

CITY OF STAUNTON, VIRGINIA

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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Staunton is a federal entitlement community under the U.S. Department of Housing and Urban Development (HUD). As a HUD entitlement community, the City is required to prepare Annual Action Plans related to the most recent Five-Year Consolidated Plan (CP) in order to implement any federal programs that fund housing, community development and economic development within the community. The Staunton Annual Action Plan covers the period from FY 2023 (October 1, 2023 through September 30, 2024) and has a CDBG allocation of \$319,410.

This Annual Action Plan (AP) outlines the planning and project requirements for CDBG funds. The primary objective of the CDBG Program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low- and moderate-income levels.

2. Summarize the objectives and outcomes identified in the Plan

Objectives. The Consolidated Plan three overarching objectives guiding proposed activities:

- Providing Decent Affordable Housing
- Creating Suitable Living Environments
- Creating Economic Opportunities

Goals. All future activities funding in the next three years of the Consolidated Plan will support at least one objective and one outcome. The City's framework for realizing the objectives and outcomes include the following goals:

- Provide Decent, Affordable Housing
- Provide a Suitable Living Environment
- Increase Homeownership

Anticipated Outcomes. Outcomes or accomplishments show how programs and activities benefit low- and moderate- income areas of a community or the people served. The three outcomes anticipated are:

- Improve Availability/Accessibility
- Improve Affordability

- Improve Sustainability

3. Evaluation of past performance

The following evaluation of past performance is from the Program Year 2021 (October 1, 2021 – September 30, 2022) Consolidated Annual Performance and Evaluation (CAPER) report.

During FY 2021, the City of Staunton completed the following activities that were considered high priority:

- Persons benefiting from Public Services: 230 persons served, of those were:
 - 17 low-income Staunton residents facing critical civil legal issues benefited from free legal service.
 - 7 clients exiting Valley Mission received initial housing support.
 - 37 Staunton residents age 62 or older who did not have access to other forms of transportation received benefited from transportation services to medical and other life necessary destinations.
 - 122 seniors or persons with disabilities benefited from the Meals on Wheels program.
 - Approximately 46 youth were assisted with advocacy services.
- Housing Units identified for rehabilitation/completed rehabilitation: 2 homes identified/2 homes completed and passed inspection.

In 2021, the City of Staunton continued to utilize CARES Act funding for the prevention of, and response to Coronavirus to address the following objectives:

- Provide emergency payments for rental, mortgage and utility assistance to low- to moderate-income households. 44 households received this type of assistance in 2021.
- Provide funding for additional emergency shelter staffing due to the increased shelter space needs resulting from social distancing. Valley Mission previously expended funds and was awarded additional funding in September 2022.
- Increase outreach and education to underserved populations to provide prevention messaging in socially vulnerable areas, as identified by CDC social vulnerability index maps of the City. The Central Shenandoah Health District returned their unspent CDBG-CV funds, which the City will reallocate to other activities to respond to the pandemic.
- Furnish legal aid services to persons at risk of homelessness as a result of COVID-19 to low- and moderate-income households facing evictions. 6 households were assisted.
- Provide CDBG CV Program Administration.

Additional CDBG-CV funding was awarded to VPAS for test kits to be distributed to the elderly and disabled receiving Meals on Wheels delivery. The City is currently reviewing its remaining unmet needs related to its response to COVID-19 and will reallocate CDBG-CV resources as necessary.

4. Summary of Citizen Participation Process and consultation process

Public Hearings—A public hearing was held on May 16th, 2023, in Council Chambers 116 W Beverley St, Staunton VA 24401 at 2:00pm to solicit feedback on the Annual Action Plan development. This hearing was to solicit input from the public on the needs and priorities for the City.

A second public hearing will be held on July 11th at 2:00 pm in the Council Chambers. Both hearings were advertised in the *News Leader* and on the City's website in accordance with the City's Citizen Participation Plan.

5. Summary of public comments

The first public hearing was conducted on May 16th, 2023 at 2:00pm in the city council chambers. Questions were asked regarding previous uses of funding, and whether goals and needs had been established for the city. It was explained that goals were established as part of the 2019-2023 consolidated plan, but additions could be made. Comments were also made about coordinated outreach with the Community Services Board.

The second hearing will be held on July 11th at 2:00pm.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments were accepted.

7. Summary

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	STAUNTON	Department of Community and Economic Development

Table 1 – Responsible Agencies

Narrative (optional)

The City, a relatively newly designated HUD entitlement grantee, is required by HUD to prepare an Annual Action Plan that meets the Consolidated Plan regulations in order to receive grant program funds. The lead agency responsible for overseeing the development of these plans and reports is the City's Community and Economic Development Departments.

Consolidated Plan Public Contact Information

William L. "Billy" Vaughn
Director, Community and Economic Development Departments
116 W Beverley St

***City of Staunton, VA 24401*AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

1. Introduction

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

As an Entitlement grantee, the City encouraged a high level of public communication and agency consultation when developing the 2019-2023 Consolidated Plan to demonstrate its commitment to identifying priority needs and engaging the participation of citizens, public agencies, and nonprofit organizations in a positive and collaborative manner. A list of stakeholders was developed for the purpose of developing the Plan, and included affordable housing providers, public agencies and private nonprofit organizations whose missions include the provision of affordable housing and human services to LMI households and persons. In line with the process during the Consolidated Plan, these stakeholders were invited to participate in scheduled public meetings held to develop the 2023 Annual Action Plan.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City participates in the Virginia Balance of State Continuum of Care (BoS CoC) and is a member of one of twelve local planning groups. This group encompasses the City of Staunton, Augusta County, the City of Waynesboro, Highland County, the City of Lexington, the City of Buena Vista, and Rockbridge County. Members of the CoC were consulted during the development of the Con Plan to understand how to best address the needs of homeless persons and persons at risk of homelessness. Through its cooperation with the CoC, the City will seek to identify ways to enhance coordination among the assisted housing providers and governmental health, mental health, and service agencies.

The City anticipates continuing its coordination of human service funding with other social service agencies and charitable organizations to better target the limited amount of human service dollars available in the community. The City continues to fund non-profit organizations that provide services to persons experiencing homelessness.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City does not receive ESG funds.

City staff will continue to work with the local planning group of the BoS CoC to undertake the establishment of performance measurements for homeless programs. Members of the CoC provided valuable input during public outreach, plan drafting, and project selection process of the Con Plan. The CoC administers the local HMIS.

The City's Citizen Participation Plan allows for citizens, community agencies, and the local CoC to provide input on the use of all funding. Notifications of the public hearings are published in Staunton's newspaper of largest distribution, the *News Leader*. Information is also made available at the City's office of Community Development and is displayed on the City's website.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities.

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Staunton Redevelopment & Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through a stakeholder meeting and brought several community needs to the attention of City staff that have been incorporated into the plan.
2	Agency/Group/Organization	City of Staunton Public Works Engineering Office
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This municipal department was consulted through a one-on one meeting and brought several community needs to the attention of City staff that have been incorporated into the plan.
3	Agency/Group/Organization	City of Staunton Community and Economic Development
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This municipal department was consulted through a stakeholder meeting and brought several community needs to the attention of City staff that have been incorporated into the plan.

4	Agency/Group/Organization	VPAS
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through a stakeholder meeting and brought several community needs to the attention of City staff that have been incorporated into the plan.
5	Agency/Group/Organization	Community Foundation of Central Blue Ridge
	Agency/Group/Organization Type	Community Foundation
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through a stakeholder meeting and brought several community needs to the attention of City staff that have been incorporated into the plan.
6	Agency/Group/Organization	Valley Supportive Housing
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through a stakeholder meeting and brought several community needs to the attention of City staff that have been incorporated into the plan.
7	Agency/Group/Organization	Blue Ridge CASA
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through a stakeholder meeting and brought several community needs to the attention of City staff that have been incorporated into the plan.
8	Agency/Group/Organization	Blue Ridge legal Services, Inc.
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through public meetings and brought several community needs to the attention of City staff that have been incorporated into the plan.

Identify any Agency Types not consulted and provide rationale for not consulting.

All entities were considered for consultation.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care Strategic Plan	BoS CoC	The CoC Strategic Plan goals were reviewed.
Capital Improvement Plan	City of Staunton	The City's Capital Improvement Plan, updated in 2021, informed the Strategic Plan sections aimed at public infrastructure improvements.
ALICE Report United Way	United Way Greater Augusta	The goals of the Strategic Plan are aligned with the goals of ALICE, to improve access to opportunity for Staunton residents.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation. Summarize citizen participation process and how it impacted goal-setting.

In April 2020, the City updated the Citizen Participation Plan to include information on how the City will conduct citizen participation in the event of an emergency. Until 2022, public meetings associated with each Annual Action Plan have been held virtually. In 2023, meetings have returned to g in-person.

Public Hearings—A public hearing was held on May 16th, 2023 to solicit community needs feedback on the Annual Action Plan development. This hearing was to solicit input from the public on the needs and priorities for the City. Several city staff and four other members of the public were in attendance. Questions were asked about previous years' goals and plans for citizen outreach.

A second public hearing will be held on July 11th at 2:00pm. This hearing presented the draft Annual Action Plan for public comment. Both hearings were advertised in the *News Leader* and on the City's website in accordance with the City's Citizen Participation Plan.

The City underwent extensive citizen participation in the development of its 2019-2023 Consolidated Plan, which included stakeholder meetings, public hearings and an online survey. Results from this process outlined the five-year strategic goals for the City of Staunton. The creation of the 2023 Annual Action Plan included a smaller engagement process including discussions with CDBG applicants, City department directors, attendance at CoC meetings, and two public hearings.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	4 participants attended in total. Of those, 2 provided comment	Questions were asked about prior years' planning, goals, and objectives. Comments were given expressing gratitude for funding opportunities.	All comments accepted	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public-federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$319,410	0	0	\$319,410	\$51,974	The estimated expected amount available after the last year of the 2019-2023 Con Plan is \$51,974.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Over the next year, Staunton will attempt to leverage its CDBG allocations with federal and other public resources, as well as private sector

funding sources, to address the City's housing and community development needs. The City will continue to partner with other public agencies and non-profit organizations, when feasible, to leverage resources and maximize outcomes in providing the housing and supportive services needs of the community.

The City annually provides general fund dollars to organizations that provide housing and/or supportive services to area residents, including LMI households. The City will continue this practice to maximize its CDBG investments.

The non-profit organizations funded through the CDBG program have additional financial capacity through foundations, fundraising campaigns, and other grants. The City's allocation of federal funds provides these organizations with the opportunity to expand their services to benefit more low- and moderate-income persons.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The Staunton Crossing redevelopment site is publicly owned and will be used as a catalyst for economic development in Staunton. In January 2022, additional funding was awarded from the VA Business Ready Sites Program from the VA Economic Development partnership. Some of the needs identified in the 2022 Action Plan are consistent with this development, but also the City as a whole. Development outcomes include: improved infrastructure and focused workforce development programs for middle to high paying jobs. Proposed infrastructure at the site includes a new roadway, which is currently under construction as Crossing Way Extension. The project is funded and administered by VDOT and is currently scheduled for completion in spring 2024. Also, design plans to extend public water and sewer service to and through the site are nearing completion, with construction anticipated to take place in 2023 and 2024.

Discussion

No additional discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve Access to and Quality of Housing	2019	2023	Affordable Housing Public Housing	City-Wide	Increase Access to Affordable Housing	CDBG: \$50,000	Public service activities for Low/Moderate Income Housing Benefit: 5 Households Assisted
2	Provide Public Services	2019	2023	Homeless Non-Homeless Special Needs	City-Wide	Provide Public Services	CDBG: \$47,600	Public service activities other than Low/Moderate Income Housing Benefit: 197 Persons Assisted
3	Improve Public Facilities and Infrastructure	2019	2023	Non-Housing Community Development	City-Wide	Improve Public Facilities and Infrastructure	CDBG: \$157,928	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 115 Persons Assisted
5	Planning and Administration	2019	2023	Non-Housing Community Development	City-Wide	Planning and Administration	CDBG: \$63,882	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Improve Access to and Quality of Housing
	Goal Description	Includes the rehabilitation and preservation of quality affordable housing as well as increasing access to homeownership through City initiatives and partnerships with SR&HA.
2	Goal Name	Provide Public Services
	Goal Description	Expand and continue non-housing community development supportive services, including services for the homeless, mental health, elderly, and other special needs populations.
3	Goal Name	Improve Public Facilities and Infrastructure
	Goal Description	Continue and expand public facility improvements and improve and maintain infrastructure servicing households in low-income areas.
5	Goal Name	Planning and Administration
	Goal Description	Includes administration of the CDBG program, planning activities and activities to affirmatively further fair housing choice.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b)

The City expects to serve 5 low-income homeowners with housing rehabilitation assistance with 2023 funding.

Projects

AP-35 Projects – 91.220(d)

Introduction

Projects

#	Project Name
1	CDBG Administration
2	Valley Mission Inc., Initial Housing Support Program
3	Blue Ridge CASA for Children
4	Blue Ridge Legal Services
5	West Beverly St. Sidewalk Improvements
6	Critical Housing Rehab
7	Valley Program for Aging Services – Meals on Wheels
8	Valley Program for Aging Services – Senior Transportation Program

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City of Staunton has directed its FY 2023 CDBG activities to low/moderate income neighborhoods where concentrations of poverty, deteriorated infrastructures and community facilities, and poor housing conditions are most prevalent.

The following are obstacles to meeting underserved needs in the City:

- The reduction of funding at the local, state, and federal levels will significantly limit the resources available to meet the needs of low- and moderate- income residents. With declining resources from various sources, the City and non-profit organizations will be unable to serve all persons who are in need of services.

As the population of Staunton continues to grow, continuing limitations on affordable housing will become a major barrier.

The City is also considering a waterline replacement project in the Pierce Street area. The project would directly impact 49 households. The improvements will provide a looped system for Paige St, Pierce St, West Ave, and Wayne Ave. When completed, this project will directly improve water service to 49 homes. In addition, this project will significantly improve fire-fighting capability in the neighborhood, as well as provide redundancy in the event water shutoff is needed in one area. The project is located in Census Tract 2, City of Staunton with a MHI of \$41,406. Should excess funds be available, and pending the results of a demographic survey, the City will consider the Pierce Street waterline project as an alternative project.

AP-38 Project

Summary

Project Summary Information

1	Project Name	CDBG Administration
	Target Area	City-Wide
	Goals Supported	Planning and Administration
	Needs Addressed	Planning and Administration
	Funding	CDBG: \$63,882
	Description	This funding will be used to support the general administration and planning activities for the Community Development Block Grant Program.
	Target Date	9/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Citywide
	Planned Activities	This funding is used to support the general administration and planning activities for the Community Development Block Grant Program.

2	Project Name	Valley Mission Inc., Initial Housing Support Program
	Target Area	City-Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Provide Public Services, Increase Access to Affordable Housing, Housing and Services to Decrease Homelessness
	Funding	CDBG: \$5,000
	Description	Formally homeless individuals who move into housing within Staunton City limits after exiting Valley Mission will be assisted with approximately \$500 to \$1,000 each initial housing support or other funds necessary to facilitate moving into safe, affordable, permanent, and appropriate housing.
	Target Date	9/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Depending on the needs of each person and the cost of the housing at the time, anywhere from 5-10 individual families/clients can be assisted with these funds. All clients would be immediately formerly homeless and meet low-income requirements as set forth by the Federal Poverty Level guidelines.
	Location Description	Citywide
3	Planned Activities	Case Managers employed by Valley Mission will provide case management services as is typical of all housed clients at our facility. This particular program will provide only for the financial aid for initial housing support for the five to ten identified individuals/families. Payments will be made directly to housing, service and/or utility provider.
	Project Name	Blue Ridge CASA for Children
	Target Area	City-Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Provide Public Services
	Funding	CDBG: \$14,600.00

	Description	Abused and neglected children served by a CASA volunteer are 50% more likely than other abused children to stay at the home where they are placed at the end of the Court process. The stability and quality of their housing conditions increases significantly because of their CASA Advocate's work. Blue Ridge CASA is the only private independent organization that has eyes on abused and neglected children and their housing conditions. Legally, it is the only non-profit able to access the child's records, talk to the people in their lives, and develop a relationship with the child, then report crucial information to the Judge, the sole institutional decision-maker regarding an abused or neglected child's final destination. One core goal of CASA's advocacy is to obtain a stable home. The Children are not in control of where they live. They depend on their parents, caretakers, and public institutions to make those choices. They are removed by DSS and the Court from inadequate (unsafe, unhealthy) housing into temporary housing (foster care). CASA's work on their cases is focused on the goal of a "permanent placement" which is the technical phrase we use for stable housing. CASA Advocates investigate the circumstances and quality of their original home and any potential new home for these children. With a CASA, children are significantly more likely to end up in a safe, stable home and 50% less likely to re-enter the child welfare system.
	Target Date	9/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	The proposed activities will directly benefit at least 50 low-income children living in unstable and inadequate housing conditions who have been victims of abuse or neglect. The proposed activities will also directly benefit up to 25 trained volunteer Advocates assigned to these cases.
	Location Description	Multiple locations throughout the city of Staunton, including the CASA office at 119 W. Frederick St.
	Planned Activities	July 1 - December 30: Recruit, screen, select, and train 5 new Advocates January 1 - June 15: Recruit, scree, select, and train 5 new Advocates June 30: Annual assessment of Advocate Manager's performance Monitor goals monthly Submit Quarterly Reports
4	Project Name	Blue Ridge Legal Services
	Target Area	City-Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Provide Public Services

	Funding	CDBG: \$8,000
	Description	Provide free legal assistance to low-income residents of Staunton in various types of civil legal matters. The project will focus on providing assistance to low-income residents facing eviction, foreclosure, and other critical housing matters. BRLS will also provide assistance on legal issues such as domestic violence and other family disputes, access to affordable health care, eligibility for various governmental assistance programs for the poor, and other issues impacting the elderly poor and those with special needs.
	Target Date	9/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	We estimate that these funds will cover the costs of providing free civil legal assistance to approximately 25 additional residents (and members of their households, up to 60 or more) of Staunton facing critical legal issues. The individuals that will benefit from these services are residents of Staunton in the greatest socioeconomic need who cannot afford the services of a private attorney.
	Location Description	City-wide
	Planned Activities	BRLS will provide free legal assistance to the low-income residents of Staunton dealing with critical legal matters, such as eviction, foreclosure, and other housing-related matters. The project will improve access to housing for low-income residents of the City and help to alleviate the threat of homelessness in Staunton. Additionally, staff attorneys will also provide free legal assistance to low-income residents in cases such as unemployment claims, debt and consumer-related issues, domestic violence, and more. The services provided over the project year will range from legal advice and performing a brief service, to direct representation and extensive services. The legal assistance will result in improved housing and living conditions, and/or direct financial benefit, for the majority of the clients represented with the funding.
5	Project Name	City of Staunton - West Beverly Street Sidewalk Improvements
	Target Area	West End, Beverly Street Sidewalk near Morris Mill Road Intersection
	Goals Supported	Improve Public Facilities and Infrastructure
	Needs Addressed	Improve Public Facilities and Infrastructure
	Funding	CDBG: \$157,928

	Description	The project involves installing approximately 550 linear feet of 5' sidewalk on the north side of West Beverley Street from Grubert Ave to 2213 W Beverley St., completing the gap between two existing sidewalk termini. This project includes installing a crosswalk at the intersection of W. Beverley St/Morris Mill Rd. The geometry of the intersection will be revised to reduce the turn radius, thereby decreasing driver speed at the turn, as well as reducing the length of the crosswalk in traffic. The project also includes installing new entrances at the businesses in the project limits with an at-grade sidewalk crossing. Any existing drainage grates along the route will also be modified to meet ADA requirements. Where feasible, a grassed buffer area will be used to provide a safety buffer between pedestrians on the sidewalk and vehicular traffic.
	Target Date	9/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	1000 property owners within 1-mile radius of intersection, including approximately 518 low-income households.
	Location Description	North side of W Beverley Street between Grubert Avenue to 2213 W Beverley St in a General Business District enveloped by residential and industrial districts. The area contains several food businesses, household goods businesses, and schools which the neighborhoods need to access. Traffic Count reports are as follows: West Beverley Street AAWDT 8,200 Morris Mill Rd AAWDT 2,500
	Planned Activities	Remove existing soil and asphalt and replace with a concrete sidewalk, grassed sidewalk buffer, entrances, and crosswalk; revise geometry of existing intersection to improvement pedestrian safety
6	Project Name	Critical Housing Rehabilitation - Renewing Homes of Greater Augusta
	Target Area	City of Staunton
	Goals Supported	Improve Access to/and Quality of Housing
	Needs Addressed	Increased Access to Affordable Housing
	Funding	CDBG: \$50,000.00

Description	RHGA has been providing critical home repair services to low-income and vulnerable homeowners since 1994. Initial years' access to HUD CDBG program funds were limited to Roof Replacements. Through these projects, the organization began to realize that homes needing new roofs were often of an age where other structural deterioration or presence of non-code-compliant electrical, HVAC and plumbing systems created unsafe situations. Many times, these issues needed to be remediated prior to completing roofing replacements. The primary stakeholders within the project are vulnerable homeowners, committed volunteers, the nonprofit, Renewing Homes of Greater Augusta (RHGA), and community-minded contractors. The project starts with a need for critical home rehabilitation on the homes of low-income homeowners. This need is established via a home assessment, performed by RHGA staff, where the severity of need is established. Local contractor/s are available and willing to provide pro bono consultative services, as needed, to complete more complex assessments and to confirm RHGA's proposed repair/replacement plan. The assessment, and need, is brought before RHGA's board of directors for approval. In parallel to this RHGA assessment and approval process, the Executive Director completes the Tier 2 Pre-Approval Review process and request for bids from contractors. The requested HUD CDBG funds will be used for critical home repairs that are not suitable for volunteer crews to perform, requiring the skills and expertise of licensed and insured professionals. Clients are not required to pay for services, which can be an enormous relief for low-income individuals as roofing costs are often well outside of their financial capabilities.
Target Date	9/30/2024
Estimate the number and type of families that will benefit from the proposed activities	Depending on the complexity and extent of repairs needed, it is estimated that the requested funds would impact 5-10 low-income families.
Location Description	Homes in the City of Staunton
Planned Activities	RHGA application processing and home assessment to identify eligible projects. Tier 2 Pre-Approval process. Request for contractor bids. Contract bid awards. Inspection of contractor work to ensure satisfactory completion prior to payment. Maintaining client files and reports.

7	Project Name	Valley Program for Aging Services (VPAS) - Meals on Wheels
	Target Area	City of Staunton
	Goals Supported	Provide Public Services
	Needs Addressed	Provide Public Services
	Funding	CDBG: \$10,000.00
	Description	VPAS' Meals on Wheels (MOW) program provides a freshly prepared nutritious meal five days per week to frail, older Staunton residents who are at nutritional risk. The meal is a key health service to older persons who often neglect their nutrition when they live alone and do not have the ability, financial resources, or support system to assist with preparing or purchasing food. Almost 26% of Staunton's residents are 60 years and older. This is a higher percentage than the Virginia or National averages. Numerous studies show older adults who don't have adequate nutrition are more likely to get sick, have more difficulty recovering from illness, are more likely to be depressed and to be hospitalized. Food insecurity can also contribute to an older adult's inability to remain living independently in their home and community. Receiving MOWs helps older adults prevent illness, improves their ability to manage chronic health conditions, reduces the risk of social isolation and premature placement in assisted living or nursing care. VPAS Case Managers assess each individual to determine eligibility for MOWs and identify other needs to support the older adult in their home. Guidelines for MOWs are: 60 years or older, homebound, unable to prepare nutritionally balanced meals on their own and lack caregiver support to meet mid-day meal needs. There is no fee for Meals on Wheels, but recipients are encouraged to donate as they are able. The donations support the MOW program. All meals provided meet stringent nutrition guidelines provided by the Department of Aging and Rehabilitative Services (DARS) to ensure each meal provides 1/3 of the Dietary Reference Intake for an adult. Meals are delivered by dedicated community volunteers whose in-kind donation of time greatly reduces the cost of providing the meals. From May 1, 2022 - April 30, 2023 VPAS experienced a 13% increase in the number of Staunton residents age 62 and older receiving MOW over the same period a year earlier (May 1, 2021 – April 30, 2022). The goal of Meals on Wheels is to help older persons obtain needed nutrition, maintain or improve their health, remain socially engaged, and remain living independently in their homes and community.

Target Date	9/30/2024
Estimate the number and type of families that will benefit from the proposed activities	VPAS estimates at least 120 Staunton residents age 62 or older, that fall into the CDBG presumed benefit “elderly” population, will receive MOW. All MOW recipients live in the community versus in senior living facilities, and the vast majority live alone. A small percentage of recipients live with a spouse or in the home of an adult child.
Location Description	City of Staunton
Planned Activities	Individuals currently receiving Meals on Wheels through VPAS will continue to receive meals as long as they need the service. VPAS Case Managers receive referrals for new MOW from a variety of sources, including the Department of Social Services, Augusta Health, Valley Community Services Board, family members, friends, and also self-referrals. As VPAS Case Managers assess new contacts, they follow standard VPAS procedures to determine need and eligibility. If need is determined and eligibility requirements are met, those individuals will be enrolled in the program. The assessment process starts with a home visit by a VPAS Case Manager to determine eligibility, complete program paperwork, and conduct a nutrition risk assessment. Educational materials are provided to address identified nutrition risk factors. Nutritional options are explored, including Meals on Wheels, SNAP, local food pantries, printed materials and on-line resources where appropriate. Each individual is eligible for Nutrition Counseling by our contracted Registered Dietician, with the referral being strongly encouraged for those with the highest risk factors. Generally, once the individual is determined eligible, they are added to a delivery route and will begin receiving meals. Client demographic and eligibility information is recorded in a web-based application called Peerplace. The Case Manager follows up with the recipients to ensure that: the meals were provided; the individual is consuming the meals; the services are meeting the basic identified needs; and that the participant wishes to remain on the service. The VPAS Meals Coordinator tracks all meals delivered to individuals daily and records totals for each person on a monthly basis. Peerplace reports allow VPAS to gather the number of CDBG eligible Staunton residents who are served and how many meals they received. An annual reassessment is conducted by the Case Manager to determine the: current status of the participant; satisfaction with the services provided; impact of the services received; and whether additional unmet needs exist. Assessment and income data is updated every year, along with the Nutritional Assessment.

8	Project Name	Valley Program for Aging Services (VPAS) - Senior Transportation Program
	Target Area	City of Staunton
	Goals Supported	Provide Public Services
	Needs Addressed	Provide Public Services
	Funding	CDBG: \$10,000.00
	Description	Nearly 26% of Staunton residents are age 60 or over which is higher than the Virginia and National averages. As adults age, changes in eyesight, mobility, and cognition can contribute to the decision to give up driving. VPAS Senior Transportation Program (STP) provides adults 60 years and older transportation services to non-emergency medical appointments and other life necessary destinations when there is no other reliable or affordable transportation available to them. Lack of transportation leads to increased social isolation. VPAS' STP provides a connection to the community for the elderly. In the 2023 advisory "Our Epidemic of Loneliness and Isolation" the US Surgeon General states loneliness and isolation is associated with a greater risk of cardiovascular disease, dementia, stroke, depression, anxiety, and premature death. Social connection is a way to improve the health of individuals. One of the factors listed in the advisory that shape social connection is transportation in a community. By providing transportation to medical appointments and other life necessary destinations VPAS STP is fostering a community connection for an aging population increasingly at risk of isolation. Reliable transportation helps reduce social isolation and depression and provides relief for family caregivers. VPAS' STP provides relief for family caregivers by transporting their loved one to medical appointments and reducing the caregiver's need to miss work, lose income, and put their job at risk. The majority of ride requests to VPAS' STP are for rides to medical appointments. This includes doctor, treatments, therapy, counseling, laboratory, pharmacy, and other medically related destinations. VPAS' STP will also transport to other destinations such as grocery stores, banks, hair salons, etc. In most cases our drivers are transporting one rider at a time. Drivers provide door-through-door assistance and assist with packages as needed. Riders are encouraged to make a suggested donation when they ride to support the program but the service is provided regardless of the person's ability to pay. Over the time period of May 1, 2022 – April 30, 2023 VPAS experienced a 23% increase in unduplicated Staunton residents age 62 and older using STP, and a 46% increase in the number of one-way trips over the same period a year earlier (May 1, 2021 – April 30, 2022). VPAS has recruited and trained 2 new volunteer drivers, and restructured staff positions to allow shifting hours to meet rider demand. Through STP, riders are empowered by having reliable and affordable transportation options that improve health outcomes and reduce social isolation and depression. Riders have a safe option that offers dignity

	of choice, ease, and the assistance they need to get to medical and other life necessary destinations. VPAS' STP increases the ability of older adults to live independently, with enhanced safety and connectivity to community.
Target Date	9/30/2024
Estimate the number and type of families that will benefit from the proposed activities	VPAS expects to provide at least 1500 one-way rides to at 50 elderly Staunton residents (age 62 and older) in the funding year.
Location Description	City of Staunton
Planned Activities	Individuals age 60 and older who can't drive themselves and don't have other transportation benefits can sign up for STP at any time prior to their first ride request. If riders have other options for transportation, they would be directed to those options first. Client information is updated annually. Referrals for transportation come from Social Services workers, medical social workers and care planners, VPAS Case Managers, other community organizations, apartment managers, and concerned family and friends. Most requests for information originate from the person needing the transportation. Rides are scheduled as needed and advance notice is required. Thanks to the continued support of the City of Staunton, VPAS has been able to keep full-time staff serving the needs of Staunton residents. Volunteers are recruited and trained to expand capacity. Two new volunteers have been added in FY23. Paid and volunteer staff complete training for passenger safety and assistance, defensive driving, and emergency procedures at the time of hire, and receive annual refresher training. All drivers have annual DMV checks and healthcare provider screenings. Riders are not charged for rides but a suggested donation is requested. At the end of each month, total rides provided to each rider are logged in a web-based software system called Peerplace required by the Department of Aging and Rehabilitative Services (DARS). This allows for detailed reporting on the individuals serviced and the number of rides provided. VPAS has 3 wheelchair accessible vans dedicated to STP in SAW one of which is assigned daily, Monday-Friday, to transportation for Staunton riders. Volunteer drivers use their own vehicles or VPAS vans based on their preference.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City will use CDBG funds throughout the jurisdiction to serve low and moderate-income persons.

Geographic Distribution

Target Area	Percentage of Funds
City-Wide	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Staunton does not allocate funds by target areas. Rather, the City allocates funds based upon the priorities that have been identified by citizens participating in the public input process and through the regular planning contacts made with elected officials and staff. The City will use CDBG funds throughout the jurisdiction to serve low and moderate-income persons.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City will use its federal funds to provide affordable housing by providing funds to rehabilitation existing units.

The special needs population will be served through grants to local service providers. The homeless population will be served through assistance grants to local service providers.

One Year Goals for the Number of Households to be Supported	
Homeless	5
Non-Homeless	5
Special-Needs	0
Total	10

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	5
The Production of New Units	0
Rehab of Existing Units	5
Acquisition of Existing Units	0
Total	10

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

AP-60 Public Housing – 91.220(h)

Introduction

As of 2016, Staunton Redevelopment and Housing Authority (SR&HA) converted all of its public housing units into project-based Section 8 units under the Rental Assistance Demonstration Program. SR&HA currently owns and manages a total of 150 residential units including 50 units for elderly and disabled. The units range from one bedroom to five-bedroom townhouses. Rent is based on income and utilities are included.

Actions planned during the next year to address the needs to public housing

SR&HA converted all of its public housing units into Section 8 units under the Rental Assistance Demonstration Program.

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

SR&HA has a functioning resident council that participates in meetings and events. The Council was particularly active during the conversion of the units to project-based vouchers under the Rental Assistance Demonstration program in 2016.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

SR&HA is not designated as troubled.

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

As a participant in the Virginia Balance of State Continuum of Care (BoS CoC), the City is a partner in addressing homelessness and the priority needs of homeless individuals and families, including homeless subpopulations.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

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

The BoS CoC has an established Coordinated Entry System, which offers a central point of entry for households experiencing homelessness or at-risk of homelessness. During an initial phone call, a housing counselor asks questions that will help determine eligibility for services with local agencies. The BoS CoC uses two assessment tools for prioritization of services. Prevention assessment: The BoS created a prevention prioritization tool that includes both homeless vulnerability and housing barriers. Once a household's housing crisis is triaged and it is determined that the household is at imminent risk of homeless (14 days or less), then the coordinated entry staff will conduct the prevention prioritization assessment. Based on eligibility and assessment score prevention providers are guided on service needs of households. The BoS CoC uses the Vulnerability Index - Service Prioritization Decision Assistance Tool (VI-SPDAT) as the common standardized assessment tool for those who are literally homeless. This assessment is conducted no more than 3 to 5 days after the household has been referred to shelter or once an outreach worker is able to establish rapport with an unsheltered or un-engaged household.

Each January, the CoC conducts a Point-in-Time (PIT) count of the City's sheltered and unsheltered homeless to ascertain the number and characteristics of the homeless population and to assess their needs. Staunton's continued participation in the PIT study will give the City the ability to collect information to be used in setting priorities, written standards, and performance measures for the area.

Addressing the emergency shelter and transitional housing needs of homeless persons

In 2023, the City will continue to support Valley Mission, which offers emergency shelter and services for homeless individuals and families. In 2023, Valley Mission will receive \$5,000 to provide subsistence payments to assist 5-10 formally homeless individuals more into safe housing.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals

and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City will maintain coordination and collaboration with local non-profit agencies serving the homeless population. The City will continue will use its entitlement grant funds to assist non-profit organizations that serve homeless individuals and families in Staunton.

Valley Mission uses CDBG funds to assist formally homeless households' transition into safe, permanent housing. Blue Ridge Legal Services will also receive funding to assist households with free legal services to reduce the threat of homelessness in the City by using the courts to prevent evictions or foreclosures and keep City residents in their homes.

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

The City will maintain coordination and collaboration with local non-profit agencies serving the homeless population. The City will continue to use its entitlement grant funds to assist non-profit organizations that serve homeless individuals and families in Staunton.

Discussion

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City of Staunton has prepared an Analysis of Impediments to Fair Housing Choice to satisfy requirements of the Housing and Community Development Act of 1974, as amended, in 2020. This act requires that any community receiving Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) funds affirmatively further fair housing.

A summary of the impediments to fair housing choice that emerged from the data analysis, public engagement initiatives, and policy review were identified. They are the results of primary and secondary research that define the underlying conditions, trends, and context for fair housing planning in Staunton. The impediments were assigned three priority levels based on the amount and strength of the supporting evidence that initially identified the factor:

- High – factors that limit or deny fair housing choice or access to opportunity, as well as other factors that are urgent or establish a foundation for future actions
- Medium – moderately urgent or building on prior actions
- Low – limited impact on fair housing issue

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Impediment: Location and type of affordable housing

The City and other local organizations should address the diverse housing needs for the City's various subpopulations, including low-and moderate-income households, persons with disabilities, and large families. They will do so by continuing to invest in housing in a wide geographic area throughout the City. This will be measured by the number of affordable units created/rehabilitated by location and unit type. The City should expand affordable housing in areas of higher opportunities.

The City has reserved multiple years' worth of CDBG funding for the A Street Aging In Place project to develop infrastructure to support the construction of 25 single family homes. The A Street project is located in Census Tract 3, which is within one of the Lowest Opportunity tracts, however it is directly bordering Census Tract 4, which is the only "Higher Opportunity" tract in the City.

Impediment: Lack of policies and procedures related to fair housing.

During FY2020, the City created an Anti-Displacement and Relocation Plan in accordance with the

Housing and Community Development Act of 1974, as amended; and HUD regulations at 24 CFR 42.325.

Impediment: Fair housing education, outreach, and enforcement

During FY2023, the City will work toward designating a Fair Housing liaison and adding a new fair housing page to the City's website.

Discussion:

AP-85 Other Actions – 91.220(k)

Introduction:

The following information illustrates other actions that Staunton will take to address its priority needs.

Actions planned to address obstacles to meeting underserved needs

The primary impediment to the City's ability to meet underserved needs is the limited amount of funding to address identified priorities. The City will continue to seek public and private resources to leverage its entitlement funds in assisting with implementation of policies and programs.

Programs funded through the CDBG program will assist the elderly and children living in unstable and inadequate housing conditions, who have been victims of abuse or neglect.

Actions planned to foster and maintain affordable housing

The City will continue to support its goals of maintaining and expanding affordable housing. In FY 2023, the City has 5 low-income housing apartment complexes within its boundaries. These apartments are funded from a variety of sources including HUD, Section 8, VA Housing Authority, local public housing, non-profit senior and family low-income apartments, as well as apartments funded through Low Income Housing Tax Credit programs.

The City will utilize CDBG funds to Renewing Homes of Greater Augusta, which provides assistance to low-income and vulnerable homeowners to complete expensive critical repairs that would ensure the safety of their homes.

In 2021, the Staunton Redevelopment and Housing Authority (SRHA) accepted proposals from developers to provide affordable, permanent new construction housing for families within the City of Staunton. This past year, SRHA has issued vouchers to developers for the construction of over 40 housing projects.

Actions planned to reduce lead-based paint hazards

The City will work with other parties to achieve cost effective methods for controlling these hazards through the following:

- As part of its code enforcement efforts, Staunton's building code department will continue to educate City residents about lead paint hazards.
- Properties will be made lead safe during renovation of older residential units.
- The City will continue to monitor Virginia Department of Health reports regarding Staunton

children with elevated blood lead levels.

Actions planned to reduce the number of poverty-level families

The City will collaborate with human service, social service, and economic development agencies and organizations to facilitate their efforts and maximize their resources to provide quality services to low-income residents to help them improve their incomes.

The Community Action Partnership of Staunton, Augusta, and Waynesboro (CAPSAW) is the community action agency designated in July 2009 by Virginia's governor to serve the citizens of Augusta County, the City of Staunton, and the City of Waynesboro. CAPSAW administers funds made available annually to designated community action agencies through the Federal Community Services Block Grant, the State Community Services Block Grant, and Federal Temporary Assistance to Needy Families (TANF) funds, along with required match funds provided by each of three localities.

Actions planned to develop institutional structure

Although the City feels that the existing institutional structure is sufficient for carrying out activities to address identified community development needs, the City Manager's Office plans to continue strengthening its working relationships with local social service agencies. Public and non-profit agencies that are critical to the institutional structure must work cooperatively, and agency staff have the ability and expertise to deliver services efficiently and effectively, often with years of expertise in their respective fields.

Actions planned to enhance coordination between public and private housing and social service agencies

The City plans to improve coordination among its partners to promote a broadly shared understanding of community needs, collaborative and complementary approaches to addressing needs, and responsiveness to changes in conditions.

The City anticipates coordination of human service funding with other social service agencies and charitable organizations to better target the limited amount of human service dollars available in the community. The City will also continue to coordinate its housing efforts with SR&HA.

Discussion:

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the new year has been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income	0

Other CDBG Requirements

1. The amount of urgent need activities	0