves as meeting space for a variety of performing arts and civic groups in the evening, and is rented out on the weekends to City residents for wedding and anniversary receptions, birthday parties, and other special occasions. The design for the renovation and expansion of the facility includes space for all of the current activities, as well as classroom/activity space that will be shared with Jefferson-Houston Elementary School, located next door to the Center. The shared space will be available to teachers and students during the day and then for recreation programs and activities in the evenings and on weekends.

Chinquapin Recreation Center, the City's revenue-generating recreation facility with an indoor pool, also will undergo renovations in FY 2003. This renovation work, which is expected to cost approximately \$500,000, will include an overhaul of the Center's heating, ventilation, and air conditioning system.

Approximately \$80,000 is dedicated annually toward the construction and maintenance of bike trails in the City. In FY 2002, the City also received a grant for \$372,000 from the federal Transportation Enhancement Act for the 21<sup>st</sup> Century to enhance the bike trail through the Eisenhower Valley. At present, there are approximately 19 miles of bikeways in the City. The City's Bicycle Transportation and Multi-Use Trail Master Plan, developed in 1998 by the Bicycle Study Committee, guides the development of Alexandria's multi-trail system.

The Landscaping of Public Sites Project provides for the planting of street trees throughout the City on a replacement basis as well as through a cost share arrangement. The project also includes funding for horticultural landscaping along City medians. Current annual funding of \$125,000 enables the City to address three major street sections per year.

The City dedicates \$170,000 annually to its continuing program of park renovations and improvements. Specific projects are budgeted in response to concerns, needs or changes in the character of the surrounding community. Of this total, \$25,000 is budgeted to meet Americans with Disabilities Act accessibility requirements in park play areas; \$40,000 is budgeted to replace, on a scheduled and prioritized basis, deteriorated backstops and fencing and to provide grading and irrigation for the City's 22 athletic fields; \$45,000 is budgeted for the renovation and update of the City's outdoor tennis and basketball courts; and \$60,000 is budgeted to cover costs of replacing or repairing deteriorating playground equipment, to provide small-scale enhancements, and to maintain safe play areas in playgrounds throughout the City. Other projects may be evaluated on a year-to-year basis. One project recommended for completion in FY 2003 is the design and construction of a City skate park.

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## **Other Public Facility Improvements**

In June 2000, City Council approved the use of \$13,175 in non-federal program income to fund an architectural and engineering feasibility study for the construction of an outside stairwell to the top floor of the Alexandria-Olympic Boys and Girls Club's facility at 401 N. Payne Street. The Club decided to proceed with the construction, and in March 2001 Council allocated an additional \$142,954 in CDBG monies to fund the project. Construction of the stairwell, which is expected to be completed in early in FY 2003, will enable the Boys and Girls Club to expand its recreational programming by enabling safe emergency egress from the building's upper floor. Currently, the Club cannot use the upper floor because there is no fire escape or outside stairwell for emergency egress.

## **Infrastructure Improvements**

### ***Streets and Sidewalks***

The City's Department of Transportation and Environmental Services (T&ES) will undertake one major street improvement project and a number of smaller projects in the target areas during FY 2003. The major project is the completion of streetscaping on Powhatan Street from Washington Street to Slaters Lane, the second phase of which began in FY 2001. Smaller projects include the continuing construction of wheelchair access ramps on sidewalks in Potomac East and Potomac West (budgeted at \$25,000); joint seal repairs at the Jefferson Davis Highway/Four Mile Run and Eisenhower Avenue/Cameron Run bridges (\$10,000); the reconstruction of Tennessee Avenue between Old Dominion Boulevard and Halcyon Drive (\$360,000); and improvement on the railroad crossing at Slaters Lane (\$200,000).

### ***Other Infrastructure Improvements***

In addition to street and sidewalk improvements, the T&ES Capital Improvement Plan budget for FY 2003 includes \$820,000 for storm and sanitary sewer improvements, including sanitary sewer line replacements in Potomac West, the continuation of the Four Mile Run Sanitary Sewer Shed Infiltration and Inflow Study, and the continuation of improvements to storm sewers at the intersection of E. Glebe Road and Commonwealth Avenue (\$165,000). In addition, T&ES has budgeted some \$1.5 million for improvements to street lighting and electrical undergrounding in Potomac West. Reconstruction of Linden Street between Commonwealth and Russell Road will also be undertaken (\$165,000), as well as sanitary sewer improvements on Mt. Vernon Avenue in the area of Walnut and Linden streets (\$200,000).

## **■ II.B.2. Public Service Needs**

### **Senior Services**

The Care Coordination Unit of the City's Office of Aging and Adult Services in the Department of Human Services operates the Companion Services Program, which helps low-income elderly and disabled citizens remain in their own homes by assisting with grocery shopping, food preparation,

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house cleaning, laundry, and some personal care such as bathing and grooming. These services are provided to prevent the avoidable institutionalization of the elderly. In FY 2002, the City added \$200,000 in City General Funds to increase the wages of the contract companion service providers. As a result of this increase, the number of persons served in the program has increased from 155 per month in FY 2001 to over 200 individuals per month in FY 2002. The total budget for the program is now \$1,026,639, which includes \$233,794 in state funding and \$792,845 in City General funds.

### **Accessibility for Persons with Disabilities**

Although no separate figures are available, the City expends considerable effort in the installation of handicapped-access ramps on City sidewalks. New and replacement sidewalks are constructed using a variety of funding sources: the street maintenance section of the City operating budget; State road maintenance funds; developer "in-kind" improvements; utility company replacement of damaged City property; and citizen payments for specific construction.

Requirements outlined in the Americans with Disabilities Act (ADA) for ramps at intersections have been addressed by the City for over twenty years. Whenever an existing curb or a sidewalk has to be replaced, or a new sidewalk is installed, a handicapped ramp is automatically made part of the installation. By these means, a majority of the City's intersections are currently in compliance with ADA requirements; for example, as previously stated, during FY 2003 T&ES will continue construction of wheelchair ramps at intersections in the target areas.

The City also operates the U.S. Department of Transportation paratransit program to meet ADA requirements for paratransit service. It is operated by the private sector under contract to the City. The service providers collect and retain the fares charged the passenger, and the City subsidizes the difference between the trip cost and the fare collected. The City also participates in the regional MetroAccess program, operated under the auspices of the Washington Metropolitan Area Transit Authority. MetroAccess provides curb-to-curb service for persons with disabilities who cannot use regular public transportation that have been certified eligible to use paratransit service. For FY 2003, the T&ES anticipates spending an estimated \$850,000 for these activities.

### **Youth Services**

The City's Office of Youth Services plans, coordinates and advocates for the provision of services to promote positive development and prevent delinquency among Alexandria's children and youth. The Office works with City and private youth-serving agencies to identify service needs, avoid duplication and develop strategies to address youth-related issues. The Office is funded through state, local and private sources. Programs and services provided directly or through outside contracts include Project Discovery, a community-based dropout prevention program which encourages lower income and minority youth to complete high school and pursue post-secondary education; the Job Club, a pre-employment skill development program; the Community Services/Restitution Program (CSP), which provides juvenile offenders the opportunity to make restitution for offenses committed through community service placements; Volunteer Services, which develops resources, encourages citizen involvement, and promotes public-private collaborations to help families and individuals served by the Department of Human Services; and strategies to address teen pregnancy. During FY 2003, the Office

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of Youth Services will provide the services described herein with state, local and private monies totaling approximately \$501,088.

### **Child Welfare Services**

The Department of Human Services' childcare assistance programs provide financial assistance with child care costs to low-income families. Assistance is provided to families currently receiving or transitioning from Temporary Assistance to Needy Families (TANF). Families currently receiving TANF benefits are provided childcare assistance support entry into the workforce. TANF families leaving public assistance are eligible to receive an additional year of child care assistance to aid in their transition from welfare to work. In addition, through the Child Day Care Fee System, the City provides child care assistance to low-income families that may or may not have received public assistance. For FY 2003, the Department of Human Services will expend \$9,660,005 for these services.

The Office of Early Childhood Development also offers guidance to families in locating and securing quality child care and provides training and support services to family child care homes and child care centers. The City provides funding for numerous early childhood education and child care programs through several funding sources, including the City's Children's Fund, which generates local matching funds as well as funding for comprehensive services to at-risk families and children.

### **Employment and Training**

Beginning July 1, 2000, the Workforce Investment Act of 1998 (WIA) was put into place as the national workforce preparation and employment system. Designed to meet the needs of employers and job seekers, WIA established a new approach to the delivery of service to those who want to further their careers. The Alexandria/Arlington Workforce Investment Board received a \$300,000 "earmark" in the FFY 2002 Labor, Health and Human Services Appropriation bill to assist persons with disabilities obtain employment. Over the next year the program will (1) educate employers about the laws governing the employment of persons with disabilities, (2) assist in the recruitment of persons with disabilities, and (3) help employers find resources to support disable persons in the workplace. The WIA federal legislation is based on the following elements which will be continued in FY 2003.

- ▶ All programs must be designed and managed at the local level where the needs of businesses and individuals are best understood.
- ▶ Customers must be able to conveniently access the employment, education, training, and information services they need at a single "One Stop Center", convenient to their neighborhoods.
- ▶ Customers should have choices in deciding the training program that best fit their needs and the organizations that will provide the services. They should have control over their own career development.
- ▶ Customers have a right to information about how well training providers succeed in preparing

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people for jobs. Training providers will provide information on their success rates at the One Stop Center.

- ▶ The Workforce Investment Board (WIB) made up of local business leaders will provide information, leadership, and play an active role in ensuring that the system prepares people for current and future jobs.

In Alexandria, *JobLink* is the One Stop Center for this new service delivery system. During FY 2003, *JobLink* will continue its mission to place "good people in good jobs" through various grant programs and a major contribution of City funds. The *JobLink* FY 2003 budget projects a \$1,272,000 allocation from the City and a major grant of \$1,016,468 from the Virginia Initiative for Employment not Welfare (VIEW). VIEW funds are used to provide employment counseling/placement services, day care, needs assessments, support payments and other resources needed to remove any barriers to employment for program participants. The City's Office of Employment Training (OET) also sponsors the Youth Employment Program. Major components include the City-funded effort to place 80 youth in public and private non-profit work sites during FY 2003; Jobs for Alexandria Youth (JAY), which proposes to place 53 youth in unsubsidized employment and job readiness activities; a federally-funded WIA effort focusing on employment readiness for 23 youth; and a federally-funded program providing work experience for hard-to-serve youth.

Additionally, in response to area job losses following the September 11 terrorist incidents, the Alexandria/Arlington Workforce Investment Board requested and received approximately \$4,000,000 from the U.S. Department of Labor to provide employment and training services to people in Alexandria and Arlington that lost their jobs due to closure of Reagan National Airport in response to the tragedy. When approved by City Council, a portion of these funds will go directly to the *JobLink* "One Stop" employment center to be used for retraining, needs-based payments and career counseling services.

### **Drug and Alcohol Dependence Services**

The Alexandria Community Services Board (ACSB) provides a range of services for persons with substance dependence problems, from counseling to residential detoxification services. The ACSB estimates that the cost of providing these services in FY 2003 will be approximately \$6.5 million.

### **Fair Housing Activities**

The City conducts fair housing testing to determine the presence of discrimination in the rental housing industry. Paid testers have contacted apartment complexes, real estate firms and mortgage lenders posing as potential applicants to test for discrimination based on race, familial or disability status and sexual orientation. City staff have met with the owners and managers of apartment complexes and real estate firms with less serious problems of discrimination discovered during testing, and have filed complaints with the City of Alexandria Human Rights Office concerning more serious, repetitive problems. During the testing for discrimination against persons with disabilities, the City discovered numerous problems with a lack of understanding concerning the rights of mobility-impaired persons to request physical modifications to the unit of their choice. Consequently, the City conducted more

training in this area for apartment managers and realtors, including a program which provides City staff to train the employees of real estate and property management companies on-site at locations in the City. During the next five years the City plans to continue testing for discrimination in a variety of areas.

Finally, the City provides fair housing information to tenants and landlords through the free publication *The Alexandria Guide to Landlord-Tenant Laws and Policies*. The Office of Housing's FY 2003 budget for the Fair Housing Testing Program is \$45,264.

### **Landlord/Tenant Mediation**

The City provides landlord-tenant complaint mediation and information on local and state landlord-tenant laws. Alexandria also has a nine-member Landlord-Tenant Relations Board which attempts mediation and resolution of major disputes involving many parties. The Board also organizes a regular educational seminar for apartment managers and is active in local and state policies and legislation. As stated previously, as compared to other cities in the Northern Virginia region and the nation as a whole, Alexandria has one of the highest percentages of renter-occupied (as opposed to owner-occupied) housing units. Consequently, the need for landlord-tenant counseling and mediation activities is expected to continue. The Office of Housing's projected FY 2003 budget for these services is \$213,366.

### ■ **II.B.3. Historic Preservation**

The City anticipates the rehabilitation of one home in the Parker Gray Historic District to be funded through the City's Home Rehabilitation Loan Program during FY 2003. The estimated cost of this project is approximately \$116,500.

### ■ **II.B.4. Economic Development**

As discussed in the Consolidated Plan, one of the City's major objectives in the coming five years is the continued revitalization of the Mt. Vernon Avenue and Route 1/Jefferson Davis Highway commercial corridors to provide employment and commercial opportunities for the adjacent neighborhoods. The state Enterprise Zone Program is a tool designed to assist in accomplishing this objective. The program offers new and existing businesses local incentives such as local technical assistance, infrastructure development, and small business financing opportunities, as well as significant state tax credits and grants.

Program objectives in the Enterprise Zone include increasing area employment, stabilizing the commercial tax base, increasing property values an average of five percent annually, and increasing the number of retail or local service establishments by two locations per year along the Mt. Vernon Avenue. General Fund monies in the approximate amount of \$475,000 are allocated to the AEDP each year to continue the joint effort of the City and AEDP to attract, expand, and retain business opportunities in the City.

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The City is currently working with residents and businesses in the Upper Potomac West area (the northern-most part of the Enterprise Zone) to develop a plan focused toward improving business activity and the business climate along the Mount Vernon Avenue corridor. A long-range plan for the redevelopment of several sites has been adopted; however, its implementation is several years away due to market conditions and other factors. In the interim, the City is developing a strategy to help stabilize existing businesses and to strengthen the business environment in a manner that will be in concert with the community's long-term vision and will help in the marketability of the area.

### **Energy Efficiency Improvements**

The City's Office of Housing and the Code Enforcement Bureau estimate that approximately 25 housing units in the City's target areas are in need or will be in need of energy efficiency improvements during the City's FY 2003. To the extent that these homes have low-income owner occupants, they are eligible for assistance under the City's Home Rehabilitation Loan Program.

### **Code Enforcement and Blight Abatement**

The City's Code Enforcement Bureau will continue its aggressive monitoring of properties throughout the City for compliance with building, fire and maintenance codes. The City's estimated cost to provide these services in the target areas is between \$40,000 and \$45,000 per year.

The City's Blighting Influences Program addresses vacant housing units that have become blighting influences within the Potomac West Neighborhood Strategy Area, the Potomac East Conservation District, and the Southwest Quadrant Rehabilitation District (within Potomac East). These areas have been targeted due to the number of substandard units as compared to other areas of the City. Additionally, according to the 1990 Census, 26% of the housing units in Potomac East and 25% of the housing units in Potomac West are in structures built prior to 1940, compared to 11% citywide. The Office of Housing anticipates monitoring 14 properties in Potomac East and Potomac West via the City's Blighting Influences List during FY 2003. The list is compiled for the purpose of targeting blighting influences for special attention, including City acquisition if the blight is not removed by the owners. The proposed budget for this program is \$117,303 in CDBG monies for the City's FY 2003.

The City's Spot Blight Abatement program, administered by the Code Enforcement Bureau, will also continue in FY 2003. Under this program, the City may designate a property as blighted if it exhibits identified conditions that are deemed detrimental to health, safety and welfare of the community. This program addresses deteriorated properties in areas of the City outside the established Blighting Influences target areas. When such properties are designated as blighted, the owner is given 30 days in which to present to the City Manager a plan to eliminate within a reasonable period of time the conditions that resulted in the determination of blight. If the owner fails to comply, the City Manager may request that the Planning Commission conduct a public hearing to determine options for what might be done with the property. At the public hearing, the City will present a disposition plan for the property which may include either repair, acquisition and repair, or demolition of the property based on the condition of the property and the outcome of the public hearing. Should the City's intervention be necessary in order to address the blight, the City will attempt to recover its costs from the property owner.

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## Section III

### Other Activities to be Undertaken

This section describes actions to be taken, as required by the Consolidated Plan regulations, to address issues of particular concern to HUD. These include barriers to affordable housing, the effects of lead-based paint, coordination between public and private agencies providing housing and human services, efforts to reduce poverty, and others.

#### ■ III.A. Actions to Address Obstacles to Meeting Underserved Needs

HUD requires that the City discuss in its Consolidated Plan the actions it plans to take to meet underserved needs. While the analysis contained in the Consolidated Plan documents unmet need in a variety of areas, the City draws a distinction between unmet and underserved needs; all unmet needs are not necessarily underserved. Certain needs can be (and have been) addressed with millions of dollars of resources for decade after decade, but are unlikely to ever be fully met; no matter how much assisted housing is provided, there will, in all likelihood, always be a waiting list. While the current inventory of assisted rental housing cannot serve everyone in need of such housing, the City does not consider this need to be underserved because of the considerable resources devoted to serving this need and the comparatively large share of the City's total occupied housing stock (8.2%) and occupied rental housing stock (13.8%) devoted to assisted rental housing in Alexandria. The Consolidated Plan describes in detail the organizations and resources in the City that provide large numbers of affordable housing units, homeless beds and a wide array of services designed to serve Alexandrians.

Despite significant private and public efforts to create a vital urban environment in which decent housing for local residents is the rule, some housing needs, particularly homeownership, are currently underserved. As previously discussed in this document, according to the 2000 Census, 40.0% of Alexandria's housing units are owner-occupied and 60.0% are renter-occupied. This percentage placed Alexandria at 14th in the nation at the time of the Census with regard to renter occupancy, higher than any other Northern Virginia jurisdiction and well above state and national averages. Therefore, it is the City's policy to promote opportunities to achieve homeownership. There are many prospective homebuyers of modest means who could satisfy homeownership needs without creating an excessive burden on public resources.

Many moderate-income households who are currently renting may fall just short of earning incomes sufficient to be able to purchase affordable housing and could use relatively minor public and/or private financial assistance with downpayment and closing costs to make up for the shortfall. For example, in the City's January 2002 Apartment Survey, the average rent for a two-bedroom, private market unit in Alexandria was \$1,276 per month, requiring an annual income of \$51,040 if housing costs do not exceed 30% of income. Based on a 6.75%, 30-year fixed-rate loan and the assumption that principal, interest, taxes, and insurance costs did not exceed 30% of income, this same household could reasonably afford to purchase a home valued at \$142,061 (including a \$180 per month condo

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fee). According to the Office of Real Estate Assessments, 15,492 single-family homes and condominiums, or 44.0% of all single-family homes and condominiums in the City, were assessed at or below \$149,999 in calendar year 2002.

The City's housing policies include incentives to encourage homeownership. However, despite measures to close the gap between required income and access to private market housing, some household members may lack the knowledge or the confidence that homeownership is achievable. Homeownership counseling and homeownership fairs are designed to remove obstacles and to explore ways through which households can redirect their limited resources toward owning their own property. The Office of Housing has implemented a Homeownership Counseling program component that will continue into FY 2003, as will the annual City-sponsored Homeownership Fair. For a more detailed description of the City's homeownership assistance efforts, please see Section II.A.4 on activities to be undertaken for low- and moderate-income homebuyers.

### ■ III.B. Actions to Foster and Maintain Affordable Housing

#### **The Affordable Housing Policy and Housing Trust Fund**

The City has an Affordable Housing Policy which was adopted in January 1993. The Policy formalized an existing informal process of encouraging set-aside housing units or obtaining contributions from private developers. It sets forth the City's framework for the provision of affordable housing, and establishes guidelines governing residential and commercial developer participation in affordable housing. For rental housing, the City's primary goal is to preserve the existing supply of public housing and replacement units covered by Resolution 830. In terms of homeownership, the primary goal is to assist households with incomes between 50% of the median income for the area (currently \$43,500 for a family of four) and the Virginia Housing Development Authority's maximum income limit (currently \$79,500 for three or more persons).

The policy also established guidelines for developer participation in affordable housing. Developers of any new residential, commercial, or other property are requested to make a voluntary contribution of \$.50 per gross square foot to the City's Housing Trust Fund. If zoning concessions are requested from the City and/or the developer desires to provide an alternative to the cash contribution, developers are requested to submit an Affordable Housing Plan for City approval. The policy established the Affordable Housing Advisory Committee which advises City Council on issues regarding the Affordable Housing Policy, the Housing Trust Fund and the preservation and promotion of affordable housing. The Committee includes representatives from a cross-section of interests, including professionals from the real estate, finance, and legal professions; a builder/developer; a landlord; a homeowner; the ARHA Board of Commissioners; the religious community; a civic association; a renter; a City employer, and a group interested in the promotion of affordable housing.

The City estimates the unreserved balance of the Housing Trust Fund to increase by over \$1 million in developer contributions and interest accrual during the Action Plan period, based on Department of Planning and Zoning staff estimates of project completion schedules. Housing Trust Fund monies have been committed for several projects which are discussed in the applicable areas of Section B,

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"Planned Activities to be Undertaken."

### **Resolution 830**

The City has long held the preservation of its existing assisted housing stock as one of its highest priorities. Under the previously-described joint agreement between City Council and ARHA known as Resolution 830, the City is committed to maintaining a minimum of 1,150 units of public and publicly assisted housing. This figure reflects the number of public housing units in the City in 1982 when a similar resolution was amended to become Resolution 830.

In September 1996, ARHA issued a Request for Proposals aimed at soliciting redevelopment proposals for the Samuel Madden Homes/Downtown public housing project. On December 31, 1996, ARHA received five proposals in response to its RFP for a mixed-income, mixed-density redevelopment on the site, which currently contains 100 units of public housing. In June 1997, North Village L.L.C. was selected by the ARHA Board of Commissioners as the preferred developer for the project, and in 1998 ARHA received an allocation of \$6.7 million in HOPE VI grant funds from HUD for the planned redevelopment.

HUD demolition and disposition regulations required ARHA to extend an offer of sale for Samuel Madden Homes Downtown to the resident organization. After a dispute as to the appropriate tenant organization was resolved in May 1998 in favor of the Alexandria Resident Council (ARC) as opposed to the residents at the affected development (Samuel Madden Homes Tenant Council), ARHA invited and received a redevelopment proposal from ARC. ARHA reviewed the proposal, but determined in November 1998 that the ARC proposal failed to meet the requirements detailed in the Request for Proposals. ARC filed a Rule to Show Cause against ARHA for monetary sanctions, and the court referred the matter to the Department of Housing and Urban Development (HUD) for an administrative review. In March 1999, HUD determined that ARC's proposal materially met the terms of sale as established by ARHA with the exception of a firm financial commitment. ARC submitted an updated proposal to establish firm financing commitments, but this proposal was rejected in August 1999 by the ARHA Board of Commissioners.

From late 1999 through the summer of 2000, ARHA sought unsuccessfully to reach an agreement with the ARC/Telesis team. Subsequently, in the summer of 2000, the U.S. District Court decision mandating ARHA to negotiate with ARC/Telesis was overturned by the Fourth Circuit Court of Appeals, and the Fourth Circuit's decision was later affirmed by a U.S. Supreme Court decision not to review the case. As a result, in the fall of 2000, ARHA began preliminary negotiations with the North Village development team, but in the ensuing discussions ARHA and North Village were unable to come to an agreement on the number and type of housing units that should be constructed on the site. Because of the disagreements, North Village L.L.C. withdrew its redevelopment proposal in late March 2001; subsequent to the withdrawal, the Samuel Madden Homes Work Group, which is comprised of representatives of ARHA, City Council, the Planning Commission and City staff, developed a list of parameters for the redevelopment of the Samuel Madden site which were adopted by both City Council and the ARHA Board of Commissioners in September 2001. The ARHA Board released a Request for Qualifications in December 2001 as part of a two-phase developer selection process. Five responses were received in February 2002, and two of the developers have been invited to submit full

proposals. The second phase of the selection will be completed in June 2002, when the Board will enter into a preliminary development agreement with the goal of signing a final agreement by October 2002. During the developer selection process, ARHA and City staff will review and select the off-site locations for the 48 scattered-site replacement units; financing for the Samuel Madden redevelopment project will be realized through a combination of HOPE VI funds, Low-Income Housing Tax Credits (LIHTC), and the proceeds from the sale of the two-block area on which the Samuel Madden Homes current site. The current project schedule is driven by VHDA's March 2003 LIHTC application deadline.

### **The Affordable Housing Task Force**

At the City Council's public hearing on the 2000-2005 Consolidated Plan held on April 15, 2000, a number of Alexandria residents expressed their concern about the shrinking number of affordable housing units, both for sale and for rent, in the City. As a result, at the City Council's FY 2001 retreat in October 2000, the City Manager proposed the development of an Affordable Housing Task Force to study the issue of affordable housing and make recommendations to City Council on the future direction of City housing policy.

The Affordable Housing Task Force, which was comprised of two members of City Council, the City Manager, two members of the Affordable Housing Advisory Committee, a developer of affordable housing, a representative from the real estate sector, a housing finance expert, and the directors of the City's Office of Housing and Department of Planning and Zoning, convened from January through October 2001 and released its final report of recommendations to City Council in October 2001. In February and March 2002, Council approved the following recommendations pursuant to the Affordable Housing Task Force report, and adopted the report as modified by the recommendations.

1. Allocate \$400,000 in Housing Trust Fund monies, \$300,000 in General Fund monies, and \$300,000 in federal HOME monies and matching funds to establish a \$1 million set-aside for the development of rental and sales housing projects.
2. Allocate \$50,000 in Housing Trust Fund monies for a Seller Incentive Fund to pay \$1,000, on behalf of homebuyers assisted under the City's HAP and MIHP programs, toward the seller's real estate commission, to serve as an incentive to sellers to accept contracts from HAP and MIHP purchasers during periods of hot housing markets as determined by a process to be developed for approval by the City Manager.
3. Increase the City's maximum homeownership assistance payment under the federal Community Development Block Grant (CDBG) and HOME-funded Homeownership Assistance Program (HAP) from \$25,000 to \$35,000 per household.
4. Increase the City's maximum homeownership assistance payment under the Housing Trust Fund-supported Moderate Income Homeownership Program (MIHP) from \$15,000 to \$20,000.
5. Amend the HAP and MIHP programs to allow a one-time rollover of City homeownership assistance for loan recipients (excluding purchasers of set-aside units in new developments

who also have HAP or MIHP loans) who sell the home the City assisted them to buy, and immediately purchase a subsequent home within the City. In order to qualify for the rollover, loan recipients would have to be income eligible for HAP and MIHP at the time of the sale, and must have resided in the assisted home for at least five years (the period of time required to avoid the anti-speculation surcharge imposed by the City's homeownership programs). In addition, authorize the use of MIHP funds to repay and replace a HAP loan in the event a HAP loan recipient (up to \$54,400 for a four-person household) has become a MIHP-eligible recipient (up to \$79,500 for a household of three or more persons) at the time of the rollover.

6. Approve a goal of maintaining a minimum Housing Trust Fund balance of \$1.5 million, exclusive of any set-asides, in order to provide a continuing funding source for housing activities.
7. Agree that the issue of increasing the standard \$0.50 per gross square foot developer contribution to affordable housing will be considered in the context of forthcoming efforts to establish the appropriate levels for other development fees, which will involve discussions with the development community.
8. Approve the concept of allowing flexibility in the design, location, and layout of affordable units, with the understanding that this may result in affordable unit designs that differ from, but are architecturally compatible with, the market rate units. Standards for the affordable units would be determined on a case by case basis, and spelled out in the Special Use Permit or site plan conditions for specific developments.
9. Amend the Rent Relief Program to do the following:
  - ▶ Increase the maximum income from \$18,000 to \$25,600, and keep the maximum income level equal to the maximum income, under the Tax Relief Program, for persons eligible to receive full tax exemption (up to the amount of the average real property tax bill).
  - ▶ Increase the benefit level from \$1,500 to a sliding scale from \$1,800 to \$2,400 per year based on income, with the maximum benefit level to remain equal to the average property tax bill for the calendar year in which the budget is prepared for each year's Rent Relief program expenditures. The increased benefit level is consistent with (but not specifically mentioned in) the Task Force recommendations, and the sliding scale is a new feature.
  - ▶ Provide monthly rather than annual payments.
  - ▶ Have year-round open enrollment for this program.

### ■ III.C. Actions to Remove Barriers to Affordable Housing

In the first Five-Year Consolidated Plan submitted in 1995, the City discussed public policies that the Developer Subcommittee of the Ad Hoc Affordable Housing Advisory Committee identified as barriers to developing affordable housing. The City has considered these issues and concerns, and, as

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discussed in the Strategic Five-Year Plan of the Consolidated Plan, concluded that the current policies regarding planning and zoning are appropriate and necessary. Therefore, the City has not identified any barriers to affordable housing requiring that action be taken for removal.

### ■ III.D. Actions to Evaluate and Reduce Lead-Based Paint Hazards

In response to the September 15, 2000 effective date of HUD's Title X regulations on lead-based paint, the Office of Housing developed procedures to ensure that City programs are operating in accordance with the regulation. All HAP purchasers are provided with a copy of the Environmental Protection Agency pamphlet "Protect Your Family From Lead in Your Home" and must receive a disclosure form from the seller noting any known presence of lead-based paint. Units identified for purchase must be visually inspected for scaling, cracked, peeling or chipped paint by a certified risk assessor or Housing Quality Standard (HQS) inspector trained in visual assessment.

For cases in which deteriorated paint surfaces are identified, the City now requires that such surfaces be stabilized before the homebuyer moves into the home. Such work must be conducted using safe work practices, and clearance testing must be conducted to determine that the lead hazard activities are complete. Prior to loan closing, and within 15 calendar days of the completion of lead hazard reduction activities, the homebuyer must be notified of the results of the results of the clearance examination in a detailed report.

Assessments are also conducted when painted surfaces are to be disturbed or replaced through the City's Home Rehabilitation Loan Program. All costs associated with soil analysis tests (which must be done by the state) and the abatement of lead-based paint hazards will be included as part of the client's rehabilitation loan. The level of assistance being provided determines the actions to be taken to meet the requirements of the Title X regulations. The federal requirements are related to the amount of federal assistance and are broken down into three categories:

- ▶ Assistance of \$5,000 or less: Conduct paint testing on the painted surfaces to be disturbed or replaced during rehabilitation and repair any paint that is disturbed. Perform clearance examination of worksite in accordance with HUD regulations. Clearance is not required if rehabilitation did not disturb painted surfaces of a total area more than 20 square feet on the exterior and two square feet on the interior in any one room.
- ▶ Assistance of \$5,001-\$25,000: Conduct paint testing on the painted surfaces to be disturbed or replaced during rehabilitation. Perform a risk assessment to include exterior painted surfaces, and perform interim controls on all lead-based paint hazards identified.
- ▶ Assistance of \$25,000 or greater: Conduct paint testing on the painted surfaces to be disturbed or replaced during rehabilitation and perform a risk assessment to include exterior painted surfaces. Abate all lead-based hazards identified by the paint testing or risk assessment and any lead-based paint hazards created as a result of the rehabilitation work. Interim controls are acceptable on exterior surfaces that are not disturbed by rehabilitation. This would refer to items that may be identified in the risk assessment but are not included in the scope of work

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for rehabilitation.

The level of hazard reduction depends on the level of assistance as listed above. Specific actions required are defined as follows:

**Repair of Paint Disturbed During Rehabilitation:** Regulations require repairing disturbed paint and applying a new coat of paint.

**Interim Controls and Standard Treatments:** Regulations require addressing friction and impact surfaces, creating smooth and cleanable surfaces, encapsulation, removing or covering lead-based paint components, and paint stabilization.

**Abatement:** Regulations require permanently removing lead-based paint hazards, often through paint and component removal and enclosure.

**Safe Work Practices:** Safe work practices must be used for all work on lead-based paint surfaces. Safe work practices are required on interior surfaces larger than two square feet and on exterior surfaces larger than 20 square feet.

**Clearance:** Clearance must be performed by a certified professional to check if rehabilitated units are safe for future occupants.

All testing and risk assessments must be conducted by a certified lead-based paint inspector and a certified risk assessor. All applicants must have their homes tested for lead-based paint and have a risk assessment conducted when federal funds exceed \$5,000. Testing on homes with federal assistance of \$5,000 or less will depend upon the type of work proposed for rehabilitation. All initial meetings with the client and architect will include a discussion on the lead-based paint implications and requirements that may result in additional rehabilitation work and cost that was not anticipated by the client. If necessary to cover the cost of lead abatement activities, the program's loan limits can be exceeded, and the loan-to-value ratio can go as high as 110% of the home's value.

The Health Department will continue its lead-screening program for children during FY 2003 at a projected cost of \$3,280. An estimated 512 tests will be conducted to determine if the lead level of Alexandria children is above acceptable levels (10 µg/dl). Increased costs are due to increased number of tests, increase of positive tests, and the case management of several significantly elevated blood lead levels. Follow-up procedures for children determined to have an unacceptable acceptable amount of lead will be carried out. The Health Department will conduct tests using its lead-based paint analyzer on suspect buildings in the City where children identified as having elevated blood lead levels live or play.

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■ **III.D. Actions to Reduce the Number of Poverty Level Families**

The City's strategy regarding assistance to households with incomes below the federal poverty line is generally to support those programs, within available funds, that will help reduce the number of these households by improving their economic status through education, job training and job placement, and other support services. Many of the supportive housing and services for the extremely-low and low-income as previously described in this Plan, especially those for homeless and at-risk persons, also coincide with this strategy. As noted, many of the City programs and services are offered in coordination with other public, private and non-profit organizations. Non-housing programs that are part of the City's anti-poverty strategy are discussed in Section III.G below. These programs will continue during the next year.

■ **III.F. Actions to Develop the Institutional Structure**

The organizational structure for carrying out the City of Alexandria's affordable and supportive housing strategy is well-developed and involves a variety of public and private entities. This formal structure is very effective in implementing activities and programs to meet community needs.

The City government, public agencies such as ARHA, and the network of private provider agencies which offer supportive services in collaboration with public agencies aggressively pursue opportunities that will provide additional resources for particular steps on the continuum of services. The City's especially strong commitment to developing resources for programs that foster self-sufficiency and homeownership opportunities remains the cornerstone of its strategy to further develop the institutional structure. As noted in the Five-Year Strategic Plan section of the 2000-2005 Consolidated Plan, the City has implemented a homeownership counseling program for all applicants and prospective applicants to the Homeownership Assistance Program (HAP) and the Moderate Income Homeownership Program (MIHP), to assist in preparing them for the responsibilities of homeownership. The City also continues to sponsor its annual homeownership fair to provide information and assistance to residents about purchasing a home. In addition, as of this writing the aforementioned City Manager's Affordable Housing Task Force is reviewing the City's continuum of housing-related programs and services to determine if changes to those programs are warranted.

■ **III.G. Coordination Between Public and Private Housing and Social Service Agencies**

Public and private agencies in Alexandria will continue to effectively coordinate their efforts in meeting the housing and support service needs of its citizens. There are many methods through which extensive coordination currently occurs, some of which have been discussed previously in Section II, in subsections entitled "Service Delivery and Management." Additional collaborative efforts taking place in the community are described below.

- ▶ Provision of services to the homeless and the development of Alexandria's Continuum of Care for homeless services is coordinated by the Department of Human Services' Office of

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Community Services (OCS) via the previously-described Homeless Services Coordinating Committee (HSCC). HSCC links City agencies (the OCS, the Health Department, the Office of Employment Training, Housing, and Mental Health, Mental Retardation, and Substance Abuse) with shelter providers and other homeless-serving non-profit organizations in Alexandria. Via its monthly meeting, HSCC shares information, prioritizes service needs and performs planning tasks to implement the City's strategy to combat homelessness.

- ▶ The Northern Virginia Coalition for the Homeless, comprised of representatives of the Northern Virginia jurisdictions and homeless service providers, will continue to address homelessness issues and concerns on a regional basis.
- ▶ Supportive services for the elderly will continue to be coordinated by the Alexandria Long Term Care Coordinating Committee, which includes members from every public and private organization that serves the elderly's long-term care needs.
- ▶ ARHA and City agencies also frequently, and informally, coordinate their efforts to serve the public housing residents. In addition, the Family Self-Sufficiency Coordinating Group, with representatives from ARHA, City agencies and community members, coordinates service delivery efforts.
- ▶ The Department of Human Services, Whitman-Walker Clinic of Northern Virginia and Northern Virginia AIDS Ministry coordinate an array of services provided to persons with HIV/AIDS through each individual client's respective case manager. The Health Department, Hopkins House and other organizations are also involved in providing HIV/AIDS-related services. Support services are coordinated regionally via the Northern Virginia HIV Consortium, which is supported by the Northern Virginia Regional Commission (NVRC). NVRC also distributes the region's HOPWA funding to participating jurisdictions.

### ■ III.H. Fostering of Public Housing Improvements and Resident Initiatives

#### Public Housing Improvements

ARHA is committed to the provision of decent, safe and sanitary housing, and has placed a high priority on addressing code deficiencies and replacing essential items in its housing developments. ARHA receives an annual allocation of approximately \$1.6 million in capital funds which will be used in FY 2003 for electrical improvements and Section 504 renovations to the existing public housing stock. In addition to the capital funds, in FY 2001, ARHA applied for and was awarded approximately \$530,000 in City CDBG funds which will be used in conjunction with capital funds for the complete rehabilitation of the Jefferson Village development. The rehabilitation work will include the installation of new flooring throughout, new kitchens and bathrooms, new electrical, heating and air conditioning, and new plumbing fixtures. The roofs at Glebe Park will be reconditioned and the roof at Ladrey High-Rise will be replaced.

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## ARHA Resident Initiatives

ARHA established its Social Services Division in 1999 to implement structured programs emphasizing education, training, and employment. The mission of the division is to address the service needs of public housing families in a holistic manner and enable TANF recipients, hard-to-employ persons, and low-income residents to break the cycle of dependency through a range of training and employment services. The goals are to help residents of ARHA housing to gain economic self-sufficiency and financial independence through better-paying jobs and/or their own businesses.

The Social Services Division also addresses safety concerns within the ARHA community through prevention activities to reduce crime and substance dependence and improve resident safety. Much of the impetus for these services comes from outside ARHA developments, and the efforts are as much or more to protect the local ARHA community as to find ARHA residents in violation of the law.

The Social Services Division's programs are funded through grants from the U.S. Department of Labor, the U.S. Department of Housing and Urban Development, the U.S. Department of Justice, and the City's Office of Aging and Adult Services, with matching funds provided by ARHA. The division is constantly pursuing grant funds, usually in competition with other public housing authorities, local and state governments, and non-profit organizations.

The following are descriptions of services provided by ARHA's Social Services Division.

**Public Housing Drug Elimination Program:** The Public Housing Drug Elimination Program (PHDEP) works to reduce drug use and drug-related crime in and around the public housing community through prevention, intervention, treatment, structured aftercare, and support systems. The program's coordinator works with the ARHA Resident Police Officers, non-resident Alexandria Police officers, and ARHA off-duty officers to reduce crime, with the assistance of public and assisted housing residents via neighborhood watches and resident foot patrols.

The PHDEP coordinator has developed many contacts in the community to provide residents with assistance and to implement the PHDEP objectives. Local agencies, businesses, nonprofit organizations, colleges and universities, and community groups have been identified to provide supplemental services, treatment planning, and family support services. These entities provide outreach activities to market the availability of drug prevention programs to youths and adults in public housing. The ARHA PHDEP program is partnering with Alexandria Community Services Board in the "Strengthening Families" program, a substance dependence prevention program targeted to families with children ages seven to 11. This program, which is funded by a grant from the Metropolitan Washington Council of Governments, provides 14 weekly two- to three-hour sessions designed to increase family communication. Thirteen adults and 20 children attended their first parent-only and child-only sessions. A Family Resource Learning Center is also funded as a part of the PHDEP grant.

**Community Policing and Crime Prevention:** ARHA has established a strong relationship with the Alexandria Police Department (APD). In addition to providing a wide array of traditional police services, APD has worked with ARHA to develop a Residential Police Officer (RPO) program in which ARHA provides public housing units to police officers who are assigned to serve that particular public

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housing community. There are currently four RPOs in the program. APD also provides several community police officers who are engaged in non-traditional policing strategies to prevent drug-related crime and provide prevention programs within the community, including the expeditious eviction of residents engaged in drug-related activities. In addition, ARHA employs off-duty police officers to patrol three designated high-risk housing communities (Samuel Madden, Andrew Adkins, James Bland and James Bland Addition). These officers work closely with the RPOs within these areas. The off-duty officers also patrol other ARHA communities as the need arises.

**Welfare-to-Work Efforts:** ARHA received a Welfare-to-Work (WtW) grant from the U.S. Department of Labor in January 1999. The Welfare-to-Work program is a work-first effort aimed at reaching 250 hard-to-employ TANF recipients living in public housing or who have Section 8 assistance. The ARHA program has been dubbed "Success First!" and is housed in the Ladrey Building at 300 Wythe Street.

The Success First Program (SFP) has established an ongoing collaboration with the Department of Human Services' Division of Family Services (DFS) to assure the proper steps are taken in meeting the eligibility requirements of WtW. Verification of participant status, collaboration procedure, and other related matters are being addressed in regular meetings with DFS staff. Partnerships have been established with the DFS, the Virginia Department of Criminal Justice Services, the Private Industry Council, the Marriott Corporation, Northern Virginia Family Service, and other public and private entities to help ARHA assist TANF recipients and hard-to-employ public housing residents through job placement, training, and supportive services. To date, 94 participants have been placed in unsubsidized jobs.

**Resident Opportunity Self-Sufficiency Program:** In November 2001, ARHA received a \$233,000 grant from HUD under the Resident Opportunity Self-Sufficiency Program (ROSS). The ROSS grant funds employment and training opportunities for public housing residents who are trained as Home Health Aides to provide needed home health services to elderly and disabled public housing residents. The grant also provides weekend and holiday meals, counseling, case management, podiatry and chiropractic services, and a Creative Wellness Program to residents of the Annie B. Rose and Ladrey senior high-rises. The Creative Wellness Program is a self-help initiative that assists residents to develop a holistic approach to self-care focusing on their physical, emotional, mental and spiritual needs.

**Youth Leadership Program:** The Youth Leadership Program (YLP) provides community service and enrichment programs for school-age children that will prepare them for academic success and gainful employment. Social and education programs include intergenerational activities and after-school tutoring. The program hopes to prevent juvenile delinquency by imparting the values of community service, cooperation, and academic excellence to the youth of public housing. YLP focuses its efforts toward building strong educational and enrichment programs for school-aged children to prepare them for the jobs of the future. Collaborations with the Alexandria Public Schools, the Virginia Cooperative Extension and Project Discovery have been formed to enable YLP to identify students in need of academic assistance and to help them access available programs.

ARHA is operating in conjunction with the Alexandria-Olympic Boys and Girls Club after-school program, which provides for more than 35 children primarily from the Samuel Madden Homes. The Boys and Girls Club program consists of after-school tutoring and homework assistance, computer class

time, recreation, etc., provided Tuesday through Friday from 4 p.m. to 6:30 p.m. There is a long waiting list because the agency van can accommodate only a limited number of passengers. ARHA continues to work on transportation logistics and is trying to expand this program to 60 children, to include youth from other ARHA developments. The YLP coordinator assists with special programs and activities.

Twenty-five ARHA children attend the YMCA for a swimming and tutoring program at the YMCA in an arrangement worked in conjunction with Christ Church. The YMCA transports the children to its facility for a three-hour program three times a week. It is staffed by Christ Church volunteers and ARHA staff and residents. This program is open to all children from public housing who attend Maury, Cora Kelly, and Mt. Vernon Elementary schools. In addition, every fourth Sunday, the youth group from St. Paul's Church conducts a group mentoring program for 25-30 children at the YMCA.

Initiatives have also been developed to foster community involvement and service. Younger children work with senior residents on a community garden and in the Baby Blues Project. Middle school and high school children are referred to nonprofit and community service organizations to work as volunteer interns and to summer jobs available in the Alexandria area.

**Family Resource Learning Center:** The PHDEP coordinator is also the acting director of the Family Resource Learning Center (FRLC). The center provides a variety of educational, social, and cultural activities for public housing children of all ages. It houses an after-school academic program focusing on the Commonwealth of Virginia Standards of Learning. The center currently serves 52 children on a routine basis, and provides assistance with daily homework, projects, reports, and class preparation. The standards for participation in FRLC programs are quite formal and spelled out in operating procedures. Absenteeism and tardiness are not tolerated, and parents are expected to take an interest in their children's progress.

The fall program of after-school homework starts in September with 35 elementary students and 20 junior high/high school students. Space is limited, which has required the development of a waiting list. FRLC also has an annual Summer Academic Program, which focuses on Language Arts/Reading, Math, Science, and Social Studies. Certificates are awarded to the children at the completion of the summer program. A parent organization has been established which meets once a month, and parents who exhibit the most positive participation and assistance with their child also awarded a certificate.

FRLC also includes a one-stop resource and referral center. This was established after numerous residents reported to the center requesting a wide variety of assistance for various problems. FRLC staff makes many referrals for employment, clothing, family court matters, welfare-to-work, GED, etc. and coordinates these efforts with the staff and director of the Social Services Division.

Computer centers are operated at FRLC and the Ladrey High Rise. Residents of all ages use these centers and, when volunteer teachers are available, classes are conducted in basic computer usage.

**Senior Services Outreach Program:** The Senior Services Outreach program offers an array of services to elderly and disabled residents of the Ladrey Highrise, the Annie B. Rose House, and ARHA's other public housing units. The Senior Service Coordinator works in concert with local government and

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private agencies, churches, civic groups, and other community entities to ensure timely delivery of services. Referrals are made to entities, which can address residents' medical, dental, mental health, legal, food, clothing, personal care, financial management, social, and spiritual needs. The senior service coordinator also plays an integral role in the monthly Ladrey Rose Coordinating Committee meetings, which are held in the Ladrey Conference Room.

More than 2,500 requests for services are handled directly and/or through referrals to the appropriate agency each year. Residents' needs encompass medical/dental care, completion of forms/applications, supportive counseling/mental health, financial assistance, legal, food/personal care, special transportation, fuel assistance, protective services, and holiday/recreational activities. Special activities include exercise classes by INOVA Health Source, a weekly "Think Well, Feel Well" support group, and other group sessions. Attendance at these activities ranges from 12 to 15 residents each week.

The senior services coordinator chairs the Long Term Care Coordinating Committee's work on developing and implementing an effective care management model to provide the necessary for frail elderly until there are affordable assisted living facilities in Northern Virginia.

## **APPENDIX I**

**Federal Application and Certification Forms  
Listing of FY 2003 Proposed Projects  
FY 2003 CDBG and HOME Budgets**

■ **Application for FFY 2002 Community Development Block Grant and Home Investment Partnerships Program Funds**

This Appendix serves as the City's application for Federal Fiscal Year 2002 Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) Program funds. These funds will cover the City's Fiscal Year 2003, from July 2002 to June 2003. For nearly three decades, the City of Alexandria's highest community development priority has been to provide affordable housing opportunities for its low- and moderate-income citizens. Alexandria's 28th year CDBG and FFY 2002 HOME programs reflect the City's continued commitment to that objective.

Since 1975, the City has received \$33,860,000 in CDBG funds, and has utilized the vast majority of funds, along with more than \$14 million in program income and City funds, to address housing needs. With the inception of the HOME Program in 1990, under which the City has received \$5,803,000 since 1992, the City has been able to address additional housing needs.

Together, the CDBG and HOME programs will continue the City's ongoing efforts to provide homeownership opportunities for low- and moderate-income homebuyers, housing rehabilitation assistance to income-eligible homeowners, and transitional housing assistance to homeless families, to remove blighting influences, and otherwise address the housing needs of its low- and moderate-income citizens and neighborhoods. In addition, the City will continue its efforts to identify and eradicate illegal housing discrimination, and will assist in efforts to further economic development initiatives in the City's state-designated Enterprise Zone and the Potomac West target area.

As shown on the Tables B and C included in this Appendix, the City's total consolidated HUD allocation is for FFY 2002 is \$1,912,000, including \$1,241,000 in CDBG funding and \$671,000 in HOME Program funding. The pages following Tables B and C, labeled "Listing of Proposed Projects," provide information on the proposed use of the CDBG and HOME funds, including a description of each proposed activity, funding sources, proposed accomplishments, information as to whether the activity will benefit the homeless or persons with HIV/AIDS, and the location of the activity. The CDBG-funded activities will include a local code number, the regulatory citation for eligible activities under the CDBG Program as well as the national objective citation (the national objective citation is not applicable to HOME Program-funded activities). The Proposed Projects forms were generated through a customized software program called Communities 2020 which is provided by HUD to participating jurisdictions.

Following the Proposed Projects in this Appendix are the certifications which are required as a condition of receiving the federal funds. In addition, the City has included specific HOME Program requirements, which must be part of its application for these funds.

**TABLE B**

**CDBG 28<sup>th</sup> Year Proposed Budget  
July 1, 2002 - June 30, 2003**

<b>PROGRAM</b>	<b>28<sup>th</sup> Year Grant</b>	<b>Carryover Funds</b>	<b>Program Income</b>	<b>Total Funds Available</b>	<b>Percent of Budget</b>
Blighting Influences	\$55,453	\$63,000		\$118,453	6.8%
CDBG Program Administration	\$194,676			\$194,676	11.2%
Eviction Assistance & Furniture Storage *	\$70,000			\$70,000	4.0%
Fair Housing Testing Program	\$45,264			\$45,264	2.6%
Home Rehabilitation Loan Program*	\$658,284	\$410,000	\$16,783	\$1,085,067	62.7%
Homeownership Assistance Program *	\$102,032			\$102,032	5.9%
Submissions and Applications for Federal Programs/Public Information	\$13,291			\$13,291	0.8%
Transitional Assistance Program*	\$82,000			\$82,000	4.7%
Winter Shelter*	\$20,000			\$20,000	1.2%
<b>TOTALS</b>	<b>\$1,241,000</b>	<b>\$473,000</b>	<b>\$16,783</b>	<b>\$1,730,783</b>	<b>100.0%</b>

\* These are programs benefitting low- and moderate-income persons. Funds for these programs constitute approximately 85% of non-administrative programs (general administrative costs are presumed to benefit low- and moderate-income persons in the same proportion).

Table C

FFY 2002 Home Investment Partnerships Program Proposed Budget  
July 1, 2002 - June 30, 2003

Program	FFY 2002 Grant	MATCHING FUNDS		Carryover Funds	Total Funds Available	Percent of Budget
		City General Fund	Other Match			
HOME Administration	\$64,346				\$64,346	4.6%
HOME Homeownership	\$234,200	\$42,359	\$16,191	\$582,250	\$292,750	20.8%
HOME Preservation Activities	\$246,212	\$61,553			\$307,765	21.9%
HOME Rehabilitation	\$126,242	\$31,561			\$157,803	11.2%
<b>TOTAL</b>	<b>\$671,000</b>	<b>\$135,473</b>	<b>\$16,191</b>	<b>\$582,250</b>	<b>\$1,404,914</b>	<b>100.0%</b>

# Application for Federal Assistance

		2. Date Submitted 05/15/02	Applicant Identifier B-02-MC-51-0001	
1. Type of Submission:  Application: Non - Construction Preapplication: Non - Construction		3. Date Received by State	State Application Identifier	
		4. Date Received by Federal Agency	Federal Identifier B-02-MC-51-0001	
5. Applicant Information				
Legal Name City of Alexandria, Virginia		Organizational Unit Office of Housing		
Address P.O. Box 178 301 King Street, City Hall Alexandria, VA 22313  N/A		Contact Mildrilyn Stephens Davis, Director (703) 838-4990		
6. Employer Identification Number (EIN): 546001103		7. Type of Applicant:  Municipal		
8. Type of Application: Type: Continuation				
		9. Name of Federal Agency: U.S. Dept. of Housing & Urban Development		
10. Catalog of Federal Domestic Assistance Number: Catalog Number: 14-218 Assistance Title: Housing and Community Development Act of 1974		11. Descriptive Title of Applicant's Project: Proposed use of funds for the Community Development Block Grant (CDBG) 28th Year Program.		
12. Areas Affected by Project: City of Alexandria				
13. Proposed Project:		14. Congressional Districts of:		
Start Date 07/01/02	End Date 06/30/03	a. Applicant 8th	b. Project 8th	
15. Estimated Funding:		16. Is Application Subject to Review by State Executive Order 12372 Process?  Review Status: Program not covered		
a. Federal	\$1,241,000			
b. Applicant	\$0			
c. State	\$0			
d. Local	\$0			
e. Other	\$473,000			
f. Program Income	\$16,783			
g. Total	\$ 1,730,783	17. Is the Applicant Delinquent on Any Federal Debt?  No		
18. To the best of my knowledge and belief, all data in this application/preapplication are true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is awarded.				
a. Typed Name of Authorized Representative Philip Sunderland		b. Title City Manager		c. Telephone Number (703) 838-4300
d. Signature of Authorized Representative			e. Date Signed	

# Application for Federal Assistance

		2. Date Submitted 05/15/02	Applicant Identifier M-02-MC-51-0501	
1. Type of Submission:  Application: Non - Construction Preapplication: Non - Construction		3. Date Received by State	State Application Identifier	
		4. Date Received by Federal Agency	Federal Identifier M-02-MC-51-0501	
5. Applicant Information				
Legal Name City of Alexandria, Virginia		Organizational Unit Office of Housing		
Address P.O. Box 178 301 King Street, City Hall Alexandria, VA 22313  N/A		Contact Mildrilyn Stephens Davis, Director (703) 838-4990		
6. Employer Identification Number (EIN): 546001103		7. Type of Applicant:  Municipal		
8. Type of Application: Type: Continuation				
		9. Name of Federal Agency: U.S. Dept. of Housing & Urban Development		
10. Catalog of Federal Domestic Assistance Number: Catalog Number: 14-239 Assistance Title: National Affordable Housing Act of 1990		11. Descriptive Title of Applicant's Project: Proposed use of FFY 2002 Home Investment Partnerships Program (HOME) funds.		
12. Areas Affected by Project: City of Alexandria				
13. Proposed Project:		14. Congressional Districts of:		
Start Date 07/01/02	End Date 06/30/03	a. Applicant 8th		b. Project 8th
15. Estimated Funding:		16. Is Application Subject to Review by State Executive Order 12372 Process?  Review Status: Program not covered		
a. Federal	\$671,000			
b. Applicant	\$0			
c. State	\$0			
d. Local	\$135,473			
e. Other	\$582,250			
f. Program Income	\$16,191			
g. Total	\$ 1,404,914	17. Is the Applicant Delinquent on Any Federal Debt?  No		
18. To the best of my knowledge and belief, all data in this application/preapplication are true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is awarded.				
a. Typed Name of Authorized Representative Philip Sunderland		b. Title City Manager		c. Telephone Number (703) 838-4300
d. Signature of Authorized Representative			e. Date Signed	

**U.S. Department of Housing & Urban Development  
CPD Consolidated Plan  
Listing of Proposed Projects**

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0001	Blighting Influences Program	01 Acquisition of Real Property	CDBG	\$ 118,453
	Housing	570.201(a)	ESG	\$ 0
			HOME	\$ 0
			HOPWA	\$ 0
		1 Housing Units		
	This program is designed to remove blighting, unsanitary and dangerous housing conditions from vacant properties in Potomac West and portions of Potomac East. The program seeks to have property owners remove the blighting conditions, but also enables the City to acquire and to dispose of blighted properties when necessary. Whenever economically feasible, properties acquired by the City are rehabilitated and sold to low- and moderate-income homebuyers. Proposed Accomplishments reflects number of acquired properties. Other Proposed Accomplishments include the removal of blight from six properties and the sale of one property.		TOTAL	\$ 118,453
			Total Other Funding	\$ 0

Help the Homeless? No Start Date: 07/01/02  
 Help those with HIV or AIDS? No Completion Date: 06/30/03

Eligibility: 570.208(b)(1) - Slums / Blight Area  
 Subrecipient: Local Government  
 Location(s): CT & BG's

CT: 200798 BG: 0 County: 51510	CT: 201400 BG: 0 County: 51510	CT: 201801 BG: 2 County: 51510
CT: 201202 BG: 0 County: 51510	CT: 201500 BG: 1 County: 51510	CT: 201801 BG: 3 County: 51510
CT: 201203 BG: 0 County: 51510	CT: 201500 BG: 2 County: 51510	CT: 201801 BG: 4 County: 51510
CT: 201204 BG: 0 County: 51510	CT: 201600 BG: 0 County: 51510	CT: 201900 BG: 2 County: 51510
CT: 201300 BG: 0 County: 51510	CT: 201801 BG: 1 County: 51510	CT: 201900 BG: 3 County: 51510

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**U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects**

<b>Project ID/ Local ID</b>	<b>Project Title/Priority/ Objective/Description</b>	<b>HUD Matrix Code/Title/ Citation/Accomplishments</b>	<b>Funding Sources</b>	
0005	CDBG Program Administration	21A General Program Administration	CDBG	\$ 194,676
	Planning & Administration	570.206	ESG	\$ 0
			HOME	\$ 0
			HOPWA	\$ 0
		0 N/A		
	General management, oversight and coordination of all Community Development Block Grant (CDBG) Program-funded activities and programs.		TOTAL	\$ 194,676
			Total Other Funding	\$ 0

Help the Homeless? No Start Date: 07/01/02  
 Help those with HIV or AIDS? No Completion Date: 06/30/03

Eligibility:  
 Subrecipient: Local Government  
 Location(s): N/A

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**U.S. Department of Housing & Urban Development  
CPD Consolidated Plan  
Listing of Proposed Projects**

<b>Project ID/ Local ID</b>	<b>Project Title/Priority/ Objective/Description</b>	<b>HUD Matrix Code/Title/ Citation/Accomplishments</b>	<b>Funding Sources</b>	
0002	Eviction Assistance and Furniture Storage	05 Public Services (General)	CDBG	\$ 70,000
	Homeless & HIV/AIDS	570.201(e)	ESG	\$ 0
		90 Households (General)	HOME	\$ 0
			HOPWA	\$ 0
	This program provides for the transportation and storage of possessions of households that are about to be evicted and that lack of a suitable place to store them. These possessions may be stored for up to 60 days, giving families additional time to find replacement housing. The program is administered by the Department of Human Services' Office of Community Services.		TOTAL	\$ 70,000
			Total Other Funding	\$ 0

Help the Homeless? Yes Start Date: 07/01/02  
 Help those with HIV or AIDS? No Completion Date: 06/30/03

Eligibility: 570.208(a)(2) - Low / Mod Limited Clientele  
 Subrecipient: Local Government  
 Location(s): Community Wide

**U.S. Department of Housing & Urban Development  
CPD Consolidated Plan  
Listing of Proposed Projects**

<b>Project ID/ Local ID</b>	<b>Project Title/Priority/ Objective/Description</b>	<b>HUD Matrix Code/Title/ Citation/Accomplishments</b>	<b>Funding Sources</b>	
0007	Fair Housing Testing Program	21D Fair Housing Activities (subject to 20% Admin cap)	CDBG	\$ 45,264
			ESG	\$ 0
	Planning & Administration		HOME	\$ 0
		570.206	HOPWA	\$ 0
	This program will fund the testing of rental properties and realtors in the City of Alexandria to identify any discriminatory practices in the rental and sales housing market. Approximately 100 tests are planned using 20 testers.	90 Businesses	TOTAL	\$ 45,264
			Total Other Funding	\$ 0

Help the Homeless?

No

Start Date: 07/01/02

Help those with HIV or AIDS?

No

Completion Date: 06/30/03

Eligibility:

Subrecipient:

Local Government

Location(s):

Community Wide

**U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects**

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0009	HOME Program Administration	21H HOME Admin/Planning Costs of PJ (subject to 10% cap)	CDBG	\$ 0
	Planning & Administration		ESG	\$ 0
			HOME	\$ 64,346
			HOPWA	\$ 0
	General management, oversight and coordination of Home Investment Partnerships (HOME) Program-funded programs and projects.	0 N/A	TOTAL	\$ 64,346
			Total Other Funding	\$ 0

Help the Homeless?

No

Start Date: 07/01/02

Help those with HIV or AIDS?

No

Completion Date: 06/30/03

Eligibility:

Subrecipient:

Local Government

Location(s):

N/A

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**U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects**

<b>Project ID/ Local ID</b>	<b>Project Title/Priority/ Objective/Description</b>	<b>HUD Matrix Code/Title/ Citation/Accomplishments</b>	<b>Funding Sources</b>	
0003	Home Rehabilitation Loan Program	14A Rehab; Single-Unit Residential	CDBG	\$ 658,284
	Housing	570.202	ESG	\$ 0
			HOME	\$ 126,242
			HOPWA	\$ 0
		15 Households (General)		
	Eligible households may receive zero-interest, deferred payment rehabilitation loans to cover construction costs of up to \$90,000. Loans are also available citywide to assist owners of single family homes to adapt their properties to accommodate the needs of mobility-impaired households members. All loans must be repaid in full in 99 years; however loans become immediately due and payable if the property is sold or transferred during this period of time.		Prior Funding	
			CDBG	\$ 410,000
			TOTAL	\$ 1,194,526
			Other Funding	
			HOME Local Match Funds	\$ 31,561
			Program Income	\$ 16,783
			Total Other Funding	\$ 48,344

Help the Homeless? No Start Date: 07/01/02  
 Help those with HIV or AIDS? No Completion Date: 06/30/03

Eligibility: 570.208(a)(3) - Low / Mod Housing  
 Subrecipient: Other ...  
 Location(s): Community Wide

**U.S. Department of Housing & Urban Development  
CPD Consolidated Plan  
Listing of Proposed Projects**

<b>Project ID/ Local ID</b>	<b>Project Title/Priority/ Objective/Description</b>	<b>HUD Matrix Code/Title/ Citation/Accomplishments</b>	<b>Funding Sources</b>	
0011	Homeownership Assistance Program	13 Direct Homeownership Assistance	CDBG	\$ 102,032
	Housing	570.201(n)	ESG	\$ 0
		25 Households (General)	HOME	\$ 234,200
			HOPWA	\$ 0
	The Homeownership Assistance Program provides homeownership opportunities for low- and moderate-income households. Eligible households may receive up to \$35,000 for downpayment and settlement cost assistance. Purchasers must provide a minimum of \$2,000 toward the required downpayment and settlement costs. Qualified purchasers of homes may also obtain below-market interest rate mortgages through the Virginia Housing Development Authority (VHDA). Program funds may be used to purchase single-family homes, condominiums, or shares in cooperatives. Program funds may also be used to acquire and rehabilitate properties for resale under this program.		Prior Funding	
			HOME	\$ 582,250
			TOTAL	\$ 918,482
			Other Funding	
			Local Match Funds	\$ 42,359
			Other Funds	\$ 16,191
			Total Other Funding	\$ 58,550

Help the Homeless? No Start Date: 07/01/02

Help those with HIV or AIDS? No Completion Date: 06/30/03

Eligibility: 570.208(a)(3) - Low / Mod Housing

Subrecipient: Local Government

Location(s): Community Wide

**U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects**

<b>Project ID/ Local ID</b>	<b>Project Title/Priority/ Objective/Description</b>	<b>HUD Matrix Code/Title/ Citation/Accomplishments</b>	<b>Funding Sources</b>	
0032	Housing Development Assistance	01 Acquisition of Real Property	CDBG	\$ 0
			ESG	\$ 0
	Housing	570.201(a)	HOME	\$ 246,212
			HOPWA	\$ 0
		0 N/A		
	Funds to support the development and preservation of affordable rental and sales housing stock. Activities to be funded may include feasibility studies, pre-development, acquisition, rehabilitation and/or construction.		TOTAL	\$ 246,212
			Other Funding	
			Local Match	\$ 61,553
			Total Other Funding	\$ 61,553

Help the Homeless?

No

Start Date: 07/01/02

Help those with HIV or AIDS?

No

Completion Date: 06/30/03

Eligibility:

Subrecipient:

Local Government

Location(s):

Community Wide

**U.S. Department of Housing & Urban Development  
 CPD Consolidated Plan  
 Listing of Proposed Projects**

<b>Project ID/ Local ID</b>	<b>Project Title/Priority/ Objective/Description</b>	<b>HUD Matrix Code/Title/ Citation/Accomplishments</b>	<b>Funding Sources</b>	
0010	Submissions and Applications for Federal Programs	21E Submissions or Applications for Federal Programs	CDBG	\$ 13,291
	Planning & Administration		ESG	\$ 0
		570.206	HOME	\$ 0
			HOPWA	\$ 0
	Funding for the preparation and submittal of funding applications, required Federal reports and plans.	0 N/A	TOTAL	\$ 13,291
			Total Other Funding	\$ 0

Help the Homeless? No Start Date: 07/01/02  
 Help those with HIV or AIDS? No Completion Date: 06/30/03

Eligibility:  
 Subrecipient: Local Government  
 Location(s): N/A

**U.S. Department of Housing & Urban Development  
CPD Consolidated Plan  
Listing of Proposed Projects**

<b>Project ID/ Local ID</b>	<b>Project Title/Priority/ Objective/Description</b>	<b>HUD Matrix Code/Title/ Citation/Accomplishments</b>	<b>Funding Sources</b>	
0012	Transitional Assistance Program (formerly Transitional Apt)	05 Public Services (General)	CDBG	\$ 82,000
			ESG	\$ 0
	Homeless & HIV/AIDS	570.201(e)	HOME	\$ 0
			HOPWA	\$ 0
		90 Households (General)		
			<b>TOTAL</b>	<b>\$ 82,000</b>
	This program provides financial assistance to homeless and overcrowded low-income households who need an affordable residence in order to make the transition from emergency shelter to self-sufficiency. Assistance is provided in the form of one-half of the security deposit and one-half of the rent for up to three months. A member of the household must be employed and must earn enough money to qualify to rent an apartment. This program is administered by the Department of Human Services' Office of Economic Opportunities.		Total Other Funding	\$ 0

Help the Homeless? Yes Start Date: 07/01/02  
 Help those with HIV or AIDS? No Completion Date: 06/30/03

Eligibility: 570.208(a)(2) - Low / Mod Limited Clientele  
 Subrecipient: Local Government  
 Location(s): Community Wide

**U.S. Department of Housing & Urban Development  
CPD Consolidated Plan  
Listing of Proposed Projects**

<b>Project ID/ Local ID</b>	<b>Project Title/Priority/ Objective/Description</b>	<b>HUD Matrix Code/Title/ Citation/Accomplishments</b>	<b>Funding Sources</b>
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0017	Winter Overflow Shelter	05 Public Services (General)	CDBG \$ 20,000
			ESG \$ 0
	Homeless & HIV/AIDS	570.201(e)	HOME \$ 0
			HOPWA \$ 0
		500 Persons who are Homeless	TOTAL \$ 20,000
	The winter overflow shelter program is coordinated by Carpenter's Shelter and serves up to 76 homeless single adults and families a night. In January, the Church of St. Clements and the Alfred Street Baptist Church open to provide 26 beds per night specifically for homeless males. The funds will cover the following expenses: salary and fringe benefits of monitors; supplies; food; cots; linen; utilities; transportation; and maintenance. The goal of the Alexandria Winter Overflow Shelter is to provide safe and dignified shelter and services to homeless persons unwilling or unable to adjust to a structured case management program during a time of year when living outdoors presents serious health hazards through exposure.		Total Other Funding \$ 0

Help the Homeless? Yes Start Date: 11/10/02  
 Help those with HIV or AIDS? No Completion Date: 03/31/03

Eligibility: 570.208(a)(2) - Low / Mod Limited Clientele  
 Subrecipient: Subrecipient Private 570.500(c)  
 Location(s): Addresses

930 North Henry Street, Alexandria, VA 22314  
 1701 North Quaker Lane, Alexandria, VA 22302  
 310 Alfred Street, Alexandria, VA 22314

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## ■ **Specific HOME Program Requirements**

### **A. Other Forms of Investment**

The Consolidated Plan requires that the City describe other forms of investment proposed for use of HOME Program funds that are not included in the HOME Program regulations. The regulations include the following eligible forms of assistance: equity investments; interest-bearing loans or advances; non interest-bearing loans for advances; interest subsidies; deferred payment loans; and grants. The City does not plan to utilize any other additional forms of investment that are not included in the HOME Program regulations.

### **B. Resale Provisions**

The City will provide home purchase assistance in the form of no interest, deferred payment, second trust loans of up to \$35,000. The resale of all HOME-assisted properties during the required affordability period will be governed by the guidelines below which have been previously approved by HUD:

- i. The City's HOME-funded loan shall be repaid in full from the net proceeds of the sale of any HOME-assisted property. If the net proceeds are less than the full amount of the HOME subsidy, the borrower shall pay the net proceeds to the City.
- ii. For resales occurring in the first five years following HOME-assisted purchase, an anti-speculation surcharge will be assessed equal to 25 percent of the loan value in the first year and decreasing by 5 percent in each subsequent year. The applicable surcharge, in combination with the loan repayment, shall not exceed the net proceeds of the sale. The City reserves the right to waive the surcharge in cases where potential speculation is not a factor (e.g., limited equity cooperatives).
- iii. Funds repaid to the City from the sales of HOME-assisted properties shall be used to assist other first-time homebuyers.

## ■ **CDBG and HOME Requirements**

### **Efforts to Utilize Minority- and Women-Owned Businesses**

As part of the City's participation in the CDBG and HOME Programs, outreach efforts to recruit and hire minority- and women-owned businesses will include the following:

1. Obtaining lists of minority and female contractors from the following agencies/organizations:
  - Licensing Board of the State of Virginia;
  - Virginia Department of Minority Business Enterprise;
  - Virginia Regional Minority Supplier Development Council;
  - The Minority Business Development Center, District Office;

- Community Development Block Grant programs in the metropolitan Washington Area;
- Minority and Women Business Development Trade Associations; and
- Purchasing Division of the City;

2. Placing advertisements in Washington Metropolitan Area publications and newspapers. The publications will include those targeted to minorities and women;

3. Making routine mailings to contractors to solicit applications from minority contractors. This has been very effective in past minority and women recruiting efforts; and

4. Involving the City's Purchasing Division in our efforts to attract minority contractors. As a result of ongoing efforts by the Office of Housing to recruit minority and women contractors, the City's Home Rehabilitation Loan Program contractor list is comprised of 14 contractors, three (21.4%) of whom are minorities. One of the three minorities is female. This list will be used, where appropriate, in selecting contractors for HOME-funded activities.

The City has a policy, implemented by the City's Purchasing Agent, to increase opportunities for participation of small minority and women-owned firms in all aspects of procurement. Efforts made to implement the policy include education and outreach to inform potential firms of the City's procurement policies and developing solicitation lists that include qualified small and minority businesses. This written policy is included in the City's "Vendor Guide to Conducting Business with the City of Alexandria." The policy encompasses the Request for Proposal process used to obtain services needed to operate the City's housing programs, especially appraisal and legal services.

The Commonwealth of Virginia selects financial institutions throughout the state to process applications for below market, first trust financing for first-time homebuyers. The City works with agents of these institutions to obtain mortgage financing for participants in the Homeownership Assistance and Moderate Income Homeownership Programs, which provide downpayment, closing cost, and principal writedown assistance. The State seeks out minority-owned financial institutions where they are available, but they are not aware of any in the Northern Virginia area.

In addition, in the Spring of 1997, the City, the Alexandria Chamber of Commerce, and the Small and Minority Business Task Force published the "Guide to Establishing a Small Business." The Guide is a business resource directory which contains information on starting a business in Alexandria, City procurement procedures, business education resources, and on how to access City departments.

## ■ CDBG and HOME Program Certifications

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing:** The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan:** It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME Programs.

**Drug Free Workplace:** It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about -
  - (a) The dangers of drug abuse in the workplace;
  - (b) The grantee's policy of maintaining a drug-free workplace;
  - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
  - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will:
  - (a) Abide by the terms of the statement; and
  - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:
  - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5, and 6.

**Anti-Lobbying:** To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph (n) of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction:** The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking

funding, in accordance with applicable HUD regulations.

**Consistency with the Plan:** The housing activities to be undertaken with CDBG, HOME, ESG and HOPWA funds are consistent with the strategic plan.

**Section 3:** It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## ***Specific CDBG Certifications***

The Entitlement Community certifies that:

**Citizen Participation:** It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan:** Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 Part 570.)

**Following a Plan:** It is following a current Consolidated Plan that has been approved by HUD.

**Use of Funds:** It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health and welfare of the community, and other financial resources are not available;
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2001, 2002 and 2003 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also,

in the case of properties owned and occupied by moderate income (not low income ) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force:** It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

**Compliance with Anti-discrimination Laws:** The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint:** Its notification, inspection, testing and abatement procedures concerning lead-based paint will comply with §570.608;

**Compliance with Laws:** It will comply with applicable laws.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**Specific HOME Certifications**

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance:** If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs:** It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in 92.214.

**Appropriate Financial Assistance:** Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

\_\_\_\_\_  
Signature/Authorized Official                      Date

\_\_\_\_\_  
Title

## APPENDIX TO CERTIFICATIONS

### A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. For grantees other than individuals, Alternate I applies. (This is the information to which jurisdictions certify).
4. For grantees who are individuals, Alternate II applies. (Not applicable to jurisdictions.)
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).
8. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

**Place of Performance (Street address, city, county, state, zip code)**

Office of Housing: Program Administration and Landlord Tenant Relations  
301 King Street, Room 1100  
Alexandria, Virginia 22314

Program Implementation Division  
2 Herbert Street  
Alexandria, Virginia 22305

Department of Human Services: Office of Community Services  
2525 Mt. Vernon Avenue  
Alexandria, Virginia 22305

Check \_\_\_ if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace required by 24 CFR part 24; subpart F.

9. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are not on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

## **APPENDIX II**

### **Summary of Citizen Comments on Action Plan and City's Response**

## SUMMARY OF CITIZEN COMMENTS AND CITY'S RESPONSE

The City encourages citizen comments on the annual Action Plan, and offers the community the opportunity to provide input at two public hearings on the Plan, one held during the Action Plan development process and one before City Council during the HUD-required 30-day public comment period. The 30-day public comment period on the FY 2003 Action Plan will begin on Monday, April 1 and will end on Wednesday, May 1, 2002. While the draft Plan includes comments provided at the first public hearing and any comments received by the City between the time of the first public hearing and the release of the Action Plan for the 30-day public comment period, a summary of all comments received will be included in the final Plan to be considered by City Council on May 14, 2002.

The first public hearing was sponsored by the City's Office of Housing, Department of Human Services, Department of Mental Health, Mental Retardation and Substance Abuse, and the Alexandria Health Department on Thursday, October 28, 2001 at 7 p.m. at City Hall. The purpose of the first public hearing was to obtain the community's input on housing, homeless and community and economic development needs prior to the preparation of the Action Plan. Members of the community attending the public hearing were Mary Riley, representing ALIVE! and the Homeless Services Coordinating Committee; Al Smuzynski, representing Wesley Housing Development Corporation; Barbara Gilley, chair of the Alexandria Commission on Persons with Disabilities, and Allen Lomax, chair of the Alexandria Economic Opportunities Commission. City staff attending the public hearing represented the Office of Housing and the department of Human Services and Mental Health, Mental Retardation and Substance Abuse. Written comments on the Action Plan were also submitted by the Homeless Services Coordinating Committee.

The following is a summary of comments received on the Action Plan and the City's response. These comments have been summarized for brevity.

1. **Comment:** The Homeless Services Coordinating Committee (HSCC) has developed five strategic objectives to meet the high-priority needs of Alexandria's homeless population which have been incorporated into the City's Five-Year Consolidated Plan. While some progress has been made in the accomplishment of these objectives, much remains to be done. One priority objective is the development of a seven- to eight-bed facility for persons currently living on the street who are unable to use the existing shelter system, usually due to a combination of severe mental illness and substance dependence. The goal is to provide these difficult-to-serve chronically homeless persons a "safe haven," a place of refuge where they might be coaxed off the street to live in a clean and safe setting and, hopefully, over time, to accept treatment. Another priority objective is to address the critical problem of homeless persons requiring on-going medical supervision; our objectives call for establishing six beds in a facility that could provide the comprehensive health and supportive services these individuals need. Again, strong Council and City support will be needed to ensure that this objective is met. HSCC's goal of providing additional transitional housing and comprehensive support services to homeless individuals and families was partially addressed by the City's \$500,000 grant to Northern Virginia Family Services (NVFS) from the Housing Trust Fund. Although significant, this will address only 10% of those needing transitional housing. Considerably more funds are required and we urge the Council's and City's support in accessing additional private, state and/or federal funds, for example HUD's new Section 8 Program for People with Disabilities, as well as Section 811/Section 8 Mainstream Program funds. While HSCC is appreciative of the work accomplished by the City's Affordable Housing Task Force, we are concerned that the Task Force's mission specifically excluded

addressing the needs of homeless and others with very low incomes who are at risk of homelessness. HSCC is hopeful that the needs of this population will be taken into account in the next step the City Manager referred to in the Affordable Housing Task Force's final report. (**Mary Riley**, on behalf of **ALIVE!** and the **Homeless Services Coordinating Committee**; comment received in writing and verbally at PH #1.)

**City's Response:** Staff intend to work with the HSCC toward accomplishing the strategic objectives included in the Five-Year Consolidated Plan to the extent practical in the context of current fiscal reality. As Ms. Riley stated, the work of the Affordable Housing Task Force in recommending affordable housing solutions for households with incomes at 30% to 70% of area median was a first step. The City does intend to discuss and work to address the housing needs of other income groups in the future.

2. **Comment:** Wesley Housing Development Corporation, Inc. has managed properties for Sheltered Homes of Alexandria for 10 years, but we have not aggressively developed affordable rental property in the City because we have viewed the City as not welcoming affordable rental housing. That policy toward affordable rental housing appears to be changing, and we applaud the change. Accordingly, Wesley Housing is actively seeking housing opportunities in the City. We are particularly interested in apartment properties in older parts of the City needing rehabilitation that we can purchase, rehabilitate and rent to families earning under 60% and preferably under 50% of Area Median Income. The City needs to focus particularly on the Affordable Housing Task Force recommendations dealing with the production of rental housing for the lower incomes (under 50% of AMI), and I also urge the City to seriously consider the benefits of non-profit ownership of affordable housing. (**Al Smuzynski**, **President and CEO, Wesley Housing Development Corporation**; comment received in writing.)

**City's Response:** As indicated in the draft Action Plan, the City is interested in working with non-profit developers of rental and sales housing that will be affordable to households earning 60% of area median income and below. As a result of the work of the Affordable Housing Task Force, the City has created a new housing development fund which will utilize a combination of City General Funds, federal HOME monies, and monies from the City's Housing Trust Fund to support pre-development, development, rehabilitation and construction of affordable rental and sales housing in Alexandria. The City encourages non-profit developers such as Wesley Housing as well as for-profit developers with an interest in affordable housing to bring forward projects for consideration that will preserve or increase affordable housing opportunities in the City.

3. **Comment:** The Alexandria Commission on Persons with Disabilities asks whether housing policy in Alexandria can be developed to addresses more effectively the needs of persons with disabilities. People with disabilities such as Multiple Sclerosis, for example, should not be asked to leave our homeless shelters in the afternoon; shelter policies need to be more flexible where persons with disabilities are concerned. The Commission would enjoy collaborating with shelter staff to come up with solutions that take into account such special circumstances. The City's transitional housing programs should also be reviewed to see how responsive they are to the needs of persons with disabilities. In the past year, the stock of accessible transitional housing in the City has only gone up by two units. Coppermine Place, a HUD Section 811 project being developed in Herndon by Wesley Housing Development Corporation, was a missed opportunity for the City. Another City program that could be more user-friendly for persons with disabilities is the Rental Accessibility Modification Program (RAMP). The program needs to be better advertised and needs to provide more immediate

service.(**Barbara Gilley, Chair, Alexandria Commission on Persons with Disabilities**; oral comments at PH #1.)

**City's Response:** City staff participate in the case management process at both the Alexandria Community Shelter and Carpenter's Shelter. The shelters develop individualized service plans and activities in conjunction with shelter residents which are designed to address the unique circumstances of each individual or family, and mobility-impaired persons should not be asked to leave the shelter simply to be out of the facility. Ms. Gilley has attended the Homeless Services Coordinating Committee's monthly meetings in the past; the Committee welcomes her input, and requests that the Commission on Persons with Disabilities become more active on the Committee to ensure transitional housing and other programs for the homeless are responsive to the needs of individuals with disabilities. In reference to Ms. Gilley's comment about Coppermine Place, one of the City's concerns about contributing local revenues to the development of that project was that under the rules of the HUD Section 811 program, it is not possible to set aside units for Alexandria residents. However, the City strongly desires the addition of new or rehabilitated accessible units to the City's housing stock, and encourages developers to include accessible units in future developments. The City is hopeful that additional accessible units will be created through the new Housing Development Fund. The City's Office of Housing also will work with the Commission on Persons with Disabilities so that information on the RAMP program will reach the audience for which it is intended.

4. **Comment:** The Alexandria Economic Opportunities Commission urges the City to address the needs of lower income renters in our jurisdiction. We are concerned about the underutilization of Section 8 vouchers in Alexandria and encourage the development of strategies that will enable voucher holders to find suitable housing in the City. Also of concern are the substantial rent increases we've experienced in the past year. These could be controlled if the City encouraged landlords to adhere to the City's voluntary Rent Increase Guidelines. Our final concern is the limited nature of the City's rental housing stock, the lack of three-bedroom units in particular. (**Allen Lomax, Chair, Alexandria Economic Opportunities Commission**; oral comments at PH #1.)

**City's Response:** The City strongly encourages landlords to adhere to the Rent Increase Guidelines, but as Mr. Lomax points out, the Guidelines are indeed voluntary, and Virginia landlord-tenant law bars local governments from artificially controlling rents. The City also is concerned about the difficulties faced by Section 8 voucher-holders in locating units in which to utilize their Section 8 assistance. It is the City's intent to support the creation of additional affordable rental units through the new housing development fund that would be available to residents with Section 8 vouchers, as well as households with incomes below 60% of area median. Until that time, ARHA has been working to assist households with Section 8 vouchers to find an appropriate unit for lease. Actions taken have included the creation of an intake unit to certify families on the Section 8 waiting list and assist them in locating an appropriate unit; the creation, with monies from the City's Housing Trust Fund, of a Security Deposit Loan Program for Section 8 recipients; negotiation with landlords on unit rents; the increase of rent payments to landlords to 110% of HUD's Fair Market Rent; and referral of families to the Regional Opportunities Counseling Program for housing counseling services. In addition, ARHA is reserving 100 Section 8 vouchers for current residents of the Samuel Madden Homes Downtown to assist them in locating new units when they are forced to move due to the planned redevelopment of that property, and 50 vouchers for Jefferson Village residents who will need a new source of subsidy when ARHA converts 50 current public housing units at that property to units intended for voucher holders.

## APPENDIX III

Figures 1 and 2

Figure 1  
Locations of Assisted Rental Housing

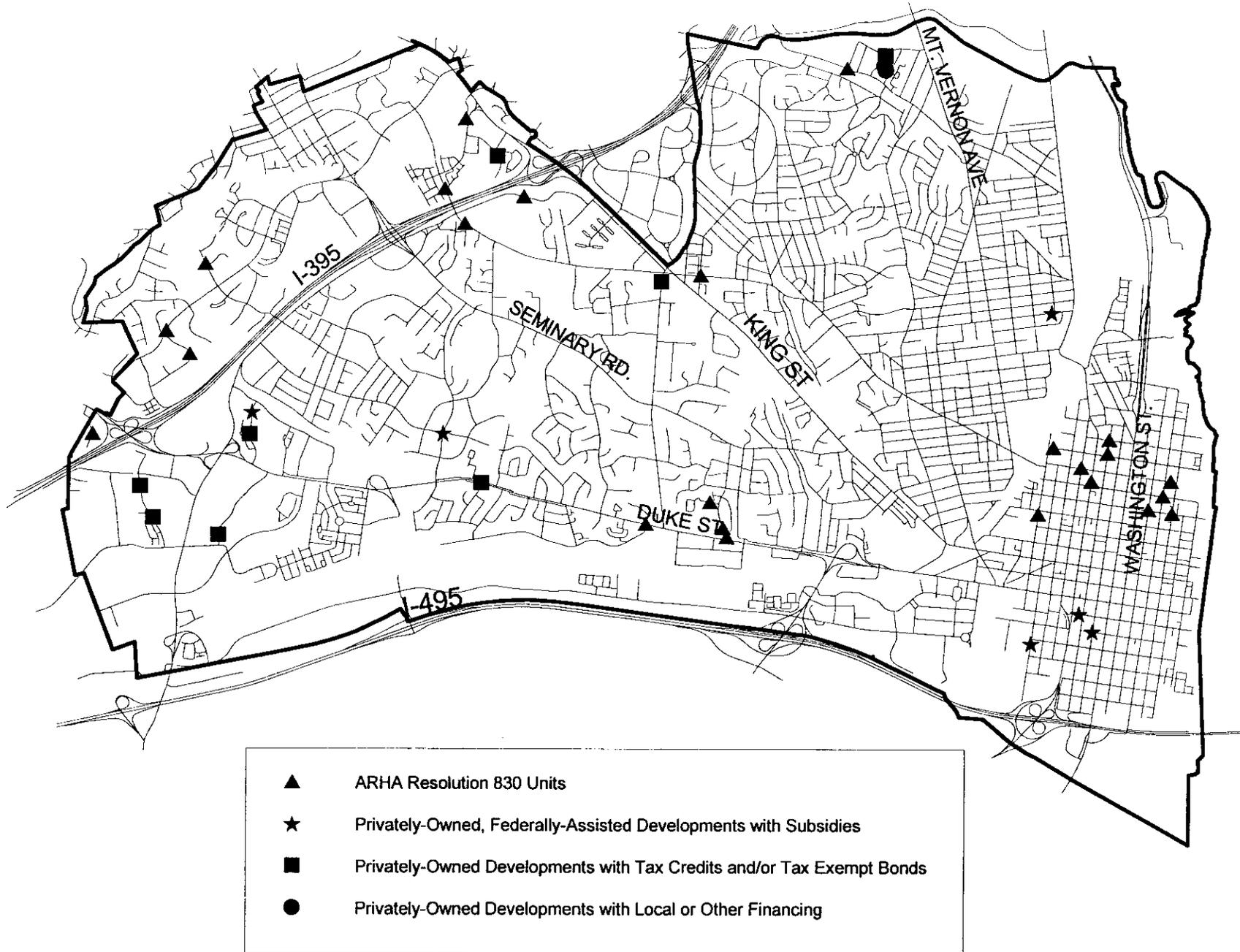


Figure 2

Housing for the Homeless and for Persons with Special Needs

