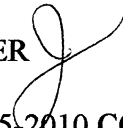


City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 13, 2005

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER 

SUBJECT: PUBLIC HEARING ON THE DRAFT 2005-2010 CONSOLIDATED PLAN FOR HOUSING AND COMMUNITY DEVELOPMENT AND ONE-YEAR ACTION PLAN FOR CITY FISCAL YEAR 2006

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**ISSUE:** Public Hearing on the City's Draft Consolidated Plan for Housing and Community Development for July 2005 through June 2010 and the one year Action Plan for City FY 2006.

**RECOMMENDATION:** That the City Council:

1. Conduct a public hearing on the Draft Consolidated Plan for Housing and Community Development for 2005-2010 (Attachment I), which includes the One-year Action Plan containing the City's application for City Fiscal Year 2006 funding for \$1,411,586 in Community Development Block Grant (CDBG) monies and \$874,864 in Home Investment Partnerships Program (HOME) monies; and
2. Docket the Consolidated Plan and one year- Action Plan for final Council consideration on May 14, 2005.

**DISCUSSION:** The Draft Consolidated 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 three- to five-year strategic plan for housing and community development.

This Draft Consolidated Plan was publicly issued on April 1. It was placed on the City's web site and was mailed, with a notice of the April 16 City Council public hearing, to over 150 individuals and organizations in the City who are directly involved in affordable housing, or who have previously expressed an interest in affordable housing issues. Also, copies of the Draft Consolidated Plan were placed in all of the City's public libraries.

This Draft Consolidated Plan is a comprehensive five-year planning document that examines the City's overall needs for affordable housing, shelters/services for the homeless, housing for persons with special needs, and community and economic development. The Consolidated Plan defines the City's strategy for addressing these needs from 2005 through 2010, and includes a One-Year Action Plan with specific objectives for the period July 1, 2005 through June 30, 2006 (the City's Fiscal Year 2006). The One-Year Action Plan portion of the document contains the City's applications for \$1,411,586 in CDBG funds and \$874,864 in HOME Program funds. The budget allocations for these activities have been reproduced as Attachment II. As required by HUD, the Plan was released for a 30-day public comment period, which runs from April 4, 2005 to May 4, 2005. This public hearing is a required part of the public input process.

An Executive Summary at the beginning of the Consolidated Plan outlines the programs and services available and to be provided during the five year period. The summary includes a number of specific goals for the coming year, City FY 2006. In addition to City activities, the plan includes relevant activities carried out by ARHA and a variety of non-profit entities. In addition, the Consolidated Plan discusses and displays various City-funded and Housing Trust-funded affordable housing policies and programs.

A major change from previous Consolidated Plans is an increased emphasis on affordable housing development, including rental housing. The Consolidated Plan also reflects input from a public hearing on September 20, 2004 and a number of written comments received from individuals and agencies during the planning process. Public input is specifically addressed in Appendix I of the Plan.

Following the public hearing, staff will update the Consolidated Plan to reflect and address the comments received at the public hearing, any direction received from Council at the public hearing, any subsequent written comments received through the end of the public comment period on May 4, any changes resulting from the City's budget process, and any necessary technical corrections. The revised document will be docketed for final Council action at the May 14 public hearing, and will be submitted to HUD on May 16.

**FISCAL IMPACT:** Upon approval of the Consolidated Plan, the U.S. Department of Housing and Urban Development will appropriate a total of \$2,286,450 in new federal funding to the City for FY 2006, including \$1,411,586 in CDBG funds and \$874,864 in HOME Program funds.

**STAFF:** Mildrilyn Stephens Davis, Director, Office of Housing

**ATTACHMENT:**

- I. Draft 2005-2010 Consolidated Plan for Housing and Community Development and One-year Action Plan for City Fiscal Year 2006
- II. Budget Allocations for City FY 2006 Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) Programs

**ATTACHMENT II**

**BUDGET ALLOCATIONS FOR CITY FY 2006**

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
AND HOME INVESTMENT PARTNERSHIPS (HOME) PROGRAMS**

**TABLE J**  
**Community Development Block Grant (CDBG) 31<sup>st</sup> Year Proposed Budget**  
**July 1, 2005 - June 30, 2006**

<b>PROGRAM</b>	<b>30<sup>th</sup> Year Grant</b>	<b>Carryover Funds</b>	<b>Program Income</b>	<b>Total Funds Available</b>	<b>Percent of Budget</b>
CDBG Program Administration	\$239,433	\$45,972		\$285,405	10.41%
Eviction Assistance & Furniture Storage*	\$75,000	\$2,842		\$77,842	2.84%
Fair Housing Testing Program	\$46,092			\$46,092	1.68%
Home Rehabilitation Loan Program *	\$473,742	\$878,407	\$21,200	\$1,373,349	50.07%
Rental Accessibility Modification Program*	\$99,672	\$61,328		\$161,000	5.87%
Homeownership Assistance Program *	\$341,974	\$307,731	\$4,500	\$654,205	23.85%
Submissions and Applications for Federal Programs/Public Information	\$13,673	\$9,130		\$22,803	0.83%
Transitional Assistance Program*	\$102,000			\$102,000	3.72%
Winter Shelter*	\$20,000			\$20,000	0.73%
<b>TOTALS</b>	<b>\$1,411,586</b>	<b>\$1,305,410</b>	<b>\$25,700</b>	<b>\$2,742,696</b>	<b>100%</b>

\* These programs benefit low- and moderate-income persons. Funds for these programs constitute 100% of the non-administrative program budget. General administrative costs are presumed to benefit low- and moderate-income persons in the same proportion.

**TABLE K**

**Federal FY 2005 Home Investment Partnerships (HOME) Program Proposed Budget  
July 1, 2005 - June 30, 2006**

Program	FFY 2005 Grant	MATCHING FUNDS FOR NEW HOME GRANT			Total Funds Available
		City General Fund	Other Non-Federal Monies	Carryover Funds*	
HOME Administration	\$87,486			\$19,761	\$107,247
HOME Homeownership	\$547,378	\$58,210	\$78,634	\$26,288	\$710,510
HOME Housing Opportunity Fund	\$240,000	\$60,000		\$907,765	\$1,207,765
<b>TOTAL</b>	<b>\$874,864</b>	<b>\$118,210</b>	<b>\$78,634</b>	<b>\$953,814</b>	<b>\$2,025,522</b>

\* Carryover amounts include carryover funds from non-federal sources needed to match carryover HOME grant.

5

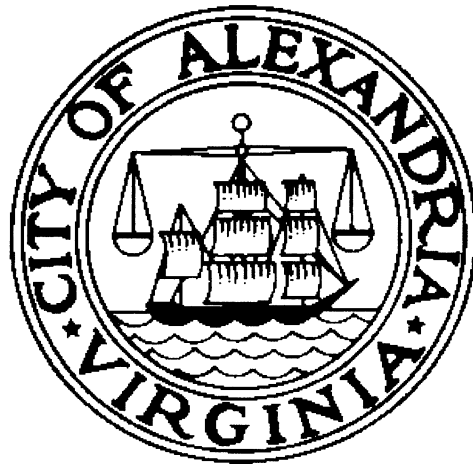
CITY OF ALEXANDRIA, VIRGINIA

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**DRAFT**  
**CONSOLIDATED PLAN**  
FOR HOUSING AND COMMUNITY DEVELOPMENT

July 1, 2005 - June 30, 2010

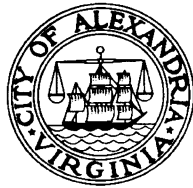
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Alexandria Office of Housing

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City of Alexandria, Virginia



Draft Consolidated Plan for  
Housing and Community Development  
July 1, 2005 - June 30, 2010

Prepared by the Office of Housing  
March 2005

ALEXANDRIA CITY COUNCIL

William D. Euille, Mayor  
Redella S. Pepper, Vice Mayor  
Ludwig P. Gaines  
Rob Krupicka  
Andrew H. Macdonald  
Paul C. Smedberg  
Joyce Woodson

James K. Hartmann, City Manager





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## **Executive Summary**

### **City of Alexandria, VA City FY 2006-2010 Consolidated Plan and City FY 2006 Action Plan**

The following is an Executive Summary of the City of Alexandria, Virginia's City FY 2006-2010 Consolidated Plan for Housing and Community Development and City FY 2006 Action Plan. The Consolidated Plan is a comprehensive planning document that identifies and prioritizes the housing and community development needs of the City's low- and moderate-income, homeless and special needs populations, as well as of any target areas identified by the City, and outlines strategies for addressing these needs over a five-year period.

Preparation of a Consolidated Plan and the one-year updates to this document known as Action Plans are required by the U.S. Department of Housing and Urban Development (HUD) as a condition of receiving funding under certain federal programs, including, but not limited to the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) Programs. The City of Alexandria's current Consolidated Plan covers the period July 1, 2005 through June 30, 2010.

Detail on activities to be undertaken in furtherance of Consolidated Plan goals are included in Action Plans developed by the City for each year of the Consolidated Plan period. As required by HUD, the City's Action Plan for the first year of the Consolidated Plan period (City FY 2006) has been included in the Consolidated Plan document.

The Executive Summary of the City's Consolidated Plan document lists the City's five-year housing and community development objectives, expected accomplishments and proposed activities to be undertaken in furtherance of Consolidated Plan goals. This information has been grouped according to the following target populations or activity types identified by the City:

- Renters
- Homeowners
- Homebuyers
- Homeless and Those Threatened with Homelessness
- Non-Homeless Elderly Persons and Persons with Disabilities
- Non-Homeless Persons with Mental Health, Mental Retardation and/or Substance Abuse Problems
- Fair Housing
- Lead Hazard Abatement
- Economic Development
- Non-Housing Community Development

## **KEY TO ABBREVIATIONS**

### **Providers:**

*AACH - Arlington-Alexandria Coalition for the Homeless*  
*ACS - Alexandria Community Shelter*  
*ACPS - Alexandria City Public Schools*  
*ACSB - Alexandria Community Services Board*  
*AEDP - Alexandria Economic Development Partnership*  
*ARHA - Alexandria Redevelopment and Housing Authority*  
*CLI - Community Lodgings, Inc.*  
*DHS - City of Alexandria Department of Human Services*  
*ECDC - Ethiopian Community Development Center*  
*MH/MR/SA - City of Alexandria Department of Mental Health, Mental Retardation and Substance Abuse*  
*NVFS - Northern Virginia Family Service*  
*P&Z - City of Alexandria Department of Planning and Zoning*  
*RPCA - City of Alexandria Department of Recreation, Parks and Cultural Activities*  
*RTA - Rebuilding Together Alexandria (formerly Alexandria Christmas in April)*  
*SHA - Sheltered Homes of Alexandria*  
*T&ES - City of Alexandria Department of Transportation and Environmental Services*  
*VHDA - Virginia Housing Development Authority*  
*WWC/NOVA - Whitman Walker Clinic of Northern Virginia*

### **Funding Sources:**

*CDBG - Community Development Block Grant*  
*CIP - City of Alexandria Capital Improvement Program*  
*CPF - City of Alexandria Community Partnership Fund*  
*ESG - Emergency Shelter Grant*  
*FEMA - Federal Emergency Management Agency*  
*FHLB - Federal Home Loan Bank*  
*HOF - City of Alexandria Housing Opportunities Fund*  
*HOME - Home Investment Partnerships Program*  
*HOPWA - Housing Opportunities for Persons with AIDS*  
*HTF - City of Alexandria Housing Trust Fund*  
*LIHTC - Low Income Housing Tax Credit Program*  
*SHP - Supportive Housing Program*  
*TANF - Temporary Assistance for Needy Families*  
*USDA - U.S. Department of Agriculture*  
*VHDA - Virginia Housing Development Authority*

## Executive Summary of the City of Alexandria, VA City FY 2006-2010 Consolidated Plan and City FY 2006 Action Plan

Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
<b>RENTERS</b>				
<p><b>General Goal: Promote affordable housing opportunities for extremely low-, low- and moderate-income renters.</b></p> <p><u>Five-Year Consolidated Plan Specific Objectives:</u></p> <ul style="list-style-type: none"> <li>• Preserve and maintain the existing supply of approximately 3,000 rental units with project based-subsidies available to households at or below the HUD moderate-income limit.</li> <li>• Provide tenant-based rental housing subsidies to an estimated 2,500 households per year that are at or below the HUD moderate-income limit.</li> <li>• Add 550 units to the existing supply of rental housing units affordable to households at or below the HUD moderate-income limit.</li> </ul> <p><b>Expected Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Housing stability for extremely low-, low-, and moderate-income renters.</li> <li>• Increase, or deduction of net decrease, in units affordable to households at or below 60% of median income, as measured by gains and losses (net change) in number of assisted and affordable market rate units.</li> </ul>				
Public Housing Program and Replacement Units [Extremely Low- to Moderate-Income Renters]	ARHA and Freeman and Mays (owner of one complex on ARHA-owned land)	Public Housing Units Provided - 889 Public Housing Replacement Units Provided - 261 Public Housing Replacement Units Renovated or Redeveloped - 150 Households Assisted - 1,150	Public housing - \$2,564,491 (CY 2005) Section 8 Mod Rehab (111 units) - \$998,747	Public Housing Units Provided - 889 Public/Replacement Public Housing Units Provided - 261 Public/Replacement Public Housing Units Renovated or Redeveloped - 150 Public Housing Households Assisted - 1,150
Section 8 Housing Choice Voucher Program [Extremely Low- to Moderate-Income Renters]	ARHA	Tenant-Based Section 8 Vouchers Available - 1,722 Section 8 Tenant-Based Voucher Households Assisted - 1,778 per year	\$15,600,000 (CY 2005)	Tenant-Based Section 8 Vouchers Available - 1,722 Section 8 Tenant-Based Voucher Households Assisted - 1,778



Executive Summary: City of Alexandria, VA City FY 2006-2010 Consolidated Plan and City FY 2006 Action Plan

Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
Privately-Owned Subsidized Rental Unit Programs [Low- and Moderate-Income Renters]	Private Entities	Privately-Owned Subsidized Rental Units Available - 2,114  Potentially Threatened Privately-Owned Subsidized Rental Units Preserved - 531	<u>Not Available</u> Ongoing subsidies are provided to support these units by the following programs: LIHTC, Tax-Exempt Bonds, Section 8 New Construction/ Substantial Rehabilitation, and Section 236.	Privately-Owned Subsidized Rental Units Available - 2,114  Potentially Threatened Privately-Owned Subsidized Rental Units Preserved - 531
Affordable Rental Housing Development Initiatives [Extremely Low- to Moderate-Income Renters]	City Office of Housing and Private Entities	Affordable Rental Units Developed or Preserved - 500	TOTAL - \$3,287,765 HOME - \$1,207,765 HTF - \$1,230,000 GF - \$300,000 Other NonFed - \$550,000 LIHTC, VHDA, FHLB, Other Subsidies- Unknown	Affordable Rental Units Developed or Preserved - 100 or more depending on availability of funds such as proposed \$3.7 million recordation tax setaside.
Affordable Rental Housing - Set-Aside Units in New Developments [Extremely Low- to Moderate-Income Renters]	City Office of Housing and Private Entities	New Affordable Rental Housing Units Pledged - 50  New Affordable Rental Housing Units Completed - 76 (includes 26 units already pledged and likely to be completed in FY 2007)	Developer Subsidies - Not known until a project proposal is submitted. Developer subsidy mandatory only under bonus density proposal, all other contributions are voluntary.	New Affordable Rental Housing Units Pledged - 10  New Affordable Rental Housing Units Completed - 0
Section 8 Security Deposit Loan Program [Extremely Low- to Moderate-Income Renters]	ARHA	Section 8 Security Deposit Loans Made - 85	<u>Not Applicable</u> This is a revolving loan fund that was capitalized in a prior year.	Section 8 Security Deposit Loans Made - 17
<p>The City also promotes homeownership as a strategy for renters at the upper end of HUD's low- and moderate-income limits. Home purchase assistance objectives and activities described below under "Homebuyers" will be implemented to encourage eligible renters, including public housing residents, to participate in homeownership. In addition, in connection with HUD's ADDI Program, the City has developed a plan to promote homeownership for public housing residents, which will be implemented should the City receive ADDI funds during the Consolidated Plan period (no ADDI funds were allocated to the City for FY 2006).</p>				

Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
<p><b>General Goal: Promote compliance with applicable landlord-tenant laws and regulations by both landlords and tenants.</b></p>				
<p>Five-Year Consolidated Plan Specific Objective:</p>				
<ul style="list-style-type: none"> <li>City government will investigate, counsel and conciliate an estimated 950 landlord-tenant complaints per year.</li> </ul>				
<p>Landlord/Tenant Complaint Mediation Program [Renters/Landlords]</p>	<p>City Office of Housing</p>	<p>Landlord/Tenant Complaints Handled - 4,750</p>	<p>Included in overall Landlord Tenant Division General Fund Budget of \$262,323</p>	<p>Landlord/Tenant Complaints Handled- 950</p>
<p>See also "Fair Housing" below.</p>				
<p><b>HOMEOWNERS</b></p>				
<p><b>General Goal: Improve living conditions and maintain affordability for low- and moderate-income homeowners.</b></p>				
<p>Five-Year Consolidated Plan Specific Objectives:</p>				
<ul style="list-style-type: none"> <li>Provide no-interest rehabilitation loans to 50 to 75 homeowner households with incomes at or below the HUD moderate-income limit.</li> <li>Rehabilitate, renovate or repair 200 owner-occupied housing units for households at or below the HUD moderate-income limit.</li> <li>Reduce the property tax burden for an estimated 1,300 income-eligible households per year to promote housing affordability.</li> </ul>				
<p><b>Expected Outcomes:</b></p>				
<ul style="list-style-type: none"> <li>Maintenance of City's aging/deteriorating housing stock through rehabilitation activities, as evidenced by elimination of building code violations in 100% of City-assisted units.</li> <li>Elimination of identified health/safety deficiencies in assisted units as evidenced by post-rehabilitation inspections.</li> <li>Reduction in property tax burden for assisted households.</li> </ul>				
<p>Single Family Home Rehabilitation Program [Extremely Low- to Moderate-Income Homeowners]</p>	<p>City Office of Housing</p>	<p>City Rehabilitation Loans Obligated - 70 City Rehabilitation Loans Completed - 70</p>	<p>TOTAL-\$1,373,349 CDBG -\$1,373,349</p>	<p>City Rehabilitation Loans Obligated - 14 City Rehabilitation Loans Completed - 14</p>

Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
Housing Rehabilitation and Accessibility Modifications [Elderly, Disabled and/or Lower Income Homeowners]	RTA	See Elderly/Disabled section below	See Elderly/Disabled section below	See Elderly/Disabled section below
Affordable Home Ownership Protection Program (AHOP) [Low- and Moderate-Income Homeowners]	City Finance Department	Ownership Households Assisted with Property Tax Relief - 1,300 per year	TOTAL-\$800,000 City General Fund - \$800,000	Ownership Households Assisted with Property Tax Relief - 1,300
See also Real Property Tax Relief Program under "Non-Homeless Elderly Persons and Persons with Disabilities" below. For ownership units constructed prior to 1978 assisted through HOME- and/or CDBG-funded programs, the City's Office of Housing conducts lead-based paint screening and, if needed, hazard reduction activities. In addition, all participants in ownership housing programs assisted with HOME and/or CDBG monies receive a copy of the Environmental Protection Agency pamphlet, "Protect Your Family from Lead in Your Home."				
<b>HOMEBUYERS</b>				
<p><b>General Goal: Provide affordable homeownership opportunities to low- and moderate-income City residents and to employees working within the City.</b></p> <p>Five-Year Consolidated Plan Specific Objectives:</p> <ul style="list-style-type: none"> <li>• Assist 250 households meeting income and other eligibility criteria to secure ownership housing.</li> <li>• Educate 2,250 prospective low- and moderate-income homebuyers on the home purchase process.</li> </ul> <p><b>Expected Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Creation of long-term affordable City residency among low- and moderate-income homebuyers as measured by % of assisted households that still own assisted units after five years.</li> <li>• Increased homeownership and City residency by Alexandria public employees as measured by increase in percentage of Alexandria City/Schools employees who are City residents.</li> <li>• Expanded homeownership opportunities for persons employed in Alexandria as measured by increase in percentage of EAH participants' employees who are City residents.</li> <li>• Increased awareness of local home purchase resources, including City assistance programs.</li> </ul>				

Executive Summary: City of Alexandria, VA City FY 2006-2010 Consolidated Plan and City FY 2006 Action Plan

Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
Homeownership Assistance Program (HAP) [Extremely Low- to Moderate-Income Homebuyers]	City Office of Housing	Extremely Low- to Moderate-Income Homebuyer Households Assisted - 125	TOTAL-\$1,355,242 CDBG-\$644,732 HOME-\$710,510	Extremely Low- to Moderate-Income Homebuyer Households Assisted - 25
Moderate Income Homeownership Program (MIHP) [Moderate- to Middle-Income Homebuyers]	City Office of Housing	Moderate- to Middle-Income Homebuyer Households Assisted - 125	TOTAL-\$553,000 HTF-\$550,500 Program Fees-\$2,500	Moderate- to Middle-Income Homebuyer Households Assisted - 25
Mortgage Financing with Below-Market Interest Rates (SPARC and SFRLF) [Extremely Low- to Middle-Income Homebuyers]	VHDA, accessed through City Office of Housing	Households Assisted - 250, subject to the availability of funds from VHDA. (all loan recipients are also expected to use HAP or MIHP)	TOTAL - \$4 million VHDA - \$4 million	Households Assisted - 25 (for period 7/1/05 to 12/30/05). (all loan recipients are also expected to use HAP or MIHP)
Home Stride 2 <sup>nd</sup> Trust Mortgage Loan Program [Extremely Low- to Middle-Income Homebuyers]	VHDA with City Office of Housing	Households Assisted - 250, subject to the availability of funds from VHDA. (all loan recipients are also expected to use HAP or MIHP)	TOTAL - \$500,000 VHDA - \$500,000 (These funds are allocated on a calendar year basis, so numbers included here are only for the first half of FY 2006, for which the allocation is known)	Households Assisted - 25 (for period 7/1/05 to 12/30/05). (all loan recipients are also expected to use HAP or MIHP)
Seller's Incentive Fund [Extremely Low- to Middle-Income Homebuyers]	City Office of Housing	Households Assisted - up to 250 (all of which will also be using HAP or MIHP)	TOTAL - \$50,000 HTF - \$50,000	Households Assisted - 50 (all of which will also be using HAP or MIHP)

Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
Employee Homeownership Incentive Program [City of Alexandria Government and Public School Employees]	City Office of Housing	Households Assisted - 250	TOTAL - \$250,000 HTF - \$250,000	Households Assisted - 50
Employer Assisted Housing (EAH) Program [Extremely Low to Middle-Income Homebuyers]	City Office of Housing and Private Employers	Employers Assisted - 5 Households Assisted - 50	TOTAL - \$113,000 HTF - \$113,000	Employers Participating - 1 Households Assisted - 10
Homeownership Counseling Services [Extremely Low- to Middle-Income Homebuyers]	City Office of Housing	English/Spanish-Language Training Sessions Held - 90 Households Assisted with Training and/or Individual Counseling - 2,250	TOTAL - \$111,200 HTF - \$111,200	English/Spanish-Language Training Sessions Held - 18 Households Assisted with Training and/or Individual Counseling - 450
Homeownership Fair [Homebuyers]	City Office of Housing	Homeownership Fairs Held - 5	TOTAL - \$12,473 CDBG - \$9,473 Program Fees - \$3,000	Homeownership Fairs Held - 1
Affordable Sales Housing Development Initiatives [Extremely Low- to Middle-Income Homebuyers]	City Office of Housing and Private Entities	New Affordable Sales Housing Units Pledged - 100 New Affordable Sales Housing Units Completed - 100	Unknown - an estimate of the dollar equivalency of the set-aside units is provided by developers at the time of project approval. Developer subsidy is mandatory only under bonus density scenario. All other contributions are voluntary.	New Affordable Sales Housing Units Pledged -20 New Affordable Sales Housing Units Completed - 20

Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
<b>HOMELESS AND THOSE THREATENED WITH HOMELESSNESS</b>				
Homeless Management Information System (HMIS) [Homeless Persons]	MH/MR/SA	N/A	TOTAL - \$18,500 Consists of City General Fund and User's Fees	Operating costs for monitoring system
<p><b>General Goal: Prevent homelessness.</b>                      Five-Year Consolidated Plan Specific Objective:</p> <ul style="list-style-type: none"> <li>Maintain existing levels of homeless prevention and intervention programming to help prevent an anticipated 2,800 City of Alexandria households from becoming homeless.</li> </ul> <p><b>Expected Outcomes:</b></p> <ul style="list-style-type: none"> <li>Number of homeless households decreases or does not increase as measured by comparison of Point-In-Time Counts of Homeless households or HMIS statistics.</li> <li>75% of assisted households maintain stable housing at designated time periods after assistance under various programs, as evidenced by client monitoring records.</li> </ul>				
Homeless Intervention Program (HIP) [Homeless/Threatened with Homelessness]	DHS	Households Assisted - 975 (consisting of approximately 1,950 persons)	TOTAL - \$465,000 State - \$215,000 City General Fund - \$200,000 TANF - \$50,000	Households Assisted - 195 (consisting of approximately 390 persons)
General Relief Program and Emergency Shelter Fund [Homeless/Threatened with Homelessness]	DHS	Households Assisted - 1,925 (consisting of approximately 3,850 persons)	TOTAL - \$351,000 State - \$44,000 City General Fund - \$307,000	Households Assisted - 385 (consisting of approximately 770 persons)
Emergency Shelter or Transitional Housing Aftercare Services [Threatened with Homelessness]	AACH and Carpenter's Shelter	Households Assisted - 70 (consisting of approximately 140 persons)	TOTAL-Not Available FEMA - \$1,900	Households Assisted - 14 (consisting of approximately 28 persons)

The City's Department of Human Services' Office of Community Services (OCS) will also solicit private donations from local charities to provide case-by-case assistance with eviction prevention and other housing needs. It is estimated that \$30,000 in such monies will be solicited during City FY 2006.

See also Rent Relief Program under "Non-Elderly Persons and Persons with Disabilities" below.

Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
<b>General Goal: Address the mental and physical health, social service and other individual needs of persons in the City of Alexandria who are homeless or threatened with homelessness.</b>				
Outreach and Assessment Programming [Homeless/Threatened with Homelessness]	DHS, MR/MH/SA and Private Providers	Households Assisted - 500 (consisting of approximately 1,125 persons)	Unknown	Households Assisted - 100 (consisting of approximately 225 persons)
Transitional Assistance Program (TAP) [Homeless/Threatened with Homelessness]	DHS	Households Assisted - 500 (consisting of approximately 1,125 persons)	TOTAL - \$102,000 CDBG - \$102,000	Households Assisted - 100 (consisting of approximately 225 persons)
Eviction Assistance and Furniture Storage Program [Homeless Persons]	DHS	Households Assisted - 400 (consisting of approximately 750 persons)	TOTAL - \$75,000 CDBG - \$75,000	Households Assisted - 80 (consisting of approximately 150 persons)
<i>Outreach, assessment, case management and counseling services will be provided by the City's Department of Mental Health, Mental Retardation and Substance Abuse (MH/MR/SA), the Alexandria Health Department and DHS in conjunction with staff at the City's emergency shelters as part of shelter service delivery. Homeless persons and those threatened with homelessness may also access an array of social services offered in the City, including emergency assistance, health services and food programs.</i>				
<b>General Goal: Provide emergency shelter to persons in the City who are homeless.</b>				
<b>Expected Outcomes:</b>				
<ul style="list-style-type: none"> <li>Homeless households move toward housing stability as evidenced by placement in more permanent housing, including transitional housing, per client files and/or HMIS.</li> </ul>				
Year-Round Emergency Shelter Services [Homeless Persons]	DHS and Private Providers	Year-Round Emergency Shelter Beds Available - 161 Households Assisted Through Year-Round Emergency Shelter Programs - 1,000	TOTAL - \$2,060,617	Year-Round Emergency Shelter Beds Available - 161 Households Assisted Through Year-Round Emergency Shelter Programs - 200

Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
Women's Shelter [Victims of Domestic Violence]	City Office on Women	Beds Available - 14 Persons Assisted - 600	TOTAL - \$459,935 City General Fund - \$275,000 State - \$164,200 ESG - \$8,235 Private Donations - \$9,500	Beds Available - 14 Persons Assisted - 120
Winter Shelter Program [Homeless Persons]	Carpenter's Shelter	Winter Shelter Beds Available - 67 Persons Assisted - 1,710	TOTAL - \$88,623 CDBG - \$20,000 Private - \$68,623	Winter Shelter Beds Available - 67 Persons Assisted - 342
<p><b>General Goal: Provide transitional housing services to persons in the City who are homeless or threatened with homelessness, including those with special needs, to promote the transition to housing stability.</b></p> <p>Five-Year Consolidated Plan Specific Objectives:</p> <ul style="list-style-type: none"> <li>Maintain 23 facility-based transitional housing units.</li> <li>Return the caseload capacity of client-based transitional housing programs, which has been reduced to 36 due to flat or decreased funding and/or higher housing costs, to the pre-existing level of 40 family or single person households.</li> </ul> <p><b>Expected Outcome:</b></p> <ul style="list-style-type: none"> <li>75% of assisted households maintain permanent housing one year after program completion as measured by client monitoring records.</li> </ul>				
Transitional Housing Programs [Homeless/Threatened with Homelessness]	City Office of Housing and Private Providers	Households assisted with existing resources - 59 per year Client-based capacity to be added - 4	TOTAL - over \$699,120	Households assisted with existing resources - 59 Client-based capacity to be added - 1
Transitional /Permanent Supportive Housing For Homeless Persons [Homeless Persons/Threatened with Homelessness with Mental Health, Mental Retardation and/or Substance Abuse Problems]	ACSB, MH/MR/SA and SHA	Supportive housing beds available for persons who are homeless at the time of admission - 39 (in 21 housing units)	Permanent: HUD - \$ 300,900 Other - 176,574 Total - \$ 477,474  Transitional: HUD - \$ 127,964 Other - 195,514 Total - \$ 323,478	Beds Available - 39 (in 21 housing units)



Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
<p><i>Please note, transitional and permanent supportive housing programs with a current capacity of 135 beds outlined below under "Persons with Mental Health, Mental Retardation and/or Substance Abuse Problems" also serve persons with special needs who are homeless, but do not require that the client be homeless at the time of admission.</i></p>				
<p><b>General Goal: Provide opportunities for homeless persons to transition to permanent housing.</b></p>				
<p><u>Five-Year Consolidated Plan Specific Objectives:</u></p>				
<ul style="list-style-type: none"> <li>• Establish a homeless preference for HUD-subsidized housing programs, including public housing and Section 8 tenant-based rental assistance.</li> <li>• Develop a permanent single-room occupancy housing facility for single adults.</li> <li>• Provide a Safe Haven facility for homeless individuals with a serious mental illness and/or co-occurring substance abuse disorder.</li> </ul>				
Safe Haven Facility [Homeless/Threatened with Homelessness]	MH/MR/SA	Safe Haven Facilities Available - 1 Persons Assisted Through Safe Haven Facility - 12 per year starting FY 2007	City - \$111,891 operating funds for start-up City - \$795,000 for building rehab	Safe Haven Facility renovation in progress, with target completion date of early FY 2007.
<p><i>Please note, homeless persons and transitional housing residents may seek permanent housing under relevant programs serving low- and moderate-income households discussed under "Renters" and "Homebuyers" above or under "Non-Homeless Elderly Persons and Persons with Disabilities" and "Persons with Mental Health, Mental Retardation and/or Substance Abuse Problems" below.</i></p>				
<p><b>General Goal: Implement the City's Ten-Year Plan to End Chronic Homelessness (The Plan is presented separately to HUD).</b></p>				
<p><u>Five-Year Consolidated Plan Specific Objectives:</u></p>				
<ul style="list-style-type: none"> <li>• Increase access to health services for the chronic homeless population through new facilities, new programs and/or more efficient delivery mechanisms.</li> </ul> <p>Strategies for achieving General Goal and/or Consolidated Plan Specific Objectives:</p>				
<ul style="list-style-type: none"> <li>• Homeless services providers will seek resources (including a Health Care for the Homeless grant for the Community Health Care Center) and modify service delivery mechanisms to increase access to health services for the chronic homeless population.</li> <li>• Public and private service providers will seek resources to add 1.5 FTE staff in public or private programs providing mental health and/or substance abuse services to the homeless.</li> <li>• See also all other Homeless Services listed above.</li> </ul>				

Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
<b>NON-HOMELESS ELDERLY PERSONS AND PERSONS WITH DISABILITIES</b>				
<p><b>General Goal: Promote housing safety, accessibility, affordability and stability for elderly and disabled low- and moderate-income renters and homeowners.</b></p> <p><u>Five-Year Consolidated Plan Specific Objectives:</u></p> <ul style="list-style-type: none"> <li>• <i>Develop or support the development of an assisted living facility to provide housing for low- and moderate-income elderly and/or disabled persons who are unable to live independently in the community.</i></li> <li>• <i>Improve the living conditions of 270 elderly and/or disabled low- and moderate-income homeowners occupying sales housing units with physical defects and/or in need of accessibility modifications.</i></li> <li>• <i>Remove barriers to daily living and support the development of accessible rental housing for low- and moderate-income persons with physical or sensory disabilities.</i></li> <li>• <i>Relieve the housing cost burden for 4,650 income-eligible elderly and/or disabled renters and/or homeowners.</i></li> </ul> <p><b>Expected Outcomes:</b></p> <ul style="list-style-type: none"> <li>• <i>Housing stability for elderly and disabled renters with extremely low, low, and moderate-incomes.</i></li> <li>• <i>Increase in number of accessible or partially-accessible units in accordance with Fair Housing Act standards.</i></li> <li>• <i>Decrease in rent or property tax burden for eligible elderly and/or disabled persons and households.</i></li> </ul>				
Publicly-Assisted Rental Housing for Income-Eligible Elderly Persons [Low- and Moderate-Income Elderly Renters]	ARHA and Private Rental Property Owners	Housing Units - 598 <i>(all of which are included above in the count of Public Housing and Privately-Owned Subsidized Rental Units)</i>	Included in figures provided above under Public/Replacement Public Housing and Privately-Owned Subsidized Rental Units	Housing Units - 598 <i>(all of which are included above in the count of Public/Replacement Public Housing and Privately-Owned Subsidized Rental Units)</i>
Rental Accessibility Modification Program (RAMM) [Disabled Extremely Low- to Moderate-Income Renters]	City Office of Housing	Housing Units Completed with CDBG funds - 15 Housing Units Completed with HTF monies - 15	TOTAL - \$167,000 CDBG - \$161,000 HTF - \$6,000	Housing Units Completed with CDBG funds - 3 Housing Units Completed with HTF monies - 3
Rent Relief Program [Elderly and/or Disabled Lower-Income Renters]	DHS	Households Assisted - 375	TOTAL - \$190,000 City General Fund - \$190,000	Households Assisted - 75

Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
Real Property Tax Relief Program [Elderly and/or Disabled Lower-Income Homeowners]	City Finance Department	Households Assisted - 4,350	Not Applicable Tax Revenue (estimated at \$2.5 million) foregone	Households Assisted - 867
Single Family Home Rehabilitation Program [Extremely Low- to Moderate-Income Homeowners]	City Office of Housing	Loans Obligated to Households with Elderly and/or Disabled Member - 50 (all of which are also included in the entry for this program under HOMEOWNERS.)	See entry under HOMEOWNERS	Loans Obligated to Households with Elderly and/or Disabled Member - 10 (all of which are also included in the entry for this program under HOMEOWNERS.)
Housing Rehabilitation and Accessibility Modifications [Elderly, Disabled and/or Lower Income Homeowners]	RTA	Ownership Units Owned by Low/Moderate-Income Households Renovated or Repaired - 250	City: Subject to application process Non-City: \$165,032	50 Low/Mod households assisted

See also "Non-Housing Community Development Activities" below for other services provided to elderly persons and persons with disabilities.

**NON-HOMELESS PERSONS WITH MENTAL HEALTH, MENTAL RETARDATION AND/OR SUBSTANCE ABUSE PROBLEMS**

**General Goal: Provide housing opportunities with case management and supportive services to persons with mental health, mental retardation and/or substance abuse problems.**

Five-Year Consolidated Plan Specific Objectives:

- Continue to provide a continuum of residential treatment services to persons with mental health, mental retardation and/or substance abuse problems.
- Develop four new group homes with a total capacity of 24 beds to provide permanent residential treatment services for persons with mental health, mental retardation and/or substance abuse problems.
- Develop 15 new apartments with a capacity level of 45 persons to provide permanent residential treatment services for with mental health, mental retardation and/or substance abuse problems.
- Provide 10 tenant-based Section 8 rental vouchers to enable individuals with mental health, mental retardation and/or substance abuse problems to secure affordable permanent supportive housing within the City.

**Expected Outcomes:**

- Consumers discharged from MH or SA residential treatment programs will transition to a similar or less intensive housing situation.

Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
Transitional/Permanent Supportive Housing Group Homes and Supervised Apartments [Extremely Low- to Moderate-Income Renters with Mental Health, Mental Retardation and/or Substance Abuse Problems]	ACSB, MH/MR/SA and SHA	Existing supportive housing beds available for special needs persons who are not required to be homeless at the time of admission - 135 (in 33 housing units) Overall Number of persons to be assisted with permanent supportive housing - 140 New permanent supportive housing beds to added to existing supportive housing - 69 (in 4 new group homes and 15 apartments)	<b>All Residential Services                      (inclusive of HUD SHP)</b> Federal - \$ 479,793 Other - <u>7,008,228</u> Total - \$ 7,488,021  <b>Excluding HUD SHP:</b> Federal - \$ 50,929 Other - <u>6,636,140</u> Total - \$ 6,687,069	Existing supportive housing beds available for special needs persons who are not required to be homeless at the time of admission - 135 (in 33 housing units) Overall Number of persons to be assisted with permanent supportive housing - 140 New permanent supportive housing beds to added to existing supportive housing - 0
Section 8 Housing Choice Vouchers For Persons with Mental Health, Mental Retardation and/or Substance Abuse Problems [Extremely Low- to Moderate-Income Renters with Mental Health, Mental Retardation and/or Substance Abuse Problems]	ARHA with ACSB, MH/MR/SA and SHA	Section 8 Housing Choice Vouchers to be Provided to ACSB/SHA Clients (out of ARHA's existing allocation) - 10 per year	Included in figures provided for Section 8 Housing Choice Voucher Program under RENTERS.	Section 8 Housing Choice Vouchers to be Provided to ACSB/SHA Clients (out of ARHA's existing allocation) - 10
See also "Non-Housing Community Development Activities" below for other services provided to this target population.				

Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
<b>PERSONS WITH HIV/AIDS</b>				
<p><b>General Goal: Continue to address the housing and supportive services needs of persons living with HIV/AIDS and the families of such persons.</b>                      Five-Year Consolidated Plan Specific Objectives:</p> <ul style="list-style-type: none"> <li>Promote housing stability for persons living with HIV/AIDS.</li> </ul>				
Housing Opportunities for Persons with AIDS (HOPWA) Vouchers [Persons with HIV/AIDS]	ARHA	HOPWA Vouchers Available Annually - 10  Overall Households Assisted - 14	\$108,000 (estimate)	10 Vouchers available for and in use by persons living with HIV/AIDS
Short-Term Housing and Housing-Related Assistance [Persons with HIV/AIDS]	Private Vendor to be Identified	Alexandria Households Assisted - 200	Not Available	Alexandria Households Assisted - 40
See also "Non-Housing Community Development Activities" below for other services provided to this target population.				
<b>FAIR HOUSING</b>				
<p><b>General Goal: Promote equal housing opportunity for all Alexandria residents.</b>                      Five-Year Consolidated Plan Specific Objectives:</p> <ul style="list-style-type: none"> <li>Using CDBG funds, conduct an estimated 100 fair housing tests per year.</li> </ul>				
<p><b>Expected Outcomes:</b></p> <ul style="list-style-type: none"> <li>Increased compliance with fair housing laws .</li> <li>Incidence of disparate treatment in fair housing tests will remain at or below 2% of complexes and firms tested.</li> </ul>				
Fair Housing Training [Persons Potentially Subject to Prohibited Housing Practices]	City Office of Housing	Training Seminars for individual property management and real estate firms to be provided - 20	No separate budget. Staff time and materials covered by Office of Housing General Fund budget.	Trainings Provided - 4

Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
Fair Housing Testing Program [Persons Potentially Subject to Prohibited Housing Practices]	City Office of Housing	Sales Market Tests Conducted - 70 (35 tests in each of two years)  Rental Market Tests Conducted - 240 (80 tests in each of three years)	TOTAL - \$46,092 CDBG - \$46,092	80 rental market tests conducted
<b>ECONOMIC DEVELOPMENT ACTIVITIES</b>				
<p><b>General Goal: 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.</b></p>				
Microenterprise Loan Program [Small Businesses in Alexandria Owned by Low- and Moderate-Income Persons]	ECDC	Loans completed to small businesses located in Alexandria and owned by low- and moderate-income persons - 40	<u>Not Applicable</u> No new City expenditures are anticipated for this program, but a City allocation of CDBG funds made in a prior year continues to support the program through a loan loss reserve.	Loans completed to small businesses located in Alexandria and owned by low- and moderate-income persons - 8
Revitalization of Mount Vernon Avenue and Northern Route 1 Corridor [Mount Vernon Avenue and N. Route 1]	AEDP, P&Z and T&ES	Businesses Assisted through Facade Improvement Program - 200	\$100,000 request for additional city funding	Businesses Assisted - 40

Program/Initiative [Target Population]	Provider(s)	Expected 5-Year Outputs, 7/1/05 - 6/30/10	Total and/or Known One- Year Funding by Source, City FY 2006	Expected City FY 2006 Outputs
<b>NON-HOUSING COMMUNITY DEVELOPMENT ACTIVITIES</b>				
<b>General Goal: Implement community development activities in low-income areas of the City and/or which are expected to serve low- and moderate-income persons or other target groups addressed in the Consolidated Plan.</b>				
Spot Blight Abatement [Blighted Properties Citywide]	City's Code Enforcement Division	Cases Resolved - 5	No separate budget. Program costs covered by Code Enforcement General Fund budget.	Cases Resolved - 1
Employment and Job Training Services [Includes Low- and Moderate-Income Persons]	DHS	Persons Assisted - 5,200 per year	<u>TOTAL - \$3,809,384</u> Includes federal, state, and local monies	Persons Assisted - 5,200

\* Income categories used to describe target populations are based on income limits established by the federal Department of Housing and Urban Development (HUD).





# **CITY OF ALEXANDRIA, VA - CITY FY 2006-2010 CONSOLIDATED PLAN FOR HOUSING AND COMMUNITY DEVELOPMENT**

## **INTRODUCTION**

The Consolidated Plan is a comprehensive planning document that identifies the housing and community development needs of the City of Alexandria's low- to middle-income, homeless and special needs populations, as well as of any target areas identified by the City, and outlines strategies for addressing the needs of these groups and/or designated areas over a five-year period. Preparation of a Consolidated Plan and the one-year updates to this document known as Action Plans are required by the U.S. Department of Housing and Urban Development (HUD) as a condition of the receipt of funding under the Community Development Block Grant (CDBG), Home Investment Partnerships (HOME), Housing Opportunities for Persons with AIDS (HOPWA) and Emergency Shelter Grant (ESG) Programs. Consistency with the Consolidated Plan is also required for public and private entities to be eligible to receive funding under a variety of other HUD programs.<sup>1</sup>

The Consolidated Plan approach is intended to encourage collaboration among all levels of government and between the public and private sectors (including for-profit and non-profit entities) in order to provide decent housing, establish and maintain a suitable living environment and expand economic opportunities expanded within a jurisdiction, principally for low- and moderate- income persons.

This Consolidated Plan covers the period July 1, 2005 through June 30, 2010. The City has provided the required housing market analysis or inventory of facilities and services, needs assessment and strategic planning information under five general categories in Sections I through VI of this document: "Renters, Homebuyers and Homeowners;" "Homeless Persons and Those Threatened with Homelessness;" "Persons with Special Needs;" "Non-Housing Community Development;" and "Other Issues of Concern to HUD."

For each year covered by the Consolidated Plan, the City is required to prepare a One-Year Action Plan that describes the activities to be undertaken during that particular year to promote Consolidated Plan goals. As required by HUD, the City's Action Plan for the first year of the Consolidated Plan period is included in this Consolidated Plan and serves as the City's application for the Federal Fiscal Year (FFY) 2005 allocations of CDBG and HOME funds (see

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<sup>1</sup> While the City's Consolidated Plan includes needs assessment information and a description of goals for persons eligible for assistance under the federal Housing Opportunities for Persons with AIDS (HOPWA) and Emergency Shelter Grant (ESG) programs, because the City is not an entitlement grantee for these programs, it is not required to include ESG and HOPWA applications as part of the Plan. Funding utilized within the City under ESG comes through the state. HOPWA funds come through the District of Columbia and are allocated to local jurisdictions based on a locally-developed formula. For more information on the HOPWA funding process, see Section IV below.

Section VII). Information in the Action Plan section of this document has been grouped according to the following categories: “Housing Programs and Services to be Undertaken During City FY 2006;” “Non-Housing Community Development Programs and Services;” and “Other Activities to be Undertaken.”

It should be noted that the inclusion of data, information and cost estimates on the housing and community development needs of Alexandrians in either the Consolidated or Action Plans does not represent a commitment on the part of the City government to incur these costs or to address every need. Funding decisions will take into account both the availability of resources and the relative priority of any particular program, project or other request.

## ■ Consolidated Plan Development Process

***Citizen Participation Plan*** - HUD regulations require that the City establish a process for involving citizens in the planning and evaluation of programs covered by the Consolidated Plan. 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 any target areas identified by the City, 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).

The City notifies the public about pending actions related to the Consolidated Plan, annual Action Plans, CAPER or amendments to the Consolidated Plan through advertisements in English- and Spanish-language newspapers with general circulation in the City. The proposed plan, amendment(s) or evaluation report is distributed to the organizations, public agencies and other parties on the interested parties list maintained by the City’s Office of Housing 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 and amendments to programs funded through CDBG and HOME; the CAPER requires a 15-day public comment period.

HUD’s Consolidated Plan regulations require that the City conduct at least two public hearings per year at different stages of the program year to obtain citizen input. Together, the hearings must address the identification of housing and community development needs, development of proposed activities, and a review of program performance. The City fulfills this requirement by holding one hearing each fall prior to submission of the CAPER to HUD, and again in the spring when 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 to receive comments on current housing, homeless and community development needs. The second of the two annual public hearings is held in the spring before the 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.

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 three general-circulation newspapers in Alexandria, two of which are published in English and one that is published in Spanish. If the City anticipates that a significant number of non-English-speaking residents can be reasonably 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.

In developing the City FY 2006-2010 Consolidated Plan and the City FY 2006 Action Plan, the City sponsored a public hearing on housing and community development needs on September 20, 2004. The draft Consolidated Plan will be available for review for the HUD-required 30-day public comment period at: the Office of Housing in City Hall and at four public libraries beginning April 1, 2005; on the City's website beginning on April 4, 2005; and will be mailed to approximately 150 interested parties. A second public hearing will be conducted by the Alexandria City Council on April 16, 2005. The public comment period will end on May 4, 2005, with final City Council action on May 14, 2005. Citizen input on the City FY 2006-2010 Consolidated Plan and the City FY 2006 Action Plan is included in Appendix I of this document.

***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 CAPERs, and obtained information on relevant programs and services from a variety of public and private entities in Alexandria, including organizations serving special needs populations. To notify the state and surrounding jurisdictions about and to obtain input on the Consolidated Plan, the City provided copies of the draft Plan to relevant contacts in state agencies and in the local government agencies of adjacent counties.

Staff of the Office of Housing would like to express appreciation to the following public and private entities that contributed to the development of the City FY 2006-2010 Consolidated Plan and/or the related City FY 2006 Action Plan:

- Alexandria Economic Development Partnership;
- Alexandria Redevelopment and Housing Authority;
- City of Alexandria Code Enforcement Bureau;
- City of Alexandria Fire Department;
- City of Alexandria Health Department;
- City of Alexandria Department of Human Services;
- City of Alexandria Department of Finance;
- City of Alexandria Office of Management and Budget;
- City of Alexandria Department of Mental Health, Mental Retardation and Substance

- Abuse;
- City of Alexandria Department of Planning and Zoning;
- City of Alexandria Police Department;
- City of Alexandria Department of Real Estate Assessments;
- City of Alexandria Department of Recreation, Parks and Cultural Activities;
- City of Alexandria Department of Transportation and Environmental Services;
- City of Alexandria Office on Women; and
- the Homeless Services Coordinating Committee.

### ■ Income Groups Targeted by the Consolidated Plan

Consolidated Plan estimates of housing and community development need focus on persons falling within extremely low- to middle-income limits established by HUD. The income limits that apply to the City of Alexandria effective February 11, 2005 are provided in Table A below. These limits are updated by HUD each year. Beneficiaries of programs and services funded with HUD monies (including CDBG and HOME) must meet the most current applicable income limits at the time of service.

**TABLE A**

2005 HUD Income Limits (Effective February 11, 2005)								
Income Category	Number of Persons							
	1	2	3	4	5	6	7	8
Extremely Low (HUD-adjusted 30% of median)	\$18,750	\$21,450	\$24,100	\$26,800	\$28,950	\$31,100	\$33,200	\$35,350
Low (Section 8 very low income limits; HUD-adjusted 50% of median)	\$31,250	\$35,700	\$40,200	\$44,650	\$48,200	\$51,800	\$55,350	\$58,950
Moderate (Section 8 low income limits) <sup>2</sup>	\$40,600	\$46,400	\$52,200	\$58,000	\$62,650	\$67,300	\$71,900	\$76,550
Middle (HUD Section 235 income limits)	\$48,200	\$55,100	\$62,000	\$68,900	\$74,400	\$79,900	\$85,400	\$90,900

\* 2005 Median Income, Washington, D.C. Metropolitan Statistical Area (MSA): **\$89,300**

<sup>2</sup> Moderate-income limits are capped at the national median income, which is currently \$58,000 for a family of four. HUD gave jurisdictions in the Washington Metropolitan area the option of increasing the eligibility limits for the CDBG and HOME programs to 80% of area median for a family of four. The City has chosen not to exercise this option in order to continue to target these programs to the households with the greatest need.

## ■ Geographic Area to be Served

Unless otherwise indicated, the geographic area to be served by activities undertaken in support of Consolidated Plan goals and objectives will be the entire City of Alexandria.

## Overview of City Policy on Housing and Community Development

The City of Alexandria is committed to promoting housing and community development opportunities and providing supportive services for low- and moderate-income households and persons with special needs. On September 14, 2004, City Council reaffirmed this commitment with its adoption of the City's 2004-2015 Strategic Plan, which included the following objectives of particular relevance to the City's low- and moderate-income and special needs populations that reflect housing and community development goals discussed in the Consolidated Plan:

- Goal: A caring community that is diverse and affordable
  - Objective: Increase the number and availability of affordable housing units with an emphasis on low- and moderate-income city workers, seniors, individuals with disabilities and others
  - Objective: Enable elderly residents to continue to reside in the City
  - Objective: Provide youth and adults with the opportunity to maximize their potential and live productive lives
  - Objective: Provide and fund appropriate types and levels of human and social services
- Goal: Quality development and redevelopment that is well planned and consistent with Alexandria's vision
  - Objective: Ensure that new residential development and redevelopment deliver mixed income housing units and provide accessible housing opportunities
- Goal: A strong local economy that is growing in varied small businesses and job opportunities
  - Objective: Increase job opportunities in Alexandria for persons at various income levels and abilities
  - Objective: Develop strategies to increase the employability of residents through skill and workforce development and supportive services

Decisions made by the City government about housing and community development initiatives generally take into consideration the following principles, which are intended to help manage the demand for assisted housing, health and human services:

- Self-Sufficiency - The City's strategy in providing assistance to families living at or below the poverty level is to provide education, job training, job placement and other supportive services to enable these households to improve their economic status.
- Homeownership - The Alexandria City Council approved the promotion of homeownership as a policy objective in October of 1994, citing it as a means to "build

stability in our population...make our diversity an asset...realize the benefits of public investment in our schools [and] our youth programs,...encourage more active involvement in commerce and civic affairs" and bring the percentage of owner-occupancy in line with that of other jurisdictions.

## **SECTION I**

### **COMMUNITY DESCRIPTION AND DEMOGRAPHICS**

This section of the Consolidated Plan provides a general description of the community and demographic characteristics of the City of Alexandria, Virginia. Detail on the characteristics of the City's housing market, as well as on the City's inventory of housing and supportive services for special needs populations is provided in Sections II, III and IV below.

#### **■ I.A. Location, Population and Tenure**

The City of Alexandria is densely populated, medium-sized independent city with a diverse population and a total land area of 15.75 square miles located in the Washington, D.C. primary metropolitan statistical area, which is a large metropolitan area. Alexandria is bordered by Fairfax County to the south and west, Arlington County to the north and the Potomac River to the east. At the time of the 2000 U.S. Census, Alexandria's population was 128,283. The City's Department of Planning and Zoning estimates Alexandria's 2004 population at 134,000 and expects continued population growth over the Consolidated Plan period. With more than 8,000 persons per square mile, Alexandria is the most densely populated city in Virginia, and at the time of the 2000 U.S. Census ranked 10<sup>th</sup> among the nation's counties and county equivalents in population density. County equivalents include an primary political or administrative division of a state, including independent cities.

Alexandria is predominantly a rental community. As of June 2003, the City's Department of Planning and Zoning estimates that 62% of all occupied housing in Alexandria is renter-occupied and 38% is owner-occupied. These figures include all types of housing units – single family, condominium and both private-market and publicly-assisted multi-family housing.

#### **■ I.B. Household Characteristics, Age and Disability**

Alexandria had 61,889 households at the time of the 2000 Census; however, the City's Department of Planning and Zoning estimates this figure was 66,562 by mid-2004 and projects an increase to 71,000 households by the end of the year 2010.

According to the 2000 U.S. Census, the City's average household size as of 2000 was 2.04 persons, the same as ten years earlier. The national average for household size in 2000 was 2.59. At the time of the 2000 U.S. Census, 5% (or 3,334) of the City's family households (i.e., households comprised of related persons) consisted of five or more persons, meeting HUD's definition of large family and 43.4% of the City's households (or 26,880 households at the time of the Census) were single-person households. HUD tabulations based on 2000 U.S. Census data indicate that as of 2000, 3% of all City households were large families with incomes at or below HUD's moderate-income limits and that 49% (or 1,625) of the City's large family households fell below HUD's moderate-income limits (currently \$62,650 for a five-person households; see Table H in Section II below). Data on the number of single-person households

that fell below HUD's moderate-income limits is not available.

In 2003, the U.S. Census Bureau estimated that most people (66.8%) in the City were between 24 and 65 years of age. Persons under 18 comprised 18.3% of the City's population, but almost half of the people in this age category were under the age of 5 (8.3%). Persons 65 years and over comprised 9.9% of Alexandria's population. Estimates from the Commonwealth of Virginia's Department of Planning and Budget indicate that the age distribution of the City in the years between 2000 and 2010 should show a trend towards an increase in the over-55 age group. CHAS data compiled by HUD based on the 2000 U.S. Census indicates that 45% (or 3,898 households) of all elderly households in the City (i.e., one or two person households with at least one member age 62 or over) had incomes at or below HUD's moderate-income limits (currently \$46,400 for a two-person household). Of these low- and moderate-income elderly households, 47% (or 1,850 elderly households) had incomes at or below HUD's extremely low-income limit (currently \$21,450 for a two-person household).

Data from the 2000 U.S. Census indicates that at the time of the Census approximately 15% of all non-institutionalized City residents aged five years and over (or 17,559 persons) had a sensory, physical mental and/or self-care disability.

### ■ I.C. Income, Employment and Economy

In 2002 the City's median household income was \$59,173. While high compared to the U.S. median household income of \$42,409, the City's median household income was low in comparison to nearby jurisdictions such as Arlington County which had a median income of \$67,100 or Fairfax County which had a median household income of \$82,834.

HUD tabulations based on 2000 U.S. Census data show that at the time of the Census 33% of all City households had incomes at or below HUD's moderate-income limits (currently \$58,000 for a four-person household). This represents an increase in the number of such households over that estimated by HUD for 1990, when HUD tabulations indicated that 24.8% of all City households had incomes at or below the moderate-income limit. Current HUD tabulations indicate that 11% of all City households are likely to fall within HUD's extremely low-income category (currently \$26,800 for a four-person household); 10% are likely to fall within HUD's low-income category (i.e., for a four-person household annual income would be between \$26,801 and \$44,650); and 12% are likely to fall within HUD's moderate-income category (i.e., for a four-person household annual income would be between \$44,651 and \$58,000).

According to the U.S. Census Bureau's Small Area Income and Poverty Estimates (SAIPE), in 2002, Alexandria was ranked highest among Northern Virginia jurisdictions in the percentage of persons living below poverty, with 7.8% of all persons having incomes below the poverty line at that time. With a rate of 6.3%, Arlington County followed Alexandria with the next highest poverty rate in Northern Virginia. Approximately 13.6% of Alexandria's children, or 3,202 people aged 17 and under, lived in poverty in 2002. As with the total poverty rate Arlington County followed Alexandria in having the next highest rate in Northern Virginia of children in



poverty. The percentage of children living in poverty in Arlington was 9.5% of all people aged 17 or under. For children aged five to 17, the poverty rate in the City as of 2002 was 17.5%, which is higher than the national rate at that time of 15.3%.

Since the development of Alexandria's modern service-based economy in the 1980's, the City's economic performance has been linked closely to the strength of the metropolitan region's economy and to the City's success at promoting commercial development.

Alexandria has emerged as one of Northern Virginia's major commercial office centers. During the period from 1990 to 2000, employment in the City grew by 8,225 workers and the combined salaries of people working at locations in Alexandria rose from \$2.2 billion in 1990 to \$3.9 billion in 2000. In 2004, the combined salaries of people working at locations in the City reached an estimated \$4.4 billion. Similarly, between 1989 and 1999, the total amount earned by Alexandria residents rose from \$2.4 billion to \$4.7 billion.

Growth in Alexandria since 2000 has been slowed by recession and by the September 11 terrorist attacks in 2001. The September 11 terrorist attacks depressed both employment and development for more than a year. The effect was especially felt by tourist-related industries. For instance, taxable sales at Alexandria's hotels fell by approximately \$3.5 million between 2001 and 2002. Since then Alexandria's economy and that of the Washington region in general have recovered. The recovery can be seen in the drop in the office vacancy rate in Alexandria which fell from 11.5% at the end of 2002 to 9.3% in the third quarter of 2004.

Another indicator of Alexandria's economic upturn is the decrease in unemployment. After a high of 4.5 % in October 2001 right after the terrorist attacks, unemployment in Alexandria declined to 1.9% as of November of 2004. This is still high compared to a 1.3% unemployment rate for the City at the end of the boom in 2000, but well below the national rate of unemployment for November 2004 of 5.2%.

According to data provided by the Virginia Department of Taxation, in the beginning of 2004 the City's largest industries were services (52%), retail and wholesale trade (12.5%) and government (17.9%). Within the service category, professional and technical services accounted for 15.8% of the City's employment, membership organizations and associations for 7.5%, food service and drinking places for 7.1% and administrative and supplemental services for 5.9%.

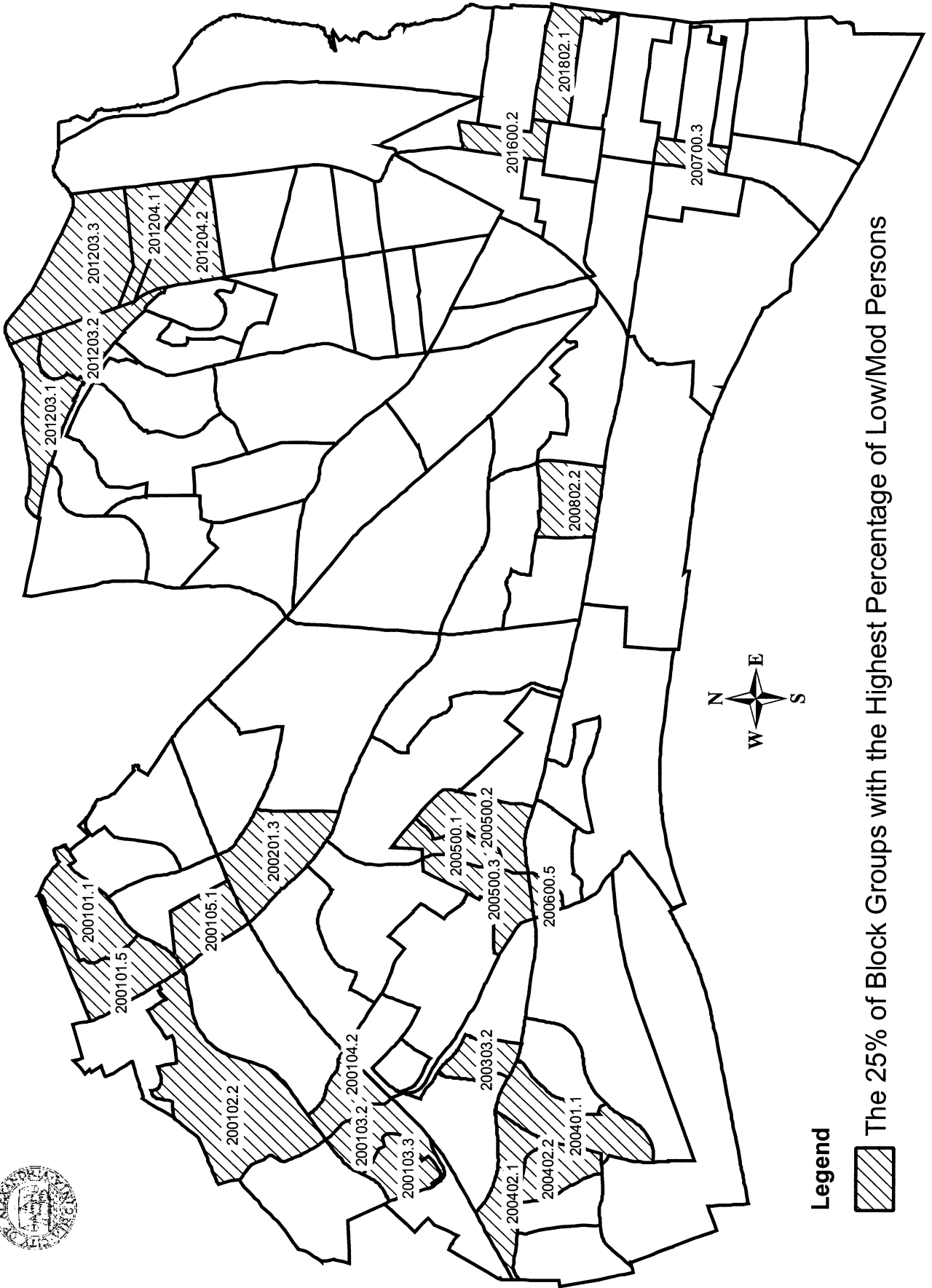
#### ■ **I.D. Concentrations of Low- and Moderate-Income Households**

At the time of the 2000 U.S. Census, the concentration of low- and moderate-income households exceeded 51% of the total population in 19 of the City's 100 census block groups, which qualifies them as low- and moderate-income areas for the purposes of the Community Development Block Grant (CDBG) Program. Under CDBG, HUD also recognizes an area as low- and moderate-income if the concentration of low- and moderate-income households therein is equal to or greater than that of the census block group with the lowest percentage of low- and moderate-income households that still falls within the top quartile (or top 25%) of all block

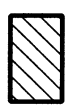
groups within a jurisdiction when sorted by the rate of low- and moderate-income concentration. Based on data provided by HUD, in Alexandria this includes areas in which a minimum of 46.4% of resident households had low- and moderate- incomes. At the time of the 2000 U.S. Census, there were six census block groups where the percentage of low- and moderate-income households fell between 46.4% and 51%. There are, therefore, a total of 25 City census block groups (located in 17 of 32 City census tracts) that qualify as low- and moderate-income areas for HUD purposes. Figure 1, which follows, shows the location of and percentage of low- and moderate-income households in the 25 City block groups that qualify as low- and moderate-income areas.

Figure 1

Low/Moderate Income Census Block Groups



Legend



The 25% of Block Groups with the Highest Percentage of Low/Mod Persons



## ■ I.E. Race/Ethnic Composition and Areas of Minority Concentration

According to U.S. Census data, the percentage of minority households in Alexandria increased from 17% of all households in 1970 to nearly 37% in 2000. During that same time period, the percentage of Whites declined from 85% to 54%; the percentage of non-Hispanic African-Americans increased from 14.1% to nearly 22%; the percentage of Hispanics of all races increased from 3% to nearly 15%; and the percentage of Asian and Pacific Islanders increased from less than 1% to 6%.

According to the 2000 U.S. Census, at the time of the Census 46% of Alexandria's residents were members of racial or ethnic minority groups, up from 36% in 1990. A breakdown of the City's population by race/ethnic group based on 2000 U.S. Census data and the percentage change in the City's race/ethnic composition from 1990 to 2000 is provided in Table B below.

**TABLE B**

<b>Comparison of Race/Ethnic Composition of City Population</b>					
<b>Population<sup>3</sup></b>	<b>1990 Census</b>	<b>%</b>	<b>2000 Census</b>	<b>%</b>	<b>% Change 1990-2000</b>
White (non-Hispanic)	71,486	64.3%	68,889	53.7%	-3.6%
Black or African-American (non-Hispanic)	23,957	21.5%	28,463	22.2%	18.8%
Hispanic (all races)	10,778	9.7%	18,882	14.7%	75.2%
Native American (non-Hispanic)	299	.3%	255	0.2%	-14.7%
Asian & Pacific Islanders (non-Hispanic)	4,503	4.1%	7,299	5.7%	62.1%
Other (non-Hispanic)	160	.1%	4,495	3.5%	2,709.4%
<b>TOTAL</b>	<b>111,183</b>	<b>100%</b>	<b>128,283</b>	<b>100%</b>	<b>15.4%</b>

As shown in Figure 2, which follows, according to 2000 U.S. Census data, the heaviest concentrations of minorities were found in census tracts 12.03, 12.04, 1.03, 1.05, 3.01, 1.04 and 1.02 where minorities comprised 60% to 90% of census tract population. Figure 3 shows that at the time of the 2000 U.S. Census African-Americans comprised more than 45% of the population in only two census tracts (12.04, and 16). While tract 16 had few other minorities, tract 12.04 also had a high proportion of Hispanic residents (20.0%). Tract 12.03 contained the largest single concentration of Hispanic residents (62.3%), in addition to a relatively high

<sup>3</sup> For comparison purposes, data from the 2000 U.S. Census has been reorganized to reflect primary race categories used for the 1990 U.S. Census. These categories are different than those used for the 2000 U.S. Census, which are White; Black or African American; American Indian or Alaska Native; Asian; and Native Hawaiian or Other Pacific Islander.

concentration of African-Americans (22.1%).

Figure 3 compares the dispersion of the City's African-American population throughout Alexandria as of the 1990 U.S. Census with that as of the 2000 U.S. Census. As shown, there has been a decrease in the number of census tracts with both small and large concentrations of African-American residents, and an increase in the number of tracts more representative of the overall percentage of African-Americans in the City (see Table B). From 1990 to 2000, the number of City census tracts where African-Americans represented less than 20% of the population fell from 16 to 12. The number of census tracts where African-American residents comprised 30% or more of the population had also decreased by 2000, from six to five. By the time of the 2000 U.S. Census, the number of census tracts where African-Americans comprised between 20% to 29% of the census tract population, levels that are more representative of the overall percentage of African-Americans in the City at the time of the Census (i.e., 22.2%), had increased from two to 16.

As shown in Figure 4, which follows, U.S. Census data indicates that the City's Hispanic population was also more dispersed throughout the City in 2000 than in 1990. In 1990, nine census tracts had a Hispanic population between 10% and 19%. By the time of the 2000 U.S. Census, ten tracts had Hispanic populations of 10% to 19%, which is the level that reflects the 14.7% of the City's overall population that Census data indicates is Hispanic. Another eight census tracts had Hispanic populations of 20% or more, including tract 12.03 where Hispanics comprised 62.3% of the population.

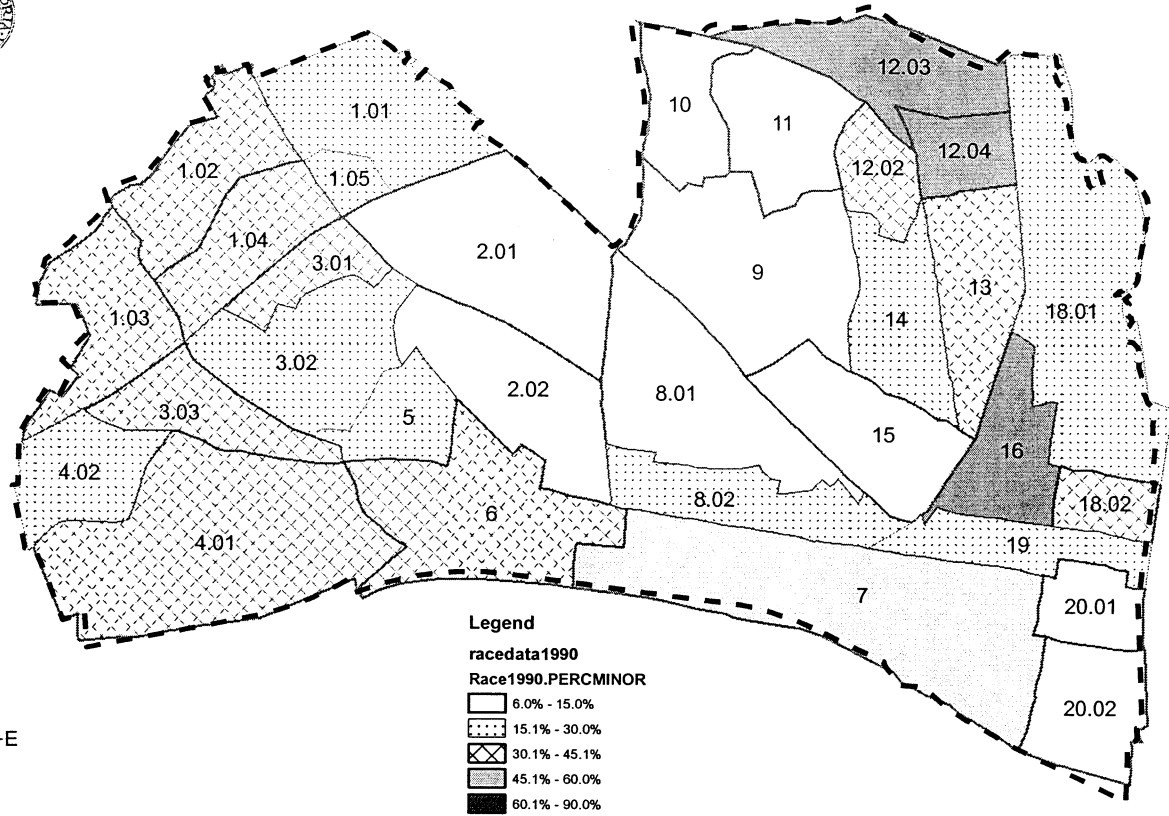
While the 1990-to-2000 figures for African-Americans reflect the continuing dispersion of a population that grew at approximately the same rate as the total population during the 1990s, data on the City's Hispanic population reflects a dispersion of residency along with a substantial increase in size (75.2% from 1990 to 2000). According to U.S. Census Bureau estimates, the size of Alexandria's Hispanic community stabilized in the early years of the 2000s, growing little if at all.

## ■ I. F. Assisted Housing, Health and Human Services

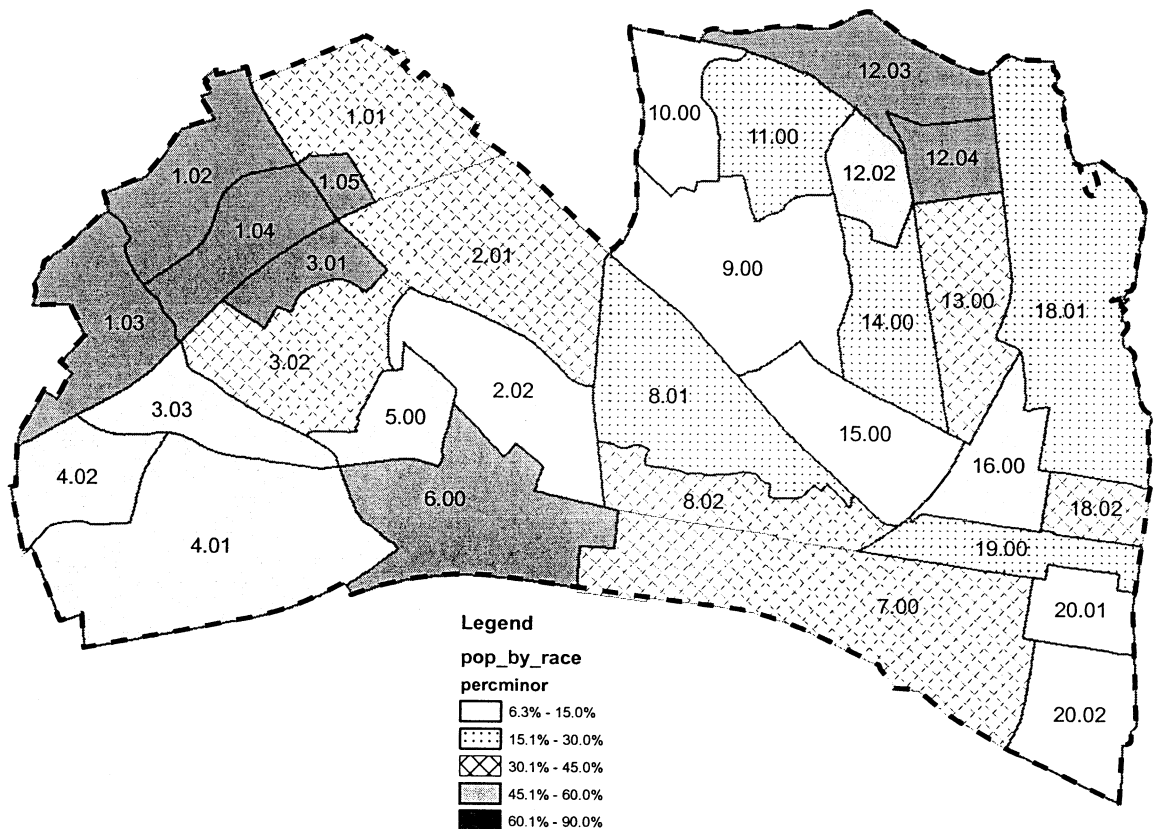
Because of the City's history as a compassionate community that values economic and social diversity, Alexandria has been a leader in the region for many years in the provision of affordable housing and in the delivery of a wide array of health and human services.

Data provided by local jurisdictions to the Metropolitan Washington Council of Governments (COG) for its 2003 Housing Data Survey, indicates that the number of subsidized rental and ownership housing units in the City is comparable to surrounding jurisdictions. Calculations performed by the City based on data included in the COG survey, indicate that for every 1,000 occupied housing units in the City, 47.5 are rental units with project-based assistance. This rate falls between that for Arlington County, which per City calculations has 54.4 assisted rental units per 1,000 occupied housing units and Fairfax County, which based on City calculations has 32.4.

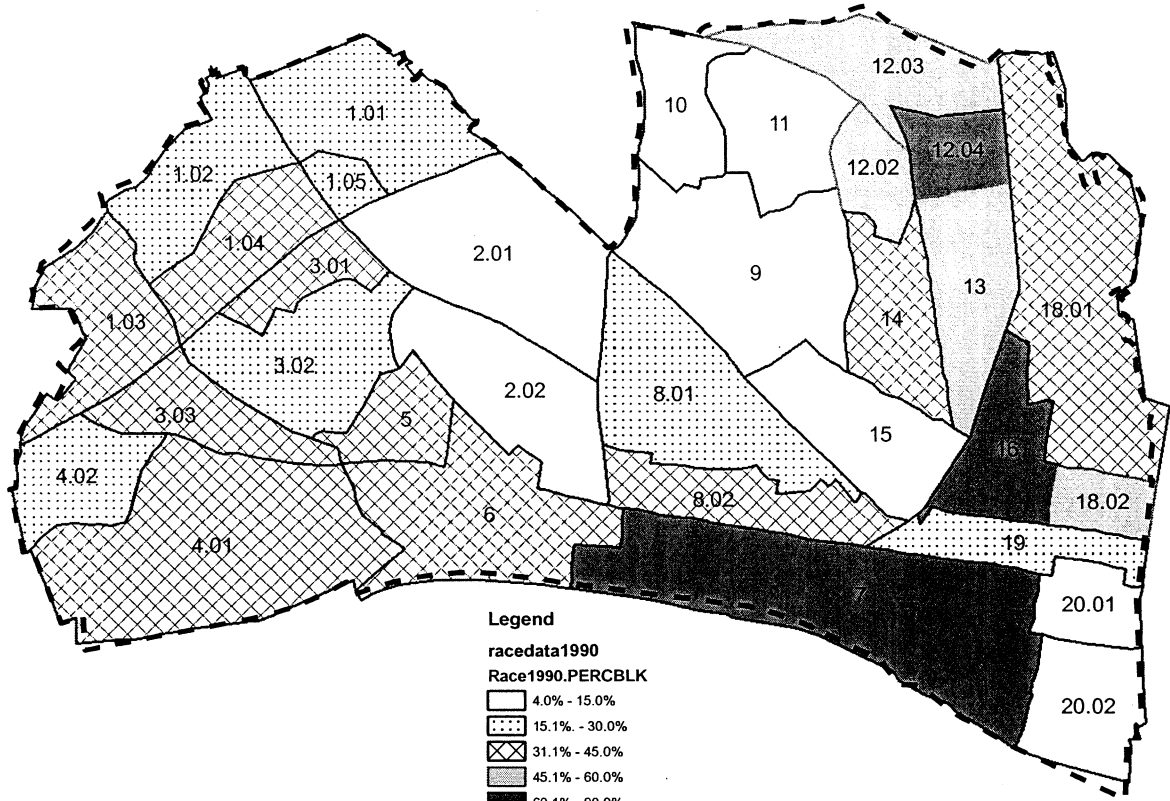
### Percent Minority: 1990



### Percent Minority: 2000



### Percent Black: 1990



### Percent Black: 2000

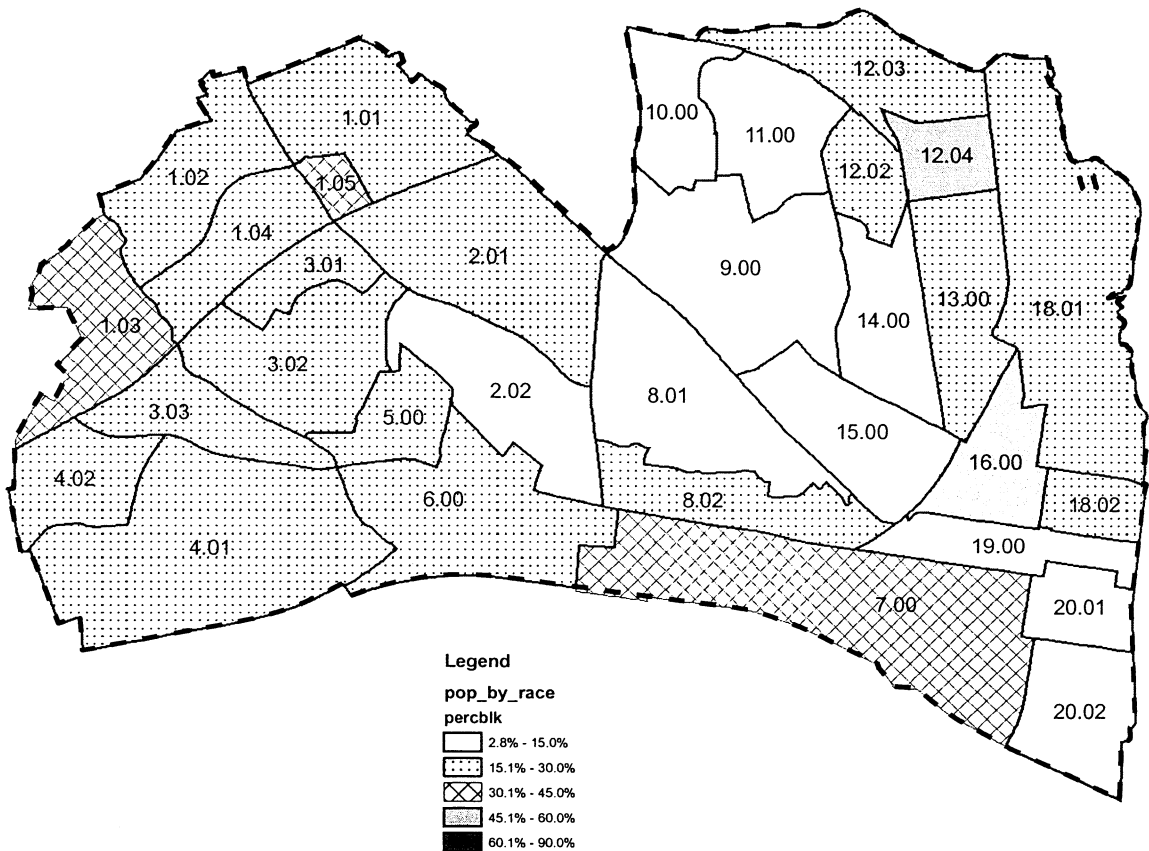
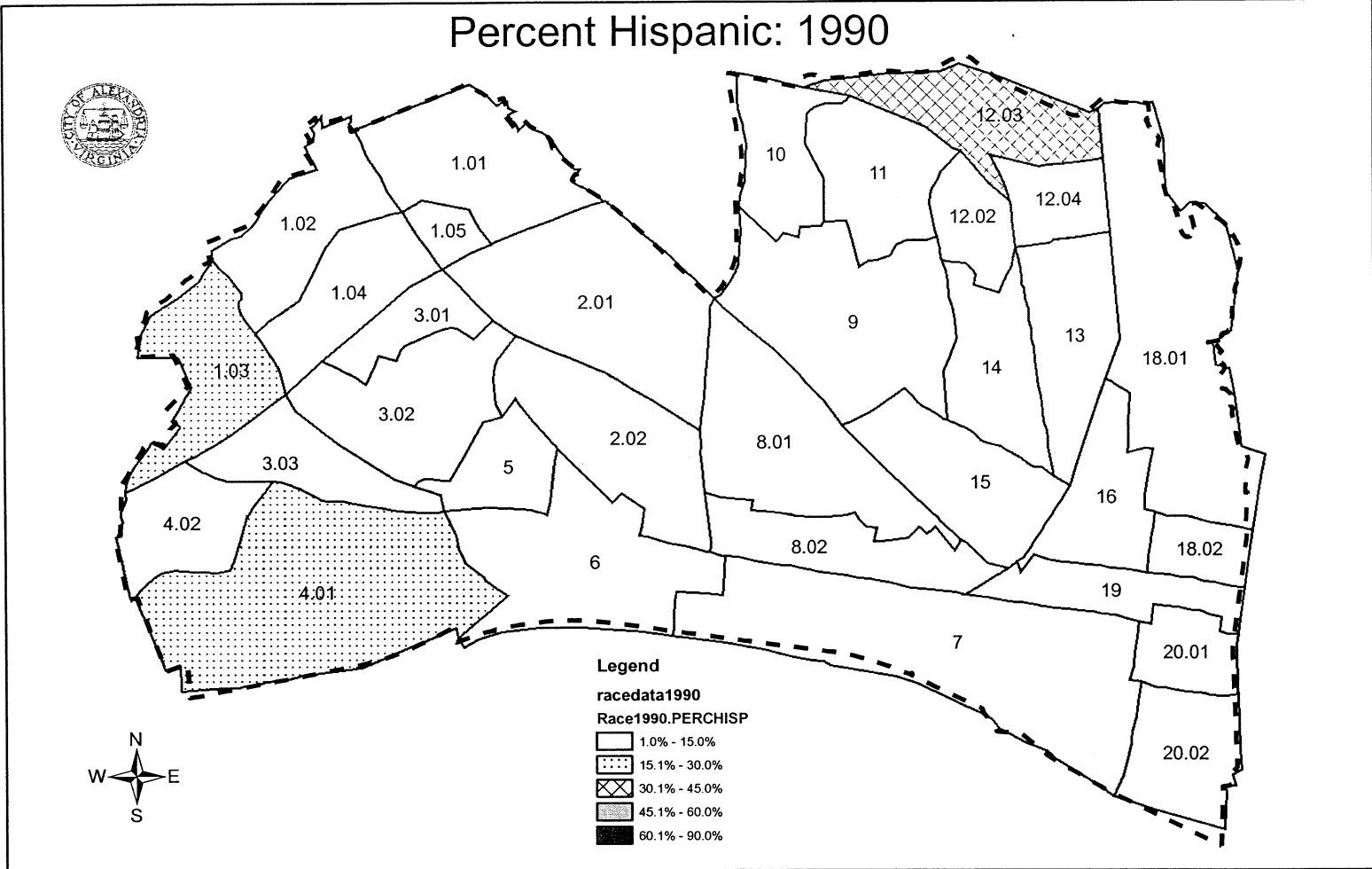
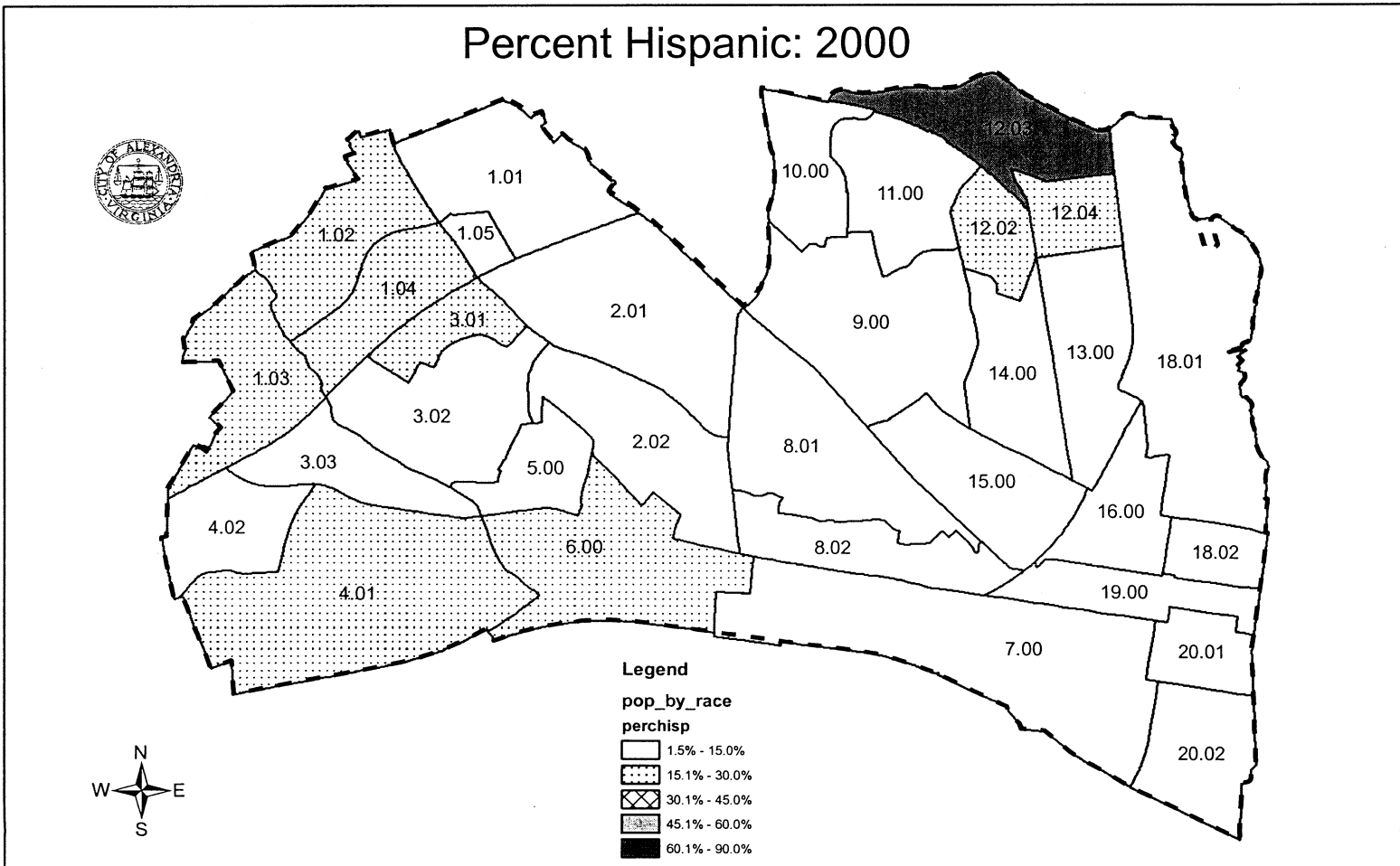


Figure 4

### Percent Hispanic: 1990



### Percent Hispanic: 2000





With regard to special-needs and homeless beds, information provided by local jurisdictions for COG's 2003 Housing Data Survey indicates that the City offers more such beds per 1,000 residents than either Fairfax or Arlington Counties. In 2003, Alexandria had an estimated 3.81 homeless and special-needs beds in group homes, shelters, transitional housing and supportive housing units per 1,000 residents, as compared to 2.04 beds in Arlington and 1.56 beds in Fairfax.

More detailed information on the City's sales and rental housing stock, including assisted housing, is provided in Section II below.

## **SECTION II**

# **RENTERS, HOMEBUYERS AND HOMEOWNERS – NEEDS & STRATEGIC PLAN**

This section of the Consolidated Plan addresses the needs of renters, homebuyers and homeowners in the City with incomes at or below HUD's middle-income limits (see Table A). Housing and supportive services needs for homeless persons and those threatened with homelessness and for persons with special needs (including the elderly, persons with disabilities and persons living with HIV/AIDS) are discussed in Sections III and IV. Non-housing community development needs are discussed in Section V.

### **■ II.A Rental and Ownership Housing Market Analysis**

The following housing market analysis describes the current status of the City's rental and ownership housing market, addressing issues related to housing supply, demand, condition and cost, as well as providing information on the City's existing public and assisted housing stock.

#### **II.A.1 Housing Supply and Demand**

The City's Department of Planning and Zoning estimates that the number of housing units in the City (including 3,276 units of publicly and privately-owned assisted rental housing with project-based subsidies) totaled 68,782 as of July 2004, an increase of 7.1% over the 2000 total. The 2004 estimate includes 21,420 single-family homes; 15,303 multi-family condominium units; and 32,059 rental apartments. The supply of rental housing in Alexandria is substantial. While just over 46% of the City's housing stock was built as rental housing, as of June 2003, an estimated 41,042 (or 62%) of the 66,318 occupied units in the City at that time were renter-occupied. The supply of housing in the ownership market has been less plentiful. As of June 2003, only 38% of the City's housing stock was owner-occupied. Due to the number of rental complexes in the City converting to condominium status, the proportion of owner-occupied housing will increase during the early part of the Consolidated Plan period. According to information available to the City's Department of Planning and Zoning, approximately 1,810 units are currently in the conversion process, with more conversions likely to occur over the next year.

The demand for both rental and ownership housing in Alexandria is high. Though the City's January 2004 Apartment Vacancy and Market Rent Survey indicates that the vacancy rate among market-rate rental units (in rental properties with ten or more units) was 5.2%, an increase 1.4% over the 2001 vacancy rate, this rate is still below the 6% level by which HUD has previously identified a tight market for its Mark to Market Program and is expected to decrease as units are taken out of the rental market in connection with the condominium conversions mentioned above and as recently constructed rental units are absorbed into the market. With regard to ownership housing, the average single-family and condominium home sales prices in

the City indicate that demand for sales housing is high. According to data maintained by the Northern Virginia Association of Realtors, the average single-family and condominium sales prices rose from \$371,232 and \$152,395 respectively in 2001 to \$586,719 and \$309,021 as of January 2005. High demand for ownership housing in the D.C. metropolitan region as a whole has been driven in part by significant job growth in Northern Virginia, and by low mortgage interest rates, which have also facilitated the increase in sales prices, as lower interest rates enable buyers with the same income to pay more for a home than they would have otherwise been able to afford.

In addition to the general demand for housing, there is ongoing demand for affordable sales and rental housing, as indicated by the number of households on waiting lists for public housing and/or Section 8 housing assistance (see Section II.A.3. below), as well as by the number of prospective homebuyers, many of which are low- and moderate-income, participating in the City's annual Homeownership Fair (668 persons in City FY 2004) and in homeownership training offered by the City's Office of Housing (425 households in City FY 2004).

Though information is not available on the number of single-person renter versus single-person homeownership households in the City, the 2000 U.S. Census indicates that at the time of the Census, approximately 43% of all City households (or 26,880 households) were single-person households. With regard to large households, the 2000 U.S. Census indicates that 6% of all renter households in the City at the time of the Census (or 2,317 households) and 4% of the City's ownership households (or 1,107 households) consisted of five or more related persons, meeting HUD's definition of large family. According to 2000 U.S. Census data, at the time of the Census, there were at least 11,396 two-bedroom, 3,593 three-bedroom, 409 four-bedroom and 62 five- or more bedroom rental units in Alexandria. At the time of the 2000 U.S. Census, there were also 7,897 two-bedroom, 9,354 three bedroom, 3,406 four-bedroom and 818 five- or more bedroom ownership housing units in the City. Depending on size and configuration, two- and three-bedroom units may be suitable for larger households. The affordability of available rental and ownership housing for all lower-income City residents, including single-persons and large families, is discussed in Section II.A.4 below.

## **II.A.2 Condition of the Housing Stock and Overcrowding**

At the time of the 2000 U.S. Census, 55% of the City's overall housing stock had been built prior to 1960 and just over 10% of the City's housing had been built prior to 1940. The age of a jurisdiction's housing stock is typically an indicator of its maintenance and repair needs. Despite the age of the City's housing stock, the 2000 U.S. Census estimates that at the time of the Census only 301 residential units in the City (of which 48 were owner-occupied, 247 were renter-occupied and the remaining six were unoccupied) were in substandard condition (i.e., the units lacked complete plumbing facilities), indicating that less than 1% of the City's housing stock is substandard.

This data is supported by local inspection results. The City's Code Enforcement Bureau uses the following definition for Spot Blight cases: building(s) which, by reason of dilapidation,

obsolescence, overcrowding, lack of ventilation, light or sanitary facilities, or excessive land coverage, or any combination of these or other factors, is detrimental to the health, safety and welfare of the community. Using that definition, the HUD designation of a substandard condition could be characterized in Alexandria as having such structural deficiencies that it is beyond rehabilitation, while a substandard condition but suitable for rehabilitation could be rehabilitated. In Alexandria, all the buildings with substandard conditions currently fall into the category that allows for rehabilitation. As of March 1, 2005, Alexandria's Code Enforcement Bureau had identified only 30 residential units as substandard and unfit for human habitation. Of these 30 units, 26 were single family homes and 4 were in multifamily developments. The City expects all the buildings to be rehabilitated. Although the City has routinely inspected multifamily rental units of property owners who own five or more dwellings or dwelling units, single-family properties have been inspected only when there has been probable cause or reason to believe that an unsafe condition may exist. As a result, there is currently little available data on code violations in most of the single-family properties in the City.

For information specifically on the condition of the City's Public Housing stock, please refer to Section II.A.3 below.

The 2000 U.S. Census shows that at the time of the Census, only 2% of all owner-occupied units in the City (or 591 units) had more than 1.01 occupants per room, the Census measure of overcrowding, indicating a low rate of overcrowding for homeowner households. Data from the 2000 U.S. Census reveals that at the time of the Census, approximately 12% of all renter-occupied units in the City (or 4,533 renter-occupied units) had more than 1.01 occupant per room, indicating that problems related to overcrowding may be more prevalent for renter households.

### **II.A.3      Existing Public and Assisted Housing**

The City's assisted housing stock is comprised of housing that has been subsidized using federal, state and/or local monies to ensure long-term affordability. This section provides an inventory of all existing assisted rental housing in the City, as well as detail (as required by HUD) on the City's public housing stock. For information on assisted housing for special needs populations, please refer to Section IV. below.

#### **Public and Assisted Housing Inventory**

*Assisted Housing* - Table C below provides an inventory of the City's project-based assisted housing stock and includes information on the income levels and household types targeted for assistance. As shown, there are currently 3,276 affordable rental units in the City with project-based subsidies. Of these, 889 are subsidized under the Public Housing Program and 261 are replacement public housing units subsidized under the Low Income Housing Tax Credit (LIHTC) or Section 8 Moderate Rehabilitation and New Construction Programs. These 1,150 public and replacement public housing units are operated by the Alexandria Redevelopment and Housing Authority (ARHA). The remaining 2,126 rental units in the City with project-based

assistance are privately-owned units subsidized under the LIHTC, Tax-Exempt Bond, Section 236 and Section 8 Moderate Rehabilitation and New Construction Programs, Developer Rental Set-Asides and/or with state or local funds. Figure 5 below shows the location of all rental units in the City with project-based assistance.

TABLE C

<b>Inventory of Existing Assisted Housing with Project-Based Assistance (as of February 2005)<sup>4</sup></b>			
	<b># of Units Available</b>	<b>Target Income(s)</b>	<b>Household Type Served</b>
<b>Public Housing<sup>5</sup></b>	889	at or below HUD Moderate-Income Limits ( <i>currently \$58,000 for a four-person household</i> )	Elderly/Disabled Households - 208 Family Households - 681
<b>Project-Based Section 8<sup>6</sup></b>	1,151	same as Public Housing	Elderly/Disabled Households - 390 Family Households - 761
<b>Low Income Housing Tax Credit (LIHTC) and Tax Exempt Bond Programs<sup>7</sup></b>	1,164	at or below 60% of Area Median Income ( <i>currently \$53,580 for a four-person household</i> )	Includes households of all sizes and types
<b>Section 236</b>	24	same as Public Housing	Single-Person and Family Households
<b>Developer Rental Set-Asides</b>	12 (Available May 2005)	at or below 60% of Area Median Income ( <i>currently \$53,580 for a four-person household</i> )	Includes households of all sizes and types
<b>Local and/or State Subsidy</b>	36	varies, but at least below HUD moderate-income limits ( <i>currently \$58,000 for a four-person household</i> )	Includes households of all sizes and types
<b>Total City Units with Project-Based Assistance</b>	3,276		

Section 8 Housing Choice Voucher Program - A total of 1,722 tenant-based Section 8 Housing Choice Vouchers and 10 Housing Opportunities for Persons with AIDS (HOPWA) vouchers, administered by ARHA, are also available to subsidize rental housing costs for low- and moderate-income renters in the City. This total excludes 26 vouchers used as project-based vouchers at New Brookside, which have been counted in Table C under "Project-Based Section 8."

<sup>4</sup> Please note, assisted housing listed in this table does not represent the full extent of the City's affordable housing stock, which includes privately-owned units that do not receive any form of subsidy. Please see Table F for information on overall affordable housing available in the City. For information on assisted housing for special needs populations, see Sections III, IV and V.

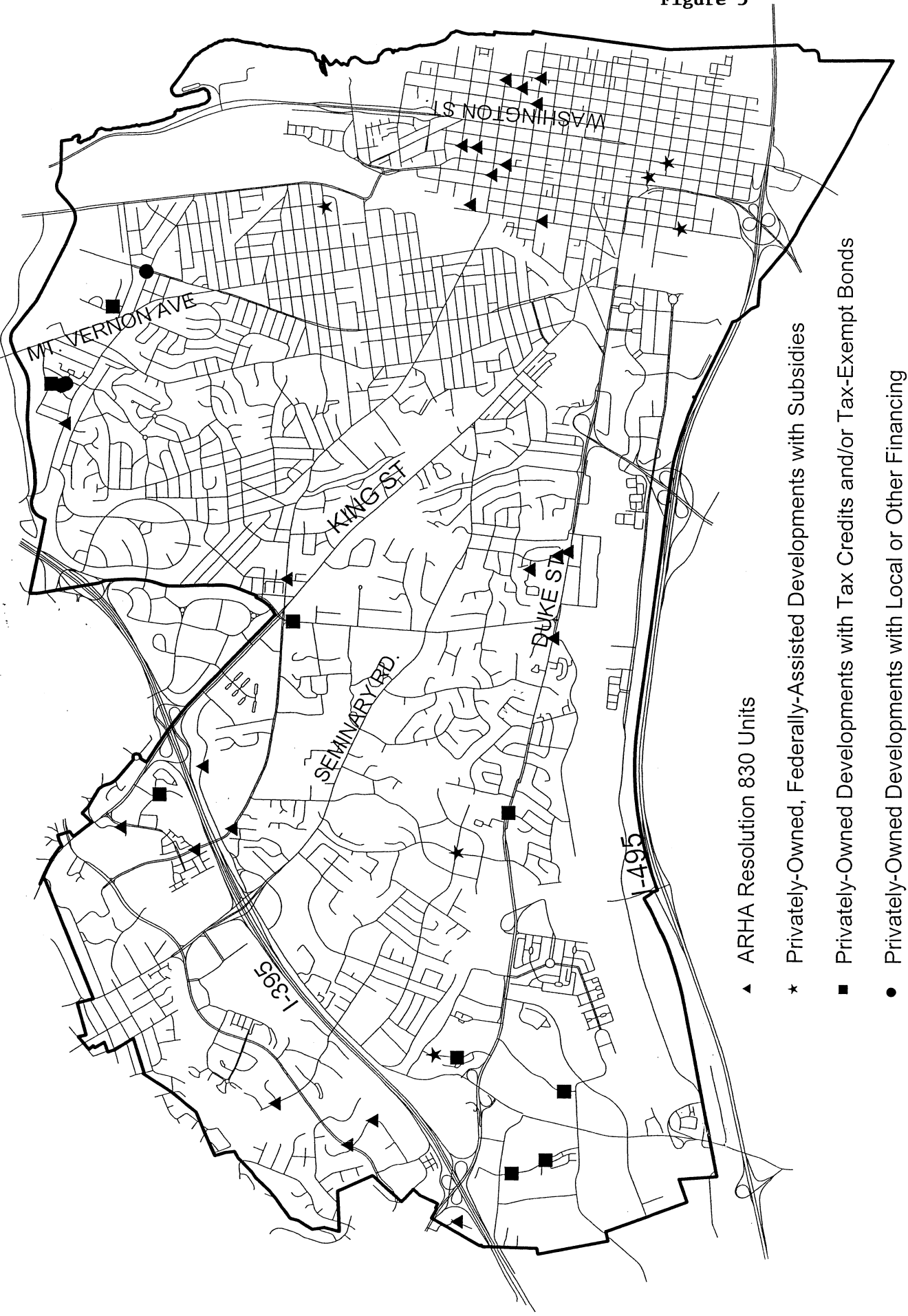
<sup>5</sup> The City's 261 replacement public housing units are not counted in this table under Public Housing. Of these 261 units, 201 have been counted under the Project-Based Section 8 category and 60 have been counted under the LIHTC and Tax-Exempt Bond Programs category.

<sup>6</sup> Includes 87 units also subsidized under the Tax Exempt Bond Program that are not counted in this table under that category.

<sup>7</sup> Includes 738 units subsidized under both the LIHTC and the Tax-Exempt Bond Program; 60 units that received LIHTC in conjunction with an ARHA subsidy; 338 units subsidized with Tax Exempt Bonds only; and 28 units that were subsidized using LIHTC in conjunction with local funds. These last 28 units have not been counted in this table under the Local and/or State Subsidy category.

Figure 5

# Locations of Assisted Rental Housing



### **Anticipated Loss of Public and Assisted Housing Units**

As described in more detail in Section VII below, under Resolution 830, the City and ARHA are committed to maintaining 1,150 units of public and replacement public housing in Alexandria. While no loss of public housing units is therefore expected during the period covered by this Consolidated Plan, 111 public housing replacement units (Hopkins-Tancil Courts) will be subject to annual renewal under the Section 8 Moderate Rehabilitation Program and the compliance period for 60 public housing replacement units subsidized under the Low Income Housing Tax Credit (LIHTC) Program (Quaker Hill) will end in 2006.

It is the City's goal to preserve all existing assisted rental housing units by encouraging continued participation in subsidy programs. Whenever private entities that own and operate assisted rental housing in the City will have the option to remove units from the City's assisted rental housing stock during the Consolidated Plan period, the City will seek the preservation of these units as assisted housing through negotiations with property owners. There are 423 such units, subsidized with project-based Section 8 under the Mark Up to Market program, for which the subsidy contract will expire in late 2005. The City has initiated discussions with the owner and is hopeful about the prospects for renewal. There are no other anticipated losses of units assisted under the project-based Section 8, Section 236, or LIHTC programs. The status of several properties assisted solely with tax-exempt bonds is currently under review, with particular emphasis on one property with 80 affordable units that may be threatened during this period.

### **Public Housing and Section 8 Housing Choice Voucher Waiting Lists**

As of June 2004, there were 1,128 family households on the Public Housing and 1,384 family households on the Section 8 Housing Choice Voucher waiting lists. Approximately 91% of the households on the Public Housing waiting list and 87% of the households on the Section 8 Housing Choice Voucher waiting list had incomes at or below HUD's extremely low-income limits. Approximately 84% of all households on the Public Housing waiting list and 82% of those on the Section 8 waiting list were families with children. As of June 2004, the Public Housing waiting list had been closed for 19 months and the Section 8 Housing Choice Voucher waiting list had been closed for 36 months.

### **Public Housing Physical Condition and Revitalization Needs**

Because a substantial portion of Alexandria's public housing stock is over 40 years old, one of ARHA's high priorities is to improve the quality of life for its residents. ARHA is hiring a consultants to perform and complete Physical Needs Assessments, market studies, and appraisals. These assessments, in addition to subsequent input from the City's Code Enforcement Bureau and public housing residents, will form the basis of ARHA's five-year Capital Funds Program Plan, which staff will begin drafting in summer 2005. As indicated in ARHA's PHA Agency Plan for 2005-2009, which is available for review in Appendix III., ARHA anticipates the need to upgrade the sewer main system at Samuel Madden Homes

(Uptown), replace or repair roofs at scattered sites and repair balconies, handrails and drainage systems at Ladrey Highrise.

### **Public Housing and Accessibility for Persons with Disabilities**

Information from ARHA on the accessibility of Public Housing for persons with disabilities (including the results of ARHA's 504 Needs Assessment) is pending. HUD requires that 5% of a jurisdiction's public housing units be accessible to persons with disabilities. ARHA modified a 2-bedroom and 3-bedroom townhouse to make a 1-bedroom accessible unit and 4-bedroom accessible unit in March of 2003. With the redevelopment of Samuel Madden Homes (Downtown), which will add twelve accessible and six adaptable units to ARHA's stock of public housing, the overall Public Housing stock will be in compliance with HUD accessibility requirements.

### **Public Housing and the Capital Funds Program**

As indicated in ARHA's PHA Agency Plan for 2005-2009, which is available for review in Appendix III, during the Consolidated Plan period, ARHA expects to utilize Capital Funds Program monies for Public Housing Program administration, including employee salaries and benefits and to undertake repair and renovation activities at public housing properties including the following: preventive maintenance; sidewalk and parking lot repairs; replacement of flooring, stair treads, trash cans and benches; repair or replacement of roofs and exterior lighting; remodeling of bathrooms; and replacement of gas-fired furnaces with central heating and air conditioning. More detailed information from ARHA on the properties that participate in the Capital Funds Program and on the proposed uses of Capital Funds Program monies is pending.

### **Improving Public Housing Management and Operations**

The first 5-year plan for Housing Authorities was in 2000; 2006 begins a new 5-year planning cycle. The new 5-year plan will include a new HUD initiative promoting asset management, which is founded on the premise that real estate decisions must be made with full knowledge of the market in which one operates (or in which one would operate if rent subsidies did not exist). The analytical process in HUD's model begins with an assessment of the existing condition, including the market worth of its portfolio, the capacity of the organization itself, and the return on investment (ROI). The model creates a baseline market study and updates that study yearly to calculate a market value. The appraisals, along with the physical needs assessment, the organizational capacity and annual financial/operational indicators are used to calculate ROI. Market value is directly related to the cash flow the property does (or would) generate in the market (depending on whether rent subsidies exist for the property). This process of quantifying ARHA's existing condition is the first step in a larger process of relating where it is (existing condition) to where it wants to be (mission). After ARHA determines which of its properties are viable, ARHA will begin to re-tool the portfolio as needed.

One of the components of determining existing condition is to measure ROI. HUD suggests, as



one approach to ROI, comparing the change in the property's market value from year to year with the amount of capital funds invested; this would be used in determining the priorities for capital fund grant dollars. The perspective should result in a capital investment strategy that targets scarce funds to those sites that will show the biggest "bump" in market value per dollar invested.

ARHA has modified its operations to include a dedicated vacant unit crew in order to get units made-ready and back on-line as quickly as possible. There is also a new Preventative Maintenance Crew whose responsibility it is to abate findings generated by semi-annual inspections. By putting preventative measures in place the agency is becoming more pro-active in its approach to asset management. This change in operations has resulted in a reduction in the number of resident generated (call-in) work orders.

The regular maintenance staff has been de-centralized with each technician being accountable for specific properties. Staff responds to work orders on the day they are received and quality control telephone surveys are conducted with residents to follow-up on the quality of service being provided.

Grounds keeping has been outsourced resulting in an improvement in the properties' appearance.

### **Public Housing Resident Initiatives**

ARHA will continue activities to encourage the participation of public housing residents in the management of public housing, to improve the quality of the living environment for public housing residents and to encourage public housing residents to become homeowners as follows:

- *Encouraging Resident Participation in Public Housing Management* - ARHA will continue to work with both the Alexandria Residents Council (ARC) and the Ladrey Highrise Advisory Board to address resident needs. In addition, ARHA will continue to promote resident input on annual and five-year Public Housing Authority (PHA) plans through the Agency Plan Residents' Advisory Board, which is comprised of public housing and Section 8 Housing Choice Voucher residents elected in an ARHA-wide election.
- *Improving the Quality of the Living Environment* - ARHA will use Capital Funds Program funds for physical and managerial improvements at public housing properties. Subject to available resources, ARHA will also implement safety and crime prevention measures at ARHA properties.
- *Public Housing Residents and Homeownership* – As indicated in ARHA's PHA Agency Plan for 2005-2009 (see Appendix III), ARHA plans to administer a Section 8 Homeownership Program for up to 25 households utilizing Section 8 Housing Choice Vouchers. In addition, should the City receive monies through HOME under the American Dream Downpayment Initiative (ADDI), targeted outreach on homeownership assistance would be conducted for public housing tenants as described in Section VII below.
- *Self-Sufficiency Initiatives* - The ARHA Family Self Sufficiency (FSS) Program was implemented in 1994. The FSS Program was one of several ARHA programs designed to

promote economic stability among families who participated in the Section 8 Certificate/Voucher Program. Since the FSS Program requirements were established by HUD, ARHA is mandated to enroll 90 families into the FSS Program. Over 61 % of the FSS families have an escrow account. The primary goal of the FSS Program is to move families living in public and assisted housing towards personal and economic self-sufficiency and eliminate family dependence on government assistance. Through the combined efforts of ARHA, the FSS Coordinating Committee, the City of Alexandria, social services agencies, educational institutions, and the public and private sector, the FSS Program has developed a comprehensive approach that utilizes community partnerships to address the employment, educational, social, housing, and economic needs of participating families.

Subject to available resources, ARHA will continue to implement structured programs emphasizing education, training and employment through its Social Service Division to promote self-sufficiency for tenants living in ARHA housing or utilizing Section 8 Housing Choice Vouchers.

#### **Public Housing Agency's Strategy to Serve the Housing Needs of Extremely Low-, Low- and Moderate Households**

For information on strategies to be utilized by ARHA to serve the housing needs of households with incomes at or below HUD's moderate-income limits, please refer to pages nine through 11 of ARHA's PHA Agency Plan for 2005-2009 in Appendix III.

#### **II.A.4 Housing Cost and Affordability**

For the purposes of the Consolidated Plan, the City has defined affordable rental housing as units for which the monthly rent does not exceed 30% of gross household income. Ideally for renters, the combined cost of rent and utilities should be within the 30% level, but as the estimation of utility costs is beyond the scope of this document, information provided below does not take this particular cost into account. Affordable ownership housing is defined as units for which the monthly mortgage payment (including principal, interest, taxes and insurance) does not exceed 35% of gross households income.

#### **Market Rate Rental Housing**

As shown in Table D below, the City's annual Market Rent Survey (which includes market rate rental properties with 10 or more units and reflects rent levels offered to new tenants) indicates that average rents for market rate apartment have increased substantially over the past 15 years. Market rate rents continued to rise in 2004 despite the fact that the vacancy rate was higher than in prior years. With the exception of efficiency units, between 1990 and 2004 average market rate rent levels in Alexandria have increased over 60% for all bedroom sizes.

**TABLE D**

<b>Average Monthly Rents on Market Rate Apartments (as of January 2004)</b>						
<b>Type of Unit</b>	<b>1990</b>	<b>2000</b>	<b>% Change 1990 to 2000</b>	<b>2004</b>	<b>% Change 2000 to 2004</b>	<b>% Change 1990 to 2004</b>
Efficiency	\$567	\$707	24.7%	\$840	18.8%	48.1%
One Bedroom	\$680	\$847	24.5%	\$1173	38.5%	72.5%
Two Bedroom	\$810	\$1034	27.7%	\$1357	31.2%	67.5%
Three Bedroom	\$923	\$1126	18%	\$1490	18%	61.4%

The annual household incomes needed to afford the January 2004 average market rate rents, based on rent not exceeding 30% of income, are shown in Table E below.

**TABLE E**

<b>Income Required for Affordable Rent of Market Rate Rental Unit</b>		
<b>Type of Unit</b>	<b>Average Market Rate Rent (as of Jan. 2004)</b>	<b>Required Annual Income (if Rent = 30% of Income)</b>
Efficiency	\$840	\$33,600
One Bedroom	\$1173	\$46,950
Two Bedroom	\$1357	\$54,280
Three Bedroom	\$1490	\$59,600

Table F below provides estimates of the number of market rate rental housing units in the City affordable to lower-income households. According to these estimates, the number of market rate rental housing units in the City affordable to households in HUD's middle- and moderate-income categories (including single-person and large-family households) should be sufficient to meet demand. The supply of affordable market rate rental units for extremely low- and low-income households is less plentiful. It should be noted that the number of market rate rental units affordable to the various household types may be higher than estimated in this report, as data used to prepare the estimates does not include information on rental units in properties with fewer than 10 units and rent levels reflect the rents offered to new tenants. As longer-term tenants may be paying lower rents, the number of affordable market rate rental units may higher than is shown in Table F.

TABLE F

**Estimated Number of Rental & Ownership Housing Units Affordable  
to Households within Specified Income Limits<sup>8</sup>**

	Extremely Low- Income	Low-Income	Moderate- Income	Middle-Income
<b>MARKET RATE RENTAL</b>				
<i>(Affordability is based on rent payments at 30% of income for households falling specifically within each income category. The number of affordable units shown below is based on information reported in the City's 2004 Market Rate Rent Survey. Affordable rent levels were calculated for household sizes appropriate to the unit size.)</i>				
# of Affordable Efficiency Units	1	213	2,651	33
# of Affordable 1-BR Units	0	1,211	10,440	1,299
# of Affordable 2-BR Units	0	654	6,609	1,372
# of Affordable 3-BR Units	0	93	1,243	86
<b>SUBSIDIZED RENTAL UNITS</b>				
Units with Project-Based Subsidies	3,276			
Tenant-Based Housing Choice Vouchers	1,412			
<b>OWNERSHIP HOUSING UNITS</b>				
Affordable Price Range <i>(based on payment at 35% of income and 5% downpayment, no City assistance)</i>	up to \$72,620	up to \$143,771	up to \$196,944	up to \$240,361
# of Affordable Ownership Housing Units <i>(based on 2005 assessed value; assessed value is typically lower than market value)</i>	118 <i>[valued at up to \$100,000]</i>	8,662 <i>[valued from \$100,00 to \$224,999]</i>		

HUD tabulations based on the 2000 U.S. Census indicate that approximately 9.4% all City households are renter households that fall specifically within HUD's moderate-income category. Given the 2004 estimate of the number of households in the City, it is likely there are as many as 6,257 moderate-income renter households of any size in the City, including single-person households and large families. As shown in Table F above, estimates based on the City's Market Rate Rent Survey (which reflect adjustments to HUD income categories based on unit size)

<sup>8</sup> Data on the number of rental housing units affordable to households in the various income ranges is based on the results of the City's 2004 Market Rate Rent Survey. The number of affordable rental units actually available in the City may be higher than estimated in this table as the survey includes only rental complexes with 10 or more units. In addition, rent levels captured by the survey reflect the rents offered to new tenants. As longer-term tenants may be paying lower rents, there may be more units currently affordable to lower-income households than indicated by survey results.

indicate there are as many as 20,943 efficiency, one-, two- and three-bedroom units in market rate apartment complexes with 10 or more units affordable to households specifically within HUD's moderate-income category. While data is not available on the number of single person households that fall within HUD's moderate-income category, HUD tabulations based on the 2000 U.S. Census indicate that less than 1% of all City households are moderate-income large-family households. Based on the 2004 estimate of the number of households in the City it is likely that there are as many as 470 moderate-income large family households. Table F indicates that there may be as many as 1,243 three-bedroom market rate rental units alone affordable to such households.

For households of any size falling within HUD's extremely low- and low-income ranges, including single person and large family households, the supply of affordable market rate rental housing in the City is more restricted. HUD tabulations based on 2000 U.S. Census data indicate that 9% all City households are likely to be renter households that fall within HUD's extremely low-income category and another 8% are likely to be renter households that fall within HUD's low-income category. Given the 2004 estimate of the number of households in the City, it is likely that there are as many as 5,990 extremely low-income and 5,325 low-income renter households of any size in the City. As shown in Table F above, estimates based on the City's Market Rate Rent Survey, which captures market rent levels for new tenants with adjustments to HUD income categories based on unit size, indicate that there may be as few as 2,291 efficiency, one-, two- and three-bedroom units in market rate apartment complexes with 10 or more units that have rent levels affordable to households within HUD's low-income category and there may be only one market rate rental unit affordable to households of any size within HUD's extremely low-income category. Due to the condominium conversions mentioned above, the number of affordable market rate rental units may be reduced even further.

Data is not available on the number of single person households with incomes at or below HUD's moderate-income limits. While the City is therefore unable to specifically address rental housing supply and demand issues for this particular population, it is worth noting that the City's Market Rate Rent Survey indicates that in apartment complexes with 10 or more units, only one unit of any size would be affordable to single-person households within HUD's extremely low-income category and only 1,424 efficiency and one-bedroom units would be affordable to single-person households within HUD's low-income category. For large family households, HUD tabulations based on 2000 U.S. Census indicates that based on the 2004 estimate of the number of City households there may be as many as 470 extremely low-income and 530 low-income large family households in the City. While 2000 U.S. Census data indicates that there are only 471 units with four or more bedrooms in the City, some two- and three-bedroom units may be suitable for large family households depending on their size and configuration. Based on rents offered to new tenants in market rate rental housing with 10 or more units, there are no two- or three- bedroom market rate rental units affordable to extremely low-income large families, but there are 747 two- and three-bedroom market rate rental units that may be affordable to large family households within HUD's low-income category.

As discussed below in Section II.B.1, HUD tabulations based on 2000 U.S. Census data for

households at or below HUD's moderate-income limits indicate that low- and moderate-income renter households in the City, even those for which Table F shows a sufficient supply of affordable housing, are cost-burdened. This may be due to the fact that some of the market rate units affordable to households in lower income categories are actually occupied by households in higher income categories, thereby limiting the supply of available units affordable to households in specific income categories. According to data compiled by the Fannie Mae Foundation for its report entitled "Housing in the Nation's Capital 2004," as of 2000, approximately 37.3% of all rental units affordable to households within HUD's extremely low-income category, 54.1% of all rental units affordable to households within HUD's low-income category, and 55.1% of all City rental units affordable to households within HUD's moderate-income category may be occupied by households in higher income categories.

While assisted rental units are available, even with these units, the supply of rental housing affordable to households at or below HUD's low-income limits remains restricted. In addition, there are waiting lists for both public housing and Section 8 tenant-based rental assistance.

### Market Rate Ownership Housing

***Homeowners*** - From 2000 to 2005, average assessed values for homes in the City increased substantially. As shown in Table G below, in 2005 the average assessed value of a residential unit in Alexandria was \$441,823 as compared to \$191,341 in 2000. Such increases are likely to create a cost burden for existing low- and moderate-income homeowners, particularly those who are elderly or disabled.

**TABLE G**

Average Assessed Residential Property Values					
Type of Housing Unit	1995*	2000*	% Change 1995-2000	2005	% Change 2000-2005
Single-family Home	\$228,212	\$257,604	12.9%	\$563,092	118.6%
Condominium	\$101,368	\$102,229	0.1%	\$287,765	181.5%
All Residential Units	\$175,006	\$191,341	9.3%	\$441,823	130.9%

\* Revised from previously published figures based on appeals.

***Homebuyers*** - According to data maintained by the Northern Virginia Association of Realtors (NVAR), based on the average single-family sales price of \$586,719 and the average condominium sales price of \$309,021, the overall average sales price for ownership housing in Alexandria as of January 2005 was \$447,870.

Where affordability is based on having a housing payment (including principle, interest, taxes and insurance) that does not exceed 35% of income and assuming the buyer finances the purchase with a 30-year loan at the current market fixed interest rate of 5.4% and makes a 5% down payment, an affordable purchase price for a four-person household at the HUD middle-

income limit of \$68,900 without any home purchase assistance would be approximately \$281,793. For a four-person household at the HUD moderate-income limit of \$58,000, an affordable purchase price without any home purchase assistance would be approximately \$237,000.

Metropolitan Regional Information Systems, Inc. (MRIS) data indicates that of the 3,531 ownership units that went to settlement during 2004, approximately 30% (or 1,049) were priced below \$250,000 and 9.5% (or 338) were priced between \$250,000 to \$300,000. Homeownership can therefore be affordable to households in HUD's middle- and moderate-income ranges, particularly when home purchase assistance is available. However, the opportunity to purchase housing has been restricted for households at all income levels due to the limited inventory of units on the market. While there were 3,351 sales housing units available in 2004 to households within HUD's extremely low-, low- and moderate-income categories, it is likely that during the same period there were as many as 5,999 potential homebuyers in HUD's moderate-income category alone.<sup>9</sup>

Table F above provides detail on the number of ownership (and rental) housing units in the City affordable to households of varying sizes with incomes at or below the middle-income limits established by HUD.

## **II.B Renters - Housing Needs and Strategic Plan**

This section provides information on the housing needs of renters in Alexandria with incomes at or below HUD's middle-income limits, as well as on the City's strategy for addressing these needs during the Consolidated Plan period. As required by HUD, the City has completed HUD's Priority Needs Summary Table (HUD Table 2-A), which includes HUD data and City-established priority levels (based as required by HUD on whether the City or entities operating within the City will be funding related activities during the Consolidated Plan period) related to renter households within HUD's moderate-income limits. The City has also completed Table 2C, which identifies specific objectives for relevant renter households expected to be accomplished during the Consolidated Plan period. These tables and any related information required by HUD are available for review in Appendix II.

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<sup>9</sup> The number of potential moderate-income homebuyers in 2004 was calculated by applying the percentage of renter households of any size that fall within HUD's moderate-income category as tabulated by HUD based on 2000 U.S. Census data to the estimated number of households in the City as of 2004.

## II.B.1 Needs Assessment for Renter Households<sup>10</sup>

*Problems Related to Cost* - Table H below presents Housing Assistance Needs information for each of the HUD income categories (i.e., extremely low-, low- and moderate-income) based on current HUD tabulations of 2000 U.S. Census data. This data indicates that at the time of the Census 70.9% (or 4,014 out of a total of 5,662 extremely low-income renter households) of all renter households with incomes at or below HUD's extremely low-income limit were cost burdened (i.e., they were paying more than 30% of income for rent) and that 59.5% (or 3,369 extremely low-income households) were experiencing severe cost burden (i.e., they were paying more than 50% of income for rent). For households in HUD's low-income category, HUD tabulations indicate that at the time of the Census, 74.5% (or 3,586 out of a total of 4,813) were cost burdened and 18.3% (or 881 low-income households) were experiencing severe cost burden.

The incidence of cost burden for extremely low- and low-income renter households is consistent with information provided in Table F above, which indicates that there is a limited supply of rental housing affordable to renters in these income categories. For moderate-income renter households, Table F indicates that there is sufficient affordable market rate rental housing in the City; but HUD tabulations based on 2000 U.S. Census data show that at the time of the Census, 35.7% (or 2,081 out of a total of 5,830) of all such households in the City were cost burdened and that 2.6% (or 152 low-income households) were experiencing severe cost burden. As noted in Section II.A.4 above, this discrepancy may be explained at least in part by a trend identified by the Fannie Mae Foundation such that between 37% to 55% of the share of market rate rental units specifically affordable to households within each of HUD's extremely low-, low- and moderate-income categories are actually occupied by households with incomes higher than that of the relevant income-category. Therefore, while the supply of market rate rental unit for households within HUD's moderate-income category appears to be sufficient to meet demand, all such units may not be available to the City's moderate-income households.

*Problems Related to Physical Condition or Overcrowding* - As HUD tabulations based on 2000 U.S. Census data do not provide an estimate of the number of lower-income renter households in the City with problems specifically related to physical condition or overcrowding, the City is unable to quantify the number and type of lower-income renter households with such problems. It is worth noting however, as discussed above, that based on data taken directly from the 2000 U.S. Census, only 247 rental units in the City (or less than 1% of all rental units) had problems related to a lack of complete plumbing and 12% of all renter households of any income experienced overcrowding. As the rate at which these particular problems are likely to impact renter households with incomes at or below HUD's middle-income limits is relatively low, the City has determined that neither the physical condition of rental units nor overcrowding are substantial problems for such households.

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<sup>10</sup> HUD defines "households with housing problems" as those that meet one or more of the following criteria: (1) households occupying housing units that meet the Census definition of physical defects, such as a unit lacking a complete kitchen or bathroom; (2) households that meet the Census definition of overcrowded, defined as having more than one person per room; and/or (3) households who meet the HUD definition of cost-burdened, i.e., those that pay more than 30% of income for housing costs. For HUD purposes, households with a severe cost burden are those paying more than 50% of income for housing costs.





*Other Issues for Renter Households* - Other factors that can limit housing opportunity for renter households in the City with incomes at or below HUD's middle-income housing discrimination and social service needs that impede self-sufficiency (e.g., child care needs, job training, crisis intervention, etc.).

### **Single-Person and Large Family Renter Households**

Data on the number of single-person households in Alexandria with incomes at or below HUD's middle- and moderate-income limits (currently \$48,200 and \$40,600 respectively) is not available. Though the City is therefore unable to discuss rental housing needs specific to this particular population, it is worth noting that data from the City's 2004 Market Rate Rent Survey presented in Table F above indicates that there are as many as 13,091 efficiency and one-bedroom market rate rental units in the City affordable to single-person households within HUD's moderate-income category, but that given the rents offered to new tenants at the time, only 1,424 efficiency and one-bedroom units would be affordable to single-person households within HUD's low-income category and only one unit would be affordable to single-person households within HUD's extremely low-income category. Also worth noting is that in 2004, single persons constituted just over half of all homeless persons in the City and approximately 81% of all homeless households. A discussion of the needs of single homeless persons is provided in Section III below.

Though information on cost burden for households in Alexandria with incomes in HUD's middle-income ranges is not available, HUD tabulations based on 2000 U.S. Census data (see Table H) do indicate a prevalence of housing problems related to cost-burden for extremely low- and low-income large family households in the City.

As with lower-income households in general, no data on the number of lower-income large families experiencing problems specifically related to the physical condition of their rental unit or to overcrowding are available. It should be noted that although 2000 U.S. Census data indicate there are only 471 rental housing units in the City with four or more bedrooms, depending on size and configuration, some two- and three-bedroom units may be suitable for large family households.

### **Disproportionate Housing Need for Race/Ethnic Minority Renters**

For HUD purposes, disproportionate housing need for race/ethnic minorities exists when the percentage of persons in a category of need who are members of a particular race or ethnic group is at least 10 percentage points higher than the percentage of persons in that category as a whole.

HUD tabulations based on the 2000 U.S. Census indicate that housing problems are more prevalent among African-American and Hispanic renter households than among City renter households in general. As compared to the general population of renter households in the City, which experiences housing problems of any kind at a rate of 37.6%, problems are experienced by 44.2% of all non-Hispanic African-American renter households, by 64.6% of all Hispanic

renter households, by 46.4% of all non-Hispanic Asian renter households, by 33.3% of all non-Hispanic Pacific Islander renter households and by 29.2% of all non-Hispanic Native American renter households in the City.

## **II.B.2 Strategic Plan for Renter Households**

### **Goals and Outcomes**

General Goals - The City's general goals related to the needs of renter households in Alexandria with incomes at or below HUD's middle-income limits are to:

- Promote affordable housing opportunities for extremely low-, low- moderate-, and middle-income renters;
- Improve living conditions for public housing residents, encourage public housing residents to participate in property management activities and provide supportive services to renters at or below the HUD moderate-income limit to meet individual needs and promote self-sufficiency; and
- Promote compliance with applicable landlord-tenant laws and regulations by both landlords and tenants.

Specific Objectives - Within the general parameters of these goals, the City has established the following specific objectives for renter households at or below HUD's moderate-income limits:

- Preserve and maintain the existing supply of 1,150 public housing and replacement public housing units for households at or below HUD's moderate-income limits
- Subject to the availability of resources, preserve and maintain the existing supply of approximately 2,114 privately-owned rental units with project-based assistance available to households at or below HUD's moderate-income limits
- Provide tenant-based rental housing subsidies to an estimated 1,700 households per year that are at or below HUD's moderate-income limits
- Provide 500 rental housing units affordable to households at or below the limit used for the Low Income Housing Tax Credit Program of 60% of area median income through new development or preservation of existing affordable market rate rental housing
- Secure 50 affordable rental units in new development projects pursuant to the City's Affordable Housing Policy

By preserving the existing supply of affordable rental units, as well as by increasing the number of such units in the City and by providing rent assistance to bring market rate rental units into affordable ranges, the City's specific objectives address issues identified in the Housing Market Analysis (Section II.A) and the Needs Assessment for Renter Households (Section II.B) related to the limited supply of rental housing affordable to lower-income renter households in the City, as well as the cost burden experienced by such households.

As households at or below HUD's moderate-income limits have the greatest need, objectives involving the use of resources for tenant-based and project-based rental assistance will target this

population, particularly households with incomes at or below 60% of area median income. Objectives involving the use of resources to retain existing publicly- and privately-owned or to increase the supply of affordable rental housing may involve the rehabilitation and repair of existing affordable rental housing, acquisition of existing rental housing units by affordable housing providers using subsidized funding and/or the production of new affordable rental housing units.

*Outcomes* - Outcomes and outcome measures for activities undertaken to achieve the goals and objectives related to the needs of renter households with incomes at or below HUD's moderate-income limits are reflected in the Executive Summary and in the FY 2006 Action Plan, and will also be reflected in subsequent Annual Action Plans for this Consolidated Plan period.

### **Five-Year Strategies to Address Housing Needs of Renter Households**

The following strategies will be implemented to promote the City's general goals and specific objectives for renter households in Alexandria with incomes at or below HUD's middle-income limits, particularly those at or below HUD's moderate-income limits:

- ARHA (and the City government, as needed) will identify resources, to provide, maintain and preserve 1,150 public and public housing replacement units.
- ARHA and private entities will operate subsidized rental housing programs.
- ARHA will provide supportive services to improve living conditions for public housing residents and encourage public housing residents to participate in property management activities.
- City government and/or private entities will support the development and preservation of privately-owned subsidized rental housing, which at times may involve negotiation by the City government with rental property owners, as needed and subject to available resources, to preserve existing privately-owned affordable rental units.
- As needed and subject to available resources, public and private entities will operate special assistance programs (e.g., security deposit assistance) to help income-eligible renters secure or maintain housing.
- As needed and subject to available resources, public and private entities will operate special assistance programs (e.g., employment training, child care assistance, etc.) to help income-eligible households achieve self-sufficiency.
- Homeownership assistance will be provided to renter households, including residents of public housing to create affordable homeownership opportunity.
- City government will promote compliance with fair housing laws to ensure equal housing opportunity in the rental and ownership housing markets.

### **Use of Available Resources**

The following resources are expected to be available in the City during the Consolidated Plan period to promote goals and objectives for renter households at or below HUD's middle-income limits:

- Public Housing Operating Fund - Federal funds to operate public housing units;
- Section 8 Program - Federal funds to subsidize tenant- and project-based rental assistance;

- Hope VI - Federal funds to subsidize the redevelopment of 100 public housing units;
- HUD Capital Funds Program - Federal funds for public housing capital improvements;
- Resident Opportunity and Self-Sufficiency (ROSS) Program - Federal funds to subsidize supportive services for public housing residents;
- Low Income Housing Tax Credit Program - Federal tax credit for properties owners to support the development of affordable housing;
- Section 236 - Federal funds to subsidize the operation of affordable housing;
- Housing Opportunities Fund - Combination of City General Fund, federal Home Investments Partnership (HOME) Program and City Housing Trust Fund monies to promote the development and preservation of affordable housing;
- Housing Trust Fund - City funds (currently from developer contributions) to promote affordable housing;
- Virginia Housing Development Authority (VHDA) Programs - funds provided under the Tax-Exempt Bond Program, Sponsoring Partnerships and Revitalizing Communities (SPARC) Program, and other loan programs to subsidize the development and preservation of affordable housing; and
- Contributions from Private Developers - Discounted sales prices or rents volunteered, or provided in exchange for bonus density in accordance with Virginia State Code §15.2-2304, by private developers to create affordable housing in new developments. Developers may provide monetary contributions to the Housing Trust Fund on the same basis for the support of affordable housing.
- Recordation Tax Revenues - The City Manager's proposed FY 2006 budget includes funding from recordation tax revenues for possible dedication to affordable housing.

### **Support for Rental Housing Applications by Other Entities**

Applications for funding to acquire, rehabilitate or subsidize rental housing for households with incomes at or below HUD's middle-income limits will be supported by the City subject to City Council approval. Applications for funding to support residential services for renter households with incomes at or below HUD's middle-income limits will be supported by the City if they pertain to continuation of existing or similar activities to address resident needs and/or to promote self-sufficiency. Applications for funding to expand housing or residential services for renter households with incomes at or below HUD's middle-income limits would be supported by the City subject to City Council approval.

## **II.C. Homebuyers - Housing Needs and Strategic Plan**

This section provides information on the housing needs of homebuyers in Alexandria with incomes at or below HUD's middle-income limits, as well as on the City's strategy for addressing these needs during the Consolidated Plan period. As required by HUD, the City has completed HUD's Priority Needs Summary Table (HUD Table 2-A), which includes HUD data and City-established priority levels (based as required by HUD on whether the City or entities operating within the City will be funding related activities during the Consolidated Plan period) related to ownership housing for households within HUD's moderate-income limits. The City has also completed Table 2C, which identifies specific objectives for lower-income homebuyers expected to be accomplished during the Consolidated Plan period. These tables and any related

information required by HUD are available for review in Appendix II.

### **II.C.1 Homebuyer Needs Assessment<sup>11</sup>**

*Problems related to Cost* - High sales prices and the limited supply of existing ownership housing units that may be affordable to households at or below HUD's middle-income limits discussed above indicate that without home purchase assistance households in Alexandria with incomes at or below HUD's middle-income limits, particularly those at or below HUD's moderate-income limits, seeking to purchase homes will face a cost barrier. For example, the City estimates that in 2004 there were as many as 4,200 renter households of no more than four persons within HUD's moderate-income category; however, based on the assessed values for residential properties in the City in 2004 and the four-person HUD moderate-income limit of \$58,000, without home purchase assistance, there were 1,900 single-family and condominium units that may have been affordable to these potential homebuyer households and not all of these units were available for purchase.

*Problems Related to Condition and Overcrowding* - As prospective homebuyer households are typically renter households, please refer to Section II.B.1 above for a discussion of problems related to condition and overcrowding that prospective homebuyers may face as renters.

*Other Issues for Homebuyer Households* - Other factors that may limit housing opportunity for prospective homebuyer households in the City with incomes at or below HUD's middle-income limits include lack of knowledge about the home purchase process and housing discrimination in the sales housing market.

#### **Single-Person and Large Family Homebuyer Households**

The primary challenge for single-person households seeking homeownership is finding available housing in the City at a price they can afford. Income limits for single-person households are lower than for larger households, and translate into a lower affordable sales price, making fewer homes potentially available for those households than for larger households. Without assistance, a single-person household with an income at the one-person moderate-income limit of \$40,600 could afford to purchase a home priced at \$113,925. There are only six single-family units and 112 condominium units in the City with 2005 assessed values of \$100,000 or less. With assistance under the City's Homeownership Assistance Program with favorable first trust financing under the Virginia Housing Development Authority's SPARC program, a single person's affordable sales price increases to \$183,000. (Data on the number of homes assessed between \$100,000 and \$200,000) are not currently available but will be available for the final version of this document.)

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<sup>11</sup> HUD defines "households with housing problems" as those that meet one or more of the following criteria: (1) households occupying housing units that meet the Census definition of physical defects, such as a unit lacking a complete kitchen or bathroom; (2) households that meet the Census definition of overcrowded, defined as having more than one person per room; and/or (3) households who meet the HUD definition of cost-burdened, i.e., those that pay more than 30% of income for housing costs. For HUD purposes, households with a severe cost burden are those paying more than 50% of income for housing costs.

For large households (those with five or more persons), the primary challenge in purchasing a home is likely to be the availability of affordable housing of sufficient size. The most affordable form of sales housing in the City is condominium housing. However, very few of the City's condominium units are of a suitable size to accommodate large families. The City's Department of Real Estate Assessments estimates that only 3% to 6% of the City's condominium units contain more than two bedrooms.

### **Disproportionate Need for Race/Ethnic Minority Homebuyers**

As prospective homebuyer households are typically renter households, please refer to Section II.B.1 above for a discussion of disproportionate need that homebuyer households may experience as renters.

## **II.C.2 Strategic Plan for Homebuyer Households**

### **Goals and Outcomes**

*General Goal* - The City's general goal related to the needs of homebuyer households in Alexandria with incomes at or below HUD's middle-income limits is to:

- Provide education, training and affordable homeownership opportunities to City residents with incomes at or below the HUD middle-income limits and to employees working within the City.

*Specific Objectives* - Within the general parameters of this goal, the City has established the following specific objectives for homebuyer households within HUD's middle-income limits:

- Provide financial assistance to 250 households meeting income and other eligibility criteria to secure ownership housing; and
- Educate 2,250 prospective low- and moderate-income homebuyers on the home purchase process.

These objectives address issues identified in the Housing Market Analysis (Section II.A) and the Needs Assessment for Homebuyer Households (Section II.C.1) related to the limited supply of ownership housing affordable to potential homebuyer households in the City with incomes at or below HUD's middle-income limits.

The City's objective involving the use of resources to assist with the acquisition of existing ownership housing units is intended to increase the supply of ownership housing affordable to households within specified income ranges.

*Outcomes* - The City is developing outcomes expected to result from activities undertaken to achieve the City's goals and objectives related to the needs of homebuyer households with incomes at or below HUD's middle-income limits. For more information on expected outcomes

and on outcome measures, please refer to the City FY 2006 Action Plan in Section VII or to the relevant annual Action Plan update.

### **Five-Year Strategies for Homebuyer Households**

The following strategies will be implemented to promote the City's general goals and specific objectives for homebuyer households in Alexandria with incomes at or below HUD's middle-income limits:

- Public and/or private entities will provide homebuyer households meeting income and other eligibility criteria with downpayment and closing cost assistance and/or subsidized mortgage financing to help with the purchase of a home.
- Public and/or private entities will support the development and preservation of subsidized sales housing units.
- City government and/or private entities will provide training and counseling on the home purchase process to prospective low- and moderate-income homebuyers.
- As needed and subject to available resources, public and/or private entities will operate special assistance programs to help income-eligible homebuyers secure ownership housing.
- City government will promote compliance with fair housing laws to ensure equal housing opportunity in the rental and ownership housing markets.

### **Use of Available Resources**

The following resources are expected to be available in the City during the Consolidated Plan period to promote goals and objectives for homebuyer households at or below HUD's middle-income limits:

- Community Development Block Grant (CDBG) Program - Federal funds to subsidize home purchase assistance;
- Home Investments Partnership (HOME) Program - Federal funds, which may include monies allocated under the American Dream Downpayment Initiative (ADDI), to subsidize home purchase assistance;
- Housing Opportunities Fund - Combination of City General Fund, federal and City Housing Trust Fund monies to promote the development and preservation of affordable housing;
- Housing Trust Fund - City funds to promote affordable housing opportunities;
- Virginia Housing Development Authority (VHDA) Programs - State funds provided under the Sponsoring Partnerships and Revitalizing Communities (SPARC) Program and other loan programs to provide mortgage financing with below market interest rates and/or downpayment and closing cost assistance; and
- Contributions from Private Developers - Voluntary contributions, or contributions provided in exchange for bonus density in accordance with Virginia State Code §15.2-2304, provided by developers to create affordable housing.
- Recordation Tax Revenues - The City Manager's proposed FY 2006 budget includes funding from recordation tax revenues for possible dedication to affordable housing.



## Support for Ownership Housing Applications by Other Entities

Applications for funding to support homeownership activities will generally be supported by the City.

### II.D. Existing Homeowners - Needs and Strategic Plan

This section provides information on the housing needs of existing homeowners in Alexandria with incomes at or below HUD's middle-income limits, as well as on the City's strategy for addressing these needs during the Consolidated Plan period. As required by HUD, the City has completed HUD's Priority Needs Summary Table (HUD Table 2-A), which includes HUD data and City-established priority levels (based as required by HUD on whether the City or entities operating within the City will be funding related activities during the Consolidated Plan period) related to ownership housing for households within HUD's moderate-income limits. The City has also completed Table 2C, which identifies specific objectives for lower-income homeowners expected to be accomplished during the Consolidated Plan period. These tables and any related information required by HUD are available for review in Appendix II.

#### II.D.1 Existing Homeowner Needs Assessment<sup>12</sup>

*Problems Related to Cost* - According to HUD tabulations based on 2000 U.S. Census data, at the time of the Census, 62% (or 2,383 households out of a total 3,858) of all homeowner households with incomes between HUD's low- and moderate-income limits were experiencing cost burden and 33% (or 1,287 low- and moderate-income homeowner households) were experiencing severe cost burden. Data on cost burden for specific income categories and household types is provided in Table H above. Increases in property taxes resulting from substantial increases in property value assessments are likely to contribute to the cost burden experienced by existing homeowners in Alexandria with incomes at or below HUD's middle-income limits.

*Problems Related to Condition and Overcrowding* - While data from the 2000 U.S. Census indicates that at the time of the Census only 48 ownership units in the City (or less than 1% of all ownership units) had problems related to a lack of complete plumbing facilities, the City has determined that due to the age of the City's housing stock, existing lower-income homeowner households will require ongoing assistance to maintain their properties without experiencing undue financial burden.

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<sup>12</sup> HUD defines "households with housing problems" as those that meet one or more of the following criteria: (1) households occupying housing units that meet the Census definition of physical defects, such as a unit lacking a complete kitchen or bathroom; (2) households that meet the Census definition of overcrowded, defined as having more than one person per room; and/or (3) households who meet the HUD definition of cost-burdened, i.e., those that pay more than 30% of income for housing costs. For HUD purposes, households with a severe cost burden are those paying more than 50% of income for housing costs.

As data is not available on the number of homeowner households within different income categories experiencing housing problems specifically related to overcrowding, the City is unable to discuss potential problems related to overcrowding for existing homeowners with incomes at or below HUD's middle-income limits.

*Other Issues for Homeowner Households* - Other factors that may affect housing stability for existing homeowner households in the City with incomes at or below HUD's middle-income limits include social service needs that impact self sufficiency.

### **Single-Person and Large Family Homeowner Households**

Data on the number of single-person households in Alexandria with incomes at or below HUD's middle-income limit (currently \$48,200) are not available. Therefore, the City is unable to discuss the specific needs of existing homeowners from this particular target group. For the purposes of the housing needs assessment for existing homeowners, the City will assume that the housing needs of single-person households at or below HUD's middle income limits are similar to those of lower-income households in general.

Information on the number of households in Alexandria with incomes in HUD's middle-income ranges is not available. Though HUD tabulations based on 2000 U.S. Census data indicate that at the time of the Census 54% of the City's 257 moderate-income large family homeowner households (earning no more than \$62,650 for a five-person household), were experiencing cost burden and 39% were experiencing severe cost burden, these percentages are similar to those for the City's lower-income households in general (62% and 33% respectively). The City is unable to discuss problems related to overcrowding for large families as data documenting need is not available.

### **Disproportionate Need for Race/Ethnic Minority Homeowners**

For HUD purposes, disproportionate housing need for race/ethnic minorities exists when the percentage of persons in a category of need who are members of a particular race or ethnic group is at least 10 percentage points higher than the percentage of persons in that category as a whole. However, the HUD-provided Census tabulations do not provide the number of households with housing problems by race/ethnicity.

HUD tabulations based on the 2000 U.S. Census indicate that housing problems are more prevalent among minority homeowner households than among City homeowner households in general. As compared to the general population of homeowner households in the City, which experiences housing problems of any kind at a rate of 21.3%, problems are experienced by 34.2% of all non-Hispanic African-American homeowner households, by 39% of all Hispanic homeowner households, by 39.6% of all non-Hispanic Asian homeowner households, by 29.4% of all non-Hispanic Pacific Islander homeowner households and by 30.2% of all non-Hispanic Native American homeowner households in the City.

## **II.D.2 Strategic Plan for Existing Homeowners**

### **Goals and Outcomes**

*General Goal* - The City's general goal related to the needs of existing homeowners in Alexandria with incomes at or below HUD's middle-income limits is to:

- Improve living conditions and maintain affordability for existing homeowners within HUD's moderate-income limits.

*Specific Objectives* - Within the general parameters of this goal, the City has established the following specific objectives for existing homeowners households within HUD's moderate-income limits:

- Provide no-interest rehabilitation loans to 50-75 homeowner households with incomes at or below HUD's moderate-income limits; and
- Provide modest, free repairs or renovations to 200 owner-occupied housing units for households at or below HUD's moderate-income limits; and
- Reduce the property tax burden for an estimated 700 income-eligible households per year to promote housing affordability.

These objectives address issues identified in the Housing Market Analysis (Section II.A) and the Needs Assessment for Homeowner Households (Section II.D.1) related to the cost burden experienced by homeowner households in the City with incomes at or below HUD's middle-income limits, as well as the repair and maintenance needs of such households.

The City's objective involving the use of resources to rehabilitate existing ownership housing is intended to address repair and maintenance needs without creating undue financial burden for homeowners households within HUD's extremely low- to moderate-income ranges.

*Outcomes* - The City is developing outcomes and outcome measures for activities undertaken to achieve goals and objectives related to the needs of existing homeowners with incomes at or below HUD's middle-income limits. For more information on expected outcomes and on outcome measures, please refer to the City FY 2006 Action Plan in Section VII or to the relevant annual Action Plan update.

### **Five-Year Strategies for Existing Homeowners**

The following strategies will be implemented to promote the City's general goals and specific objectives for existing homeowners in Alexandria with incomes at or below HUD's moderate-income limits:

- City government will provide affordable rehabilitation loans to eligible homeowner households.
- Private entities will undertake low- or no-cost repair/rehabilitation activities at housing units owned and occupied by lower-income households.

- City government will provide property tax relief for eligible homeowners.
- City government will provide emergency assistance and supportive services to promote housing stability for eligible homeowners.

### **Use of Available Resources**

The following resources are expected to be available in the City during the Consolidated Plan period to promote goals and objectives for existing homeowner households at or below HUD's middle-income limits:

- Community Development Block Grant (CDBG) Program - Federal funds to subsidize home rehabilitation;
- Home Investments Partnership (HOME) Program - Federal funds to subsidize home rehabilitation;
- Housing Trust Fund - City funds to support home repair efforts; and
- Private Monies - Private donations received by Rebuilding Together Alexandria to support home repair efforts.

### **Support for Ownership Housing Applications by Other Entities**

Applications for funding to support homeownership activities will generally be supported by the City.

## **II.E. Fostering and Maintaining Affordable Housing**

In addition to implementing goals and objectives described above, affordable housing will be fostered and maintained within the City through the following means.

### **Resolution 830**

The City has long held the preservation of its existing assisted rental housing stock as one of its highest priorities. Under Resolution 830, the City and ARHA have a long-standing joint commitment to preserve and maintain, at a minimum, 1,150 publicly-assisted housing units. This resolution assures that none of the 1,150 public housing units in existence when the Resolution was adopted in 1982 will be lost without one-for-one replacement.

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

The City will continue to foster and maintain affordable housing through its Affordable Housing Policy, which was originally adopted by City Council in January 1993, revised in November 2002, and proposed for further revision in spring 2005. The policy sets forth the City's framework for the provision of affordable housing.

One of the most important elements of the Affordable Housing Policy is its establishment of the Affordable Housing Advisory Committee (AHAC), 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 faith community; a civic association; a renter; a City employer, and a group interested in the promotion of affordable housing.

The policy also establishes formal guidelines for the participation, on a voluntary compliance basis, of residential and commercial developers in the achievement of the City's affordable housing objectives through cash contributions or the provision of affordable units. The formula voluntary cash contribution has been \$1.00 per gross square foot of new development, but the City and the development community are in the process of discussing increases in the voluntary contribution amounts.

### **Housing Opportunities Fund**

The City established the Housing Opportunities Fund in February 2002 to promote the development and preservation of affordable sales and rental housing units in the City. This initiative was originally recommended by the City Manager's Affordable Housing Task Force in its final report, which was released in October 2001. The initiative was initially funded with a combined total of \$1 million dollars in HOME (including match), City General Fund and City Housing Trust Fund monies. A similar level of funding was allocated to the Housing Opportunities Fund in City FYs 2003 and 2004 and is anticipated once again for City FY 2005. HOME funds for this purpose were identified in the City FY 2002 Action Plan amendment submitted to HUD under the project name "Housing Development Assistance." Projects supported with HOME monies through the Housing Opportunities Fund will leverage funding from state, local and/or private resources.

Housing Opportunities Fund monies will be available to assist with feasibility studies, pre-development costs, land acquisition, new construction, rehabilitation, or other efforts to provide or preserve affordable housing. For the purposes of this initiative, affordable sales housing is generally defined as having a maximum sales price of \$250,000 (for a three-bedroom unit) and being sold to households that are within the City's income limits for its MIHP program (currently \$79,500 for a household of three or more persons). Affordable rental housing is generally defined as having rent levels that do not exceed those used in the Low Income Housing Tax Credit (LIHTC) Program for households at 60% of the area median income paying 30% of their income for rent. Any HOME funds utilized for Housing Opportunities Fund projects will be subject to all applicable federal requirements, including income limits, rent levels and recapture or resale provisions.

**New Non-Profit Housing Development Organization**

In November 2003, City Council endorsed the formation of a new non-profit housing development organization with a mission to produce and preserve affordable housing in Alexandria (primarily, but not limited to, multifamily rental housing) that will operate independently of the City. Multifamily rental housing supported by this organization will serve households with incomes of up to 60% of area median income (currently \$52,200 for a four-person household). Though sales housing supported by the organization may serve households with incomes of up to 100% of area median income (currently \$85,400 for four-person household), at least 75% of the sales housing units will serve households with incomes no greater than 80% of area median income (currently \$57,500 for a four-person household as defined by HUD). Housing provided through the efforts of this organization will be expected to remain affordable in perpetuity.

Though the housing corporation operates independently of the City, it is anticipated that, initially, the City will be its primary source of operating funds.

## **SECTION III**

### **THE HOMELESS AND THOSE THREATENED WITH HOMELESSNESS**

The City's public and private homeless service providers offer a comprehensive array of services and facilities through a continuum of care system to address the needs of persons in the City who are homeless or threatened with homelessness. The goal is to promote successful placement in permanent, affordable housing without recurring episodes of homelessness. Components in the continuum of care include prevention and intervention services to help persons avoid homelessness; outreach, assessment and supportive services to address the individual needs of persons who become homeless; emergency shelter and transitional housing; supportive housing for homeless persons with special needs; and housing and services to help homeless persons make the transition to permanent housing and independent living.

In order that agencies and organizations in Alexandria will be eligible for federal homeless services funding, the City's Homeless Services Coordinating Committee (HSCC), which is comprised of public and private service providers and other interested parties, prepares and submits to HUD an annual Continuum of Care plan identifying priority homeless services needs for the City, as well as strategies for addressing those needs. As recommended by HUD, the City has also developed a Ten-Year Plan to End Chronic Homelessness. Homeless services goals and objectives developed for the Consolidated Plan take into account priorities established in both the Continuum of Care document and the Ten-Year Plan to End Chronic Homelessness.

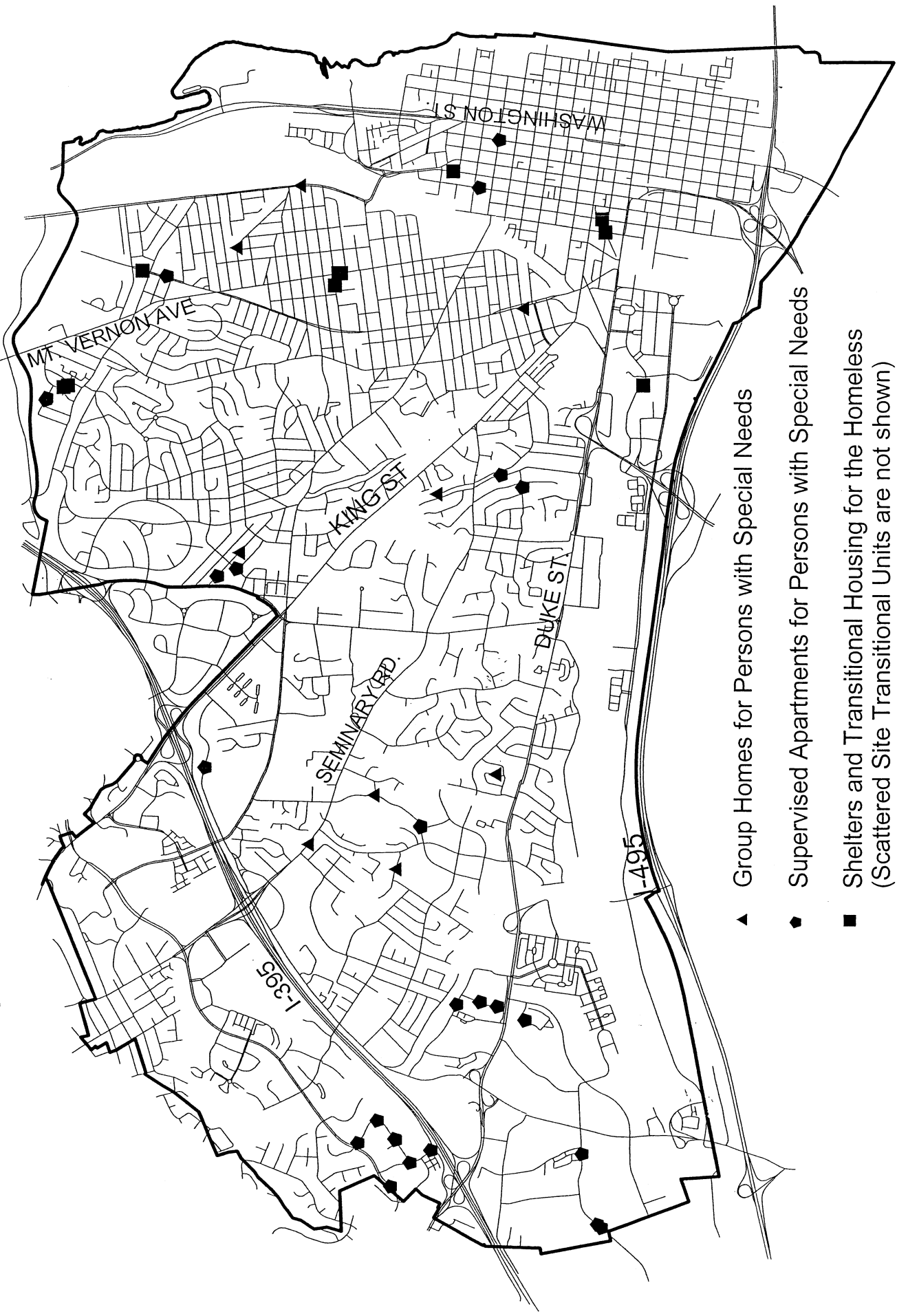
#### **III.A. Institutional Structure and Inventory of Facilities and Services for Homeless Persons and Those Threatened with Homelessness**

The public and private sectors of the Alexandria community, as exemplified by the Homeless Services Coordinating Committee, have formed a strong, unique partnership to implement the City's continuum of care for the homeless and at-risk populations. The total community effort includes City government and private non-profit homeless services and housing providers, religious organizations and institutions, charities and non-profit organizations, businesses, and individual citizens. Each have invested their efforts to address both the immediate and long-term needs of the population of homeless and persons at risk of homelessness.

As early as 1984, when the City was witnessing an increase in homelessness, the City Council of Alexandria adopted a Policy Statement on Homelessness which remains the cornerstone of the City's homeless strategy. This policy says, in part, that "the City of Alexandria accepts responsibility for providing leadership in the development of community-wide partnerships and strategies with the religious institutions and private organizations in order to address the needs of the homeless and to prevent individuals and families from becoming homeless."

Figure 6

# Housing for the Homeless and Persons with Special Needs



- ▲ Group Homes for Persons with Special Needs
- ◆ Supervised Apartments for Persons with Special Needs
- Shelters and Transitional Housing for the Homeless  
(Scattered Site Transitional Units are not shown)



Services and facilities currently offered through the City's continuum of care for persons who are homeless or threatened with homelessness are described below. Figure 6 above shows the locations of existing emergency shelters, group homes and transitional and supervised apartments. As required by HUD, the City has summarized its inventory of homeless facilities and services in HUD Table 1-A, which is available for review along with related information in Appendix II.

*Prevention of Homelessness* - The City's homeless prevention efforts focus on preventing homelessness by stabilizing families and single persons in their existing homes through coordinated financial interventions, housing counseling and support services. Local experience indicates that each family maintained in existing housing costs thousands of dollars less than a shelter stay and relocation costs. Though the City's primary homeless prevention initiatives are administered by the City's Department of Human Services (DHS), marketing activities, outreach, intake and evaluation are conducted by a variety of public and private agencies including the City's Department of Mental Health, Mental Retardation and Substance Abuse (MH/MR/SA), as well as service private service providers and churches.

The City's primary homeless prevention programs currently include:

- ▶ Homeless Intervention Program (HIP) – HIP provides a combination of case management, housing counseling and financial assistance with rent/mortgage arrearage and with future rent/mortgage payments to families and single residents of the City facing immediate eviction or foreclosure due to financial circumstances beyond their control. To a lesser extent, this program also assists homeless persons in regaining permanent housing. Security deposit assistance may be provided if a household must relocate. In City FY 2004, this program assisted 147 households consisting of 324 persons.
- ▶ Emergency General Relief Program and Emergency Shelter Fund – The Emergency General Relief Program, which is funded with state monies, and the Emergency Shelter Fund, which is operated using local monies, provide assistance with up to two months of past due rent to households facing eviction due to circumstances beyond their control that can demonstrate the ability to manage future rent obligations. In City FY 2004, these programs assisted 374 households.

To supplement these programs, DHS solicits private donations from local charities to provide case-by-case assistance with eviction prevention and other housing needs. Partial rent payments to prevent eviction are also offered by a number of churches and non-profit organizations in the City. In addition, the Arlington-Alexandria Coalition for the Homeless (AACH), a transitional housing service provider, and Carpenter's Shelter, an emergency and transitional housing provider, offer aftercare services to former clients to prevent the reoccurrence of homelessness.

*Outreach, Assessment and Supportive Services* – Outreach and assessment services are an important component in the City of Alexandria's homeless services continuum of care, especially given the strong link between mental illness, substance abuse and homelessness. To

address the individual needs of homeless persons in the City, DHS and MH/MR/SA conduct outreach and assessment with unsheltered homeless persons on the street, at food distribution centers and at other service sites. In addition, DHS, MH/MR/SA, the private, non-profit Alexandria Community Services Board (ACSB) and the Alexandria Health Department offer outreach, assessment, counseling and case management services to homeless persons in the City in conjunction with emergency shelter providers as part of the delivery of emergency shelter services, enabling homeless persons with mental health, mental retardation and/or substance abuse problems to access needed services.

A full time homeless outreach worker from the City's Department of MH/MR/SA coordinates treatment services for sheltered homeless persons with mental health and/or substance abuse problems. In addition, staff at ACSB includes a psychological counselor to coordinate outreach services and intensive case management for homeless persons with mental illness and/or substance abuse disorders. Both staff members provide outreach to the street homeless population to begin the slow process of engagement. This is the first step in a lengthy process of building trust and a case management service relationship that can result in diagnosis, sobriety and appropriate forms of treatment.

David's Place, a drop-in center for the unsheltered homeless population operated by Carpenter's Shelter, offers daytime drop-in services in a non-intrusive setting to homeless men and women who cannot or choose not to utilize local residential shelters. This facility offers homeless men and women the opportunity to take care of basic needs by providing facilities to shower, do laundry, receive mail, make phone calls and to engage in support services designed to assist homeless persons with reintegration into society (including outreach and assessment services, life skills training, job mentoring, limited legal services and health care, and substance abuse counseling) on their own terms. During City FY 2004, David's Place served 244 members.

Alexandria addresses veterans' outreach needs through coordination between the two largest emergency shelters in the City, David's Place, and the Veterans Administration. A representative from the Veterans Administration visits Carpenter's Shelter/David's Place and the Alexandria Community Shelter at least weekly to provide information and referral to veteran residents.

Other services offered in the City to meet the individual needs of homeless persons include the Transitional Assistance Program (TAP) administered by DHS, which offers budget counseling, housing counseling and financial assistance to homeless persons residing in shelters or persons residing in overcrowded situations to help with the transition to affordable housing and the Eviction Assistance and Furniture Storage Program, which provides for the transportation and up to 60 days storage of the possessions of households that are being evicted and lack a suitable place to store their belongings. Homeless persons and those threatened with homelessness may also access an array of social service programs, including emergency assistance and food programs.

*Emergency Shelter Services* – There are currently three year-round non-specialized emergency shelters in the City, which offer a combined total of 161 shelter beds and provide shelter for homeless persons in conjunction with case management services to promote self-sufficiency and housing stability. These shelters include the City-owned Alexandria Community Shelter (ACS), which offers 65 beds to homeless singles, couples and families; the private, non-profit Carpenter’s Shelter, which offers 80 beds to homeless singles and families; and the non-profit, faith-based ALIVE! House, which offers 16 beds to homeless singles, women and families with children.

An emergency winter hypothermia program is also offered in the City. Through this winter shelter program, which is coordinated by Carpenter’s Shelter, shelters and local churches supplement the year-round shelter capacity with an additional 67 beds offered on a nightly basis between November and April to reduce the risk of freezing due to exposure for unsheltered homeless persons.

In addition to the emergency shelter facilities and services discussed above, targeted short-term shelter services are offered at the 14-bed Alexandria Women’s Shelter, which is operated year-round by the City's Office on Women and provides temporary shelter for women and children escaping domestic abuse; and by Shelter Care, which is a private, non-profit 14-bed facility that houses children and youth from Alexandria and Arlington who come from homes that are considered dangerous and have been deemed by the Juvenile Court to be in need of supervision. Shelter Care currently provides bed space for 11 youth from Alexandria and three from Arlington.

All persons served by Alexandria’s year-round emergency shelters receive comprehensive case management services designed to help overcome the crisis that resulted in homelessness. The process links public sector service providers with shelter staff and non-profits in formulating individual service plans intended to promote self-sufficiency. Services provided or arranged for may include fulfillment of basic needs such as food, clothing and shelter, provision of financial assistance, health care, substance abuse and mental health treatment services, housing counseling and transitional or permanent placement, parenting skills, remedial education and literacy training, money management and budgeting, child care, transportation, legal services, employment training, job development and placement and other supportive services.

*Transitional Housing Programs* - Transitional housing programs provide crucial financial assistance, as well as comprehensive supportive and case management services to help formerly homeless persons move towards independent living and housing stability. There are currently four non-specialized transitional housing programs in the City with service periods of at least 12 months that have a combined capacity of 63 single-person and family households. This capacity level includes 21 facility-based transitional housing units, 14 of which are operated by the non-profit Community Lodgings, Inc., two of which are operated by Carpenter’s Shelter and seven of which are operated by the Salvation Army, as well as 40 tenant-based transitional slots, of which 20 are offered by AACH and 20 are offered through a City-funded program administered by the non-profit Northern Virginia Family Service. The majority of transitional resources in the City

support services for family rather than single-person households.

For persons with special needs, ACSB provides supportive transitional housing in two group homes, one of which serves eight men in recovery from substance abuse problems and one that serves four individuals who have co-occurring mental health and substance abuse problems. For information on supportive transitional housing not specifically reserved for homeless persons, see Section IV below.

The longer-term transitional housing programs described above are supplemented by a 120-day program for female ex-offenders transitioning from correctional facilities to the community offered by Guest House in a nine-bed group home setting. In addition, housing for up to 12 low-income homeless persons with HIV/AIDS is provided by the private, non-profit Wesley Housing Development Corporation through Agape House in Fairfax County. Agape House does not designate beds for citizens of Alexandria, but is open to Alexandria residents.

Each of the City's emergency shelters is accessible to persons with physical disabilities.

*Permanent Housing Solutions* – Homeless and formerly homeless households are offered case management and supportive services to help with the transition to permanent housing. Permanent affordable housing for this population is provided primarily through existing non-specialized subsidized rental programs for extremely low- and low-income households. For information on these programs, see Section II above.

For homeless persons with mental health, mental retardation and/or substance abuse problems who need ongoing supervised housing, the Alexandria Community Services Board operates three permanent supportive housing programs specifically for homeless persons. These programs include four condominium units for up to eight homeless individuals with mental illness; a two-unit duplex for up to seven homeless individuals with a co-occurring mental illness and substance abuse problems; and a 10-unit apartment building for up to 10 individuals with a serious mental illness operated in conjunction with three condominium units for family households with a member with severe mental illness. For information on permanent supportive housing not specifically reserved for homeless households, see Section IV below.

### **III.B. HOMELESS SERVICES - Needs and Strategic Plan**

This section provides information on the housing and supportive services needs of persons in the City who are homeless or threatened with homelessness, as well as on the City's strategy for addressing these needs during the Consolidated Plan period.

### **III.B.1 Homeless Services Needs Assessment**

#### **Nature and Extent of Homelessness**

Each year, the City's Homeless Services Coordinating Committee (HSCC) conducts a one-day point-in-time count and survey of the homeless population in Alexandria. Data is collected through surveys submitted by each homeless facility in the City (emergency shelters, transitional housing programs and housing programs for homeless persons with special needs), as well as by volunteers who visit sites where services are provided to homeless persons and areas of the City in which unsheltered homeless persons are known to congregate (e.g., parks, under bridges).

HSCC conducted its most recent point-in-time count of Alexandria's homeless population on January 26, 2005. A total of 465 homeless persons (including 32 persons in permanent supportive housing programs) were identified by Alexandria's 2005 point-in-time count. Eighty individuals were identified as unsheltered. An additional 65 individuals were in the Winter Shelter hypothermia program as no other shelter options were available and would have been considered unsheltered at any other time of year. Ninety-one individuals were identified as chronically homeless.

The January 2005 count revealed a continuing need for transitional housing and permanent housing for single adults. Outreach volunteers suspected that in addition to the 39 individuals assessed through point-in-time interviews as appropriate for a Safe Haven facility (which provides shelter for homeless individuals with serious mental illness and/or a co-occurring substance abuse problem who are unable to benefit from standard emergency, transition and/or permanent supportive housing programs) many of the chronic (see definition under "Chronic Homelessness and Homeless Subpopulations" below) and unsheltered population would also have been deemed appropriate if they had consented to a screening assessment (i.e., they would have been identified as having a serious mental illness and/or substance abuse problem, which may prevent them from benefitting from standard housing programs).

#### **Homeless Services Gaps Analysis**

Estimates of the overall need for services provided in the continuum of care for homeless persons and those threatened with homelessness in the City, as well as any gaps in the current inventory of services (i.e., where existing service levels may not meet demand), are described below. As required by HUD, the City has summarized its estimated needs and gaps analysis information in HUD Table 1-A. This table and related information required by HUD are available for review in Appendix II.

*Homeless Prevention* - Evictions resulting from non-payment of rent are a primary cause of emergency shelter placements in the City. Renter households paying more than 50% of their income for rent, those who are overcrowded and living with friends or relatives, and those with special needs are at the highest risk for homelessness. A crisis situation such as illness or loss of a job leads to the inability to pay rent. Persons with special needs such as mental illness,

developmental disabilities, substance abuse problems or HIV/AIDS are also at higher risk of homelessness. Persons with special needs often have limited incomes due to their disability and require not only affordable housing but also supportive housing and services in order to live independently.

Prevention services are cost-effective, help to preserve families, reduce the emotional trauma of losing a home and reduce additional financial impacts that may be incurred by persons or families entering shelter (e.g., storage fees for possessions, security and utility deposits, and relocation money).

In 2004, prevention and intervention assistance was provided to 521 households through programs administered by the City government (HIP, Emergency General Relief and Emergency Shelter Fund). The City expects the level of need to continue at this rate or higher.

*Outreach, Assessment and Supportive Services* - A major barrier to service and treatment for many homeless persons has been the individual's unwillingness to be identified as needing mental health or substance abuse services. Identification and engagement of such individuals is a critical first step in the continuum of care and is best achieved through aggressive outreach to persons in shelter settings, feeding sites and meal programs, combined with a passive approach that allows the special needs homeless to engage services on their own terms.

The number of unsheltered homeless persons and persons identified as chronically homeless (see definition under "Chronic Homelessness and Homeless Subpopulations" below) in Alexandria has contributed to the need for additional staff to provide outreach, assessment and supportive services.

*Emergency Shelter* - The most urgent need of homeless persons is a sufficient number of secure, safe and sanitary emergency shelter beds available to address the immediate crisis of finding shelter from the elements. Temporary emergency shelter services are most effective when counseling and supportive services are available to help with the move towards self-sufficiency and into permanent housing. Case management must be targeted to help shelter residents overcome barriers to self-sufficiency. Supportive services include financial assistance, budget counseling, continuing education, employment training and job development, child care, parenting skills training and housing counseling.

The City is currently in a favorable position with three non-specialized year-round permanent shelters that provide a total of 161 beds and the seasonal Winter Shelter program that provides 67 additional beds during the coldest months of the year.

**Individuals** - At the time of the 2005 point-in-time count, there were 72 year-round emergency shelter beds and 67 seasonal beds for individuals. There were 201 single men or women in need of emergency shelter (which includes the number of single homeless persons who were in shelter, as well as the number found to be unsheltered at the time of the count), indicating a gap of 62 beds on that night. Many of the homeless single men and women were

considered appropriate for a Safe Haven program; that is, they were either diagnosed as having a mental health problem, possibly with a co-occurring substance abuse problem or based on the assessment of a case manager they met HUD's definition of chronic homelessness (see definition under "Chronic Homelessness and Homeless Subpopulations" below), which contributed to their inability to conform to standard emergency shelter, transitional housing and/or supportive housing requirements. Interviews with these individuals indicated a need for 85 emergency shelter beds, 54 transitional housing beds, and 23 permanent supportive housing beds, and 39 safe haven beds.

**Families** - At the time of the 2005 point-in-time count, there were 99 year-round emergency shelter beds for homeless persons in families and there were 78 persons in families who were homeless (which includes the number of persons in families in emergency shelter and the number found to be unsheltered at the time of the count, as well as the number of persons in families turned away from shelter in the preceding month) indicating that bed capacity was sufficient on that day. Interviews with these families indicated a need for 18 emergency shelter units and 18 transitional housing units.

The City currently has a substantial number of non-specialized emergency shelter beds for singles and family households; therefore, general expansion of emergency shelter facilities is not planned. However, as discussed below, the City intends to expand permanent housing for single homeless persons in order to reduce the overall number of homeless persons in Alexandria.

*Transitional Housing* - For homeless households unable to secure affordable permanent housing, the best alternative is transitional housing. The 12- to 24-month duration of a transitional program offers the temporary financial support and time needed for households to improve self-sufficiency skills and earnings potential.

The following estimates of the number of homeless persons in both single-person and family households in need of transitional housing, as well as the estimate of transitional housing need for homeless persons with special needs, are based on data collected in connection with the HSCC's point-in-time count. The inventory of available transitional housing is based on current capacities.

**Individuals** - At the time of the 2005 point-in-time count, there were 39 transitional housing placements available for single-person households (including transitional housing for homeless persons with special needs) and at the time of the 2005 point-in-time count there were 39 homeless single men or women in need of transitional housing (which includes all single-person households in transitional housing, as well as all those in emergency shelter or who were unsheltered who were considered to be likely candidates for transitional housing at the time of the count), indicating a no gap on that day for transitional housing placements. Interviews with these individuals indicated a need for 39 permanent supportive housing beds.

**Families** - At the time of the 2005 point-in-time count, there were 25 transitional housing placements for family households (including transitional housing for homeless persons with

special needs) and there were 24 homeless families in need of transitional housing (which includes all family households in transitional housing, as well as all those in emergency shelter at the time of the count), indicating a no gap on that day for transitional housing placements. Interviews with these families indicated a need for the 25 transitional housing units.

**Homeless Persons with Special Needs** - At the time of the January 2005 point-in-time count, there were 12 persons with special needs in need of transitional housing. There are currently 12 transitional housing placements for homeless persons with special needs, indicating no gap for transitional housing placements for this population on that day.

*Permanent Supportive Housing* - Persons with a serious and persistent mental illness, mental retardation and/or substance abuse problems generally require an extensive array of services. This can include the need for housing and supportive services such as mental health and/or substance abuse treatment as well as intensive case management. Persons with dual mental health and substance abuse diagnoses face even greater challenges and comprise a significant portion of the homeless population.

The following analysis of the number of homeless persons with special needs in both single-person and family households in need of permanent supportive housing is based on data collected in connection with the HSCC's point-in-time count.

**Individuals** - As of January 2005, there were 25 permanent supportive housing placements for single-person households with special needs and 22 homeless single men or women in need of such housing (which includes all single-persons in emergency or transitional housing considered to be likely candidates for permanent supportive housing), indicating a no gap on that day in permanent supportive housing placements for homeless persons. In interviews with these individuals indicated a need for 22 permanent supportive housing units for families.

**Families** - As of January 2005, there were 3 permanent supportive housing placements for family households with special needs and 3 homeless family households in need of such housing (which includes all family households in emergency or transitional housing considered to be likely candidates for permanent supportive housing), indicating no gap in permanent supportive housing placements for homeless families on this day.

In Alexandria, single homeless persons have greater need than family households for permanent supportive housing. For a general discussion of permanent supportive housing in the City, see Section IV below.

*Permanent Housing Solutions* - Permanent affordable housing is a critical component in the continuum of care if the City is to reduce homelessness rather than manage the problem through emergency shelter and short-term programs and services. The point-in-time count reveals a high number of single homeless persons in the City. Table F above indicates that there are few market rate rental units affordable to single-person households with incomes at or below HUD's extremely low-income limit (currently \$40,600). The HSCC has determined that homeless



singles with incomes at or below HUD's extremely low-income limit, particularly those with mental health and/or substance abuse problems, have substantial need for non-specialized affordable permanent housing options.

For more information on general permanent affordable housing options for extremely low- and low-income households, see Section II above.

*Chronic Homelessness and Homeless SubPopulations* - The need for emergency shelter, case management and comprehensive supportive services, transitional and affordable permanent housing are even more severe for homeless persons who have special needs. This group includes persons with serious mental illness or developmental disabilities and/or who have substance abuse problems. Outreach is often required to identify this subpopulation that frequently have not come to terms with their illness and are reluctant to seek services or are service-resistant. Engagement in a non-threatening manner, as previously described, is required to complete assessments and recommend appropriate courses of treatment. Sub-populations may also require some level of supervision in a permanent supportive housing environment to live as independently as possible.

HUD is in the process of reviewing its definition of chronic homelessness; currently, however, an individual is considered to be a chronically homeless person if he/she is an unaccompanied disabled individual who has been continuously homeless for over one year or has had at least three episodes of homelessness in a four year period. Of all homeless persons in the City, 91 individuals have been identified as chronically homeless. At the time of the 2005 point-in-time count, 43 of these individuals were unsheltered. Often, such persons go unsheltered due to their inability to comply with the requirements of standard emergency, transitional and supportive housing programs.

Persons fleeing domestic violence, homeless youth and persons diagnosed with HIV/AIDS and their families require more protective surroundings in emergency shelter. These particular sub-populations require counseling and support to cope with physical and mental abuse and medical care for the ongoing management of disease.

The following table shows need for homeless sub-populations in terms of the number of unsheltered homeless persons who have been identified by service providers as fitting into one of the subpopulations.

<i>Sub-Population</i>	<i>Sheltered</i>	<i>Unsheltered</i>	<i>Total</i>
Chronically Homeless	48	43	91
Seriously Mentally Ill	17	5	22
Chronic Substance Abuse	37	29	66
Veterans	9	1	10
Persons with HIV/AIDS	0	2	2
Victims of Domestic Violence	1	0	1
Youth	0	0	0

### **III.B.2 Strategic Plan for Persons who are Homeless or Threatened with Homelessness**

As required by HUD, the City has completed HUD Table 1-A, which is a housing gaps analysis for the homeless and special needs populations of the City of Alexandria and HUD Table 1-C, which summarizes the City's Consolidated Plan specific objectives. These tables and related information are available for review in Appendix II.

#### **Goals and Outcomes**

General Goals - The City's general goals related to the needs of homeless persons and those threatened with homelessness are to:

- Provide programs and services to prevent homelessness;
- Provide programs and services to address the individual needs of homeless individuals and families;
- Provide emergency shelter facilities;
- Provide transitional housing;
- Provide transitional and permanent supportive housing for homeless families and individuals; and
- Assist homeless individuals and families in securing permanent housing.

Specific Objectives - Within the general parameters of these goals, the City has established the following specific objectives for homeless persons and those threatened with homelessness.

- Provide a Safe Haven facility to shelter homeless persons with mental illness and possibly a co-occurring substance abuse problem, including the chronically homeless, who are unable to conform to standard emergency shelter, transitional housing and supportive housing programs;

- Provide 21 facility-based and 40 tenant-based transitional housing placements per year;
- Identify resources to increase transitional housing capacity to former caseload levels by adding 2 placement options; and
- Develop permanent affordable housing for single adults with incomes at or below HUD's extremely low-income limit (e.g., single room occupancy or SRO style housing).

*Outcomes* - Outcomes expected to result from various activities undertaken to achieve the City's goals and objectives related to the needs of homeless persons and those threatened with homelessness include housing stability and increased average incomes for assisted households. For more information on expected outcomes and outcome measures, please refer to the City FY 2006 Action Plan in Section VII below or to the relevant annual Action Plan update.

### **Five-Year Strategies for the Homeless and Those Threatened with Homelessness**

As described above, the City utilizes a Continuum of Care system to serve those who are homeless or threatened with homelessness. The following strategies will be implemented as part of the Continuum of Care to promote the City's general goals and specific objectives for persons in the City who are homeless or threatened with homelessness:

- City government and private providers will continue to offer programs and services designed to prevent homelessness;
- City government and private providers will continue to offer outreach, assessment and supportive services;
- City government and/or private providers will seek resources to add 1.5 FTE to mental health outreach;
- ARHA will continue to offer affordable permanent housing opportunities to extremely low and low-income households;
- Public and/or private entities will implement the Ten-Year Plan to End Chronic Homelessness (see Appendix VI); and
- City government and/or private providers will continue to offer transitional and permanent supportive housing for homeless persons.

### **Use of Available Resources**

The following resources are expected to be available in the City during the Consolidated Plan period to promote goals and objectives for homeless persons and those threatened with homelessness:

- Emergency Shelter Grant (ESG) - Federal monies to support shelter programs;
- Supportive Housing Program (SHP) - Federal monies to support housing programs for homeless persons;
- Community Development Block Grant (CDBG) - Federal monies to support homeless services;
- City General Fund - City monies to support homeless services;

- Community Partnership Fund - Funding initiative supported with City General Fund to support human service activities;
- State Homeless Resource Program - State monies to support homeless services;
- Shelter Support Grant Program - State monies to support shelter activities;
- Virginia Department of Social Services - State monies to support services for victims of domestic violence;
- Child Care for the Homeless Program - State monies to support childcare services for the homeless; and
- Private Monies - Donations from private sources including the United Way, foundations and individual donors to support homeless services.

### **Support for Homeless Services Applications by Other Entities**

The City would support funding applications to maintain existing levels of service for homeless persons and those threatened with homelessness, as well as new initiatives specifically identified in the Consolidated Plan, Action Plans and/or Ten-Year Plan to End Chronic Homelessness, subject to City Council approval of specific locations for any new facilities. Applications to increase service levels or to add new services not addressed in the Consolidated Plan, Action Plans and/or Ten-Year Plan to End Chronic Homelessness would require City Council approval.

## SECTION IV

### NON-HOMELESS PERSONS WITH SPECIAL NEEDS

Persons with special needs include the elderly and frail elderly; persons with physical disabilities; persons with mental/developmental disabilities and substance abuse problems; and persons with HIV/AIDS. As limited income, which is sometimes related directly to medical and/or mental health conditions, can exacerbate housing problems experienced by persons in these populations, the City has focused its discussion of housing issues for Consolidated Plan purposes on special needs persons with incomes at or below HUD's middle-income limits.

#### IV.A Elderly and Frail Elderly<sup>13</sup>

As required by HUD, the City has completed HUD Table 1B, which identifies priorities for the use of federal funds for persons with special needs, including elderly persons; HUD Table 1C, which identifies any specific objectives established by the City for elderly persons; HUD Table 2A, which includes information on the rental housing needs of elderly persons with incomes at or below HUD's moderate-income limits; and HUD Table 2B, which includes information on objectives established to meet the supportive service needs of persons with special needs, including elderly persons. These tables and any related information required by HUD are available for review in Appendix II.

##### IV.A.1 Inventory of Facilities and Services for Elderly and Frail Elderly Persons

*Renters* - Of the 3,276 assisted rental housing units discussed in Section II.A.3 above, 598 are available to provide affordable rental housing specifically for elderly in an independent living environment. These units are available to elderly households with incomes at or below HUD's moderate-income limits.

Elderly renters with incomes at or below HUD's moderate-income limits may also be eligible for subsidies to assist with rents in market rate units through the Section 8 Housing Choice Voucher Program. This program is discussed in more detail in Section II above.

For elderly (and disabled) renters in HUD's extremely low-income category, the City also provides rent assistance through the Rent Relief Program, which offers an annual rent subsidy to households that are not participating in programs subsidized with federal or state funds.

*Homeowners* - For lower-income elderly homeowners, the City promotes housing affordability through the Property Tax Relief Program. This program provides full or partial forgiveness of real property taxes and/or payment deferral for elderly homeowners over age 65 with incomes up to \$62,000 per year. Elderly homeowners with incomes at or below HUD's moderate-income

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<sup>13</sup> For HUD purposes, elderly is defined as age 62 and over.

limit whose homes require safety and accessibility modifications are offered assistance through the City's Single Family Home Rehabilitation Program, which provides deferred payment, zero-interest loans to assist with repairs and accessibility modifications to enable lower-income elderly homeowners to safely remain in their homes without creating undue financial burden. The private non-profit organization Rebuilding Together Alexandria (RTA; formerly Christmas in April) also provides assistance with home repair and accessibility modifications for income-eligible elderly homeowners.

*Assisted Living* - An assisted living environment offers 24-hour staff support to persons who are no longer able to remain in their homes because of physical and/or mental disabilities. Within the City, subsidized assisted living for lower-income elderly persons is currently offered only at Sunrise of Alexandria, where one bed is available for an extremely low-income person. An additional 12 beds are available for lower-income City residents at locations outside the City.

*Support Services* - Support services for the elderly offered by the City and non-profit service providers include the in-home companion aid program, transportation services, home-delivered meals, adult day healthcare, exercise and health promotions programs and limited case management services. City services are coordinated by the City's Office of Aging and Adult Services in the Department of Human Services. The Geriatric Mental Health Team of the City's Department of Mental Health, Mental Retardation and Substance Abuse offers case management to elderly persons with various mental health diagnoses, including dementia. In addition, the Office of Aging and Adult Services coordinates the Alexandria Long Term Care Coordinating Committee (LTCCC), which has members from many public and private organizations that serve the long term care needs of elderly City residents. The group meets quarterly to coordinate services and address topics of mutual interest. For additional information on services for the elderly, see below.

#### **IV.A.2 Elderly and Frail Elderly Persons - Needs and Strategic Plan**

HUD tabulations based on 2000 U.S. Census data presented in Table H above identify housing problems experienced by elderly persons. This data indicates that at the time of the 2000 U.S. Census approximately 14% of all City households (or 8,572) were elderly households; that is the household consisted of one or two persons, at least one of which was aged 62 or over.

##### **Elderly and Frail Elderly Needs Assessment**

*Renters* - Information on the number of elderly renter households in the City with incomes within HUD's middle-income category and on the number of such households with housing problems (including cost burden, substandard conditions and/or overcrowding) is not available; however, HUD tabulations based on 2000 U.S. Census data indicate that at the time of the 2000 U.S. Census, approximately 67% of all elderly renter households (or 2,286 households) in the City were at or below HUD's moderate-income limits (see Table H above). More specifically, approximately 40% (or 1,353 households) of all elderly renter households were within HUD's extremely low-income category; an estimated 16% (or 543 households) were within HUD's low-

income category; and approximately 12% (or 390 households) were specifically within HUD's moderate-income category.

HUD tabulations based on 2000 U.S. Census data shown in Table H above indicate that at the time of the Census, 52.7% of (or 713) extremely low-income elderly renter households were experiencing cost burden and 42.8% (or 579 households) were experiencing severe cost burden. For low-income elderly renter households, HUD tabulations indicate that 68% (or 369 low-income elderly households) were experiencing cost burden and 33.1% (or 180 households) were experiencing severe cost burden. For moderate-income elderly renter households, the HUD tabulations indicate that 55.1% (or 215 households) were experiencing cost burden and 16.7% (or 65 households) were experiencing severe cost burden. Data on the number of elderly renter households experiencing problems specifically related to physical condition or overcrowding is not available. However, HUD tabulations indicate that approximately 59% (or 1,357 households) of all elderly renter households with incomes at or below HUD's moderate-income limits experience some type of problem, which may include cost burden, physical condition of the unit and/or overcrowding.

Based on the data indicating that most elderly renter households in the City fall within lower-income ranges and that most of these lower-income elderly renter households experience cost burden, the City has determined that ongoing rent assistance is needed for this population.

*Homeowners* - Information on the number of elderly homeowners in the City with incomes within HUD's middle-income category and on the number of such households with housing problems (including cost burden, substandard conditions and/or overcrowding) is not available; however, HUD tabulations based on 2000 U.S. Census data indicate that at the time of the Census, approximately 31% of all elderly homeowner households (or 1,612 households) in the City were at or below HUD's moderate-income limits (see Table H above). More specifically, approximately 9.5% (or 497 households) of all elderly homeowner households were within HUD's extremely low-income category; an estimated 10% (or 530 households) were within HUD's low-income category; and approximately 11% (or 585 households) were specifically within HUD's moderate-income category.

HUD tabulations based on 2000 U.S. Census data shown in Table H above indicate that at the time of the Census, 76.1% (or 378 households) of all extremely low-income elderly homeowner households were experiencing cost burden and 51.1% (or 254 households) were experiencing severe cost burden; 40.6% (or 215 households) low-income elderly homeowner households were experiencing cost burden and 23.6% (or 125 households) were experiencing severe cost burden; and 30.8% (or 180 households) moderate-income elderly homeowner households were experiencing cost burden and 12% (or 70 households) were experiencing severe cost burden. Data on the number of elderly homeowner households experiencing problems specifically related to physical condition or overcrowding is not available. However, HUD tabulations based on 2000 U.S. Census data indicate that approximately 48% of all elderly homeowner households with incomes at or below HUD's moderate-income limits (or 777 households) experience some type of problem, which may include cost burden, physical condition of the unit and/or

overcrowding.

HUD tabulations indicate a prevalence of housing problems for elderly homeowner households with incomes at or below HUD's moderate-income limits, particularly those falling specifically within HUD's extremely low-income category. As elderly homeowner households are typically on fixed incomes, the cost of repair or renovation work needed to maintain the safety and accessibility of their homes, and costs related to property taxes, which as discussed in Section IV.A.1. above have risen sharply in the City in recent years, can add to problems related to cost burden. The City has determined that ongoing assistance is needed for this population to reduce overall cost burden and to enable elderly homeowners to live in safe and accessible housing without adding to cost burden.

*Assisted Living* - As the City estimates that assisted living can cost as much as \$4,000 per month, subsidized beds are essential to ensure affordability for lower-income elderly households. While data on elderly households with incomes within HUD's middle-income category is not available, HUD tabulations based on 2000 U.S. Census data indicate that at the time of the Census, 1,470 elderly households in the City with incomes at or below HUD's moderate-income limits (or 37% of all lower-income elderly households) had mobility or self-care limitations. This figure is indicative of the number of lower-income frail elderly households that may be in need of assisted living opportunities. As noted above in the inventory of facilities and services for elderly persons, there are currently only 13 assisted living beds affordable to lower-income elderly Alexandrians in Northern Virginia.

*Supportive Services* - Supportive services allow elderly persons to enjoy a greater level of independence. The City anticipates that the need for such services will continue during the period covered by this Consolidated Plan. For more information about Supportive Services needs, see Section IV.B.2. below.

## **Goals and Outcomes**

*General Goals* - The City's general goal for elderly and frail elderly households is to:

- Promote housing stability for elderly renters and homeowners and enable elderly persons to age successfully in place.

*Specific Objectives* - Within the general parameters of the City's goal for elderly and frail elderly persons, the City has established the following housing-related specific objectives for elderly and frail elderly persons with incomes at or below HUD's moderate-income limits:

- Develop or support the development of an assisted living facility which can accommodate elderly persons with incomes at or below HUD's moderate-income limits who are unable to live independently in the community;
- Improve living conditions for 225 elderly homeowners with incomes at or below HUD's moderate-income limits occupying ownership units with physical defects and/or that are in



- need of accessibility modifications; and
- Relieve the housing cost burden for over 900 income-eligible elderly renters and/or homeowners per year.

These objectives address issues identified in the Needs Assessment related to the cost burden experienced by both elderly renter and homeowner households in the City with incomes at or below HUD's moderate-income limits, as well as the repair needs of elderly lower-income homeowners and the need for assisted living beds within the City that are affordable to lower-income elderly persons.

The City's objective involving the use of resources to rehabilitate existing ownership housing is intended to improve quality of life by addressing repair and maintenance needs without creating undue financial burden for elderly homeowner households within HUD's extremely low- to moderate-income ranges.

Specific objectives related to supportive services for elderly persons are discussed in Section V below.

Outcomes - Outcomes expected to result from activities undertaken to achieve City goals and objectives related to housing for elderly and frail elderly households are currently being developed by the City. For more information on expected outcomes and outcome measures, please refer to the City FY 2006 Action Plan in Section VI below or to the relevant annual Action Plan update.

### **Five-Year Strategies for Elderly and Frail Elderly Persons**

The following strategies will be implemented to promote the City's general goals and specific objectives for elderly and frail elderly persons in the City:

- Public and/or private entities will develop an assisted living facility;
- City government and/or private entities will offer financial assistance to support renovation and accessibility modifications for lower-income homeowners, including persons with special needs;
- City government will offer real property tax relief to income-eligible elderly and disabled homeowners;
- Public and/or private entities will offer subsidized rental housing opportunities specifically targeting income-eligible elderly renter households, as well as non-specialized rent assistance programs in which income-eligible elderly persons may participate; and
- City government and/or private entities will provide a variety of supportive services to the elderly and frail elderly, including transportation, congregate and home-delivered meals, companion aid, case management, adult protective services, senior centers and adult day healthcare facilities.

## Use of Available Resources

The following resources are expected to be available in the City during the Consolidated Plan period to promote goals and objectives for elderly and frail elderly persons with incomes at or below HUD's middle-income limits:

- City General Fund - City monies to support rent assistance or tax relief for extremely low-income elderly households not receiving state or federal subsidies;
- Community Partnership Fund - Funding initiative supported with City General Fund to support human service activities;
- Private Monies - Donations from private sources including the United Way, foundations and individual donors to support repair and renovation activities for income-eligible elderly homeowners;
- See Section II.B.2 for information on resources available to support public and replacement public housing units, as well as Section 8 Housing Choice Vouchers; and
- See Section II.D. for information on resources available to support renovation and repair activities for existing lower-income homeowners.

## Support for Elderly Housing and Supportive Services Applications by Other Entities

The City government would support applications by other entities for funding to continue housing programs for the elderly at existing levels of service, as well as to implement new initiatives specifically identified in the Consolidated Plan and/or Action Plans, subject to City Council approval of specific locations for any new facilities. Applications to increase service levels or to add new services not addressed in the Consolidated Plan or Action Plans would require City Council approval.

## IV.B Persons with Physical Disabilities

As required by HUD, the City has completed HUD Table 1B, which identifies priorities for the use of federal funds for persons with special needs, including those with physical disabilities; HUD Table 1C, which identifies any specific objectives established by the City for persons with physical disabilities; HUD Table 2A, which includes information on the housing needs of persons with special needs with incomes at or below HUD's moderate-income limits; and HUD Table 2B, which includes information on objectives established to meet the supportive service needs of persons with special needs, including those with physical disabilities. These tables and any related information required by HUD are available for review in Appendix II.

### IV.B.1 Inventory of Facilities and Services for Persons with Physical Disabilities

Renters - Accessible public and/or replacement public housing is available for disabled Alexandrians with incomes at or below HUD's moderate-income limits. Of the existing public housing and public housing replacement units discussed in Section II above, twelve are accessible to persons with disabilities. Eighteen additional accessible and adaptable units are

expected to become available upon completion of the redevelopment of Samuel Madden Homes (Downtown).

Disabled renters with incomes at or below HUD's moderate-income limits may also be eligible for subsidies to assist with rents in market rate units through the Section 8 Housing Choice Voucher Program. This program is discussed in more detail in Section II above.

For disabled (and elderly) renters in HUD's extremely low-income category, the City also provides rent assistance through the Rent Relief Program, which offers an annual rent subsidy to households that are not participating in programs subsidized with federal or state funds.

Disabled renter households with incomes at or below HUD's moderate-income limits living in privately-owned rental properties requiring accessibility modifications may access the City's Rental Accessibility Modification Program (RAMP), which provides grants to assist with the costs associated with retrofitting rental units, as well as costs that may be incurred should a landlord require that a unit be returned to its original state.

Homeowners - For lower-income disabled homeowners, the City promotes housing affordability through the Property Tax Relief Program. This program provides full or partial forgiveness of real property taxes and/or payment deferral for disabled homeowners with incomes up to \$62,000 per year. Disabled homeowners with incomes at or below HUD's moderate-income limit whose homes require safety and accessibility modifications are offered assistance through the City's Single Family Home Rehabilitation Program, which provides deferred payment, zero-interest loans to assist with repairs and accessibility modifications to enable lower-income disabled homeowners to safely remain in their homes without creating undue financial burden. The private non-profit organization Rebuilding Together Alexandria (RTA; formerly Christmas in April) also provides assistance with home repairs and accessibility modifications for income-eligible disabled homeowners.

Assisted Living - An assisted living environment offers 24-hour staff support to persons who are no longer able to remain in their homes because of physical and/or mental disabilities. Within the City, subsidized assisted living for lower-income persons with disabilities is currently offered at three Medicaid nursing facilities, which provide a total of 391 Medicaid-certified beds

Supportive Services - The City's Department of Human Services employs a full-time Disability Resources Coordinator who is responsible for facilitating access to all City services by persons with disabilities and serves as an advocate for City residents with disabilities. The City also employs a full-time Employment Training Specialist for persons with disabilities and offers a fully accessible Employment Resource Room. The Endependence Center of Northern Virginia, a private, non-profit agency, helps persons with disabilities to become independent through counseling, referrals for housing, personal assistants, assistive technology, educational opportunities and transportation. For additional information on services to meet the needs of persons with disabilities, see Section IV.B.2. below.

## IV.B.2 Persons with Physical Disabilities - Needs and Strategic Plan

### Needs Assessment

Renters and Homeowners - Based on data from the 2000 U.S. Census, at the time of the Census there were as many as 3,149 persons aged 16 to 64 years in Alexandria with a physical disability, but no self-care limitations. This data is indicative of the number of non-elderly City residents with physical and/or sensory disabilities in need of accessible housing as opposed to assisted living opportunities.

The most recent apartment accessibility surveys conducted by the City were completed in 1988 and 1990. The 1988 survey included 24,187 multifamily units and indicated that 7,939 of these units or 33% of the apartments in the City are accessible or partially accessible. The accessible units have features ranging from handicapped parking to minimum width doorways, elevators or grab bars in showers and tubs.

While more limited in terms of the number of units inspected, the 1990 survey involved a more detailed inventory of such features as kitchen cabinets, sinks, bathrooms, door handles etc. Of the 25 apartment complexes inspected at the time, only five (or 20%) had a minimally acceptable handicapped-accessible bathroom with a 60" clear turning space for wheelchair users.

Retrofitting of existing housing units to accommodate persons with disabilities is an option for both homeowners and renters. Disabled homeowners may undertake accessibility modifications in their homes at their discretion, subject to City permitting requirements. For disabled renters, the federal Fair Housing Amendments Act of 1988 requires landlords to allow accessibility modifications to be made to rental units at the tenant's expense. However, the cost of retrofitting may be a barrier for both disabled renters and homeowners falling within HUD's extremely low-to moderate-income limits. The cost to retrofit a single family home for someone using a wheelchair can exceed \$60,000 including a ramp, an accessible kitchen and one accessible bathroom (assuming the home is on one level). The cost of retrofitting an apartment is estimated at \$50,000. For renters, additional costs may also be incurred, as although the Fair Housing Act requires landlords to allow modifications at the tenant's expense, if the retrofitting impedes the next tenant's use of the apartment, the owner can require that the dwelling be restored to its original condition upon the vacation of the unit.

Assisted Living - Based on 2000 U.S. Census data on persons aged 16 to 64 with self-care limitations, it is estimated that as many as 816 non-elderly disabled persons in Alexandria are in need of assisted living.

Supportive Services - Supportive services, including personal assistance services, can allow persons with disabilities to maintain a greater level of independence; however, these services are extremely costly. For example, personal attendant care services can exceed \$18,200 per year for just five hours of care per day.

## Goals and Outcomes

General Goals - The City's general goals for non-elderly persons with disabilities are to:

- Promote housing stability and accessibility for disabled renters and homeowners with incomes at or below HUD's moderate-income limits; and
- Provide supportive services that promote independence and self-sufficiency for persons with disabilities.

Specific Objectives - Within the general parameters of the City's goals for disabled persons, the City has established the following housing-related specific objectives for disabled persons with incomes at or below HUD's moderate-income limits:

- Improve living conditions for eight non-elderly disabled homeowners with incomes at or below HUD's moderate-income limits occupying ownership units with physical defects and/or that are in need of accessibility modifications; and
- Support accessibility modifications in 15 existing privately-owned rental housing units occupied by disabled renters with incomes at or below HUD's moderate-income limits;
- Relieve the housing cost burden for 70 income-eligible non-elderly disabled renters and/or homeowners per year.

These objectives address issues identified in the Needs Assessment related to cost burden likely to be experienced by disabled renter and homeowner households in the City with incomes at or below HUD's moderate-income limits, as well as the accessibility needs of such households without creating undue cost burden.

The City's objectives involving the use of resources to rehabilitate existing ownership and rental housing for accessibility purposes is intended to increase the supply of accessible housing for disabled persons and to improve quality of life without creating undue financial burden for lower-income persons with disabilities.

Specific objectives related to supportive services are discussed in Section V below.

Outcomes - Outcomes expected to result from activities undertaken to achieve City goals and objectives for persons with disabilities are being developed by the City. For more information on expected outcomes and outcome measures, please refer to the City FY 2006 Action Plan in Section VII below or to the relevant annual Action Plan update.

## Five-Year Strategies for Persons with Physical Disabilities

The following strategies will be implemented to promote the City's general goals and specific objectives for persons with disabilities:

- City government and/or private entities will offer financial assistance to support renovation

- and accessibility modifications for income eligible disabled homeowners;
- City government will offer financial assistance to support accessibility modifications for disabled renters with incomes at or below HUD's moderate-income limits;
  - City government will offer real property tax relief to income-eligible disabled and elderly homeowners;
  - City government will promote compliance with fair housing requirements for persons with disabilities by both developers and existing rental property owners through testing, code enforcement and training programs; and
  - Public and/or private entities will offer subsidized rental housing opportunities specifically targeting disabled persons, as well as non-specialized rent assistance programs, in which income-eligible disabled persons may participate.

### **Use of Available Resources**

The following resources are expected to be available in the City during the Consolidated Plan period to promote goals and objectives for persons with disabilities:

- City General Fund - City monies to support rent assistance for extremely low-income elderly and/or disabled households not receiving state or federal subsidies;
- Community Partnership Fund - Funding initiative supported with City General Fund to support human service activities;
- Private Monies - Donations from private sources including the United Way, foundations and individual donors to support repair and renovation activities for income-eligible elderly homeowners;
- See Section II.B.2 for information on resources available to support public and replacement public housing units, as well as Section 8 Housing Choice Vouchers; and
- See Section II.D.2. for information on resources available to support renovation and repair activities for existing lower-income homeowners.

### **Support for Disabled Housing and Supportive Services 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 of specific locations. 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.

## **IV.C Persons with Mental Health, Mental Retardation and/or Substance Abuse Problems**

The Alexandria Community Services Board (ACSB) is responsible for identifying the service needs of individuals in the City with mental health, mental retardation and substance abuse problems. Every five years, ACSB develops a Five-Year Housing Plan that identifies residential treatment facility needs for individuals with mental health, mental retardation or substance abuse

problems. The most recent plan, which was approved by City Council for the period of July 1, 2003 through June 30, 2008, is available for review in Appendix VII.

As required by HUD, the City has completed HUD Table 1C, which identifies any specific objectives established by the City for persons with mental health, developmental and/or substance abuse problems; and HUD Table 2A, which includes information on the housing needs of persons with special needs with incomes at or below HUD's moderate-income limits. These tables and any related information required by HUD are available for review in Appendix II.

#### **IV.C.1 Inventory of Facilities and Services for Persons with Mental Health, Developmental and/or Substance Abuse Problems**

*Housing* - Supportive housing for persons with mental health, developmental and/or substance abuse problems is administered by the Alexandria Community Services Board (ACSB) in conjunction with Sheltered Homes of Alexandria (SHA), a private non-profit organization that owns and maintains many of the residential facilities serving ACSB clients. ACSB and SHA currently operate permanent supportive housing programs that are open generally to persons needing supportive housing in nine group homes and 33 supervised apartments with a combined capacity of 135 beds. In addition, as discussed in Section III.A above, another 37 transitional and permanent supportive housing beds and three placements for family households are available through programs that specifically target homeless persons.

Persons with mental health, developmental and/or substance abuse problems that fall within HUD's extremely low- to moderate-income ranges, may also be eligible for rental housing assistance available through public housing and public housing replacement units, through the Section 8 Housing Choice Voucher Program or through the City's Rent Relief Program. These non-specialized housing programs are discussed in Section II above.

*Supportive Services* - The City's Department of Mental Health, Mental Retardation and Substance Abuse (DMHM RSA) is the primary provider of non-housing supportive services for persons with mental health, mental retardation and/or substance abuse problems. In order to respond to the changing needs of a growing number of clients with both mental health problems and substance dependence, DMHM RSA provides integrated services across disability lines that include mental illness, mental retardation and drug/alcohol addiction 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 service delivery system enables DMHM RSA to allocate its staff and resources in a manner that better meets the needs of a changing client population.

For more information on supportive services available to persons with mental health, mental retardation and/or substance abuse problems, please refer to Section IV.C.2 below.

*Persons Returning from Mental and Physical Health Institutions* - ACSB, which provides policy direction and fiscal oversight of the City's Department of Mental Health, Mental Retardation and Substance Abuse (DMHM RSA), is the local government agency responsible for the implementation of state policies governing the discharge of individuals from state psychiatric facilities. ACSB, as mandated by state code, is also the entry point for screening individuals in need of hospitalization at state psychiatric facilities. As a result, the Board is a part of the discharge planning process from the moment an individual is determined to be in need of admission to a state facility.

The ACSB and the state psychiatric facilities, the Northern Virginia Mental Health Institute (NVMHI) and Western State Hospital (WSH) have maintained a signed cooperative agreement that outlines each facility's roles and responsibilities. The ACSB also has maintained a signed cooperative agreement with Inova Mt. Vernon Hospital and the Northern Virginia Community Hospital that outlines both facilities roles and responsibilities as they pertain to the admission and discharge of individuals from the hospitals psychiatric units.

For over twenty-five years, the Commonwealth of Virginia has had in place a set of guidelines called *Discharge Protocols for Community Services Boards and State Mental Health Facilities*. These protocols are designed to provide consistent direction and coordination of those activities required of state facilities and community services boards in the development and implementation of discharge planning from state psychiatric hospitals. Virginia protocols require state psychiatric facilities to include housing as a part of the discharge plans. The activities delineated in these protocols are based on or referenced in the *Code of Virginia* or the Continuity of Care Procedures in the Community Services Performance Contract. (The Community Services Boards must agree to follow these protocols as part of their annual performance contract with the state.) ACSB and DMHM RSA have had policies and protocols in place for many years, specifically addressing the roles and responsibilities in providing community support services for individuals who are hospitalized in state psychiatric institutions. DMHM RSA makes every effort to link homeless individuals with appropriate residential services and uses homeless shelters only as a last resort or when an individual refuses residential placements offered to them and chooses to live in a shelter. In fact, the Department, using a variety of state and local resources, has significantly expanded its own continuum of supportive residential placements over the past twenty years.

#### **IV.C.2 Persons with Mental Health, Mental Retardation and/or Substance Abuse Problems - Needs and Strategic Plan**

##### **Needs Assessment**

*Housing* - As persons with mental health, mental retardation and/or substance abuse problems often fall within lower-income ranges, the cost of housing is a problem for these groups. Also, persons with mental health, mental retardation and/or substance abuse problems require supportive housing to enable them to receive treatment, to allow them to maintain independence and/or to ensure that they receive help in their daily activities.



Supportive Services - The City anticipates that the need for supportive services for persons with mental health, mental retardation and/or substance abuse problems offered outside of residential treatment programs will continue during the period covered by this Consolidated Plan. For more information about Supportive Services needs, see Section V below.

## **Goals and Outcomes**

General Goals - The City's general goals for persons with mental health, mental retardation and/or substance abuse problems are to:

- Provide housing opportunities with case management and supportive services to persons with mental health, mental retardation and/or substance abuse problems; and
- Provide supportive services for persons with mental health, mental retardation and/or substance abuse problems.

Specific Objectives - Within the general parameters of the City's housing-related goal for persons with mental health, mental retardation and/or substance abuse problems, the City has established the following specific objectives, which are consistent with objectives established by ACSB in its Five-Year Housing Plan. Should the ACSB Five-Year Plan be updated prior to the end of the Consolidated Plan period, these objectives may be modified accordingly.

- Continue to provide a continuum of residential treatment services to individuals with mental health, mental retardation and substance abuse problems;
- Develop four new group homes with an estimated total capacity of 24 beds to provide permanent residential treatment services for individuals with mental health, mental retardation and substance abuse problems;
- Develop 15 supervised apartments with an estimated total capacity of 45 beds to provide permanent residential treatment services for individuals with mental health, mental retardation and substance abuse problems; and
- Provide 10 tenant-based rental vouchers through the Section 8 Housing Choice Voucher Program to enable more individuals with mental health, mental retardation and substance abuse problems to secure affordable permanent supportive housing within the City.

These objectives address issues identified in the Needs Assessment above related to housing cost burden that may be experienced by persons with mental health, mental retardation and/or substance abuse problems, as well as to the supportive housing needs of such persons.

Specific objectives related to supportive housing for homeless persons with mental health, mental retardation and/or substance abuse problems are discussed in Section III above and objectives related to supportive services for persons with mental health, mental retardation and/or substance abuse problems are discussed below.

Outcomes - The City is developing outcomes and outcome measures for activities undertaken to achieve City goals and objectives related to housing for persons with mental health, mental

retardation and/or substance abuse problems. For more information on expected outcomes and outcome measures, please refer to the City FY 2006 Action Plan in Section VII below or to the relevant annual Action Plan update.

### **Five-Year Strategies for Persons with Mental Health, Mental Retardation and/or Substance Abuse Problems**

The following strategies will be implemented to promote the City's general goals and specific objectives for persons in the City with mental health, mental retardation and/or substance abuse problems:

- City government and/or private entities will provide subsidized residential and supportive services to persons with mental health, mental retardation and/or substance abuse problems;
- City government and/or private entities will seek resources to develop new supportive housing opportunities for persons with mental health, mental retardation and/or substance abuse problems; and
- City government will cooperate with ARHA to provide tenant-based rental assistance specifically for persons with mental health, mental retardation and/or substance abuse problems.

### **Use of Available Resources**

The following resources are expected to be available in the City during the Consolidated Plan period to promote goals and objectives for persons with mental health, mental retardation and/or substance abuse problems:

- Supportive Housing Program (SHP) - Federal monies to support housing programs for persons with special needs;
- Virginia Department of Mental Health, Mental Retardation and Substance Abuse Services - State monies to support services for persons with mental health, mental retardation and/or substance abuse problems;
- City General Fund - City monies to support services for persons with mental health, mental retardation and/or substance abuse problems;
- Client Fees - Service fees paid by clients; and
- See Section II.B.2 for information on resources available to support public and replacement public housing units, as well as Section 8 Housing Choice Vouchers.

### **Support for Housing and Supportive Services Applications by Other Entities**

The City government would support applications by other entities for funding to continue housing programs for persons with mental health, mental retardation and/or substance abuse problems at existing levels of service, as well as to implement new initiatives specifically identified in the Consolidated Plan, Action Plans and/or the Alexandria Community Service Board (CSB) Five-Year Housing Plan, subject to City Council approval of specific locations for

any new facilities. Applications to increase service levels or to add new services not addressed in the Consolidated Plan, Action Plans or CSB Five-Year Housing Plan would require City Council approval. 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.

#### **IV.D Persons Living with HIV/AIDS**

Human immunodeficiency virus (HIV), which is the underlying cause of acquired immunodeficiency syndrome (AIDS) is a long-term illness that often causes an extended phase of disability. Many persons living with HIV/AIDS are unable to work and have inadequate or no disability or health insurance, factors which contribute to housing assistance and supportive services needs.

As required by HUD, the City has completed HUD Table 2A, which includes information on the housing needs of persons with special needs with incomes at or below HUD's moderate-income limits. This table and any related information required by HUD are available for review in Appendix II.

##### **IV.D.1 Inventory of Facilities and Services for Persons Living with HIV/AIDS**

*Housing* - Long-term tenant-based rental assistance in the City for persons living with HIV/AIDS is administered by the Alexandria Redevelopment and Housing Authority (ARHA) using funds available under the federal Housing Opportunities for Persons with AIDS (HOPWA) Program. This program currently supports rental assistance vouchers for 10 households.

Emergency and short-term housing assistance and other housing-related services (including housing and financial counseling and emergency utility assistance) are provided on a regional basis and are available to City residents living with HIV/AIDS.

As discussed in Section III.A above, emergency shelter beds for Alexandria residents living with HIV/AIDS are available through Agape House, which is operated by the private non-profit Wesley Housing Development Corporation in Fairfax County.

Persons living with HIV/AIDS that fall within HUD's extremely low- to moderate-income ranges, may also be eligible for rental housing assistance available through public housing and public housing replacement units, through the Section 8 Housing Choice Voucher Program and through the City's Rent Relief Program. These programs are discussed in Section II above.

*Supportive Services* - The Alexandria Health Department provides primary medical care, drug assistance, public health nurse case management and dental and nutrition services to persons in the City living with HIV/AIDS. Services are provided on a sliding fee scale based on income.

The Alexandria Community Services Board (ACSB) and the City's Department of Mental Health, Mental Retardation and Substance Abuse (DMHM RSA) provide mental health and

substance abuse services to persons with HIV/AIDS, their families and caregivers.

WWC/NOVA provides case management services on a regional basis that are available to Alexandrians living with HIV/AIDS. Case management services are provided regardless of income level; however, the overwhelming majority of persons assisted have lower incomes. WWC/NOVA also provides primary medical care, dental care, case management, legal services, emergency financial assistance and support groups.

The Northern Virginia AIDS Ministry (NOVAM) is a private, non-profit ecumenical organization that provides childcare, transportation and respite/homemaker services on a regional basis that are available to City residents living with HIV/AIDS

Persons in the City living with HIV/AIDS may also access a wide variety of services not specifically targeted to this population. These services include mental health counseling, hospice care, home nursing, homemaker services, employment services, childcare, foster care, adoption, food and nutrition services, social work and direct entitlements for persons with HIV/AIDS. This care network is coordinated by the previously-mentioned Northern Virginia HIV Consortium. The Consortium's purpose is to coordinate an integrated, comprehensive response to the HIV pandemic in Northern Virginia through participation of persons living with HIV/AIDS, public and private agencies involved in planning and direct care to individuals.

#### **IV.D.2 Persons Living with HIV/AIDS - Needs and Strategic Plan**

Cumulative statistics from the Virginia Department of Health indicate that as of June 30, 2004 there were 1,105 reported cases of AIDS and 925 reported cases of HIV in the City. In City FY 2003, the City had the highest reported case rates of HIV and AIDS per 100,000 persons of any jurisdiction in Virginia (42.7 and 65.2 respectively). Data indicates that reported cases of HIV/AIDS mostly involve persons between the ages of 20 and 40. It should be noted that the case rates shown here reflect the numbers of persons with AIDS and HIV infection in Alexandria that have been reported to the Virginia Department of Health; the actual number is assumed to be higher.

##### **Needs Assessment**

*Housing* - As of December 2004, the Alexandria Health Department, which assists only persons with incomes at or below HUD's moderate-income level, had a caseload of 196 clients with HIV/AIDS. The Health Department estimates that 33% of the current caseload, or some 65 Alexandrians, have potential or real need for housing assistance.

There are also a number of individuals living with HIV/AIDS in Alexandria who may be in unstable living environments for other social or economic reasons. Unstable living situations are stressful enough for healthy persons; however, for persons with HIV/AIDS, stable housing is of utmost importance. For the person living with HIV/AIDS, such stress often results in inconsistent access to medical care and may encourage disease progression and even death.

Both the Health Department and DMHM RSA agree that there is an ongoing need for residential facilities for persons with chronic mental illness and complex medical problems. The need is especially high among homeless persons requiring medical monitoring who are ineligible for hospitalization or hospice, but whose medical needs exceed the capability of the City's homeless shelters.

Given the on-going increase in the number of HIV and AIDS cases in the City, the City's density of population, and the relatively high numbers in the risk groups that are experiencing an increased infection rate (i.e., women and injectable drug users), it is anticipated that the number of persons living with HIV/AIDS in the City of Alexandria will continue to grow, as will corresponding housing needs.

A person with HIV/AIDS who is employed and has health insurance is most likely to need housing as his/her health deteriorates and employment and insurance are lost, whereas persons who are under-employed often require affordable housing for reasons separate and apart from their HIV/AIDS diagnosis. Barriers to affordable housing for Alexandrians with HIV/AIDS include the rising cost of rental units in the City, high basic income requirements to rent an apartment, security deposits tied to high rent amounts (e.g., one month's rent as deposit), and the cost of credit checks and applications now required by most landlords.

With an HIV/AIDS diagnosis, stable housing becomes even more important to the person affected to maximize his/her quality and quantity of life and to prevent exposure to factors that would contribute to the deterioration of his/her health. The type of housing assistance needed by persons with HIV/AIDS in Alexandria varies per person depending on health status, and can include one-time or periodic assistance with taxes and/or house payments, periodic rental and/or utility assistance, on-going subsidized housing, and long-term care in a group home, nursing home and/or hospice. In addition to housing, persons with HIV/AIDS are also in need of transportation, employment training, and medical, dental, mental health and substance abuse services. Some funding is available for these services; however, the current level of funding is insufficient to meet a total client need that is expected to increase over time.

*Supportive Services* - Whether or not they need housing assistance, most persons who are ill with AIDS or HIV infection need various kinds of supportive services in the home. In 1991, the federal Ryan White Comprehensive AIDS Resource Emergency (CARE) Act began providing funds for an array of supportive services for persons with symptomatic HIV infection who are low-income, uninsured or underinsured, and who are ineligible for Medicaid. However, the funding available through this program is decreasing and is insufficient to meet the total client need. Alexandria Health Department has not had to restrict admissions; however, the two other providers of primary medical care are either closed to new admissions or have a waiting list that delays entry to care for up to six months. Because CARE Act-funded programs provide in-home supportive services, the need for nursing home placement and in-patient hospice is limited to persons who can no longer care for themselves in the home. Alexandria currently has two low-income persons at any one time in need of such hospice. The need for additional beds is projected to double in the next five years, based on projections from the Centers for Disease

Control.

### **Goals and Objectives**

The City's general goal for persons living with HIV/AIDS is to continue to address the housing and supportive service needs of such persons and their families.

*Specific Objectives* - Within the general parameters of the City's goal for persons living with HIV/AIDS, the City has established the following specific objective:

- Maintain 10 tenant-based rental housing vouchers to provide rent subsidies to income eligible persons living with HIV/AIDS and their families.

This objective addresses issues identified in the Needs Assessment above related to housing cost burden for persons living with HIV/AIDS and their families.

### **Five-Year Strategies for Persons Living with HIV/AIDS**

The following strategies will be implemented to promote the City's general goal for persons living with HIV/AIDS:

- City government and/or private entities will provide long- and short-term housing assistance to persons in the City living with HIV/AIDS; and
- City government and/or private entities will provide supportive services to assist persons in the City living with HIV/AIDS and their families.

### **Use of Available Resources**

The following resources are expected to be available in the City during the Consolidated Plan period to promote goals and objectives for persons living with HIV/AIDS:

- Housing Opportunities for Persons with AIDS (HOPWA) Program - Federal funds to support housing and housing-related assistance for persons living with HIV/AIDS;<sup>14</sup>
- Ryan White CARE Act - Federal funds to provide supportive services to person living with HIV/AIDS;

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<sup>14</sup> HOPWA funds are awarded to the entire Washington, D.C. metropolitan area as a whole through the District of Columbia's HIV/AIDS Administration, which has been designated by the federal administering agency, the Department of Housing and Urban Development (HUD), as the entity that must apply for and receive HOPWA grant funds for the region. In Northern Virginia, these funds are managed and distributed by the Northern Virginia Regional Commission (NVRC) and used to support short-term housing assistance; group home operation; transitional housing for families with children; and housing information and referral services; for which related services are provided on a regional basis; and long-term rental assistance, for which funding is allocated to individual jurisdictions. The City of Alexandria's allocation of funds for long-term rental assistance for persons living with HIV/AIDS is administered by ARHA.

- City General Fund - City monies to provide supportive services for income-eligible persons living with HIV/AIDS and rent assistance for persons with disabilities;
- Private Monies - Donations from private sources including foundations and individual donors to support services for persons living with HIV/AIDS; and
- See Section II.B.2 for information on resources available to support public and replacement public housing units, as well as Section 8 Housing Choice Vouchers.

### **Support for Applications by Other Entities to Provide Services to Persons Living with HIV/AIDS**

The City would support applications by other entities for funding to continue housing programs for the persons with HIV/AIDS at existing levels of service, as well as to implement any new initiatives specifically identified in the Consolidated Plan and/or Action Plans, subject to City Council approval of specific locations for any new facilities. Applications to increase service levels or to add new services not addressed in the Consolidated Plan and/or Action Plans would require City Council approval. 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.

## **SECTION V**

### **NON-HOUSING COMMUNITY DEVELOPMENT NEEDS**

HUD requires jurisdictions receiving funds under the Community Development Block Grant (CDBG) Program to discuss priority non-housing community development needs and objectives for which related activities would be eligible for CDBG assistance even if there are no plans to use CDBG funds for such purposes. It should be noted that the City has traditionally used the majority of its CDBG monies for housing and housing-related activities and has funded non-housing community development initiatives with funds from other sources. The City considers the following non-housing community development needs and objectives to be of primary concern for the period covered by the Consolidated Plan. Activities undertaken to support non-housing community development objectives are expected to serve persons with incomes at or below HUD's moderate-income limits, persons with special needs and/or persons in predominantly low- and moderate-income areas of the City.

As required by HUD, the City has completed Table 2B, which identifies priorities for the use of federal funds to address non-housing community development needs, and Table 2C, which includes information on specific objectives established in connection with non-housing community development needs. These tables and any related information required by HUD are available for review in Appendix II.

#### **V.A Economic Development**

##### **Economic Development Needs**

Low- and moderate-income persons often lack access to sufficient job training and to employment opportunities that could result in increased income and improved quality of life. Private-sector job creation efforts in low-income neighborhoods often result in the need to prepare a qualified work force in those neighborhoods, and the public sector plays a role in this process. The City of Alexandria provides the infrastructure, services and other economic development incentives to attract businesses that will create jobs in these neighborhoods, and offers job training and employment placement services to enable individuals and families to achieve financial independence.

The City's economic development efforts are directed toward building a stable economy and a diversified business base capable of supporting job growth, commercial development, professional and retail trades and tourism activities that contribute to an expanded tax base. See also "Employment Services" in Section V.B below.

##### **Five-Year Strategies to Address Economic Development Needs**

During this Consolidated Plan period, the City's goal is to improve Alexandria's economy and create jobs through a variety of economic development activities. The following strategies will



be implemented:

- City government and/or private entities will market the City to major corporations and employers;
- City government and/or private entities will continue development and revitalization activities in target areas determined by the City such as the Enterprise Zone and the northern Route 1 corridor; and
- City government will support activities designed to increase job opportunities for low- and moderate-income City residents. It is anticipated that job training will be provided to over 2,000 citizens per year, including persons with incomes at or below HUD's moderate income limits.

## **V.B Public Services**

The City addresses public service needs without regard to the geographic location of persons requiring assistance. These types of non-housing supportive services are most often utilized by households with incomes at or below HUD's moderate-income limits.

### **V.B.1 Senior Services**

#### **Senior Services Needs**

Elderly persons require supportive services, including assistance with grocery shopping, food preparation, house cleaning, laundry and personal care, to prevent avoidable institutionalization. The City's general goal for senior services during the Consolidated Plan period is to address the health and welfare needs of Alexandria's elderly residents, with the objective of maintain or improving the physical and/or psychosocial functioning of 450 elderly and frail elderly City residents per year.

#### **Five-Year Strategies to Address Senior Services Needs**

The following strategies will be implemented:

- City government and/or private entities will continue to provide an array of supportive services for elderly and frail elderly City residents, including transportation services, congregate and home-delivered meals, companion aid, case management, adult protective services, senior centers and adult day healthcare facilities.

### **V.B.2 Services for Persons with Disabilities**

Transportation and employment preparation and placement services are primary needs for persons with disabilities. Information on employment services is provided in Section V.B.6. below.

### **Five-Year Strategies to Address Supportive Service Needs for Persons with Disabilities**

The following strategies will be implemented to promote the City's general goal of addressing the supportive services needs of City residents with disabilities:

- City government and/or private entities will continue to administer and coordinate transportation service programs for persons with disabilities, including the provision of an estimated 55,000 taxi and wheelchair accessible van trips each year through paratransit programs; and
- City government will continue to provide employment services for persons with disabilities

### **V.B.3 Youth Services**

The Office of Youth Services in the City's Department of Human Services (DHS) plans, coordinates and advocates for services to promote positive social development, prevent delinquency, and promote child safety among Alexandria's children and youth. This Office also provides staff support for the Youth Policy Commission and Youth Council, both aimed at assuring that needs of the City youth are met in a comprehensive fashion.

Some City youth also require treatment for mental illness to improve their behavior and adjustment. Children with serious emotional disturbance are children in emotional distress whose behaviors cause much pain to their families and to society as a whole. Some of these youth are disruptive in school; others are difficult to manage in the classroom and in the community. Others are seriously depressed, psychotic or suicidal and require psychiatric hospitalization or other residential placement, while others are abused and emotionally neglected.

### **Five-Year Strategies to Address Supportive Service Needs of Youth**

The following strategies will be implemented to promote the City's general goal of promoting positive development and preventing delinquency among youth in the City.

- City government and/or private entities will continue to administer programs to promote positive development and prevent delinquency among youth.

### **V.B.4 Substance Abuse Services**

The ACSB provides a range of services for persons with substance abuse problems ranging from counseling to a residential detoxification program. The majority of individuals served in substance abuse treatment programs are within lower-income categories.

### **Five-Year Strategies to Address Substance Abuse Service Needs**

The following strategies will be implemented to promote the City's general goal of providing services to address the needs of persons with substance abuse problems.

- City government and/or private entities will continue to administer programs to treat substance abuse problems for City residents.

### **V.B.5 Child Care Services**

Lower-income families often experience problems accessing quality, affordable child care. Such families require assistance with locating and securing quality child care, including financial assistance with child care costs. The general availability of quality child care can be promoted through the provision of training and technical support to child care service providers.

### **Five-Year Strategies to Address Child Care Service Needs**

The following strategies will be implemented to promote the City's general goal of promoting access to quality child care services for lower-income families:

- City government and/or private entities will continue to implement child care service programs intended to increase access to quality child care for lower-income households, including programs that offer financial assistance with child care costs.

### **V.B.6 Employment Services**

Households with incomes below the federal poverty line require assistance to improve their economic status through education, job training and job placement, and other support services.

### **Five-Year Strategies to Address Employment Service Needs**

During the Consolidated Plan period the City will continue to provide employment services for lower-income City households. The following strategy will be implemented:

- City government will support activities designed to increase job opportunities for low- and moderate-income City residents.

### **V.C Public Facilities**

Public facilities needs for low- and moderate-income persons, persons with special needs and areas of the City with high concentrations of households with incomes at or below HUD's moderate-income limits will be addressed as follows.

### **V.C.1 Facilities for Senior Programs**

#### **Five-Year Strategies Related to Facilities for Senior Services**

The following strategies will be implemented to promote the City's general goal of maintaining and providing facilities that offer space for a variety of senior programs and activities.

- Subject to available resources, City government will provide funds to support the renovation and provision of facilities for senior services.

### **V.C.2 Parks and Recreational Facilities**

#### **Five-Year Strategies for Parks and Recreational Facilities**

The following strategies will be implemented in order to maintain and provide recreational facilities to serve households with incomes at or below HUD's moderate-income limits and/or persons with special needs.

- Subject to available resources, City government will provide funds to support the renovation and operation of parks and recreational facilities in areas of the City with high concentrations of households with incomes at or below HUD's moderate-income limits; and
- Subject to available resources, City government will provide funds to support accessibility modifications at park play areas to meet Americans with Disabilities (ADA) Act requirements.

### **V.C.3 Infrastructure Improvements**

Infrastructure improvements include street and sidewalk, as well as storm and sanitary sewer improvements in lower income areas of the City, as well as the installation of wheelchair ramps at intersections throughout the City to address the needs of persons with disabilities.

#### **Five-Year Strategies for Infrastructure Improvements**

The following strategies will be implemented with regard to infrastructure improvements for lower-income households and/or persons with special needs:

- Subject to available resources, City government will undertake infrastructure improvements in areas of the City with high concentrations of households with incomes at or below HUD's moderate-income limits; and
- To address requirements related to wheelchair ramps at intersections established by the Americans with Disabilities Act (ADA), City government will make the installation of access ramps automatic whenever curbs or sidewalks throughout the City are replaced or installed.

## **V.D Other Non-Housing Community Development Needs**

Code Enforcement - The City's Code Enforcement Bureau undertakes aggressive monitoring of properties throughout the City for compliance with building, fire and maintenance code. For properties that have been deemed detrimental to the health, safety and welfare of the community, the City works with property owners to correct deficiencies or, if necessary, intervenes to abate the violations, placing a lien against the property for associated costs or recouping associated costs through the sale of the property.

Historic Preservation - It is anticipated that with households with incomes at or below moderate-income limits that own properties in historic districts of the City will require assistance with repair and renovation needs. On average, one such property per year has been identified.

## SECTION VI

### OTHER ISSUES OF CONCERN TO HUD

This section of the Consolidated Plan addresses other issues of particular concern to HUD, including barriers to affordable housing, lead-based paint hazards, coordination between public and private agencies providing housing and human services, efforts to reduce poverty and others.

#### VI.A Obstacles to Meeting Undeserved Needs

The primary obstacle faced by the City in addressing the housing and community development needs of lower-income households and persons with special needs is the limited availability of needed resources.

#### VI.B Barriers to Affordable Housing

Historically, the City of Alexandria has been in the forefront of metropolitan jurisdictions in providing affordable housing to its low- and moderate-income residents. The City has pursued this goal creatively despite the challenges of meeting housing needs within severe financial constraints and within a fixed geographical space of less than 16 square miles. Much of the City's buildable land for new (and exclusively residential) detached units has been depleted. However, land-use planning, zoning, code enforcement and other regulatory provisions contain measures designed to ensure balanced growth and development in the City, including the provision of affordable housing.

Discussed below are several factors affecting the development of affordable housing and the continued affordability of such housing.

#### Development Issues

*New Development Process* - Working with outside consultants, developers and their attorneys, and all affected city agencies, the Department of Planning and Zoning has established a new process for development applications which has resulted in clearer expectations for developers, higher quality buildings, and in almost all cases, common expectations and consensus. Key components of the new process include:

- Working with applicants at the conceptual stage to assure proposals that are consistent with City expectations
- Identifying issues at an early point when changes are easy and less costly
- Obtaining community support early in the process
- Establishing a single point of contact at the City
- Establishing a team approach to development review and ensuring interdepartmental coordination
- Providing enhanced analysis for the community and decision makers

- Streamlining the back end, post approval review process

City Council enthusiastically approved the new process in 2002 and has enjoyed a series of successful development approvals, involving large residential buildings located in established mixed use areas of the City. The projects included underground parking, publicly accessible pocket parks, street level retail shopping, affordable housing contributions and a very high quality of architecture. Each had community support as a result of the collaborative effort with the community prior to the Planning Commission and Council hearings.

*Policies for Receiving Affordable Housing Through the Real Estate Development Process*-While the City has a policy of voluntary contributions of on-site affordable units or cash contributions to the City's Housing Trust Fund, the City is limited by state law in what it can actually require from developers in terms of affordable housing. The State's affordable housing laws will be examined by the Virginia Housing Study Commission prior to the 2006 Session of the Virginia General Assembly. In the interim, except for cases in which bonus density (above that permitted by right or by special use permit under the applicable zone) has been requested under §15.2.2304 and the corresponding provisions of the Alexandria Zoning Ordinance, the City will not require developers to make affordable housing contributions, but will only accept them if they are *voluntarily* offered.

The City's Affordable Housing Policy is currently undergoing revision, and any revisions made will be consistent with the foregoing principle.

- **Residential Density**

Because Alexandria is essentially a built-up jurisdiction with little land left to be developed and is facing significant traffic problems, the City considers additional density "by right", as opposed to at the discretion of City Council, to be inappropriate. According to the Northern Virginia Regional Commission's ranking of counties and independent cities based on 2000 Census data, Alexandria is the most densely populated county or independent city in Virginia and the tenth most densely populated among such areas in the United States. An increase in the number of housing units will generate additional trips, further exacerbating heavy peak hour traffic in the City. Further, increased density will require that additional parking be provided, creating conflict with another of the issues raised by developers, namely the requirement to provide two spaces of off-street parking per unit.

Therefore, the City feels strongly that any elevation in density levels in exchange for affordable housing must be done on a case-by-case basis and must depend on the location of the project and the effect on the City's "quality of life" goals. While increased density is appropriate at certain sites, it is not at others, and the City Council has the discretion to allow density bonuses where it will not conflict with these "quality of life" goals. The current special use permit process specifically allows discretionary increases in density, height, and floor area ratio in return for affordable housing. In addition, Council may allow height and density bonuses within 1,000 feet of Metro stations.

The current density levels for residential uses were set by the City Council in June 1992 as part of the update of the City Master Plan and Zoning Code. During this update process, allowing additional density for affordable housing without a special use permit was rejected by the City's Zoning Task Force, the Planning Commission and City Council. In theory, increased density may appear to be a plausible approach to reducing the cost of housing units. However, without a housing price limitation, the prices of units will find their way to the prevailing market level. The City feels that special approval by City Council needs to be an integral part of this process to assure that the units proposed will actually be affordable. Allowing increasing density "by right" only guarantees additional units at the prevailing market rate in the community.

- **Parking Requirements**

Through the granting of a Special Use Permit (SUP), City Council can allow increases and reductions in off-street parking requirements in exchange for the development of low- and moderate-income housing. In addition, residential buildings undergoing significant enlargement or alteration must meet off-street parking required by the City Code. The off-street parking can be reduced in exchange for providing affordable housing.

The most frequent complaint about residential development in the City of Alexandria is that not enough parking was required by the Zoning Code or provided by the developer. Staff surveys of vehicle ownership and parking spaces provided for various types of residential development indicate that there is an off-street parking space shortage. In response to this problem, the revised zoning code adopted by the City Council increased residential parking levels to reflect actual demands.

- **Setback and Height Restrictions**

Developers must meet setback and height restrictions under City Code, but certain projects may be considered for height, density and other bonuses if combined with a meaningful affordable housing program approved by City Council. The setback requirements may have the same effect as the parking requirements by reducing the amount of land that can be developed. Height restrictions may result in less dense, more costly projects.

At the same time, the combined use of setback and open space regulations provide for light, air and ventilation in residential projects and make the residential environment more human and livable. Automatic waiver of these requirements could lead to overcrowding on a site. The site plan regulations in the revised zoning code reflect changes that give the Planning Commission discretion to review the design of site plans, especially bulk of buildings and their placement on the site. Further, minimum standards for setbacks and open space have been included in the revised zoning code by action of City Council.

Height limits were carefully considered when the zoning code was updated. Limits were adopted which were appropriate to maintain the scale, profile and character of the City. Limited increases in height are allowed, but only with the express approval of the City Council. A



request for variance of the setback regulation may be submitted to the Board of Zoning Appeals where a builder or developer can demonstrate a hardship.

- **Special Use Permits**

Some developers assert that Special Use Permits (SUPs) increase development costs by requiring developers to incur legal fees and to meet additional criteria that may be imposed on a development as it is taken through the approval process, which includes public hearings before the Planning Commission and City Council. The delays caused by the process may also be an additional cost to the developer.

However, City Council uses the Special Use Permit to control the negative aspects of proposed uses and development proposals. To protect the natural and built environment and to ensure that projects relate to existing development, City Council has determined that special project review and approval are necessary.

- **Transportation Management, Archaeology and Landscape Plans**

Along with development plans, the City requires that developers submit Transportation Management, Archaeology and Landscape Plans. In order to help reduce the cost of development and to facilitate the provision of affordable housing, the developers recommended waivers from submitting these plans to the appropriate City departments. The preparation of these documents may impact on the cost of development, making it more difficult to provide affordable housing. However, each of these items is vitally important to the future of the City. City Council, after lengthy public hearings and very careful consideration, adopted regulations to manage transportation, preserve archaeology sites and artifacts, and to assure that sites are properly landscaped. In the past, these items were uncontrolled or minimally controlled, and the resulting development was not in the best interest of the City.

Certain land uses, which by their location, nature, size and density, or accessory uses permitted or required, tend to cause traffic and related impacts upon public streets, parking problems, and a decline in the quality of life in the City. The purpose of the Transportation Management Plan is to mitigate the traffic and related impacts on such uses of land.

In 1989, the City of Alexandria prepared a study which identified potential archaeological resource areas. When development is proposed on a site which may destroy historic sites or artifacts, an archaeological evaluation report and resource management plan must be submitted for City review. The site evaluation is based on the following standards: research value; rarity; public value; site integrity; presence of materials; and impact of resources.

Furthermore, landscape regulations were added to the site plan ordinance approximately 15 years ago because of the inadequacy of plantings and the inappropriate use of materials. To address this problem, minimum standards and review procedures were added to the City Code.

## Other Issues

*Real Estate Assessment of Price-Restricted Housing Units* - The City has been successful in securing over 40 completed affordable sales units in private market developments that are required to remain affordable upon resale for a specified period of time (usually 15 years). These units are generally indistinguishable from market rate units in the same development, and have been assessed no differently than the market rate units in the same developments. A similar situation exists with regard to eight Alexandria homes made available by Habitat for Humanity of Northern Virginia. Growing concerns have been raised about the appropriateness of assessing and taxing these units as if they can be sold at market prices.

The City's Director of Real Estate Assessments is currently reviewing this matter and has expressed a willingness to adjust the assessments of those properties where, in any given year, the restricted value can be quantified and there is no circumstance under which the property can legally be sold for more than the restricted value. This is not the case for all units with restricted values, and it is likely that the City will offer owners of units with City-controlled resale restrictions that do not meet these criteria an option to record new covenants structured in a manner that would allow an adjustment in the real estate assessment.

## VI.C Fair Housing

The City performed its initial Analysis of Impediments (AI) in 1997, and participated in a regional AI prepared by the Metropolitan Washington Council of Governments (COG). In 2000 and 2002, City staff participated with COG and other local jurisdictions to update the regional AI. With each reexamination of the AI, the City has taken steps to eliminate the identified impediments. The City prepared an updated AI in February 2005. A summary appears below discussing the remaining impediments, as well as any actions expected to be taken to address these issues during the Consolidated Plan period.

Impediment 1: Discrimination in housing rental, sales and lending markets.

Successive rounds of testing in the Fair Housing Testing Program have shown a decline in the incidence of disparate treatment in rental housing on the basis of race, national origin, familial status, disability, and sexual orientation, and minimal incidences of such treatment in the sales and mortgage lending industries. However, the City considers continuous monitoring necessary to ensure continued compliance with fair housing requirements.

The City will continue its testing program as well as its Fair Housing Training program for property managers and real estate professionals.

Impediment 2: Barriers to homeownership.

Barriers to homeownership identified in the AI, particularly for low-income households, include a limited supply of affordable housing units, limited understanding of the homebuying process,

lack of awareness of affordable housing opportunities and/or affordable financing, poor credit, high debt and limited savings for down payment and closing costs. Since conducting its original AI in 1997, the City has implemented numerous changes to its first time homebuyer programs, increasing sales and home price limits, and improving outreach to eligible households, to facilitate access to homeownership for households with incomes below the area median.

The City will continue its efforts to make homeownership as accessible as possible to all Alexandrians.

Impediment 3: The lack of housing available to voucher holders.

ARHA and City staff worked extensively with private landlords to identify and increase awareness about factors that contributed to difficulties experienced by voucher holders in locating housing in Alexandria. One such problem was affordability. ARHA addressed this issue in City FY 2000 by increasing the Applicable Payment Standard for voucher holders to 110% of the Fair Market Rent (FMR). However, faced with a substantial reduction in HUD voucher funding, ARHA found it necessary to reduce the APS to 100% of FMR. Even at 110% of FMR, units were difficult to obtain when using a Housing Choice Voucher, and this issue remains one of serious concern.

Impediment 4: Caps on funding categories (administrative and public services) through which fair housing activities may be supported under the Community Development Block Grant (CDBG) Program.

Funding caps under the CDBG program serve to limit monies available for fair housing activities. The City currently utilizes CDBG administrative monies to support fair housing programs and could not easily increase related expenditures without decreasing support for vital administrative activities. The City would face a similar dilemma if it elected to initiate public service activities related fair housing. Elimination of this impediment would require Congressional action to establish an independent eligible activity category for fair housing programs.

## **VI.D Anti-Displacement Plan**

The City generally avoids using federal funds in a manner that would result in displacement. The City avoids displacement in its existing federally-funded Homeownership Assistance Program (HAP) by not assisting the purchase of renter-occupied (or recently renter-occupied) units unless it can be documented that the reason for the tenant's move is unrelated to the sale of the property. With regard to the City's existing federally-funded Single Family Home Rehabilitation Loan Program (SFHRLP), assistance is only provided to owner-occupants on a voluntary basis and does not result in permanent moves from the assisted properties.

## VI.E Lead-Based Paint Hazards

In 1978, on the recommendation of the Consumer Products Safety Commission, federal legislation banned the sale of lead-based paint used for residential interiors, exteriors, toys and furniture. Much of the City's housing stock pre-dates that legislation, and, as a result, lead-based paint hazards may exist in City housing, particularly in housing occupied by lower-income households due to deferred maintenance.

As required by the Consolidated Plan regulations, Table I below provides the estimated number of housing units occupied by low- and moderate-income households that may have lead-based paint hazards. The estimates were developed by applying the American Housing Survey Standards to data provided by HUD on the age and occupancy of housing units in the City. This estimate is not necessarily an accurate reflection of the City's lead-based paint hazards.

It should be noted that the totals in Table I indicate only the estimated number of units that are occupied by low- and moderate-income households that may have some lead-based paint, and not the number that are in unsound condition. Units which are in unsound condition pose the greatest threat with regard to lead-based paint hazards.

**Table I - Estimated Number of Lead-Based Paint Housing Units Occupied by Low- and Moderate-Income Households**

Age of Unit	Renter-Occupied		Owner-Occupied	
	Low-Income	Moderate-Income	Low-Income	Moderate-Income
Pre -1940	387	452	7	41
1940 - 1959	540	1,307	36	160
1960 - 1979	183	5,230	59	391
Total	1,110	8,099	102	592

During the Consolidated Plan period, the City will continue its current procedures for the abatement of lead-based paint hazards found within the City limits. This strategy includes testing of children, enforcement of the building code, compliance with notification and abatement requirements established for HUD-funded programs and testing and abatement of lead hazards in public housing units.

For information on specific actions to be taken to abate lead-based paint hazards, please see Section VII of the City FY 2006 Action Plan below or the most recent Action Plan update.

## **VI.F Anti-Poverty Strategy**

The City's strategy to reduce the number of poverty level households in Alexandria focuses on the implementation of programs intended to improve economic status through education, job training and job placement. Supplemental income and other support programs are integral to the City's efforts to reduce poverty and its impacts. Non-housing programs offered in the City to reduce the number and/or to meet the immediate needs of poverty level households include the following: Temporary Assistance for Needy Families (TANF), which provides supplemental income; the Food Stamp Program, which provides food subsidies; programs to encourage academic achievement, such as the Head Start program for low-income children aged three to five years and the Project Discovery Program, which motivates high school students to become the first generation in their family to pursue higher education; Medicaid, which provides health benefits for income-eligible children and certain categories of low-income elderly persons, disabled adults and pregnant women; employment services such as *Joblink*, the City's one-stop center for Workforce Investment Act service delivery, and the Virginia initiative for Employment not Welfare (VIEW), which provides employment counseling/placement services, daycare and other resources to remove barriers to employment faced by TANF recipients; and child care assistance services.

Strategies described throughout the Consolidated Plan intended to promote housing opportunities for extremely low- and low-income households, especially for persons who are homeless or at risk of becoming homeless, complement the City's anti-poverty programming and related housing initiatives are often coordinated with anti-poverty services. A primary example of this coordination is the case management process for homeless persons, through which shelter, transitional housing and supportive housing providers cooperate with social service agencies in the development and implementation of client service plans. Another example of the coordination of housing and anti-poverty programming is offered by ARHA, which provides self-sufficiency programs to promote the economic well-being of tenants in the agency's public, Section 8 and other assisted housing.

## **VI.G Institutional Structure**

### **Description of Entities Implementing the Consolidated Plan**

The organizational structure for carrying out the City of Alexandria's affordable and supportive housing strategy involves a variety of public and private entities. Two primary government agencies, the Office of Housing and the Alexandria Redevelopment and Housing Authority (ARHA), share the responsibility for addressing the housing needs of lower-income residents. The Department of Human Services (DHS), the Department of Mental Health, Mental Retardation and Substance Abuse Department (DMHM RSA) and relevant boards and commissions have the primary responsibility for serving the housing needs of low-income clients who are homeless or have other special needs.

*City's Office of Housing* - The City's Office of Housing administers a variety of activities funded through the federal Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) programs, the Virginia Department of Housing and Community Development, City general revenues, and a local Housing Trust Fund currently consisting of developer contributions. Additionally, the Office of Housing serves as the City's liaison with ARHA and has provided CDBG funds to assist ARHA in the acquisition and rehabilitation of publicly-assisted housing.

The programs/activities administered by the Office of Housing for the benefit of low-income households and covered within the scope of the Consolidated Plan are as follows:

- no-interest, deferred-payment, and low-interest loans for rehabilitation of single family homes, including accessibility improvements for mobility-impaired persons;
- the Fair Housing Testing Program, which is designed to identify any discriminatory practices in the rental housing market, regardless of tenant income level;
- on-site fair housing training to property management and real estate firms, provided on-request by Office of Housing staff;
- homeownership opportunities through assistance for downpayments, principal and interest write-downs and closing costs;
- housing acquisition and rehabilitation for low- and moderate-income households (limited to homeownership activities and preservation of Resolution 830 housing or other projects approved by City Council);
- housing related services such as landlord-tenant mediation, relocation counseling, and homeownership counseling for low- and moderate-income households participating or wishing to participate in the Homeownership Assistance Program and the Moderate Income Homeownership Program.

*The Alexandria Redevelopment and Housing Authority (ARHA)* - ARHA provides publicly assisted housing to lower-income families in accordance with state and federal statutes and HUD regulations. A political subdivision of the Commonwealth of Virginia, ARHA does not receive City funding to cover operating expenses; however, City Council appoints the nine-member ARHA board, one of whom must be a resident of an ARHA housing development.

ARHA owns and/or operates 1,150 publicly-assisted housing units in the City (or, in the case of one 90-unit property, owns the land) and is responsible for their administration and maintenance. ARHA also administers the Section 8 Rental Voucher Program, which provide subsidies on behalf of lower-income families who rent privately-owned housing, and Housing for Persons With AIDS (HOPWA) program, the HUD-funded program that provides rental subsidies to income-eligible persons living with HIV/AIDS.

Additionally, ARHA is encouraging homeownership for its Section 8 residents. Based on ARHA estimates, approximately nine percent of families with a Section 8 certificate and 12% with a voucher have sufficient income to support homeownership (i.e., they are currently paying \$600 or more per month in rent). The Section 8 tenant-based program can be used for homeownership purposes.

In addition to administering federal rental assistance programs, ARHA is also involved in a wide range of activities targeting public housing resident initiatives. These public housing resident initiatives include drug elimination programs, economic development, education programs, homeownership, and community empowerment programs.

ARHA also serves as a housing finance agency, issuing tax-exempt bonds on behalf of non-profit and for-profit and for profit entities to develop and retain affordable housing.

*Non-Profit Affordable Housing Providers* - Non-profit organizations are also involved in the provision of affordable housing for low- and moderate-income households in Alexandria. The following are several of these organizations.

- Community Lodgings, Incorporated (CLI) owns and operates single and multifamily units as affordable and transitional housing for low-income households.
- Sheltered Homes of Alexandria, Inc. (SHA) owns single-family homes and condominiums operated by the Alexandria Community Services Board that provide transitional and supportive housing for persons with developmental disabilities, mental illness and substance abuse disorders. SHA is also a City-certified Community Housing Development Organization (CHDO).
- The Robert Pierre Johnson Housing Development Corporation (RPJ) is a non-profit organization operating in the Washington metropolitan area to provide housing opportunities for low-income households. RPJ is also a City-certified CHDO.
- Habitat for Humanity of Northern Virginia is a private, non-profit organization that uses volunteers to construct new homes for low-income families.

*The Department of Human Services* - The Office of Community Services (OCS) of the Department of Human Services is the City's lead agency in providing services to the homeless. The objective of the OCS Homelessness Intervention Program is to improve and enhance existing resources to create a service continuum enabling homeless and at-risk persons to progress towards self-sufficiency. OCS staff work with, and provide staff support for, the Economic Opportunities Commission in establishing policy for the populations which they serve. Refer to the Inventory of Facilities and Services section (Sections II and III) and the Anti-Poverty Strategy (Section VI) for more information on DHS programs and services.

*Non-profit Homeless Service Providers* - There are numerous non-profit organizations and churches that provide financial assistance, shelter, transitional housing and services for the homeless in Alexandria. These organizations include, but are not limited to, the following:

- Carpenter's Shelter;
- ALIVE! and ALIVE! House;
- Community Lodgings, Inc.;
- The Salvation Army; and
- Arlington-Alexandria Coalition for the Homeless;
- Northern Virginia Family Service; and

- Guest House, Inc.

Descriptions of the programs and services offered by these organizations is detailed in the Inventory of Facilities and Services for the Homeless in Section III above. These organizations are an integral part of the City's continuum of care and the programs are coordinated through the Homeless Services Coordinating Committee.

### **Assessment of Strengths and Gaps in the Delivery System**

*Strengths* - Chief among Alexandria's strengths in delivering comprehensive housing and services to its citizens is the close coordination between agencies of local government, other public and quasi-public agencies, the private non-profit services community, the faith community, and the citizens themselves. As has been evidenced throughout this Plan, the City works to create a seamless continuum of shelter, housing, and services that addresses the needs of its residents from a state of homelessness, through opportunities for affordable rental housing, to the eventual goal of homeownership, and even to support for repairs for owner-occupied homes. The key components of this seamless continuum are as follows:

- the Continuum of Care for Homeless Services, which begins with homeless prevention and includes outreach and assessment to unsheltered homeless persons, facilitates entry into the shelter system, and offers transitional housing and supportive services as a means of preparing persons to move from homelessness and take the first steps toward self-sufficiency.
- long-term supportive housing for especially vulnerable populations, including but not limited to homeless and at-risk persons with mental illness, mental retardation, and/or substance abuse problems. Opportunities include residential services in the Alexandria Community Services Board's supervised apartment and group home programs; proposed targeted long-term shelter/housing facilities for homeless persons with chronic physical illnesses and/or with mental illness and substance abuse problems; and housing and services specifically for persons with HIV infection or AIDS.
- opportunities for affordable rental housing, through public housing and tenant-based rental vouchers administered by the Alexandria Redevelopment and Housing Authority (ARHA), and through a network of project-based subsidies at developments throughout the City. Preservation of those affordable rental units is a key component of the City's policy on affordable housing.
- an array of social services offered by the Department of Human Services and the network of non-profit service agencies with which DHS collaborates, assisting working families (and specifically, families who have received Temporary Assistance for Needy Families) by providing the opportunity to gain new work and workplace skills, increase the potential for higher income employment, and facilitate movement toward greater household self-sufficiency.
- homeownership counseling services sponsored by the Office of Housing, to assist potential homebuyers in preparing for the responsibilities of homeownership; and financial assistance for homeownership, made possible by the Homeownership Assistance Program (HAP) and



Moderate Income Homeownership Program (MIHP) of the Office of Housing. The HAP and MIHP programs make available up to \$25,000 or \$15,000 respectively in downpayment and closing cost assistance to first-time homebuyers in the low/moderate- and middle-income ranges.

- home rehabilitation assistance, made possible by the Office of Housing's Home Rehabilitation Loan Program, enabling low/moderate income households to remain in owner-occupied housing which is decent, safe, and affordable.

Gaps - As identified elsewhere in this Plan, the City has a comprehensive approach to affordable housing. The biggest gap in the delivery system remains adequate funding for the affordable housing programs the City and others operate. Housing preservation efforts by multiple housing development corporations could easily exhaust the limited funding available for that purpose. As housing and development prices continue to escalate, the City will continue to identify as many alternate sources of funding as possible. The advent of the private, non-profit housing development corporation, consideration of a dedicated revenue stream such as the recordation tax, and other measures are the means the City has identified to try to fill the funding gap.

### **Relationship Between the City and Alexandria Redevelopment and Housing Authority**

Appointment of the Board of Commissioners - The Alexandria Redevelopment and Housing Authority (ARHA) is a political subdivision of the Commonwealth of Virginia. ARHA does not receive City funding to cover operating expenses; however, City Council appoints the nine-member ARHA Board of Commissioners. The Board includes one representative from the Alexandria Resident Council (the public housing residents' organization), one representative from the City Council-appointed Landlord-Tenant Relations Board and seven citizen members. The Commissioners serve four-year terms.

Hiring, Contracting and Procurement - ARHA's hiring, contracting and procurement is handled independently of the City. Procedures concerning hiring, contracting and procurement are established by the ARHA Board of Commissioners, in coordination with rules and regulations established by the Department of Housing and Urban Development (HUD).

Provision of Services - The Office of Housing serves as ARHA's liaison with the City and has worked cooperatively with ARHA on major projects to preserve/renovate or redevelop public or publicly-assisted housing in the City. Staff from both agencies will work closely together to coordinate services.

The City does not provide an ongoing subsidy to ARHA. In addition, instead of paying taxes on the full value of the property owned by ARHA and used for subsidized housing, ARHA is obligated to make a payment in lieu of taxes (referred to as PILOT) for some of its properties.

Additionally, the City has awarded CDBG and HOME funds to ARHA in the form of loans and grants for the purpose of purchasing housing units, repairing existing public housing and the providing security patrols at public housing properties. ARHA generally obtains a signature or

letter of support from the City Manager when it submits applications for federal housing assistance monies.

*Review of Development Sites* - Any new development undertaken by ARHA is subject to all planning and zoning regulations and requirements of the City. Public input is also part of this process, including public hearings by the ARHA Board, the Planning Commission and City Council.

*Comprehensive Plan* - As previously discussed, ARHA completed a Physical Needs Assessment, which will form the basis for its five-year Comprehensive Grant Plan. According to the requirements for the Comprehensive Grant Program, the Plan and annual revisions must be consistent with the City's assessment of low-income housing needs. The Office of Housing reviews the Plan prior to the City Manager's approval of the document to ensure this consistency. After approval by the City Manager, the Plan and/or revision is submitted to HUD.

*Proposed Disposition or Demolition of Public Housing* - In 1982, the City Council adopted Resolution 830, the City Council/ARHA agreement that committed the City and ARHA to replace any lost public housing units (or subsequent replacement units) on a one-for-one basis. Resolution 830 covers 1,150 units; 1,060 owned by ARHA and 90 at Annie B. Rose House, which is located on ARHA-owned land but not owned by ARHA.

## **VI.H Coordination Between Public and Private Housing and Services Providers**

Office of Housing staff work in cooperation with staff from the City's departments of Human Services and Mental Health, Mental Retardation, and Substance Abuse, in addition to the non-profit organizations that work with these agencies, to address affordable housing and supportive housing needs of the homeless and other persons with special needs.

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

The Office of Housing also works with agencies such as Fannie Mae, formerly the Federal National Mortgage Association, to stay abreast of new homeownership funding programs and underwriting requirements that would benefit various income level households.

## **VI.I Cooperation Between the City, the State and other Local Governments**

The Metropolitan Washington Council of Governments (COG) is the regional association of the Washington area's major local governments and their governing officials, plus the area members of the Maryland and Virginia state legislatures and the U.S. Senate and House of

Representatives. COG provides a focus for action on issues of regional concern. Activities range from comprehensive transportation planning, monitoring air and water quality, tracking economic development and population growth and their implications on the region, coordinating public safety programs, and promoting adequate child care and housing for the region. Policies are set by the full membership acting through a Board of Directors which meets monthly to discuss area issues. Vice-Mayor Redella Pepper represents the City of Alexandria on the COG Board of Directors, with Mayor William D. Euille as her alternate. COG also has a number of other committees for various issues affecting the region. Councilman Rob Krupicka serves on the Human Services Policy Committee, which oversees housing, homelessness and other issues. Councilwoman Joyce Woodson serves on the Metropolitan Development Policy Committee, which forms regional land use and development policies and programs and monitors regional growth, trends and economic development issues. COG is supported by financial contributions from its participating local governments, federal and state government grants and contracts, and through donations from foundations and the private sector.

Within COG, the Housing Technical Committee, the Washington Area Housing Partnership and the Homeless Services Planning and Coordination Committee are active in addressing the area's housing and homeless issues. Policy actions of the Housing Technical Committee and the Homeless Task Force must be approved by the Human Services Policy Committee prior to implementation. The Housing Technical Committee is composed of staff members from area housing departments, housing authorities and planning agencies. The Committee oversees all of COG's work to enhance and expand existing affordable housing opportunities in the region. The mission of the Housing Technical Committee is to promote regional housing goals such as the development and preservation of affordable housing opportunities, the promotion of fair share goals and the dissemination of information about fair housing laws. The Committee achieves these goals by developing reports on important regional housing issues; sharing information about local housing successes and problems; and sponsoring workshops on a variety of housing issues.

The Washington Area Housing Partnership (WAHP) is a regional public-private housing partnership serving the District of Columbia, Northern Virginia and suburban Maryland. WAHP was formed by COG in 1990 through the recommendation of a task force headed by Alexandria's then-Mayor James P. Moran. WAHP works to promote and preserve affordable housing. The Partnership is also helping to link specific housing developments with necessary resources, promoting the replication of successful affordable housing techniques and educating the community about the fundamental inter-relationship between housing and economic development. The Partnership is made up of representatives from over 30 governmental entities and the private sector. The City of Alexandria is represented on the WAHP Board by former Mayor Kerry J. Donley. The Office of Housing is a general member of the Partnership.

The Homeless Services Planning and Coordination Committee is composed of representatives from area jurisdictions' human service agencies, as well as a number of non-profit service providers. Fran Becker, Executive Director of Carpenter's Shelter in Alexandria, is the current committee chair. The committee oversees all of COG's work on homelessness and helps to

promote and enhance regional cooperation on homeless issues. The mission of the Task Force is twofold. First, the Task Force advocates information sharing as a way to promote and enhance regional cooperation on homeless issues. The second goal is to generate public awareness on issues confronting the homeless population through the publication of formal and informal reports.

The Northern Virginia Regional Commission promotes the orderly and efficient development of the physical, social and economic development of the Northern Virginia area. Vice Mayor Redella S. Pepper and Councilman Paul Smedberg serve on the Board of the Commission.

## **VI.J Performance Measures**

HUD strongly encourages grantees to develop performance measures for all HUD-funded programs. HUD has requested both output measures (i.e. number of housing units to be preserved or number of persons served) and outcome measures (i.e. create long-term affordable City residency among low- and moderate-income homebuyers, as measured by the percent of households that still own assisted units after a five year period). The City has included such measures for many programs, including those not funded with HUD monies. The measurement system is reflected in the Executive Summary, which contains general goals, specific objectives, program activities to address those objectives, and specific performance targets (outputs) and outcomes. The performance targets are provided both for the five-year Consolidated Plan period and the one-year Action Plan period.

## **SECTION VII**

### **ONE-YEAR ACTION PLAN FOR CITY FY 2006**

The City of Alexandria's One-Year Action Plan for City FY 2006 covers the period July 1, 2005 to June 30, 2006 and describes activities to be undertaken within that time frame to promote goals and objectives established in the City's Consolidated Plan for City FY 2006-2010.

#### ***Action Plan Report Format and Criteria***

The One-Year Action Plan consists of several sections:

- ▶ Section A, "Housing Programs and Services to be Undertaken During City FY 2006" identifies the City's priorities for City FY 2006 with respect to housing-related activities for renters, homeowners, homebuyers, homeless persons and persons with special needs; describes the pertinent programs and services to be provided in the Alexandria community during the City FY 2006 Action Plan period; and provides an estimate of federal, state, local and private resources expected to be available and committed during that time.
- ▶ Section B, "Non-Housing Community Development Programs and Services," describes pertinent community and economic development programs and services to be undertaken by the City during the City FY 2006 Action Plan period.
- ▶ Section C, "Other Activities to be Undertaken," describes the City's actions to address issues of particular interest to HUD, including poverty, barriers to affordable housing, fair housing, the effects of lead-based paint and the coordination of services between public and private agencies providing housing and social services to low- and moderate-income persons.
- ▶ Section D contains the City's application for Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) Program funds, and sets forth the City's proposed uses for \$1,411,586 in Federal FY 2005 CDBG funds and \$874,864 in new HOME Program funding, which will become available for use by the City during City FY 2006.

#### **Action Plan Development Process**

For information on the process implemented by the City in developing the Action Plan, including citizen participation and coordination with public and private entities, please refer to the Introduction to the Consolidated Plan above.

#### **CDBG/HOME and Areas of Minority Concentration**

Unless otherwise indicated in the Action Plan, the geographic area to be served by programs supported with CDBG and HOME funds during City FY 2006 will be the entire City of Alexandria, which includes areas of minority concentration. While CDBG and HOME-funded

programs are not specifically targeted on a geographic basis according to minority concentration, minorities have constituted the majority of the beneficiaries of activities supported with such monies. As reported in the most recent Consolidated Annual Performance and Evaluation Report (CAPER), minorities constituted 87.6% of the City's CDBG and HOME beneficiaries for the program year ending June 30, 2004. There is every reason to expect that minority persons or households will continue to constitute the majority of CDBG and HOME program beneficiaries during City FY 2006.

### **Income Limits for CDBG and HOME-Funded Activities**

The income limits for the CDBG and HOME programs are the HUD-established low-income limits for the Section 8 Program, which for a family of four are set at the national median income of \$58,000. For CDBG and HOME purposes, these limits are designated by HUD as the "Moderate" income limits. The current income limits in each HUD category (i.e., extremely low income, low income and moderate income, etc.) are provided in Table A in the Introduction to the Consolidated Plan above.

### **Priority Levels**

As part of the Consolidated Plan, HUD requires that priority levels be assigned to housing and homeless services activities and needs groups according to HUD-established definitions. The priority levels assigned by the City in its FY 2006-2010 Consolidated Plan to the different housing and homeless services activities and needs groups are identified in Appendix II. Activities to be undertaken during City FY 2006 reflect these priorities.

## VII.A Housing Programs and Services to be Undertaken During City FY 2006

The following sections describe housing-related programs and services for renters, homebuyers, homeowners, homeless persons and persons with special to be provided in the Alexandria community during the City FY 2006 Action Plan period; and provide an estimate of federal, state, local and private resources expected to be available to support these activities during that time.

### VII.A.1 Extremely Low-, Low- and Moderate-Income Renters

Activities to be undertaken during City FY 2006 for extremely low-, low- and moderate-income renters will address the following specific objectives established in the Consolidated Plan for City FY 2006-2010:

- Preserve and maintain the existing supply of 1,150 public housing and replacement public housing units for households at or below HUD's moderate-income limits;
- Subject to the availability of resources, preserve and maintain the existing supply of approximately 2,114 privately-owned rental units with project-based assistance available to households at or below HUD's moderate-income limits;
- Provide tenant-based rental housing subsidies to an estimated 1,700 households per year that are at or below HUD's moderate-income limits;
- Provide 500 rental housing units affordable to households at or below the limit used for the Low Income Housing Tax Credit Program of 60% of area median income through new development or preservation of existing affordable market rate rental housing; and
- Secure 15 affordable rental units in new development projects pursuant to the City's Affordable Housing Policy.

#### ***City FY 2006 Programs/Activities for Extremely Low-, Low- and Moderate-Income Renters:***

**Program/Activity:** *Public Housing and Replacement Public Housing Units*

**Provider(s):** ARHA and Freeman and Mays (owner of one complex on ARHA-owned land)

**Target Population:** Extremely Low- to Moderate-Income Renters

**Program/Activity Description:** Publicly owned/operated affordable rental units available to income-eligible households - In accordance with Resolution 830, 1,150 such units are maintained in the City, of which 889 are Public Housing units, 111 are Section 8 Moderate Rehabilitation units, 60 are Low-Income Housing Tax Credit (LIHTC) units and 90 are Section 8 New Construction units reserved for elderly income eligible renters

**Geographic Distribution:** Citywide

**Projected Funding for City FY2006 (By Source):** Section 8 Moderate Rehabilitation - \$998,747 (January to December 2005); also LIHTC, Section 8 New Construction and HUD Capital Funds Program.

**Service Objective:** Units Available - 1,150 (100 units offline due to redevelopment; All replacement units will become available during the program year; Average turnover for Public Housing is 8% and Section 8 Moderate Rehabilitation is 5%.)

**Program/Activity: Section 8 Housing Choice Voucher Program****Provider(s):** ARHA**Target Population:** Extremely-Low to Moderate-Income Renters**Program/Activity Description:** Tenant-based rental housing subsidies for income-eligible households renting private-market units**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** Section 8-\$15,600,000 (January-December 2005)**Service Objective:** Vouchers Supported - 1,722 (*Average Turnover is 7% per year*)**Program/Activity: Section 8 Security Deposit Loan Program****Provider(s):** ARHA**Target Population:** Extremely-Low to Moderate-Income Renters**Program/Activity Description:** Revolving loan fund established during City FY 2002 and partially funded with City Housing Trust Fund monies that provides loans for security deposits to Section 8 voucher program participants**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** Not Applicable - This is a Revolving Loan Fund that was capitalized in a prior program year**Service Objective:** Contingent on rate of repayments**Program/Activity: Privately-Owned Subsidized Rental Units****Provider(s):** Various Private Providers**Target Population:** Extremely Low- to Moderate-Income Renters**Program/Activity Description:** Privately-owned affordable rental units available to income-eligible households**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** These units originally received assistance from the following sources - LIHTC Program, Tax-Exempt Bond Program, Section 8 Program, Section 236 Program and/or the City's Housing Trust Fund. Ongoing subsidies from non-City sources other than Tax-Exempt Bonds will continue in City FY 2006, but subsidy amounts are not readily available to the City.**Service Objective:** Housing Units Available - 2,114**Program/Activity: Supportive Services for ARHA-Assisted Households****Provider(s):** ARHA**Target Population:** Extremely-Low to Moderate-Income Renters**Program/Activity Description:** Limited social services for ARHA residents**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** ARHA will seek private and local funding including the HUD Service Coordinators for Public Housing Grant and Butler Family Foundation monies**Service Objective:** Continue limited social services for ARHA residents



**Program/Activity:** *Set-Aside Unit Program (Rental Units)***Provider(s):** Private developers pursuant to City policy administered by the City's Office of Housing**Target Population:** Low- and Moderate-Income Renters**Program/Activity Description:** In accordance with the City's Affordable Housing Policy, the City may negotiate with new housing developers to provide affordable rental units to income-eligible households. Twenty-eight rental units are currently pledged to this program at two new development projects- Northampton Place (13 units) and Mill Race (15 units). Neither project is yet constructed).**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** Amount of developer subsidies available to support this program is not known until a project proposal is submitted.**Service Objective:** Continue to negotiate with developers to secure rental units for the Set-Aside Unit Program

*ARHA is unable to estimate the number of non-elderly, moderate-income households to be assisted through ARHA rental programs during City FY 2006.*

*For information on the development and or preservation of affordable rental housing, see Section VII. C.2. below. For information on assistance with accessibility modifications for income-eligible renters with disabilities see Section VII.A.6.*

**Leveraging of Federal Funds:** ARHA leverages private funds for low-income housing by offering tax-exempt bond financing to private and non-profit developers and by serving as the general partner in projects utilizing federal Low Income Housing Tax Credits (LIHTC). Local funding will be utilized in conjunction with the two allocations of LIHTC awarded to ARHA in 2003 in connection with the redevelopment of Samuel Madden Homes (Downtown).

**Support for Applications by Other Entities:** Applications for funding to acquire, rehabilitate or subsidize rental housing for households with incomes at or below HUD's middle-income limits will be supported by the City subject to City Council approval. Applications for funding to support residential services for renter households with incomes at or below HUD's middle-income limits will be supported by the City if they pertain to continuation of existing or similar activities to address resident needs and/or to promote self-sufficiency. Applications for funding to expand housing or residential services for renter households with incomes at or below HUD's middle-income limits would be supported by the City.

## VII.A.2 Lower-Income Homebuyers

Activities to be undertaken during City FY 2006 for lower-income homebuyers will address the following specific objectives established in the Consolidated Plan for City FY 2006-2010:

- Provide financial assistance to 250 households meeting income and other eligibility criteria to secure ownership housing; and

- Educate 2,300 prospective low- and moderate-income homebuyers on the home purchase process.

***City FY 2006 Programs/Activities for Lower-Income Homebuyers:***

***Program/Activity: Homeownership Assistance Program (HAP)***

***Provider(s):*** City of Alexandria Office of Housing

***Target Population:*** Extremely Low- and Low-Income Homebuyers

***Program/Activity Description:*** Provides deferred-payment second trust loans of up to \$50,000 for downpayment and closing cost assistance to first-time homebuyer households with incomes up to HUD's Section 8 low-income limits (\$58,000 for a family of four as of February 11, 2005)

***Geographic Distribution:*** Citywide

***Projected Funding for City FY 2006 (By Source):*** TOTAL-\$1,355,242 [New CDBG-\$332,501; CDBG Carryover-\$307,731; Fees-\$4,500; New HOME grant-\$547,378; Match for new HOME grant from City General Fund-\$58,210; Match for new HOME grant from other non-federal sources-\$78,634; HOME Carryover-\$21,030; Carryover match-\$5,258]

***Service Objective:*** Households Assisted - 25

***Program/Activity: Moderate Income Homeownership Program (MIHP)***

***Provider(s):*** City of Alexandria Office of Housing

***Target Population:*** Includes Moderate- and Middle-Income Homebuyers

***Program/Activity Description:*** Provides deferred-payment second trust loans of up to \$20,000 for downpayment and closing cost assistance to first-time homebuyer households with incomes between the moderate income limits and a City-established maximum income limit (currently \$79,500 for a households of three or more persons). MIHP-eligible law enforcement officers are eligible for the HAP assistance limit of \$50,000.

***Geographic Distribution:*** Citywide

***Projected Funding for City FY 2006 (By Source):*** TOTAL- \$553,000 [New City Housing Trust Fund - \$550,500; Program fees- \$2,500]

***Service Objective:*** Households Assisted - 25

***Program/Activity: Mortgage Financing with Below-Market Interest Rates***

***Provider(s):*** Virginia Housing Development Authority (VHDA) in cooperation with the City of Alexandria Office of Housing

***Target Population:*** Low- to Middle-Income Homebuyers

***Program/Activity Description:*** First-trust mortgage financing for participants in the City's HAP and MIHP programs at interest rates below that of VHDA's first-time homebuyer program

***Geographic Distribution:*** Citywide

***Projected Funding for City FY 2006 (By Source):*** VHDA Sponsoring Partnerships and Revitalizing Communities (SPARC) - \$4 million (represents the remaining balance of the City's calendar year 2005 SPARC allocation; the City will also apply for calendar year 2006 SPARC monies); VHDA Single Family Regional Loan Fund (SFRLF) - Not Specified

***Service Objective:*** Households Assisted - 25 (all of which will also be participants in HAP/MIHP)

***Program/Activity: Seller's Incentive Fund*****Provider(s):** City of Alexandria Office of Housing**Target Population:** Low- to Middle-Income Homebuyers**Program/Activity Description:** Offers sellers a cash incentive of \$1,000 to defray the costs of the real estate commission if they accept a purchase involving HAP or MIHP second trust financing**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** City Housing Trust Fund - \$50,000**Service Objective:** Households Assisted - 50 (all of which will also be participants in HAP/MIHP)***Program/Activity: Home Stride*****Provider(s):** City of Alexandria Office of Housing**Target Population:** Low- to Middle-Income Homebuyers**Program/Activity Description:** Provides up to \$20,000 in loan funds with deferred payment and interest for the first three years of the loan to assist with downpayment and closing costs. These funds can be combined with other City homeownership assistance.**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** \$500,000 (represents the remaining balance of the City's calendar year 2005 allocation; the City will also apply for calendar year 2006 monies)**Service Objective:** Households Assisted- 25***Program/Activity: Employer-Assisted Housing (EAH)*****Provider(s):** Local employers in cooperation with the City of Alexandria Office of Housing**Target Population:** Employees of Local Employers offering EAH Programs**Program/Activity Description:** Allows employees working within the City who are utilizing an EAH program established by their employer and who meet applicable eligibility criteria to access HAP and MIHP assistance. For employees who are ineligible for HAP/MIHP for reasons other than income, the City will provide 0% interest deferred repayment loans of up to \$5,000 for downpayment/closing costs that match on a 2:1 basis contributions of participating employers providing financial EAH benefits.**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** City Housing Trust Fund - \$113,000**Service Objective:** Continue to encourage employers to establish EAH programs***Program/Activity: Homeownership Counseling Services*****Provider(s):** City of Alexandria Office of Housing**Target Population:** Low- to Middle-Income Homebuyers**Program/Activity Description:** Homeownership counseling and training for first-time homebuyers**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** City Housing Trust Fund - \$111,200**Service Objective:** Training Sessions Held - 18

**Program/Activity: Homeownership Fair****Provider(s):** City of Alexandria Office of Housing**Target Population:** Low- to Middle-Income Homebuyers**Program/Activity Description:** Provides information on the homebuying process, affordable housing opportunities and affordable financing available in the City**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** TOTAL - \$12,473 [CDBG Administrative Monies -\$9,473; Fees - \$3,000]**Service Objective:** Hold an annual Homeownership Fair**Program/Activity: Set-Aside Unit Program (Sales Units)****Provider(s):** Private developers pursuant to City policy administered by the City's Office of Housing**Target Population:** Low- and Moderate-Income Homebuyers**Program/Activity Description:** In accordance with the City's Affordable Housing Policy, the City may negotiate with new housing developers to provide affordable rental units to income-eligible households. Thirty-Seven homeownership units and forty rental units are currently pledged to this program at seven projects - Cameron Station, Mill Race, Northampton Place (under construction), the Tuscany, The Monarch, the Halstead, and the Postmasters site.**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** Amount of developer subsidies available to support this program is not known until a project proposal is submitted.**Service Objective:** Units Delivered - To be determined. twelve rental units at Northampton place may be delivered in City FY 2006.**Program/Activity: Employee Homeownership Incentive program (EHIP)****Provider(s):** City**Target Population:** Alexandria City Government and Public School Employees**Program/Activity Description:** Provides up to \$5,000 in loan funds with deferred payment interest to assist local government employees to purchase homes in the jurisdiction they are serving. These funds can be combined with other City homeownership assistance if eligible.**Geographic Distribution:** Citywide**Projected Funding for City FY 2005 (By Source):** City Housing Trust Fund \$250,000**Service Objective:** 50 Households

*Minority Homeownership - The City estimates that during the Action Plan period, 160 minority households will be assisted in becoming homeowners through City home purchase assistance programs.*

*The City will also encourage the development and preservation of affordable sales (and rental) housing units as discussed in Section VII.C.2 below.*

**Leveraging of Federal Funds:** HOME and CDBG funds expended during City FY 2006 to support down payment and closing cost assistance provided through the City's HAP program are

expected to leverage first trust mortgage monies from VHDA and other private lenders, as well as 2<sup>nd</sup> trust monies from VHDA.

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

**VII.A.3 Current Low- and Moderate- Income Homeowners**

Activities to be undertaken during City FY 2006 for existing lower-income homeowners will address the following specific objectives established in the Consolidated Plan for City FY 2006-2010:

- Provide no-interest rehabilitation loans to 50-75 homeowner households with incomes at or below HUD’s moderate-income limits per year;
- Provide modest, free repairs or renovations to 200 owner-occupied housing units for households at or below HUD’s moderate-income limits; and
- Reduce the property tax burden for an estimated 1,300 income-eligible households per year to promote housing affordability.

***City FY 2006 Programs/Activities for Existing Lower-Income Homeowners:***

***Program/Activity: Single Family Home Rehabilitation Program***

***Provider(s):*** City of Alexandria Office of Housing

***Target Population:*** Extremely Low- to Moderate-Income Homeowners

***Program/Activity Description:*** Provides no-interest deferred payment loans to low- and moderate-income homeowners for home rehabilitation activities. May include the rehabilitation of one home in the Parker Gray Historic District. Includes energy efficiency improvements.

***Geographic Distribution:*** Citywide

***Projected Funding for City FY 2006 (By Source):*** TOTAL-\$1,373,349 [New CDBG-\$473,742; CDBG Program Income-\$21,200; CDBG Carryover-\$878,407;]

***Service Objective:*** Loans Obligated - 14; Loans Completed - 15

***Program/Activity: Affordable Home Ownership Protection Program***

***Provider(s):*** City of Alexandria Department of Finance

***Target Population:*** Low- and Moderate-Income Homeowners

***Program/Activity Description:*** Pilot tax relief program intended to help keep homeownership in Alexandria affordable by providing tax reduction grants from \$450-\$850 based on income for lower-income homeowners with annual household incomes below \$62,000 and homes assessed at less than \$442,000.

***Geographic Distribution:*** Citywide

***Projected Funding for City FY 2006 (By Source):*** City General Fund - \$1,000,000

***Service Objective:*** 1,300

*Supportive services and financial assistance to prevent income-eligible homeowners from losing their homes due to economic crisis will be provided through the Homeless Intervention Program (HIP; see Section VII.A.4.) and the Real Property Tax Relief Program (see Section VII.A.5.). City agencies will also encourage homeowners to apply for energy conservation grants from VMH, Inc. and rehabilitation assistance through Rebuilding Together Alexandria (RTA). For more details on the latter programs, see Section VII.A.5.*

**Leveraging of Federal Funds:** None

**Support for Applications by Other Entities:** Applications for funding to support homeownership activities will be supported by the City if they promote Consolidated Plan goals and objectives for homebuyer and existing homeowner households.

#### **VII.A.4 The Homeless and Persons Threatened with Homelessness**

The Continuum of Care, which is developed and implemented by the Homeless Services Coordinating Committee (HSCC) and is submitted to HUD on an annual basis in order that agencies and organizations in Alexandria will be eligible for federal homeless services funding, describes strategies to assist homeless persons in the City. In preparation for the development of each year's Continuum of Care, HSCC conducts a one-day "point-in-time" count of the homeless in a variety of settings. Findings from the most recent point-in-time count are presented in Section III.B.1. above.

Activities to be undertaken during City FY 2006 for persons who are homeless or threatened with homelessness will address the following specific objectives established in the Consolidated Plan for City FY 2006-2010:

- Create permanent affordable housing for single adults and special populations through the completion of the safe haven project; affordable assisted living for elderly and disabled; and single room occupancy and housing options for low-income single adults;
- Maintain the existing level of homeless prevention programming;
- Maintain existing level of facility based transitional housing for families and singles-increase client based transitional housing for families and singles to former levels where providers have been forced to reduce caseloads due to flat or decreased revenue and higher housing costs;
- Improve targeting of mainstream resources to permanent housing solutions: Establish a Homeless preference for HUD subsidized programs (Public Housing and Vouchers); and
- Implement the City's Ten Year Plan to End Chronic Homelessness through the addition of 1.5 FTE in public or private mental health and substance abuse services to the homeless population; increase access to health services for the chronic homeless population; and obtain health care for the homeless grant for the Community Health Care Center.

***City FY 2006 Programs/Activities for the Homeless and Persons Threatened with Homelessness:***

**Homeless Management Information System (HMIS)**

***Program/Activity: Homeless Management Information System (HMIS)***

***Provider(s):*** City of Alexandria Departments of Human Services and Mental Health, Mental Retardation and Substance Abuse, and private homeless services providers

***Target Population:*** Persons who are Homeless or Threatened with Homelessness

***Program/Activity Description:*** Computerized data collection system designed to capture client-level information on the characteristics and service needs of persons experiencing homelessness. As of October 2004, when evaluating applications for Stewart B. McKinney Act funds for homeless services, HUD will take into consideration whether an HMIS is utilized within a jurisdiction.

***Geographic Distribution:*** Citywide

***Projected Funding for City FY 2006 (By Source):*** TOTAL - \$18,500 (City General Fund and User's Fees)

***Service Objective:*** Implement an HMIS

**Prevention and Intervention**

***Program/Activity: Homeless Intervention Program (HIP)***

***Provider(s):*** City of Alexandria Department of Human Services (DHS)

***Target Population:*** Persons Threatened with Homelessness

***Program/Activity Description:*** Provides financial assistance with rent/mortgage arrearage and with current or future rent/mortgage payments to families and single residents of the City facing immediate eviction or foreclosure due to circumstances beyond their control. Also assists with relocation costs incurred in the transition from a shelter to permanent or supportive housing.

***Geographic Distribution:*** Citywide

***Projected Funding for City FY 2006 (By Source):*** TOTAL - \$465,000 [State Homeless Resource Program - \$215,000; TANF- \$50,000 ; City General Fund - \$200,000]

***Service Objective:*** Households - 195

***Program/Activity: General Relief Program and Emergency Shelter Fund***

***Provider(s):*** City of Alexandria Department of Human Services (DHS)

***Target Population:*** Persons Threatened with Homelessness

***Program/Activity Description:*** Provides short-term rental assistance to relieve impending housing crises and thereby prevent homelessness

***Geographic Distribution:*** Citywide

***Projected Funding for City FY 2006 (By Source):*** TOTAL - \$351,000 [City General Fund - \$307,000; State - \$44,000]

***Service Objective:*** Households Receiving Housing Assistance - 385

**Program/Activity:** *Homeless Prevention for Former Adopt-A-Family Clients*  
**Provider(s):** Arlington-Alexandria Coalition for the Homeless (AACH)  
**Target Population:** Persons Threatened with Homelessness  
**Program/Activity Description:** Provides homeless prevention services to former clients of AACH's Adopt-A-Family program, a transitional housing program  
**Geographic Distribution:** Citywide  
**Projected Funding for City FY 2006 (By Source):** Federal Emergency Management Agency (FEMA)-\$1,900  
**Service Objective:** Households - 14

*The City's Department of Human Services' Office of Community Services (OCS) also projects that \$30,000 in private donations will be solicited from local charities during City FY 2006 to provide case-by-case assistance with eviction prevention and other housing needs.*

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

**Program/Activity:** *Eviction Assistance and Furniture Storage Program*  
**Provider(s):** City of Alexandria Department of Human Services (DHS)  
**Target Population:** Persons who are Homeless  
**Program/Activity Description:** Provides for the transportation and up to 60 days storage of possessions of households that are about to be evicted and that lack a suitable place to store such items  
**Geographic Distribution:** Citywide  
**Projected Funding for City FY 2006 (By Source):** New CDBG - \$75,000  
**Service Objective:** Households Assisted - 80 (consisting of 150 persons)

*Outreach, assessment, case management and counseling services will continue to be provided as part of the service delivery of the City's emergency shelters by the City's Department of Mental Health, Mental Retardation and Substance Abuse (MH/MR/SA), DHS, the Alexandria Health Department and the Office of Housing, in conjunction with shelter staff. Emergency assistance and food programs supported by Catholic Charities will also continue.*

**Emergency Shelter**

**Program/Activity:** *ALIVE! House*  
**Provider(s):** ALIVE! House  
**Target Population:** Persons who are Homeless  
**Program/Activity Description:** Provides emergency shelter to homeless families and single women  
**Geographic Distribution:** Eligibility is Citywide  
**Projected Funding for City FY 2006 (By Source):** TOTAL - \$97,043 [City and State funds from DHS - \$48,000; Federal ESG - \$7,843; State SSG - \$11,200; Private Monies - \$30,000]  
**Service Objective:** Beds - 16



***Program/Activity: Carpenter's Shelter*****Provider(s):** Carpenter's Shelter**Target Population:** Persons who are Homeless**Program/Activity Description:** Provides emergency shelter and supportive services the homeless**Geographic Distribution:** Eligibility is Citywide**Projected Funding for City FY 2005 (By Source):** TOTAL - \$1,494,380 [Federal ESG - \$61,380; State SSG - \$100,800; State Child Care for the Homeless Program - \$25,000; U.S. Department of Agriculture (USDA) - \$9,000; FEMA - \$1,200; Federal PATH - \$34,000; \$1,163,000 in foundation grants, monies from fund-raising activities, private donations and in-kind contributions; has applied for \$100,000 in City General Fund from the Community Partnership Fund]**Service Objective:** Beds - 80***Program/Activity: Alexandria Community Shelter (ACS)*****Provider(s):** Salvation Army under contract with the City of Alexandria**Target Population:** Persons who are Homeless**Program/Activity Description:** Provides temporary emergency shelter and comprehensive services to homeless families, single women and single men. Case management support is provided by DHS.**Geographic Distribution:** Eligibility is Citywide**Projected Funding for City FY 2006 (By Source):** TOTAL-\$643,265[City General Fund - \$553,000; Federal Emergency Shelter Grant (ESG) Program - \$38,265; State Shelter Support Grant (SSG) Program- \$52,000]**Service Objective:** Beds - 65***Program/Activity: Alexandria Women's Shelter*****Provider(s):** City of Alexandria Office on Women**Target Population:** Victims of Domestic Violence**Program/Activity Description:** Provides emergency shelter to victims of domestic violence**Geographic Distribution:** Eligibility is Citywide**Projected Funding for City FY 2006 (By Source):** TOTAL - \$456,935 [City General Fund - \$275,000; Federal ESG - \$8,235; State SSG - \$11,200; Virginia Department of Social Services - \$153,000; Private Monies - \$9,500]**Service Objective:** Women and Children Served - 70

***Program/Activity: Winter Shelter Program*****Provider(s):** Carpenter's Shelter, Church of St. Clements, Blessed Sacrament, Christ House, Alexandria Community Shelter and Alfred Street Baptist Church**Target Population:** Persons who are Homeless**Program/Activity Description:** Provides 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**Geographic Distribution:** Eligibility is Citywide (for specific locations, see Listing of Proposed City FY 2006 CDBG/HOME-Funded Projects in Appendix I)**Projected Funding for City FY 2006 (By Source):** TOTAL - \$88,623 [New CDBG - \$20,000; City General Fund-\$25,000; Private Monies - \$6,000; and \$37,623 in monies included in budget figures for Carpenter's Shelter under "Emergency Shelter" above]**Service Objective:** Persons Served - 342

*The City will also continue to support the housing and supportive services needs of homeless persons from special needs populations through the competitive Community Partnership Fund for Human Services and the Youth Fund. Since City FY 1999, 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.*

**Transitional Housing*****Program/Activity: Alexandria Transitional Housing Program*****Provider(s):** Northern Virginia Family Service (NVFS) under contract with the City of Alexandria**Target Population:** Persons who are Homeless**Program/Activity Description:** Provides transitional housing, case management and other supportive services to help homeless persons (many of whom are leaving emergency shelters) transition from homelessness to self-sufficiency**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** City Housing Trust Fund Carryover - \$250,000**Service Objective:** Households Served - 14***Program/Activity: Community Lodgings, Inc.*****Provider(s):** Community Lodgings, Inc.**Target Population:** Persons who are Homeless**Program/Activity Description:** Provides transitional housing, case management and other supportive services to help homeless persons (many of whom are leaving emergency shelters) transition from homelessness to self-sufficiency**Geographic Distribution:** Eligibility is Citywide**Projected Funding for City FY 2006 (By Source):** TOTAL - \$209,164 [Federal ESG - \$18,114; State SSG - \$56,055; United Way \$17,345; Private Monies - \$117,620]**Service Objective:** Households Served - 15

***Program/Activity: Adopt-A-Family Program (Alexandria)*****Provider(s):** Arlington-Alexandria Coalition for the Homeless (AACH)**Target Population:** Persons who are Homeless**Program/Activity Description:** Provides transitional housing, case management and other supportive services to help homeless persons (many of whom are leaving emergency shelters) transition from homelessness to self-sufficiency**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** TOTAL - \$218,340 [Federal Supportive Housing Program (SHP) - \$139,440; Federal ESG - \$22,400; Private Monies from the United Way - \$12,500; has applied for \$44,000 in City General Fund from the Community Partnership Fund]**Service Objective:** Households Served - 16***Program/Activity: Turning Point - Salvation Army Transitional Housing Program*****Provider(s):** Salvation Army**Target Population:** Persons who are Homeless**Program/Activity Description:** Provides transitional housing, case management and other supportive services to help homeless persons (many of whom are leaving emergency shelters) transition from homelessness to self-sufficiency**Geographic Distribution:** Eligibility is Citywide**Projected Funding for City FY 2005 (By Source):** TOTAL - Not Specified [Federal ESG - \$7,246; State SSG - \$14,400; Private Monies - Undetermined]**Service Objective:** Households Served - 7***Program/Activity: Carpenter's Shelter Transitional Housing Program*****Provider(s):** Carpenter's Shelter**Target Population:** Persons who are Homeless**Program/Activity Description:** Provides transitional housing, case management and other supportive services to help homeless persons leaving emergency shelter at Carpenter's Shelter transition from homelessness to self-sufficiency**Geographic Distribution:** Citywide clients residing at Carpenter's Shelter**Projected Funding for City FY 2006 (By Source):** Included in budget figures provided for Carpenter's Shelter under Emergency Shelter above**Service Objective:** Households Served - 1***Program/Activity: Transitional Assistance Program (TAP)*****Provider(s):** City of Alexandria Department of Human Services (DHS)**Target Population:** Persons who are Homeless**Program/Activity Description:** Provides homeless persons residing in shelters or overcrowded situations with budget/housing counseling and financial assistance to move into affordable housing**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** New CDBG - \$102,000**Service Objective:** Households Served - 100 (consisting of 225 persons)

**Permanent Supportive Housing**

*For information on Permanent supportive housing programs 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 I.H.*

**Permanent Housing**

***Program/Activity: Safe Haven***

**Provider(s):** Alexandria Community Service Board (ACSB)

**Target Population:** Homeless persons in the City who are mentally ill and/or who are mentally ill and have substance abuse problems who are chronically homeless

**Program/Activity Description:** Provide housing for men and women who are chronically homeless

**Geographic Distribution:** Eligibility is Citywide

**Projected Funding for City FY 2006 (By Source):** \$795,000 in carryover general fund monies for rehabilitation of the Patrick Street Clubhouse facility. Operating funds from a HUD grant for a three year period in the amount of \$163,824 beginning in 2005 and \$111,981 in general funds for operation.

**Service Objective:** Renovation of Building

**Chronic Homelessness**

*The City has developed a Ten-Year Plan to end Chronic Homelessness (see Appendix VI). Activities to end chronic homelessness will be undertaken during the Action Plan period as described in that document.*

***Leveraging of Federal Funds:*** Federal Emergency Shelter Grant (ESG) funds will be used in conjunction with an estimated \$553,000 in City General Fund revenues and State Shelter Support Grant monies to support the operating costs of the Alexandria Community Shelter. In City FY 2006, private emergency shelters in Alexandria and the Women’s Shelter will receive approximately \$378,000 from the federal ESG and State SSG (expected to consist predominantly of Temporary Assistance for Needy Families (TANF) monies) programs as well as \$20,000 in CDBG monies, which will leverage over \$1 million in state, local and private funds. Transitional housing providers will use an estimated \$96,000 in federal ESG and State SSG (expected to consist predominantly of TANF monies) funds to leverage over \$340,000 in local and private funding. DHS also solicits funds from private sources to assist in its various homeless services and prevention programs.

The federal Emergency Shelter Grant requires a 100% match. The City’s FY 2006 grant will be matched with General Fund revenues. Private shelters will match their funds with foundation and private monies.

***Support for Applications by Other Entities:*** The City would support funding applications to maintain existing levels of service for homeless persons and those threatened with homelessness,

as well as new initiatives specifically identified in the Consolidated Plan, Action Plans, Community Services Board Housing Plan and/or Ten-Year Plan to End Chronic Homelessness, subject to City Council approval of specific locations for any new facilities. Applications to increase service levels or to add new services not addressed in the Consolidated Plan, Action Plans and/or Ten-Year Plan to End Chronic Homelessness would require City Council approval.

### VII.A.5 The Elderly and Frail Elderly

Activities to be undertaken during City FY 2006 for lower-income elderly and frail elderly persons will address the following specific objectives established in the Consolidated Plan:

- Develop or support the development of an assisted living facility which can accommodate elderly persons with incomes at or below HUD's moderate-income limits who are unable to live independently in the community;
- Improve living conditions for 45 elderly homeowners with incomes at or below HUD's moderate-income limits occupying ownership units with physical defects and/or that are in need of accessibility modifications; and
- Relieve the housing cost burden for over 900 income-eligible elderly renters and/or homeowners per year.

#### *City FY 2006 Programs/Activities for the Elderly and Frail Elderly:*

***Program/Activity:*** *Publicly-Assisted Rental Housing for Income-Eligible Elderly Persons*

***Provider(s):*** ARHA and private rental property owners

***Target Population:*** Low- and Moderate-Income Elderly Renters

***Program/Activity Description:*** 170 public housing units at Ladrey Highrise, 38 public housing units at Park Place, 90 Section 8 (public housing replacement) units at Annie B. Rose House and 300 Section 8 units at Claridge House (all of which were included in assisted rental housing figures provided in Section I.A) will continue to be reserved for income-eligible elderly renters.

***Geographic Distribution:*** Citywide

***Projected Funding for City FY 2006 (By Source):*** See information provided in Section VII.A

***Service Objective:*** Affordable Rental Units Reserved for Income-Eligible Elderly Persons - 598

***Program/Activity:*** *Real Property Tax Relief Program*

***Provider(s):*** City of Alexandria Department of Finance

***Target Population:*** Income-Eligible Elderly and/or Disabled Homeowners

***Program/Activity Description:*** Provides forgiveness of real property taxes for income-eligible persons who are over age 65 or permanently disabled. As of January 2005, the qualifying annual income for full abatement of real estate taxes was \$40,000 and for partial abatement it was \$62,000.

***Geographic Distribution:*** Citywide

***Projected Funding for City FY 2006 (By Source):*** City Revenue Foregone - \$2.5 million

***Service Objective:*** Households Served - 867

***Program/Activity: Rent Relief Program*****Provider(s):** City of Alexandria Department of Human Services (DHS)**Target Population:** Income-Eligible Elderly and/or Disabled Renters**Program/Activity Description:** Provides financial assistance to income-eligible renters (currently household income cannot exceed \$25,600) who receive no other rental assistance and who are age 65 or older or who have a complete and total disability. Benefit levels vary based on income.**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** City General Fund - \$190,000**Service Objective:** Households Served - 75***Program/Activity: Rebuilding Together Alexandria (formerly Alexandria Christmas in April) - National Rebuilding Day Activities*****Provider(s):** Rebuilding Together Alexandria (RTA)**Target Population:** Low-Income Elderly, Low-Income Disabled or Low-Income Homeowners**Program/Activity Description:** Provides home improvement and repair services to low-income elderly and/or disabled or low-income City homeowners primarily using volunteer labor**Geographic Distribution:** Citywide**Projected Funding for City FY 2006 (By Source):** Total of \$165,035 in Private In-Kind/Cash Donations.**Service Objective:** Households Served - 30

*Many elderly City residents will also take advantage of the City's Single Family Rehabilitation Loan Program (see Section VII.A.3.) to make accessibility modifications to their homes, which improve their ability to age in place. Since FY 1998, 56% of the income-eligible households assisted through this program have been elderly. Housing-related assistance is also available to elderly City residents through VMH, Inc., which uses funds received through the state's Weatherization Program to provide grants for energy efficiency improvements in the homes of low-income households with priority given to the elderly and persons with disabilities.*

*At the April 2000 public hearing on the City's current 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. An assisted living setting not only provides permanent housing, but also offers supportive services to elderly 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. 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 City FY 2000, representatives of a number of elder-serving entities within the City, including ARHA, OAAS, the Department of Health and of Mental Health, Mental*

*Retardation and Substance Abuse, the Office of Housing 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 expanded its membership to include residents of the senior highrises. The group evaluated assisted living programs in other areas to determine what might work in Alexandria, and completed a City-wide survey of current very low and low-income clients to determine the potential need for assisted living in the City. In the spring of 2003, the Assisted Living Study Group released a report that recommended enhancing in-home services for the elderly in the City and recommended that a new work group be formed to propose enhancements to assisted living for low income City residents.*

*The Assisted Living Work Group began meeting in the fall of 2003. The group consists of representatives from ARHA, the City's Office of Housing, OAAS, DHS Administration, members of the Commission on Aging and a representative from the continuing care retirement field. The Work Group is now focusing on securing a non-profit partner to assist with a market analysis and feasibility study for assisted living in Alexandria. A non-profit partner could also assist the City with the management and operation of a proposed assisted living facility. Future tasks include: identifying a site and securing the non-profit partner. The group must report back to City Council with recommendations for establishing affordable assisted living.*

**Leveraging of Federal Funds:** The leveraging of any federal funds that may be used to support programs mentioned above is discussed as applicable in Sections 2 VII.A and VII.C. No federal funds are leveraged by programs/activities above that are not included in those sections

**Support for Applications by Other Entities:** The City government would support applications by other entities for funding to continue housing programs for the elderly at existing levels of service, as well as to implement new initiatives specifically identified in the Consolidated Plan and/or Action Plans, subject to City Council approval of specific locations for any new facilities. Applications to increase service levels or to add new services not addressed in the Consolidated Plan or Action Plans would require City Council approval.

#### **VII.A.6 Persons with Physical Disabilities**

Activities to be undertaken during City FY 2006 for lower-income persons with physical and sensory disabilities will address the following specific objectives established in the Consolidated Plan for City FY 2006-2010:

- Improve living conditions for five non-elderly disabled homeowners with incomes at or below HUD's moderate-income limits occupying ownership units with physical defects and/or that are in need of accessibility modifications; and
- Support accessibility modifications in 15 existing privately-owned rental housing units occupied by disabled renters with incomes at or below HUD's moderate-income limits;
- Relieve the housing cost burden for 70 income-eligible non-elderly disabled renters and/or homeowners per year.

***City FY 2006 Programs/Activities for Persons with Physical Disabilities:******Program/Activity: Rental Accessibility Modification Program (RAMP)******Provider(s):*** City of Alexandria Office of Housing***Target Population:*** Extremely Low- to Moderate-Income Disabled Renters***Program/Activity Description:*** Supports accessibility modifications in income-eligible renter households with grants of up to \$50,000 in CDBG funds for substantive modifications and mini-grants of up to \$1,500 from the City's Housing Trust Fund for more minor modifications***Geographic Distribution:*** Citywide***Projected Funding for City FY 2006 (By Source):*** TOTAL - \$167,000 [New CDBG - \$99,672; CDBG Carryover - \$61,328; City Housing Trust Fund Carryover- \$6,000]***Service Objective:*** Households Served - 6



*During City FY 2006, 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 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. More information on the Fair Housing Testing Program is provided in Section III.D.*

*Low- and moderate-income homeowner households with a disabled member may qualify to utilize the City's Home Rehabilitation Loan Program to support modifications necessary to accommodate a physical disability or a mobility impairment. It is estimated that at least one household served through this program during City FY 2005 will include a person with a disability. For more information, see Section VII.A.3.*

*For low- and moderate-income renters with disabilities, 28 additional units are expected to become available upon completion of the redevelopment of Samuel Madden Homes (Downtown) by the Alexandria Redevelopment and Housing Authority (ARHA; see Section VIIC.2. under "Resolution 830" for more details).*

*The City's Real Property Tax Relief and Rent Relief Programs, discussed in previously, are also available to income-eligible persons with disabilities. The City estimates that 50 non-elderly disabled persons will benefit from the Real Property Tax Relief Program and nine non-elderly disabled persons from the Rent Relief Program. Rebuilding Together Alexandria (RTA) and VMH, Inc. will also serve low-income disabled homeowners through their rehabilitation and energy improvement initiatives, which are also discussed in Section VII.A.5. The number of non-elderly disabled persons to be served by RTA and VMH, Inc. is unknown at this time.*

*An additional resource for persons with disabilities living in the City is offered by the Joblink Division of the City's Department of Human Services Path to Employment Initiative. This employment service maintains a full-time Employment Training Specialist for persons with disabilities and the Employment Resource Room is fully accessible, providing a wide variety of adaptive equipment and assistive technology, as well as an Assistive Technology Specialist to assist individuals in utilizing the specialized equipment. The Department of Human Services also employs a full-time Disability Resources Coordinator who is responsible for facilitating access to all City services by persons with disabilities and serves as an advocate for City residents with disabilities.*

**Leveraging of Federal Funds:** No funds are expected to be leveraged in connection with CDBG funds used to support RAMP. The leveraging of federal funds that may be used in connection with other programs mentioned above is discussed in the other sections referenced.

**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 of specific locations. 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.

#### **VII.A.7 Persons with Mental Health, Mental Retardation and/or Substance Abuse Problems**

Activities to be undertaken during City FY 2006 for persons with mental health, mental retardation and/or substance abuse problems will address the following specific objectives established in the Consolidated Plan for City FY 2006-2010:

- Continue to provide a continuum of residential treatment services to individuals with mental health, mental retardation and substance abuse problems;
- Develop four new group homes with an estimated total capacity of 24 beds to provide permanent residential treatment services for individuals with mental health, mental retardation and substance abuse problems;
- Develop 15 supervised apartments with an estimated total capacity of 45 beds to provide permanent residential treatment services for individuals with mental health, mental retardation and substance abuse problems; and
- Provide 10 tenant-based rental vouchers through the Section 8 Housing Choice Voucher Program to enable more individuals with mental health, mental retardation and substance abuse problems to secure affordable permanent supportive housing within the City.

The City's primary strategy for assisting 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 (MH/MR/SA). ACSB 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 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 ACSB.

***City FY 2006 Programs/Activities for Persons with Mental Health, Mental Retardation and/or Substance Abuse Problems:***

***Program/Activity: Residential Services Programs***

***Provider(s):*** ACSB and SHA

***Target Population:*** Extremely Low- to Moderate-Income Renters with Mental Illness, Mental Retardation and/or Chemical Dependency

***Program/Activity Description:*** Provides transitional and affordable permanent supportive housing to clients with mental illness, mental retardation and/or chemical dependency through group homes and supervised apartments, most of which are owned by SHA

***Geographic Distribution:*** Citywide - See Figure 2 in Appendix III

***Projected Funding for City FY 2006 (By Source):*** Federal Supportive Housing Program (SHP); also City General Fund, grants from the Virginia Department of Mental Health, Mental Retardation and Substance Abuse Services, client fees and other revenue

***Service Objective:*** Persons Assisted - 239

*In order to respond to the changing needs of a growing number of clients with both mental illness and substance dependence, MH/MR/SA provides integrated services across disability lines that include mental illness, mental retardation and drug/alcohol addiction 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 service delivery system enables MH/MR/SA to allocate its staff and resources in a manner that better meets the needs of a changing client population.*

***Leveraging of Federal Funds:*** Federal funds used to assist persons with mental health, mental retardation and/or chemical dependency leverage state, local and private funds.

Operating funds consisting of federal SHP Transitional Housing monies will be matched ACSB funds. Operating funds of federal SHP Permanent Housing monies will be matched with ACSB funds.

***Support for Applications by Other Entities:*** The City government would support applications by other entities for funding to continue housing programs for persons with mental health, mental retardation and/or substance abuse problems at existing levels of service, as well as to implement new initiatives specifically identified in the Consolidated Plan, Action Plans and/or the Alexandria Community Service Board (CSB) Five-Year Housing Plan, subject to City Council approval of specific locations for any new facilities. Applications to increase service levels or to add new services not addressed in the Consolidated Plan, Action Plans or CSB Five-Year Housing Plan would require City Council approval. 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.

**VII.A.8 Persons Living With or Affected By HIV/AIDS**

Activities to be undertaken during City FY 2006 for persons living with or affected by HIV/AIDS will address the following specific objectives established in the Consolidated Plan for City FY 2006-2010:

- Maintain 10 tenant-based rental housing vouchers to provide rent subsidies to income eligible persons living with HIV/AIDS and their families.

The City will continue to address the housing and supportive services needs of persons living with HIV/AIDS and their families through the City’s Health Department, the City’s Department of Mental Health, Mental Retardation and Substance Abuse (MH/MR/SA), the Alexandria Redevelopment and Housing Authority (ARHA), the INOVA Juniper Program and other public and non-profit organizations.

The federal Housing Opportunities for Persons with AIDS (HOPWA) program represents a major source of funding for this purpose. HOPWA funds are awarded to the entire Washington, D.C. metropolitan area as a whole through the District of Columbia’s Administration for HIV/AIDS, which has been designated by the federal administering agency, the Department of Housing and Urban Development (HUD), as the entity that must apply for and receive HOPWA grant funds for the region. In Northern Virginia, these funds are managed and distributed by the Northern Virginia Regional Commission (NVRC) and are made available to persons living with HIV/AIDS in four categories of assistance: short-term housing assistance; group home operation support and technical assistance, for which related services are provided on a regional basis; and long-term rental assistance, for which funding is allocated to individual jurisdictions. The City of Alexandria’s allocation is administered for the City by ARHA.

***City FY 2006 Programs/Activities for Persons Living With or Affected by HIV/AIDS:***

<p><b><i>Program/Activity:</i></b> Long-Term Tenant-Based Rental Assistance for Persons With HIV/AIDS</p> <p><b><i>Provider(s):</i></b> ARHA for the City of Alexandria</p> <p><b><i>Target Population:</i></b> Persons with HIV/AIDS</p> <p><b><i>Program/Activity Description:</i></b> Provides long-term tenant-based rental assistance for persons living with HIV/AIDS under the HOPWA voucher program</p> <p><b><i>Geographic Distribution:</i></b> Citywide</p> <p><b><i>Projected Funding for City FY 2006 (By Source):</i></b> HOPWA - \$108,000 (estimate)</p> <p><b><i>Service Objective:</i></b> HOPWA Vouchers Available - 10</p>
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***Program/Activity: Agape House***

**Provider(s):** Wesley Housing Development Corporation

**Target Population:** Homeless Persons with HIV/AIDS

**Program/Activity Description:** Housing for homeless persons with HIV/AIDS

**Geographic Distribution:** Fairfax County, VA - Facility is open to Alexandria residents citywide

**Projected Funding for City FY 2006 (By Source):** Not Specified

**Service Objective:** Overall Apartments Available - 12

***Program/Activity: Supportive Services for Persons Living With or Affected by HIV/AIDS***

**Provider(s):** Alexandria Health Department; City's Department of Mental Health, Mental Retardation and Substance Abuse (MH/MR/SA); WWC/NOVA; INOVA Juniper Program; K.I. Services, Northern Virginia AIDS Ministry (NOVAM) and Positive Livin'

**Target Population:** Homeless Persons Living With or Affected by HIV/AIDS

**Program/Activity Description:** Includes primary medical care, drug assistance, public health nurse case management, dental and nutrition services for low-income persons with HIV/AIDS provided by the Alexandria Health Department, as well as non-housing-related services (including medical, dental, mental health, prescription drug assistance, case management and/or legal services) available to persons living with HIV/AIDS throughout Northern Virginia with the support of Ryan White CARE Act funds provided by the INOVA Juniper Program, Positive Livin' and WWC/NOVA. MH/MR/SA will provide HIV testing, as well as testing-related counseling and education.

**Geographic Distribution:** Available to Alexandria residents Citywide

**Projected Funding for City FY 2006 (By Source):** Alexandria Health Department - \$500,000 in Ryan White Comprehensive AIDS Response Emergency (CARE) Act and other funds; MH/MR/SA - Federal Substance Abuse Block Grant; INOVA Juniper Program and Positive Livin' and WWC/NOVA - Ryan White CARE Act; WWC/NOVA has also applied for City General Fund monies allocated through the City's Community Partnership Fund for Human Services to provide case management and legal services to persons living with HIV/AIDS in the City of Alexandria.

**Service Objective:** Persons Assisted with Primary Medical Care and Other Services by Alexandria Health Department - 196; Alexandria Residents Assisted with Case Management and Legal Services by WWC/NOVA - 125

*City residents with HIV/AIDS who do not have housing are referred to Carpenter's Shelter and the Alexandria Community Shelter. These emergency shelters cannot always accommodate referrals of persons leaving incarceration and/or substance abuse programs. City residents living with HIV/AIDS may be eligible for general mental health and substance abuse services offered by MH/MR/SA, including outreach, psychiatric evaluation and medication monitoring, case management, residential treatment, social detoxification, day support, neuropsychological testing and individual and group counseling.*

***Leveraging of Federal Funds:*** Federal HOPWA and Ryan White CARE Act monies to be used by service providers will leverage local and private monies. Ryan White CARE Act monies used by the Alexandria Health Department will leverage local monies.

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***Support for Applications by Other Entities:*** The City would support applications by other entities for funding to continue housing programs for the persons with HIV/AIDS at existing levels of service, as well as to implement any new initiatives specifically identified in the Consolidated Plan and/or Action Plans, subject to City Council approval of specific locations for any new facilities. Applications to increase service levels or to add new services not addressed in the Consolidated Plan and/or Action Plans would require City Council approval. 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.

**VII.B Non-Housing Community Development Programs and Services**

The following sections provide information on City community development programs and services proposed for City FY 2006 (including economic development activities, and actions to reduce poverty), which will serve low- and moderate-income persons or other target groups addressed in this document (e.g., special needs populations) or persons in low-income areas.

**VII.B.1 Economic Development**

***Program/Activity: Revitalization of Mount Vernon Avenue and Northern Route 1 Commercial Corridors***

**Responsible Entity(ies):** Alexandria Economic Development Partnership (AEDP) and City of Alexandria Department of Planning and Zoning

**Consolidated Plan Target Group or Area:** Mt. Vernon Ave. and Northern Route 1 (within Potomac West Neighborhood Strategy Area)

**Program/Activity Description:** Encourages revitalization to provide employment and commercial opportunities. This area is part of the City’s State Enterprise Zone, where businesses can benefit from employment training/placement services, technical assistance, small business financing opportunities, state tax credits and grants. The City and AEDP will also continue to work with residents and businesses in Potomac West to develop a strategy for improving business activity and the business climate along the Mount Vernon Avenue corridor. While a long-range plan for the redevelopment of several sites in this area has been adopted, private investment in the area is not immediately expected due to market conditions and other factors. In the interim, the City’s Department of Planning and Zoning 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. Assist city businesses through a Facade Improvement Program.

**Projected Funding for City FY 2006 (By Source):** City General Fund - \$735,475 (for AEDP to continue efforts to attract, expand and retain business opportunities in the City, including the Enterprise Zone) and \$100,000 request for additional city funding for the Facade Improvement Program

**Service Objective:** In the Enterprise Zone, increase employment, stabilize the commercial tax base, increase property values an average of five percent annually and increase the number of retail or local service establishments by two locations per year along Mt. Vernon Avenue

*The City also provides training and services to enable low-income Alexandrians obtain jobs. (see “Employment and Training” in Section VII.B.2.)*

**VII. B. 2 Employment and Training**

***Program/Activity: Employment Services***

**Responsible Entity(ies):** City of Alexandria DHS

**Consolidated Plan Target Group or Area:** Consumers will include Low- and Moderate-Income Households

**Program/Activity Description:** Includes *JobLink*, the City's One Stop Center for Workforce Investment Act of 1998 (WIA) service delivery, which among other programs offers the Community Digital Divide Initiative (CDDI) to help under-served communities gain low-or no-cost access to computers and to *JobLink* networks through the Internet; the Virginia Initiative for Employment not Welfare (VIEW), which provides employment counseling/placement services, day care, needs assessments, support payments and other resources to remove barriers to employment for TANF recipients; the TeensWork! Youth Employment Program, which will endeavor to place 80 youths in public and private non-profit work sites during the summer and 150 youth in unsubsidized employment and job readiness activities; a federally-funded WIA effort focusing on employment readiness for 50 hard-to-serve youth receiving year-round services; and the EAGLES, which prepares ex-offenders for finding, maintaining and advancing in employment.

**Projected Funding for City FY 2006 (By Source):** Total - \$3,809,384 in federal, state, and local General fund.

**Service Objective:** Persons - 5,200



### VII.B.3 Other Community Development Activities

***Program/Activity: Code Enforcement and Blight Abatement***

***Responsible Entity(ies):*** City of Alexandria Code Enforcement Bureau

***Consolidated Plan Target Group or Low-Income Area:*** Citywide, including the Potomac East NSA, Potomac West NSA and Strawberry Hill - See Figure 3 in Appendix III

***Program/Activity Description:*** Includes continued monitoring of properties throughout the City for compliance with building, fire and maintenance codes; and continued implementation of the Spot Blight Abatement program through which the City works with property owners to correct conditions that have caused their properties to be deemed detrimental to the health, safety and welfare of the community or, if necessary, intervenes to abate the violations with associated costs placed as a lien against the property or recouped from the sale of the property. While City Council voted in November 2003 to discontinue the Blighting Influences Program pending removal of a final six properties from this program's monitoring list, it is expected that vacant houses that might become blighted properties in the Potomac West NSA, the Potomac East Conservation District and the Southwest Quadrant Rehabilitation District (within Potomac East NSA), which were formerly monitored under this program, will continue to be addressed by the Spot Blight Abatement program.

***Projected Funding for City FY 2006 (By Source):*** The City's estimated cost to provide these services in the City target areas identified above is between \$40,800 and \$45,900 per year.

***Service Objective:*** Monitor and abate code issues and blighting influences

*Low- and moderate-income owner-occupants of residential units may qualify for assistance under the City's Single Family Rehabilitation Loan Program to implement historic preservation and/or energy efficiency improvements (for more information, see Section VII.A.3.).*

### VII.C 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.

#### VII.C.1 Actions to Address Obstacles to Meeting Underserved Needs

The analysis contained in the Consolidated Plan points to the greatest need being additional funds. As noted elsewhere in this document, the City will continue to identify other possible sources of funding, including the possibility of dedicating some of the new recordation tax revenue to affordable housing development and revising the policy on developer contributions in a way that could increase contributions to the Housing Trust Fund.

## **VII.C.2 Actions to Foster and Maintain 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. The City has also become increasingly concerned with preserving the affordability of currently-affordable private market rental housing, and took steps in FY 2004 to establish the Alexandria Housing Development Corporation to preserve and develop affordable housing - primarily rental - in the City (for more detail, see the Alexandria Housing Development Corporation section below). In terms of homeownership, the primary goal is to assist households with incomes between 50% of the median income for the area (currently \$44,650 for a household of four) and the City-established maximum income limit (currently \$79,500 for three or more persons).

### **Resolution 830**

The City has long held the preservation of its existing assisted rental housing stock as one of its highest priorities. Under Resolution 830, the City and ARHA have a long-standing joint commitment to preserve and maintain, at a minimum, 1,150 publicly-assisted housing units. This resolution assures that none of the 1,150 public housing units in existence when the Resolution was adopted in 1982 will be lost without one-for-one replacement.

Resolution 830 applies to ARHA's redevelopment of the Samuel Madden Homes (Downtown) Public Housing project. In December 2002, City Council approved a redevelopment plan for Samuel Madden that includes both on-site and off-site projects and that ensures one-for-one replacement of the 100 public housing units originally available at the Samuel Madden Homes (Downtown) location. The on-site portion of this redevelopment project, undertaken by ARHA in partnership with Eakin/Youngentob Associates, Inc., will include 52 (26 two-bedroom and 26 three-bedroom) public housing units in a development with 100 market rate ownership units. The other 48 replacement public housing units will be developed in partnership with Enterprise Homes off-site at 423 South Reynolds Street, 325 South Whiting Street and at the intersection of West Braddock Road and Radford Street. ARHA has received the first 12 units on-site, and expects to receive the balance of the on-site units by the end of calendar 2005. ARHA also anticipates that the off-site units will be completed in FY 2006.

Financing for the Samuel Madden redevelopment project included a combination of HOPE VI funds (\$6.7 million), LIHTC monies (\$9 million), proceeds from the sale of the two-block area on which Samuel Madden Homes was located (\$8 million), City Housing Trust Fund monies (\$2 million) and City Capital Improvement Program (CIP) monies (\$2.2 million).

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

The City will continue to foster and maintain affordable housing through its Affordable Housing Policy, which was originally adopted by City Council in January 1993 and adopted with revisions in November 2002. The policy sets forth the City's framework for the provision of affordable housing.

One of the most important elements of the Affordable Housing Policy is its establishment of the Affordable Housing Advisory Committee (AHAC), 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 faith community; a civic association; a renter; a City employer, and a group interested in the promotion of affordable housing.

The policy also establishes formal guidelines for the participation, on a voluntary compliance basis, of residential and commercial developers in the achievement of the City's affordable housing objectives through cash contributions or the provision of affordable units. The formula voluntary cash contribution has been \$1.00 per gross square foot of new development, but the City and the development community are in the process of discussing increases in the voluntary contribution amounts.

During City FY 2004, the City sought and received authorization from the State to include in its policies and zoning ordinance provisions for an Affordable Dwelling Unit (ADU) program under §Section 15.2-2304 of the Virginia State Code, which would enable the City to provide optional increases in density in exchange for affordable housing, in a manner that allows greater flexibility than under the State Code section currently applicable to the City. In FY 2005, the City worked closely with developers to revise the developer contribution section of the policy. While the proposed policy revisions include significant increases in the current \$1 per gross square foot cash contribution, the contributions would be entirely voluntary. The City Council is expected to consider the policy revisions in the spring of 2005.

In addition, it is estimated that during City FY 2006, approximately \$1.8 million in Housing Trust Fund monies will be available for allocation to affordable housing activities. This excludes amount approximately \$1 million that has been committed to several activities discussed in Section I, and includes \$1.3 million allocated to the Housing Opportunities Fund, which is described below.

Approximately \$1 million in Housing Trust Fund monies available in FY 2006 is committed to several activities discussed in Section I. Another \$1.225 million has been allocated to the Housing Opportunities Fund, described below, for affordable housing development activities. An additional \$1.8 million (most of which is program income anticipated to be received during the year) is expected to be available for allocation to new activities.

### **Housing Opportunities Fund**

The City established the Housing Opportunities Fund in February 2002 to promote the development and preservation of affordable sales and rental housing units in the City. The initiative was initially funded with a combined total of \$1 million dollars in HOME (including match), City General Fund and City Housing Trust Fund monies. A similar level of funding has

been allocated to the Housing Opportunities Fund in every successive fiscal year. Projects supported with HOME monies through the Housing Opportunities Fund will leverage funding from state, local and/or private resources.

During City FY 2006, an estimated \$3.3 million in Housing Opportunities Fund monies (including a total of \$1,207,765 in HOME funds, including match) will be available to assist with feasibility studies, pre-development costs, land acquisition, new construction, rehabilitation, or other efforts to provide or preserve affordable housing. For the purposes of this initiative, affordable sales housing is generally defined as having a maximum sales price of \$250,000 (for a three bedroom unit) and being sold to households that are within the City's income limits for its MIHP program (currently \$79,500 for a household of three or more persons). Affordable rental housing is generally defined as having rent levels that do not exceed those used for Low Income Housing Tax Credit (LIHTC) Program purposes, which are affordable to households at 60% of the area median income paying 30% of their income for rent. Any HOME funds utilized for Housing Opportunities Fund projects will be subject to all applicable federal requirements, including income limits, rent levels and recapture or resale provisions.

### **The Alexandria Housing Development Corporation**

In 2004, the City endorsed the creation of organization and named five incorporators who established the non-profit Alexandria Housing Development Corporation with a mission to produce and preserve affordable housing in Alexandria (primarily, but not limited to, multifamily rental housing). Multifamily rental housing supported by this organization will serve households with incomes of up to 60% of area median income (currently \$53,580 for a four-person household). Though sales housing supported by the organization may serve households with incomes of up to 100% of area median income (currently \$89,300 for four-person household), at least 75% of the sales housing units will serve households with incomes no greater than 80% of area median income (currently \$58,000 for a four-person household as defined by HUD). Housing provided through the efforts of this organization will be expected to remain affordable in perpetuity.

Though the housing corporation is an independent entity, the City will be its primary source of operating funds. Five individuals were appointed by City Council in January 2004 to incorporate the new board and serve as its initial board members. Since then, the board has incorporated, hired a full-time executive director, appointed four additional board members, and has its first contract on a twelve unit apartment building. The board will continue to look aggressively for opportunities to preserve affordable housing in the City.

### **VII.C.3 Actions to Remove Barriers to Affordable Housing**

As discussed in the Five-Year Consolidated Plan, the City continues to look at barriers to affordable housing development. The greatest regulatory barrier to affordable housing may be restrictive State laws and policies that prohibit the City from requiring contributions to affordable housing in new developments. During FY 2006, the City will participate in the

State's Housing Study Commission that will consider affordable housing policies and options for localities.

#### **VII.C.4 Fair Housing Activities**

Since 1988, the City has conducted ongoing fair housing testing to determine the presence of discrimination in the housing industry. The testing program uses paid testers to contact 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. The Office of Housing files complaints with the Alexandria Human Rights Office when serious, repetitive problems occur. City staff meet with representatives of the entities tested to discuss less serious problems of discrimination discovered during testing.

During City FY 2006, the Office of Housing will conduct fair housing testing for discrimination based one or more of the following bases prohibited by federal or state fair housing laws or the City's Human Rights Ordinance: race, age, marital status, color, national origin, familial status, disability sex, religion, ancestry and sexual orientation.

In City FY 2006, Office of Housing staff will coordinate and present public education programs to improve public awareness and promote compliance with fair housing laws. In addition to two regularly scheduled annual seminars, Office of Housing staff conducts on-site fair housing training for real estate and property management professionals. This training is provided as a free service to businesses operating in the City.

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 \$47,386 budget for the Fair Housing Testing Program in City FY 2005 consists of \$36,381 in new CDBG funds and \$11,005 in carryover CDBG funds:

#### **VII.C.5 Actions to Evaluate and Reduce Lead-Based Paint Hazards**

The City's Office of Housing ensures that applicable programs are operated in accordance with HUD's Title X regulations on lead-based paint. 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 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 clearance examination in a detailed report.

Assessments are also conducted when painted surfaces are to be disturbed or replaced through the City's Single Family 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. For this program, the level of assistance being provided determines the actions that need to be taken to meet the requirements of the Title X regulations. These action levels are as follows:

- ▶ 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 for rehabilitation.

All testing and risk assessments, as well as clearance of any identified lead hazards, are performed by a certified lead-based paint inspector and a certified risk assessor to determine if rehabilitated units are safe for future occupants. At all times during rehabilitation, the City ensures that interim controls and standard treatment practices are followed. These include addressing friction and impact surfaces, creating smooth and cleanable surfaces, encapsulation, removing or covering lead-based paint components, and paint stabilization. The City also follows regulatory requirements regarding abatement and permanently removes lead-based paint hazards, often through paint and component removal and enclosure. In addressing these hazards, the City follows safe work practices for all work to be completed on lead-based paint surfaces. These practices are required on interior surfaces larger than two square feet and on exterior surfaces larger than 20 square feet.

All initial meetings with the loan applicant and the architect include a discussion of lead-based paint requirements that may result in additional rehabilitation work and/or costs that were 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 City FY 2006 at a projected cost of \$3,850 (not including follow-up or case management). An estimated 350 tests will be conducted to determine if the lead level of Alexandria children is above acceptable levels. Children with screening (capillary) levels above 10 µg/dl will have venous blood tested for lead levels. For children determined to have venous blood lead levels above 15 µg/dl, the Health Department will conduct environmental tests using its lead-based paint analyzer on suspect buildings in the City where these children live or play. Children with marked elevations will receive case management for necessary treatment and follow-up.

### **VII.C.6 Actions to Reduce the Number of Poverty Level Families**

Refer to Section VI.F. for information.

### **VII.C.7 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 housing and/or supportive services in collaboration with public agencies aggressively pursue opportunities that will provide additional resources for particular steps on the continuum of services. The new housing development corporation discussed in Section III.B above was created to enhance the existing institutional structure by establishing a development entity whose primary focus will be promoting housing development and preservation projects within the City.

### **VII.C.8 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 supportive service needs of City residents. Section II of this report identifies a number of activities where extensive coordination of this type is required. 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 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 a variety of public and private organizations that serve 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.
- ▶ Assisted Living Work Group
- ▶ City and ARHA collaboration at the policy level includes the City Council/ARHA subcommittee, which consists of the City's mayor and Vice mayor and the ARHA Board of Director's Chair and Vice Chair. In addition, the Samuel Madden Redevelopment Working Group involves the mayor, one Council member, the ARHA Board Chair and Vice Chair, and a member of the City's Planning Commission.
- ▶ 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 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.

### **VII.C.9 Fostering of Public Housing Improvements and Resident Initiatives**

#### **Public Housing Improvements**

ARHA will receive a comprehensive facility study in spring 2005, from which it will prepare a prioritized list of proposed improvements to public housing units in summer 2005. The specific projects targeted for FY 2006 will be determined at that time.

#### **ARHA Resident Initiatives**

ARHA established its Social Services Division in 1999 to implement structured programs emphasizing education, training, and employment intended to promote self-sufficiency for residents. To support these programs, ARHA seeks federal, state and private grant monies usually in competition with other public housing authorities, resident councils, local and state governments and non-profit organizations, as well as in-kind services from local government agencies, community groups, faith-based organizations and non-profits. During City FY 2006, ARHA anticipates that limited social services will be provided to its residents through the Family Learning Resource Center (FLRC), which provides a variety of educational, social, and cultural activities for public housing children of all ages, and the Senior Services Outreach Program, under which ARHA collaborates with City and private agencies to ensure timely



delivery of services such as medical care, meals, clothing, financial management, and access to social services for elderly and disabled ARHA residents. General social services provided by City agencies are also available to ARHA residents.

During City FY 2006, ARHA will continue to promote resident input on ARHA initiatives. It is expected that the Parents Council and volunteers from the neighborhood will continue to work closely with the Family Learning Resource Center (FLRC), a program of ARHA's Social Services Division which provides a variety of educational, social, and cultural activities for public housing children of all ages. In addition, it is anticipated that the Agency Plan Residents' Advisory Board, which is comprised of public housing and Section 8 residents elected in an ARHA-wide election, will continue to contribute resident input on the Annual and Five-Year Public Housing Authority Plans required by HUD and that both the Alexandria Residents Council (ARC) and the Ladrey High-Rise Advisory Board (LHAB) will continue to work with ARHA to address resident needs.

#### **VII.D Federal Application and Certification Forms; City FY 2006 CDBG and HOME Budgets; and Listing of Proposed City FY 2006 CDBG/HOME-Funded Projects**

##### **Application for City FY 2006 (Federal FY 2005) Community Development Block Grant and Home Investment Partnerships Program Funds**

This section serves as the City's application for Federal Fiscal Year 2004 Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) Program funds. These funds will cover the City's Fiscal Year 2006, from July 1, 2005 to June 30, 2006. 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 31st year CDBG and FFY 2005 HOME programs reflect the City's continued commitment to that objective.

From City FY 1976 through City FY 2005, the City has received \$38,137,000 in CDBG funds and has utilized the vast majority of these funds to address housing needs. With the inception of the HOME Program in 1990, under which the City has received \$8,418,452 from City FY 1993 through City FY 2005, 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, 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.

As shown in Tables J and K below, the City's total consolidated HUD allocation for Federal FY 2005 is \$2,286,450, including \$1,411,586 in CDBG funding and \$874,864 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).

Following the Proposed Projects in this section 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.

**Application for  
Federal Assistance**

**U.S. Department of Housing  
and Urban Development**

OMB Approval No.2501-0017 (exp. 01/31/2008)

DUNS#: 07-485-3250

1. Type of Submission

Application  Preapplication

2. Date Submitted	4. HUD Application Number
3. Date and Time Received by HUD	5. Existing Grant Number
	6. Applicant Identification Number

7. Applicant's Legal Name City of Alexandria, VA	8. Organizational Unit Office of Housing
---	---

9. Address (give city, county, State, and zip code) A. Address: 301 King Street B. City: Alexandria C. County: D. State: VA E. Zip Code: 22314	10. Name, title, telephone number, fax number, and e-mail of the person to be contacted on matters involving this application (including area codes) A. Name: Mildrilyn Stephens Davis B. Title: Director, Office of Housing C. Phone: 703-838-4990 D. Fax: 703-706-3904 E. E-mail: mildrilyn.davis@alexandriava.gov
---	---

11. Employer Identification Number (EIN) or SSN 54-6001103	12. Type of Applicant (enter appropriate letter in box) <input checked="" type="checkbox"/> C A. State I. University or College B. County J. Indian Tribe C. Municipal K. Tribally Designated Housing Entity (TDHE) D. Township L. Individual E. Interstate M. Profit Organization F. Intermunicipal N. Non-profit G. Special District O. Public Housing Authority H. Independent School District P. Other (Specify)
---	--

13. Type of Application <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Renewal <input type="checkbox"/> Revision If Revision, enter appropriate letters in box(es) <input type="checkbox"/> <input type="checkbox"/> A. Increase Amount B. Decrease Amount C. Increase Duration D. Decrease Duration E. Other (Specify)	14. Name of Federal Agency <b>U.S. Department of Housing and Urban Development</b>
---	---

15. Catalog of Federal Domestic Assistance (CFDA) Number Title: Community Development Block Grant (CDBG) Component Title: <b>14 --- 218</b>	16. Descriptive Title of Applicant's Program Proposed use of funds for CDBG Program 31st Program year
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17. Areas affected by Program (boroughs, cities, counties, States, Indian Reservation, etc.) City of Alexandria
--

18a. Proposed Program start date 7/1/05	18b. Proposed Program end date 6/30/06	19a. Congressional Districts of Applicant 8th	19b. Congressional Districts of Program 8th
--	---	--	--

20. Estimated Funding: **Applicant must complete the Funding Matrix on Page 2.**

21. Is Application subject to review by State Executive Order 12372 Process?

A. Yes  This preapplication/application was made available to the State Executive Order 12372 Process for review on: Date \_\_\_\_\_

B. No  Program is not covered by E.O. 12372

Program has not been selected by State for review.

22. Is the Applicant delinquent on any Federal debt?  No

Yes If "Yes," explain below or attach an explanation.

**Application for  
Federal Assistance**

**U.S. Department of Housing  
and Urban Development**

OMB Approval No.2501-0017 (exp. 01/31/2008)

DUNS#: 07-485-3250

1. Type of Submission

Application  Preapplication

2. Date Submitted	4. HUD Application Number
3. Date and Time Received by HUD	5. Existing Grant Number
	6. Applicant Identification Number

7. Applicant's Legal Name City of Alexandria	8. Organizational Unit Office of Housing
---	---

9. Address (give city, county, State, and zip code) A. Address: 301 King Street B. City: Alexandria C. County: D. State: VA E. Zip Code: 22314	10. Name, title, telephone number, fax number, and e-mail of the person to be contacted on matters involving this application (including area codes) A. Name: Mildrilyn Stephens Davis B. Title: Director, Office of Housing C. Phone: 703-838-4990 D. Fax: 703-706-3904 E. E-mail: mildrilyn.davis@alexandriava.gov
---	---

11. Employer Identification Number (EIN) or SSN 54-6001103	12. Type of Applicant (enter appropriate letter in box) <input checked="" type="checkbox"/> C A. State I. University or College B. County J. Indian Tribe C. Municipal K. Tribally Designated Housing Entity (TDHE) D. Township L. Individual E. Interstate M. Profit Organization F. Intermunicipal N. Non-profit G. Special District O. Public Housing Authority H. Independent School District P. Other (Specify)
---	--

13. Type of Application <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Renewal <input type="checkbox"/> Revision If Revision, enter appropriate letters in box(es) <input type="checkbox"/> <input type="checkbox"/> A. Increase Amount B. Decrease Amount C. Increase Duration D. Decrease Duration E. Other (Specify)	14. Name of Federal Agency <b>U.S. Department of Housing and Urban Development</b>
---	---

15. Catalog of Federal Domestic Assistance (CFDA) Number Title: Home Investment Partnerships (HOME) Program Component Title: 14 --- 239	16. Descriptive Title of Applicant's Program Proposed use of Federal FY 2005 HOME Investment Partnerships (HOME) Program Funds
--	---

17. Areas affected by Program (boroughs, cities, counties, States, Indian Reservation, etc.) City of Alexandria	
--	--

18a. Proposed Program start date 7/1/05	18b. Proposed Program end date 6/30/06	19a. Congressional Districts of Applicant 8th	19b. Congressional Districts of Program 8th
--	---	--	--

20. Estimated Funding: **Applicant must complete the Funding Matrix on Page 2.**

21. Is Application subject to review by State Executive Order 12372 Process?  
A. Yes  This preapplication/application was made available to the State Executive Order 12372 Process for review on: Date \_\_\_\_\_  
B. No  Program is not covered by E.O. 12372  
 Program has not been selected by State for review.

22. Is the Applicant delinquent on any Federal debt?  No  
 Yes If "Yes," explain below or attach an explanation.

► **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. Definition of Modest Housing for HOME-Assisted Ownership Units**

To comply with the Home Program requirement that HOME-assisted ownership housing units qualify as affordable housing (i.e., that a unit's value does not exceed 95% of the median purchase price for single-family housing in the area), the City is required to define "modest housing" and describe the procedures to be used to determine that HOME-assisted ownership units fall within that definition.

As allowed by the HOME regulations for activities involving homeownership housing, the City will qualify a unit as modest housing for HOME purposes if the value of the unit falls within the Single Family Mortgage Limits under Section 203(b) of the National Housing Act (currently \$312,895 for a one-family home). When the HOME-funded activity involves homebuyer assistance, the City will utilize an appraisal to determine the property value of the assisted housing unit. When the activity involves rehabilitation of an owner-occupied housing unit, the City will generally utilize the property tax assessment to determine value. However, if the owner's equity is inadequate to secure the City's loan, the City may order an after-rehabilitation appraisal to establish whether or not the loan-to-value ratio will be acceptable upon completion of the rehabilitation.

**C. Resale Provisions**

The City will provide home purchase assistance in the form of no interest, deferred payment, second trust loans up to the Homeownership Assistance Program's maximum loan limit (currently \$50,000). 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

### Monitoring of CDBG and HOME-Funded Programs

To evaluate progress and to ensure compliance with CDBG and/or HOME requirements, as well as other federal guidelines, the City will conduct annual site visits with subrecipients to review program files and financial records.

### 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 down payment, 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, the City makes available the "Guide to Establishing a Small Business," which is published by the Alexandria Chamber of Commerce and the Small and Minority Business Task Force. 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
  - It will require that the language of paragraphs 1 and 2 of this anti-lobbying 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.

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**City of Alexandria, VA - City FY 2006-2010 Consolidated Plan**

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Signature/Authorized Official

Date

City Manager

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) 2003, 2004 and 2005 (a period specified by the grantee consisting of one, two, or three specific consecutive federal 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

**City of Alexandria, VA - City FY 2006-2010 Consolidated Plan**

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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 activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R.

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

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

\_\_\_\_\_  
Date

City Manager

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

\_\_\_\_\_  
City Manager  
Title

## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

#### 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. 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.
4. 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).
5. 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 three).
6. 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 is required by 24 CFR part 24, subpart F.

7. 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).



**TABLE J**

**Community Development Block Grant (CDBG) 31<sup>st</sup> Year Proposed Budget  
July 1, 2005 - June 30, 2006**

<b>PROGRAM</b>	<b>30<sup>th</sup> Year Grant</b>	<b>Carryover Funds</b>	<b>Program Income</b>	<b>Total Funds Available</b>	<b>Percent of Budget</b>
CDBG Program Administration	\$239,433	\$45,972		\$285,405	10.41%
Eviction Assistance & Furniture Storage*	\$75,000	\$2,842		\$77,842	2.84%
Fair Housing Testing Program	\$46,092			\$46,092	1.68%
Home Rehabilitation Loan Program*	\$473,742	\$878,407	\$21,200	\$1,373,349	50.07%
Rental Accessibility Modification Program*	\$99,672	\$61,328		\$161,000	5.87%
Homeownership Assistance Program *	\$341,974	\$307,731	\$4,500	\$654,205	23.85%
Submissions and Applications for Federal Programs/Public Information	\$13,673	\$9,130		\$22,803	0.83%
Transitional Assistance Program*	\$102,000			\$102,000	3.72%
Winter Shelter*	\$20,000			\$20,000	0.73%
<b>TOTALS</b>	<b>\$1,411,586</b>	<b>\$1,305,410</b>	<b>\$25,700</b>	<b>\$2,742,696</b>	<b>100%</b>

\* These programs benefit low- and moderate-income persons. Funds for these programs constitute 100% of the non-administrative program budget. General administrative costs are presumed to benefit low- and moderate-income persons in the same proportion.

**TABLE K**

**Federal FY 2005 Home Investment Partnerships (HOME) Program Proposed Budget  
July 1, 2005 - June 30, 2006**

Program	FFY 2005 Grant	MATCHING FUNDS FOR NEW HOME GRANT			Carryover Funds*	Total Funds Available
		City General Fund	Other Non-Federal Monies			
HOME Administration	\$87,486			\$19,761	\$107,247	
HOME Homeownership	\$547,378	\$58,210	\$78,634	\$26,288	\$710,510	
HOME Housing Opportunity Fund	\$240,000	\$60,000		\$907,765	\$1,207,765	
<b>TOTAL</b>	<b>\$874,864</b>	<b>\$118,210</b>	<b>\$78,634</b>	<b>\$953,814</b>	<b>\$2,025,522</b>	

\* Carryover amounts include carryover funds from non-federal sources needed to match carryover HOME grant.

**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name: City of Alexandria**

**Priority Need:  
Planning & Administration**

**Project Title:  
CDBG Program Administration**

**Project Description:  
General management, oversight, and coordination of all CDBG Program-funded activities and programs.**

**Location:  
N/A**

Objective Number	Project ID 1
HUD Matrix Code 21A	CDBG Citation 570.206
Type of Recipient Local government	CDBG National Objective N/A
Start Date (mm/dd/yyyy) 07/01/05	Completion Date (mm/dd/yyyy) 06/30/06
Performance Indicator N/A	Annual Units N/A
Local ID	Units Upon Completion

<b>Funding Sources:</b>	
CDBG	\$239,433
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	45,972
Assisted Housing	
PHA	
Other Funding	
Total	\$285,405

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name:** City of Alexandria

**Priority Need:**  
Planning & Administration

**Project Title:**  
HOME Program Administration

**Project Description:**  
General management, oversight and coordination of all HOME Program-funded activities and programs.

**Location:**  
N/A

Objective Number	Project ID
HUD Matrix Code	CDBG Citation
Type of Recipient	CDBG National Objective
Start Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
Performance Indicator	Annual Units
Local ID	Units Upon Completion

<b>Funding Sources:</b>	.....
CDBG	.....
ESG	.....
HOME	\$87,486
HOPWA	.....
Total Formula	.....
Prior Year Funds	19,761
Assisted Housing	.....
PHA	.....
Other Funding	.....
Total	\$107,247

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name: City of Alexandria**

**Priority Need:  
Planning & Administration**

**Project Title:  
Submissions and Applications for Federal programs**

**Project Description:  
Funding for the preparation and submittal of funding applications, required Federal reports and plans.**

**Location:  
N/A**

Objective Number	Project ID 3
HUD Matrix Code 21E	CDBG Citation 570.206
Type of Recipient Local government	CDBG National Objective N/A
Start Date (mm/dd/yyyy) 07/01/05	Completion Date (mm/dd/yyyy) 06/30/06
Performance Indicator N/A	Annual Units N/A
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$13,673
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	9,130
Assisted Housing	
PHA	
Other Funding	
Total	\$22,803

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name:** City of Alexandria

**Priority Need:**  
Planning & Administration

**Project Title:**  
Fair Housing

**Project Description:**  
This program will fund the testing of rental properties and realtors in the City to identify any discriminatory practices in the rental and sales housing market.

**Location:**

Community Wide

Objective Number	Project ID 4
HUD Matrix Code 21D	CDBG Citation 570.206
Type of Recipient Local government	CDBG National Objective N/A
Start Date (mm/dd/yyyy) 07/01/05	Completion Date (mm/dd/yyyy) 06/30/06
Performance Indicator N/A	Annual Units N/A
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$46,092
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$46,092

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name: City of Alexandria**

**Priority Need:  
Housing**

**Project Title:  
Home Rehabilitation Loan Program**

**Project Description:**  
Eligible households may receive zero-interest, deferred payment rehabilitation loans to cover construction costs up to \$90,000. 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.

**Location:**

**Community Wide**

Objective Number	Project ID 5
HUD Matrix Code 14A	CDBG Citation 570.202
Type of Recipient Local government	CDBG National Objective Low/Mod Housing
Start Date (mm/dd/yyyy) 07/01/05	Completion Date (mm/dd/yyyy) 06/30/06
Performance Indicator Housing Units	Annual Units 14
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$473,742
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	878,407
Assisted Housing	
PHA	
Other Funding	21,200
Total	\$1,373,349

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name: City of Alexandria**

**Priority Need:  
Housing**

**Project Title:  
Homeownership Assistance Program**

**Project Description:**  
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. 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.

**Location:**

**Community Wide**

Objective Number	Project ID 6	<b>Funding Sources:</b>		
HUD Matrix Code 13	CDBG Citation 570.201(n)		CDBG	\$341,974
Type of Recipient Local government	CDBG National Objective Low/Mod Housing		ESG	
Start Date (mm/dd/yyyy) 07/01/05	Completion Date (mm/dd/yyyy) 06/30/06		HOME	547,378
Performance Indicator Households	Annual Units 25		HOPWA	
Local ID	Units Upon Completion		Total Formula	
			Prior Year Funds	334,019
		Assisted Housing		
		PHA		
		Other Funding	141,344	
		<b>Total</b>	<b>\$1,364,715</b>	

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs



**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name:** City of Alexandria

**Priority Need:**  
Homeless

**Project Title:**  
Eviction Assistance and Furniture Storage

**Project Description:**  
This program provides for the transportation and storage of possessions of households that are about to be evicted and that lack 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.

**Location:**

Community Wide

Objective Number	Project ID 7
HUD Matrix Code 5	CDBG Citation 570.201(a)
Type of Recipient Local government	CDBG National Objective Low/Mod Clientele
Start Date (mm/dd/yyyy) 07/01/05	Completion Date (mm/dd/yyyy) 06/30/06
Performance Indicator Persons	Annual Units 150
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$75,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	2,842
Assisted Housing	
PHA	
Other Funding	
<b>Total</b>	<b>\$77,842</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name:** City of Alexandria

**Priority Need:**  
Homeless

**Project Title:**  
Transitional Assistance Program

**Project Description:**

**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. The program is administered by the Department of Human Services.**

**Location:**

**Community Wide**

Objective Number	Project ID 8
HUD Matrix Code 5	CDBG Citation 570.201(e)
Type of Recipient Local government	CDBG National Objective Low/Mod Clientele
Start Date (mm/dd/yyyy) 07/01/05	Completion Date (mm/dd/yyyy) 06/30/06
Performance Indicator Persons	Annual Units 225
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$102,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
<b>Total</b>	<b>\$102,000</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name: City of Alexandria**

**Priority Need:  
Homeless**

**Project Title:  
Winter Shelter**

**Project Description:**  
The winter overflow shelter program is coordinated by Carpenter's Shelter and serves up to 76 homeless single adults and families a night. 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 to adjust to a structures case management program during a time of year when living outdoors presents serious health hazards through exposure.

**Location:**

930 N Henry Street, 1701 N Quaker Lane, 310 Alfred Street

Objective Number	Project ID 9	<b>Funding Sources:</b> CDBG ..... \$20,000 ESG ..... HOME ..... HOPWA ..... Total Formula ..... Prior Year Funds ..... Assisted Housing ..... PHA ..... Other Funding ..... Total ..... \$20,000
HUD Matrix Code 5	CDBG Citation 570.201(e)	
Type of Recipient Sub-recipient	CDBG National Objective Low/Mod Clientele	
Start Date (mm/dd/yyyy) 11/10/05	Completion Date (mm/dd/yyyy) 03/31/06	
Performance Indicator Persons	Annual Units 300	
Local ID	Units Upon Completion	

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name: City of Alexandria**

**Priority Need:  
Special Needs/Non-Homeless**

**Project Title:  
Rental Accessibility Modification Program**

**Project Description:**  
**This program provides grants for accessibility modifications to rental units for tenants with disabilities. For cases in which the landlord requests that the unit be returned to its non-accessible state after the disabled tenant moves out, an appropriate source of non-federal funding will be identified.**

**Location:**

**Community Wide**

Objective Number	Project ID 10
HUD Matrix Code 14A	CDBG Citation 570.202
Type of Recipient Local government	CDBG National Objective Low/Mod Clientele
Start Date (mm/dd/yyyy) 07/01/05	Completion Date (mm/dd/yyyy) 06/30/06
Performance Indicator Housing Units	Annual Units 6
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$99,672
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	61,328
Assisted Housing	
PHA	
Other Funding	6,000
Total	\$167,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3  
Consolidated Plan Listing of Projects**

**Applicant's Name:** City of Alexandria

**Priority Need:**  
Housing

**Project Title:**  
HOME Housing Opportunity Fund

**Project Description:**  
HOME monies, along with City General Funds and monies from the City's Housing Trust will be used to support the development of affordable sales and rental housing. Funds will be provided to non-profit and for-profit developers for use in approved acquisition, rehabilitation, predevelopment, development, and construction activities.

**Location:**

Community Wide

Objective Number	Project ID 11
HUD Matrix Code 12	CDBG Citation N/A
Type of Recipient Other	CDBG National Objective N/A
Start Date (mm/dd/yyyy) 07/01/05	Completion Date (mm/dd/yyyy) 06/30/06
Performance Indicator Housing Units	Annual Units Pending
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	.....
ESG	.....
HOME	\$240,000
HOPWA	.....
Total Formula	.....
Prior Year Funds	907,765
Assisted Housing	.....
PHA	.....
Other Funding	60,000
Total	\$1,207,765

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

## APPENDIX I

### Summary of Citizen Comments on the Consolidated Plan and/or Action Plan and City's Response

The City encourages citizen comments on the Consolidated Plan and the Annual Action Plan, and offers the community the opportunity to provide input at two public hearings on the Plan, one held during the Plan development process on September 20, 2004, and one before City Council during the HUD-required 30-day public comment period, which will be April 16, 2005. The 30-day public comment period on the Draft Plan begins on Monday, April 4 and will end on Wednesday, May 4, 2005.

A summary of the comments received during the Plan development process and the City's response to those comments follows.

The first public hearing was held by staff from the City's Office of Housing, Department of Human Services and Department of Mental Health, Mental Retardation and Substance Abuse on September 20, 2004 at 7 p.m. at the Lee Center. 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 Plan. One speaker attended the hearing.

**Ryan Lovett representing Catholic Charities of the Diocese of Arlington**, asked a number of questions for clarification. His comments centered on the City's zoning requirements, which he felt could be barriers to the development of affordable housing. He recommended a density bonus for the inclusion of affordable housing in new developments. Staff explained that the City currently has a provision in its zoning code that allows for additional density in exchange for affordable housing. The City's Master Plan defines areas where additional density can be proposed. Outside those areas, the City tries to minimize the impact of new development by limiting density to amounts consistent with the surrounding areas. The City has approved several recent residential projects with density bonuses that will produce 13 additional affordable sales units, in addition to other new units in developments without using the density bonus provision.

Written comments were received from the **Homeless Services Coordinating Committee**. They proposed their five top priorities for the new Plan:

- establish a 12-bed Safe Haven
- develop a 25-30 bed single room occupancy facility (SRO)
- establish a six-bed set-aside in an existing facility for homeless persons requiring medical attention

- add 1.5 full time equivalent mental health counselors for evenings/weekends at homeless shelters
- establish partnerships and identify resources for additional permanent housing for homeless persons

The City included each of those priorities in the new Consolidated Plan. The Safe Haven project received operating funds from HUD after the Committee's comments were written. The City had already approved capital funds for the project. It should be operational in early FY 2007. The other priorities are included in the Plan without a specific commitment to location or funding. The City will consider specific proposals on a case-by-case basis.

Written comments were also received from **Ed Rea, Executive Director of the Arlington/Alexandria Coalition for the Homeless (AACH)**. Mr. Rea expressed his organization's concern that HUD funding for transitional housing has not kept pace with inflation or declined, forcing AACH to cut the number of transitional units for Alexandria families from 18 to 10. He requested that the City provide funds to restore those lost from other sources. The new Plan contains a goal to increase the number of transitional beds, though without a City funding commitment. AACH has subsequently applied to the City's Housing Trust Fund for monies to restore part of the lost capacity. That application is still pending.

During the Plan development process, other citizens and organizations sent comments or met with staff to discuss their requests.

**Nancy Carson and James Hoben of Housing Action**, a citizen advocacy organization that promotes affordable housing, met with staff and presented written comments. Their points included:

- establish a dedicated funding source for the Housing Trust Fund
- provide real estate tax relief to owners of set-aside and Habitat for Humanity-developed units
- preserve and expand affordable housing, both rental and sales
- establish specific affordable housing goals and targets
- fund a consultant-led community process to address affordable housing needs and set goals and priorities, to be completed in FY 2006

The first issue is being considered by City Council in the context of the FY 2006 budget process. Options include using new revenue from the real estate recordation tax and dedicating a portion of the City's property tax to affordable housing. Council will not decide on these options until May, 2005, after the Consolidated Plan is completed.

The second issue is being handled by the City's Office of Real Estate Assessment and is discussed in Section of the Consolidated Plan. The Director of Real Estate Assessments believes that an administrative solution can be found to address this issue.

The third and fourth bullets are addressed in the Consolidated Plan, with specific goals for the development and preservation of affordable rental and sales housing.

The final issue, a consultant-led planning process, has been proposed and will be considered in the context of the FY 2006 budget process.

**Paula Riley, Executive Director of the Alexandria Economic Development Partnership (AEDP)**, met with staff to request that the business assistance loan program be reinstated. Staff explained that the former program was terminated for lack of participation. Although no funding is recommended for this activity in City FY 2006, it is possible that such a program could be reconsidered in the future, subject to the availability of funds.

Finally, staff from the **Boys and Girls Club of Alexandria** met with City staff to request funding for further renovations to its facility. Such funding requests would be addressed by issuing a competitive request for proposals, if funding became available.

A second public hearing on the Action Plan for City FY 2005 will be held by City Council at the regular City Council public hearing on Saturday, April 16, 2005. Any comments received during the 30-day public comment period will be included in the final Consolidated Plan prior to its submission to HUD.



## **APPENDIX II**

### **HUD TABLES**

**HUD Table 1A  
Homeless and Special Needs Populations**

**Continuum of Care: Housing Gap Analysis Chart**

		Current Inventory	Under Development	Unmet Need/ Gap
<b>Individuals</b>				
<b>Beds</b>	Emergency Shelter	140	0	0
	Transitional Housing	47	0	4
	Permanent Supportive Housing	25	0	34
	<b>Total</b>	<b>212</b>	<b>0</b>	<b>38</b>
<b>Persons in Families With Children</b>				
<b>Beds</b>	Emergency Shelter	100	0	0
	Transitional Housing	46	0	5
	Permanent Supportive Housing	10	0	0
	<b>Total</b>	<b>156</b>	<b>0</b>	<b>5</b>

**Continuum of Care: Homeless Population and Subpopulations Chart\***

<b>Part 1: Homeless Population</b>	<b>Sheltered</b>		<b>Unsheltered</b>	<b>Total</b>
	<b>Emergency</b>	<b>Transitional</b>		
1. Homeless Individuals	104 (N)	36 (N)	73 (N)	213 (N)
2. Homeless Families with Children	16 (N)	33 (N)	0 (N)	49 (N)
2a. Persons in Homeless Families with Children	53 (N)	148 (N)	0 (N)	201 (N)
<b>Total (lines 1 + 2a)</b>	<b>157 (N)</b>	<b>184 (N)</b>	<b>73 (N)</b>	<b>414 (N)</b>
<b>Part 2: Homeless Subpopulations</b>	<b>Sheltered</b>		<b>Unsheltered</b>	<b>Total</b>
1. Chronically Homeless	40 (N)		53 (N)	93
2. Seriously Mentally Ill	14 (N)			
3. Chronic Substance Abuse	55 (N)			
4. Veterans	19 (N)			
5. Persons with HIV/AIDS	2 (N)			
6. Victims of Domestic Violence	13 (N)			
7. Youth	0 (N)			

\* An "N" designation indicates that the data shown was derived from the City's homeless enumeration (also called the point-in-time count). Other possible sources of data on homeless persons are administrative records ("A"), statistically reliable samples ("S") or estimates ("E").

**HUD Table 1C**  
**Summary of Specific Homeless/Special Needs Objectives**

Obj #	Specific Objectives	Performance Measure	Expected Units
<b>HOMELESS OBJECTIVES</b>			
1	Provide a Safe Haven facility to shelter homeless persons with mental illness and possibly a co-occurring substance abuse problem, including the chronically homeless, who are unable to conform to standard emergency shelter, transitional housing and supportive housing programs.	Facilities	Annual: Not Applicable 5-Year: 1
2	Provide 21 facility-based and 40 tenant-based transitional housing placements per year.	Households	Annual: 61 5-Year: 61 per year
3	Identify resources to increase transitional housing capacity to former caseload levels by adding 8 placement options.	Households	Annual: Not Applicable 5-Year: 8
4	Develop affordable housing for single adults with incomes at or below HUD's extremely low-income limit (e.g., single room occupancy or SRO style housing).	Facilities	Annual: Not Applicable 5-Year: 1
<b>SPECIAL NEEDS OBJECTIVES</b>			
1	Develop or support the development of an assisted living facility which can accommodate elderly persons with incomes at or below HUD's moderate-income limits who are unable to live independently in the community.	Facilities	Annual: Not Applicable 5-Year: 1
2	Improve living conditions for 225 elderly homeowners with incomes at or below HUD's moderate-income limits occupying ownership units with physical defects and/or that are in need of accessibility modifications.	Units	Annual: 45 5-Year: 225
3	Relieve the housing cost burden for over 900 income-eligible elderly renters and/or homeowners per year.	Households	Annual: 900 5-Year: 900 per year
4	Improve living conditions for eight non-elderly disabled homeowners with incomes at or below HUD's moderate-income limits occupying ownership units with physical defects and/or that are in need of accessibility modifications.	Units	Annual: 2 5-Year: 8
5	Support accessibility modifications in 15 existing privately-owned rental housing units occupied by disabled renters with incomes at or below HUD's moderate-income limits.	Units	Annual: 3 5-Year: 15
6	Relieve housing cost burden for 70 income-eligible non-elderly disabled renters and/or homeowners per year.	Households	Annual: 70 5-Year: 70 per year
7	Continue to provide a continuum of residential treatment services to individuals with mental health, mental retardation and/or substance abuse problems.	Persons	Annual: 239 5-Year: 239 per year
8	Develop four new group homes with an estimated total capacity of 24 beds to provide permanent residential treatment services for persons with mental health, mental retardation and/or substance abuse problems.	Units	Annual: Not Applicable 5-Year: 4
9	Develop 15 supervised apartments with an estimated total capacity of 45 beds to provide permanent residential treatment services for persons with mental health, mental retardation and/or substance abuse problems.	Units	Annual: Not Applicable 5-Year: 15
10	Provide 10 tenant-based rental vouchers through the Section 8 Housing Choice Voucher Program to enable more individuals with mental health, mental retardation and/or substance abuse problems to secure affordable permanent supportive housing within the City.	Households	Annual: 10 5-Year: 10 per year
11	Maintain 10 tenant-based rental housing vouchers to provide rent subsidies to income-eligible persons living with HIV/AIDS and their families.	Households	Annual: 10 5-Year: 10 per year

**HUD TABLE 2A**  
**Priority Housing Needs Summary Table\***

PRIORITY HOUSING NEEDS (households)		Priority Need Level** High, Medium, Low		Unmet Need***	Goals (Households Assisted)
<b>Renter</b>	<b>Small Related</b> (2-4 persons)	0-30%	M	1,444	Annual: 0 5-Year: 0
		31-50%	H	1,370	Annual: 5(A), 5(B) 5-Year: 50
		51-80%	H	1,060	Annual: 5(A), 9(B) 5-Year: 70
	<b>Large Related</b> (5 or more persons)	0-30%	M	440	Annual: 0 5-Year: 0
		31-50%	H	443	Annual: 1(A), 1(B) 5-Year: 15
		51-80%	H	330	Annual: 1(A), 1(B) 5-Year: 10
	<b>Elderly</b> (1 or 2 person households where at least one member is at least 62 years of age)	0-30%	M	773	Annual: 0 5-Year: 0
		31-50%	M	369	Annual: 0 5-Year: 0
		51-80%	M	215	Annual: 0 5-Year: 0
	<b>All Other</b> (includes single-person households)	0-30%	M	1,645	Annual: 0 5-Year: 0
		31-50%	H	1,853	Annual: 2(A), 3(B) 5-Year: 25
		51-80%	H	1,404	Annual: 2(A), 6 (B) 5-Year: 40
<b>Owner</b>	0-30%	H	853	Annual: 4 (C) 5-Year: 20	
	31-50%	H	859	Annual: 4 (C) 5-Year: 20	
	51-80%	H	817	Annual: 4 (C) 5-Year: 20	
<b>Special Needs</b>	0-80%	H	1,968	Annual: 14(D), 3(C) 12(E, starting FY2007) 5-Year: 144	
<b>Total Goals</b>					5-Year: 409
<b>Total 215 Goals</b>					Annual: 44 (A,B,C) 5-Year: 220
<b>Total 215 Renter Goals</b>					Annual: 41(A,B) 5-Year: 205
<b>Total 215 Owner Goals</b>					Annual: 3(C) 5-Year: 15

**Federally-funded NEW (not continuing) assistance only:** A-Housing Development/Preservation Assistance B-Home Purchase  
C-Home Rehabilitation/Repair D-Supportive Housing E-Safe Haven

\* As required by HUD, priority levels assigned in this table reflect the likelihood that federal funds will be used alone or in conjunction with non-federal funds to address the housing needs of the specified target group during the Consolidated Plan period  
 \*\* Percentages are percentage of area median income used to reflect the following income categories as defined in Table A: extremely low-income (0-30%), low-income (31-50%) and moderate-income (51-80%). As described in the Introduction, the upper limit for the moderate-income category is less than 80% of area median income.  
 \*\*\* Needs data presented in this table is based on HUD tabulations of data from the 2000 U.S. Census (see Table H in Section II of the Consolidated Plan document).

**HUD Table 2C**  
**Summary of Specific Housing/Community Development Objectives**

Obj #	Specific Objectives	Performance Measure	Expected Units
<b>RENTAL HOUSING OBJECTIVES</b>			
1	Preserve and maintain the existing supply of 1,150 public housing and replacement public housing units for households at or below HUD's moderate-income limits.	Units	Annual: 1,150 5-Year: 1,150
2	Subject to the availability of resources, preserve and maintain the existing supply of approximately 2,114 privately-owned rental units with project-based assistance available to households at or below HUD's moderate-income limits.	Units	Annual: 2,114 5-Year: 2,114
3	Provide tenant-based rental housing subsidies to an estimated 1,700 households per year that are at or below HUD's moderate-income limits.	Households	Annual: 1,700 5-Year: 1,700 per year
4	Provide 500 rental housing units affordable to households at or below the limit used for the Low Income Housing Tax Credit Program of 60% of area median income through new development or preservation of existing affordable market rate rental housing.	Units	Annual: 100 5-Year: 500
5	Secure 50 affordable rental units in new developments pursuant to the City's Affordable Housing Policy.	Units	Annual: 10 5-Year: 50
<b>OWNER HOUSING OBJECTIVES</b>			
1	Provide financial assistance to 250 households meeting income and other eligibility criteria to secure ownership housing.	Units	Annual: 50 5-Year: 250
2	Educate 2,250 prospective low- and moderate-income homebuyers on the home purchase process.	Households	Annual: 450 5-Year: 2,250
3	Provide no-interest rehabilitation loans to 50-75 homeowner households with incomes at or below HUD's moderate-income limits.	Units	Annual: 10 5-Year: 50-75
4	Provide modest, free repairs or renovations to 200 owner-occupied housing units for households at or below HUD's moderate-income limits.	Units	Annual: 40 5-Year: 200
5	Reduce the property tax burden for an estimated 700 income-eligible households per year to promote housing affordability.	Households	Annual: 700 5-Year: 700 per year
<b>COMMUNITY DEVELOPMENT OBJECTIVES</b>			
1	The City's Code Enforcement Bureau undertakes aggressive monitoring of properties throughout the City for compliance with building, fire and maintenance code.	City-wide	City-wide
<b>INFRASTRUCTURE OBJECTIVES</b>			
1	Address ADA requirements regarding wheelchair ramps at intersections throughout the City.	City-wide	City-wide
<b>PUBLIC FACILITIES OBJECTIVES</b>			
1	Provide recreational and cultural programming to residents in areas of the City with high concentrations of households with incomes at or below HUD's moderate-income limits through the operation of three recreation centers.	Facilities	Annual: 3 5-Year: 3 per year
<b>PUBLIC SERVICES OBJECTIVES</b>			
1	Maintain or improve the physical and/or psychosocial functioning of 450 elderly and frail elderly City residents per year.	Persons	Annual: 450 5-Year: 450 per year
2	Provide an estimated 55,000 taxi and wheelchair accessible van trips each year through paratransit programs.	Trips	Annual: 55,000 5-Year: 55,000 per year
<b>ECONOMIC DEVELOPMENT OBJECTIVES</b>			
1	Provide job training to citizens including persons with incomes at or below HUD's moderate-income limits.	People	Annual: 2,000 5-Year: 10,000
<b>OTHER OBJECTIVES</b>			

## **APPENDIX III**

### **ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY - PHA AGENCY PLAN, 2005-2009**

# ARHA

## PHA - AGENCY PLAN 2005-2009

*ARHA Board of Commissioners:*

*A. Melvin Miler, ARHA Board Chairman*

*Carlyle C. Ring Jr., ARHA Board Vice Chairman*

*Ruby J. Tucker*

*Peter H. Lawson*

*Carter D. Flemming*

*Linda D. Cheatham*

*Leslie B. Hagan*

*Fletcher S. Johnston*

*Richard J. Blade*

*By: William M. Dearman, C.E.O.*

*Date published: 7/25/2004 & 9/12/2004*

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**PHA BOARD CERTIFICATION**

**CERTIFICATION BY LOCAL OFFICAL**

**HUD CERTIFICATION OF TRANSMISSION**



**VA004v01 - AGENCY PLAN 2005-2009**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

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# PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year 2005

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

---

**PHA Plan  
Agency Identification**

**PHA Name:** Alexandria Redevelopment and Housing Authority

**PHA Number:** VA004

**PHA Fiscal Year Beginning:** (01/2005)

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2005 - 2009**  
[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers:
  - Reduce public housing vacancies: ARHA has reduced vacancies down to 2-3% and has maintained this rate for a number of months.
  - Leverage private or other public funds to create additional housing opportunities: Request money from City to assist with Section 8 Housing Assistance Payment
  - Acquire or build units or developments
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score). This year the PHAS score increased from 78 to 85.
  - Improve voucher management: (SEMAP score) This year the SEMAP score increased from 71 to 81
  - Increase customer satisfaction:
  - Concentrate on efforts to improve specific management functions: (public housing finance;)
  - Renovate or modernize public housing units: Glebe Park.
  - Demolish or dispose of obsolete public housing: Jefferson Village and Glebe Park

- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program: Collaborate with the City to use State grant funding and City down payment assistance to further ARHA policies for homeownership.
- Implement public housing or other homeownership programs: Collaborate with the City to use State grant funding and City down payment assistance to further ARHA policies for homeownership.
- Implement public housing site-based waiting lists: Chatham Square
- Convert public housing to vouchers:
- Other: (list below)

**HUD Strategic Goal: Improve community quality of life and economic vitality**

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: HOPE VI initiative.
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements: Ladrey Highrise
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families: through the Section 3 initiative, 12 residents have secured employment.
- Provide or attract supportive services to improve assistance recipients' employability: residents are involved in training through City Joblink.
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below):  
Family Self Sufficiency (FSS) program.

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: HOPE VI initiative will increase number of accessible units by 21.
  - Other: (list below)

**Other PHA Goals and Objectives: (list below)**

**Annual PHA Plan**  
**PHA Fiscal Year 2005**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**
- Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Alexandria Redevelopment & Housing Authority (ARHA) is one of the nations oldest public housing authorities. Established in 1939, ARHA is currently governed by a nine member Board of Commissioners. The City Council of Alexandria appoints the board members, including one resident representative. The Chief Executive Officer, William M. Dearman, handles day-to-day operations aided by a professional staff of more that eighty full and part-time employees.

This document serves the ARHA as its annual plan for the period beginning January 1, 2005 and extending to December 31, 2005. In accordance with the 1998 Quality in Housing and Work Responsibility Act (QHWRA), this document, along with the 5-Year Plan, was made available for public view on July 25, 2004, and September 12, 2004, 56 and 8 days respectively, prior to the public hearing that was held on September 20, 2004.

The 2004 fiscal year has been a productive one. Phase I of the HOPE VI closed in January and the phase II is scheduled to close in November. Construction commenced on the 152 phase I units in November 2003; the 52 public housing units will begin turning over in December of 2004 and the project will be fully leased and occupied by December of 2005. The 100 market rate units are 80% sold out with prices starting at \$800,000 and going as high as \$1.7 million. Construction is scheduled to begin November 15 on the 48 phase II units.

ARHA will also be adding a new chapter to the ACOP, which is a trespass barment policy.

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

## Table of Contents

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### Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

#### Required Attachments:

- Admissions Policy for Deconcentration
- FY 2000 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

#### Optional Attachments:

- PHA Management Organizational Chart
- FY 2000 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)



### Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program.	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually, use as many lines as necessary)	(Specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

### **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford- -ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access -ability</b>	<b>Size</b>	<b>Location</b>
Income <= 30% of AMI	3,611						
Income >30% but <=50% of AMI	3,753						
Income >50% but <80% of AMI	2,864						
Elderly	1,448						
Families with Disabilities	175						
Race/Ethnicity	68,889 or 53.7%						
Race/Ethnicity African American	28,463 or 22.2%						
Race/Ethnicity Hispanic	18,882 or 14.7%						
Race/Ethnicity Asian & Pacific Islander	7,299 or 5.7%						
Native American	255 or 0.02%						
Other and Multiple Races	4,495 or 3.5%						

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 2000 – 2005, Table 2A
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)  
Gazette Packet September 30, 2004, pg: 3 Welcome from Mayor William D. “Bill” Euille.

**B. Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists**

State the housing needs of the families on the PHA's waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
06/02/04			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1384		205
Extremely low income <=30% AMI	1206	87.14%	
Very low income (>30% but <=50% AMI)	167	12.07%	
Low income (>50% but <80% AMI)	11	0.79%	
Families with children	1130	81.65%	
Elderly families	38	2.74%	
Families with Disabilities	247	17.85%	
Race/ethnicity (White)	94	6.79%	
Race/ethnicity (African American)	944	68.21%	
Race/ethnicity (Asian)	28	2.02%	
Race/ethnicity (Indian)	11	0.79%	
Ethnicity (Spanish)	139	10.04%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 36 months			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

### Housing Needs of Families on the Waiting List

06/31/04

Waiting list type: (select one)

- Section 8 tenant-based assistance  
 Public Housing + Elderly/Disabled  
 Combined Section 8 and Public Housing  
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)  
 If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	<b>1128</b>		<b>314</b>
Extremely low income <=30% AMI	1023	90.69%	
Very low income (>30% but <=50% AMI)	94	8.33%	
Low income (>50% but <80% AMI)	11	0.98%	
Families with children	942	83.51%	
Elderly families	186	16.48%	
Families with Disabilities	61	5.41%	
Race/ethnicity (White)	146	12.94%	
Race/ethnicity (African American)	788	69.86%	
Race/ethnicity (Asian)	11	0.98%	
Race/ethnicity (Indian)	35	3.10%	
Ethnicity (Spanish)	148	13.12%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	523	46.37%	101
2 BR	331	29.34%	145
3 BR	218	19.33%	50
4 BR	55	4.88%	6
5 BR	1	0.09%	12
5+ BR			

Is the waiting list closed (select one)?  No  Yes

If yes:

How long has it been closed (# of months)? 19 months

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes, the elderly/disabled list remains open.

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development: ARHA did not lose PH housing through mixed finance development but chose to replace 1 for 1.
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required: Security deposit program.
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program: Criminal checks
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below):  
Combine Section 8 tenant based waiting list with owners moderate rehabilitation list.

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below):  
Pursue Homeownership opportunities.

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below):  
Both Section 8 and Public Housing waiting lists have over 85% of the families with incomes at or below 30% of A.M.I.

Family Unification Program (FUP) from model court referrals (70 units)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work: Allowances for families that pay alimony and child support.
- Other: (list below):  
Use of flat rent in public housing  
Family Unification Program (FUP) from model court referrals (70 units).

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)  
Of the 100 new HOPE VI units, 21 will be accessible under the Uniform Federal Accessibility Standards or adaptable under 504. This percent will be equipped for hearing/site impaired.



**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below):  
Utilize bilingual staff to communicate in both verbal and written forms.  
Advertise in all major and local ethnic newspapers.

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them in locating those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below):  
Continue to push HUD for answer to ARHA request to utilize reserves for security deposit payments

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below): Limited stock of family size units in Alexandria  
Limited bedroom plus size units in Alexandria that are affordable.

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the

Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2005 grants)</b>		
a) Public Housing Operating Fund	2,889,000	
b) Public Housing Capital Fund	1,471,619	Public Housing Capital Improvements
c) HOPE VI Revitalization	6,716,250	Public Housing Redevelopment
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	15,600,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	Ø	
g) Resident Opportunity and Self-Sufficiency Grants	1,063,200	Public Housing Supportive Services
h) Community Development Block Grant		
i) HOME	Ø	
<b>Other Federal Grants (list below)</b>		
HOPWA	120,000	
Welfare to work	Ø	
Other: Mod. Rehab.	998,747	
Title I	25,000	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
CGP	1,421,775	
<b>3. Public Housing Dwelling Rental Income</b>	4,104,000	
<b>4. Other income (list below)</b>		
Entrepreneurial Activities		Bond program income
Rental		Market rate rental
Interest Income	14,000	Public Housing operations
Other	473,458	Public Housing operations
<b>5. Non-federal sources (list below)</b>		
Tax Credit	8,863,582	
Interest on investments	184,300	Public Housing operations
<b>Total resources</b>	<b>41,126,325</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number) 4
- When families are within a certain time of being offered a unit: (state time)  
30 days
- Other: (describe)                      Citizenship

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other: (describe)                      Citizenship

c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

##### **(2) Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists: Chatham Square, Braddock, Whiting, and Reynolds
- Other (describe)  
Individuals can apply for Elderly/disabled waiting list.

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)  
PHA Housing Operations Office 18 Roth St Alexandria VA 22314

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection (3) Assignment

1. How many site-based waiting lists will the PHA operate in the coming year? 1

2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists? 1

3.  Yes  No: May families be on more than one list simultaneously?  
If yes, how many lists? All

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below):  
Housing Operation Office 18 Roth Street Alexandria, VA 22314

### **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b.  Yes  No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA: Disabled applicant may receive more than one offer if they request a reasonable accommodation.

### **(4) Admissions Preferences**

a. Income targeting:

Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Overhoused
- Underhoused

- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below):  
Fire, flood or reasonable accommodation

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection (5) Occupancy)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below):  
Working

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences:

- 2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 Victims of domestic violence
- 2 Substandard housing
- 2 Homelessness
- 2 High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability: 2
- Veterans and veterans' families: 2
- Residents who live and/or work in the jurisdiction: 1
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes): 2
- Households that contribute to meeting income requirements (targeting): 2
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below):  
Working: 2

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list):  
House Rules that are on an attachment to the Public Housing lease.

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

**(6) Deconcentration and Income Mixing**

a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b.  Yes  No: Did the PHA adopt any changes to its admissions policies based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site-based waiting lists  
If selected, list targeted developments below:  
Chatham Square

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:

Employing new admission preferences at targeted developments  
If selected, list targeted developments below:

Other (list policies and developments targeted below)

d.  Yes  No: Did the PHA adopt any changes to other policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing  
 Actions to improve the marketability of certain developments  
 Adoption or adjustment of ceiling rents for certain developments  
 Adoption of rent incentives to encourage deconcentration of poverty and income-mixing  
 Other (list below):

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts  
 List (any applicable) developments below: VA4-8 Andrew Adkins

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts  
 List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation  
 Criminal and drug-related activity, more extensively than required by law or regulation  
 More general screening than criminal and drug-related activity (list factors below)  
 Other (list below): Citizenship

b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below):  
Two previous landlord's names and addresses.

### **(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting lists merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below):  
Owners Moderate Rehabilitation list.
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
- Other (list below): 18 Roth Street Alexandria, VA 22314

### **(3) Search Time**

- a.  Yes  No: Does the PHA give extensions on the standard 60-day period to search for a unit?
- If yes, state circumstances below: Low vacancy rate; limited unit size mix; high rental rates; families needing bilingual assistance; families who cannot pay more than 40% of the total tenant payment for contract rent

### **(4) Admissions Preferences**

- a. Income targeting
- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?
- b. Preferences
1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent (5) Special purpose section 8 assistance programs)



2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below): Working: 2

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences

- 2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- 2 Substandard housing
- 2 Homelessness
- 2 High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability: 2
- Veterans and veterans' families: 2
- Residents who live and/or work in your jurisdiction: 1
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes): 2
- Households that contribute to meeting income requirements (targeting): 2
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below): Working : 2

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application and residency.  
 Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- This preference has previously been reviewed and approved by HUD  
 The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers  
 Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan  
 Briefing sessions and written materials  
 Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices  
 Other (list below):  
City cable television network. ARHA Board docket published monthly. Libraries.

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

—or—

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0  
 \$1-\$25  
 \$26-\$50

2.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member  
 For increases in earned income  
 Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

- For household heads  
 For other family members  
 For transportation expenses  
 For the non-reimbursed medical expenses of non-disabled or non-elderly families  
 Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments  
 Yes but only for some developments  
 No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below):  
City of Alexandria VA Tenant Landlord of rent limitations when tenants and owners pay utilities

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_
- Other (list below):  
Any time there is a change in family income or composition.

g.  Yes  No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below):  
75% of operating costs rental value of unit; City policy reporting rent increases.

## B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

### (1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below): Twice a year.

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below): Current reduction suggestions in the Section 8 budget for FY 2004

### (2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

- b.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

An organization chart showing the PHA's management structure and organization is attached.

A brief description of the management structure and organization of the PHA follows:

*ARHA's hierarchical structure is built around functional specialization and centralization and centralized authority. This structure makes good strategic and organizational sense because (1) activities can be divided into simple repeatable tasks that can be mastered quickly and then efficiently performed in mass quantity,(2) there are important benefits to deep functional expertise in each managerial discipline and (3) customer needs are sufficiently standardized in a way that is easy to prescribe procedures to satisfy them.*

*ARHA is governed by a nine-member Board of Commissioners appointed by the Alexandria City Council to staggered, four-year terms. One commissioner serves as the representative of the city's Landlord Tenant Relations Board, and one commissioner serves as the representative of the Alexandria Resident Council, ARHA's public housing resident organization. The Board has one staff position, the Chief Executive Officer (C.E.O.) The C.E.O. has an Executive Secretary and three top level staff persons whom report directly to him.*

*The agency is divided into three functional areas: Finance, Housing Operations, and Development. All three department heads report directly to the C.E.O.*

*Finance is responsible for all tasks related to the fiscal, administrative, Management Information Systems and procurement activities of the agency and is staffed by a Director, Section 8/Tenant Account, Accounts Payable Clerk, Purchasing Agent, Grant Accountant, MIS manager, Senior Accountant (2).*

*Housing Operations oversees the public housing, moderate rehabilitation, project-based voucher and Section 8 housing choice voucher programs of the agency. Staff includes a Director, Housing Program Supervisor, Rent Collection Officer, (2) Housing Inspectors, Waiting List assistant, (3) Administrative Assistants, (11) Section 8 Placement Officers and (5) Public Housing Placement Officers, and (1) Quality Control Placement Officer.*

*Social Services is under the umbrella of Housing operations and is the provider and clearinghouse for social programs designed to enable those receiving various forms of governmental assistance to become financially self-sufficient. The department also offers a*

number of educational opportunities for children and adults in public housing. This department is staffed by a Social Services Coordinator, Senior Services Coordinator, ROSS Coordinator, FRLC Director, Security and Drug Elimination Coordinator. Also, included in Housing Operations is the Charles Houston Senior Center. This group includes a second Senior Services Coordinator, Assistant Coordinator and Nutritionist.

The Director of the Department of Development is responsible for the direct supervision of the Facilities Manager, Modernization Manager, Special Projects Coordinators, Asset Manager and two Administrative Assistants. The Facilities Manager is responsible for the Work Order Coordinator, Work Order Intake/Inventory Clerk, (2) crew leaders, and an HVAC technician. Each of the two-crew leaders supervises 3 to 5 technicians depending on workload. The Special Projects Coordinator who assists the Director in the management of the HOPE VI Program supervises a HOPE VI Community Builder. The Modernization Manager who assists in the management of the Capital Funds Program supervises crew leaders for the vacant unit crew and the force account crew and completes various Capital Funds Projects. There are approximately 20 force account crew positions ranging from skilled labor to laborer/custodian. The Asset Manager supervises a Preventative Maintenance crew of five.

**B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	734	8%
Section 8 Vouchers	1694	7%
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	107	5%
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)		
HOPWA	14	2

**C. Management and Maintenance Policies**

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

1. Public Housing Maintenance and Management: (list below):

- Admissions and Continued Occupancy Policy (ACOP)
- 2. UPCS for inspections
- 3. Federal regulations and notices.
- 4. Section 8 Management: (list below):
  - Section 8 administrative Plan
    - HQS for inspections
    - All applicable federal regulations and notices.

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

### **2. Public Housing**

1.  Yes  No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
- PHA development management offices
- Other (list below):  
18 Roth Street Alexandria, VA 22314

### **B. Section 8 Tenant-Based Assistance**

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
- Other (list below): 18 Roth Street Alexandria VA 22314

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.



**A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

**(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template OR, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	\$0.00
2	1406 Operations	\$147,177.00
3	1408 Management Improvements	\$294,400.00
4	1410 Administration	\$147,177.00
5	1411 Audit	\$3,000.00
6	1415 Liquidated Damages	\$0.00
7	1430 Fees and Costs	\$60,021.00
8	1440 Site Acquisition	\$0.00
9	1450 Site Improvement	\$425,000.00
10	1460 Dwelling Structures	\$350,000.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$0.00
12	1470 Nondwelling Structures	\$0.00
13	1475 Nondwelling Equipment	\$0.00
14	1485 Demolition	\$0.00
15	1490 Replacement Reserve	\$0.00
Line No.	Summary by Development Account	Total Estimated Cost
16	1492 Moving to Work Demonstration	\$0.00
17	1495.1 Relocation Costs	\$0.00
18	1498 Mod Used for Development	\$0.00
19	1502 Contingency	\$0.00
20	Amount of Annual Grant (Sum of lines 2-19)	\$1,421,775
21	Amount of line 20 Related to LBP Activities	\$0.00
22	Amount of line 20 Related to Section 504 Compliance	\$0.00
23	Amount of line 20 Related to Security	\$0.00
24	Amount of line 20 Related to Energy Conservation Measures	\$0.00

**Annual Statement  
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
Operations Management Improvements	Agency-Wide	1406	\$142,177
	Preventative Maintenance	1408	\$237,900
	Resident Initiatives	1408	\$25,000
	Staff Training	1408	\$6,454
	Computers	1408	\$25,000
HA-Wide Admin	Technical/Non-technical Support Staff Salary and benefits	1410	147,177
Audit Fees	Audit	1411	\$3,000
HA-Wide Fees & Costs	A/E Support for Mod. Projects	1430	\$60,021
VA4-3 Samuel Madden (Uptown)	Upgrade Underground Sewer Main System	1450.02	\$150,000
VA4-10 Scattered Sites	Roof Replacement/repair	1460.01	\$575,000
VA4-9 Ladrey	Repair Balconies/Handrailing/Drainage	1460.03	\$50,000

**(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template OR by completing and attaching a properly updated HUD-52834.

a.  Yes  No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund?  
(if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

**B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

Yes  No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: Samuel Madden Homes (Downtown)
2. Development (project) number: VA4-03
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

VA4-14, Glebe Park Apartments; VA4-3 Samuel Madden Uptown

Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

Revitalization of Glebe Park Apartment.

Yes  No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

**8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C.

1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

Yes  No: Has the PHA provided the activities description information in the optional Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Glebe Park Apartments
1b. Development (project) number:	VA4-14
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	(12/01/04)
5. Number of units affected:	40
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 09/05 b. Projected end date of activity: 12/07

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Jefferson Village
1b. Development (project) number:	VA4-15
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	(12/01/04)
5. Number of units affected:	50
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 10/04 b. Projected end date of activity: 12/05

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- Yes  No: Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	Ladrey Highrise
1b. Development (project) number:	VA4-9
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	(01/07/05)
5. If approved, will this designation constitute a (select one)	<input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:	170
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.79 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1.  Yes  No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- Yes  No: Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)	

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to small PHA or high performing PHA status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected:	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs may skip to component 12.**)

2. Program Description:

a. Size of Program

- Yes  No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants  
 26 - 50 participants  
 51 to 100 participants  
 more than 100 participants

b. PHA-established eligibility criteria

- Yes  No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?  
If yes, list criteria below: See Chapter 30 in section 8 Administration Plan.

## 12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

### A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes  No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 10/08/02

1. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals  
 Information sharing regarding mutual clients (for rent determinations and otherwise)



- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
  - Jointly administer programs
  - Partner to administer a HUD Welfare-to-Work voucher program
  - Joint administration of other demonstration program
  - Other (describe)
- B. Services and programs offered to residents and participants**

**(1) General**

**a. Self-Sufficiency Policies**

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas?  
(select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

**1. Economic and Social Self-Sufficiency programs**

Yes  No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Senior Services Coordination</i>	<i>400</i>	<i>Specific criteria</i>	<i>PHA Office</i>	<i>Both</i>

**(2) Family Self Sufficiency program/s**

**a. Participation Description**

<b>Family Self Sufficiency (FSS) Participation</b>		
<b>Program</b>	<b>Required Number of Participants (start of FY 2000 Estimate)</b>	<b>Actual Number of Participants (As of: 09/10/04)</b>
Public Housing		3
Section 8	91	83

- b.  Yes  No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

**A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below): Resident police officers.

3. Which developments are most affected? (list below):

Samuel Madden Uptown, Jefferson Village, Andrew Adkins, Ramsey House, James Bland Homes, James Bland Addition, Ladrey High-Rise

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

1. Which developments are most affected? (list below):

Samuel Madden Homes (Uptown), Jefferson Village, Andrew Adkins, James Bland Homes, James Bland Addition, Ladrey High-Rise

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
  - Police provide crime data to housing authority staff for analysis and action
  - Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
  - Police regularly testify in and otherwise support eviction cases
  - Police regularly meet with the PHA management and residents
  - Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
  - Other activities (list below)
2. Which developments are most affected? (list below): All Sites.

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2004 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)] See ACOP for Pet Policy

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

- 1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
- 2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
- 3.  Yes  No: Were there any findings as the result of that audit?
- 4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_
- 5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

**17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have not been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)
3.  Yes  No: Has the PHA included descriptions of asset management activities in the optional Public Housing Asset Management Table?

### **18. Other Information**

[24 CFR Part 903.7 9 (r)]

#### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA MUST select one)
- Attached at Attachment (File name)
- Provided below:

# **RAB REPORT FROM LADREY HIGH-RISE REPRESENTATIVES**

**SEPTEMBER 16, 2004**

Ladrey High-Rise  
RAB Representatives  
300 Wythe Street  
Alexandria, Virginia 22314

September 16, 2004

Mr. Robert A. Minatee  
Modernization Manager  
600 North Fairfax Street  
Alexandria, Virginia 22314

Dear Mr. Minatee:

The members of Ladrey high-rise RAB members are pleased with the Regulations which are already in place as regards the ARHA ADMISSIONS AND CONTINUED OCCUPANCY PLAN AS DRAFTED AUGUST 20, 2004.

We felt that the regulations would be more useful and meaningful if they were strictly enforced.

We see a need for stronger enforcement of the following regulations:

**CHAPTER 1,**  
**STATEMENT OF POLICIES AND OBJECTIVES**  
**SECTION A**  
**PARAGRAPH 2**

**Page 1-1**

**Which speaks of a goal to operate Drug Free, decent, safe and sanitary housing for tenants and their families. The issue here is that we do have drug traffic here in Ladrey, we also have intoxicated people staggering around public areas every day. The Front doesn't always lock at night, other doors are being propped open, and the trash chute is constantly backing up. These things are neither save, sanitary, or Drug Free. PLEASE ENFORCE THESE RULES.**

**CHAPTER 2**  
**ELIGIBILITY FOR ADMISSION**  
**SECTION A**  
**PARAGRAPH 1**  
**PAGE 2-1**

States: In determining qualifications for tenancy, the ARHA will consider the following items: whether the conduct of the applicant in present or prior housing has been such that admission to the program would adversely affect the health, safety or welfare of other residents, or physical environment, or financial stability of the community. It tells what steps ARHA will take to make sure that the tenant is qualified.

**CHAPTER 2**  
**ELIGIBILITY FOR ADMISSION**  
**SECTION A**  
**PARAGRAPH 1**  
**PAGE 2-1**

**THIS WILL BE DONE IN ORDER TO DETERMINE WHETHER INDIVIDUAL ATTRIBUTES, PRIOR CONDUCT, AND BEHAVIOR OF A PARTICULAR APPLICANT OR TENANT IS LIKELY TO INTERFERE WITH OTHER TENANTS IN SUCH A MANNER AS TO DIMINISH THEIR ENJOYMENT OR THE PREMISES BY ADVERSELY AFFECTING THEIR HEALTH, AND SAFETY OR WELFARE.** We would strongly urge that you **very strictly enforce THIS regulation,** because of some very unfavorable situations which have occurred in the **Ladrey Building in the last 2-3 years.**

**CHAPTER 2**  
**SECTION C**  
**LIVE IN ATTENDANTS**  
**PAGE 2-6**

**DEFINITIONS OF LIVE IN ATTENDANTS NEED TO BE MORE STRICTLY ENFORCED, WE HAVE PEOPLE WHO HAVE MORE THAN ONE FAMILY MEMBER LIVING WITH THEM. THEY HAVE BEEN THERE FOR QUITE A WHILE.**

We would like to suggest that, the fifteen-day written permission be strictly enforced, as stated in our leases. We have noticed a lot of non-residents using keys to get into the building and, they are living with relatives.

**CHAPTER 2, SECTION F**  
**Paragraph b.**

**SCREENING OUT ILLEGAL DRUG USERS and ALCOHOL ABUSERS:**  
Which is dealing the fact that Drug and Alcohol abuse which interferes with the peaceful enjoyment of the premises by tenants will be looked and proper steps used to eliminate the problem.

We suggest that THIS chapter be, taken very seriously, and followed to the letter of the law. We have people falling down drunk in public areas every day, which is a safety hazard for residents who are on scooters and in wheel chairs.

**CHAPTER 10**  
**PET POLICY**  
**SECTION B**  
**PAGE 10-2**

- 4. NO DOG OR CAT SHALL EXCEED 15" IN HEIGHT AT THE SHOULDERS, OR WEIGH MORE THAN 25 POUNDS.**
- 5. ALL DOGS AND CATS MUST BE SPAYED OR NEUTERED.**

**SECTION C**  
**PAGE 10-3**

SUB TOPIC a, d, and g address the issue of a service dog, what a service dog is who may have service dog, and who determines what is and is not a service dog.  
We suggest to you that there is a difference between a SERVICE DOG, AND A DOG WHICH HAS GONE THROUGH OBEDIENCE TRAINING.

**PET POLICY**  
**SECTION D**  
**PETS TEMPORARILY ON PREMISES**  
**PAGE 10-4**

Pets, which are **NOT OWNED BY A TENANT, WILL NOT BE ALLOWED.**

THIS rule excludes **visiting pet programs sponsored by a humane society or other nonprofit organization.**

We would suggest to you that, **THIS RULE IS BEING VIOLATED BY SOME TENANTS ON A WEEKLY BASIS, THERE IS A TENANT WHO HAS A FEMALE BLACK LAB THAT IS EXPECTING A LITTER OF PUPS THAT, STAYS THE WEEKENDS HERE.**

**STATE AND LOCAL LAWS GOVERNING PETS TEMPORARILY IN DWELLING ACCOMMODATIONS SHALL PREVAIL.**

**IS IT POSSIBLE FOR US TO KNOW WHAT THIS LAW IS?**

**CHAPTER 11**  
**SECTION B**  
**PARAGRAPH C**  
**PAGE 11-4**  
**FAMILY CHOICE OF RENTAL PAYMENT**

**EXPLAINS THE CHOICES TENANTS ARE SUPPOSED TO HAVE IN THE WAY THEY PAY THEIR RENT, THE DUTIES AND RESPONSIBILITIES OF BOTH ARHA AND THE TENANTS.**

WE WOULD SUGGEST TO YOU THAT AT THE MEETING LAST YEAR WE WERE TOLD THAT WE DONOT HAVE THISCHOICE, AND IT WAS NOT AVAILBABLE TO US WHEN WE WERE RECERTIFIED. WILL IT ACTUALLY BE IN EFFECT THIS YEAR? IF NOT WHY IS IT INCLUDED IN THE REPORT?

**CHAPTER 12**  
**LEASE TERMINATIONS**  
**SECTION B**  
**TERMINATION BY ARHA**  
**PAGE 12-1 -12-2**



**WE SUGGEST THAT THE FOLLOWING SUBTOPICS BE ENFORCED TO THE LETTER OF THE LAW: 3, 4, 5, 11, 14 AND 15.**

**WE APPRECIATE THE GREAT DETAILS IN THE REGULATIONS FOR ADMISSIONS AND CONTINUED OCCUPANCY DRAFT AS PREPARED ON, AUGUST 20, 2004, HOWEVER IT WAS QUITE REPETITIVE.**

**IT IS COMFORTING TO KNOW THAT LADREY IS BEING CONSIDERED AS A PLACE FOR AN RPO AS WE DESPERATELY NEED AN RPO HERE, TO CURTAIL SOME OF THE ACTIVITIES THAT GO ON IN AND AROUND THE BUILDING.**

**THE STATS WERE VERY HELPFUL AND, THE REPORT ON LBP, WAS VERY HELPFUL AND INFORMATIVE.**

**WE ALSO SUPPORT ARC, IN IT'S EFFORT TO MAKE LIFE MORE ENJOYABLE AND LIVABLE FOR THEIR RESIDENTS.**

**RESIDENT ADVISORY BOARD  
Alexandria Redevelopment Housing Authority**

**MEETING MINUTES:  
AGENCY ANNUAL PLAN - REVIEW AND COMMENTS**

**Date/Time:** September 14, 2004  
**Location:** 300 Wythe Street

**ATTENDEE LIST**

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Name	Organization	Contact Information
Margo Tolliver	Ladrey RC	703-548-4092
Connie Lennox	ARHA	703-549-7115 Ex 231
Elijah Johnson	ARHA	703-549-7115 Ex 207 or 245
Bennie Burch	ARC	703-299-9197
Anita Payne	ARC	1019 Montgomery St.
Tracey Roberson	ARC	1020 Montgomery St.
Georgia Herrin	ARC	815 N. Alfred St.
Richard Blake	ARC	702-658-0931
Otis Weeks	Ladrey	703-549-1523
Robert Minatee	ARHA	703-549-7115 Ex 256

Ms. Lennox opened the meeting by thanking those in attendance for coming to participate in the process of reviewing and commenting on ARHA's Annual Plan submission for this year. She then introduced Elijah Johnson, Housing Program Supervisor, and Robert Minatee, Modernization Manager. She explained that the purpose of the meeting was to present to the RAB, the changes that have been made in this year's Annual Plan submission compared to last year's plan and to get written feedback from the RAB. Mr. Minatee then distributed copies of the ARHA PHA Plan draft and Mr.

Johnson distributed copies of the ARHA Admissions and Continued Occupancy Plan (ACOP) and Section 8 Admissions Plan. Mr. Johnson explained that the proposed changes in the ACOP and Section 8 Plan were shown either by crossing out the removed words or language or by inserting the new words or language using italicized letters.

Ms. Lennox reported that one change from last year's plan was the development of a Disposition Plan as required by HUD in order for ARHA to implement a conversion from public housing ACC to Section 8 vouchers at Glebe Park and Jefferson Village. She said that HUD did not all allow ARHA to convert from public housing leases to market rate leases last year because the rules were not promulgated for voluntary conversion.

Mr. Minatee then referred the attendees to the portion of the Annual Plan concerning the proposed 2004 Capital Fund Program (CGP) application. Ms. Lennox explained that the HUD program was an annual grant to the Authority of funds to be used for modernizing public housing through capital improvement projects and for improving the management of public housing. She said that funds had to be obligated or committed to projects within two years and fully expended within four years of HUD approval. Mr. Minatee said that the Authority performs a Physical Needs Assessment of all of its development communities to determine the scope of capital improvement work needed to make public housing healthy, safe and comfortable. He said that the capital improvement work was prioritized in such a way that health, safety and fire code compliance items would be addressed first, especially those items that have the potential to cause other damage (i.e., leaking roof could damage the interior of the unit), other building code enforcement items second and then residential unit improvements (i.e., the addition of air conditioning).

Mr. Minatee then reviewed the capital improvement projects proposed by ARHA for the Capital Fund Program's upcoming 2004 grant year. Ms. Roberson said that she felt that air conditioning should be installed in the Samuel Madden Uptown, community. Other members said that Andrew Adkins needed air conditioning as well. Ms. Lennox said that ARHA has used Capital Grant Program funds in the past for a number of renovations in the Madden community. She said that it has only been recently that HUD has permitted the use of Capital Fund (CF) dollars to install air conditioning in public housing. She said that the Authority recently replaced the gas furnaces in James Bland with a unit that was equipped to include air conditioning with the addition of coils and a condenser. If the funds become available, the equipment will be added but at that time the most urgent need was to replace the gas furnaces and bring the electrical service up to code. Several members asked about the policies concerning window air conditioning units, because it did not appear that the Ramsey Homes units were complying. Ms. Lennox and Mr. Johnson explained that fire code prohibits installing window air conditioning units in dwelling spaces that have only one window for emergency egress; HUD also inspects for this condition and the Authority must enforce that requirement. They said that ARHA staff has been instructed to report window air conditioning units in violation of the regulation to the Authority and that residents should do so as well.

Questions were asked about unit inspection procedures. Mr. Johnson explained that inspectors were not looking to "spy" on households, but to evaluate for housekeeping issues and that the lease requirements are being met. If the inspector does notice something in the normal course of the inspection, it is possible that follow-up actions could occur. Some attendees reported severe pest and rodent infestation in Samuel Madden, Uptown. They said that dead rats and burrows were in yard areas and that residents were throwing grease and leftover food out their back doors into the alley areas. They also said that household vegetable gardens contributed to the rodent problem. Ms. Lennox asked for specific addresses where that problem existed so that ARHA's exterminators could treat the problem and management could talk to the offenders.

After commenting on the Ladrey work items in the 2004 CFP proposal, an attendee asked if the hallway handrails at Ladrey could be secured. Ms. Lennox said that the work would be included in the

Preventative Maintenance program work. An attendee asked about making the Ladrey community room handicap accessible. Ms. Lennox said that ARHA had ordered levered door hardware to install for that purpose, but it was not of the institutional quality that was needed. She said that the status would be investigated and followed up.

Attendees then reported that the alley behind the block of 901-905 Montgomery Street was too dark and that gambling and fighting occurred throughout most nights. They said that the police would not investigate when they are called saying that if they do not see money present, the situation is not considered to be gambling. Ms. Lennox said that the Preventative Maintenance electrician would check the existing lighting and ARHA would upgrade in order to increase light levels. A question was asked about visiting dogs. Ms. Tolliver said that a Ladrey resident was dog sitting for a relative almost every weekend. It was a problem because the dog is not familiar with the Ladrey residents or its surroundings, which makes the situation potentially dangerous. Mr. Johnson directed the attendees to the Pet Policy section in the ACOP document. He said that the policy also applies to visiting dogs and applies to all pets.

Ms. Lennox closed the meeting by asking attendees to review the distributed materials and to provide their written comments concerning the documents to Mr. Minatee as soon as possible. She said that the deadline for submitting the written comments was not later than Monday, September 20<sup>th</sup> the date of the Public Hearing on the Agency Plan.

The Meeting was adjourned at 8:45 p.m.

3. In what manner did the PHA address those comments? (select all that apply)

- Considered comments, but determined that no changes to the PHA Plan were necessary.  
 The PHA changed portions of the PHA Plan in response to comments  
List changes below:

Other: (list below)

#### B. Description of Election process for Residents on the PHA Board

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

#### 3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations  
 Candidates could be nominated by any adult recipient of PHA assistance  
 Self-nomination: Candidates registered with the PHA and requested a place on ballot  
 Other: (describe)

b. Eligible candidates: (select one)

- Any recipient of PHA assistance

- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list): All adult recipients of PHA assistance.

**C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here): City of Alexandria
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plans.
  - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
  - Other: (list below)
3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

**D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

## **Attachments**

Use this section to provide any additional attachments referenced in the Plans.

**PHA Plan  
Table Library**

# **VA004a01 – DECONCENTRATION PLAN**

## **ADMISSIONS POLICY FOR DECONCENTRATION**

According to recent information provided by the Washington, D. C. Council of Governments (COG), poverty has been defined in this area as follows:

- Low poverty is a census tract with less than 10% of the households below the poverty level.
- High poverty is a census tract with more than 10% of the households below the poverty level.

Maps and census tracts charts also provided by the Council of Governments indicate that there are eleven high poverty areas within the City of Alexandria. The specific Census Tracts with high poverty are 2001.03 (10.3%), 2001.05 (11.1%), 2003.01 (17.4%), 2003.03 (13.9%), 2005 (13.4%), 2008.02 (11.2%), 2012.03 (18.8%), 2016 (18.8%), 2018.01 (11.1%), and 2018.02 (15.3%).

The overall average income for ARHA's public housing residents has decreased from 14,028.54 to 13,490.57. The highest average income is 21,200.00 as of September 30, 2004. ARHA's scattered sites still have the higher average incomes. These results confirm that families applying for housing are primarily within the very low-income category. ARHA remains committed the reaching out to higher income families to increase their representation in public housing, however it remains difficult since waiting list applicants have incomes that in the extremely low-income category. James Bland Homes (148 units) remains the only public housing develop ARHA manages that is affected by the deconcentration regulation which exempts developments with fewer than 100 units, developments designated of elderly and or disable families, developments which consist of one general occupancy and development s approved for demolition or conversion to tenant based assistance.

For Section 8, ARHA continues to make every effort to reduce the number of Section 8 units in high poverty areas listed above. This has become more difficult as a result of HUD's recent budget cuts in the Housing Choice Voucher program; as well as the reduction in the Applicable Payment Standards for the metropolitan area of Washington, DC that went into effective October 1, 2004. Families will be forced to rent units in high poverty areas where rents are traditionally lower. Also, staff has begun to see a trend of families moving from single-family homes and town homes, to apartments where rents and utility payments are lower. ARHA's goal is to educate the participants in locating housing in other parts of the City of Alexandria and the region.

The Housing Counseling Consortium (HCC) is comprised of the City of Alexandria, Prince George County, Arlington County, Fairfax County, Prince William County, The District of Columbia, the City of Manassas, Montgomery County and the City of Rockville, Maryland. The Metropolitan Washington Council of Governments (COG) is the lead non-profit organization. COG utilizes a number of nonprofits within the region to provide direct housing counseling services to families from each participating jurisdiction. Other activities have included landlord



outreach to develop strategies to better market the Section 8 program in low poverty neighborhoods, developing a database to inventory the metropolitan rental housing stock, examination of housing agencies administrative plans, and addressing existing barriers to mobility.

ARHA works closely with the City of Alexandria's office of Housing to assist families with housing counseling and home ownership counseling. ARHA will also advertise a Request for Proposal (RFP) for housing counseling during the up coming fiscal year.

## **DECONCENTRATION OF PUBLIC AND ASSISTED HOUSING**

The purpose of the rule to deconcentrate poverty within public housing units and Section 8 voucher recipients is to promote economic integration. Deconcentration is achieved by bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The rule applies to admissions, with both site-based and community-wide waiting lists included in the requirements.

There is a five-step approach to apply in enforcing the deconcentration rule. First, annually, ARHA must determine the average income of all residents in all general occupancy developments. This includes families residing in developments approved for demolition or conversion to tenant based assistance and families residing in public housing units in mixed financed developments.

Next, ARHA must determine the average income of all families residing in each building of each general occupancy development. After this, ARHA must determine which general occupancy development buildings have an average income higher than the ARHA average for general occupancy developments or "higher income buildings" and vice versa for "lower income buildings".

ARHA then will review the waiting lists; determine which families are "higher income families" those with income higher than the ARHA-wide average income and "lower income families" or those with incomes lower than the ARHA-wide average incomes.

After the above analysis is completed, when a unit becomes available for occupancy in a higher income building, ARHA must skip families on the waiting list if it is necessary to reach a lower income family. The opposite result will hold true for lower income buildings.

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There will be instances where admissions under the deconcentration rule can be based on other criteria. This would occur when local admission preferences apply. ARHA may use local admissions policies, if doing so does not place a "higher income" family in a higher income building. The same holds true for lower income buildings.

The family has the discretion whether to accept an offer of a unit. ARHA cannot take any adverse action toward any eligible family for choosing not to accept an offer of a unit. However, ARHA can and does limit the number of offers received by applicants.

The rule also applies to scattered sites and small developments. If a development contains no structures that qualify as a building, the deconcentration requirement is applied to the entire development as if it were a building.

For the initial lease up of vacant public housing, the average income for the public housing units in each building must not exceed the ARHA average income for general occupancy public housing developments. After the initial lease up, the units are covered by deconcentration requirements unless the building which, contains these units, is classified as a lower income building.

In the case where ARHA has provided that families that resided in public housing on the site of a mixed finance or other development, the displaced family has a right to admission to a public unit in that development after revitalization, and the deconcentration rule does not apply.

### **OTHER DECONCENTRATION EFFORTS**

The income targeting guidelines will address some of the deconcentration issues. ARHA continues to work with families to increase their job skills. ARHA has operated a Welfare-To-Work (WTW) program, provided GED classes and job placement. ARHA has also partnered with the Shiloh Baptist Church and the City of Alexandria's Housing Office to assist Section 8 and public housing families in purchasing a home. Along with our partners, we are able to provide home ownership counseling and financial assistance for purchasing a home. ARHA also continues to work with our Family Self Sufficiency participants with reaching their goal of impendence. ARHA will also open its public housing waiting list this during the fall of 2004 in an effort to attract high income families into public housing.

ARHA also continues to provide Security Deposit loans to families who wish to lease a unit within Alexandria with funds obtained from the City of Alexandria, Virginia Housing Trust Fund. This is a loan program and the Housing Choice Voucher families is required to repay the loan; it then becomes a revolving fund to loan to other qualified families. These loans will assist families to locate units in low poverty areas.

**VA004b01 – CAPITAL FUND 2000, P & E**

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing and Urban Development

OMB Approval No. 2577-0157 (7198)

Capital Funds Program (CF)

Part I: Summary

Office of Public and Indian Housing

HA Name

**ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY**

Comprehensive Grant Number  
**VA39 P004 501**

FFY of Grant Approval  
**2000**

Original Annual Statement     Reserve for Disaster/Emergencies     Revised Annual Statement/Revision Number     Performance and Evaluation Report for Program Year Ending  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (may not exceed 10% of 19)	\$53,200.00	\$160,339.00	\$160,339.00	\$160,339.00
3	1408 Management Improvements	\$184,766.00	\$122,722.03	\$122,722.03	\$122,722.03
4	1410 Administration	\$115,200.00	\$160,339.00	\$160,339.00	\$160,339.00
5	1411 Audit	\$3,000.00	\$18,112.95	\$18,112.95	\$18,112.95
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$28,016.00	\$104,685.56	\$104,685.56	\$104,685.56
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$202,750.00	\$25,534.16	\$25,534.16	\$25,534.16
10	1460 Dwelling Structures	\$871,574.00	\$971,600.87	\$971,600.87	\$971,600.87
11	1465.1 Dwelling Equipment-Nonexpendable	\$30,000.00	\$9,637.43	\$9,637.43	\$9,637.43
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$50,000.00	\$30,417.80	\$30,417.80	\$30,417.80
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1495.1 Relocation Cost	\$0.00	\$0.00	\$0.00	\$0.00
16	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
17	1498 Mod Used for Development	\$0.00	\$0.00	\$0.00	\$0.00
18	1502 Contingency (may not exceed 8% of 19)	\$0.00	\$0.00	\$0.00	\$0.00
19	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>\$1,538,506.00</b>	<b>\$1,603,388.80</b>	<b>\$1,603,388.80</b>	<b>\$1,603,388.80</b>
20	Amount of line 19 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of line 19 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00
22	Amount of line 19 Related to Security	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 19 Related to Energy Conservation	\$0.00	\$0.00	\$0.00	\$0.00

Signature of Executive Director and Date

X

Signature of Public Housing Director or Office of Native American Programs Administrator & Date:

Part II: Supporting Pages

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
Operations	Operating Subsidy	1406.01	Total 1406	\$53,200.00	\$ 160,339.00	\$ 160,339.00	\$ 160,339.00	
Managem't Improve	Staff Training Environmental Reviews Marketing Plan Preventative Maintenance Computer upgrades	1408.01 1408.02 1408.03 1408.04 1408.05		\$50,000.00 \$10,000.00 \$15,000.00 \$109,766.00 \$0.00	\$1,737.31 \$0.00 \$0.00 \$109,990.40 \$10,994.32	\$1,737.31 \$0.00 \$0.00 \$109,990.40 \$10,994.32	\$1,737.31 \$0.00 \$0.00 \$109,990.40 \$10,994.32	Rockhurst Univ., Recl National Seminars Update existing Force account
HA-Wide Admin	Funding for comp grant staff CEO, Director of Finance, etc. salaries, benefits and sundry	1410.01	Total 1408	\$115,200.00	\$ 160,339.00	\$ 160,339.00	\$ 160,339.00	
Audit Fees	CGP portion of audit fees	1411.01	Total 1410	\$3,000.00	\$18,112.95	\$18,112.95	\$18,112.95	Rector & Moffit, Dooley Vicars
Fees and Costs	Professional Services	1430.01	Total 1411	\$28,016.00	\$104,685.56	\$104,685.56	\$104,685.56	ADG, Tise Diamond
Site Improve PHA-Wide	Replace landscaping after replacement of underground gas lines	1450.01	Total 1430	\$202,750.00	\$0.00	\$0.00	\$0.00	
	Emergency replacement site utilities *	1450.02		\$0.00	\$18,350.00	\$18,350.00	\$18,350.00	Funged forward from CF2002, 1450.01
	Site Improvements - Paving*	1450.03	Total 1450:	\$202,750.00	\$25,534.16	\$25,534.16	\$25,534.16	Funged forward from CF2002, 1450.01

Signature of Executive Director and Date

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Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

Annual Statement of Performance and Evaluation Report

Part II: Supporting Pages

Comprehensive Grant Program (CGP)  
FFY 2000

Development Number/Name/HA-Wide	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost			Status of Proposed Work	
				Original	Revised	Funds Obligated	Funds Expended	
VA4-4	James Bland Homes: 1. Modernize bathrooms 2. Paint Interiors	1460.01	74 units	\$355,200.00	\$0.00	\$0.00	\$0.00	Deleted at the request of HUD Field Office
VA4-7	James Bland Addition: 1. Replace stair-treads, railings 2. Paint Interiors	1460.02	46 units	\$92,000.00	\$0.00	\$0.00	\$0.00	Deleted at the request of HUD Field Office
VA4-9	Ladrey Highrise 1. Lobby improvements 2. Upgrades to handicap units 3. Balcony rail repairs 4. Replace flooring in all common areas	1460.03	11 floors 20 units 11 floors 11 floors	\$11,000.00 \$100,000.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00 \$0.00	
VA4-10	Scattered Sites I: 1. Replace broken windows 2. Repair window sills 3. Replace damaged fascia & soffit	1460.04	50 units 50 units 9 bldgs	\$93,500.00	\$0.00	\$0.00	\$0.00	
VA4-11	Scattered Sites II: 1. Roof repairs + replacement	1460.05		\$0.00	\$0.00	\$0.00	\$0.00	
VA4-15	Jefferson Village 1. Repairs to courtyard area 2. Brick repairs 3. Substantial Rehabilitation of Interiors	1460.07	50 units	\$0.00	\$971,600.87	\$971,600.87	\$971,600.87	Funged forward from CF2001 and 2002
			Total 1460:	\$296,500.00	\$971,600.87	\$971,600.87	\$971,600.87	
PHA-Wide	Stoves and refrigerators	1465.01	Total 1465:	\$30,000.00	\$9,637.43	\$9,637.43	\$9,637.43	
				\$30,000.00	\$9,637.43	\$9,637.43	\$9,637.43	
PHA-Wide Admin.	Maintenance Replacement Vehicles Renovations to the 3rd Floor of the Administration Building	1475.01	Total 1475:	\$50,000.00	\$0.00	\$0.00	\$0.00	Vehicle Purchase charged to CGP 1999, 1475.04 Funged forward from CF2002
				\$0.00	\$30,417.80	\$30,417.80	\$30,417.80	
				\$50,000.00	\$30,417.80	\$30,417.80	\$30,417.80	

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

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Annual Statement / Performance and Evaluation Report

U. S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

Comprehensive Grant Program (CGP)

Part III: Implementation Schedule

OMB Approval No. 2577-0157 (7/31/99)

Development Number/ Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates (2)
	Original	Revised	Original	Revised	
	Actual	Actual	Actual	Actual	
PHA Wide Management Improvement					
VA4-5, Ramsey Homes	December-00	03/31/02	December-01	03/31/02	03/31/02
VA4- 4, James Bland	December-00	03/31/02	December-01	09/30/03	09/30/03
VA4-7, James Bland Addition	March-01	03/31/02	March-02	09/30/03	09/30/03
VA4-9, Ladrey Highrise	March-01	03/31/02	March-02	09/30/03	09/30/03
VA4-10, Scattered Sites	March-01	03/31/02	March-02	09/30/03	09/30/03
VA4-11, Scattered Sites	March-01	03/31/02	March-02	09/30/03	09/30/03
VA4-15, Jefferson Village	December-00	03/31/02	December-01	09/30/03	09/30/03

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

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**VA004c01 – CAPITAL FUND 2001, P & E**



Comprehensive Grant Program (CGP) Part I: Summary

HA Name: **ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY** Comprehensive Grant Number: **VA39 P004 501** FFY of Grant Approval: **2001**

Original Annual Statement  Reserve for Disaster/Emergencies  Revised Annual Statement/Revision Number 3  Performance and Evaluation Report for Program Year Ending  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Obligated	Total Actual Cost
		Original	Revised		
1	Total Non-CGP Funds				
2	1406 Operations (may not exceed 10% of 19)	\$160,339.00	\$163,968.30	\$163,968.30	\$163,968.30
3	1408 Management Improvements	\$116,000.00	\$271,936.60	\$271,936.60	\$271,936.60
4	1410 Administration	\$160,339.00	\$163,968.30	\$163,968.30	\$163,968.30
5	1411 Audit	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$80,000.00	\$0.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$380,000.00	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$644,461.00	\$1,036,809.80	\$1,036,809.80	\$0.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$0.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
16	1495.1 Relocation Cost	\$59,250.00	\$0.00	\$0.00	\$0.00
17	1498 Mod Used for Development	\$0.00	\$0.00	\$0.00	\$0.00
18	1502 Contingency (may not exceed 8% of 19)	\$0.00	\$0.00	\$0.00	\$0.00
19	Amount of Annual Grant (Sum of lines 2-19)	\$1,603,389.00	\$1,639,683.00	\$1,639,683.00	\$602,873.20
20	Amount of line 19 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of line 19 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00
22	Amount of line 19 Related to Security	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 19 Related to Energy Conservation	\$0.00	\$0.00	\$0.00	\$0.00

Signature of Executive Director and Date: \_\_\_\_\_ Signature of Public Housing Director or Office of Native American Programs Administrator & Date: \_\_\_\_\_

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Annual Statement /Performance and Evaluation Report

OMB Approval No. 2577-0157 (7/31/98)

U. S. Department of Housing and Urban Development

Office of Public and Indian Housing

Part II: Supporting Pages

Comprehensive Grant Program (CGP)

FFY 2001

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
Operations	Agency Operations	1406.01	Total 1406	\$160,339.00	\$163,968.30	\$163,968.30	\$163,968.30	
Managemt Improve	Resident Initiative Training Environmental, physical needs, updates Preventative Maintenance Resident Initiatives Staff training	1408.01 1408.02 1408.03 1408.04 1408.05		\$20,000.00 \$20,000.00 \$40,000.00 \$36,000.00 \$0.00	\$0.00 \$0.00 \$271,936.60 \$0.00 \$0.00	\$0.00 \$0.00 \$271,936.60 \$0.00 \$0.00	\$0.00 \$0.00 \$271,936.60 \$0.00 \$0.00	Force account
HA-Wide Admin	Technical Support Staff and Non-technical support (e.g. Executive Director, Director of Finance, Executive Assistant, Director of Development, Chief Accountant) Salary and benefits	1410.01	Total 1408	\$160,339.00	\$163,968.30	\$163,968.30	\$163,968.30	
Audit Fees	Audit	1411.01	Total 1410	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	FY 2000 audit Rector & Moffitt
HA-Wide Fees and Costs	A/E Support for Mod. Projects	1430.01	Total 1411	\$80,000.00	\$0.00	\$0.00	\$0.00	Paid in CF00
Site Improve PHA-Wide	Sidewalk, parking lot repairs, trash cans, benches	1450.01	Total 1430	\$80,000.00	\$0.00	\$0.00	\$0.00	
			Total 1450:	\$380,000.00	\$0.00	\$0.00	\$0.00	

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

X

Annual Statement /Performance and Evaluation Report

OMB Approval No. 2577-0157 (7/3/198)

Comprehensive Grant Program (CGP)

Part II: Supporting Pages

FFY 2001

Development Number/ Name HA-Wide	General Description of Major Work Categories	Development Account	Quantity	Total Estimated Cost			Status of Proposed Work	
				Original	Revised	Funds Obligated	Funds Expended	
VA4-5	Replace flooring Repaint interior	1460.01 <del>1460.01</del>	15 units <del>45 units</del>	\$60,000.00 <del>\$24,000.00</del>	\$0.00 <del>\$0.00</del>	\$0.00 <del>\$0.00</del>	\$0.00 <del>\$0.00</del>	Deleted per Field Office HUD
VA4-8 Andrew Adkins	Repair/Replace Roof Remodel Bathrooms	1460.03 1460.04	10 Buildings 90 Units	\$71,000.00 \$90,000.00	\$0.00 \$0.00	\$0.00 \$0.00	\$0.00 \$0.00	GSA
VA4-10 Scattered Sites	Replace Gas-Fired Furnaces with Central Heating & Air Conditioning Repaint interior Refinish existing wood flooring Replace Stair Treads	1460.03 <del>1460.04</del> 1460.05 1460.06	52 Units <del>52 Units</del> 52 Units 52 Units	\$85,000.00 <del>\$77,000.00</del> \$204,961.00 \$10,000.00	\$0.00 \$0.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00 \$0.00	Deleted per Field Office HUD
VA4-15 Jefferson Village	Repair/Replace Exterior Lighting Substantial Rehabilitation	1460.07	1 Site  Total 1460	\$22,500.00  \$644,461.00	\$1,036,809.80  \$1,036,809.80	\$1,036,809.80  \$1,036,809.80	\$0.00  \$0.00	Funged from CF2002
Relocation Costs				\$59,250.00	\$0.00	\$0.00	\$0.00	
Total 1495				\$59,250.00	\$0.00	\$0.00	\$0.00	

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

X

Annual Statement /Performance and Evaluation Report

Comprehensive Grant Program (CGP) Part III: Implementation Schedule

FY 2001

Development Number/ Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates (2)
	Original	Revised	Original	Revised	
	Actual		Actual		
1460 VA4-5 Ramsey Homes	Jun-03		Jun-05		
1460 VA 4-8 Andrew Adkins	Jun-03		Jun-05		
1460 VA 4-10 Scattered Sites	Jun-03		Jun-05		
1460 VA4-15 Jefferson Village	Jun-03		Jun-05		
1450 HA-WIDE Sidewalk Repairs	Jun-03		Jun-05		

Signature of Executive Director and Date Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X X

**VA004d01 – CAPITAL FUND 2002, P & E**

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing and Urban Development

OMB Approval No. 2577-0157 (7/98)

Comprehensive Grant Program (CGP)

Part I: Summary

Office of Public and Indian Housing

HA Name **ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY** Comprehensive Grant Number **VA39 P004 501 02** FFY of Grant Approval **2002**

Original Annual Statement  Reserve for Disaster/Emergencies  Revised Annual Statement/Revision Number 3  Performance and Evaluation Report for Program Year Ending

Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (may not exceed 10% of 19)	\$163,968.00	\$156,496.00	\$156,496.00	\$156,496.00
3	1408 Management Improvements	\$100,000.00	\$0.00	\$0.00	\$0.00
4	1410 Administration	\$163,968.00	\$156,496.00	\$156,496.00	\$156,496.00
5	1411 Audit	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$60,000.00	\$0.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$148,936.00	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$999,811.00	\$1,248,970.00	\$1,248,970.00	\$0.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$0.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1495.1 Relocation Cost	\$0.00	\$0.00	\$0.00	\$0.00
16	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
17	1498 Mod Used for Development	\$0.00	\$0.00	\$0.00	\$0.00
18	1502 Contingency (may not exceed 8% of 19)	\$0.00	\$0.00	\$0.00	\$0.00
19	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>\$1,639,683.00</b>	<b>\$1,564,962.00</b>	<b>\$1,564,962.00</b>	<b>\$312,992.00</b>
20	Amount of line 19 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of line 19 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00
22	Amount of line 19 Related to Security	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 19 Related to Energy Conservation	\$0.00	\$0.00	\$0.00	\$0.00

Signature of Executive Director and Date \_\_\_\_\_ Signature of Public Housing Director or Office of Native American Programs Administrator & Date: \_\_\_\_\_

**X**

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0157 (7/31/98)

Comprehensive Grant Program (CGP)

Part II: Supporting Pages

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
Operations	Agency Operations	1406.01	Total 1406	\$163,968.00	\$156,496.00	\$156,496.00	\$156,496.00	
Managem't Improve	Staff training	1408.01		\$15,000.00	\$0.00	\$0.00	\$0.00	Completed in earlier grant Completed in earlier grant Completed in earlier grant No resident interest
	Renovations to 3rd floor Admin. Bldg.	1408.02		\$25,000.00	\$0.00	\$0.00	\$0.00	
	Mobile Communication Systems for Facilities Employees	1408.03		\$15,000.00	\$0.00	\$0.00	\$0.00	
	High Density Files/File Management System	1408.04		\$25,000.00	\$0.00	\$0.00	\$0.00	
	Resident Initiative	1408.05		\$20,000.00	\$0.00	\$0.00	\$0.00	
			Total 1408	\$100,000.00	\$0.00	\$0.00	\$0.00	
HA-Wide Admin	Technical Support Staff and Non-technical support (e.g. Executive Director, Director of Finance, Executive Assistant, Director of Development, Chief Accountant) Salary and benefits	1410.01	Total 1410	\$163,968.00	\$156,496.00	\$156,496.00	\$156,496.00	Revised for actual amount of grant
Audit Fees	Audit	1411.01	Total 1411	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	
				\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	
HA-Wide Fees and Costs	A/E Support for Mod. Projects	1430.01	Total 1430	\$60,000.00	\$0.00	\$0.00	\$0.00	Paid in CF00
				\$60,000.00	\$0.00	\$0.00	\$0.00	
Site Improve PHA-Wide	Erosion Control, Exterior Lighting and Resurface Downtown Site Alleyways	1450.01		\$148,936.00	\$0.00	\$0.00	\$0.00	
Signature of Executive Director and Date				\$148,936.00	\$0.00	\$0.00	\$0.00	Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

X

Annual Statement /Performance and Evaluation Report

Comprehensive Grant Program (CGP) Part II: Supporting Pages

Development Number/ Name HA-Wide	General Description of Major Work Categories	Development Account	Quantity	Total Estimated Cost			Funds Expended	Status of Proposed Work
				Original	Revised	Funds Obligated		
VA4-5	Replace Flooring	1460.01	15 units	\$30,000.00	\$0.00	\$0.00	\$0.00	
VA 4-7	Replace Gas Furnaces and Electrical Code Upgrades	1460.02		\$141,000.00	\$0.00	\$0.00	\$0.00	
VA4-8	Clean and repoint Exterior Brick	1460.03		\$90,000.00	\$0.00	\$0.00	\$0.00	
	Replace roofs			\$360,000.00	\$0.00	\$0.00	\$0.00	
VA4-10	Replace Gas-Fired Furnaces with Central Heating and A/C, Replace Wood Flooring with VCT	1460.04		\$267,000.00	\$0.00	\$0.00	\$0.00	
	Paint Exteriors							
	Roof Repairs							
	Replace Stair Treads							
VA4-15	Gut Rehabilitation	1460.05	69 units	\$111,811.00	\$0.00	\$0.00	\$0.00	Funged back to CF2001
VA4-4, 4-7	Emergency reroofing	1460.06	194 units	\$0.00	\$1,248,970.00	\$1,248,970.00	\$0.00	NAA, Inc.
			Total 1460	\$999,811.00	\$1,248,970.00	\$1,248,970.00	\$0.00	

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X



Annual Statement /Performance and Evaluation Report

U. S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0157 (7/3/98)

Comprehensive Grant Program (CGP) Part III: Implementation Schedule

Development Number/ Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates (2)
	Original	Revised	Original	Actual	
VA4-5	May-04		May-06		
VA 4-8	May-04		May-06		
VA 4-10	May-04		May-06		
VA4-15	May-04		May-06		
HA-WIDE Sidewalk Repairs	May-04		May-06		
VA4-4, 4-7				April-04	Funds reprogrammed due to emergency re-roof, code violations
Signature of Executive Director and Date			Signature of Public Housing Director or Office of Native American Programs Administrator and Date		
X					X

**VA004e01 – CAPITAL FUND 2003, P & E**

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing  
and Urban Development

OMB Approval No. 2577-0157 (7/98)

Comprehensive Grant Program (CGP)

Part I: Summary

Office of Public and Indian Housing

HA Name <b>ALEXANDRIA REDEVELOPMENT &amp; HOUSING AUTHORITY</b>		Comprehensive Grant Number <b>VA39 P004 501 03</b>		FFY of Grant Approval <b>2003</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disaster/Emergencies <input type="checkbox"/> Final Performance and Evaluation Report		<input checked="" type="checkbox"/> Revised Annual Statement/Revision Number 1		<input type="checkbox"/> Performance and Evaluation Report for Program Year Ending	

Line No.	Summary by Development/Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (may not exceed 10% of 19)	\$156,496.00	\$121,500.00	\$121,500.00	\$121,500.00
3	1408 Management Improvements	\$0.00	\$180,510.65	\$180,510.65	\$0.00
4	1410 Administration	\$156,496.00	\$121,500.00	\$121,500.00	\$121,500.00
5	1411 Audit	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$55,000.00	\$0.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$0.00	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$1,193,970.00	\$788,490.35	\$788,490.35	\$662,336.92
11	1465.1 Dwelling Equipment-Nonexpendable	\$0.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1495.1 Relocation Cost	\$0.00	\$0.00	\$0.00	\$0.00
16	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
17	1498 Mod Used for Development	\$0.00	\$0.00	\$0.00	\$0.00
18	1502 Contingency (may not exceed 8% of 19)	\$0.00	\$0.00	\$0.00	\$0.00
19	Amount of Annual Grant (Sum of lines 2-19)	\$1,564,962.00	\$1,215,001.00	\$1,215,001.00	\$905,336.92
20	Amount of line 19 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of line 19 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00
22	Amount of line 19 Related to Security	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 19 Related to Energy Conservation	\$0.00	\$0.00	\$0.00	\$0.00

Signature of Executive Director and Date \_\_\_\_\_ Signature of Public Housing Director or Office of Native American Programs Administrator & Date: \_\_\_\_\_

X

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing  
and Urban Development

OMB Approval No. 2577-0157 (7/31/98)

Comprehensive Grant Program (CGP)

Part II: Supporting Pages

Office of Public and Indian Housing

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
Operations	Agency Operations	1406.01	Total 1406	\$156,496.00	\$121,500.00	\$121,500.00	\$121,500.00	Force Account on staff
				\$156,496.00	\$121,500.00	\$121,500.00	\$121,500.00	
Mngmt Improvements	Preventative Maintenance	1408.01	Total 1408	\$0.00	\$180,510.65	\$180,510.65	\$0.00	
HA-Wide Admin	Technical Support Staff and Non-technical support (e.g. Executive Director, Director of Finance, Executive Assistant, Director of Development, Chief Accountant) Salary and benefits	1410.01	Total 1410	\$156,496.00	\$121,500.00	\$121,500.00	\$121,500.00	Staff on Board
Audit Fees	Audit	1411.01	Total 1411	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	
HA-Wide Fees and Costs	A/E Support for Mod. Projects	1430.01	Total 1430	\$55,000.00	\$0.00	\$0.00	\$0.00	Completed in CF00
				\$55,000.00	\$0.00	\$0.00	\$0.00	

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

X

Annual Statement /Performance and Evaluation Report

Part II: Supporting Pages

Comprehensive Grant Program (CGP)

Development Number/ Name HA-Wide	General Description of Major Work Categories	Development Account	Quantity	Total Estimated Cost			Status of Proposed Work		
				Original	Revised	Funds Obligated	Funds Expended		
VA 4-3	Install new door and window screens	1460.01	148 units	\$125,400.00	\$126,153.43	\$126,153.43	\$0.00		
VA 4-4	Install new screen doors and replace existing entry doors	1460.02	46 units	\$281,200.00	\$0.00	\$0.00	\$0.00		
VA4-7	Install new screen doors and replace existing entry doors	1460.03	66 units	\$87,370.00	\$0.00	\$0.00	\$0.00		
VA4-3	Demolition of 100 town-homes for HOPE redevelopment	1460.04	100 units	\$700,000.00	\$662,336.92	\$662,336.92	\$662,336.92	Wrecking Corporation	
Total 1460				\$1,193,970.00	\$788,490.35	\$788,490.35	\$662,336.92		
Signature of Executive Director and Date				Signature of Public Housing Director or Office of Native American Programs Administrator and Date				X	

X

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0157 (7/31/98)

Comprehensive Grant Program (CGP) Part III: Implementation Schedule

Development Number/ Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates (2)
	Original	Revised	Original	Revised	
1430	September-05		December-07		October-03
1460 VA4-3 Samuel Madden Homes (Uptown)	September-05		December-07		October-03
1460 VA 4-4 James Bland	September-05		December-07		
1460 VA 4-7 James Bland Addition	September-05		December-07		
1460 VA4-3 Samuel Madden Homes (Downtown)	September-05		December-07		
Signature of Executive Director and Date			Signature of Public Housing Director or Office of Native American Programs Administrator and Date		
X			X		

**VA004f01 – CAPITAL FUND 2003, P & E**

FFY of Grant Approval  
**2003**

Comprehensive Grant Number  
**VA39 P004 502 03**

**Part I: Summary**

Performance and Evaluation Report for Program Year Ending

Revised Annual Statement/Revision Number 1

Reserve for Disaster/Emergencies

Final Performance and Evaluation Report

Original Annual Statement

Reserve for Disaster/Emergencies

Final Performance and Evaluation Report

Revised Annual Statement/Revision Number 1

Performance and Evaluation Report for Program Year Ending

HA Name

**ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (may not exceed 10% of 19)	\$0.00	\$0.00	\$0.00	\$0.00
3	1408 Management Improvements	\$0.00	\$0.00	\$0.00	\$0.00
4	1410 Administration	\$0.00	\$0.00	\$0.00	\$0.00
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$0.00	\$0.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$0.00	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$0.00	\$256,618.00	\$256,618.00	\$0.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$0.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1495.1 Relocation Cost	\$0.00	\$0.00	\$0.00	\$0.00
16	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
17	1498 Mod Used for Development	\$0.00	\$0.00	\$0.00	\$0.00
18	1502 Contingency (may not exceed 8% of 19)	\$0.00	\$0.00	\$0.00	\$0.00
19	Amount of Annual Grant (Sum of lines 2-19)	\$0.00	\$256,618.00	\$256,618.00	\$0.00
20	Amount of line 19 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of line 19 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00
22	Amount of line 19 Related to Security	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 19 Related to Energy Conservation	\$0.00	\$0.00	\$0.00	\$0.00

Signature of Public Housing Director or Office of Native American Programs Administrator & Date:



Annual Statement /Performance and Evaluation Report  
 Comprehensive Grant Program (CGP)

U. S. Department of Housing  
 and Urban Development  
 Office of Public and Indian Housing

OMB Approval No. 2577-0157 (7/31/98)

Part II: Supporting Pages

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
VA4-4, 4-7	Emergency re-roof	1460.04	194 units	\$0.00	\$256,618.00	\$256,618.00	\$0.00	NAA, Inc.

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

X

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0157 (7/31/98)

Comprehensive Grant Program (CGP) Part III: Implementation Schedule

Development Number/ Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised	Actual	Original	Revised	Actual	
1460 VA 4-4 James Bland	September-05		May-04	December-07			
1460 VA 4-7 James Bland Addition	September-05		May-04	December-07			
Signature of Executive Director and Date							Signature of Public Housing Director or Office of Native American Programs Administrator and Date
X							X

**VA004g01 – CAPITAL FUND 2004, P & E**

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing and Urban Development

OMB Approval No. 2577-0157 (7/98)

Capital Funds Program (CF)

Part I: Summary

Office of Public and Indian Housing

HA Name		ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY		Comprehensive Grant Number VA39 P004 501 04		FFY of Grant Approval 2004	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disaster/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement/Revision Number 1		<input type="checkbox"/> Performance and Evaluation Report for Program Year Ending	
<input type="checkbox"/> Final Performance and Evaluation Report							

Line No.	Summary by Development Account	Total Estimated Cost		Obligated	Total Actual Cost
		Original	Revised		
1	Total Non-CGP Funds				
2	1406 Operations (may not exceed 10% of 19)	\$156,496.00	\$142,178.00	\$0.00	\$0.00
3	1408 Management Improvements	\$212,992.00	\$212,992.00	\$0.00	\$0.00
4	1410 Administration	\$156,496.00	\$142,178.00	\$0.00	\$0.00
5	1411 Audit	\$3,000.00	\$3,000.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$60,000.00	\$60,000.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$606,478.00	\$606,478.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$191,000.00	\$164,949.00	\$0.00	\$0.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$178,500.00	\$90,000.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1495.1 Relocation Cost	\$0.00	\$0.00	\$0.00	\$0.00
16	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
17	1498 Mod Used for Development	\$0.00	\$0.00	\$0.00	\$0.00
18	1502 Contingency (may not exceed 8% of 19)	\$0.00	\$0.00	\$0.00	\$0.00
19	Amount of Annual Grant (Sum of lines 2-19)	\$1,564,962.00	\$1,421,775.00	\$0.00	\$0.00
20	Amount of line 19 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of line 19 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00
22	Amount of line 19 Related to Security	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 19 Related to Energy Conservation	\$0.00	\$0.00	\$0.00	\$0.00

Signature of Executive Director and Date: \_\_\_\_\_ Signature of Public Housing Director or Office of Native American Programs Administrator & Date: \_\_\_\_\_

X

X

Annual Statement /Performance and Evaluation Report

OMB Approval No. 2577-0157 (7/31/98)

U. S. Department of Housing  
and Urban Development

Office of Public and Indian Housing

Part II: Supporting Pages

Comprehensive Grant Program (CGP)

FFY 2000

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
Operations	Operating Subsidy	1406.01	Total 1406	\$156,496.00	\$142,178.00	\$0.00	\$0.00	
				\$156,496.00	\$142,178.00	\$0.00	\$0.00	
Managem't Improve	Preventative Maintenance	1408.01	Total 1408	\$212,992.00	\$212,992.00	\$0.00	\$0.00	
				\$369,488.00	\$355,170.00	\$0.00	\$0.00	
HA-Wide Admin	Funding for comp grant staff CEO, Director of Finance, etc. salaries, benefits and sundry	1410.01	Total 1410	\$156,496.00	\$142,178.00	\$0.00	\$0.00	
				\$156,496.00	\$142,178.00	\$0.00	\$0.00	
Audit Fees	CGP portion of audit fees	1411.01	Total 1411	\$3,000.00	\$3,000.00	\$0.00	\$0.00	
				\$3,000.00	\$3,000.00	\$0.00	\$0.00	
Fees and Costs	Professional Services	1430.01	Total 1430	\$60,000.00	\$60,000.00	\$0.00	\$0.00	
Site Improve				\$60,000.00	\$60,000.00	\$0.00	\$0.00	
VA4-3	Replace underground utilities	1450.01		\$231,000.00	\$231,000.00	\$0.00	\$0.00	
VA4-11	Replace retaining wall and correct structural damages	1450.02		\$375,478.00	\$375,478.00	\$0.00	\$0.00	
			Total 1450:	\$606,478.00	\$606,478.00	\$0.00	\$0.00	

Signature of Executive Director and Date

X

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

Comprehensive Grant Program (CGP)  
FFY 2000

Part II: Supporting Pages

Development Number/ Name HA-Wide	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost			Status of Proposed Work	
				Original	Revised	Funds Obligated	Funds Expended	
VA4-11	Yale-Ellsworth Upgrade electrical to meet code	1460.01	30 units	\$16,000.00	\$16,000.00	\$0.00	\$0.00	
VA4-9	Ladrey Highrise Upgrade fire doors in common areas to meet fire codes	1460.02	170 units	\$175,000.00	\$148,949.00	\$0.00	\$0.00	
			Total 1460:	\$191,000.00	\$164,949.00	\$0.00	\$0.00	
VA4-11	Yale-Ellsworth Replace water heaters and HVAC systems	1465.01	30 units	\$88,500.00	\$0.00	\$0.00	\$0.00	
VA4-9	Ladrey Highrise 1. Replace HVAC domestic water pumps install temperature-mixing valves and repipe 2. Upgrade standpipe system pumps and central panel to meet NFP codes	1465.02 1465.03	Total 1465:	\$45,000.00	\$45,000.00	\$0.00	\$0.00	
				\$45,000.00	\$45,000.00	\$0.00	\$0.00	
			Total 1465:	\$178,500.00	\$90,000.00	\$0.00	\$0.00	

Signature of Executive Director and Date

X

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

Comprehensive Grant Program (CGP)

Part III: Implementation Schedule

OMB Approval No. 2577-0157 (7/31/88)

Development Number/ Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates (2)
	Original	Revised	Original	Revised	
PHA-Wide Preventative Maintenance VA4-9, Ladrey Highrise VA4-10, Yale-Elisworth	7-Sep-06		7-Sep-08		
	7-Sep-06		7-Sep-08		
	7-Sep-06		7-Sep-08		
Signature of Executive Director and Date	Signature of Public Housing Director or Office of Native American Programs Administrator and Date				
X					X

# PHA BOARD CERTIFICATION



# Standard PHA Plan PHA Certifications of Compliance

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

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## PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the *Standard Annual, Standard 5-Year/Annual, and Streamlined 5-Year/Annual PHA Plans*

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the standard Annual, X standard 5-Year/Annual or streamlined 5-Year/Annual PHA Plan for the PHA fiscal year beginning 1-1-05 hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
7. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
- The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
- The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA has submitted with the Plan a certification with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
12. The PHA has submitted with the Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

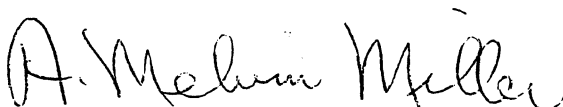
13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105( a).
15. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments.).
20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.

Alexandria Redevelopment & Housing Authority  
PHA Name

VA004  
PHA Number/HA Code

- Standard PHA Plan for Fiscal Year: 20\_\_
- Standard Five-Year PHA Plan for Fiscal Years 2005 - 2009, including Annual Plan for FY 2005
- Streamlined Five-Year PHA Plan for Fiscal Years 20\_\_ - 20\_\_, including Annual Plan for FY 20\_\_

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
A. Melvin Miller	Chairperson
Signature	Date
X 	October 12, 2004

# **CERTIFICATION BY LOCAL OFFICIAL**

**Certification by State or Local Official of PHA Plans Consistency with the  
Consolidated Plan**

I, Philip Sunderland the City Manager certify that the Five Year and  
Annual Plan of the Alexandria Redevelopment & Housing Authority is consistent with the  
Consolidated Plan of the City of Alexandria prepared pursuant to 24 CFR Part 91.

 10/8/04  
\_\_\_\_\_  
Signed/Dated by Appropriate State or Local Official

# **HUD CERTIFICATION OF TRANSMISSION**



translate |

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# Thank You for using the PHA Plan Submission System

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Your PHA Plan files have been successfully submitted to:

Field Office:	<b>District of Columbia</b>
PHA Code & Name:	<b>VA004, Alexandria</b>
Fiscal Year:	<b>2005</b>
Total number of uploaded files:	<b>8 file(s)</b>

Your PHA Plan will be processed and posted for review by the HUD Field within 48 hours of the next business day. Your field office has been notified.

The **Received Plans** web page will be updated within 48 hours as well.

If you need to submit another PHA Plan, you may do so at the **Submit** page.

You may return to the **PHA Plans homepage** or go to **HUD's main page**

Last modified: June 4, 2004 11:23



U.S. Department of Housing and Urban Development  
 451 7th Street S.W., Washington, DC 20410  
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**APPENDIX IV**

**CITY OF ALEXANDRIA, VA - CONTINUUM OF CARE**

# 2004 Application Summary

Continuum of Care (COC) Name: City of Alexandria, Virginia Continuum of Care

CoC Contact Person and Organization: L. Michael Gilmore, Ph.D., Alexandria Community Services Board

Address: 720 North Saint Asaph Street, 4<sup>th</sup> Floor, Alexandria, VA 22314

Phone Number: (703) 838-4455 E-mail: michael.gilmore@alexandriava.gov

## Continuum of Care Geography

Using the Geographic Area Guide, list the name and the six-digit geographic code number for *each* city and/or county participating in your Continuum of Care. Because the geography covered by your system will affect your Need score, it is important to be accurate. Enter the name of *every listed* city and/or county that makes up the geography for your Continuum of Care system and its assigned code. Leaving out a jurisdiction could reduce your pro rata need amount. Adding in a jurisdiction that is not really part of your system is likely to significantly reduce your score. Before completing, please read the NOFA guidance and page 2 of this application regarding geographically overlapping Continuum of Care systems.

Geographic Area Name	6-digit Code
<b>example: Syracuse</b>	<b>366376</b>
<b>example: Onondaga County</b>	<b>369067</b>
Alexandria, Virginia	510024

Geographic Area Name	6-digit Code

Reproduce this page to include additional names and codes.



## Exhibit 1: CoC Planning Process Organizations

Specific Names of CoC Organizations/Persons	Geographic Area Represented	Subpopulations Represented (SMI, SA, VETS, HIV/AIDS, DV, YI)	Level of Participation (activity and frequency) in Planning Process (H,M,L) 2
<b>Federal agencies:</b>			
Dept. Of Veterans Affairs, Outreach and Assessment Services, Dave Wolpert	Federal Regional Representative	VETS	L: Provides consultation to HSCC on veterans health care issues.
<b>State agencies:</b>			
Virginia Health Department, Melinda Gray, Debbie Bowers	City of Alexandria, Virginia	HIV/AIDS	H: Health Care Task Force representative, attends all meetings; attends all monthly HSCC planning meetings.
Alexandria Probation and Parole, Jane Reedy, Barbara Ward, Christie Melus	“	G	New committee member as of May; has attended both meetings.
<b>Local government agencies:</b>			
City of Alexandria, Department of Human Services- Job Link Program (One Stop Center for Work Force Investment) Lenwood Roberts	”	G	H: Employment Training Sub- committee representative, attends all meetings; attends all monthly HSCC planning meetings.
City of Alexandria Department of Human Services, Office of Community Services, Nelson Smith	”	G	H: Co-chairs and attends all monthly HSCC planning meetings; Chairs and attends all CoC Sub- committee meetings; attends all Strategic Planning Sub- committee meetings.
City of Alexandria Department of Human Services, Family Services, Coordinator Foster Care Mentor Home, Cathy Bartholomew	“	Y	H: Youth transition from foster care representative attends all monthly HSCC planning meetings.
City of Alexandria Department of Human Services, Office of Community Services, Homeless Services Coordinator, Rick Howard	“	G	H: City’s Homeless services coordinator attends all monthly HSCC planning meetings; attends all CoC Sub- committee meetings for point-in-time count and all Winter Shelter, HMIS Sub- committee meetings.
City of Alexandria Department of Human Services, Office of Community Services; Office of Aging and Adult Services, Jane Eichenberger	“	G	H: Aging adult services representative attends all monthly HSCC planning meetings.
City of Alexandria Department of Human Services, Office of Community Services, Homeless Services Social Worker, Hope Toye	“	G	H: Attends all monthly HSCC planning meetings; attends all Winter Shelter, HMIS and Transitional Housing Sub-Committee.
City of Alexandria, Department of Mental Health, Mental Retardation and Substance Abuse-Residential Services, Juliette Millushev	“	SMI, SA	H: Member of the CoC Sub- committee, Transitional Housing, Strategic Planning and attends most meetings; attends all monthly HSCC planning meetings.

Specific Names of CoC Organizations/Persons	Geographic Area Represented	Subpopulations Represented (SMI, SA, VETS, HIV/AIDS, DV, YI)	Level of Participation (activity and frequency) in Planning Process (H,M,L) 2
City of Alexandria, Department of Mental Health, Mental Retardation and Substance Abuse — PATH Mental Health Case Management and Homeless Outreach, Lynn Fritts	“	SMI, SA	H: Member of the CoC, Strategic Planning, Health Care and Winter Shelter Sub- committees and attends all meetings; attends all HSCC monthly planning meetings.
City of Alexandria, Department of Mental Health, Mental Retardation and Substance Abuse — Mental Health Case Management and Homeless Outreach, Dana Woolfolk	“	SMI, SA	H: Member of the Virginia Policy Academy and attends all monthly HSCC planning meetings. Is a also a formerly homeless person representative listed below.
City of Alexandria, Department of Mental Health, Mental Retardation and Substance Abuse — Substance Abuse Case Management and Homeless Outreach , Ron Jackson	”	SA, SMI	H: Member of the Winter Shelter Sub- committee and attends all meetings; attends all monthly HSCC planning meetings.
City of Alexandria Department of Mental Health, Mental Retardation and Substance Abuse- SA/MH Day Support Services, Judy Carter	”	SMI, SA,	H: Member of the CoC Sub- committee, Strategic Planning Sub- committee and attends all meetings; attends all monthly HSCC planning meetings.
City of Alexandria Office of Housing, Marcy Meyers	”	G	H: Member of the Transitional Housing Task Force and Strategic Planning Sub- committees and attends all meetings; attends most monthly HSCC planning meetings.
City of Alexandria Office on Women, Domestic Violence Program, Women’s Shelter and Victim’s Assistance programs, Claire Dunn, Debbie Evans, Lyn Myers, Kim Whitrap	”	DV	H: Member of HMIS, Employment Training and Transitional Housing Sub- committees and attends all meetings; Attends all monthly HSCC meetings.
City of Alexandria Police Department	„	G	M: Member of the Winter Shelter Sub-Committee and attends most meetings.
County of Arlington, Virginia Homeless Services Representative, Tony Turnage, Diane Downing, Ann Rudd	Arlington	G	M: Health Care Task Force representative attends most task force meetings.
Northern Virginia Regional Commission, Housing Opportunity for Persons with Aids (HOPWA) Housing Coordinator, Todd Huntley	”	HIV/AIDS	L: Member of the Health Care Task Force and attends some meetings; provides consultation on HIV/AIDS issues to HSCC.
<b>Housing Developers:</b>			
Wesley Housing Development Corporation, co-owner transitional housing development with Carpenter’s Shelter, Al Smuzynski	”	G	L: Provides consultation to HSCC on housing development issues.
<b>Public Housing Authority (PHA):</b>			
Alexandria Redevelopment and Housing Authority, Marquisha Dean	”	G	M: Public housing authority representative attends most monthly HSCC planning meetings; provides consultation to HSCC on section 8 voucher, HOME, and other federal housing programs.

Specific Names of CoC Organizations/Persons	Geographic Area Represented	Subpopulations Represented (SMI, SA, VETS, HIV/AIDS, DV, YI)	Level of Participation (activity and frequency) in Planning Process (H,M,L) 2
<b>Businesses:</b>			
Work Force Organization for Regional Collaboration (WORC)- Employment services for low income and the homeless, Summer Spencer	“	G	M: Member of the Employment Training Sub-committee, attends most meetings.
Inova Alexandria Hospital Luann Sines	“	G	L: Member of the Health Care Task Force, attend some meetings.
City of Alexandria, Department of Human Services- Job Link Program (One Stop Center for Work Force Investment) Provides linkage to the business community. Lenwood Roberts	”	G	H: Employment Training Sub- committee representative, attends all meetings; attends all monthly HSCC planning meetings.
<b>Non-profit organizations: (includes Faith Based organizations)</b>			
Northern Virginia Family Service, social service agency; Transitional Housing provider in City of Alexandria funded by City Housing Trust Fund, Gwen Underwood, Zondra Anderson, Rhonda Thissen	Northern Virginia	G	H: Transitional Housing Task Force chair; Health Care Task Force co-chair, Transitional Housing, HMIS and Employment Training Sub- committees, attends all meetings; attends all monthly HSCC planning meetings.
Stop Child Abuse Now (SCAN), Diane Charles	Northern Virginia	Y	H: Youth representative, attends all monthly HSCC planning meetings.
Alexandria Neighborhood Health Services, Inc., Jennell Charles	Alexandria, Arlington	G	H: Member of Health Care Task Force, attends most meetings; attends some HSCC planning meetings.
Arlington-Alexandria Coalition for the Homeless, Ed Rea	”	G	H: Co-chair HSCC, attends all monthly HSCC planning meetings; Chair of HMIS Sub- committee; member of CoC, Strategic Planning, Employment and Training Sub-Committees and attends all meetings.
Arlington-Alexandria Coalition for the Homeless, Lorraine Davis-Dantley, Adopt A Family	“	G	H: Attends all HSCC planning committee meetings. Member of Transitional Housing Task Force attends all meetings.
Arlington-Alexandria Coalition for the Homeless, Gina Fimbel	“	G	H: Attends all HSCC planning committee meetings.
Old Presbyterian Meeting House - Family to Family Ministries, Meade Church, Jeanette Smalling	”	G	H: Member of the Winter Shelter Sub-Committee and Transitional Housing Task Force, attends all meetings. Attends almost all monthly HSCC planning meetings.
Community Lodgings, Inc., Cynthia Pfaff, Gregory Barnes	”	G	H: Member of the CoC and Strategic Planning, HMIS Sub-Committees and Transitional Housing Task Force, attends all meetings; attends all monthly HSCC planning meetings.
Salvation Army- Turning Point Transitional Housing program, Suzanne Barrington, Betty Waites	”	G	M: Member of the Strategic Planning, and Transitional Housing Task Force and attends some meetings; attends almost some monthly HSCC meetings.

Specific Names of CoC Organizations/Persons	Geographic Area Represented	Subpopulations Represented (SMI, SA, VETS, HIV/AIDS, DV, YI)	Level of Participation (activity and frequency) in Planning Process (H,M,L) 2
Salvation Army/Alexandria Community Shelter, Howard Roy	"	G	H: Member of the Strategic Planning, HMIS and Transitional Housing Task Force and attends most meetings; attends almost all monthly HSCC meetings.
Carpenter's Shelter, Executive Director, Fran Becker	"	G	H: Member of the Strategic Planning and CoC Sub-committees, and Health Care Task Force and attends all meetings; attends all monthly HSCC planning meetings.
Carpenter's Shelter, Asst. Director, Mary Martin	"	G	H: Attends all monthly HSCC planning meetings. Member of Transitional Housing Sub-committee attends all meetings.
Carpenter's Shelter, Hypothermia Shelter, Larry Roberts	"	G	H: Chair of the Winter Shelter Sub-committee; Attends all monthly planning meetings. Member of Winter Shelter Sub-committee attends all meetings.
Carpenter's Shelter Aftercare Program, Dan Hilton	"	G	H: Attends almost all monthly HSCC planning meetings. Member of the Employment Training Sub-committee attends all meetings.
Carpenter's Shelter; David's Place Day Program, Chris Woodard	"	G	L: Provides consultation to HSCC on as needed basis.
Guest House, Inc. Executive Director, Marie McBride	"	G	New member to the HSCC as of June 2004 representing individuals transitioning from criminal justice system. Member of the Transitional Housing Task Force and HMIS Sub-committee.
Child Family Network Center, Alex Gehring	"	Y	H: Co-chair of the Health Care Task Force and attends all meetings.
ALIVE! Inc., Mary Riley	"	G	H: Chairs Strategic Planning Sub-committee, member of Health Care Task Force, Transitional Housing Task Force, Employment Training and CoC Sub-committees and attends all meetings; attends all monthly HSCC planning meetings.
ALIVE! House Shelter, Suzanne Arnold	"	G	H: Attends all monthly HSCC planning meetings. Member of Transitional Housing Task Force attends all meetings.
ALIVE! House Shelter, LaRue Barnes	"	G	H: Attends all monthly HSCC planning meetings. Member of HMIS Sub-committee and Transitional Housing Task Force attends all meetings.
Church of St. Clement, Chuck Ziegler	"	G	M: Participates on Winter Shelter Sub-Committee
Blessed Sacrament Catholic Community, Greg Vogt	"	G	M: Participates on Winter Shelter Sub-Committee
Alfred Street Baptist Church, Bill Willis	"	G	M: Participates on Winter Shelter Sub-Committee
Fairlington United Methodist Church, Wray Sexson, Mark Elder	"	G	M: Participates on Winter Shelter Sub-Committee
St. Paul's Episcopal, Rev. Dr. Diane Murphy	"	G	M: Participates on Winter Shelter Sub-Committee

Specific Names of CoC Organizations/Persons	Geographic Area Represented	Subpopulations Represented (SMI, SA, VETS, HIV/AIDS, DV, Y)	Level of Participation (activity and frequency) in Planning Process (H,M,L) <sup>2</sup>
Christ Church, Rev. Shirley Smith Graham, Rev. Jenni Ovenstone	“	G	L: Member of the Strategic Planning Sub- committee and attends some meetings; attends a few monthly HSCC planning meetings
Catholic Charities, Ryan Lovett	“	G	H: Member of the Strategic Planning and CoC Sub- committees attends most meetings; attends all monthly HSCC planning meetings.
Refunds for Free Metro DC, Tax Preparation and EITC Assistance for the Homeless, Paul Heimer	“	G	H: Attends all monthly HSCC planning meetings.
Whitman-Walker Clinic - health care for individuals with HIV/AIDS, Sally Michael, Eva Cardenas, Brian Jennings	“	HIV/ AIDS	M: Member of the Health Care Task Force, attends all meetings.
Alexandria Interfaith Coalition for Affordable Housing and Co-Chair of Housing Action (for development of affordable housing), Jim Hoben	“	G	H: Attends all monthly HSCC planning meetings. Member Strategic Planning Sub- committee attends some meetings.
<b>Homeless/formerly homeless persons:</b>			
One representative (also employed by the Department of Mental Health, Mental Retardation and Substance Abuse), Dana Woolfolk	”	Former Resident of Transitional Supportive Housing program (Men’s Recovery Home)	H: Member of the Virginia Policy Academy on Homelessness; attends all monthly HSCC planning meetings.
<b>Other:</b>			
Virginia Coalition for the Homeless- Legislative and Policy Planning, Sue Capers	”	G	H: Member of the Steering, Strategic Planning and CoC Sub- committees and attends all meetings; attends all monthly HSCC planning meetings.
Commission on Persons with Disabilities, Barbara Gilley	“	G	L: Provides consultation to the HSCC on legislative and other issues impacting persons with disabilities..

Form HUD 40076 CoC-B

**1 Subpopulations Key:** General (G), Seriously Mentally Ill (SMI), Substance Abuse (SA), HIV/AIDS, Veterans (VETS), Domestic Violence (DV), and Youth (Y).

**2 Level of Participation Key:** High (H) - HSCC member attends all or most monthly HSCC planning meetings or Sub-Committee member attends all or most Sub- committee meetings; Medium (M) - Attends some monthly meetings and participates on one Sub- committee; Low (L) - Attends a few monthly HSCC meetings annually and/ or provides consultation to HSCC or Sub- committee or task force on specialized subpopulations.

## **Exhibit 1: Continuum of Care Narrative**

### ***1. Continuum of Care Accomplishments***

Over the past year, Alexandria's continuum has accomplished the following:

- ▶ Endorsed the paradigm shift from “managing” homelessness to ending it by developing new goals and strategies.
- ▶ Developed and approved a *Ten-Year Plan to End Chronic and Other Forms of Homelessness* based on national “best practice” models and tied into Commonwealth of Virginia’s plan.
- ▶ Sought and obtained Alexandria (Va.) City Council support for a Safe Haven for chronic homeless, including provision of a City-owned building, assessed at \$789,200, and \$795,000 in rehabilitation funds for the Safe Haven.
- ▶ Established a Mentoring Home for youth aging out of foster care using a City owned building, state funds and City general funds.
- ▶ Reopened a nine-bed transitional facility for female ex-offenders that had been closed for two years.
- ▶ Added discharge planning services to assist inmates leaving the Alexandria Detention Center link with housing and other resources to prevent homelessness.
- ▶ Added Alexandria Probation and Parole to the membership of the Homeless Services Coordinating Committee.
- ▶ Received an additional 25 Housing Choice vouchers for individuals with a serious mental illness and/or substance abuse disorders.
- ▶ Placed an eligibility worker at the Department of Mental Health, Mental Retardation and Substance Abuse intake site to provide on-site applications for entitlements.
- ▶ Reviewed regulatory barriers with City of Alexandria’s Departments of Planning and Zoning and Code Enforcement documenting current use of a comprehensive plan for development, use of national building code, provision of density bonuses to developers to offset cost of below market units, and the use of a single, consolidated permit application process to reduce regulatory barriers to affordable housing.
- ▶ Provided two Alexandria continuum members to the Virginia Policy Council to End Chronic Homelessness, including a former chronically homeless consumer.
- ▶ Expanded the number of community members actively committed to solving the chronic homeless problem.
- ▶ Successfully restored State homeless funding and EITC through advocacy with State legislators.
- ▶ Acquired additional City funds for homeless transitional housing program for underserved.
- ▶ Established a new Housing Development Corporation begun with City funding to preserve and expand affordable housing.
- ▶ Leveraged CDBG funding for HMIS acquisition and set-up and signed contract to implement HMIS.
- ▶ Expanded health care services through HHS-grant funded Community Health Center and began work on Health Care for the Homeless grant process.
- ▶ Conducted and published a survey of employment and job training programs for homeless.
- ▶ Established a task force to develop a breakfast program for chronic, unsheltered homeless.
- ▶ Updated and advertised homeless services website.
- ▶ Provided emergency shelter, transitional housing, permanent supportive housing to more than 1,300 persons.

### ***2. Community Planning Process for Developing a Continuum of Care Strategy***

#### **a. Lead Entity for the CoC Planning Process**

The Homeless Services Coordinating Committee for the City of Alexandria, Virginia (HSCC), the identified lead entity for the planning process in the City of Alexandria, was created in 1987 as a public and private partnership to conduct a needs assessment when the community faced the loss of its only winter church shelter serving single men. For the past seventeen years the HSCC has met monthly to provide a community forum to identify and address housing and homeless services issues for the City of Alexandria. The HSCC formally adopted By-Laws in November, 1999 and has three primary goals. The first is to provide leadership for the community planning process for development and implementation of the Continuum of Care in the City of Alexandria, Virginia. Secondly, the

HSCC coordinates housing and support services to ensure the needs of homeless individuals and families are met as they move to stable housing and self-sufficiency. Lastly, the HSCC is the lead entity for strategic planning of homeless services for the City of Alexandria, including the development of Alexandria's *Ten Year Plan to End Chronic Homelessness*. The HSCC is a collaborative partnership that includes public and private homeless service delivery agencies, advocates, business interests, former consumers, faith based organizations and individual citizens interested in ending homelessness. The Committee is currently co-chaired and convened by a representative of the City of Alexandria's lead agency for homeless services, the Department of Human Services, Office of Community Services (DHS/OCS) and by the Executive Director of the Arlington-Alexandria Coalition for the Homeless (AACH), a non-profit homeless housing and support service provider.

## **b. Community's CoC Planning Process**

The HSCC meets every month to coordinate the homeless services planning process for the City of Alexandria and assess the progress towards meeting its identified goals. The HSCC has an established sub-committee structure that provides a mechanism to identify needs of the homeless, analyze information and data collected, identify new opportunities to expand HSCC membership to ensure a broad base, generate creative and innovative programs, identify joint funding opportunities, coordinate efforts to access mainstream resources and eliminate barriers to affordable housing. Sub-committees include: Strategic Planning, Membership and Evaluation, Continuum of Care, Winter Shelter, HMIS and Employment and Training. Two additional ad-hoc committees, that report to the Strategic Planning Sub-Committee, have been established to address specific needs in the community. The Transitional Housing Task Force was formed to specifically address needs within the transitional housing area. A Health Care Task Force was also formed to address two strategic goals related to the expansion of services to homeless requiring medical supervision and support.

Over the past year, the Strategic Planning Sub-committee has developed a draft *Ten Year Plan to End Chronic Homelessness*. This is a significant paradigm shift for the Alexandria community to move from focusing on *managing* homelessness to developing a plan and action steps to end homelessness in the City of Alexandria. The Strategic Planning Sub-Committee conducts an annual needs assessment to identify gaps in housing and services for the homeless in Alexandria. It provides data to the HSCC on the current inventory of homeless services, develops guidelines for priority ranking of gaps and develops the methodology for HSCC's long-range planning. In addition, this Sub-Committee drafts a long-range strategy statement, a one-year plan of action and develops procedures for obtaining feedback for all projects on an on-going basis. The Sub-committee develops the agendas for the HSCC planning meetings. Documents for City Council are prepared as well as testimony for public hearings. Input into the City's Consolidated Plan is also developed. The Sub-committee reviews the by-laws annually. Over the past year, this Sub-Committee took the lead in drafting Alexandria's *Ten Year Plan to End Chronic Homelessness* and coordinated goals and objectives with the City of Alexandria's Strategic Plan currently under development.

The Continuum of Care Sub-Committee is responsible for conducting a point-in-time survey, establishing procedures for proposal presentations, submissions of applications and public notice of the community planning process. Moreover, this Sub-Committee is accountable for developing proposal evaluation, ranking criteria, and revising and editing the Continuum of Care Plan. On January 21, 2004, volunteers and service providers in the City took part in a regional point-in-time count organized under the auspices of the Metropolitan Washington Council of Governments (COG). The point-in-time count establishes a base line for homelessness in the region and serves as a cooperative model in the regional effort to alleviate homelessness and provide affordable housing.

The Homeless Management Information System (HMIS) Sub-committee has coordinated efforts to secure funding for the HMIS software as well as select a software vendor. The goal of the Sub-committee is for all providers to use an integrated data tool to record and report uniform system-wide information on client needs and services.

The Employment and Training Sub-committee's efforts were focused this year on completing an Employment and Training Survey, developing the Workforce Investment Network and other vocational resources for the homeless. The Winter Shelter Sub-committee annually assesses winter shelter needs, ensures that adequate facilities exist to house homeless persons during the winter months, identifies alternate sites, if needed, and develops policies related

to winter shelter operations for review by the HSCC. The Membership Sub- committee ensures that the membership of the HSCC is broad-based and inclusive of all agencies, groups, business and individuals impacting the homeless in Alexandria. Recruitment of new members is an on-going process to ensure that vacancies are filled and all groups are adequately represented.

The HSCC continues to reach out in the effort to expand membership of the HSCC and broaden participation in the Continuum of Care planning process. The Membership Sub-Committee has recruited additional faith-based organizations involved in hypothermia services and developed a working relationship with Housing Action, a broad based coalition determined to expand permanent affordable housing opportunities in the community.

This year, the Directors of the Departments of Human Services and Mental Health, Mental Retardation and Substance Abuse met to begin discussions on closer collaboration, integration and possible co-location of services in order to better serve shared clients and the citizens of Alexandria. Two members of the HSCC were involved in the discussion. The participants agreed to begin analyzing ways to increase collaboration and integration of services starting with youth, geriatric and the homeless populations. The focus centered on examining the eligibility process for entitlements for shared clients as well as a common intake for shared clients who have substance abuse and /or mental health problems.

### **c. Dates and Main Topics of CoC Planning Meetings Held Since June 2003**

The dates and main topics of the HSCC planning meetings are as follows.

**June 17, 2003 HSCC Planning Meeting:** Virginia Department of Rehabilitative Services (DRS) overview of services assisting persons with a wide range of disabilities. Presentation by Stop Child Abuse Now (SCAN) on *National Alliance to End Homelessness Audio Conference on Preventing and Ending Youth Homelessness*. Discussion on City of Alexandria's City Council recent approval to use city owned townhouse for a transitional facility for four youth aging out of foster care. HMIS Sub-Committee report.

**June 2003 Sub- committee meetings:** HMIS Sub- committee meeting with CSB staff to discuss contract with service provider and City purchasing rules. **Continuum of Care Sub- committee** met to write Exhibit 1 for HUD grant. **Health Care Task Force** met to review service delivery models providing health care for the homeless; discussion of respite care services and new "Clinica Hispana."

**August 2003 Sub- committee meetings:** **Strategic Planning Sub- committee** met with City Manager; discussed updates on City's Ten Year Strategic Plan for Ending Chronic Homelessness and the Mayor's Task Force; closing of Guest House and Christ House; regional approach to health care for the homeless.

**September 30, 2003 HSCC Planning Meeting:** Non-Profit Legal Support Program overview of free legal services. Fairfax Bar Pro Bono program presented legal services available for homeless individuals. Virginia Coalition for the Homeless (VCH) representative and the Alexandria Mental Health Center staff outreach worker (formerly homeless individual) were appointed by the HSCC to the HUD Policy Academy.

**September 2003 Sub- committee meetings:** **Strategic Planning Sub- committee** reviewed HSCC committee structure to make recommendations to the full HSCC. Also discussed development of Safe Haven with CSB staff.

**Transitional Housing Sub- committee** discussed mental health services and Housing Choice vouchers for transitional graduates. **HMIS Sub- committee** discussed contracting with Fairfax software contractor, and funding options. Submitted a funding request as part of the supplemental budget for DMHM RSA and DHS.

**October 21, 2003 HSCC Planning Meeting:** VCH representative updated HSCC on Virginia General Assembly legislative issues. Winter Shelter Sub- committee reviewed hypothermia program guidelines approved by the HSCC in 2001 and recommended approval as is. AACH presented the referral process to their Adopt a Family program. Strategic Planning Subcommittee Chair reported on letter submitted to Office of Housing commenting on the draft *Consolidated Plan*.

**October 2003 Sub- committee meetings:** **Strategic Planning Sub- committee** discussed City of Alexandria's Consolidated Plan and drafting comments; Virginia Policy Council's activities on ending chronic homelessness and how they relate to Mayor's Task Force to address chronic homelessness in the City; discussed goals and action steps for the non-chronic homeless population. **Transitional Housing Sub- committee** discussed Section 8 set-asides. **Employment and Training Sub- committee** discussed completion of survey of Workforce Investment Network and



other resources. **Health Care Task Force** meeting with Arlington County, Virginia representatives; discussed future coordination between jurisdictions; presentation by ANHSI executive director on new community health center; discussion on Medical Care for Children Program and FAMIS. **HMIS Sub-committee** discussed City Department directors meeting with City Manager regarding the importance of implementing and funding HMIS.

**November 18, 2003 HSCC Planning Meeting:** Update on the HUD Policy Academy, highlighting difficulty homeless individuals have faced in obtaining identification with the recent change in state laws as a result of 9/11. Presentation on Refunds for Free Metro DC, tax assistance for homeless individuals in operation since 1989. Employment Sub-Committee report on the employment services report to be generated by intern. Point-in-time Sub-Committee met to plan for the count on January 21, 2004. Strategic Planning Sub-Committee Chair shared draft comments to be delivered to City Council by HSCC at Public Hearing on the City budget.

**November 2003 Sub-committee meetings:** **Strategic Planning Sub-Committee meeting** discussion of Chair's meeting with Mayor on *Ten Year Plan to End Chronic Homelessness*; draft of HSCC public comment at November City Council public hearing; ARHA and HUD notice to PHAs on ending chronic homelessness; lobbying State legislators concerning TANF shortfall; plans for point-in-time count for January 21, 2004. **Employment Sub-Committee** met with clinical psychology intern assigned to work with the Sub-Committee by the Alexandria Mental Health Center to develop inventory of employment services, including training and job placement. **Health Care Task Force** members participated in *Northern Virginia Access to Health Care Consortium* meeting. **HMIS Sub-committee:** new chair approved; CDBG funds were committed by the Office of Housing to help with initial start up.

**December 16, 2003 HSCC Planning Meeting:** HSCC representatives attended the HUD Policy Academy in Denver. CoC Planning Activities mailed out to the community. Presentation by *Housing Action* on the group's recent activities on creating affordable housing in Alexandria. City Council will appoint the new board and fund the corporation for 2-3 years. Point-in-time Sub-Committee updated group on the count.

**December 2003 Sub-committee meetings:** **Strategic Planning Sub-Committee** COG training for point-in-time count; Housing Action and new Housing Development Corporation update.

**January 20, 2004 HSCC Planning Meeting:** Distributed the Continuum of Care-Point-in-time Sub-Committee instructions on the count. Health Care Task Force updated HSCC on ANHCI, the non-profit that will run the new community health center funded by HHS.

**January 2004 Sub-committee meetings:** **Strategic Planning Sub-committee** discussed data to be collected during the point-in-time survey. **Health Care Task Force meeting** on *Primary Care for the Homeless Action Team* in Arlington, NVFS's Medical Care for Children Program, and regional roundtable addressing access to prescription medications. **Point-in-time Sub-committee** met to complete the individual and family surveys for the count January 21. Members of the Sub-committee attended a training by the Washington Council of Governments.

**February 17, 2004 HSCC Planning Meeting:** Strategic Planning Sub-Committee plans to meet with HUD representative for debriefing on 2003 CoC. Presentation by SCAN on programs operated by the organization. Strategic Planning Sub-Committee has reviewed Virginia's Ten Year Plan to End Chronic Homelessness.

**February 2004 Sub-committee meeting:** **Strategic Planning Sub-Committee** meeting on Virginia's Plan to End Chronic Homelessness; point-in-time count update and initial analysis; low-income access to free prescription medications through new program; new survey of Employment and Training Opportunities for Homeless Persons.

**Employment & Training Sub-Committee meeting** to discuss final draft of E&T survey. **HMIS Sub-committee** met to view a demonstration of the software by Bowman Systems.

**March 16, 2004 HSCC Planning Meeting:** Progress reports were provided on all projects funded with HUD Supported Housing Program funds, including AACH Adopt-A-Family and DMHM RSA transitional and permanent supportive housing programs. CoC Point-in-time Sub-Committee completed count. Transitional Housing Sub-Committee met with ARHA to discuss Section 8 set asides for graduating transitional housing households. HMIS Sub-Committee met with Bowman Systems regarding the purchase of their software to be used for the Alexandria HMIS. CDBG monies were approved to fund the purchase.

**March 2004 Sub-committee meetings:** **Strategic Planning Sub-Committee** review and analysis of point-in-time survey data. **Health Care Task Force meeting** to discuss mission/action steps for coming year, including Health Care for Homeless application and outreach to underserved populations. **Transitional Housing Task Force meeting** with speaker from ARHA on set asides for Section 8 vouchers for graduating transitional housing households. **HMIS Sub-committee** members make a presentation to the City's Information Technology Commission. **Point-in-time Sub-committee** met to continue analyzing data from the count in January.

**April 20, 2004 Planning Meeting:** Presentation by the Northern Virginia Family Services Transitional Housing

Program. Carpenter's Shelter After Care Program staff explained the services provided to those individuals leaving the shelter to ensure all necessary services are in place prior to leaving the shelter and continue after individuals are placed into their homes. Gap analysis was reviewed and discussed by committee and needs were ranked for families and individuals.

**April 2004 Sub- committee meetings:** **HMIS Sub-Committee meeting** to discuss *ServicePoint Readiness* paper; discussion of mission/vision of group, HIPAA, HMIS report generation. **Strategic Planning Sub- committee** met to develop final draft of *Ten Year Plan to End Homelessness*. **Continuum of Care Sub- committee** met to organize agenda for Planning Meeting on need rankings based on gaps analysis.

**May 18, 2004 HSCC Planning Meeting:** Presentation by ANHSI, formerly known as the Arlandria Health Clinic. ANSHI received a major grant from the federal government in March 2004 as a qualified community health center, the first urban clinic to fund medically underserved. Presentations were made to the full committee on new and renewal projects being submitted to HUD for the latest CoC Supportive Housing grant. ACSB staff presented five renewal projects and AACH presented one. The ACSB presented new project for a 12 bed Safe Haven. The committee voted to have the Safe Haven be the number one priority project. Project ranking and guidelines were distributed by mail with the agenda. All eligible members completed rankings and submitted their ballots to the HSCC Chair to be tallied.

**May 2004 Sub- committee meetings:** **Strategic Planning Sub- committee** met to incorporate the community input on the *Ten Year Plan to End Chronic and other Forms of Homelessness*; **Continuum of Care Sub- committee** met to coordinate writing and tasks for the Continuum of Care. **Transitional Housing Task Force** met to provide program updates, bed availability and changes in procedures.

**June 15, 2004 HSCC Planning Meeting:** Chair of Strategic Planning Sub- committee presented to full HSCC on the *Ten Year Plan to End Homelessness and Other Forms of Homelessness*. HSCC approved Plan with two changes. The HSCC approved the Continuum of Care Sub- committee submitting the application to HUD for Supportive Housing. Two members reported on attending a training by Social Security Administration on presumptive disability determination. Alexandria Probation and Parole representative discussed problems they have in placing sex offenders into local homeless shelters. The Executive Director of Guest House brought the committee up to date on the reopening of Guest House on May 31. The HMIS Sub-Committee Chair said the HMIS contract with Bowman Services will be signed within the next week. The funds have been encumbered by the City.

**June 2004 Sub- committee meetings:** The **Strategic Planning Sub- committee** held a focus group on the draft *Ten Year Plan to End Homelessness and Other Forms of Homelessness* with participants from David's Place, a drop in center for unsheltered homeless individuals. **Strategic Planning Sub- committee** met to finalize *Ten Year Plan* and incorporate feedback from HSCC and focus group. **Continuum of Care Sub- committee** met to write Continuum of Care. **Transitional Housing Task Force** met. **Health Care Task Force** met to discuss applying for HHS/HRSA Health Care for the Homeless grant in 2005. Grant guidelines were reviewed.

### ***3. Continuum of Care Goals and System Under Development***

#### **a. Chronic Homelessness Strategy/Goals**

Alexandria's HSCC has endorsed the paradigm shift from "managing" chronic homelessness to ending it and focusing on those unaccompanied individuals with disabling conditions who have had four episodes of homelessness within the last three years or have been continuously homeless for a year or more. The HSCC's strategy contains the four key components identified by the *National Alliance to End Homeless* (NAEH) as essential to any successful plan to end chronic homelessness: (1) Plan for Outcomes (involvement of diverse stakeholders, systematic data collection and analysis, defining the problem, research into "best models," and "thinking outside the box"); (2) Close the Front Door (Preventing Homelessness); (3) Open the Back Door (Creating Permanent Housing); and (4) Build the Infrastructure (Maximize Mainstream Resources).

##### ***(1) Past Performance***

**(a) Specific Actions Over the Past Year.** In the past year, the Alexandria HSCC focused on the creation of a *Safe Haven* program, a permanent housing facility for hard-to-reach, chronically homeless, unsheltered persons with severe mental illness (SMI) or co-occurring SMI and substance abuse disorders. In August and September of 2003, the Chair of HSCC's Strategic Planning Sub-Committee joined forces with the Chair of the Alexandria Community

Services Board (CSB) to meet with the Alexandria Mayor to discuss the *Ten-Year Plan to End Chronic Homelessness* under development by the HSCC. The two Chairs also met with City Council members to stress the importance of creating a permanent housing solution for Alexandria's street homeless. The City of Alexandria agreed to designate a city building worth \$789,200, provide \$795,000 in rehabilitation funding and \$111,891 for support services for the *Safe Haven*. CSB staff identified a site, completed a feasibility study, met with the City's planning and zoning staff, and commissioned an architect to develop a preliminary building design and associated rehabilitation costs for the *Safe Haven*. A *Safe Haven Design Team*, composed of CSB staff, financial officers, program managers, and outreach counselors has been working for the past several months to work out both building and programmatic design details.

Alexandria's *Ten-Year Plan to End Chronic Homelessness* has been drafted, approved by the full HSCC (including representatives of every agency accountable for the accomplishment of the plan's goals and action steps) and in Summer 2004 will be reviewed and finalized by relevant City Department heads before submittal to City Council in the Fall 2004. Many of the goals and action steps in the *Ten-Year Plan* will also be incorporated into the City's *Five-Year Consolidated Plan for Housing and Community Development*. Two members of Alexandria's HSCC are active participants in *Virginia's Policy Council to End Chronic Homelessness*. One of these individuals is an HSCC consumer representative who has lived on the street and graduated from a City-funded transitional housing program. The goals and action steps of Alexandria's *Ten-Year Plan* are closely tied to the Virginia Plan, "Virginia: Sharing A Common Wealth to End Homelessness" and are addressed in more detail in Section (3), Future Goals to End Chronic Homelessness.

In addition to the *Safe Haven* and the development of Alexandria's *Ten-Year Plan*, the HSCC has expanded the number of community members actively committed to the goal of ending chronic homelessness. In advocating for the *Safe Haven*, the HSCC was able to enlist the support of City Commission members (e.g., Economic Opportunities Commission, Public Health Advisory Commission), community leaders and scores of religious congregations, shelters, non-profit agency representatives and private citizens. These advocates will serve as a base of support to continue to seek solutions for ending chronic homelessness as the goals and action steps of the *Ten-Year Plan* are put into place.

Two formerly chronically homeless individuals with a serious mental illness and substance abuse disorders testified at an Alexandria City Council meeting to provide City Council a first-hand account of life on the streets, addiction, mental illness and how services are effective. In addition, they spoke about needed services, such as the *Safe Haven*. Furthermore, HSCC advocacy efforts were directed toward the State budget situation with great success. Virginia legislators voted to restore core services for homeless, as well as to fund three new PACT (*Program of Assertive Community Treatment*) teams and adopt the Virginia Earned Income Tax Credit (EITC).

**(b) Impact of Actions on the Number of Chronic Homeless.** The 2003 CoC identified 104 chronically homeless individuals (50 unsheltered, 54 sheltered) and the 2004 CoC identified 93 chronically homeless individuals (53 unsheltered, 40 sheltered). There was a reduction of 11% of chronic homeless individuals from 2003 to 2004. It is anticipated that the new *Safe Haven* facility will directly impact the number of chronic homeless by housing 12 of these individuals by 2006.

**(c) Remaining Obstacles to Achieving Goal of Ending Chronic Homelessness.** There are several major obstacles to achieving the goal of ending chronic homelessness.

- The development of a system-wide coordinated process for assisting chronically homeless individuals apply for, follow up on, and receive entitlements. This process has already begun with the beginning of joint planning meetings with City Departments of Human Services and Mental Health, Mental Retardation and Substance Abuse.

- Community acceptance of the goal to end chronic homelessness is also a significant challenge to achieving the goal. Recent meetings with neighbors of the proposed Safe Haven have given voice to the lack of understanding and fear of the population to be served. This will require continued efforts by the Alexandria Community Services Board, as well as significant support and political will from the Alexandria City Council and Mayor.
- A major obstacle in creating the Safe Haven was the identification of funding sources for ongoing supportive services. This same obstacle will exist as we move forward to develop any additional permanent supportive housing facilities for the chronic homeless population and provide on-going supportive services, i.e., mental health counseling, case management, employment counseling, and substance abuse education and counseling.
- Another obstacle is the high cost of real estate in Alexandria and the lack of available properties. This adds to the difficulty of identifying adequate funding opportunities to address housing for the chronic population. If a property is identified, neighborhood opposition (*NIMBYism*) for the placement of a property for individuals with the issues faced by the chronically homeless population is anticipated to be strong.
- For those chronically homeless individuals who reside in shelters and transitional housing and have taken the steps necessary to achieve independent living status, permanent affordable housing is virtually non-existent in Alexandria. While there may be some difficulties in engaging the chronically homeless consumer with severe mental illness, we believe that if housing were available, this would not be a serious obstacle to overcome.

## ***(2) Current Chronic Homelessness Strategy***

The vision in Alexandria's *Ten-Year Plan* states: "In ten years, all individuals experiencing chronic homelessness and other forms of homelessness in the City of Alexandria, Virginia will have access to safe, decent, affordable housing." As previously noted, Alexandria's strategy for ending chronic homelessness by 2012 is organized around the four key components identified by the *National Alliance to End Homelessness* (NAEH) as being critical to any successful plan to end chronic homelessness: Plan for Outcomes; Close the Front Door; Open the Back Door; and Build the Infrastructure. The goals identified for each of these components are shown below. Detailed action steps, with responsible parties and time lines, are identified for each of the goals in the *Ten-Year Plan*.

### **PLAN FOR OUTCOMES – DATA COLLECTION AND ANALYSIS**

- Goal 1: Establish Homeless Management Information System (HMIS)**
- Goal 2: Analyze Data to Effect Improvements in Programs & Services**

### **CLOSE THE FRONT DOOR – PREVENTING HOMELESSNESS**

- Goal 3: Utilize Effective Discharge Planning Models**
- Goal 4: Ensure Veterans Receive Entitlements**
- Goal 5: Develop Homeless Prevention Plan with Landlords**
- Goal 6: Prevent Evictions & Enhance Other Prevention Efforts**
- Goal 7: Enhance Legal Services for the Chronically Homeless**
- Goal 8: Advocate for Support for Funding & Services**

### **OPEN THE BACK DOOR – CREATING PERMANENT HOUSING**

- Goal 9: Develop a 12-Bed Permanent Housing Safe Haven Facility**
- Goal 10: Develop a Permanent Housing SRO Facility**
- Goal 11: Increase Housing Opportunities Available to Chronic Homeless by Maximizing Use of Existing Funding Streams & Identifying Resources/Community Partners for Planning/Development of Additional Permanent & PSH**

### **BUILD THE INFRASTRUCTURE – MAXIMIZE MAINSTREAM RESOURCES**

- Goal 12: Reduce Barriers in Delivery of Supportive Services to Chronic Homeless**
- Goal 13: Provide Comprehensive Health Services to Chronically Homeless**

**Goal 14: Increase the Availability of Training Opportunities and Jobs for the Chronically Homeless**

The number of sheltered and unsheltered chronically homeless persons, as identified on the “Continuum of Care Homeless Population and Sub-populations Chart,” is 93 (53 unsheltered and 40 sheltered). The creation of Safe Haven and SRO facilities will have a dramatic impact on housing the chronically homeless population, and the addition of staffing to increase services to chronically homeless consumers (Action Step 4 in Goal 12) will serve to move additional persons off the street and into housing and treatment. The remaining goals (e.g., data analysis, prevention, providing health care, job training, etc.) will provide information and support for the continued movement of chronically homeless persons through the continuum.

**(3) Future Goals to End Chronic Homelessness**

Specific action steps to be undertaken over the next 18 months in carrying out a strategy to end chronic homelessness in Alexandria are delineated in the following chart.

**Chronic Homelessness Strategy/Goals**

Goal: End Chronic Homelessness	Action Steps	Responsible Person/ Organization	Target Dates (mo. yr will be accomplished)
<p><b>Goal 1:</b> Increase permanent supportive housing for chronically homeless individuals with a serious mental illness by 12 beds. <i>(Ten-Year Plan, Goal 9)</i></p>	<ol style="list-style-type: none"> <li>1. Communicate with neighbors, engage community support through meetings and discussions.</li> <li>2. Submit HUD 2004 SHP application for funding. 12 bed permanent housing Safe Haven facility for chronically homeless persons with severe mental illness (SMI) or co-occurring SMI &amp; substance abuse disorders.</li> <li>3. Obtain HUD notice of funding and ensure other funding streams in place.</li> <li>4. Begin renovation process.</li> <li>5. Begin Recruitment, hiring and training of Safe Haven staff.</li> <li>6. Complete renovation.</li> <li>7. Begin Safe Haven operations</li> </ol>	<p>Community Services Board (CSB)</p> <p>CSB</p> <p>CSB</p> <p>City of Alexandria Department of General Services CSB</p> <p>CSB</p> <p>CSB</p>	<p>June 2004</p> <p>July 2004</p> <p>December 2004</p> <p>January 2005</p> <p>March 2006</p> <p>March 2006</p> <p>June 2006</p>
<p><b>Goal 2:</b> Increase affordable permanent housing by 15 units for chronically homeless individuals by developing a Permanent Housing Single-Room Occupancy (SRO) Facility. <i>(Ten-Year Plan, Goal 10)</i></p>	<ol style="list-style-type: none"> <li>1. Identify funding sources, meet with City officials and staff (e.g., Housing, Planning &amp; Zoning) and begin preparation of applications/proposals for funding.</li> <li>2. Identify site, meet with architect, etc. to determine rehabilitation costs.</li> <li>3. Develop business plan and apply for funding.</li> </ol> <p>When funding identified, develop program, communicate with neighbors, engage community support through meetings and discussions.</p>	<p>Community Non-Profit</p> <p>Community Non-Profit identified in Step 1. Community Non-Profit, HSCC members, homeless providers, congregations</p>	<p>July 2004</p> <p>December 2004</p> <p>Jan-April 2005</p> <p>Jan-March 2006</p>
<p><b>Goal 3:</b> Identify resources and community partners for the planning and development of additional permanent and permanent supportive housing units, acquisition of additional Section 8 vouchers, and other permanent housing solutions for the homeless population. <i>(Ten-Year Plan, Goal 11, Action Step 6)</i></p>	<ol style="list-style-type: none"> <li>1. HSCC hosts meeting to identify type of housing, lead agency, community partners, and possible funding sources.</li> </ol> <p>(Once funding sources are identified, the Action Steps in Goal 2, above, would apply.)</p>	<p>CSB or non-profit agency , HSCC, <i>Housing Action</i></p>	<p>February 2005</p>
<p><b>Goal 4:</b> Analyze HMIS data to improve programs and services for chronically homeless. <i>(Ten-Year Plan, Goal 2)</i></p>	<p>Extract reports from HMIS that identify number of chronic homeless persons, housing and service needs, how people are interacting with mainstream systems of care, and the effectiveness of interventions.</p>	<p>DHS, CSB IT staff</p>	<p>Dec. 2005 (Use annual point-in-time count in Jan. 2005) Jan. 2006</p>

Goal: End Chronic Homelessness	Action Steps	Responsible Person/ Organization	Target Dates (mo/ yr will be accomplished)
<i>See "Other Homeless Goals Chart," Goal 1, for detailed information on HMIS.)</i>	2. Review the entire Continuum of Care (i.e., shelter/transitional facilities' bed use, populations served, services provided, barriers, etc.), meet and coordinate with other providers throughout the region, and develop priorities and strategies for improvements throughout the Continuum and the region.	HSCC Strategic Planning/Eval. Sub-Committee and senior representatives of all homeless providers	
<b>Goal 5:</b> Increase services to chronically homeless consumers with mental health and substance abuse issues in shelters and on the street. ( <i>Ten-Year Plan, Goal 12, Action Step 4</i> )	1. Identify funding sources to add minimum 1.5 FTE (e.g. for PACT team) to increase services to chronically homeless individuals with mental health and or substance abuse problems living on the streets or in shelters.	Community Services Board (CSB)- primary role - other shelter providers - supportive role.	Jan. 2006
<b>Goal 6:</b> Utilize effective discharge planning models ( <i>Ten-Year Plan, Goal 3</i> )	<p>1. Ensure compliance with Statewide discharge policy for all at-risk individuals (<i>Virginia Commonwealth Plan, Priority Three, Strategy 3.1</i>) after implementation.</p> <p>2. Ensure "best practice" strategies to ensure persons being released after incarceration or being discharged from psychiatric hospitals and medical facilities do not become homeless.</p> <p>3. Increase the number of prisoners and mental health consumers who have applications pre-filed for Medicaid and other entitlements (e.g., SSI, SSDI) and expedite processing of benefits before release from institutions (<i>Virginia Commonwealth Plan, Priority Four, Strategy 4.1</i>).</p> <p>4. Collect and analyze data through the HMIS on persons who become homeless after discharge from State and local hospitals, jail, detention center, prisons, and foster care.</p>	<p>CSB, DHS, DOC, Ex-Offender Programs</p> <p>DHS, Va. Cares, Jail/Prison staff, OAR, CSB Pre-Release; homeless providers; Alex. Probation &amp; Parole, Hospital staff.</p> <p>CSB, DHS</p> <p>DHS, Va. Cares, Strategic Plng Sub-Committee, OAR, CSB Pre-Release; Detention Ctr; homeless providers; Alex. Probation &amp; Parole</p>	<p>Nov. 2004</p> <p>Dec. 2004</p> <p>Dec. 2004</p> <p>Dec. 2005</p>
<b>Goal 7:</b> Improve prevention efforts for chronically homeless. ( <i>Ten-Year Plan, Goal 4 - Veterans; Goal 5, Step 6 - housing stability; Goal 6 - Steps 1 - 4 (Evictions/Intakes) and Goal 7 (Legal Services) - see "Other Homeless Goals Chart."</i> )	<p>1. Ensure that all organizations serving the chronically homeless identify those consumers who are veterans, inform them of available benefits, and have the necessary POA forms to allow veterans services to act on behalf of the veteran (<i>Virginia Commonwealth Plan, Priority Four, Strategy 4.2</i>)</p> <p>2. Review CSB policies &amp; procedures (e.g., program rules/admittance criteria for residential properties) to promote residential housing stability.</p> <p>3. Increase the number of chronically homeless individuals applying for disability benefits.</p> <p>4. Attend State-sponsored workshop on Disability Determination and Presumptive Decision Making to enhance the number of chronically homeless receiving disability benefits. (<i>Virginia Commonwealth Priority 2, Strategy 2.2</i>)</p>	<p>DHS, CSB, VA</p> <p>CSB</p> <p>CSB, DHS, VA, all homeless providers</p> <p>CSB, DHS, other providers</p>	<p>Sept. 2004</p> <p>Oct. 2005</p> <p>10/year each year of the <i>Ten-Year Plan</i>.</p> <p>State-determined workshop dates (2004-05)</p>
<b>Goal 8:</b> Advocate for support for funding and services for chronically homeless and other homeless individuals.	See "Other Homeless Goals Chart" for details.	See "Other Homeless Goals Chart" for details.	See "Other Homeless Goals Chart" for details.
<b>Goal 9:</b> Increase housing opportunities available to chronic and other homeless persons by maximizing use of existing funding streams.	See "Other Homeless Goals Chart" for details.	See "Other Homeless Goals Chart" for details.	See "Other Homeless Goals Chart" for details.
<b>Goals 10, 11, 12 - Build the Infrastructure and Maximize Mainstream Resources</b>	See "Other Homeless Goals Chart" for details.	See "Other Homeless Goals Chart" for details.	See "Other Homeless Goals Chart" for details.

Goal: End Chronic Homelessness	Action Steps	Responsible Person/ Organization	Target Dates (mo, yr will be accomplished) Chart for details.
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**(4) Coordination**

The Continuum of Care covers only the City of Alexandria, Virginia and does not cover any other jurisdiction with a separate strategy.

**b. Other Homeless Goals Chart**

**(1) Accomplishments over the past year in addressing other homeless goals**

In the past year, Alexandria’s continuum has developed a four-bed *Foster Mentoring Home* for youth aging out of foster care and has reopened a nine-bed transitional facility for female ex-offenders that had been closed for more than a year due to lack of funding. Additional City funds were secured for a transitional housing program for the underserved, and HSCC members leveraged CDBG funding for the HMIS acquisition and set-up. Access to health care for homeless persons expanded with a new federally-funded (Department of Health and Human Services) *Community Health Center*, and HSCC *Health Care Task Force* members are working on obtaining additional grant funding for homeless persons’ health care. A new *Affordable Housing Development Corporation* was begun with City funding to preserve and expand affordable housing, and the City has reviewed and removed several regulatory barriers to affordable housing. HSCC members successfully lobbied with State legislators to restore homeless funding and to adopt the Virginia *Non-Refundable Earned Income Tax Credit* (EITC). The HSCC also conducted and published a survey of employment and job training programs for the homeless and updated and advertised its homeless services website. In addition, the Department of Mental Health, Mental Retardation and Substance Abuse developed a single eligibility form for mainstream resources, analyzing and pilot testing the use of new software. Based on the answers to questions, the software determines a person’s eligibility for a wide variety of mainstream resources. City of Alexandria Department of Human Services has placed an eligibility worker at the Department of Mental Health, Mental Retardation and Substance Abuse (DMHM RSA) intake site to increase coordination and applications for entitlement programs.

**(2) Specific Goals and Action Steps to Address Homelessness`**

Goal: Other Homelessness	Action Steps	Responsible Person/ Organization	Target Dates
<b>Goal 1:</b> Establish Homeless Management Information System (HMIS) ( <i>Ten-Year Plan</i> , Goal 1)	1. Define data elements to be included in HMIS and train providers in the use of HMIS.	Bowman Internet Services, CSB & DHS IT staff	July 2004
	2. Implement <i>ServicePoint</i> to standardize assessment of consumer needs, create service plans, coordinate case management, and track housing and services.	Bowman Internet Services, CSB & DHS IT staff	Aug. 2004
	3. Analyze data and evaluate HMIS functioning.		Jan. 2005
	4. Recommend HMIS program improvements based on evaluation.	HMIS Sub-Committee	March 2005
	5. Adopt HMIS improvements.	HMIS Sub-Committee	May 2005
	6. Coordinate with Statewide HMIS plan (Virginia Commonwealth Plan, Priority Five, Strategies 5.1, 5.2).	<i>ServicePoint</i> , CSB & DHS IT staff CSB & DHS IT staff	June 2005
<b>Goal 2:</b> Analyze HMIS data to effect improvements in programs and	1. Extract reports from HMIS that identify number of homeless persons, reason for entry	CSB, DHS	Dec. 2005

Goal: Other Homelessness	Action Steps	Responsible Person/ Organization	Target Dates
services  <i>(Ten-Year Plan, Goal 2)</i>  Note: Steps 3-6 of Goal 2 in the <i>Ten-Year Plan</i> have target dates beyond 18 months and are not shown in this chart.)	into the continuum of care, housing and service needs by sub-population, how people are interacting with mainstream systems of care, and the effectiveness of interventions. 2. Review the entire Continuum of Care, meet and coordinate with other providers throughout the region, and develop priorities and strategies for improvements throughout the Continuum and the region so that the maximum number of persons are served in the most efficient and effective manner. Review and provide input to other annual needs assessments (e.g., United Way, CSB).	HSCC Strategic Planning/Evaluation Sub-Committee and senior representatives of all homeless providers	Jan. 2006
<b>Goal 3:</b> Utilize effective discharge planning models <i>(Ten-Year Plan, Goal 3) Note that many of the Action Steps for this goal are shown in the "Chronic Homeless Chart, Goal 6)</i>	1. Attend State DSS training on placing more emphasis on preparing young adults leaving foster care to become self-sufficient ( <i>Virginia Commonwealth Plan, Priority Three, Strategy 3.3</i> ) and ensure resources available through HB1 109 (passed by the Virginia State legislature in 2004 to provide transitional assistance for young people ages 18 – 21 who are moving from foster care to self-sufficiency) are utilized.  2. Refer juvenile offenders and juveniles aging out of foster care to <i>Job Corps</i> ( <i>Virginia Commonwealth Plan, Priority Three, Strategy 3.2</i> ), Independent Living Program (ILP), and scholarships for higher education.  3. Identify funding to support and strengthen family members who deal with individuals who are at risk of becoming homeless. ( <i>Virginia Commonwealth Plan, Priority Three, Strategy 3.4</i> ).	DSS foster care staff   DSS/DJJ, JobLink, Youth Employment Svcs.   TBD-State plan	Oct. 2004   Nov. 2004   TBD-State plan
<b>Goal 4:</b> Develop homeless prevention plan with landlords <i>(Ten-Year Plan, Goal 5. Most of the Action Steps for this goal take place after Jan. 2006)</i>	1. Meet with landlords to develop homeless prevention plan.	Office of Housing; Landlord Tenant Relations Board (LTBC), ARHA, DHS, CSB, non-profit providers	Jan. 2006
<b>Goal 5:</b> Prevent evictions and enhance other prevention efforts  <i>(Ten-Year Plan, Goal 6)</i>	1. Develop a marketing plan to expand the number of persons informed of Alexandria's eviction prevention program. Ensure that information about the prevention program is widely disseminated so that tenants are informed long before receiving an eviction notice. 2. Conduct workshops (e.g., in shelters, day support programs) and/or provide individual counseling for consumers to increase understanding of tenant responsibilities, and distribute materials. 3. Form a task force to review/assess current policies and procedures for preventing evictions, study "best practices," and recommend improvements in current system.	Office of Housing; Landlord Tenant Relations Board (LTRB), DHS, Legal Svcs.   Housing, Shelters/TH Providers, Landlords, ARHA   DHS, Courts, Landlords	Sept. 2005   Oct. 2005   Nov. 2005
<b>Goal 6:</b> Enhance legal services for homeless individuals	1. Develop a plan to provide pro bono legal services to those needing assistance. (As part of this plan, review the work of the newly-	Legal Svcs staff, DVS, Jail/Prison staff, DHS, CSB	Nov. 2004



Goal: Other Homelessness	Action Steps	Responsible Person/ Organization	Target Dates
<i>(Ten-Year Plan, Goal 7)</i>	<p>formed State-level <i>Indigent Defense Commission</i>, which will establish standards for court-appointment layers and ensure adequate representation for the poor.)</p> <p>2. Through the HMIS and other sources, identify the number of chronically homeless and other homeless persons who could benefit from legal services (e.g., individuals with severe mental illness or women who become chronically homeless as a result of domestic violence).</p> <p>3. Work with police, judges, and landlords to identify those at risk of homelessness.</p>	<p>DHS, CSB, all homeless providers</p> <p>DHS, providers</p>	<p>Dec. 2005</p> <p>June 2005</p>
<p><b>Goal 7:</b> Advocate for support for funding and services for chronically homeless and other homeless individuals</p> <p><i>(Ten-Year Plan, Goal 8)</i></p>	<p>1. Prepare public relations materials documenting the lack of funding for homeless programs, e.g., Homeless Intervention Program (HIP), TANF, FSG/SSG.</p> <p>2. Participate in public hearings concerning homeless issues and in legislative advocacy at the Federal, State, and local levels.</p> <p>3. Support the Virginia Coalition for the Homeless in its efforts to secure a Rental Assistance program for homeless (Virginia Commonwealth Plan, Priority One, Objective 2, Strategy 1.8); to increase funding for affordable housing through a State-level Housing Trust Fund (Objective 2, Strategy 1.10); to increase State funding for support of emergency and transitional housing (Objective 2, Strategy 1.12).</p> <p>4. Develop case history vignettes of chronically homeless and other homeless consumers in Alexandria to increase public awareness and political support (Virginia Commonwealth Plan, Priority Five, Strategy 5.5). Use vignettes in public hearings and materials developed in Action Step 1.</p> <p>5. Expand collaboration with the wider community (public and private) to garner support for addressing the needs of chronically homeless and other homeless individuals. Identify Federal, State, and local funders, neighborhood organizations, private foundations, citizens, local businesses, public officials who may be instrumental in assisting the HSCC in providing goods, services, and advocacy.</p>	<p>Virginia Coalition for the Homeless, DHS, providers, consumers</p> <p>Virginia Coalition for the Homeless, DHS, providers, consumers</p> <p>Providers, consumers</p> <p>CSB/DHS case workers, Shelter/T.H. providers</p> <p>HSCC, Housing Action, Congregations, Housing, DHS, CSB</p>	<p>Oct. 2004</p> <p>As hearings are scheduled</p> <p>As legislation comes forward</p> <p>Oct. 2004</p> <p>Feb. 2005</p>
<p><b>Goal 8:</b> Develop a permanent housing SRO (single-room occupancy) facility</p>	<p>See "End Chronic Homelessness" Table</p>		
<p><b>Goal 9:</b> Increase housing opportunities available to chronic homeless and other persons experiencing homelessness by maximizing use of existing funding streams and developing additional permanent and permanent supportive housing</p> <p><i>(Ten-Year Plan, Goal 11)</i> Note that</p>	<p>1. Access HOME-Tenant Based Rental Assistance being developed at the State level (Virginia Commonwealth Plan, Priority One, Objective 1, Strategy 1.1)</p> <p>2. Apply for VHDA/DMHMRSAS <i>Mainstream Housing Opportunities for Persons with Disabilities</i> vouchers (Special Project identified in Virginia Commonwealth Plan, Priority One, Objective 1, Strategy 1.2/1.3)</p>	<p>ARHA, CSB, DHS</p> <p>CSB</p> <p>CSB, DMHMRSAS</p>	<p>FY04-06</p> <p>June 2004</p> <p>March 2005</p>

Goal: Other Homelessness	Action Steps	Responsible Person/ Organization	Target Dates
<p>some of the housing development action steps for this goal take place after Jan. '06 and therefore are not included in this chart.</p>	<p>3. Determine whether any Veterans Affairs, HUD, or USDA foreclosed properties exist in Alexandria; Coordinate with Virginia Commonwealth Plan, Priority One, Objective 1, Strategy 1.4).</p> <p>4. Coordinate with DHCD/VIACH/VCH to expand use of housing resources available through the Veterans Affairs-Per Diem. (Virginia Commonwealth Plan, Priority One, Objective 1, Strategy 1.6)</p> <p>5. Coordinate with NOVAM, Whitman-Walker and others to expand use of housing resources available through HOPWA.</p> <p>6. Establish linkages with faith-based non-profits to improve access to federal funding opportunities, as well as to increase the number of volunteers serving the homeless.</p>	<p>DHS, VA, CSB</p> <p>DHS, Health Dept., CSB, Shelter providers</p> <p>HSCC, faith-based entities, Alexandria Interfaith Coalition for Affordable Housing</p>	<p>Mar-Nov 2004</p> <p>Nov 2004</p> <p>Nov. 2005</p>
<p><b>Goal 10:</b> Reduce barriers in delivery of supportive services to chronic homeless and other individuals experiencing homelessness</p> <p><i>(Ten-Year Plan, Goal 12)</i></p>	<p>1. Identify opportunities for coordination of intake eligibility determinations, assessment and data collection to facilitate access to mainstream services, such as TANF, Medicaid, Primary Health Services, MH and SA Services. (Virginia Commonwealth Plan, Priority 2, Strategy 2.3: "No Wrong Door.")</p> <p>2. Ensure distribution of State-Produced Resource Guide (Strategy 2.4) and communication to all providers of Statewide 211.</p> <p>3. Department of Social Services designates an eligibility worker (and back-up) to expand outreach to David's Place and shelters to take applications from homeless individuals. (Virginia Commonwealth Plan, Priority 2, Strategy 2.5)</p>	<p>CSB, DHS, Health Dept., State Policy Academy</p> <p>HSCC, all providers, DHS, CSB</p> <p>DHS/DSS</p>	<p>July 2005</p> <p>July 2005</p> <p>Oct. 2005</p>
<p><b>Goal 11:</b> Provide comprehensive health services to the chronically homeless and other persons experiencing homelessness</p> <p><i>(Ten-Year Plan, Goal 13)</i> Note that Action Steps to create a medical respite facility extend beyond Jan. '06 and therefore are not included in this Chart.</p>	<p>1. Identify barriers to health care access for the chronically homeless and other individuals experiencing homelessness.</p> <p>2. Work with health care providers to remove barriers.</p> <p>3. Educate local health care entities and others about successful medical respite facilities for homeless.</p> <p>4. Submit application to HHS/HRSA for <i>Health Care for the Homeless</i> grant.</p>	<p>HSCC, Providers, Faith-based nonprofits</p> <p>Health Dept., HSCC, Community Health Center, Clinica Hispana, Queen Street Clinic, Health Care Task Force, INOVA Alexandria Hospital <i>HSCC, Health Care Task Force, Va. Coalition for the Homeless Community Health Center, Health Care Task Force, Health Dept., INOVA Alexandria Hospital</i></p>	<p>Dec. 2005</p> <p>Jan – March 2006</p> <p>Jan. 2006</p> <p>April 2005</p>
<p><b>Goal 12:</b> Increase the availability of training opportunities and jobs to the chronically homeless and other homeless individuals</p> <p><i>(Ten-Year Plan, Goal 14)</i> Note that Action Steps to add employers and training programs in each year of the</p>	<p>1. Identify employers willing to hire chronic homeless and other homeless individuals who are able to work.</p> <p>2. Identify how chronically homeless who are able to work and other homeless persons can access existing training programs, and identify</p>	<p><i>Task Force On Prisoner Re-Entry</i>, CSB, DRS, WORC Primary: JobLink One-Stop Center for Workforce Investment</p> <p><i>Task Force On Prisoner Re-Entry</i>, CSB, DRS, WORC Primary: JobLink One-Stop Center for Workforce Investment</p>	<p>Dec. 2005 (2 employers)</p> <p>Dec. 2005 (2 programs)</p>

Goal: Other Homelessness	Action Steps	Responsible Person/ Organization	Target Dates
<p>plan extend beyond Jan. '06 and therefore are not included in this Chart.</p>	<p>training programs needed by these populations that are not currently being provided.</p> <p>3. Coordinate with JobLink One-Stop Center to access training/educational opportunities that may be available to chronic and other homeless persons through the Workforce Investment Act (WIA). (Virginia Commonwealth Plan, Priority Four, Strategy 4.3 – 4.5).</p> <p>4. Increase employment opportunities for chronic and other homeless persons who are able to work and prisoner re-entry populations by accessing Work Opportunity Tax Credit (WOTC) employment (Virginia Commonwealth Plan, Priority Four, Strategy 4.6).</p> <p>5. For those chronically homeless and other homeless individuals who are working, increase annual income through the <i>Refundable Earned Income Tax Credit</i> (Virginia Commonwealth Plan, Priority Four, Strategy 4.8).</p> <p>6. Apply for Job Opportunities for Low-Income People (U.S. HHS, U.S. Department of Labor, Employment and Training Administration <i>Workforce Investment Board</i> grants to assist homeless, chronically homeless and ex-offenders.</p>	<p><i>Task Force On Prisoner Re-Entry</i>, CSB, DRS, DHS, WORC Primary: JobLink One-Stop Center for Workforce Investment</p> <p><i>Task Force On Prisoner Re-Entry</i>, DHS, CSB, DRS, WORC Primary: JobLink One-Stop Center for Workforce Investment</p> <p>DSS, <i>Refunds for Free In Metro D.C.</i>, all providers</p> <p>TFOPR, Primary: JobLink One-Stop Center for Workforce Investment</p>	<p>Oct. 2005</p> <p>Nov. 2005</p> <p>Feb.-April 2005 &amp; annually</p> <p>pril-Sept. 2004</p>

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## **Exhibit 1: Continuum of Care- Discharge Planning Policy**

The Alexandria Community Services Board (ACSB), which provides policy direction and fiscal oversight of the City of Alexandria's Department of Mental Health, Mental Retardation and Substance Abuse (DMHRMSA), is the local government agency responsible for the implementation of state policies governing the discharge of individuals from state psychiatric facilities. The ACSB, as mandated by state code, is also the entry point for screening individuals in need of hospitalization at state psychiatric facilities and training centers for individuals with mental retardation. As a result, the Board is a part of the discharge planning process from the moment an individual is determined to be in need of admission to a state facility. The ACSB, the local state psychiatric facility, the Northern Virginia Mental Health Institute (NVMHI) as well as Western State Psychiatric Hospital, and the Northern Virginia Training Center (NVTC) also have a signed cooperative agreement that outlines each facility's roles and responsibilities. The ACSB also has a signed cooperative agreement with Inova Alexandria Hospital that outlines both facilities roles and responsibilities as they pertain to the admission and discharge of individuals from the hospital's psychiatric unit (the only inpatient psychiatric unit in Alexandria, Virginia as of July 2004). Although Inova Alexandria Hospital is closing the inpatient psychiatric unit in August 2004, the ACSB has agreements with Inova Mt. Vernon and Northern Virginia Community Hospital in place for continuing these services.

The City of Alexandria's DMHRMSA, representing the ACSB, has been actively involved with the HSCC, since its inception, in the development and implementation of the Continuum of Care. The HSCC has identified the need to coordinate the discharges from state institutions and systems of care in its *Ten Year Plan to End Chronic Homelessness* and is tied into the Commonwealth of Virginia's Ten Year Plan as well.

For over twenty-five years the Commonwealth of Virginia has had in place a set of guidelines called *Discharge Protocols for Community Services Boards and State Mental Health Facilities*. These protocols are designed to provide consistent direction and coordination of those activities required of state facilities and community services boards in the development and implementation of discharge planning from state psychiatric hospitals. Virginia protocols require state psychiatric facilities to include housing as a part of the discharge plans. The activities delineated in these protocols are based on or referenced in the *Code of Virginia* or the Continuity of Care Procedures in the Community Services Performance Contract. (The Community Services Boards must agree to follow these protocols as part of their annual performance contract with the state.) The ACSB/DMHRMSA has had policies and protocols in place for many years, specifically addressing the roles and responsibilities in providing community support services for individuals who are hospitalized in state psychiatric institutions. The ACSB/DMHRMSA makes every effort to link homeless individuals with appropriate residential services and uses homeless shelters only as a last resort or when an individual refuses residential placements offered to them and chooses a shelter placement. In fact, the Department, using a variety of state and local resources, has significantly expanded its own continuum of supportive residential placements over the past twenty years.

For the past 12 years, the Department has been actively involved in a regional effort with four other northern Virginia Community Services Boards to obtain and provide community resources to support the successful discharge and placement of state hospital patients whose special needs have prevented placement in the community and for whom specialized supports and targeted funding are needed for successful community placement. This regional effort, the Discharge Assistance Programs (DAP), has created highly intensive supportive residential services and innovative treatment programs across northern Virginia, using state and local resources. These intensive community support services help prevent and reduce chronic homelessness of individuals with a serious mental illness who enter state psychiatric facilities by providing the necessary residential and support services necessary to live as independently as possible in the community. As of July 1, 2004, an additional \$900,000 has been allocated by the state of Virginia to the five community services boards for the development of additional regional programs to assist individuals with a serious mental illness who have significant barriers to discharge and prevent homelessness.

As part of the strategic planning process, the HSCC identified two special populations leaving state facilities and systems of care that had not been directly addressed in the previous Continuum of Care: youth aging out of foster care and individuals leaving state and local correctional facilities. The HSCC has worked closely with DHS, DMHRMSA and supported the efforts of a newly re-formed non-profit corporation, Guest House, Inc., to address the

needs of these two special needs populations. Since June 2003, these agencies have made significant accomplishments addressing the needs of youth aging out of foster care, individuals with a serious mental illness and/ or co-occurring substance abuse disorders leaving the Alexandria Detention Center and women ex-offenders leaving the state criminal justice system.

***Residential Support Services for Youth Aging out of Foster Care:*** DHS identified a growing problem of youth leaving the foster care system unequipped with the necessary skills to live independently, which may result in greater risk of homelessness. In June 2003, DHS received approval and funding from the Alexandria City Council to open a residential mentoring program for four youth aging out of the foster care system. This program, opened in April 2004, provides supportive residential services for those youths needing additional support and training to live independently and successfully in the community upon their graduation. By teaching these youths the necessary independent living skills, DHS hopes to prevent the likelihood of future homelessness.

***Discharge Assistance for Individuals with a Serious Mental Illness and / or Co-occurring Substance Abuse Disorder leaving Alexandria Detention Center:*** Although the DMHM RSA has been providing mental health and substance abuse treatment services within the Alexandria Detention Center for almost 20 years, staff have not been able to provide necessary case management and follow along services to inmates being released into the community by the courts. In order to address this need, DMHM RSA added additional discharge planning resources to the mental health and substance abuse treatment program located within the City of Alexandria Detention Center. The addition of community based case management services has assisted DMHM RSA Detention Center staff link those individuals being released by the courts into the community with necessary support and follow along service with the goal of preventing recidivism and homelessness.

***Residential Services for Women Ex-Offenders:*** During 2003, local community activists were able to organize and seek new funding for a program that had provided an important link in preventing homelessness for over twenty-five years. Guest House re-opened its doors in April 2004, serving its first consumers May 31, 2004, after being closed for two years due to lack of funds. This program provides residential and support services to nine women ex-offenders returning to the community after incarceration. By providing counseling, housing and linkage to other necessary support services, Guest House has closed an important gap in preventing homelessness in ex-offenders.

The City of Alexandria has only one local community inpatient medical facility, Inova Alexandria Hospital. Although the numbers are few, the local community hospital continues to discharge homeless individuals with medical conditions into the local emergency shelters because there is no other option available. The HSCC has identified this as a problem and has its resolution as a goal in the City of Alexandria's *Ten-Year Plan to End Chronic Homelessness* (Goal 3, Action Step 3). DHS has two eligibility workers who provide liaison with the Inova Alexandria Hospital and the Alexandria Health Department's Casey Clinic to follow up on and to take applications for Medicaid, TANF and other entitlement programs. DHS also is responsible for interviewing patients and completing Uniform Assessment Instruments on all individuals in need of care in assisted living facilities as well as nursing homes. If approved, DHS provides auxiliary grant subsidies to qualified individuals.

Recognizing the need be actively involved with the planning and implementation of discharge policies of individuals leaving state institutions and other systems of care, the HSCC has identified several goals and action steps addressing these issues in its *Ten Year Plan to End Chronic Homelessness and Other Forms of Homelessness*, approved June 2004. The HSCC has also expanded its membership to include the DHS program coordinator for youth aging out of foster care to ensure the HSCC has representation for this population and its needs. In addition, Alexandria Probation and Parole has also begun serving on the HSCC to provide representation on issues affecting individuals exiting the state prison system.

### **Exhibit 1: Continuum of Care- Unexecuted Grants Awarded Prior to the 2003 Continuum of Care Competition – Not Applicable**

## **Exhibit 1: Continuum of Care Service Activity Chart**

### **Fundamental Components in CoC System - - Service Activity Chart**

#### **Component: Prevention**

Services in place: Rental and Mortgage Assistance. The Alexandria Department of Human Services (DHS) Office of Community Services (OCS) operates the State Homeless Housing Assistance Resources Homeless Intervention Program (SHARE-HIP). SHARE-HIP provides a combination of case management, housing counseling, and financial intervention to prevent families and single persons from becoming homeless or to regain permanent housing. Families and individuals facing immediate eviction or foreclosure due to circumstances beyond their control may be eligible for up to nine months of financial assistance with rent or mortgage payments. Funds are used to provide vendor payments for rent, security deposits, and mortgages and to provide case management services and staff support. Although intake was suspended in February 2004 due to funding constraints, from July 2003 through March 2004, 143 households received assistance to prevent immediate eviction or foreclosure. OCS also operates two short-term financial assistance programs to prevent eviction and homelessness. The Emergency General Relief Program and the Emergency Shelter Fund both provide financial assistance for past due rent if the household is unable to pay due to circumstances beyond their control, and demonstrates the ability to maintain future obligations. Collectively, these programs served 374 families from July 2003 through June 2004. The Department of Human Services Office of Aging and Adult Services operates a rent relief program for low-income seniors and disabled adults. The monthly supplements help this vulnerable population avoid financial crisis which puts them at-risk of homelessness. The Arlington-Alexandria Coalition for the Homeless (AACH) operates a homeless prevention and follow-up program for former transitional housing families that provides approximately \$1,100 in rental assistance to help two former clients pay rent to avoid eviction and homelessness.

Eviction Assistance. OCS assisted 78 families from June 2003 through May 2004 under the Eviction Assistance and Furniture Storage Program which provides for transportation and storage of possessions of eligible households that were being evicted and did not have permanent replacement housing. Possessions are stored for up to 60 days, giving households time to find replacement housing.

Aftercare Assistance: AACH Adopt-A-Family transitional housing program provides assistance to families who have graduated from the program to help ensure self-sufficiency and permanent housing. Carpenter's Shelter also provides aftercare services to individuals and families leaving the shelter and moving into transitional or permanent housing. This aftercare support helps these formerly homeless persons achieve stability and permanent housing.

Services planned: Rental and Mortgage Assistance. The DHS/OCS will continue the Homeless Intervention Program (SHARE-HIP) using a combination of state General Fund and Temporary Assistance to Needy Families (TANF) funding administered by the Virginia Department of Housing and Community Development, supplemented by \$100,000 in local General Fund revenue. The City Council approved a supplemental request for an additional \$150,000 for prevention and homeless services bringing total local support to \$250,000. DHS/OCS will continue to administer state and local funds of the General Relief program and the Emergency Shelter Fund which provides short-term rental assistance to relieve an impending housing crisis and prevent homelessness. DHS/OCS also manages donations from local charities providing funds on a case-by-case basis for eviction prevention and other housing needs. The Department of Human Services Office of Aging and Adult Services will continue the Rent Relief program and increase outreach to vulnerable populations to increase program utilization. The AACH Adopt-A-Family Program as well as the Carpenter's Shelter Aftercare Program plan to continue their follow-up prevention efforts with families and individuals who graduate from the transitional programs.

Eviction Assistance. The Eviction Assistance and Furniture Storage Program will continue using Community Development Block Grant (CDBG) monies to assist approximately 100 low-income households.

*HIV/AIDS.* The Alexandria Health Department provides confidential and anonymous HIV counseling and testing, partner counseling and referral services, and primary HIV medical care services. The Northern Virginia AIDS Services provides transportation, grocery vouchers, child care and other support services as well as outreach and prevention services. Whitman Walker Clinic of Northern Virginia provides medical care, case management, prevention, legal and housing services. The ACSB/DMHM RSA has one full-time position dedicated to HIV/AIDS pre and post testing. All ACSB consumers are given information on the availability of HIV/AIDS services at intake.

How Persons Access/Receive Assistance. Case managers in every HSCC member agency are actively involved in ensuring that families and individuals in need of prevention programs are put in touch with OCS staff. These programs can also be accessed through OCS staff on a walk-in basis. OCS maintained ongoing communications with homeless service providers, shelter case management personnel, outreach workers, local clergy and landlords to ensure that persons needing assistance receive it. Aging and Adult Services staff conduct outreach and direct mail campaigns to identify potentially eligible vulnerable populations. Families completing Adopt-A-Family are involved in extensive follow-up and are encouraged to contact prevention staff to facilitate their access to these services if needed in the future.

**Component: Outreach**

**Outreach in Place:**

**(1) Homeless Individuals Living on the Streets.** The Alexandria Community Services Board through the staff of the Department of Mental Health, Mental Retardation and Substance Abuse (ACSB/DMHM RSA) provides outreach and assessment services to individuals with serious mental illnesses and/or substance abuse disorders. Outreach services target homeless persons with serious mental illnesses by canvassing the streets, hypothermia shelters in the winter, visiting places homeless individuals are known to be and establishing relationships with the homeless consumers who live on the streets. Consumers are helped to access the following: emergency shelter services, transitional and permanent housing, alcohol and drug treatment, entitlements assistance including SSI, SSDI, Veteran's benefits, medicaid, food stamps, TANF, "soup kitchens," legal assistance and medical and dental care. Outreach to the chronic street homeless also occurs at *David's Place*, a drop-in day shelter, offering a safe environment off of the streets, where the unsheltered homeless can attend to their basic needs such as laundry, showers, storage, receive mail and use a telephone. This program offers passive outreach and clients can participate in programs such as job mentoring, substance abuse focus groups, HIV/AIDS awareness and life-skills workshops, as well as receive assistance in accessing mainstream benefit programs. *David's Place* provides outreach to almost 400 women and men annually. The Alexandria Police Department (APD) identify and assist individuals living in the streets and places not meant for human habitation. The APD work closely with ACSB/DMHM RSA staff to provide emergency clinical assessments and referrals for services. In addition, the APD identifies homeless individuals who are drunk in public and offers them a choice of going to jail or receiving services at the ACSB/DMHM RSA social detoxification center. This provides yet another point of contact to assist individuals accessing services. The detox center is co-located with the Alexandria Community Shelter. ACSB/DMHM RSA homeless outreach staff are also co-located in the detox center and can provide immediate assistance to homeless individuals brought in to detox.

**(2) Outreach Activities for other Homeless.** Once a homeless individual accepts emergency shelter, ACSB/DMHM RSA outreach staff meet in weekly case management meetings held at the Alexandria Community Shelter and the Carpenter's Shelter. Each member serves as a liaison and advocate for services offered by their respective agency. Shelter staff, outreach workers and case managers act as advocates to assist clients to access mainstream resources, including SSI, SSDI, TANF, Medicaid, Veteran's benefits and housing assistance and supportive services. Services are also available to homeless persons on a walk-in basis at DHS. Case managers at emergency shelters and DMHM RSA outreach workers coordinate movement from emergency shelters to transitional housing programs and permanent supportive housing program operated by ACSB/DMHM RSA.

A major barrier to services and treatment has been the homeless individual's unwillingness to be identified as needing mental health or substance abuse services. Identification and engagement of these individuals can only be achieved through assertive outreach to persons in shelter settings, food distribution centers and the streets, and passive outreach that allows homeless persons to engage services on their own terms. ACSB/DMHM RSA provides

staff and facilities that are equipped to accomplish both goals including three full-time outreach workers/case managers assigned to serve homeless persons residing in local shelters and/or on the streets. These staff begin the engagement process by locating people living on the streets who are highly resistant to accepting services. Through a process of engagement, these persons can begin to trust the service provider and develop a relationship leading to services, shelter placement and treatment.

*Veterans.* Outreach to veterans is accomplished through coordination between the two largest emergency shelters (Carpenter's Shelter and the Alexandria Community Shelter) in the City, David's Place (a drop-in day shelter operated by Carpenter's shelter), and the Department of Veterans Affairs (DVA). A representative from the DVA visits Carpenter's Shelter and the Alexandria Community Shelter at least weekly to provide information and referral for veteran residents and David's Place members. Those in need of outreach services can access them through contact with PATH Outreach workers, through referrals from another service provider, or on a walk-in basis.

*Domestic Violence.* The Domestic Violence Program (DVP) is a component of the City of Alexandria's Office on Women. The DVP provides direct crisis services 24 hours a day to women in domestic violence situations. DVP coordinates with City agencies and community organizations to provide outreach services. An interagency committee meets monthly to monitor enforcement, treatment and court actions. Community education programs provided by outreach staff target potentially homeless victims or those at-risk of becoming homeless. The Office on Women receives grant funding to provide targeted outreach to the Hispanic community. A satellite office was opened this year at the Essex House Apartments in Alexandria's West End to focus services on the City's growing and diverse immigrant population. The complex is also home to four transitional housing families in the Adopt-A-Family SHP Project who have ready access to available services.

#### Outreach Planned:

**(1) Outreach Planned for Persons Living on the Street** It is anticipated that the current ACSB/DMHM RSA outreach workers will continue to provide outreach to persons living on the street at the same funding levels as last year. In addition, *David's Place* will continue to operate on a daily basis to provide outreach to the chronic street homeless population. The management of Carpenter's Shelter, which operates *David's Place*, is currently exploring the possibility of creating a new model program providing intensive case management to expedite housing placement for a small number of persons living on the street and extending the hours of operation to more fully respond to the needs of those persons living on the street who have day labor jobs.

**(2) Outreach to Other Homeless Persons** It is anticipated that the current ACSB/DMHM RSA outreach workers will continue to provide outreach to other homeless persons at the same funding levels as last year. The ACSB has included in their strategic plan to increase case management services to this population.

#### Component: Supportive Services

Services in place: Case Management. Families and single individuals participating in each stage of Alexandria's homeless service continuum access comprehensive case management services designed to overcome the crisis that precipitated their homelessness. Each family and single adult residing in emergency shelter is assigned to a case manager employed by the shelter. Carpenter's Shelter, Alexandria Community Shelter, Arlington-Alexandria Coalition for the Homeless (AACH), CLI, Inc., ALIVE!, Northern Virginia Family Services Transitional Housing, DHS Mentor Foster Home, as well as DMHM RSA and DHS all have dedicated full time staff providing case management services to individuals who are homeless. The case manager is charged with orchestrating a range of services to accomplish individual goals. To facilitate planning and service delivery, social work, clinical and job development staff from the Department of Human Services and the Alexandria Community Services Board through the staff of the Department of Mental Health, Mental Retardation and Substance Abuse provide input on plans, linkage to services and counseling when indicated.

A wide variety of support services are in place and available directly from the homeless service programs. Literacy programs, life skills, parenting, self-directed computer tutorials and GED preparation are offered by Carpenter's



Shelter or Alexandria Community Shelter staff or volunteers recruited to work with residents. Arlington-Alexandria Coalition for the Homeless (AACH) provides targeted in-house employment assistance to clients through its LifeWorks program. Carpenter's Shelter employs a Children's Coordinator, hired with state grant funds, to address the education and developmental needs of youth coming into the shelter programs. AACH dedicates a children's services coordinator to meet the needs of its clients in transitional housing through its Support for Kids in Transition (SKIT) program as well as provides child care assistance. The Alexandria City Public Schools maintain children coming into the shelter at their home school and continue to provide transportation. Case managers at emergency shelters and DMHMRSAs outreach workers coordinate movement from emergency shelters with transitional housing programs and permanent supportive housing program operated by ACSB/DMHMRSAs.

In emergency shelter settings, services are planned and delivered by HSCC's case management teams that include a Social Worker from DHS/OCS, an Employment Assistance and Training Specialist from Job Link, the City's One Stop Employment Center, ACSB/DMHMRSAs staff including a Substance Abuse Counselor, a Mental Health Counselor, Outreach Worker, and the Shelter Case Manager. Appropriate staff assigned to the team provide crisis child care for job and housing search, skills assessment, job development and job placement. Transportation assistance is offered in the form of bus tokens, passes and Metro Fare Cards. The goal is to return homeless individuals to stable, permanent housing in the community. Shelter residents work on developing resources to become self-supporting and are assisted in accessing support services by their assigned Shelter Case Manager. Each resident of the shelter meets with the case management staff to discuss the underlying reasons for the shelter placement, prior incidents of homelessness, educational background, work history, mental health and substance abuse history, as well as individual and family strengths, needs, and general level of functioning. The team assesses and arranges and/or provides appropriate and necessary services on behalf of the resident. In subsequent meetings, discussions focus on the resident's progress in meeting goals established to move toward self-sufficiency, if the services are appropriate, and whether the resident is ready to move into permanent housing or another level of the continuum of care. Shelter operators have taken the additional step of instituting aftercare programs that focus on ensuring stability of former residents having moved on to permanent housing. David's Place has expanded services on-site to include life skills training, job mentoring, computer training, GED and ESL training, SA counseling, art therapy as well as other programs designed to meet the growing needs of the homeless population integrating back into society.

Mainstream services and income maintenance programs are available through offices of the Alexandria Department of Human Services, the Social Security Administration, Department of Veterans Affairs, and the Virginia Employment Commission (VEC). The Department of Human Services administers the Temporary Assistance to Needy Families (TANFF) program, the Food Stamp program, Virginia's Medicaid and Children's Medical Insurance Program known as FAMIS. Attached to DHS, the WIA One-Stop Center, JobLink provides core services, including skills assessment, employment training, job development and job placement, to all job seekers. The Social Security Administration administers the Supplemental Security Income program and Social Security retirement, disability and survivors programs. The Virginia Employment Commission, VEC, supports workforce development efforts of the One-Stop Center and administers Unemployment Compensation. Shelter case manager and team members assigned refer and advocate with the provider agencies to ensure appropriate services and benefits are delivered.

***SMI and Substance Abuse:*** ACSB/DMHMRSAs outreach team members provide substance abuse case management and counseling services to homeless persons residing in shelters. They coordinate linkages to all Department treatment services, including drug and alcohol treatment residential programs, and assist shelter residents in maintaining sobriety by providing counseling, drug and alcohol education, relapse prevention and other supportive services designed to help them through the first stage of recovery. ACSB/DMHMRSAs provides a full range of diagnostic assessment, psychiatric evaluations, outpatient treatment, medication management, supportive counseling for substance abuse as well as mental health problems, crisis intervention, psycho-social rehabilitation, supportive employment, residential treatment services, case management, social detoxification, discharge planning, and psychological evaluation. In order to ensure easy access for homeless individuals to behavioral health services, ACSB/DMHMRSAs mental health professionals are scheduled twice a week and available as needed at all of the shelters for consultation.

***HIV/AIDS Specific Services:*** The Alexandria Health Department provides a wide array of services. These include confidential and anonymous HIV counseling and testing; partner counseling and referral services; primary HIV medical care; nutrition counseling and nutrition supplements; dental care; public health nurse case management providing health and psychosocial assessment to identify other health, mental health, substance abuse and social support referrals and assistance with Medicaid applications; AIDS drugs assistance program. The Northern Virginia AIDS Services provides transportation, grocery store vouchers, child care, adolescent support services and outreach in addition to prevention services. Whitman Walker Clinic of Northern Virginia provides medical care, case management, dental care, social case management, prevention services, legal services, and housing services. Inova Juniper Program provides medical care case management and dental care. The Alexandria Community Services Board through the staff of the Department of Mental Health, Mental Retardation and Substance Abuse provides HIV/AIDS testing and pre and post test counseling and behavior change counseling. The Alexandria Redevelopment and Housing Authority manages 14 HOPWA vouchers.

**Services Planned:** All case management and supportive services delivered to special populations are expected to continue at their existing level. The Departments of Human Services and Mental Health, Mental Retardation and Substance Abuse are discussing creating a coordinated system of care for shared clients of both departments. Senior management staff met in June 2004 to discuss ways to develop a system wide approach to intake, eligibility and service coordination. Staff are examining ways to increase collaboration, integration and possibly co-location of services when leases for both departments expire in five years. An agreement was made to begin reviewing specific programs serving the same clients to analyze methods to collaborate and integrate services. The three areas agreed upon were youth, geriatric and homeless services.

**How homeless persons access/receive assistance:** DHS has assigned a social worker twenty hours a week who is responsible for screening and preliminary clinical assessments for any homeless individual or family presenting at DHS. The social worker ensures referrals are made to the appropriate resources, including mental health and substance abuse services. Weekly case management meetings are held at the Alexandria Community Shelter and The Carpenter's Shelter. Team membership is as described above. Each team member serves as liaison and advocates for services offered by their respective agency. Team members and shelter case managers act as advocates to assist clients to access mainstream financial and housing assistance and supportive services by accompanying the individual to apply for services and by following up on the application process. Services are also available to homeless persons on a walk-in basis at DHS. In January 2004, the Department of Human Services began sending monthly an eligibility worker to the Department of Mental Health, Mental Retardation and Substance Abuse to improve access to mainstream resources for clients of the Department. The ACSB/DMHRMSA also has a clinical social worker at DHS weekly to accept referrals and complete intakes on individuals identified by DHS workers as in need of substance abuse treatment services. Homeless individuals can also walk-in and request services at the ACSB/DMHRMSA main intake site and be seen by the emergency services team. The system changes described demonstrate improving integration and coordination of services, where multiple needs can be addressed at the same time.

**Form HUD 40076 CoC-F**

## Exhibit 1: Continuum of Care Housing Activity Chart

Provider Name	Facility Name	HMIS	Geo Code <input checked="" type="checkbox"/>	Target Population 2004 Year-Round Units/Beds					2004 All Beds		
				A	B	Family Units	Family Beds	Individual Beds	Year-Round	Seasonal	Overflow Voucher
<b>Current Inventory</b>											
City of Alexandria / Salvation Army	Alex. City Shelter	P-8/04	5E+05	M				32	33	65	6
A LIVE!	A LIVE! House	P-8/04		FC				14	0	14	0
Carpenter's Shelter	Carpenter's Shelter	P-8/04		M				40	40	80	61
City of Alexandria	Domestic Violence Shelter	P-8/04		FC	DV			14	0	14	0
<b>SUBTOTAL</b>								100	73	173	67
<b>Under Development</b>											
Not Applicable											
<b>SUBTOTAL</b>											
<b>TRANSITIONAL HOUSING</b>											
Provider Name	Facility Name	HMIS	Geo Code <input checked="" type="checkbox"/>	Target Population 2004 Year-Round Units/Beds					2004 All Beds		
				A	B	Family Units	Family Beds	Individual Beds	Total Beds	Seasonal	Overflow Voucher
<b>Current Inventory</b>											
Arlington-Alexandria Coalition for the Homeless	Adopt-A-Family Program	P-8/04	510-024	FC				18	65	0	65
A CSB	Women's Recovery Home	P-8/04		SF				0	0	6	6
A CSB	Men's Recovery Home	P-8/04		SM				0	0	7	7
A CSB	Aspen	P-8/04		SMF				0	0	4	4
A CSB	Independent Living Program	P-8/04		SMF				0	0	21	21
CLI, Inc.	Door To Independence	P-8/04		FC				10	45	0	45
NO.VA. FAMILY SERVICES	Alexandria Transitional Housing Program	P-8/04		M				10	58	1	59
Salvation Army	Turning Point	P-8/04		FC				7	14	0	14
A CSB	North Howard	P-8/04		SMF				0	0	7	7
Carpenter's Shelter	Carpenter's Transitional Housing Program	P-8/04		M				1	3	1	4
<b>SUBTOTAL</b>								46	185	47	232
<b>Under Development</b>											
Not Applicable											
<b>SUBTOTAL</b>											
<b>PERMANENT SUPPORTIVE HOUSING</b>											
Provider Name	Facility Name	HMIS	Geo Code <input checked="" type="checkbox"/>	Target Population 2004 Year-Round Units/Beds					2004 All Beds		
				A	B	Family Units	Family Beds	Individual Beds	Total Beds	Seasonal	Overflow Voucher
<b>Current Inventory</b>											
A CSB	Mayflower/ Canterbury	P-8/04		SMF					8	8	
A CSB	Columbus & Wythe	P-8/04		SMF					7	7	
A CSB	Notabene	P-8/04		SMF					10	10	
A CSB	Family Condos	P-8/04		FC	4			3	10	0	10
<b>SUBTOTAL</b>								3	10	25	35

**Exhibit 1: Continuum of Care: Housing Gaps Analysis Chart**

		Current Inventory in 2004	Under Development in 2004	Unmet Need/ Gap
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**Individuals**

Beds	Emergency Shelter	140*	0	0
	Transitional Housing	47	0	4
	Permanent Supportive Housing	25	0	34
	Total	212	0	38

**Persons in Families With Children**

Beds	Emergency Shelter	100	0	0
	Transitional Housing	46	0	5
	Permanent Supportive Housing	10	0	0
	Total	156	0	5

\* Includes 67 seasonal and 73 individual beds available on the night of the point-in-time count.

**Exhibit 1: Continuum of Care: Homeless Population and Sub-Populations Chart**

Part 1: Homeless Population	Sheltered		Unsheltered	Total
	Emergency	Transitional		
1. Homeless Individuals	104 (N)	36 (N)	73 (N)	213 (N)
2. Homeless Families with Children	16 (N)	33 (N)	0	49 (N)
2a. Persons in Homeless Families with Children	53 (N)	148 (N)	0	201 (N)
Total (lines 1 + 2a)	157 (N)	184 (N)	73 (N)	414 (N)
Part 2: Homeless Subpopulations	Sheltered		Unsheltered	Total
1. Chronically Homeless	40 (N)		53 (N)	93
2. Seriously Mentally Ill	14 (N)		17 (N)	31
3. Chronic Substance Abuse	55 (N)		24 (N)	79
4. Veterans	19 (N)		8 (N)	27
5. Persons with HIV/AIDS**	2 (N)		4 (N)	6
6. Victims of Domestic Violence	13 (N)		0 (N)	13
7. Youth	0 (N)		0 (N)	0

## Exhibit 1: Continuum of Care Information Collection Methods

### 1. Housing Activity Chart

(a.) The HSCC, through the Strategic Planning Sub-Committee, is responsible for coordinating annual efforts updating the housing inventory in place and under development within the City of Alexandria. This year, the HSCC completed the point-in-time count in coordination with the Washington Metropolitan Council of Governments (COG) regional enumeration on January 21, 2004. The three emergency shelters, three family transitional housing providers as well as the residential services programs operated by the ACSB's Department of Mental Health, Mental Retardation and Substance Abuse completed surveys on individuals in residence, program capacity and programs under development on January 21. The Point-in-Time Sub-Committee contacted each provider to verify data collected on the surveys hand delivered to the contact person.

**Emergency Shelter** — Emergency housing in conjunction with food and support services that may include substance abuse education, transportation, crisis stabilization services, supportive counseling, medication management, case management, training in activities of daily living, vocational skills training and emergency financial assistance, the purpose of which is to enable individuals and families to gain self-sufficiency and independence. Emergency shelters may provide a place for families to be during the day while conducting job searches, working or attending training.

**Transitional Housing** — Transitional Housing facilitates the movement of homeless individuals and families to permanent housing within twenty-four months. This temporary housing is combined with support services, such as substance abuse education, crisis stabilization services, transportation, supportive counseling, medication management, case management, training in activities of daily living, vocational skills training and emergency financial assistance, to enable homeless individuals and families to live as independently as possible.

(b.) **2005 Point-In-Time Survey:** The HSCC has coordinated its annual one night point-in-time survey with the Metropolitan Washington Council of Governments (COG) since 2001. This coordination has successfully reduced interjurisdictional duplication of homeless individuals. Historically, the count has occurred the last week of January and will continue at this time per HUD instructions. It is anticipated that the COG Homeless Task Force will call local CoC representatives together in the fall of 2004 to make any adjustments to the survey instruments used in the count based on feedback from this year. Each facility will complete the survey on residents present on the designated date of the count and return them to the contact person appointed. The HSCC plans to continue the same successful methodology for conducting the point-in-time study and inventory of housing and homeless individuals. However, the implementation of HMIS in the fall 2004 may provide additional information that may influence the point-in-time process.

### 2. Housing Gaps Analysis Chart

The data for the housing gaps analysis was gathered through a collaborative effort of HSCC members in preparation for the annual point-in-time count. A one night point-in-time count was utilized to survey all shelter, transitional and permanent housing providers. On January 21, 2004 a point-in-time survey was completed on site by service providers and produced data to complete the Housing Activity Chart. As Alexandria's membership chart demonstrates, all emergency shelter, transitional housing and supportive housing providers are active in the planning and development of the community service continuum. These members also are represented on the Point-in-Time Sub-Committee. Prior to the agreed upon enumeration day, representatives met for training on the survey instrument in use and to document their current inventory. **The unmet need/ gap is the difference between the inventory and the need identified by the point-in-time survey.**

### 3. Methods for Completing Part 1 and 2 Homeless Population and Subpopulations Chart.

(a) Point-in-Time Count. This year's point-in-time (for sheltered and unsheltered) count was conducted on January 21, 2004 in conjunction with the regional homeless enumeration sponsored by The Washington Metropolitan Council of Governments (COG) Homeless Task Force. In August of 2000, the chief administrative officials in the 17 jurisdictions comprising COG agreed to participate in an ongoing regional effort to establish an unduplicated count of homeless families and individuals. Each local jurisdiction conducts an individual count using a survey instrument developed by the COG Homeless Task Force and submits its results on common data elements to produce an unduplicated regional point-in-time count and demographic profile of homeless sub-populations in the Washington Metropolitan area. Each emergency shelter provider, transitional housing provider and supportive housing program completes a comprehensive survey on sheltered and unsheltered residents based on their

administrative records. Provider records and knowledge of the residents afford excellent information on demographics, disabilities and other service needs. In order to determine the number of non-sheltered and chronic homeless persons, the ACSB/DMHM RSA Homeless Outreach Coordinator, is the lead agency and contact. The ACSB, through the staff of the DMHM RSA, administers mental health, mental retardation and substance abuse programs in the City. ACSB/DMHM RSA outreach team and other volunteers combed the City on January 21, 2004 in a effort to identify and extract as much information as possible from homeless persons on the street. The outreach teams visited various program sites homeless people frequent to complete individual surveys. Sites included the day shelter (David's Place) and two meal program sites (Meade Episcopal Church, Christ House). The outreach workers and volunteers canvassed the City of Alexandria to locate and identify the unsheltered homeless population. Homeless persons were interviewed in such diverse places as the libraries, shopping centers, fast food restaurants, underneath bridges and overpasses and other locations not normally used for shelter. Each surveyor received training in the administration of the "point-in-time" survey and the definitions of unsheltered and chronic homeless. Many of the chronic homeless with serious mental illnesses and chemical dependency are known to ACSB/DMHM RSA staff. Surveyors convened after the point-in-time count to ensure that individuals were properly counted, classified correctly and to ensure that there was no duplication.

(b.) Future "Sheltered" Data Collection. Alexandria participates with the COG Homeless Committee and plans to continue to take part in the *annual* regional point-in-time enumeration. The HSCC will conduct the survey in the last week of January 2005 as it has in the past. The HSCC will use the comprehensive provider survey developed in conjunction with COG to update the Housing Activity Chart. As part of the January 2005 point-in-time count, every provider in the Continuum will be asked to update their inventory numbers for inclusion in the Housing Activity Chart.

(c.) Future "Unsheltered" Data Collection. The same frequency, survey and outreach methodology will be employed as described in section (a) point-in-time count above, with interviews performed by outreach staff.

(d.) Changes from 2003 to 2004. As documented in the point-in-time counts January 2003 and 2004, the number of unsheltered individuals has dropped from 113 in 2003 to 73 in 2004. The total number of persons in emergency shelter has also dropped from 218 in 2003 to 157 in 2004. Both single individuals and family members using emergency shelters are lower this year. However, the number of persons in transitional housing has increased from 151 in 2003 to 184 in 2004. The population determined chronic in 2004 was 93 individuals after residents of permanent housing were factored out. In 2003, the chronic population was 104.

**Continuum of Care: Exhibit 1 Homeless Management Information System (HMIS)**

**a. CoC Strategy to Implement an HMIS and Progress Made**

The HMIS Sub-Committee of the HSCC was established two years ago to plan and implement HMIS. The Sub-Committee comprised the entire Alexandria network of homeless and social service providers. These providers (including emergency shelters, transitional housing, and McKinney-Vento permanent supportive housing) will use the HMIS integrated data tool to record and report uniform system-wide information on client needs and services. A contract was signed in June 2004 with Bowman Systems to use their Service Point HMIS system. The schedule for the coming year is: July 2004: Set up data structure and operating protocols and train providers. August 2004: Begin provider data entry. January 2005: Analyze data and evaluate HMIS functioning. March 2005: Recommend HMIS program improvements based on evaluation. May 2005: Implement HMIS program improvements. June 2005: Coordinate and integrate, as appropriate, with Statewide HMIS plan.

**b. Check one of the following which best reflects the status of your CoC in having a Continuum-wide HMIS**

- The CoC has not yet considered implementing an HMIS.
- The CoC has been meeting and is considering implementing an HMIS.
- The CoC has decided to implement an HMIS and is selecting needed software and hardware.
- The CoC has implemented a continuum-wide HMIS.
- The CoC is seeking to update or change its current HMIS.
- The CoC is seeking to expand the coverage of the current system.

**c. If your CoC has already implemented or is seeking to update or expand its HMIS system, identify the in the table below how many of the Current Inventory in 2004 beds listed on your Housing Gaps Analysis chart are included in the CoC's HMIS and are currently providing data on clients into the system.**

	Current Inventory in 2004	
	Individuals	Families
Emergency Shelter	<u>140/100%</u>	<u>100/100%</u>
Transitional Housing	<u>47/100%</u>	<u>185/100%</u>
Permanent Supportive Housing	<u>25/100%</u>	<u>10/100%</u>

Form HUD 40076 CoC-J

## Exhibit 1: Continuum of Care Priorities

**a. Methods to Assess Performance.** At least annually, each project up for renewal provides a written report to the HSCC members modeled after the HUD required annual performance reports (APR). Each project describes established outcome measures for participants. In addition, each project sponsor makes an oral presentation to the HSCC describing their goals and progress made toward meeting them. During the presentation, HSCC members are offered the opportunity to ask questions and make suggestions and/or comments. Only projects that have successfully met their goals and objectives, or have developed strategies to correct deficiencies, and continue to meet a need in the CoC are included in Alexandria's application to HUD. Because the number of City Alexandria's CoC system service providers receiving HUD funds are limited, the presentations are completed in one meeting.

**b. Filling a Gap.** The Alexandria CoC has identified the need for a Safe Haven as its number one priority need. The City identified the establishment of a Safe Haven as a top priority in its *FY 2001-2005 Consolidated Plan for Housing and Community Development*, as well as in its *2004-2015 Draft Strategic Plan*. The Alexandria Community Services Board (ACSB) also identified the development of a Safe Haven as a top Board priority. A recent survey found 73 unsheltered homeless persons in the City of Alexandria, and another 49 staying in winter shelter and therefore unhoused the remainder of the year. Currently, there is no place in the City for the 100+ people living on our streets to be housed. Many of these individuals, because of their symptomology, are not able to utilize the current emergency shelter system. They live under bridges, urban encampments, in cars, and in doorways. Although many attempt to utilize the shelter system or supportive residential treatment settings, they fail because of the demands and expectations of the facilities. Although the annual operating budget for this program is high; the cost of NOT providing housing for this population is also tremendously costly. Research has shown that homeless people placed in supportive housing experience significant reductions in hospitalizations (regardless of type-medical or psychiatric), length of stay per hospitalization and time incarcerated. By providing a safe, low demand environment, research has shown that residents eventually accept treatment services. The ACSB has proposed to meet this need by developing a Safe Haven for 12 chronically homeless individuals with a serious mental illness and/or co-occurring substance use disorder. The City of Alexandria has a unique opportunity, at this moment, to meet this need. The City has agreed to provide the ACSB the use of a 10,000 square foot building, with an open market office space rent of \$126,900 annually, \$795,000 in rehabilitation funds as well as \$111,891 annually towards the cost of mental health and substance abuse services for residents of the Safe Haven. The ACSB has already begun notification of the neighbors of the site as well as conducted community meetings about the proposed project. The proposed site is in a commercial downtown area of Old Town Alexandria familiar to many of the potential Safe Haven residents. It is well-located because of its accessibility to public transportation and its proximity to other community resources, such as employment, social services and ACSB services. City zoning ordinances do not require a special use permit for the development of multi-family apartment units.

### **c. Project Selection and Priority Placement Process**

(1) The HSCC initiated the community planning process for 2004 Supportive Housing Program proposals and the response to the Super NOFA in December 2003. Notice of SHP planning activity was mailed to all members of the HSCC and the mailing list for community participation in Community Development Block Grant planning. All known homeless service providers in the geographic area and surrounding jurisdictions also received notice of CoC planning. All HSCC members are asked to identify any omissions to the list to ensure its comprehensiveness. Non-profit and faith based organization are well represented in these lists. The notice explained the role of HSCC, projected a time line for key steps, (including the point -in-time count, gaps analysis and prioritization, progress reports, presentation of proposals, voting and ranking). The notice provided the date, time and location of upcoming HSCC meetings used for planning. The HSCC planning process and priorities are also published in the City's Comprehensive Annual Performance Report (CAPER) and annual Action Plan updates prepared for HUD. One renewal project was proposed by Arlington-Alexandria Coalition for the Homeless for transitional housing for families in the community. Two renewal projects were proposed by Sheltered Homes of Alexandria to operate permanent supportive housing programs. Three renewal projects were proposed by the Alexandria Community Services Board to operate one permanent supportive housing project and two transitional supportive housing projects. The Board also proposed one new Safe Haven project.

(2) Project proposals are evaluated using a five step criteria. Renewals are considered with the additional test of whether project objectives are met. The selection and ranking criteria is as follows: the project meets identified gaps



and priorities established by the point-in-time count (transitional and permanent supportive housing); the expected outcomes are clear and attainable; the description of the project and services offered is clear; the budget is reasonable and clear; and the project sponsor has demonstrated the administrative capacity to implement the proposal.

(3) The HSCC adopted by-laws in 1999 that established criteria for participation in voting and project ranking. Any member organization that meets the criteria is eligible to vote in that year. Voting members must demonstrate an ongoing commitment to the planning process through consistent attendance at full committee meetings and active work on Sub-Committees that provide the core work for annual CoC updates and homeless enumerations. Voting criteria is based on maximum participation in the work of the HSCC. Member organizations must have attended two thirds of the meetings during the year in addition to Sub-Committee work. One vote is allowed per qualifying organization no matter how many representatives attend the meetings. Project applicants and sponsors are included. In creating the by-laws, the HSCC's goal was inclusiveness. The committee continues to strongly promote participation of all agencies and has yet to identify bias in the voting records of potential project applicants or sponsors. Twelve organizations were eligible to vote and rank projects for the 2004 SHP application. Eight non-profit and faith-based organizations, three public agencies and one formerly homeless individual comprised the selection pool. Voting is done with confidential ballots reviewed and tabulated by the HSCC Co-chair from DHS.

(4) The Committee has not received any complaints in the preceding 12 months regarding selection or voting.

### Continuum of Care: Project Priorities Chart

(1) Applicant	(2) Project Sponsor and Project Name	(3) Numeric Priority	(4) Requested Project Amount	(5) Term of Project	Program and Component/Type (Check only one)					
					SHP new	SHP renew	S+C new	S+C renew	SRO new	
Alexandria Community Services Board (ACSB)	ACSB, Safe Haven Permanent Housing Project	1	\$163,824	3	SH-ph					
ACSB	ACSB, Notabene and Family Permanent Housing	2	\$131,643	1		PH				
Sheltered Homes of Alexandria	Sheltered Homes of Alexandria, Canterbury and Mayflower	3	\$77,749	1		PH				
ACSB	ACSB, Men's Recovery Home	4	\$98,150	1		TH				
Sheltered Homes of Alexandria	Sheltered Homes of Alexandria, Columbus Street Permanent Housing Project	5	\$89,288	1		PH				
Arlington-Alexandria Coalition for the Homeless (AACH)	AACH, Adopt-A-Family	6	\$139,440	1		TH				
ACSB	ACSB, Aspen Street	7	\$29,814	1		TH				
Total Requested Amount			\$729,908							

Form HUD 40076 CoC-K

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**Exhibit 1: Continuum of Care Supplemental Resources  
Enrollment and Participation in Mainstream Programs**

(1) Check those mainstream programs for which your COC systematically helps homeless persons identify, apply for and follow-up to receive benefit under:

- SSI     SSDI     TANF     Medicaid     Food Stamps  
 SCHIP     WIA     Veterans Health Care

(2) Which policies are currently in place in your CoC to help clients secure these mainstream benefits for which they are eligible? Check those policies implemented by a majority of your CoC's homeless assistance providers:

- A majority of homeless assistance providers have case managers systematically assist clients in completing applications for mainstream benefit programs.
- The CoC systematically analyzes its projects' APRs to assess and improve access to mainstream programs.
- CoC contains a specific planning committee to improve CoC-wide participation in mainstream programs.
- A majority of homeless assistance providers use a single application form for four or more of the above mainstream programs.
- The COC systematically provides outreach and intake staff specific, ongoing training on how to identify eligibility and program changes for mainstream programs.
- CoC has specialized staff whose only responsibility is to identify, enroll, and follow-up with homeless persons on participation in mainstream programs.
- A majority of homeless assistance providers supply transportation assistance to clients to attend mainstream benefit appointments.
- A majority of homeless assistance providers have staff systematically follow-up to ensure that mainstream benefits are received.
- Other (Please describe in 1-2 sentences.)    Form HUD 40076 CoC-L

## Exhibit 1. Continuum of Care Project Performance- Housing and Services

### A. Housing

#### 1. Permanent Housing.

- What is the number of participants who exited the permanent the permanent housing project (s) during the operating year (from APR Question 12(a))? 7
- What is the number of participants who did not leave the project(s) during the operating year ? 28
- Of those who exited, how many stayed longer than 6 months in the permanent housing program (APR Question 12(a))? 7
- Of those who did not leave, how many stayed longer than 6 months in the permanent housing program? 23
- Of the total number of participants in the permanent housing project(s) (both those who left and those who stayed), what percentage stayed longer than 6 months (both those who left and those who stayed)? 86%

#### 2. Transitional Housing.

- What is the total number of participants who left transitional housing projects during the operating year? 18
- What is the number of participants who left transitional housing projects and moved to permanent housing? 13
- Of the number of participants who left transitional housing, what percentage move to permanent housing? 72%

Form HUD 40076 CoC-M

### B. Supportive Services

#### Continuum of Care Participation in Mainstream Programs and Employment Chart

1 Number of Adults Who Left (Use the same number in each cell)	2 Income Source	3 Number of Exiting Adults with Each Source of Income	4 % with Income at Exit (Col 3 ÷ Col 1 x 100)
25	a. SSI	6	24%
25	b. SSDI	1	4%
25	c. Social Security	0	0%
25	d. General Public Assistance	1	4%
25	e. TANF	1	4%
25	f. SCHIP	0	0%
25	g. Veterans Benefits	0	0%
25	h. Employment Income	14	56% *
25	i. Unemployment Benefits	0	0%
25	j. Veterans Health Care	0	0%
25	k. Medicaid	6	24%
25	l. Food Stamps	4	16%
25	m. Other (please specify)	0	0%
25	n. No Financial Resources	3	12%

\* Employed residents earned income above eligibility cut off limits for many mainstream resources including food stamps, Medicaid, TANF, or social security disability benefits.

Form HUD 40076 CoC-M

**Exhibit 1: Continuum of Care Use of Other Resources Chart**

1 Other Resources	2 Use of Resource in CoC System for <u>Homeless</u> Persons (e.g., rehab of rental units, job training, etc.)	3 Specific Project Name	4 \$ Amount or number of units/beds provided within last <u>2 years</u> specifically for the <u>homeless</u>
<b>CDBG</b>	Eviction Storage providing emergency assistance to renters at immediate risk of eviction and homelessness, including moving and storage of household belongings for up to 60 days; Homeless Transitional Assistance Program (TAP) provides financial assistance to homeless individuals and families leasing new housing, funding half security deposit and first three months rent. Winter Shelter Program providing hypothermia beds during winter months.  Purchase of HMIS software from Bowman Systems.	Department Human Services/Office of Community Services Eviction Storage; Homeless Transitional Assistance and Winter Shelter Program  <i>ServicePoint</i>	\$394,000  \$50,000
<b>HOME</b>			
<b>Housing Choice Vouchers (only if "priority" is given to homeless)</b>	Section 8 vouchers are issued by the Alexandria Redevelopment and Housing Authority. Preference point is given to individuals who are homeless.	ARHA Section 8 Program	Total Vouchers issued for homeless individuals served by HSCC continuum service providers are 28. An additional 25 vouchers were assigned to the ACSB and priority was given to homeless individuals with a serious mental illness and/or substance abuse disorder.
<b>Public Housing (only if units are dedicated to homeless)</b>			
<b>Mental Health Block Grant</b>	Youth and Adult mental health outpatient services, case management for homeless individuals and families.	ACSB	\$50,816
<b>Substance Abuse Block Grant</b>	Substance abuse outpatient services, case management, day treatment, detoxification services for homeless individuals.	ACSB	\$122,448
<b>Social Services Block Grant</b>			
<b>Welfare-to-Work</b>	TANF portions of State Shelter Grant and Children's Services Coordinators Grant. These fund case management, supportive services, rental assistance, and operations.	AACH Adopt-A-Family Program Salvation Army Carpenter's Shelter Alive! CLI, Inc. Alexandria Community Shelter	\$115,224  \$6,400 \$146,353 \$15,867 \$62,455 \$62,666
<b>State-Funded Programs</b>	Emergency shelter operations funded with SHARE program funds.  Virginia State grants (non-TANF): State Shelter Grant, Federal Shelter Grant, Children's Services Coordinators Grant, and Child Care for Homeless Children Program. These fund case management, supportive services, rental assistance, and operations.	Alexandria Community Shelter  AACH Adopt-A-Family Program Carpenter's Shelter CLI, Inc. ACS Alive! Salvation Army	\$164,000  \$103,853 \$221,662 \$71,441 \$103,496 \$23,754 \$8,846

1 Other Resources	2 Use of Resource in CoC System for <u>Homeless Persons</u> (e.g., rehab of rental units, job training, etc.)	3 Specific Project Name	4 \$ Amount or number of units/beds provided within last 2 years specifically for the <u>homeless</u>
	<p>Homeless outreach, mental health youth and adult outpatient services and case management; Substance abuse outpatient services, case management, day treatment and detoxification services for homeless individuals, families.</p> <p>Domestic Violence Shelter operations funded by State Shelter Grant and Virginia Department of Social Services Grant, Federal Shelter Grant for Domestic Violence Shelter</p> <p>PATH (Project for Assistance in Transition from Homelessness) for homeless outreach for individuals with a serious mental illness.</p> <p>PATH funds for David's Place drop in center operations</p> <p>USDA/ FEMA food for shelter kitchen</p>	<p>ACSB</p> <p>Office of Women, Domestic Violence Shelter</p> <p>ACSB</p> <p>David's Place operated by Carpenter's Shelter</p> <p>Carpenter's Shelter</p>	<p>\$294,742</p> <p>\$22,400 (SSG) \$328,164 (VA DSS) \$13,500</p> <p>\$32,429</p> <p>\$61,657</p> <p>\$23,000</p>
<b>City/County Funded Programs</b>	<p>Emergency shelter operations</p> <p>Crisis Child Care for residents of homeless shelters while they seek work, housing, training, etc.</p> <p>Winter Shelter Program providing hypothermia beds during winter months.</p> <p>City of Alexandria local funds for transitional housing.</p> <p>Homeless outreach, mental health youth and adult outpatient services and case management; substance abuse outpatient services, case management, day treatment, and detoxification services for homeless individuals and families.</p> <p>Domestic violence shelter operations for battered, homeless women.</p>	<p>Alexandria Community Shelter</p> <p>DHS/ OCS Crisis Child Care Program</p> <p>Coordinated by Carpenter's Shelter</p> <p>AACH Adopt-A-Family Program Carpenter's Shelter Alive! Northern Va. Family Services</p> <p>ACSB</p> <p>City of Alexandria Office on Women Domestic Violence Shelter</p>	<p>\$1,070,000</p> <p>\$60,000</p> <p>\$50,000</p> <p>\$64,000 \$133,000 \$75,924 \$500,000</p> <p>\$1,014,290</p> <p>\$522,000</p>
<b>Private</b>	<p>Private fund-raising from individuals (including United Way &amp; CFC), churches, and activities which fund case management, supportive services, rental assistance, and operations.</p> <p>Domestic Violence Shelter operations.</p>	<p>AACH Adopt-A-Family Carpenter's Shelter CLI, Inc. Alive!</p> <p>City of Alexandria Office on Women Domestic Violence Shelter</p>	<p>\$123,000</p> <p>\$1,116,490 \$115,308 \$23,379</p> <p>\$19,000</p>
<b>Foundations (Identify by name)</b>	<p>Fannie Mac Community Foundation (Walkathon) Boeing Employees Community Fund Gannett Foundation Junior League of Washington Marpat Foundation Mars Foundation Ronald McDonald House The Brodsky Family Foundation The Kiplinger Foundation Washington Forrest Foundation</p>	<p>AACH Carpenter's Shelter Alive! CLI, Inc.</p>	<p>\$86,480 \$435,599 \$27,778 \$74,250</p>

1 Other Resources	2 Use of Resource in CoC System for <u>Homeless</u> Persons (e.g., rehab of rental units, job training, etc.)	3 Specific Project Name	4 \$ Amount or number of units/beds provided within last <u>2 years</u> specifically for the <u>homeless</u>
	Virginia Commerce Bank United Way CSF Phillip Graham Foundation Forrest Foundation Freddie Mac Foundation Freddie Mac Hoops for the Homeless International Monetary Fund		

Form HUD 40076 CoC-N

**Exhibit 1: Continuum of Care - Response to HUD Policy Priority For Removal of Regulatory Barriers to Affordable Housing**

See Attached completed for HUD-27300, "Questionnaire for HUD's Initiative on Removal of Regulatory Barriers."

**Continuum of Care: Project Leveraging**

<b>Project Priority Number</b>	<b>Name of Project</b>	<b>Type of Contribution</b>	<b>Source or Provider</b>	<b>*Value of Written Commitment</b>
1	ACSB Safe Haven Permanent Housing	Office Space Rent	City of Alexandria	\$126,900
1	ACSB Safe Haven Permanent Housing	Rehabilitation Funds	City of Alexandria	\$795,000
1	ACSB Safe Haven Permanent Housing	Mental health and substance abuse support services, including drug screening and treatment, and mental health services.	City of Alexandria, ACSB	\$111,891
1	ACSB Safe Haven Permanent Housing	Operating expenses including facility staffing, utilities, food and facility maintenance and repair.	City of Alexandria, ACSB	\$54,608
1	ACSB Safe Haven Permanent Housing	Life skills, other mental health support services and case management	City of Alexandria, ACSB	\$1,027,465
2	ACSB Notabene and Family Permanent Housing	Mental health and substance abuse support services, including life skills, drug screening and treatment, and mental health services.	City of Alexandria, ACSB	\$22,630
2	ACSB Notabene and Family Permanent Housing	Operating expenses including utilities and facility maintenance and repairs	City of Alexandria, ACSB	\$12,041
2	ACSB Notabene and Family Permanent Housing	Supportive services and additional project expenses related to allocated administrative, supervisory and operating costs.	City of Alexandria, ACSB	\$41,671
3	SHA Canterbury and Mayflower Condominiums Permanent Housing	Mental health and substance abuse supportive services, specifically drug screening and treatment and mental health services.	Sheltered Homes of Alexandria	\$14,458
3	SHA Canterbury and Mayflower Condominiums Permanent Housing	Operating expenses including utilities and facility maintenance and repair.	Sheltered Homes of Alexandria	\$6,145
3	SHA Canterbury and Mayflower Condominiums Permanent Housing	Supportive services, specifically life skills training, and additional project expenses related to allocated administrative, supervisory and operating costs.	City of Alexandria, ACSB	\$8,102
4	ACSB Men's Recovery Home Transitional Housing	Mental health and substance abuse support services, including life skills, drug screening and treatment,	City of Alexandria, ACSB	\$18,700

		and mental health services.		
4	ACSB Men's Recovery Home Transitional Housing	Operating expenses including utilities and facility maintenance and repairs	City of Alexandria, ACSB	\$6,250
4	ACSB Men's Recovery Home Transitional Housing	Supportive services and additional project expenses related to allocated administrative, supervisory and operating costs.	City of Alexandria, ACSB	\$35,819
5	SHA Columbus and Wythe Permanent Housing	Supportive services, specifically life skills training, and additional project expenses related to allocated administrative, supervisory and operating costs.	City of Alexandria, ACSB	\$30,529
5	SHA Columbus and Wythe Permanent Housing	Supportive services, specifically drug screening and treatment, and other mental health services.	Sheltered Homes of Alexandria	\$17,795
5	SHA Columbus and Wythe Permanent Housing	Operating expenses including utilities and facility maintenance and repair.	Sheltered Homes of Alexandria	\$4,637
6	AACH Adopt-A-Family Transitional Housing Program	Child care, employment services, relocation assistance	City of Alexandria Dept of Human Services	\$94,000
6	AACH Adopt-A-Family Transitional Housing Program	Mental Health and Substance Abuse Family Therapy	Alexandria Community Services Board (CSB)	\$26,000
6	AACH Adopt-A-Family Transitional Housing Program	Medication Management	Alexandria Community Services Board (CSB)	\$2,700
6	AACH Adopt-A-Family Transitional Housing Program	Psychiatric Evaluation	Alexandria Community Services Board (CSB)	\$750
6	AACH Adopt-A-Family Transitional Housing Program	Drug Testing	Alexandria Community Services Board (CSB)	\$1,080
6	AACH Adopt-A-Family Transitional Housing Program	Substance Abuse Group Therapy	Alexandria Community Services Board (CSB)	\$2,160
6	AACH Adopt-A-Family Transitional Housing Program	Furniture Donations	ALIVE!	\$4,500
6	AACH Adopt-A-Family Transitional Housing Program	Legal Services	Legal Services of Northern Virginia	\$2,000
6	AACH Adopt-A-Family Transitional Housing Program	Volunteer Support	Arlington-Alexandria Coalition for the Homeless (AACH)	\$11,450
6	AACH Adopt-A-Family Transitional Housing Program	In-kind donations	Arlington-Alexandria Coalition for the Homeless (AACH)	\$5,000
7	ACSB Aspen Street Transitional Housing	Mental health and substance abuse support services, including drug screening and treatment, and mental health services.	City of Alexandria, ACSB	\$34,036
7	ACSB Aspen Street Transitional Housing	Operating expenses including utilities and facility maintenance and repairs	City of Alexandria, ACSB	\$1,424
7	ACSB Aspen Street Transitional Housing	Supportive services and additional project expenses related to allocated administrative, supervisory and operating costs.	City of Alexandria, ACSB	\$69,455
			<b>TOTAL</b>	<b>\$2,589,196</b>

*\*Please enter the value of the contribution for which you have a written commitment*

Form HUD 40076 CoC-P



**APPENDIX V**

**CITY OF ALEXANDRIA, VA - TEN-YEAR PLAN TO END  
CHRONIC HOMELESSNESS**

**CITY OF ALEXANDRIA, VIRGINIA**

**TEN-YEAR PLAN TO  
END CHRONIC  
HOMELESSNESS  
AND OTHER  
FORMS OF  
HOMELESSNESS**

**OCTOBER 2004**

Prepared by the  
*Alexandria Homeless Services  
Coordinating Committee*

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**ALEXANDRIA HOMELESS SERVICES  
COORDINATING COMMITTEE (HSCC)**

**CONTINUUM OF CARE MEMBERS**

ALEXANDRIA HEALTH DEPARTMENT  
ALEXANDRIA NEIGHBORHOOD HEALTH SERVICES, INC. (ANHSI)  
ALEXANDRIANS INVOLVED ECUMENICALLY (ALIVE!)  
ALEXANDRIA PROBATION AND PAROLE  
ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY – PUBLIC HOUSING AUTHORITY  
ALFRED STREET BAPTIST CHURCH  
ARLINGTON-ALEXANDRIA COALITION FOR THE HOMELESS (AACH)  
ARLINGTON COUNTY – HOMELESS & HEALTH CARE REPRESENTATIVES  
BLESSED SACRAMENT CATHOLIC COMMUNITY  
CARPENTER’S SHELTER  
DAVID’S PLACE  
TRANSITIONAL HOUSING PROGRAM  
CATHOLIC CHARITIES  
CHILD & FAMILY NETWORK CENTER  
CHRIST CHURCH  
CHURCH OF ST. CLEMENT  
COMMISSION ON PERSONS WITH DISABILITIES  
COMMUNITY LODGINGS, INC. (CLI)  
COMMUNITY SERVICES BOARD (CSB) – DEPARTMENT OF MENTAL HEALTH,  
MENTAL RETARDATION AND SUBSTANCE ABUSE  
SUBSTANCE ABUSE CASE MANAGEMENT SERVICES & HOMELESS OUTREACH  
MENTAL HEALTH SERVICES – OUTREACH  
MENTAL HEALTH/SUBSTANCE ABUSE RESIDENTIAL SERVICES  
CLUBHOUSE & SUBSTANCE ABUSE DAY SUPPORT  
  
DEPARTMENT OF HUMAN SERVICES (DHS)  
JOB LINK ONE-STOP CENTER FOR WORKFORCE INVESTMENT  
OFFICE OF AGING & ADULT SERVICES  
OFFICE OF COMMUNITY SERVICES  
FAMILY SERVICES - FOSTER CARE - INDEPENDENT LIVING

FAIRLINGTON UNITED METHODIST CHURCH  
GUEST HOUSE  
HOMELESS CONSUMER REPRESENTATIVES  
HOUSING ACTION  
INTERFAITH COALITION FOR AFFORDABLE HOUSING  
MEADE CHURCH  
NORTHERN VIRGINIA FAMILY SERVICE (NVFS)  
OFFICE OF HOUSING  
OFFICE ON WOMEN-DOMESTIC VIOLENCE SHELTER (OOW)  
OLD PRESBYTERIAN MEETING HOUSE – FAMILY TO FAMILY MINISTRIES  
SALVATION ARMY - ALEXANDRIA COMMUNITY SHELTER &  
TURNING POINT TRANSITIONAL HOUSING  
STOP CHILD ABUSE NOW (SCAN) OF NORTHERN VIRGINIA  
ST. CLEMENT'S  
ST. PAUL'S EPISCOPAL  
VIRGINIA COALITION FOR THE HOMELESS  
VETERANS ADMINISTRATION-NORTHERN VIRGINIA (VA)  
WESLEY HOUSING DEVELOPMENT CORPORATION  
WESTMINSTER PRESBYTERIAN CHURCH  
WHITMAN-WALKER CLINIC OF NORTHERN VIRGINIA  
WORKFORCE ORG. FOR REGIONAL COLLABORATION (WORC)

**TEN-YEAR PLAN TO END CHRONIC HOMELESSNESS  
AND OTHER FORMS OF HOMELESSNESS  
IN ALEXANDRIA, VIRGINIA**

**VISION**

**IN TEN YEARS, ALL INDIVIDUALS EXPERIENCING  
CHRONIC AND OTHER FORMS OF HOMELESSNESS IN THE  
CITY OF ALEXANDRIA, VIRGINIA WILL HAVE  
ACCESS TO SAFE, DECENT, AFFORDABLE HOUSING.**

**BACKGROUND**

The goal of ending chronic<sup>1</sup> homelessness was described in 2000 by the *National Alliance to End Homelessness (NAEH)* as part of its ten-year plan. U.S. Department of Housing and Urban Development (HUD) Secretary Mel Martinez announced HUD's acceptance of this goal in 2001. In 2002, the *NAEH* published, "A Plan: Not a Dream – How to End Homelessness in Ten Years." By 2003, the *United States Interagency Council on Homelessness* had been resurrected to pursue this goal, and the Council published "The 10-Year Planning Process to End Chronic Homelessness in Your Community: A Step-by-Step Guide." In June 2003, the U.S. Conference of Mayors unanimously endorsed the 10-year planning process and urged cities across the nation to create and implement strategic plans to end chronic homelessness in 10 years. Since 2002, HUD has required jurisdictions receiving HUD Supportive Housing Program (SHP) and other HUD funding to develop a concrete plan to end chronic homelessness.

**ALEXANDRIA'S PLAN<sup>2</sup>**

Prior to this nationwide effort, in 1999, Alexandria's *Homeless Services Coordinating Committee (HSCC)*<sup>3</sup> developed a strategic plan to address the pressing needs of the chronically homeless population, as well as other homeless persons (family members and individuals not experiencing chronic homelessness). Five objectives (the creation of a Safe Haven for unsheltered, chronic homeless individuals; the addition of mental health/substance abuse

---

<sup>1</sup> HUD defines chronic homelessness as "an unaccompanied homeless individual with a disabling condition who has either been continuously homeless for a year or more OR has had at least four episodes of homelessness in the past three years." A "disabling condition" is defined as "a diagnosable substance use disorder, serious mental illness, developmental disability, or chronic physical illness or disability including the co-occurrence of two or more of these conditions. A disabling condition limits an individual's ability to work or perform one or more activities of daily living."

<sup>2</sup> For a comprehensive description of housing and supportive services available to the homeless in the City of Alexandria (i.e., its Continuum of Care) and the history and role of the *Homeless Services Coordinating Committee*, see Appendix 1. Appendix 2 provides a summary of the HSCC's accomplishments over the past year.

<sup>3</sup> The members of Alexandria's HSCC are shown on the previous two pages.

staffing to provide additional outreach and follow-up to the homeless population; the creation of medical respite beds; the expansion of affordable health care services, and the addition of transitional housing units for singles and youth aging out of foster care) were incorporated into the City's *Five Year Consolidated Plan for Housing and Community Development*. While significant progress has been made on three of the objectives (the creation of a Safe Haven, the expansion of health services, and the creation of transitional housing units), much remains to be done to house and provide services for the chronically homeless population and those needing medical respite beds. In addition, affordable housing opportunities for the non-chronic population must be created if the homeless problem is to be resolved.

Over the past several months, the Commonwealth of Virginia, through its *Policy Academy on Chronic Homelessness*, has developed an action plan entitled, "Virginia: A Common Wealth to End Homelessness." This plan has been approved by Virginia's Governor Warner and can be found at [www.dhcd.virginia.gov](http://www.dhcd.virginia.gov). Representatives of Alexandria's HSCC, including an individual who was chronically homeless and had lived on the streets, serve on the *Policy Academy*. Alexandria's plan, delineated on the following pages, is tied into Virginia's plan, and also utilizes the research and guidance provided by the *National Alliance to End Homelessness*, as well as models of "best practices" from throughout the country. In developing the plan, the HSCC held several meetings, including a focus group with consumers of *David's Place*, a day program for unsheltered homeless adults, to obtain input on the plan. Representatives of all of the agencies identified as "Responsible Parties" throughout the plan also provided input.

The key components of any successful plan to end chronic homelessness, according to the NAEH are: Plan for Outcomes; Close the Front Door; Open the Back Door; and Build the Infrastructure. Alexandria's plan addresses these key components.

**PLAN FOR OUTCOMES: INVOLVEMENT OF DIVERSE STAKEHOLDERS, DATA ANALYSIS, RESEARCH, DEFINING THE PROBLEM, AND "THINKING OUTSIDE THE BOX"**

The NAEH report notes that "Today most American communities plan how to manage homelessness – not how to end it." A first step in planning for outcomes is to collect data at the local level on the nature and extent of homelessness. Alexandria has collected point-in-time data since 1996, and since 2000, has participated in an ongoing Council of Governments (COG) regional effort to establish an unduplicated count of homeless families and individuals in the region. The fourth regional enumeration took place on January 21, 2004. In the Fall of 2004, Alexandria's Homeless Continuum of Care will have its *Homeless Management Information System (HMIS)* in place. The HMIS will use an integrated data tool to record and report uniform system-wide information on client needs and services. (A description of the steps taken to date by HSCC's *HMIS Task Force* is provided at Appendix 2.)

According to longitudinal research, people who experience chronic homelessness are more likely to have a serious mental illness, sometimes with co-occurring substance abuse, unstable employment histories, and histories of hospitalization and/or incarceration. Nationally, it is estimated that 10% of the single adult homeless population experiences this persistent homelessness. Because many of these individuals use the shelter system for extended periods of time, they have been found to consume 50% of the resources.

The chart below shows the breakout of the chronic homeless population in Alexandria identified by surveyors in the 2004 point-in-time count.

January 2004 Point-in-Time Count: Alexandria, Virginia

<u>Survey Location</u>	<u>Total</u>	<u>Chronic</u>
Outreach	73 <sup>1</sup>	41
Winter Shelter	49 <sup>2</sup>	33
Emerg. Shelter Individuals <sup>3</sup>	55	12
Emergency Shelter Family Members <sup>4</sup> (16 families)	53	-
Trans. Housing	<u>184<sup>5</sup></u>	<u>7</u>
Total:	414	93

As is evident in the above chart, 93, or 22% (93 of 414) of the Alexandria homeless population identified above, were determined to be chronically homeless. (Another 35 individuals, all with either a disability of severe mental illness or a dual diagnosis, are housed in permanent supportive housing units.)

According to the NAEH report, because they have no regular place to stay, people who are homeless use a variety of public systems in an inefficient and costly way. People who are homeless:

- **Are more likely to access costly health care services** (spending an average of four days longer per hospital visit than comparable non-homeless individuals). Homelessness both causes and results from serious health care issues, including addictive disorders. Substance abuse increases the risk of incarceration and HIV exposure, and it is itself a substantial cost to our medical system.
- **Spend more time in jail or prison** – sometimes for crimes such as loitering – which is an extremely costly and inefficient use of scarce resources.

<sup>1</sup>Unsheltered – 53; awaiting discharge – 20; Male-56; Female-17.

<sup>2</sup>Male-46; Female-3.

<sup>3</sup>Male-32; Female-23.

<sup>4</sup>20 Adults (Female-16; Male-4); 33 children.

<sup>5</sup>Of the 184 persons in Transitional Housing, 36 were individuals (7 of whom were chronic); 148 were persons in 39 families.



- **Use emergency shelters, a costly alternative to permanent housing.** (According to one study, the cost of an emergency shelter bed was approximately \$8,067 more than the average annual cost of a federal housing subsidy.)
- **Lose future productivity.** Decreased health and more time spent in jails or prisons, means that homeless people have more obstacles to contributing to society through their work and creativity.

Once adequate data are available, the second step is to create a planning process that focuses on the outcome of ending homelessness, and then brings to the table not just the homeless assistance providers, but the mainstream State and local agencies and organizations whose clients are homeless. As is evident from the HSCC membership list on the previous pages, Alexandria has broad representation on its committee.

#### **CLOSE THE FRONT DOOR: PREVENTING HOMELESSNESS**

Our current approach has proven inadequate to the challenge of eliminating homelessness. The most effective solution, a core tenet of the new approach recommended by NAEH, is to prevent homelessness whenever possible (“close the front door”), and to rapidly re-house people when homelessness cannot be prevented. The NAEH report notes that:

“People who become homeless are almost always clients of public systems of care and assistance (the mental health system, the public health system, the welfare system, veterans system, criminal justice system). . . . to end homelessness, these mainstream programs must prevent people from becoming homeless.”

Alexandria’s plan addresses goals and action steps aimed at improving its emergency homelessness prevention programs.

#### **OPEN THE BACK DOOR: CREATING PERMANENT HOUSING**

The national effort focuses on helping people to exit homelessness as quickly as possible through a “housing first approach.” For the chronically homeless, this means permanent housing, with services available as the consumers establish trust with treatment workers. For families and non-disabled single adults, it means getting people very quickly into permanent housing and linking them with services, if needed. The development of permanent supportive housing for the chronically homeless and affordable permanent housing for other homeless individuals is one of the biggest challenges facing Alexandria’s homeless continuum of care. In addition to limited financial resources, lack of land and property for project development are also constraints facing Alexandria’s continuum; however, the plan does address the development of new housing units for the homeless population, as well as other methods for “opening the back door.”

## **BUILD THE INFRASTRUCTURE: MAXIMIZE MAINSTREAM RESOURCES**

The NAEH report notes that remedies to homelessness must take place within the context of “re-building the infrastructure”: housing, income, and services. Those individuals living in poverty who are working are paying more than half of their income for rent. There is an ever-growing shortage of affordable housing units throughout the country; this problem is particularly severe in Alexandria. To rent an efficiency apartment in Alexandria, an income of about \$36,500<sup>4</sup> is required, or about 70% more than a person working two full-time jobs at minimum wage. For the chronically homeless, with severe mental disabilities, permanent supportive housing is the only solution. The NAEH report states, “A great deal of current chronic homelessness can be traced to the lack of a system of community treatment, linked with housing, to replace the system of state hospitals that have been closed in large numbers in recent decades.”

The goals and action steps for each of the foregoing areas are addressed below.

### **PLAN FOR OUTCOMES – DATA COLLECTION & ANALYSIS**

#### **GOAL 1: ESTABLISH HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS)**

##### **Action Steps**

1. Define data elements to be included in the HMIS and train providers in the use of HMIS.

Responsible Parties: *Bowman Internet Services,*      Target Date: July 2004  
CSB & DHS IT staff

2. Implement *ServicePoint*<sup>5</sup> to standardize assessment of consumer needs, create service plans, coordinate case management, and track housing and services.

Responsible Parties: *Bowman Internet Services*      Target Date: Aug. 2004  
CSB & DHS IT staff

3. Analyze data and evaluate HMIS functioning.

Responsible Parties: HMIS Sub-Committee      Target Date: Jan. 2005

4. Recommend HMIS program improvements based on evaluation.

Responsible Parties: HMIS Sub-Committee      Target Date: March 2005

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<sup>4</sup> Household income needed by a new buyer if payment is 30% of gross income. *National Low Income Housing Coalition, “Out of Reach, 2002 – Alexandria, VA.”*

<sup>5</sup> See Appendix 2 for a description of HSCC’s activities over the past year, including steps taken by the HMIS Sub-Committee to identify *ServicePoint*.

5. Adopt HMIS improvements.

Responsible Parties: *ServicePoint*, CSB & DHS IT staff      Target Date: May 2005

6. Coordinate with Statewide HMIS plan (Virginia Commonwealth Plan, Priority Five, Strategies 5.1, 5.2).

Responsible Parties: CSB & DHS IT staff      Target Date: June, 2005

## **GOAL 2: ANALYZE HMIS DATA TO EFFECT IMPROVEMENTS IN PROGRAMS AND SERVICES**

### **Action Steps**

1. Extract reports from HMIS that identify number of homeless persons, reason for entry into the continuum of care, housing and service needs by sub-population, how people are interacting with mainstream systems of care, and the effectiveness of interventions.

Responsible Parties: CSB, DHS      Target Date: Dec. 2005

2. Review the entire Continuum of Care (i.e., shelter/transitional facilities' bed use, populations served, services provided, barriers, etc.), meet and coordinate with other providers throughout the region, and develop priorities and strategies for improvements throughout the Continuum and the region so that the maximum number of persons are served in the most efficient and effective manner. Review and provide input to other annual needs assessments (e.g., United Way, CSB).

Responsible Parties: HSCC Strategic Planning/  
Evaluation Sub-Committee  
and senior representatives of all homeless providers      Target Date: Jan. 2006

3. Implement recommended strategies. Ensure that linkages are made with entities identified in Step 2 for carrying out the strategies.

Responsible Parties: Homeless Svcs. providers  
and other parties identified in Step 2,  
HSCC Strategic Planning/  
Evaluation Sub-Committee      Target Date: April, 2006

4. Evaluate effectiveness of program changes.

Responsible Parties: HSCC Strategic Planning/  
Evaluation Sub-Committee  
and senior representatives of all homeless providers      Target Date: Oct. 2006

5. Recommend program improvements based on evaluation.

Responsible Parties: HSCC Strategic Planning/  
Evaluation Sub-Committee      Target Date: Nov. 2006

6. Adopt improvements.

Responsible Parties: Homeless Svcs. providers      Target Date: Jan. 2007

**NOTE: The Action Steps in Goal 2 will continue throughout the ten-year plan.**

## **CLOSE THE FRONT DOOR – PREVENTING HOMELESSNESS**

### **GOAL 3: UTILIZE EFFECTIVE DISCHARGE PLANNING MODELS**

#### **Action Steps**

1. Collect and analyze data through the HMIS on persons who become homeless after discharge from State and local hospitals, jail, detention center, prisons, and foster care.

Responsible Parties: DHS, Va. Cares, Strategic Png/Eval Sub-Comm.  
OAR, CSB Pre-Release: Detention Ctr,  
Homeless providers, Alex. Probation & Parole      Target Date: Dec. 2005

2. Develop and adopt “best practice” strategy to ensure persons being released after incarceration do not become homeless.

Responsible Parties: DHS, Va. Cares, Jail/Prison Staff, OAR, CSB Pre-Release: Detention Ctr,  
Homeless providers, Alex. Probation & Parole      Target Date: Dec. 2004

3. Develop and adopt “best practice” strategy to ensure persons being discharged from psychiatric hospitals and medical facilities do not become homeless, including linkage with CSB’s discharge planning process.

Responsible Parties: CSB, DHS, Hospital staff      Target Date: Dec. 2004

4. Ensure compliance with Statewide discharge policy for all at-risk individuals (Virginia Commonwealth Plan, Priority Three, Strategy 3.1) after implementation.

Responsible Parties: CSB, DHS, DOC, Ex-Offender Programs      Target Date: Nov. 2004

5. Increase the number of prisoners and mental health consumers who have applications pre-filed for Medicaid and other entitlements (e.g., SSI, SSDI) and expedite processing of benefits before release from institutions (Virginia Commonwealth Plan, Priority Four, Strategy 4.1).

Responsible Parties: CSB, DHS

Target Date: Dec. 2004

6. Refer juvenile offenders and juveniles aging out of foster care to *Job Corps* (Virginia Commonwealth Plan, Priority Three, Strategy 3.2), Independent Living Program (ILP), and scholarships for higher education.

Responsible Parties: DSS/DJJ, JobLink,  
Youth Employment Svcs.

Target Date: Nov. 2004

7. Attend State DSS training on placing more emphasis on preparing young adults leaving foster care to become self-sufficient (Virginia Commonwealth Plan, Priority Three, Strategy 3.3) and ensure resources available through HB1109 (passed by the Virginia State legislature in 2004 to provide transitional assistance for young people ages 18 – 21 who are moving from foster care to self-sufficiency) are utilized.

Responsible Parties: DSS foster care staff

Target Date: Oct 2004

8. Identify funding to support and strengthen family members who deal with individuals who are at risk of becoming homeless. (Virginia Commonwealth Plan, Priority Three, Strategy 3.4).

Responsible Parties: TBD

Target Date: TBD

#### **GOAL 4: ENSURE VETERANS RECEIVE ENTITLEMENTS**

##### **Action Steps**

1. Ensure that all organizations serving the chronically homeless identify those consumers who are veterans, inform them of available benefits, and have the necessary POA forms to allow veterans services to act on behalf of the veteran (Virginia Commonwealth Plan, Priority Four, Strategy 4.2)

Responsible Parties: DHS, VA

Target Date: Sept. 2004

#### **GOAL 5: DEVELOP HOMELESS PREVENTION PLAN WITH LANDLORDS**

##### **Action Steps**

1. Identify landlords willing to participate in “housing first” approach.

Responsible Parties: Office of Housing; Land-  
lord Tenant Relations Board (LTBC),  
ARHA, DHS, CSB, non-profit providers

Target Date: Sept. 2007

2. Meet with landlords to develop homeless prevention plan.

Responsible Parties: Office of Housing; Landlord Tenant Relations Board (LTBC), ARHA, DHS, CSB, non-profit providers. Jail/Prison staff  
Target Date: Jan. 2006

3. Identify funding to hire a housing specialist to act as a broker between homeless persons and those being released/discharged from institutions and private landlords. The housing specialist, a “one-stop shop housing counselor,” would also develop and maintain a centralized housing network.

Responsible Parties: Non-Profits & Homeless Services Providers  
Target Date: March 2007

4. Implement plan with 1 – 2 landlords

Responsible Parties: Identified in Step 3  
Target Date: 2008

5. Expand plan to additional landlords.

Responsible Parties: TBD  
Target Date: 2009 – 2012

6. Review CSB policies/procedures (e.g., program rules/admittance criteria for residential properties, residential fee setting, etc.) to promote residential housing stability.

Responsible Parties: CSB  
Target Date: Oct. 2005

## **GOAL 6: PREVENT EVICTIONS & ENHANCE OTHER PREVENTION EFFORTS**

### **Action Steps**

1. Develop a marketing plan to expand the number of persons informed of Alexandria’s eviction prevention program . Ensure that information about the prevention program is widely disseminated so that tenants are informed long before receiving an eviction notice.

Responsible Parties: Office of Housing; Landlord Tenant Relations Board (LTRB), DHS, Legal Svcs.  
Target Date: Sept. 2005

2. Conduct workshops (e.g., in shelters, day support programs) and/or provide individual counseling for consumers to increase understanding of tenant responsibilities, and distribute materials.

Responsible Parties: Housing, Shelters/TH  
Target Date: Oct. 2005

Providers, Landlords, ARHA

3. Form a task force to review/assess current policies and procedures for preventing evictions, study "best practices," and recommend improvements in current system.

Responsible Parties: DHS, Courts, Landlords      Target Date: Nov. 2005

## **GOAL 7: IMPROVE LEGAL SERVICES FOR THE CHRONICALLY HOMELESS AND OTHER HOMELESS INDIVIDUALS**

### **Action Steps**

1. Through the HMIS and other sources, identify the number of chronically homeless and other homeless persons who could benefit from legal services (e.g., individuals with severe mental illness or women who become chronically homeless as a result of domestic violence).

Responsible Parties: All homeless providers,      Target Date: Dec. 2005  
DHS, CSB

2. Develop a plan to provide pro bono legal services to those needing assistance. (As part of this plan, review the work of the newly-formed State-level *Indigent Defense Commission*, which will establish standards for court-appointment layers and ensure adequate representation for the poor.)

Responsible Parties: Legal Svcs staff, DVS,      Target Date: Nov. 2004  
Jail/Prison staff, DHS, CSB

3. Work with police, judges, and landlords to identify those at risk of homelessness.

Responsible Parties: DHS, providers      Target Date: June 2005

## **GOAL 8: ADVOCATE FOR SUPPORT FOR FUNDING AND SERVICES FOR CHRONICALLY HOMELESS AND OTHER HOMELESS INDIVIDUALS**

### **Action Steps**

1. Prepare public relations materials documenting the lack of funding for homeless programs, e.g., Homeless Intervention Program (HIP), TANF, FSG/SSG, etc.

Responsible Parties: Virginia Coalition for the      Target Date: Oct. 2004  
Homeless, DHS, providers, consumers

2. Participate in public hearings concerning homeless issues and in legislative advocacy at the Federal, State, and local levels.

Responsible Parties: Virginia Coalition for the Homeless, providers, consumers      Target Date: As hearings are scheduled

3. Support the Virginia Coalition for the Homeless in its efforts to secure a Rental Assistance program for homeless (Virginia Commonwealth Plan, Priority One, Objective 2, Strategy 1.8); to increase funding for affordable housing through a State-level Housing Trust Fund (Objective 2, Strategy 1.10); to increase State funding for support of emergency and transitional housing (Objective 2, Strategy 1.12).

Responsible Parties: Providers, consumers      Target Date: As legislation comes forward

4. Develop case history vignettes of chronically homeless and other homeless consumers in Alexandria to increase public awareness and political support (Virginia Commonwealth Plan, Priority Five, Strategy 5.5). Use vignettes in public hearings and materials developed in Action Step 1.

Responsible Parties: CSB/DHS case workers, Shelter/T.H. providers      Target Date: Oct. 2004

5. Expand collaboration with the wider community (public and private) to garner support for addressing the needs of chronically homeless and other homeless individuals. Identify Federal, State, and local funders, neighborhood organizations, private foundations, citizens, local businesses, public officials who may be instrumental in assisting the HSCC in providing goods, services, and advocacy.

Responsible Parties: HSCC, Housing Action, Congregations, Housing, DHS, CSB      Target Date: Feb. 2005

## **OPEN THE BACK DOOR – CREATING PERMANENT HOUSING**

### **GOAL 9: DEVELOP A 12-BED PERMANENT HOUSING SAFE HAVEN FACILITY FOR CHRONICALLY HOMELESS PERSONS**

#### **Action Steps**

1. Submit HUD 2004 application for funding.

Responsible Parties: CSB      Target Date: July 2004

2. Communicate with neighbors, engage community support through meetings and discussions and initiate recruitment/hiring of Project Director.

Responsible Parties: CSB      Target Date: June-July 2004

3. Obtain HUD notice of funding.



Responsible Parties: CSB

Target Date: Dec. 2004

4. Begin building renovation.

Responsible Parties: Gen. Svcs., CSB

Target Date: Jan. 2005

3. Complete renovation.

Responsible Parties: Gen. Svcs, CSB

Target Date: March 2006

4. Develop program, including steps for managing crises and non-intrusive, non-punitive, "low-demand" rules which promote safety, cleanliness, privacy. Hire Safe Haven staff.

Responsible Parties: CSB

Target Date: Nov. 2005-Apr 2006

5. Begin Safe Haven operations.

Responsible Parties: CSB

Target Date: June 2006

#### **GOAL 10: DEVELOP A PERMANENT HOUSING SRO<sup>6</sup> (SINGLE-ROOM OCCUPANCY) FACILITY**

##### **Action Steps**

1. Identify funding sources, meet with City officials and staff (e.g., Housing, Planning & Zoning) and begin preparation of applications/proposals for funding.

Responsible Parties: Community Non-Profit

Target Date: July 2004

2. Identify site, meet with Architect to determine project design & costs.

Responsible Parties: Community Non-Profit

Target Date: December 2004

3. Develop business plan and apply for funding.

Responsible Parties: Community Non-Profit

Target Date: Jan-Apr 2005

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<sup>6</sup> SRO housing is defined as a residential property that includes multiple single room dwelling units. First priority for occupancy of SRO units is given to homeless individuals.

4. When funding secured, develop program, communicate with neighbors, engage community support through meetings and discussions.

Responsible Parties: Community Non-Profit, Congregations, homeless providers      Target Date: Jan-Mar 2006

5. Complete renovation.

Responsible Parties: Community Non-Profit      Target Date: Sept 2006

6. Open SRO

Responsible Parties: Community Non-Profit      Target Date: Oct 2006

**GOAL 11: INCREASE HOUSING OPPORTUNITIES AVAILABLE TO CHRONIC HOMELESS AND OTHER PERSONS EXPERIENCING HOMELESSNESS BY MAXIMIZING USE OF EXISTING FUNDING STREAMS AND DEVELOPING ADDITIONAL PERMANENT AND PERMANENT SUPPORTIVE HOUSING**

**Action Steps**

1. Apply for VHDA/DMHMRSAS *Mainstream Housing Opportunities for Persons with Disabilities* vouchers (Special Project identified in Virginia Commonwealth Plan, Priority One, Objective 1, Strategy 1.2/1.3)

Responsible Parties: CSB      Target Date: June 2004

2. Determine whether any Veterans Administration, HUD, or USDA foreclosed properties exist in Alexandria; Coordinate with Virginia Commonwealth Plan, Priority One, Objective 1, Strategy 1.4).

Responsible Parties: CSB, DMHMRSAS      Target Date: March 2005

2. Coordinate with DHCD/VIACH/VCH to expand use of housing resources available through the Veterans Administration-Per Diem. (Virginia Commonwealth Plan, Priority One, Objective 1, Strategy 1.6)

Responsible Parties: DHS, VA, CSB      Target Date: Mar-Nov 2004

3. Coordinate with NOVAM, Whitman-Walker and others to expand use of housing resources available through HOPWA.

Responsible Parties: DHS, Health Dept., CSB Shelter providers      Target Date: Mar-Nov 2004

4. Target two of the group homes, 10 apartment/condos, and 10 Section 8 Certificates in the CSB's *Five-Year Housing Plan* to homeless individuals.

Responsible Parties: CSB, ARHA

Target Date: 2008

5. Identify resources (e.g., VA, HHS, HUD, State, private) and community partners for the planning and development of additional permanent and permanent supportive housing units, acquisition of additional Section 8 vouchers, and other permanent housing solutions for the homeless population.

Responsible Parties: Housing, ARHA, CSB,  
Housing Action, DHS, HSCC,  
Faith-based non-profits

Target Date: 2008

6. Establish linkages with faith-based non-profits to improve access to federal funding opportunities, as well as to increase the number of volunteers serving the homeless.

Responsible Parties: HSCC, faith-based entities  
Alexandria Interfaith Coalition for Affordable Housing

Target Date: Nov. 2005

## **BUILD THE INFRASTRUCTURE – MAXIMIZE MAINSTREAM RESOURCES**

### **GOAL 12: REDUCE BARRIERS IN DELIVERY OF SUPPORTIVE SERVICES TO CHRONIC HOMELESS AND OTHER INDIVIDUALS EXPERIENCING HOMELESSNESS**

#### **Action Steps**

1. Identify opportunities for coordination of intake eligibility determinations, assessment and data collection to facilitate access to mainstream services, such as TANF, Medicaid, Primary Health Services, MH and SA Services. (Virginia Commonwealth Plan, Priority 2, Strategy 2.3: “No Wrong Door.”)

Responsible Parties: CSB, DHS, Health Dept.  
State Policy Academy

Target Date: July 2005

2. Department of Social Services designates an eligibility worker (and back-up) to expand outreach to David’s Place and shelters to take applications from homeless individuals. (Virginia Commonwealth Plan, Priority 2, Strategy 2.5)

Responsible Parties: DHS/DSS

Target Date: Oct 2005

3. Ensure distribution of State-Produced Resource Guide (Strategy 2.4) and communication to all providers of Statewide 211.

Responsible Parties: HSCC, all providers  
DHS, CSB

Target Date: July 2005

4. Identify funding to add a minimum of 1.5 FTE (e.g., through PACT team) to increase services to chronically homeless consumers with mental health and substance abuse issues in shelters and on the street (e.g., CSB application to SAMHSA, State funding for PACT).

Responsible Parties: CSB, Carpenter's Shelter      Target Date: Jan. 2006

5. Each year of the plan, increase the number of chronically homeless and other homeless individuals applying for disability benefits.

Responsible Parties: CSB, DHS, all homeless Providers, VA      Target Date: 10/yr throughout duration of plan

6. Attend State-sponsored workshop on Disability Determination and Presumptive Decision Making to increase the number of chronically homeless receiving disability benefits. (Virginia Commonwealth Priority 2, Strategy 2.2)

Responsible Parties: CSB, DHS, other providers      Target Date: TBD when State announces workshop dates

### **GOAL 13: PROVIDE COMPREHENSIVE HEALTH SERVICES TO THE CHRONICALLY HOMELESS AND OTHER PERSONS EXPERIENCING HOMELESSNESS**

#### **Action Steps**

1. Identify barriers to health care access for the chronically homeless and other individuals experiencing homelessness.

Responsible Parties: *HSCC, Providers,*      Target Date: Dec. 2005  
Faith-based non-profits

2. Work with health care providers to remove barriers.

Responsible Parties: *Health Dept., HSCC,*      Target Date: Jan – March 2006  
*Community Health Center, Clinica Hispana,  
Queen Street Clinic, Health Care Task Force,  
INOVA Alexandria Hospital*

3. Identify entities that could provide long-term shelter and health services for persons requiring on-going medical supervision. (Virginia Commonwealth Plan, Strategy 1.9)

Responsible Parties: *Health Dept., HSCC,*      Target Date: 2007  
*Community Health Center,  
Health Care Task Force,  
INOVA Alexandria Hospital*

- Educate local health care entities and others about successful medical respite facilities for homeless.

Responsible Parties: *HSCC, Health Care Task Force, Va. Coalition for the Homeless*      Target Date: Jan. 2006

- Create a medical respite facility.

Responsible Parties: TBD      Target Date: January 2008

- Submit application to HHS/HRSA for *Health Care for the Homeless* grant.

Responsible Parties: *Community Health Center, Health Care Task Force, Health Dept., INOVA Alexandria Hospital*      Target Date: April 2005

#### **GOAL 14: INCREASE THE AVAILABILITY OF TRAINING OPPORTUNITIES AND JOBS TO THE CHRONICALLY HOMELESS AND OTHER HOMELESS INDIVIDUALS**

##### **Action Steps**

- Identify employers willing to hire chronic homeless and other homeless individuals who are able to work.

Responsible Parties: , *Task Force On Prisoner Re-Entry, CSB, DRS, WORC*      Target Date: 2005 (2 employers)  
2006 – 2010 (2 new employers per year)  
Primary: JobLink One-Stop Center for Workforce Investment

- Identify how chronically homeless who are able to work and other homeless persons can access existing training programs, and identify training programs needed by these populations that are not currently being provided.

Responsible Parties: *Task Force On Prisoner Re-Entry, CSB, DRS, WORC*      Target Date: 2005 (2 programs)  
2006 – 2010 (2 new programs per year)  
Primary: JobLink One-Stop Center for Workforce Investment

- Coordinate with JobLink One-Stop Center to access training/educational opportunities that may be available to chronic and other homeless persons through the Workforce Investment Act (Virginia Commonwealth Plan, Priority Four, Strategy 4.3 – 4.5) and to improve access to, and accelerated completion of, GED training by homeless persons.

Responsible Parties: *Task Force On Prisoner Re-Entry, CSB, DRS, DHS, WORC*      Target Date: Oct. 2005  
Primary: JobLink One-Stop Center for Workforce Investment

4. Increase employment opportunities for chronic and other homeless persons who are able to work and prisoner re-entry populations by accessing Work Opportunity Tax Credit (WOTC) employment (Virginia Commonwealth Plan, Priority Four, Strategy 4.6).

Responsible Parties: *Task Force On  
Prisoner Re-Entry,  
DHS, CSB, DRS, WORC*      Target Date: Nov. 2005  
Primary: JobLink One-Stop Center for Workforce Investment

5. For those chronically homeless and other homeless individuals who are working, increase annual income through the Federal *Refundable* and *Virginia Non-Refundable Earned Income Tax Credit* (Virginia Commonwealth Plan, Priority Four, Strategy 4.8).

Responsible Parties: *DSS, Refunds for Free  
In Metro D.C., all providers*      Target Date: Feb-Apr 2005 &  
Annually

6. Apply for Job Opportunites for Low-Income People (U.S. HHS, U.S. Department of Labor, Employment and Training Administration *Workforce Investment Board* grants to assist homeless, chronically homeless and ex-offenders.

Responsible Parties: *TFOPR*      Target Date: April – Sept 2004  
Primary: JobLink One-Stop Center for Workforce Investment

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# APPENDIX 1

## HOMELESS FACILITIES IN ALEXANDRIA, VIRGINIA<sup>7</sup>

### Day Shelter

David's Place (Carpenter's)

### Emergency Shelters

Alexandria Community Shelter (ACS)  
(ACS is City-funded and operated under contract by The Salvation Army)

ALIVE! House

Carpenter's Shelter

Domestic Violence Shelter (Office on Women)

### Transitional Housing Programs

Adopt-A-Family (Arlington-Alexandria Coalition for the Homeless)

Carpenter's Shelter

Door to Independence (Community Lodgings, Inc.)

Guest House

Alexandria Transitional Housing Program (Northern Virginia Family Service)  
(Funded through Alexandria's Housing Trust Fund)

Turning Point (Salvation Army)

Men's Recovery Home (ACSB)<sup>8</sup>

Aspen House (ACSB)

### Permanent Supportive Housing

Mayflower/Canterbury (ACSB)

Columbus and Wythe (ACSB)

Notabene (ACSB)

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<sup>7</sup> Visit our website at [www.alexandriahscc.org](http://www.alexandriahscc.org) for a complete listing of facility addresses and contacts. Definitions for the various types of facilities are provided on the following page.

<sup>8</sup> ACSB: Alexandria Community Services Board HUD-funded properties are shown above. Other group homes and supervised apartments operated by the ACSB throughout the City are also available to homeless individuals.

## DEFINITIONS

**DAY SHELTER:** Provides unsheltered homeless adults a safe environment during daytime hours, along with services such as laundry and locker facilities, showers, phone, mailing address and service referrals, but does not provide overnight accommodations.

**EMERGENCY SHELTER:** Emergency housing in conjunction with food and supportive services to enable individuals and families to stabilize their lives, obtain jobs, and move on to transitional, permanent, or permanent supportive housing. Emergency shelters may provide a place for homeless persons to be during the day while conducting job searches, working or attending training.

**TRANSITIONAL HOUSING:** Transitional Housing facilitates the movement of homeless individuals and families to permanent housing, usually within 24 months. This temporary housing is combined with support services, such as substance abuse education, crisis stabilization services, transportation, supportive counseling, medication management, case management, training in activities of daily living, vocational skills training and emergency financial assistance, to enable homeless individuals and families to live as independently as possible.



**PERMANENT SUPPORTIVE HOUSING:** Permanent Supportive Housing is long-term housing. Permanent housing is combined with support services, such as those noted above for Transitional Housing, to enable homeless individuals and families to live as independently as possible in a permanent setting.

**SECTION 8 CERTIFICATE:** Housing assistance, in the form of direct payments to a private landlord, secured from a local housing authority, that low-income people can use to rent apartments and homes on the private market.

**MISSION AND ORGANIZATION  
OF THE  
HOMELESS SERVICES COORDINATING COMMITTEE  
Alexandria, Virginia**

**MISSION**

The *Homeless Services Coordinating Committee (HSCC)*, established in 1989, is committed to creating and implementing an effective continuum of care<sup>9</sup> for the homeless in Alexandria, Virginia, with particular attention to homeless prevention and self-sufficiency. In addition to emergency shelter, the HSCC ensures the provision of support services including, but not limited to, substance abuse and mental health services, child care, job training/placement and financial counseling, transitional housing with supportive services, and case management to assist in the transition to permanent housing and self-sufficiency.

**MEMBERSHIP and MEETINGS**

The HSCC is a collaborative partnership that includes public and private homeless service delivery agencies, advocates, business interests, former consumers, faith-based organizations and individual citizens interested in alleviating homelessness in Alexandria, Virginia. (A listing of current Committee members is provided on pages 3 and 4 of this report.) The Director of the Office of Community Services and a member representative of a non-profit agency, rotated on an annual basis, serve as the Co-Chairpersons of the HSCC. The non-profit Co-Chair is elected by a majority of voting members present at the May meeting each year. The primary function of the Co-Chairs is to preside over all regular meetings of the HSCC and to ensure that Sub-Committee seats are filled. Appointments to Sub-Committees are made at the May meeting.

The HSCC meets monthly at a time and location agreed upon by the membership. A meeting agenda prepared by the Strategic Planning Sub-Committee and minutes of each meeting prepared by the City's Office of Community Services are distributed to all members in advance of each monthly meeting.

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<sup>9</sup> The Continuum of Care is a **community-based, long-range plan** that addresses the needs of homeless persons in order to help them reach maximum self-sufficiency. The Continuum of Care is developed through collaboration with a broad cross section of the community and based on a thorough assessment of homeless needs and resources. The Continuum of Care is recommended by the U.S. Department of Housing and Urban Development (HUD) as a comprehensive and strategic approach to addressing homelessness. HUD Definition of the Continuum of Care: "A community plan to organize and deliver housing and services to meet the specific needs of people who are homeless as they move to stable housing and maximum self-sufficiency. It includes action steps to end homelessness and prevent a return to homelessness." (Every year, the HSCC prepares the Continuum of Care document for submittal to HUD.

## **ORGANIZATION**

In order to carry out its mission in the most efficient manner, the HSCC has established the following sub-committees that meet outside of regular meetings to accomplish studies/tasks, and then make recommendations for review and approval by the full committee. Each sub-committee designates a member to serve as its chairperson for a term of one year.

### **Membership Sub-Committee**

The Membership Sub-Committee ensures that the membership of the HSCC is broad-based and inclusive of all agencies, groups, businesses and individuals impacting the homeless in Alexandria. Recruitment of new members is an on-going process to ensure that vacancies are filled and all groups are adequately represented.

### **Winter Shelter Sub-Committee**

The Winter Shelter Sub-Committee annually assesses winter shelter needs, ensures that adequate facilities exist to house homeless persons during the winter months, identifies alternate sites, if needed, and develops policies related to winter shelter operations for review by the HSCC.

### **Strategic Planning & Evaluation Sub-Committee**

The Strategic Planning & Evaluation Sub-Committee has the following major functions:

- (1) Conducts an annual *Needs Assessment* to identify gaps in housing and services for the homeless population.
- (2) Provides data to the HSCC on existing resources/current inventory and identifies major needs by homeless sub-groups.
- (3) Develops guidelines for the HSCC to use in determining priority ranking of the gaps in housing resources and existing services.
- (4) Provides a method for the HSCC to use in developing long-range plan strategies to address the high-priority gaps identified.
- (5) Drafts a *Long-Range Strategy Statement* to address the gaps identified.
- (6) Develops a *One-Year Plan* identifying actions which can be undertaken in the next 12 - 18 months.
- (7) Establishes procedures for obtaining evaluation feedback for all projects on an on-going basis.

(8) Develops agenda and calendar for the HSCC.

(9) Prepares documents for City Council and/or others advocating for policies/programs to support homeless individuals in Alexandria. (Members may also testify at hearings, meet with Council members, and so forth, to present HSCC plans and recommendations for addressing homeless issues in Alexandria.) A major responsibility is to draft HSCC input for the City's Consolidated Plan.

(10) Reviews HSCC By-Laws annually and presents revisions, if needed, to the HSCC.

(11) Coordinate the work of the Transitional Housing and Health Care Task Forces, providing input for the Task Forces' strategic goals and action steps.

### **Homeless Management Information System (HMIS) Sub-Committee**

The HMIS Sub-Committee is comprised of the entire Alexandria network of homeless and social service providers. The goal of the HMIS is for all providers to use an integrated data tool to record and report uniform system-wide information on client needs and services. This system will meet mandated reporting requirements and improve planning and service delivery. The HMIS Sub-Committee will ensure that the HMIS meets the following goals:

1. Identify gaps in the service delivery system.
2. Improve availability of data to aid Alexandria in making planning and funding decisions about services provided to homeless people.
3. Improve the quality of client services by providing faster linkage to housing, benefits and services.
4. Meet Federal mandates
5. Ensure that data are secure and privacy is protected.
6. Centralized intake (possible for the future)
7. Unduplicated intakes
8. FSG/SSG and other required State and Federal reports will be generated by the system.

### **Continuum of Care Sub-Committee**

The Continuum of Care Sub-Committee has the following major functions:

(1) Conducts a "Point in Time" shelter and street survey.

(2) Establishes procedures for submittal of applications (deadlines, etc.) and ensures that procedures are in place to notify all potential applicants.

(3) Develops procedures for project presentations to the HSCC (e.g., criteria to be presented by

applicant, time limits, etc.).

(4) Recommends proposal evaluation and ranking criteria for use by the HSCC. Determines which HSCC members will vote on the final list of proposals to be sent to HUD or other funding sources and ensures that the HSCC adheres to the established Attendance and Voting rules.

(5) Drafts the Continuum of Care document for review and approval by the HSCC.

## APPENDIX 2

### HSCC ACTIVITIES & ACCOMPLISHMENTS OF THE PAST YEAR

The activities and accomplishments of the various Sub-Committees and Task Forces of the *Homeless Services Coordinating Committee* (HSCC) during Calendar Year 2003 and the first quarter of CY2004 are described below.

The *Strategic Planning Sub-Committee* met with the City Manager and provided an update on the ten-year strategic plan process for ending chronic homelessness and HSCC's participation in a regional approach to health care for the homeless. Strategic Planning members and CSB staff also met with HUD representatives to discuss the development of a Safe Haven for persons experiencing chronic homelessness. Liaison with *Virginia's Policy Academy on Chronic Homelessness* took place throughout the year with two HSCC members assigned to the Academy and several Sub-Committee members attended a *Virginia Coalition for the Homeless* meeting to provide feedback on Virginia's plan. Strategic Planning members also analyzed data trends for chronic homeless and provided public comment on the City's One-Year Update of the Consolidated Plan. The Strategic Planning Chair met with the Mayor concerning the ten-year plan. The Chair also met with several members of City Council concerning the plan for the Safe Haven. Two Strategic Planning members are also members of the Steering Committee for *Housing Action*, an advocacy group for affordable housing, and participated in recruiting members for a new *Housing Development Corporation*. Sub-Committee members identified the need for Representative Payees for consumers and initiated a recruitment strategy to obtain volunteers through local congregations. Members also identified the need for a breakfast program for chronic homeless and made contacts with several local churches to respond to this need. Members viewed HUD webcasts throughout the year concerning chronic homelessness and discussed implications for Alexandria. The HSCC web site was updated and advertised within the community. Strategic Planning members also reviewed the point-in-time data and participated with the *Continuum of Care Sub-Committee* in making recommendations for priority rankings of needs. Members also met with the Executive Director and staff of a local non-profit human services agency concerning the high-priority need for an SRO.

The *Homeless Management Information System (HMIS) Sub-Committee* reviewed HUD's "Data & Technical Standards Notice" in detail and discussed funding options for initiating the HMIS. HMIS members developed a mission and vision statement and goals for the HMIS implementation (see Appendix 1 of this report). The HMIS Chair attended several meetings and HMIS training sessions conducted by HUD/DC Field Office staff, as well as by State Department of Housing Community Development (DHCD) representatives who were exploring the possibility of developing a Statewide system. The Task Force met monthly to review the HMIS requirements, the technical design decisions needed, and policy and procedure considerations necessary for successful implementation. Through the Statewide DHCD meetings, four different software options were studied, with Committee members deciding that Bowman System's *ServicePoint* would meet the needs of most providers and Continuum of Care groups. (*ServicePoint* is currently used in 48 States.) Task Force members met and spoke with representatives of surrounding jurisdictions to discuss mutual HMIS needs. Two near-by jurisdictions selected *ServicePoint*. Alexandria Task Force members and HSCC representatives attended two presentations of *ServicePoint* by a Bowman Systems representative, and

recommended that Bowman Systems' *Service Point* be the system utilized by Alexandria's homeless services providers. Funding for the start-up costs in implementing HMIS were secured through the City's Office of Housing and it is anticipated that HMIS training for homeless providers will begin in Summer 2004.

The *Continuum of Care Sub-Committee* conducted its annual Point-in-Time Survey of homeless persons in cooperation with the Washington regional Council of Governments (COG) survey. This Sub-Committee also established procedures for submittal of applications for HUD funding and ensured that procedures were in place to notify applicants of timelines and voting criteria, reviewed attendance records, and ensured that the HSCC was in compliance with the established Attendance and Voting rules as specified in the HSCC By-Laws. Members of this Sub-Committee also have primary accountability for the drafting of the Continuum of Care document, ensuring that goals and action steps are addressed throughout the year through the full participation of HSCC members in the process.

The HSCC's *Employment and Training Sub-Committee* held meetings to discuss the need for an Employment and Training Survey, the Workforce Investment Network, and other resources for the homeless. A CSB intern was assigned in the Fall to conduct the Employment and Training Survey. She conducted interviews with employers, trainers, and providers and met with Sub-Committee members to discuss results. The final survey was completed in February 2004 and distributed to all HSCC members and other interested community members.

The HSCC's *Winter Shelter Sub-Committee* met regularly throughout the winter months to ensure that hypothermia shelter was provided to the unsheltered homeless population.

The HSCC's *Health Care Task Force* reviewed service delivery models providing health care for the homeless and discussed respite care needs for Alexandria's homeless population. Task Force members recruited Arlington County representatives to sit on the Task Force to address health care needs for the homeless in both jurisdictions and the *Health Care Task Force* Chair attending a meeting of Arlington's *Primary Care for the Homeless Action Team*. The Executive Director of the Arlandria Neighborhood Health Services, Inc. (ANHSI), a member of the Task Force, has kept the group apprised of the new HHS-funded Community Health Center operated by ANHSI. Task Force members are working with ANHSI to address homeless health care needs by applying for additional grant funding to serve this population, and one member of the Task Force is a member of a regional roundtable addressing access to prescription medications for the low-income population. Task Force members also participate throughout the year in Northern Virginia's *Access to Health Care Consortium* meetings.

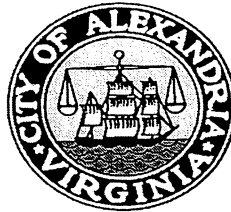
HSCC's *Transitional Housing Task Force* addressed access to mental health services for consumers in transitional housing. Speakers attended Task Force meetings to discuss services for disabled persons and elderly. Throughout the year, the Task Force discussed the need for Housing Choice Vouchers for transitional graduates, and met with ARHA representatives concerning Section 8 set-asides for this population.



**APPENDIX VI**

**CITY OF ALEXANDRIA, VA - ALEXANDRIA COMMUNITY  
SERVICE BOARD FIVE YEAR PLAN**

**Alexandria Community Services Board**



**Approved Five Year Housing Plan  
July 1, 2003 through June 30, 2008**

March, 2003

Prepared by: Karen R. Kaiser, Ph.D., Director of Residential Services

*Revised June 17, 2003*

## **Purpose of the Alexandria Community Services Board Five Year Housing Plan**

The Alexandria Community Services Board (ACSB) is a group of 16 volunteers appointed by the Alexandria City Council. The ACSB provides community-integrated mental health, mental retardation and substance abuse services to the citizens of Alexandria City.

In March of 2003, the ACSB reviewed housing needs for persons with mental illnesses, intellectual disabilities and chemical dependency. The 2003 housing needs assessment was based on the following:

- The 2003 Council of Governments Regional Point-In-Time Survey;
- Census Data from Commonwealth of Virginia facilities (Training Centers and Psychiatric Hospitals); and
- ACSB Residential Services waiting list data.

The ACSB FY 2004-2008 Housing Plan is based on the 2003 housing needs assessment. The ACSB Housing Plan is a guide for residential program development and grant seeking efforts for the next five years. The plan helps the Board operate effectively and efficiently in the development of housing resources for people with severe mental disabilities and/or chemical dependency.

This report is divided into four sections:

- Status of Current Housing Plan for FY 1999-2003;
- Housing Needs Assessment;
- Proposed Housing Plan for FY2004-2008; and
- Location of New Board Housing.

## Status of Current Housing Plan for FY 1999-2003

City Council approved the ACSB FY 1999-2003 Housing Plan on June 23, 1998. A total of fifty-eight beds which included five group homes, seven supervised apartments and thirty Section 8 Certificates were identified for the FY 1999-2003 Plan. See Table 1 for the number of housing units and beds approved by City Council and the number of housing units and beds implemented as of June 30, 2003.

Table 1: Status of the FY 1999-2003 Housing Plan				
	City Council Approved Plan		Implemented as of June 30, 2003 <sup>1</sup>	
	# of Housing Units	# of Beds	# of Housing Units	# of Beds
<b>Group Homes (includes Safe Haven)</b>	5	30	0	0
<b>Condos</b>	7	28	7	28
<b>Section 8 Certificates</b>	30	N/A <sup>2</sup>	20	N/A
<b>Total</b>	42	58	27	28

It is projected that twenty-eight of the fifty-eight beds approved by City Council for the FY 1999-2003 Housing Plan will be implemented by June 30, 2003. Twenty<sup>3</sup> of the thirty Section 8 Certificates approved by City Council were committed by the Alexandria Redevelopment and Housing Authority (ARHA) September, 2002.

Twelve condos were purchased during the fiscal years 1999 through 2003. Five of the twelve condos purchased replaced existing rental units, for a balance of seven new condos. The ACSB met its goal of purchasing seven additional condos. The ACSB did not implement any new group homes from July, 1999 through June, 2003 due to funding constraints. Twenty eight of the fifty-eight beds approved by City Council on June 23, 1998 have been implemented, with a balance of thirty beds and ten Section 8 certificates yet to be implemented.

### Housing Needs Assessment

In March of 2003, the housing needs of individuals with serious mental illnesses, intellectual disabilities and chemical dependency were assessed by the ACSB. The needs assessment was based on information collected from the Washington Metropolitan Council of Governments (COG) point-in-time count and Commonwealth of Virginia facility census data.

#### The COG Point-In-Time Count

The COG point-in-time count was conducted January 22, 2003. On January 22, volunteers, outreach workers, service providers and Homeless Services Coordinating Committee (HSCC)

members participated in the homeless enumeration and resources inventory. After the count, the Strategic Planning Sub-committee met to identify gaps and develop priority rankings for presentation to the HSCC. The estimated need for each housing component and supportive service slot was established based on the existing circumstance of the family or individual on the night of the enumeration.

The 2003 COG point-in-time count revealed the following: On the night of the enumeration, there were sixty-four individuals in need of supportive housing. Twenty-five of the sixty-four individuals were receiving housing services. This resulted in a gap of thirty-nine individuals who did not receive the service due to a lack of appropriate beds. Nineteen individuals were identified as needing housing with unlimited stay and an environment in which few demands are placed on the consumer. A safe haven model meets these criteria and provides services to hard-to-serve consumers (those who are chronically homeless with serious mental illnesses).

Twenty individuals were identified as needing housing with a limited stay and supportive services to help them reach independent living. Supportive services may include job training and placement, substance abuse treatment, short-term mental health services, and independent living skills training.

### **State Facility Census**

At the time of the needs assessment, there was a total of forty-four Alexandria residents residing in Virginia Department of Mental Health, Mental Retardation and Substance Abuse Services' facilities. Twenty-three individuals diagnosed with serious mental illnesses from Alexandria City were patients in State Psychiatric Hospitals (Central State, Western State, Eastern State and Northern Virginia Mental Health Institute). In addition, there were twenty-one individuals from the City of Alexandria with intellectual disabilities in State-run Training Centers. All of these individuals could potentially return to Alexandria City if appropriate supportive housing was available.

### **Proposed Housing Plan for July 1, 2003 through June 30, 2008**

The Board review of housing needs for Alexandrians with mental illnesses, intellectual disabilities and chemical dependency identified a need for one hundred fifteen beds based on the following:

- The 2003 COG point-in-time count identified thirty-nine beds needed to serve the chronically homeless in Alexandria City with serious mental illnesses and/or chemical dependency; and
- Review of the State facility census revealed forty-four consumers who were living in State run facilities who could return to Alexandria City if beds were available with appropriate support services.
- An average of thirty-two individuals per month are on the Residential Services waiting list for some form of ACSB housing (e.g., group homes or apartments for individuals with serious mental illnesses, group homes or apartments for individuals with intellectual

disabilities and group homes or apartments for individuals with chemical dependency).

Although one hundred fifteen beds were identified, only seventy-seven additional beds and ten additional Section Eight vouchers are being proposed for the FY 2004 – 2008 Housing Plan. This proposal recognizes the limited capacity and resources available to implement and manage new facilities.

Four group homes with six beds each, one safe haven with eight beds, fifteen condos with forty-five beds and ten Section 8 vouchers are proposed for the Plan. Table 2 presents the proposed five year housing plan which would be implemented as funding becomes available.

Residential Configuration	# of Beds <sup>4</sup>	# of Housing Units
Safe Haven		1
Group Homes		4
Apts/Condos		15
Section 8 Certificates (Adults with Mental Disabilities and Chemical Dependency Accompanied by Children)		10
		8
		24
		45
		N/A
Total		30
		77

### Location of New Board Housing

The Board's siting policy includes two aspects of the siting process: (a) financial and physical criteria that must be met by the intended housing, (b) the location within the City.

#### (a) Financial and physical criteria for Board Housing (from Board Policy #13)

- Affordability
- Reasonably convenient to transportation, employment, food, pharmacy, shopping and recreation
- Suitable size for intended use
- Adequate ceiling heights, windows, room sizes to meet regulatory requirements and normal standards of comfort
- Reasonably modified for handicapped accessibility where required
- Permits practical installation for sprinklers (for group homes only)
- Purchase price confirmed by independent appraisal
- Readily conforms to applicable building codes
- Resultant building changes improve or do not distract from community appearance
- Location reasonably safe or does not present exceptional risk
- Best "fit" of properties currently available.

#### (b) Basis for locating Board housing

- The Board uses eight Board Housing Planning Areas <sup>5</sup> (Areas) which are based on a combination of the Small Area Plans used by the City's Department of Planning and Zoning.
- Board policy requires that Board owned and operated special needs housing be located throughout the City. Every attempt is made to place new Board owned and operated housing in Areas with the lowest proportion of existing special needs

housing. Section Eight housing that is not owned or operated by ACSB or Sheltered Homes of Alexandria is not included in this plan as this information is highly variable (constantly changing) due to the nature of the Section Eight Program. In addition, individuals designated to receive Section Eight vouchers may use the vouchers within and outside of Alexandria City limits.

- If appropriate housing is not available in an Area that is designated as having the lowest proportion of special needs housing, the Board may search other Areas, beginning with the Area having the next lowest proportion of special needs housing and so on. For example, as shown in table three, the Board plans to begin its search for the first new group home in Board Housing Planning Area I. If appropriate housing is not available in Area I, the Board will move its search to Area III.
- If affordable housing is not available in an Area with the lowest proportion of special needs housing, the Board may either: (i) request additional funds from City Council to purchase or lease appropriate housing in that Area, or (ii) seek housing in the Area with the next lowest proportion of special needs housing.

**Table 3** presents for each Board Planning Housing Area: The number of group homes for persons with mental illnesses, intellectual disabilities and/or chemical dependency and housing for special needs populations without mental disabilities (Special Needs Other); the City stock of single family units, apartments and condos; the number of apartments and condos for persons with mental illnesses, intellectual disabilities and/or chemical dependency and special needs other per 1,000 City stock of single family units, apartments and condos.

Table 3: Board Housing Plan Area						
Board Housing Planning Area	Number of Group Homes	City Stock	Proportion	Number of Apartments and Condos	City Stock	Proportion
	Group Homes for Persons with Mental Illnesses, Intellectual Disabilities and/or Chemical Dependency and Special Needs Other Housing	Number of Single Family Units	Group Homes for Persons with Mental Illnesses, Intellectual Disabilities and/or Chemical Dependency and Special Needs Other Housing per 1,000 City Stock of Single Family Units	Apartments and Condos for Persons with Mental Illnesses, Intellectual Disabilities and/or Chemical Dependency and Special Needs Other Housing	Number of Apartments and Condos	Apartments and Condos for Persons with Mental Illnesses, Intellectual Disabilities and/or Chemical Dependency and Special Needs Other Housing per 1,000 City Stock of Apartments and Condos
I Alexandria West	0	1,845	0	7	11,451	.61
II Landmark/Van Dorn; King Street and Eisenhower Ave.	1	2,795	.36	8	13,275	.60
III Northridge, Rosemont, Fairlington and Bradlee	1	3,581	.28	2	1,745	1.15
IV Old Town and the Southwest Quadrant	2	3,770	.53	1	2,906	0.34
V Braddock/Metro; North East; Old Town North; Potomac Yard and Potomac Green	2	2,677	.75	1	2,744	.36
VI Potomac West	8	5,623	1.42	17	4,514	3.77
VII Seminary Hill and Strawberry Hill	8	2,837	2.82	4	5,383	.74



VIII Taylor Run and Duke Street	1	1,479	0.68	2	921	2.17
Total Units <sup>6</sup>	23	24,607	N/A	42	42,939	N/A

**Table 4** shows for each Board Housing Planning Area, the number of existing and proposed group homes and apartments/condos and the proposed rank order<sup>7</sup> for siting new group homes.

<b>Table 4</b> <b>Number and Location of Existing Special Needs Residences</b> <b>Number and Location of Proposed New Board Group Homes and Condos/Apartments</b> <b>Proposed Rank Order for Siting New Group Homes and Condos/Apartments</b> <b>for Board Planning Housing Area</b>				
<b>Board Housing Planning Areas</b>	<b>Group Homes</b>		<b>Condos/Apartments</b>	
	<b>Existing Special Needs Group Homes</b>	<b>Proposed New Group Homes</b>	<b>Existing Special Needs Apartments/Condos</b>	<b>Proposed New Apartments/Condos</b>
<b>I</b> Alexandria West	0	1,5	7	4, 7, 11, 13
<b>II</b> Landmark/Van Dorn; King Street and Eisenhower Ave.	1	3	8	3,5, 10, 12, 14
<b>III</b> Northridge, Rosemont, Fairlington and Bradlee	1	2	2	
<b>IV</b> Old Town and the Southwest Quadrant	2	4	1	1, 6
<b>V</b> Braddock/Metro, North East, Old Town North, Potomac Yard and Potomac Green	2		1	2, 8
<b>VI</b> Potomac West	8		17	
<b>VII</b> Seminary Hill and Strawberry Hill	8		4	9, 15
<b>VIII</b> Taylor Run and Duke Street	1		2	
<b>Total Units</b>	23	5	42	15

<sup>1</sup> The FY 2004 - 2008 Housing Plan was written March, 2003. Therefore, the number of housing units to be implemented by June 30, 2003 were projected.

<sup>2</sup> Section 8 Certificates are used to obtain rental units with varying numbers of beds.

<sup>3</sup> Twenty-five Section Eight Vouchers were committed by the Alexandria Redevelopment and Housing Authority in FY 2002. Five of the twenty-five vouchers were replacement vouchers from those issued in 1989. Five vouchers issued in 1989 were lost when consumers moved out of Alexandria City.

<sup>4</sup>Number of beds may vary depending on facility availability.

<sup>5</sup>The City has 14 Small Planning Areas. Several of these were combined to produce eight Board Housing Planning Areas. For example, City Areas 2, 6, 9 and 11 comprise Board Housing Planning Area V. The Board Housing Planning Area II covers the City's Small Planning Areas 4 and 5. Board Housing Planning Area III includes the City's Small Planning Areas 3 and 7 and Board Housing Planning Area IV covers the City's Small Planning Areas 8 and 13. See Appendix I for a map of the City of Alexandria special needs residences.

<sup>6</sup> A unit includes group homes, shelters, privately owned residences, apartments or condos.

<sup>7</sup> Rank order was determined by first identifying the Area with the lowest proportion of existing special needs group homes to all single-family dwellings and the Area with the lowest proportion of existing special needs apartments/condos to all apartments/condos. Assuming that each type of housing (group homes or apartments/condos) was located in the Area selected for that type of housing, the proportions of existing special needs housing to all housing for each type of housing were re-calculated for each Area to determine the Areas that had the next lowest proportion for each type of special needs housing. This process continued until all new housing was placed.

## **APPENDIX VII**

### **GLOSSARY**

## **CONSOLIDATED PLAN GLOSSARY**

Affordable Housing: Affordable housing is generally defined as housing where the occupant is paying no more than 30 percent of gross income for gross housing costs, including utility costs.

AIDS and Related Diseases: The disease of acquired immunodeficiency syndrome or any conditions arising from the etiologic agent for acquired immunodeficiency syndrome.

Alcohol/Other Drug Addiction: A serious and persistent alcohol or other drug addiction that significantly limits a person's ability to live independently.

Assisted Household or Person: An assisted household or person is one which during the period covered by the annual or five year plan will receive benefits through the Federal funds, either alone or in conjunction with the investment of other public or private funds. The program funds providing the benefit(s) may be from any funding year or combined funding years. A renter is benefitted if the person takes occupancy of affordable housing that is newly acquired, newly rehabilitated, or newly constructed, and/or receives rental assistance through new budget authority. An existing homeowner is benefitted during the year if the home's rehabilitation is completed. A first-time homebuyer is benefitted if a home is purchased during the year. A homeless person is benefitted during the year if the person becomes an occupant of transitional or permanent housing. A non-homeless person with special needs is considered as being benefitted, however, only if the provision of supportive services is linked to the acquisition, rehabilitation, or new construction of a housing unit and/or the provision of rental assistance during the year.

Committed: Generally means there has been a legally binding commitment of funds to a specific project to undertake specific activities.

Community Development Block Grants (CDBG): Under Title I of the Housing and Community Development Act of 1974, CDBG funds are to be used to develop viable urban communities, by providing more housing opportunities, a suitable living environment and expanding economic opportunities, principally for persons of low- and moderate-income.

Consistent with the Consolidated Plan: A determination made by the jurisdiction that a program application meets the following criterion: The Annual Plan for that fiscal year's funding indicates the jurisdiction planned to apply for the program or was willing to support an application by another entity for the program; the location of activities is consistent with the geographic areas as specified in the plan; and the activities benefit a category of residents for which the jurisdiction's five-year strategy shows a priority.

Cost Burden > 30%: The extent to which gross housing costs, including utility costs, exceed 30 percent of gross income, based on data published by the U.S. Census Bureau.

Cost Burden > 50% (Severe Cost Burden): The extent to which gross housing costs, including utility costs, exceed 50 percent of gross income, based on data published by the U.S. Census Bureau.

Disabled Household: A household composed of one or more persons at least one of whom is an adult (a person of at least 18 years of age) who has a disability. A person shall be considered to have a disability if the person is determined to have a physical, mental or emotional impairment that: (1) is expected to be of long-continued and indefinite duration, (2) substantially impeded his or her ability to live independently, and (3) is of such a nature that the ability could be improved by more suitable housing conditions. A person shall also be considered to have a disability if he or she has a developmental disability as defined in the Developmental Disabilities Assistance and Bill of Rights Act (42 U.S.C. 6001-6006). The term also includes the surviving member or members of any household described in the first sentence of this paragraph who were living in an assisted unit with the deceased member of the household at the time of his or her death.

Economic Independence and Self-Sufficiency Programs: Programs undertaken by Public Housing Agencies (PHAs) to promote economic independence and self-sufficiency for participating families. Such programs may include Project Self-Sufficiency and Operation Bootstrap programs that originated under earlier Section 8 rental certificate and rental voucher initiatives, as well as the Family Self-Sufficiency program. In addition, PHAs may operate locally-developed programs or conduct a variety of special projects designed to promote economic independence and self sufficiency.

Elderly Household: For HUD rental programs, a one or two person household in which the head of the household or spouse is at least 62 years of age.

Elderly Person: A person who is at least 62 years of age.

Emergency Shelter: Any facility with overnight sleeping accommodations, the primary purpose of which is to provide temporary shelter for the homeless in general or for specific populations of the homeless.

Existing Homeowner: An owner-occupant of residential property who holds legal title to the property and who uses the property as his/her principal residence.

Extremely Low-income Family: Household whose income is between 0 and 30 percent of the median income for the area, as determined by HUD with adjustments for smaller and larger families, except that HUD may establish income ceilings higher or lower than 30 percent of the median for the area on the basis of HUD's findings that such variations are necessary because of prevailing levels of construction costs or fair market rents, or unusually high or low family incomes.

Family: HUD's definition of family includes but is not limited to an Elderly Household, a person living alone, the remaining member of a tenant family and a displaced person. (This definition, which is required to be used in the CHAS rule, differs from the Census definition.) The Bureau of

Census defines a family as a householder (head of household) and one or more other persons living in the same household who are related by birth, marriage or adoption. The term "household" is used in combination with the term "related" when compatibility with the Census definition of family (for reports and data available from the Census based upon that definition) is dictated. (See also "Homeless Family.")

Family Self-Sufficiency (FSS) Program: A program enacted by Section 554 of the National Affordable Housing Act which directs Public Housing Agencies (PHAs) and Indian Housing Authorities (IHAs) to use Section 8 assistance under the rental certificate and rental voucher programs, together with public and private resources to provide supportive services, to enable participating families to achieve economic independence and self-sufficiency.

First-Time Homebuyer: An individual or family who has not owned a home during the three-year period preceding the HUD-assisted purchase of a home that must be used as the principal residence of the homebuyer, except that any individual who is a displaced homemaker (as defined in 24 CFR 92) or a single parent (as defined in 24 CFR 92) may not be excluded from consideration as a first-time buyer on the basis that the individual, while a homemaker or married, owned a home with his or her spouse or resided in a home owned by the spouse.

For Rent: Year round housing units which are vacant and offered/available for rent. (U.S. Census definition.)

For Sale: Year round housing units which are vacant and offered/available for sale only. (U.S. Census definition.)

Frail Elderly: An elderly person who is unable to perform at least 3 activities of daily living (i.e. eating, dressing, bathing, grooming, and household management activities). (See 24 CFR 889.105.)

HOME: The HOME Investment Partnerships Program, which is authorized by Title II of the National Affordable Housing Act.

Homeless Family with Children: Family that includes at least one parent or guardian and one child under the age of 18, a homeless pregnant woman, or a homeless person in the process of securing legal custody of a person under the age of 18.

Homeless Person: A youth (17 years or younger) not accompanied by an adult (18 years or older) or an adult without children, who is homeless (not imprisoned or otherwise detained pursuant to an Act of Congress or a State law), including the following: 1) an individual who lacks a fixed regular, and adequate nighttime residence; and 2) an individual who has a primary nighttime residence that is: a) A supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill); b) an institution that provides a temporary residence for individuals intended to be institutionalized; or c) a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

Homeless Subpopulations: Include but are not limited to the following categories of homeless persons: severely mentally ill only; alcohol/drug addicted only; severely mentally ill and alcohol/drug addicted; fleeing domestic violence; youth; and persons with HIV/AIDS.

HOPE 1: The HOPE for Public and Indian Housing Homeownership Program, which is authorized by Title IV, Subtitle A of the National Affordable Housing Act.

HOPE 2: The HOPE for Homeownership of Multifamily Units Program, which is authorized by Title IV, Subtitle B of the National Affordable Housing Act.

HOPE 3: The HOPE for Homeownership of Single Family Homes Program, which is authorized by Title IV, Subtitle C of the National Affordable Housing Act.

Household: One or more persons occupying a housing unit (U.S. Census definition.) See also "Family".

Housing Problems: Households with housing problems include those that: (1) occupy units meeting the definition of Physical Defects; (2) meet the definition of overcrowded; and (3) meet the definition of cost burden greater than 30%.

Housing Unit: An occupied or vacant house, apartment, or a single room (SRO housing) that is intended as separate living quarters. (U.S. Census definition.)

Institutions/Institutional: Group quarters for persons under care or custody. (U.S. Census definition.)

Large Family: A family of 5 or more persons.

Lead-Based Paint Hazard: Any condition that causes exposure to lead from lead-contaminated dust, lead-contaminated soil, lead-contaminated paint that is deteriorated or present in accessible surfaces, friction surfaces, or impact surfaces that would result in adverse human health effects as established by the appropriate Federal agency. (Residential Lead-Based Paint Hazard Reduction Act of 1992 definition.)

LIHTC: (Federal) Low Income Housing Tax Credit.

Low-Income Families: Low-income households whose incomes do not exceed 50 percent of the median family income for the area, as determined by HUD with adjustments for smaller and larger families, except that HUD may establish income ceilings higher or lower than 50 percent of the median for the area on the basis of HUD's findings that such variations are necessary because of prevailing levels of construction costs or fair market rents, or unusually high or low family incomes.

Low Income Housing Preservation Resident Homeownership Act (LIHPRHA): An Act adopted by Congress in 1992 to govern the sale of privately owned subsidized rental property. It creates a

permanent and comprehensive program which preserves privately owned, low-income housing projects while not restricting the owners' mortgage prepayment rights. The program allows opportunities for resident ownership and/or non-profit, state or local government ownership of privately owned subsidized buildings.

Middle-Income Family: Household whose income is between 80 percent and 95 percent of the median income for the area, as determined by HUD, with adjustments for smaller and larger families, except that HUD may establish income ceilings higher or lower than 95 percent of the median for the area on the basis of HUD's findings that such variations are necessary because of prevailing levels of construction costs or fair market rents, or unusually high or low family incomes. (This corresponds to the term "moderate income family" under the CHAS statute, 42 U.S.C. 12705).

Moderate-Income Family: Household whose incomes do not exceed 80 percent of the median income for the area, as determined by HUD, with adjustments for smaller or larger families, except that HUD may establish income ceilings higher or lower than 80 percent of the median for the area on the basis of HUD's findings that such variations are necessary because of prevailing levels of construction costs or fair market rents, or unusually high or low family incomes.

Non-Elderly Household: A household which does not meet the definition of "Elderly Household," as defined above.

Non-Homeless Persons with Special Needs: Includes frail elderly persons, persons with AIDS, disabled families, and families participating in organized programs to achieve economic self-sufficiency.

Occupied Housing Unit: A housing unit that is the usual place of residence of the occupant(s).

Other Household: A household of one or more persons that does not meet the definition of a Small Related household, Large Related household or Elderly Household.

Other Vacant: Vacant year round housing units that are not For Rent or For Sale. This category would include Awaiting Occupancy or Held.

Overcrowding: A housing unit containing more than one person per room. (U.S. Census definition.)

Owner: A household that owns the housing unit it occupies (U.S. Census definition.)

Person with a Disability: A person who is determined to: 1) Have a physical, mental or emotional impairment that: a) is expected to be of long-continued and indefinite duration; b) substantially impedes his or her ability to live independently; and c) is of such a nature that the ability could be improved by more suitable housing conditions; or 2) Have a developmental disability, as defined in section 102(7) of the Developmental Disabilities Assistance and Bill of Rights Act (42 U.S.C. 6001-6007); or 3) be the surviving member or members of any family that had been living in an



assisted unit with the deceased member of the family who had a disability at the time of his or her death.

Physical Defects: A housing unit lacking complete kitchen or bathroom (U.S. Census definition.) Jurisdictions may expand upon the Census definition.

Poverty Level Family: Household with an income below the poverty line, as defined by the U.S. Office of Management and Budget and revised annually.

Prepayment of Federally Assisted Mortgages (Section 236.30) - Partial or full payment of a loan, which was provided by the Department of Housing and Urban Development, for the development and/or construction of a rental project for low- and -moderate income families, prior to the end of the loan term. Once the loan is paid off, the owner of the rental project is no longer obligated to keep set-aside units for lower income households. However, prepayment is subject to the requirements of the Low Income Housing Preservation Resident Homeownership Act.

Primary Housing Activity: A means of providing or producing affordable housing - such as rental assistance, production, rehabilitation or acquisition -- that will be allocated significant resources and/or pursued intensively for addressing a particular housing need. (See also, "Secondary Housing Activity".)

Project-Based (Rental) Assistance: Rental Assistance provided for a project, not for a specific tenant. Tenants receiving project-based rental assistance give up the right to that assistance upon moving from the project.

Public Housing CIAP: Public Housing Comprehensive Improvement Assistance Program.

Rent Burden > 30% (Cost Burden): The extent to which gross rents, including utility costs, exceed 30 percent of gross income, based on data published by the U.S. Census Bureau.

Rent Burden > 50% (Severe Cost Burden): The extent to which gross rents, including utility costs, exceed 50 percent of gross income, based on data published by the U.S. Census Bureau.

Rental Assistance: Rental assistance payments provided as either project-based rental assistance or tenant-based rental assistance.

Renter: A household that rents the housing unit it occupies, including both units rented for cash and units occupied without cash payment of rent. (U.S. Census definition.)

Renter Occupied Unit: Any occupied housing unit that is not owner occupied, including units rented for cash and those occupied without payment of cash rent.

Secondary Housing Activity: A means of providing or producing affordable housing - such as rental assistance, production, rehabilitation or acquisition -- that will receive fewer resources and

less emphasis than primary housing activities for addressing a particular housing need. (See also, "Primary Housing Activity".)

Section 8 Rental Vouchers: A Federal subsidy offering very low-income households assistance in renting affordable units in the private market. The subsidy has a maximum cap and what the tenant pays varies with the actual gross rent. The voucher is portable i.e. it may be used outside of the jurisdiction.

Section 215: Section 215 of Title II of the National Affordable Housing Act. Section 215 defines "affordable" housing projects under the HOME program.

Section 236 (Section 221 (d)(3) was replaced by Section 236 -- A loan program which provided a mortgage interest subsidy for the construction and/or rehabilitation of privately owned rental projects for low- and -moderate income households.

Service Needs: The particular services identified for special needs populations, which typically may include transportation, personal care, housekeeping, counseling, meals, case management, personal emergency response, and other services to prevent premature institutionalization and assist individuals to continue living independently.

Severe Cost Burden: See Cost Burden > 50%.

Severe Mental Illness: A serious and persistent mental or emotional impairment that significantly limits a person's ability to live independently.

Sheltered: Families and persons whose primary nighttime residence is a supervised publicly or privately operated shelter, including emergency shelters, transitional housing for the homeless, domestic violence shelters, residential shelters for runaway and homeless youth, and any hotel/motel/apartment voucher arrangement paid because the person is homeless. This term does not include persons living doubled up or in overcrowded or substandard conventional housing. Any facility offering permanent housing is not a shelter, nor are its residents homeless.

Small Related: A household of 2 to 4 persons which includes at least one person related to the householder by birth, marriage, or adoption.

Substantial Amendment: A major change in an approved housing strategy. It involves a change to the five-year strategy, which may be occasioned by a decision to undertake activities or programs inconsistent with that strategy.

Substantial Rehabilitation: Rehabilitation of residential property at an average cost for the project in excess of \$25,000 per dwelling unit.

Supportive Housing: Housing that has a supportive environment and includes a planned service component.

Supportive Service Need in FSS Plan: The plan that PHAs administering a Family Self-Sufficiency program are required to develop to identify the services they will provide to participating families and the source of funding for those services. The supportive services may include child care; transportation; remedial education; education for completion of secondary or post secondary schooling; job training, preparation and counseling; substance abuse treatment and counseling; training in homemaking and parenting skills; money management, and household management; counseling in homeownership; job development and placement; follow-up assistance after job placement; and other appropriate services.

Supportive Services: Services provided to residents of supportive housing for the purpose of facilitating the independence of residents. Some examples are case management, medical or psychological counseling and supervision, child care, transportation, and job training.

Tenant-Based (Rental) Assistance: A form of rental assistance in which the assisted tenant may move from a dwelling unit with a right to continued assistance. The assistance is provided for the tenant, not for the project.

Total Vacant Housing Units: Unoccupied year round housing units. (U.S. Census definition.)

Transitional Housing: A project that is designed to provide housing and appropriate supportive services to homeless persons to facilitate movement to independent living within 24 months, or longer period approved by HUD. For purposes of the HOME program, there is no HUD-approved time period for moving to independent living.

Unsheltered: Families and individuals whose primary nighttime residence is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings (e.g., streets, parks, alleys).

Vacant Awaiting Occupancy or Held: Vacant year round housing units that have been rented or sold and are currently awaiting occupancy, and vacant year round housing units that are held by owners or renters for occasional use. (U.S. Census definition.)

Vacant Housing Unit: Unoccupied year-round housing units that are available or intended for occupancy at any time during the year.