

Community Planning and Development Program

FY 2016 Annual Action Plan (FFY 2015) Consolidated Plan Year 2

**Community Development Block Grant Program (CDBG)
HOME Investment Partnerships Program (HOME)**

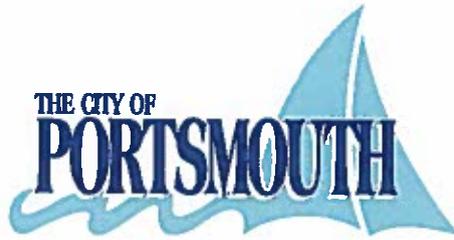
**Department of Planning
801 Crawford Street, 4th Floor
Portsmouth, VA 23704**

757-393-8836

Public Display Period March 23 to April 21, 2015

City Council Public Hearing: April 28, 2015

Adopted by City Council May 12, 2015



CITY COUNCIL

Kenneth I. Wright, Mayor
Elizabeth M. Psimas, Vice Mayor
William E. Moody, Jr.
Paige D. Cherry
Dr. Curtis E. Edmonds, Sr.
Danny W. Meeks
Dr. Mark M. Whitaker

J. Brannon Godfrey, Jr., Interim City Manager

A RESOLUTION APPROVING THE COMMUNITY PLANNING AND DEVELOPMENT 2016 ANNUAL ACTION PLAN OF THE CITY OF PORTSMOUTH, VIRGINIA, AND AUTHORIZING THE CITY MANAGER TO FILE DOCUMENTS REQUIRED TO OBTAIN THE CITY'S COMMUNITY PLANNING AND DEVELOPMENT GRANT ENTITLEMENTS.

WHEREAS, pursuant to the Housing and Community Development Act of 1974, as amended, and the Cranston - Gonzalez National Affordable Housing Act of 1992, as amended, ("Acts"), financial assistance is provided to enable localities to provide decent housing, establish and maintain suitable living environments, and expand economic opportunities for low to moderate income residents; and

WHEREAS, each of the Community Planning and Development programs (Community Development Block Grant and Home Investment Partnerships) shall be operated on a single consolidated program year; and

WHEREAS, the required public hearing has been held and the City Council has reviewed the proposed 2016 Annual Action Plan ("2016 Annual Action Plan"); and

WHEREAS, it is necessary that this Council take official action regarding the 2016 Annual Action Plan to comply with the regulations of the aforementioned Acts; and

WHEREAS, this Council is aware of the federal regulations governing the undertaking and carrying out of activities under the community planning and development programs; and

WHEREAS, this Council recognizes its responsibility to direct that safeguards be established to protect employees from using their positions for a purpose that gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties; and

WHEREAS, this Council has found that the proposed 2016 Annual Action Plan is appropriate to meet the needs of the City and, therefore, is acceptable.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Portsmouth, Virginia, that the proposed 2016 Annual Action Plan having been reviewed and considered, said Plan be and hereby is approved as final in all respects, and the City Manager is hereby authorized to file any additional information as may be required with the Department of Housing and Urban Development in order to obtain funding for the programs addressed in the Plan.

BE IT FURTHER RESOLVED that the City Manager is designated as the certifying officer and authorized representative of the City of Portsmouth and shall provide assurances as required of the locality by the Acts for the approval of the Program.

ADOPTED by the Council of the City of Portsmouth, Virginia, at a meeting held on May 12, 2015.

Teste:

City Clerk

AN ORDINANCE TO APPROPRIATE \$443,333,941 FOR THE OPERATION OF CITY GOVERNMENT DURING THE FISCAL YEAR BEGINNING JULY 1, 2015

BE IT ORDAINED by the Council of the City of Portsmouth, Virginia:

1. That the Fiscal Year 2015 - 2016 Operating Budget for the City of Portsmouth, Virginia is hereby approved.

2. In order to provide the requisite funds for said operating budget, the following sums are hereby appropriated from the following revenue sources to the following fund categories for the fiscal year beginning July 1, 2015 and ending June 30, 2016:

Sums appropriated from:

A. 100 General Fund Revenue

Real Property Taxes	\$90,664,882
Personal Property Taxes	24,342,977
Other General Property Taxes	2,680,151
Other Local Taxes	29,977,658
Utility Tax Revenue	15,997,244
State – Non Categorical Aid	10,409,898,
State – Shared Expenses	9,061,754
State – Categorical Aid	19,190,877
Charges For Services	6,063,691
Investment Income	75,000
Fines and Forfeiture	951,500
Miscellaneous Revenues	259,913
Other Financing Sources	500,329
Total Recovered Cost	3,126,942
Licenses and Permits	780,300
Use of Property	1,641,317
Payment In Lieu of Taxes	2,006,492
Operating Transfers In	13,349,160
Fund Balance	4,640,047
Total Revenues	\$235,770,132

B. Debt Fund Revenue

Operating Transfers In	\$39,567,317
Total Revenues	\$39,567,317

C. 400 Behavioral Healthcare Service Fund Revenue

State Non-Categorical Aid	\$293,004
State Categorical Aid	9,249,444
Federal Revenue	1,448,356
Charges for Services	40,000
Miscellaneous Revenues	150,000

Operating Transfer In	613,512
Fund Balance	719,682

Total Revenues	\$12,513,998
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D. 405 Public Law Library Fund Revenue

Charges for Services	\$31,026
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Total Revenues	\$31,026
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E. 410 Social Services Fund Revenue

State Categorical Aid	\$17,420,631
Federal Revenue	0
Charges for Services	20,000
Miscellaneous Revenue	200,000
Recovered Costs	80,000
Operating Transfers In	4,117,733

Total Revenues	\$21,838,364
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F. 415 Community Services Fund Revenue

State Categorical Aid	\$1,994,910
Operating Transfer In	700,090

Total Revenues	\$2,695,000
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G. 420 Storm Water Management Fund Revenue

Charges for Services	\$7,511,211
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Total Revenues	\$7,511,211
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H. 435 Willett Hall Fund Revenue

Charges for Services	\$20,000
Miscellaneous Revenue	2,156
Recovered Costs	125,000
Use of Property	70,000
Operating Transfer In	137,253

Total Revenues	\$354,409
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I. 500 Cemetery Fund Revenue

Charges for Services	\$50,000
Revenue from Use of Money	50,000
Total Revenues	\$100,000

J. 630 New Port Community Development Authority

Charges for Services	\$1,019,903
Total Revenues	\$1,019,903

K. 700 Public Utility Fund Revenue

Charges for Services	\$41,543,580
Miscellaneous Revenue	305,000
Other Financing Sources	522,508
Recovered Costs	159,000
Licenses and Permits	8,000
Use of Property	53,500
Fund Balance	15,610,672
Total Revenues	\$58,202,260

L. 720 Golf Fund Revenue

Charges for Services	\$1,066,999
Use of Property	720,729
Operating Transfers In	850,425
Total Revenues	\$2,638,153

M. 740 Waste Management Fund Revenue

Charges for Services	\$12,168,477
Fund Balance	1,200,000
Total Revenues	\$13,368,477

N. 750 Portsmouth Parking Authority Revenue

Charges for Services	\$347,444
Fines and Forfeitures	185,986
Use of Property	816,940
Operating Transfer In	61,522

Total Revenues **\$1,411,892**

O. 800 City Garage Fund Revenue

Charges for Services **\$8,718,029**
Operating Transfer In **42,000**

Total Revenues **\$8,760,029**

P. 810 Information Technology Fund Revenue

Charges for Services **\$5,194,608**
Revenue from Use of Money **5,000**

Total Revenues **\$5,199,608**

Q. 820 Risk Management Fund Revenue

Charges for Services **\$5,612,287**
Recovered Costs **264,075**
Fund Balance **2,000,000**

Total Revenues **\$7,876,362**

R. 830 Health Insurance Fund Revenue

Charges for Services **\$22,706,628**
Other Financing Sources

Total Revenues **\$22,706,628**

S. 910 Community Development Revenue

Federal Revenue **\$1,724,292**
Program Income **44,880**

Total Revenues **\$1,769,172**

TOTAL Revenue **\$443,333,941**

Sums appropriated to:

A. 100 General Fund Expenditures

City Council	\$281,241
City Clerk	333,098
City Manager	934,176
Management & Legislative Affairs	356,794
Registrar	641,717
City Attorney	1,615,808
Human Resource Management	1,091,160
Civil Service Commission	90,863
Commissioner of Revenue	1,655,462
City Assessor	1,014,512
City Treasurer	2,103,710
Finance and Budget	1,743,972
Procurement	1,066,266
Marketing and Communications	1,867,249
City Auditor	133,512
Non Departmental	115,629,873
Judicial	18,932,062
Public Safety	54,341,535
Public Works/General Services	17,834,507
Public Health	1,267,485
Parks, Recreation, and Cultural	7,981,988
Community and Economic Development	4,853,142
Total Expenditures	\$235,770,132

B. Debt Fund Expenditures

Debt Fund	\$39,567,317
Total Revenues	\$39,567,317

C. 400 Behavioral Healthcare Service Fund Expenditures

Behavioral Healthcare Service	\$12,513,998
Total Expenditures	\$12,513,998

D. 405 Public Law Library Fund Expenditures

Law Library	\$31,026
Total Expenditures	\$31,026

E. 410 Social Services Fund Expenditures

Social Services	\$21,838,364
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Total Expenditures **\$21,838,364**

F. 415 Community Services Fund Expenditures

CSA Fund **\$2,695,000**

Total Expenditures **\$2,695,000**

G. 420 Storm Water Management Fund Expenditures

Storm Water Management **\$7,511,211**

Total Expenditures **\$7,511,211**

H. 435 Willett Hall Fund Expenditures

Willett Hall **\$354,409**

Total Expenditures **\$354,409**

I. 500 Cemetery Fund Expenditures

Cemetery Perpetual Care Fund **\$100,000**

Total Expenditures **\$100,000**

J. 630 New Port Community Development Authority Expenditures

New Port Community Development
Authority **\$1,019,903**

Total Expenditures **\$1,019,903**

K. 700 Public Utility Fund Expenditures

Public Utility Fund **\$58,202,260**

Total Expenditures **\$58,202,260**

L. 720 Golf Fund Expenditures

Golf Services Fund	\$2,638,153
Total Expenditures	\$2,638,153
<u>M. 740 Waste Management Fund Expenditures</u>	
Waste Management Fund	\$13,368,477
Total Expenditures	\$13,368,477
<u>N. 750 Portsmouth Parking Authority Expenditures</u>	
Parking Authority Fund	\$1,411,892
Total Expenditures	\$1,411,892
<u>O. 800 City Garage Fund Expenditures</u>	
City Garage Fund	\$8,760,029
Total Expenditures	\$8,760,029
<u>P. 810 Information Technology Fund Expenditures</u>	
Information Technology	\$5,199,608
Total Expenditures	\$5,199,608
<u>Q. 820 Risk Management Fund Expenditures</u>	
Risk Management Fund	\$7,876,362
Total Expenditures	\$7,876,362
<u>R. 830 Health Insurance Fund Expenditures</u>	
Health Insurance Fund	\$22,706,628
Total Expenditures	\$22,706,628
<u>S. 910 Community Development Expenditures</u>	
CDBG	\$1,432,668
HOME Program	366,504

Total Expenditures

\$1,769,172

TOTAL Expenditures

\$443,333,941

3. The appropriations hereby made, except for debt service and the public schools budget, shall be made available on the approval of the City Manager.

4. The City Manager is hereby authorized at any time during the fiscal year to effect any consolidation of offices or to make other changes he may deem to be in the interest of the City, provided there is no overall increase in expenses or expenditures.

5. The City Manager is hereby authorized to make appropriate transfers among the various budgetary accounts within each fund, as long as the total appropriation for each fund is not increased.

6. All appropriations under this ordinance, with the exception of capital projects appropriations and grant fund appropriations, shall lapse at the end of the fiscal year. Appropriations for capital projects and grants shall not lapse at the end of the fiscal year and shall remain in effect until the completion of the project or grant, or until City Council, by appropriate ordinance or resolution, changes or eliminates the appropriation.

7. The City Manager is hereby authorized and directed to do all things necessary to implement this ordinance and the operating budget approved herein.

8. This ordinance shall take effect on July 1, 2015.

ADOPTED by the Council of the City of Portsmouth, Virginia at a meeting held on May 12, 2015.

Teste:

City Clerk



May 15, 2015

Mr. Ronnie J. Legette, Sr., CPD Director
U.S. Dept. of Housing and Urban Development
600 East Broad St. 3rd Floor
Richmond, VA 23219

Re: FFY 2015 Annual Action Plan

Dear Mr. Legette:

Enclosed are the signed SF 424s and certifications for the City of Portsmouth's FY 15 Annual Action Plan. The FY 15 Annual Action Plan was prepared using IDIS eCon planning suite and submitted on May 14, 2015. Also enclosed is the resolution adopted by City Council approving the plan.

If you have any questions, please let me know.

Sincerely yours,

Jeffrey Crimer, AICP
Principal Planner

enclosure

\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe) (prior years reprogrammed funds) \$402,566	
Total Funds Leveraged for HOME-based Project(s)			
Housing Opportunities for People with AIDS		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
Emergency Shelter Grants Program		14.231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts3rd	Project Districts3rd		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
<input type="checkbox"/> Yes		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input checked="" type="checkbox"/> No		<input type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
J.	Middle Initial Brannon	<i>Godfrey, Jr.</i> Godfrey, Jr.
Interim City Manager	757-393-8641	
godfreyb@portsmouthva.gov	www.portsmouthva.gov	
Signature of Authorized Representative <i>J. Brannon Godfrey, Jr.</i>		Date Signed <i>6-9-15</i>



CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- This certification does not apply.
 This certification is applicable.

NON-STATE GOVERNMENT 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 antidisplacement 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:

8. 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;
9. 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
10. It will require that the language of paragraph 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 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.

J. Brannon Godfrey, Jr.

5-14-15

Signature/Authorized Official

Date

J. Brannon Godfrey, Jr

Name

Interim City Manager

Title

City Hall, 801 Crawford St.

Address

Portsmouth, VA 23704

City/State/Zip

757-393-8641

Telephone Number

- This certification does not apply.
 This certification is applicable.

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 (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

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

11. **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 or welfare of the community, and other financial resources are not available);
12. **Overall Benefit** - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2015, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. **Special Assessments** - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

14. 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
15. 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 part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.


Signature/Authorized Official

5-14-15

Date

J. Brannon Godfrey, Jr

Name

Interim City Manager

Title

City Hall, 801 Crawford St.

Address

Portsmouth, VA 23704

City/State/Zip

757-393-8641

Telephone Number

- This certification does not apply.
 This certification is applicable.

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

5-14-05

Date

J. Brannon Godfrey, Jr

Name

Interim City Manager

Title

City Hall, 801 Crawford St.

Address

Portsmouth, VA 23704

City/State/Zip

757-393-8641

Telephone Number

- This certification does not apply.
 This certification is applicable.

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

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.

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)
 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 21.

Place Name	Street	City	County	State	Zip
City of Portsmouth	801 Crawford St.	Portsmouth		VA	23704

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:
 - a. All "direct charge" employees;
 - b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and

- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are 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).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan



Signature/Authorized Official

5-14-15

Date

J. Brannon Godfrey, Jr

Name

Interim City Manager

Title

City Hall, 801 Crawford St.

Address

Portsmouth, VA 23704

City/State/Zip

757-393-8641

Telephone Number

A RESOLUTION APPROVING THE COMMUNITY PLANNING AND DEVELOPMENT 2016 ANNUAL ACTION PLAN OF THE CITY OF PORTSMOUTH, VIRGINIA, AND AUTHORIZING THE CITY MANAGER TO FILE DOCUMENTS REQUIRED TO OBTAIN THE CITY'S COMMUNITY PLANNING AND DEVELOPMENT GRANT ENTITLEMENTS.

WHEREAS, pursuant to the Housing and Community Development Act of 1974, as amended, and the Cranston - Gonzalez National Affordable Housing Act of 1992, as amended, ("Acts"), financial assistance is provided to enable localities to provide decent housing, establish and maintain suitable living environments, and expand economic opportunities for low to moderate income residents; and

WHEREAS, each of the Community Planning and Development programs (Community Development Block Grant and Home Investment Partnerships) shall be operated on a single consolidated program year; and

WHEREAS, the required public hearing has been held and the City Council has reviewed the proposed 2016 Annual Action Plan ("2016 Annual Action Plan"); and

WHEREAS, it is necessary that this Council take official action regarding the 2016 Annual Action Plan to comply with the regulations of the aforementioned Acts; and

WHEREAS, this Council is aware of the federal regulations governing the undertaking and carrying out of activities under the community planning and development programs; and

WHEREAS, this Council recognizes its responsibility to direct that safeguards be established to protect employees from using their positions for a purpose that gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties; and

WHEREAS, this Council has found that the proposed 2016 Annual Action Plan is appropriate to meet the needs of the City and, therefore, is acceptable.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Portsmouth, Virginia, that the proposed 2016 Annual Action Plan having been reviewed and considered, said Plan be and hereby is approved as final in all respects, and the City Manager is hereby authorized to file any additional information as may be required with the Department of Housing and Urban Development in order to obtain funding for the programs addressed in the Plan.

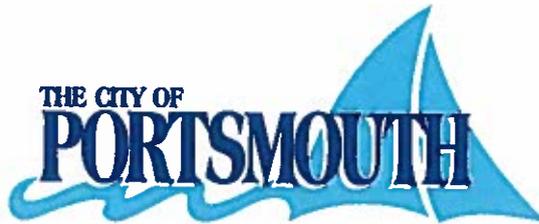
BE IT FURTHER RESOLVED that the City Manager is designated as the certifying officer and authorized representative of the City of Portsmouth and shall provide assurances as required of the locality by the Acts for the approval of the Program.

ADOPTED by the Council of the City of Portsmouth, Virginia, at a meeting held on May 12, 2015.

Teste:



City Clerk



May 15, 2015

Mr. Ronnie J. Legette, Sr., CPD Director
U.S. Dept. of Housing and Urban Development
600 East Broad St. 3rd Floor
Richmond, VA 23219

Re: FFY 2015 Annual Action Plan

Dear Mr. Legette:

Enclosed are the signed SF 424s and certifications for the City of Portsmouth's FY 15 Annual Action Plan. The FY 15 Annual Action Plan was prepared using IDIS eCon planning suite and submitted on May 14, 2015. Also enclosed is the resolution adopted by City Council approving the plan.

If you have any questions, please let me know.

Sincerely yours,

Jeffrey Crimer, AICP
Principal Planner

enclosure



U. S. Department of Housing & Urban Development

Virginia Office
600 E. Broad Street, 3rd Floor
Richmond, VA 23219
1-800-842-2610

JUL 22 2015

Mr. J. Brannon Godfrey, Jr.
Interim City Manager
City of Portsmouth
801 Crawford St.
Portsmouth, VA 23704

Dear Mr. Godfrey:

I am pleased to inform you of our approval of the City's Action Plan for FY 2015. The Action Plan represents the second year of the City's Consolidated Plan for FY 2014 – 2018. HOME Resale/Recapture provisions were also submitted as part of the City's 2015 Action Plan submission. Our review of those provisions indicates that they are in compliance with CPD Notice 12-003 (Guidance on Resale and Recapture Provision Requirements under the HOME Program) and are hereby approved.

The Consolidated Plan contains the first year Action Plan. The grant assistance that is being approved with the Action Plan is as follows:

Community Development Block Grant (CDBG) Program	\$1,387,788
HOME Investment Partnerships (HOME) Program	\$336,504

The total allocation for the City of Portsmouth is \$1,424,292. The City's 2015 program year begins on July 1, 2015

Enclosed for your signature are three copies of the CDBG Entitlement Agreement/Funding Approval (HUD 7082) and the HOME Investment Partnership Agreement (HUD 40093). These documents constitute the contract between the Department of Housing and Urban Development (HUD) and the City of Portsmouth. You should note any special conditions included in the Funding Approvals. Please execute all copies of each contract with original signatures, return two copies of each contract to HUD, and retain one copy of each agreement for your records.

Failure to execute and return the enclosed grant agreements within 60 days of the date of this letter may be deemed a rejection of the grant and cause for HUD to determine that the funds are available for reallocation to other grantees. We have also provided important information entitled "*Consolidated Plan Guidance*" and "*HOME Guidance*" enclosed with this letter.

Approval of grant agreements does not constitute a final approval of the individual projects and activities included in the City's Action Plan. Rather, program eligibility and compliance are subject to a more detailed review with consideration given to eligibility of beneficiaries and expenditures.

We appreciate the efforts of city staff in successfully preparing the City's second-year Action Plan. We look forward to working with you to accomplish the goals you have set forth for the City and to further refine and improve the consolidated planning process.

If you have any questions concerning this letter or other items related to community development programs, please contact Ronnie Legette, CPD Director at (800) 842-2610, extension 4831. City staff with technical questions should contact Mr. Doug Sease, Senior Community Planning and Development Representative, extension 4835.

Sincerely,



Carrie S. Schmidt
Virginia Field Office Director

cc:

Robert Baldwin
Planning Director

Jeffrey Crimer
Principal Planner

Enclosures

Consolidated Plan Guidance

Completeness

The following narratives were not addressed in the Action Plan. Please ensure that this information is provided in the next year's submission.

The plan should indicate the reasons for allocation priorities and any obstacles to addressing underserved needs (24 CFR 91.220(d)). This should be shown on the AP-35 screen.

If the city plans to limit the beneficiaries or give preferences to a particular segment of the low-income population receiving HOME funds, as in the case with tenant-based rental assistance to prevent homelessness or rapid rehousing, a description of that limitation or preference should be described in the action plan. Documentation related to this requirement should be included with any other "Grantee Specific Appendices" under attachments on AD-25. See 24 CFR 92.209(c)(2) of the HOME regulations for more details and requirements.

Regarding the HOME program, the city should describe eligible applicants (e.g., categories of eligible applicants), its process for soliciting and funding applications or proposals (e.g., competition, first-come first-serve) and where detailed information may be obtained. Documentation related to this narrative requirement should be included with other "Grantee Specific Appendices" under attachments on AD-25.

Line of Credit Control

In order to establish a Line of Credit for each fiscal year 2015 grant, it will be necessary to execute and return two copies of the enclosed Grant Agreements. If there is need to establish or change the depository account to which these grant funds are to be wired, a Direct Deposit Sign-Up Form (SF-1199A) must be completed by the Grantee and the financial institution and mailed to this office.

Integrated Disbursement and Information System (IDIS)

As a nationwide database, IDIS is a real-time, web-based, on-line application that enables grantees to enter, maintain, and report on projects and activities funded through the CDBG, HOME, ESG, and HOPWA programs. IDIS streamlines the disbursement and control of funds and produces reports on the actual use of these funds for Grantees and HUD staff. Grantees must utilize the system in order to draw down funds from their lines-of-credit.

Instructions regarding system and access requirements, including the IDIS Access Request form, can be found at the following HUD website:

<http://www.hud.gov/offices/cpd/systems/idis/gettingstarted/index.cfm>

Executive Order 12372

As the Consolidated Plan relates to CDBG program funding, the Grantee is not required to submit the Plan to the Commonwealth of Virginia under Executive Order 12372. Section 204 of the Demonstration Cities and Metropolitan Development Act of 1966 still requires that the submissions be made to the appropriate Planning District Commission (PDC). Those submissions are limited to proposals related to, *“open space land projects or for the planning or construction of hospitals, airports, libraries, water supply and distribution facilities, sewerage facilities, and waste treatment works, highways, transportation facilities, law enforcement facilities, and water development and land conservation projects within any metropolitan area...”*

Environmental Review Procedures

Activities included in the Consolidated Plan/Action Plan are subject to the provisions of 24 CFR 58. Funds for such activities or projects may not be obligated or expended unless HUD has approved the locality's environmental certification (form HUD 7015.15). In situations where no certification is required by Part 58, because the activity or project has no physical impact to property or the environment, the locality may obligate and fund the activities or projects after recording the applicable environmental documentation.

As an advisory comment for localities using multiyear and multiyear-tiered environmental review records, HUD suggests the locality synchronize its multiyear ERR updates to the five year Consolidated Plan cycle, as applicable. By synchronizing multi-year ERR updates with the Consolidated Plan update cycle, the locality will have the best chance of keeping both types of documents reflective of each other and will avoid forgetting to update their multi-year environmental reviews after they are five years old. It is HUD policy that an ERR should NOT be continued for more than five years, after which a complete replacement is required.

Reporting Requirements for Program Years 2014 and 2015

All previous reporting requirements no longer apply since they are superseded by the annual reporting requirements under the Consolidated Plan Final Rule (24 CFR Part 91.520), as amended. The Integrated Disbursement and Information System (IDIS) is fully operational and should be utilized to generate reports and assessments for Program Years 2014 and 2015. The required Consolidated Annual Performance and Evaluation Report (CAPER), covering activities completed in Program Year 2014 (July 1, 2014, to June 30, 2015), is due in this office by September 28, 2014. Certain required narrative assessments must be generated outside the IDIS environment following the guidance in the Ramirez memorandum dated February 18, 1998 or the Consolidated Plan Management Process (CPMP) tool, as applicable. The CAPER for Program Year 2015 (July 1, 2015 to June 30, 2016) will be due on or about September 28, 2016. Grantees should use the new IDIS templates contained in the eCon Planning Suite to prepare and submit their CAPER for activities undertaken in program year 2014.

HOME Guidance

We call your attention also to CPD Notice 12-0003 (*Guidance on Resale and Recapture Provision Requirements under the HOME Program*) at <http://www.hud.gov/offices/cpd/lawsregs/notices/2012/12-003.pdf>. This Notice outlines the basic requirements for resale and recapture provisions in HOME funded homebuyer projects. The notice also provides PJs with guidance concerning the contents of acceptable resale and recapture provisions for HOME homebuyer projects and the consolidated planning requirements of these provisions.



August 2, 2015

Mr. Ronnie J. Legette, Sr., CPD Director
U.S. Dept. of Housing and Urban Development
600 East Broad St. 3rd Floor
Richmond, VA 23219

Re: FFY 2015 contract

Dear Mr. Legette:

Enclosed are two FFY 15 CDBG and HOME Funding Approval Agreements signed by the City Manager. We have amended the Annual Action Plan per your letter of July 22, 2015.

If you have any questions, please let me know.

Sincerely yours,

Jeffrey Crimer, AICP
Principal Planner

enclosure

2015 Funding Approval and HOME Investment Partnerships Agreement
Title II of the National Affordable Housing Act

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

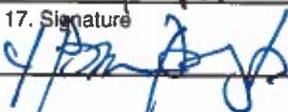
1. Participant Name and Address City of Portsmouth 810 Crawford Street, P.O. BOX 820 Portsmouth, VA 23705		2. Grant Number: M15-MC510204	
		3a Tax Identification Number: 546001512	3b. Unique Entity Identifier (formerly DUNS): 010052488
3FD 2015 FYI(A) HMF		4. Appropriation Number 865/80205	5. FY (yyyy) 2015
6. Previous Obligation (Enter "0" for initial FY allocation)			\$0.00
a. Formula Funds		\$	
b. Community Housing Development Org. (CHDO) Competitive		\$	
7. Current Transaction (+ or -)			\$336,504
a. Formula Funds		\$336,504	
1. CHDO (For deobligations only)		\$	
2. Non- CHDO (For deobligations only)		\$	
b. CHDO Competitive Reallocation or Deobligation		\$	
8. Revised Obligation			\$
a. Formula Funds		\$	
b. CHDO Competitive Reallocation		\$	
9. Special Conditions (check applicable box) <input checked="" type="checkbox"/> Not applicable <input type="checkbox"/> Attached		10. Date of Obligation (Congressional Release Date) JUL 2 2 2015	
11. Indirect Cost Rate*		12. Period of Performance: JUL 2 2 2015 - 09/01/2023	
<u>Administering Agency/Dept.</u>	<u>Indirect Cost Rate</u>	<u>Direct Cost Base</u>	
—	—%		
—	—%		
—	—%		
—	—%		

* If funding assistance will be used for payment of indirect costs pursuant to 2 CFR 200, Subpart E-Cost Principles, provide the name of the department/agency, its indirect cost rate (including if the de minimis rate is charged per 2 § CFR 200.414), and the direct cost base to which the rate will be applied. Do not include cost rates for subrecipients.

This Agreement between the Department of Housing and Urban Development (HUD) and the Participating Jurisdiction/Entity is made pursuant to the authority of the HOME Investment Partnerships Act (42 U.S.C. 12701 et seq.). The Participating Jurisdiction's /Entity's approved Consolidated Plan submission/Application and the HUD regulations at 24 CFR Part 92 (as is now in effect and as may be amended from time to time) and this HOME Investment Partnership Agreement, form HUD-40093, including any special conditions, constitute part of this Agreement. Subject to the provisions of this Agreement, HUD will make the funds for the Fiscal Year specified, available to the Participating Jurisdiction/Entity upon execution of this Agreement by the parties. All funds for the specified Fiscal Year provided by HUD by formula reallocation are covered by this Agreement upon execution of an amendment by HUD, without the Participating Jurisdiction's execution of the amendment or other consent. HUD's payment of funds under this Agreement is subject to the Participating Jurisdiction's/Entity's compliance with HUD's electronic funds transfer and information reporting procedures issued pursuant to 24 CFR 92.502. To the extent authorized by HUD regulations at 24 CFR Part 92, HUD may, by its execution of an amendment, deobligate funds previously awarded to the Participating Jurisdiction/Entity without the Participating Jurisdiction's/Entity's execution of the amendment or other consent. The Participating Jurisdiction/Entity agrees that funds invested in affordable housing under 24 CFR Part 92 are repayable when the housing no longer qualifies as affordable housing. Repayment shall be made as specified in 24 CFR Part 92. The Participating Jurisdiction agrees to assume all of the responsibility for environmental review, decision making, and actions, as specified and required in regulation at 24 CFR 92.352 and 24 CFR Part 58.

The Grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Universal Numbering System and System for Award Management (SAM) requirements in Appendix A to 2 CFR part 25, and the Federal Funding Accountability and Transparency Act (FFATA) in Appendix A to 2 CFR part 170.

The Period of Performance for the funding assistance shall begin on the date specified in item 12 and shall end on September 1st of the 5th fiscal year after the expiration of the period of availability for obligation. Funds remaining in the account will be cancelled and thereafter not available for obligation or expenditure for any purpose. Per 31 U.S.C. 1552. The grantee shall not incur any obligations to be paid with such assistance after the end of the Period of Performance.

13. For the U.S. Department of HUD (Name and Title of Authorized Official) Ronnie J. Legette - HUD Community Planning and Development	14. Signature 	15. Date JUL 2 2 2015
16. For the Participating Jurisdiction/Entity (Name and Title of Authorized Official) J. Brannon Godfrey, Jr., Interim City Manager	17. Signature 	18. Date 07/31/2015

19. Check one:
 Initial Agreement Amendment #

20. Funding Information: *HOME*

Source of Funds	Appropriation Code	PAS Code	Amount
FY2015 HOME	865/80205	15HMIF	\$336,504
			\$
			\$

2015 Funding Approval/Agreement

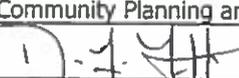
Title I of the Housing and Community Development Act (Public Law 930383)
 HI-00515R of 20515R

U.S. Department of Housing and Urban Development
 Office of Community Planning and Development
 Community Development Block Grant Program

OMB Approval No.
 2506-0193 (exp 5/31/2018)

1. Name of Grantee (as shown in item 5 of Standard Form 424) Portsmouth		3. Grantee's 9-digit Tax ID Number 54 6001512	4. Date use of funds may begin 07/01/2015
2. Grantee's Complete Address (as shown in item 5 of Standard Form 424) 801 Crawford Street, P.O. BOX 820 Portsmouth, VA 23705 3FD 2015 FYI (F) EC1 865/70162 DUNS# 01005244		5a. Project/Grant No. 1 B-15-MC-51-0018	6a. Amount Approved \$1,387,788
		5b. Project/Grant No. 2	6b. Amount Approved
		5c. Project/Grant No. 3	6c. Amount Approved

Grant Agreement: This Grant Agreement between the Department of Housing and Urban Development (HUD) and the above named Grantee is made pursuant to the authority of Title I of the Housing and Community Development Act of 1974, as amended, (42 USC 5301 et seq.). The Grantee's submissions for Title I assistance, the HUD regulations at 24 CFR Part 570 (as now in effect and as may be amended from time to time), and this Funding Approval, including any special conditions, constitute part of the Agreement. Subject to the provisions of this Grant Agreement, HUD will make the funding assistance specified here available to the Grantee upon execution of the Agreement by the parties. The funding assistance specified in the Funding Approval may be used to pay costs incurred after the date specified in item 4 above provided the activities to which such costs are related are carried out in compliance with all applicable requirements. Pre-agreement costs may not be paid with funding assistance specified here unless they are authorized in HUD regulations or approved by waiver and listed in the special conditions to the Funding Approval. The Grantee agrees to assume all of the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to Section 104(g) of Title I and published in 24 CFR Part 58. The Grantee further acknowledges its responsibility for adherence to the Agreement by sub-recipient entities to which it makes funding assistance hereunder available.

U.S. Department of Housing and Urban Development (By Name) Ronnie J. Legette		Grantee Name J. Brannon Godfrey	
Title HUD Community Planning and Development Director		Title Interim City Manager	
Signature 		Date (mm/dd/yyyy) JUL 27 2015	Signature 
		Date (mm/dd/yyyy) 07/21/2015	

7. Category of Title I Assistance for this Funding Action (check only one) <input type="checkbox"/> a. Entitlement, Sec 106(b) <input type="checkbox"/> b. State-Administered, Sec 106(d)(1) <input type="checkbox"/> c. HUD-Administered Small Cities, Sec 106(d)(2)(B) <input type="checkbox"/> d. Indian CDBG Programs, Sec 106(a)(1) <input type="checkbox"/> e. Surplus Urban Renewal Funds, Sec 112(b) <input type="checkbox"/> f. Special Purpose Grants, Sec 107 <input type="checkbox"/> g. Loan Guarantee, Sec 108	8. Special Conditions (check one) <input type="checkbox"/> None <input checked="" type="checkbox"/> Attached	9a. Date HUD Received Submission 05/04/2015	10. check one <input checked="" type="checkbox"/> a. Orig. Funding Approval <input type="checkbox"/> b. Amendment Amendment Number
		9b. Date Grantee Notified (mm/dd/yyyy)	
		9c. Date of Start of Program Year 07/01/2015	
11. Amount of Community Development Block Grant			
a. Funds Reserved for this Grantee		FY (2015)	FY ()
b. Funds now being Approved		\$1,387,788	
c. Reservation to be Cancelled (11a minus 11b)			

12a. Amount of Loan Guarantee Commitment now being Approved N/A	12b. Name and complete Address of Public Agency
Loan Guarantee Acceptance Provisions for Designated Agencies: The public agency hereby accepts the Grant Agreement executed by the Department of Housing and Urban Development on the above date with respect to the above grant number(s) as Grantee designated to receive loan guarantee assistance, and agrees to comply with the terms and conditions of the Agreement, applicable regulations, and other requirements of HUD now or hereafter in effect, pertaining to the assistance provided it.	12c. Name of Authorized Official for Designated Public Agency
	Title
	Signature

HUD Accounting use Only

Batch	TAC	Program	Y	A	Reg	Area	Document No.	Project Number	Category	Amount	Effective Date (mm/dd/yyyy)	F
	153											
	176											
			Y					Project Number		Amount		
			Y					Project Number		Amount		

Date Entered PAS (mm/dd/yyyy)	Date Entered LOCCS (mm/dd/yyyy)	Batch Number	Transaction Code	Entered By	Verified By
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Executive Summary

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

1. Introduction

The City of Portsmouth prepared a 5-Year Consolidated Plan (CP) for Housing and Community Development Programs for federal Fiscal Years 2014 to 2018 in order to strategically implement federal funding programs that support housing, community and economic development activities within Portsmouth. HUD intends that communities develop a comprehensive vision that encompasses affordable housing, adequate infrastructure, fair housing, enhancement of civic design, vigorous economic development combined with human development and a continuum of care for helping the homeless.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

For each of the five years covered by the 5-Year CP, the City prepares an Annual Action Plan detailing how the resources made available will be used to implement the goals outlined in the five year plan. FY 2016 (FFY 2015), which runs from July 1, 2015 through June 30, 2016, is the second plan of the five-year cycle. The City of Portsmouth will receive funds through the Community Development Block Grant (CDBG) program and HOME Investments Partnership (HOME) program. The objectives of the Annual Action Plan as formulated by the 5-Year CP are summarized below.

a. Improve and expand the existing housing for low-income households.

1. Assistance for housing rehabilitation including targeted rehabilitation.
2. Stabilize and expand affordable home ownership.
3. Support rental housing, particularly for veterans and other persons with special needs, or make improvements to existing rental units that provide affordable housing.
4. Rental assistance and supportive housing for persons who are homelessb. Support improvements to public facilities and services

1. Recreation and open space improvements.
2. Facilities in support of persons with special needs.
3. ADA compliance.

4. Demolition of blighted structures unsuitable for rehabilitation.c. Improve, maintain, and expand infrastructure

1. Improve sidewalks including curb ramp construction to support walkability.
2. Improve streets.
3. Enhance beautification.
4. Improve sanitary and storm sewer systems.
5. Floodplain management.

d. Support Public Services

1. Assist the youth, elderly, and disabled.
2. Support actions to expand homeless prevention and rapid re-housing services.
3. Support the Continuum of Care and implementation of the Ten Year Plan to End Homelessness.

e. Support actions to further economic development and creation of decent jobs.

f. Support planning and administration of community and housing development activities.

With limited funding, not every priority will be funded but by including them in the 5-Year CP, the City will be able to make a Certification of Consistency with the plan in support of applications for funding from other programs.

Anticipated outcomes over the next years in support of the 5-Year CP are as follows:

- Fund services to children, elderly, disabled, homeless, and at risk of homelessness benefitting about 5,000 persons.
- Improve existing housing for 15 low-income households and support 30 households with tenant based rental assistance preventing homelessness or re-housing them. Provide assistance to support rehab and sale of up to two dwellings to low income first time buyers. Support development of up to five permanent supportive housing units for homeless persons.
- Provide park improvements benefitting about 23,000 persons.
- Support administration and planning.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Home owners Goal assist 595 household with becoming homeowner

Accomplishment: 52 assisted purchase home; infrastructure at Westbury for redevelopment with 101 sf owner dwellings, 71 sold; certified CHDO acquire vacant property, develop, sell & assist buyer; CHDO operation - 4 units completed & sold; enhance neighborhood by acquire / demo blighted structures in support of affordable housing , 2 units underway.

Goal Housing rehabilitation for existing owners.

Accomplishments: assist 24 elderly households with Home Care program, 48 assisted by World Changers program, 4 households assisted with emergency rehab.

Renters Goal Improve living conditions of public housing residents assist with 455 rental units.

Accomplishments: land assembly & development Phoebus Sq, Westbury neighborhood 122 units elderly completed (5 HOME); install infrastructure Seaboard Sq. for redevelopment of public housing 31 rental units completed; acquire, relo, demo blighted structures at Whitely for L/M housing 16 public housing units for low income households to be completed by June 2015.

Home owners, Renters, Special Needs Goal Fair housing advocacy, education, outreach, and training.

Accomplishment - Advocacy, outreach, ed provided to 290 households, Regional AI completed in cooperation with HRCHRB; continued participation with HRCHRB.

Goal Prepare households for responsibilities of home ownership.

Accomplishment - 165 persons assisted with counseling.

Homeless, At risk of Homelessness Goal Support the CoC to reduce homelessness.

Accomplishment – develop 52 units at 2 regional SROs; assist 209 households with TBRA; assist 64 residents of SRO with case management services; assist 1,124 persons intake assistance; support rehab of homeless shelter creating 25 bebs for homeless families.

Community Needs Goal Assist with Youth services, disabled services, elderly health services, mental health services.

Accomplishment: provide meal program to 7,400 youth, varied recreation programs to 1,500 youth; transportation services for 1,400 elderly, ride services for 700 with intellectual & mental disabilities & substance abuse or co-occurring disorders, counseling services for 200 disabled.

Goal Assist with infrastructure and neighborhood improvements.

Accomplishments: complete 2 parks; acquire and demo 2 blighted buildings; benefit 50,000 with multi-modal improvements based City's Transportation Plan; Purchase SCBA and support equipment for stations serving predominately low income areas.

Economic Development Goal Promote job creation and entrepreneurial initiatives.

Accomplishments: assist 46 persons with tech assistance to new or existing microenterprises; assist with creation of about 80 fte jobs through purchase of laundry equipment.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Per the City's Citizen Participation Plan, the Department of Planning initiated the City of Portsmouth's Annual Action Plan process with two identical public needs hearings held on November 12, 2014. One hearing was held at 10:00 am at the Neighborhood Facility Recreation Center, 900 Elm Ave., Portsmouth, and the other was held at 5:30 pm at the Department of Planning in City Hall, 801 Crawford Street, Portsmouth. The hearings were advertised in *The Virginian Pilot* on October 12, 2014. The notice advertising the November 12 hearings identified that as of November 7, 2014, the City would begin accepting applications for funding. The application and instructions were on line at <http://www.portsmouthva.gov/planning/CommPlanDevPrg>. Proposals were due by December 22, 2014. The City staff met interested applicants to discuss the CDBG and HOME programs and provide technical assistance in addressing the program requirements.

The City has compiled a *CDBG and HOME Sub-recipient Compliance Manual*, which is on line at <http://www.portsmouthva.gov/planning/images/CDBGandHOMESubrecipientComplianceManual.pdf>. The Compliance Manual gives an overview of the entitlement programs and is an additional technical assistance resource available to applicants and sub-recipients.

The City Council conducted a hearing on April 28, 2014 to consider the FY 2015-2016 Annual Action Plan. The City Council's public hearing was advertised in *The Virginian Pilot* on March 22, 2015. The City Council's public hearing was held in City Hall, 801 Crawford Street, Portsmouth.

A summary of the Annual Action Plan was published in *The Virginian Pilot* on March 22, 2015 alerting interested persons as to the availability of the documents. On March 23, 2015, the Annual Action Plan was placed at the following locations in the City for public review.

City of Portsmouth Planning Department, City Hall – 801 Crawford St., 4th Floor;

Main Library, 601 Court St.

Churchland Branch of the Public Library, 4934 High St. West

Cradock Branch of the Public Library, 28 Prospect Pkwy.

Manor Branch of the Public Library, 1401 Elmhurst Ln.

The public review period was from March 23, 2015 to April 21, 2015. The City Council is scheduled to considering approving the submittal of the FY 15 Annual Action Plan to HUD on May 12, 2015.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

No public comments were received.

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

No public comments were received.

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	PORTSMOUTH	Planning Department
HOME Administrator	PORTSMOUTH	Planning Department

Table 1 -- Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

Name: Mr. Jeffrey Crimer, AICP

Position: Principal Planner

Department of Planning

Phone: 757-393-8836, ext. 4206

Fax: 757-393-5223

Address: 801 Crawford St., Portsmouth, VA 23704

Email: crimerj@portsmouthva.gov

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

In agreement with 24 CFR 91.115(e) the City of Portsmouth has adopted a Citizen Participation Plan describing the citizen participation requirements of its US Housing and Urban Development (HUD) entitlement program funds. The Citizen Participation Plan is on file at the City of Portsmouth Department of Planning. This document describes the process for preparation of the 5-Year CP and each Annual Action Plan. It outlines the outreach efforts that will be taken to coordinate these planning documents with public and private sector interests in the City.

The process for preparation of Annual Action Plan involves outreach to City Departments, members of PHAC who is responsible for implementation of the 10-Year Plan to End Homelessness, the Portsmouth Redevelopment and Housing Authority, PHAC, and service agencies that provide vital public services to low income people and people with special needs in Portsmouth including those who have previously received CDBG and HOME funds from the City.

An orientation meeting and first public hearing was held to explain the program and solicit input on the goals to be addressed with the use of funds.

The Annual Action Plan was available for inspection at the City Planning Department and the City Libraries for a 30 day period from March 23 to April 21. Notice of its availability was advertised in the *Virginian-Pilot* on March 22.

Per 91.220(l)(2)(v) categories of eligible HOME applicants include non-profit sub-recipients, CHDOs, and developers, both non-profit and for profit.

Applications for funding were selected based on a competitive process. The City solicited HOME proposals using the process as described by AP-10. Applications for funding were available on the City's webpage and at the City's Department of Planning.

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))

In agreement with 24 CFR 91.115(e) the City of Portsmouth has adopted a Citizen Participation Plan describing the citizen participation requirements of its US Housing and Urban Development (HUD) entitlement program funds. The Citizen Participation Plan is on file at the City of Portsmouth Department of Planning. This document describes the process for preparation of the 5-Year CP and each Annual Action Plan. It outlines the outreach efforts that will be taken to coordinate these planning documents with public and private sector interests in the City.

The process for preparation of the Annual Action Plan involves outreach to the Portsmouth Redevelopment and Housing Authority, PHAC, who is responsible for implementation of the 10-Year Plan to End Homelessness, other City Departments and their planning efforts, and service agencies that provide vital public services to low income people and people with special needs in Portsmouth.

An orientation meeting and first public hearing was held to explain the program and solicit input on the goals to be addressed with the use of funds. Following the hearing, surveys were sent to agencies seeking input on their services, needs of constituents that they service and plans for housing development or service expansion. Follow up phone calls were held to solicit additional information and provide an opportunity for input.

The Annual Action Plan was available for inspection at the City Planning Department and the City Libraries. Notice of its availability was advertised in the *Virginian-Pilot*. The City notified adjacent communities of the availability of the 5-Year CP for review and comment.

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 co-chairs PHAC attending all meetings of the organization and participating in the development of funds available to members through the Hearth Act. Through participation in PHAC the City is able to assist with coordination of the CoC with efforts to address the needs of homeless persons. Annually the City solicits PHAC members for requests for CDBG and HOME funds.

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 is not an ESG grantee. The City co-chairs PHAC and several City Departments participate in the organization. Through this, the City participates in developing performance standards, evaluating outcomes, developing funding, policies, and procedures for the administration of HMIS.

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	Help and Emergency Response, Inc
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children
2	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	
	Agency/Group/Organization	PORTSMOUTH AREA RESOURCES COALITION
	Agency/Group/Organization Type	Services - Housing Services-homeless Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs
3	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	
	Agency/Group/Organization	ENDEPENENCE CENTER
	Agency/Group/Organization Type	Services-Persons with Disabilities Housing Need Assessment

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	
4	Agency/Group/Organization	PORTSMOUTH REDEVELOPMENT AND 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?	
5	Agency/Group/Organization	Portsmouth CoC
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	
6	Agency/Group/Organization	Portsmouth Dept of Social Services
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	

7	Agency/Group/Organization	Portsmouth Dept of Economic Development
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	

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	Portsmouth Homeless Action Consortium	Support homeless prevention and reduction.
Portsmouth Operating Budget & Capital Improve Plan	City of Portsmouth	Plan for spending of City resources.
Destination 2025	City of Portsmouth Planning Dept	Goals and policies for community development.

Table 3 – Other local / regional / federal planning efforts

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

The City's Annual Action Plan was completed in agreement with 24 CFR 91.115(e). As required by 24 CFR 91.115(e) Portsmouth has adopted a Citizen Participation Plan describing the citizen participation requirements of its HUD entitlement program funds. The Citizen Participation Plan is on file at the City of Portsmouth Department of Planning. This document describes the process for preparation of the 5-Year CP and each Annual Action Plan. It outlines the outreach efforts that will be taken to coordinate these planning documents with public and private sector interests in the City.

Throughout the program year the City continues to work diligently to conduct outreach in support of efforts to broaden citizen participation. Announcement of the availability of the funds is sent to organizations that represent low income persons and persons with disabilities. Many individuals and organizations that are interested in applying for the City's HUD entitlement funds lack additional resources and capacity to implement programs. The City, in its role as providing technical assistance and facilitation continues to encourage participation by other organizations.

During completion of this Annual Action Plan the City contacted organizations that serve low income persons, the disabled, the elderly, youth, and other special needs populations. Their input was solicited regarding needs and priorities. The City considered the needs and priorities cited by the organizations as it formulated policy and planning for use of its limited and shrinking pot of CDBG and HOME funds.

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	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	2 public hearings, 5 people attended	technical question regarding eligibility and fundability	no policy questions	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The following provides a review of anticipated CDBG and HOME funds.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,387,788	44,880	0	1,432,668	address community development, housing, economic development needs
							Expected Amount Available Remainder of ConPlan \$ 3,383,469

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: \$
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	336,504	0	402,566	739,070	833,704	address housing and needs

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

Leverage includes City funds and staff time administering and implementing the CPD program and other resources provided by sub-recipients.

The City and sub-recipients may seek funding from other sources to accomplish its goals. Such funding may include:

- McKinney – Vento Funds under the HEARTH Act;
- Choice Neighborhood;
- Low-Income Housing Tax Credits;
- New Markets Tax Credits;
- Economic Development Initiative;

- Environmental Protection Agency;
- Department of Transportation;
- Department of Veterans Affairs; and
- State funds.

The City will generate HOME match from eligible match per 24 CFR 92.220 including but not limited to cash contributions from non-federal sources, forbearance of fees, donated real property, the cost, not paid with federal resources, of on-site and off-site infrastructure, proceeds from multi-family and single family affordable housing project bond financing, reasonable rental value of donated use of site preparation or construction equipment, value of donated or voluntary labor or professional services, value of sweat equity, direct cost of supportive services provided to families residing in HOME assisted units, and direct cost of homebuyer counseling services provided to families that acquire properties with HOME funds.

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

The City is using funds at the Pines, a former private school purchased by the City. Funds will be used to rehab structures and to make site improvements to create a public park benefiting low income persons. This project will be funded on a multi-year basis over the next 3 years.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	PS - Public Services	2014	2018	Non-Housing Community Development		PS - Public Services	CDBG: \$203,900	Public service activities other than Low/Moderate Income Housing Benefit: 4500 Persons Assisted Homelessness Prevention: 200 Persons Assisted
2	AH1- Affordable Housing (owners)	2014	2018	Affordable Housing		AH1 - Affordable Housing (owners)	CDBG: \$100,000	Homeowner Housing Rehabilitated: 15 Household Housing Unit
3	AH2 - Affordable Housing (owners)	2014	2018	Affordable Housing		AH2 - Affordable Housing (owners)	HOME: \$105,420	Homeowner Housing Added: 2 Household Housing Unit
4	AH3 - Affordable Housing (renters)	2014	2018	Affordable Housing Homeless Non-Homeless Special Needs		AH3 - Affordable Housing (renters)	HOME: \$600,000	Tenant-based rental assistance / Rapid Rehousing: 30 Households Assisted Housing for Homeless added: 5 Household Housing Unit
5	PF - Public Facility Improvements	2014	2018	Non-Housing Community Development		PF - Public Facility Improvements	CDBG: \$851,210	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 23000 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	AD - Administration	2014	2018	program admin		AD - Administration	CDBG: \$277,558 HOME: \$33,650	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	PS - Public Services
	Goal Description	Support public and human service needs youth, elderly disabled, homeless prevention, and at-risk of homelessness. There is no target area.
2	Goal Name	AH1- Affordable Housing (owners)
	Goal Description	Support existing owners with rehab.
3	Goal Name	AH2 - Affordable Housing (owners)
	Goal Description	Support increased home ownership with construction of units, direct subsidies to assist with purchase, assist with CHDO operating.
4	Goal Name	AH3 - Affordable Housing (renters)
	Goal Description	Assist with TBRA and creation of rental housing for homeless, non-homeless including persons at-risk of homelessness.
5	Goal Name	PF - Public Facility Improvements
	Goal Description	Improve or expand public facilities including ADA compliance.

6	Goal Name	AD - Administration
	Goal Description	Direct and indirect planning and admin for CDBG and HOME programs including fair housing compliance, CHDO operating.

Table 7 – Goal Descriptions

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 anticipates providing affordable housing as defined by 91.215(b) to up to 35 households.

AP-35 Projects – 91.220(d)

Introduction

The rationale for allocating priorities for housing and community development needs is based on information and data described fully in the City's 5-Year Consolidated Plan. Each of the activities to be funded in FY 15 reflects a High Priority identified in the City's 5-Year CP. Some projects are at specific locations and some of the projects serve a specific geographic area or the entire community. Projects addressing public service community needs are at site specific locations serving low-income areas or benefiting low-income consumers in the area. Additionally, some projects funded by the City of Portsmouth are for the benefit of the entire City, responding to the request for services of the residents throughout the City.

Obstacles to addressing underserved needs include:

- Demand for assistance that exceeds available resources.
- Limited supply of available affordable suitable land.
- Poor or unacceptable credit histories of applicants for housing assistance programs, poor records of employment among applicants, lack of adequate budget and credit counseling for prospective homebuyers to assist them in maintaining their home ownership status.
- Limitations on use of various funding sources for administration.
- Limited supply of quality affordable rental housing for households with incomes between 0 to 50% of median family income.
- Increasing costs to complete work.

The following is a review of the projects that are to be funded during the program year.

#	Project Name
1	15 B Affordable Housing (owners)
2	15 M Affordable Housing (owners)
3	15 M Affordable Housing (renters)
4	15 B Public Services
5	15 B Public Facilities
6	15 B CDBG Admin
7	15 M HOME admin
8	15 M Affordable Housing (renters)

Table 8 – Project Information

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

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	15 B Affordable Housing (owners)
	Target Area	
	Goals Supported	AH1- Affordable Housing (owners)
	Needs Addressed	AH1 - Affordable Housing (owners)
	Funding	CDBG: \$100,000
	Description	Provide minor rehab assistance and accessibility improvements to elderly and disabled owners.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Up to 15 owner households.
	Location Description	City-wide based on income eligibility.
	Planned Activities	Assistance with minor rehab and accessibility improvements.
2	Project Name	15 M Affordable Housing (owners)
	Target Area	
	Goals Supported	AH2 - Affordable Housing (owners)
	Needs Addressed	AH2 - Affordable Housing (owners)

Funding	HOME: \$105,420
Description	Provide funds to a certified CHDO to rehab or construction single family housing for sale to owner households.
Target Date	6/30/2016
Estimate the number and type of families that will benefit from the proposed activities	Assistance will support rehab or development of 1 or 2 units.
Location Description	No specific site has been identified.
Planned Activities	Assistance to a certified CHDO to create housing for owner households.
Project Name	15 M Affordable Housing (renters)
Target Area	
Goals Supported	AH3 - Affordable Housing (renters)
Needs Addressed	AH3 - Affordable Housing (renters)
Funding	HOME: \$100,000
Description	Assist with tenant based rental assistance.
Target Date	6/30/2016
Estimate the number and type of families that will benefit from the proposed activities	Assist up to 30 households with tenant based rental assistance.
Location Description	Tenant based rental assistance may be used City-wide. DProvide assistance to support development of permanent supportive housing in a regional SRO.evelop 3 or 4 efficiency rental units to providing permanent supportive housing to homeless persons.The SRO is a regional project consisting of 80 units funded in association with the Cities of Norfolk and Va Beach. It will be located at 2000 Church St., City of Norfolk.

3

4	Planned Activities	Tenant based rental assistance for low income households and permanent supportive housing for homeless persons.
	Project Name	15 B Public Services
	Target Area	
	Goals Supported	PS - Public Services
	Needs Addressed	PS - Public Services
	Funding	CDBG: \$203,900
	Description	Provide public services to low income persons.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that about 3,400 persons will be assisted.
	Location Description	Public services administered by the City's Dept of Park and Rec supporting youth and elderly will generally be in low income areas, Senior Transportation is available to persons City-wide. Services provided by the Independence Center are available to disabled persons City-wide. PARC will offer homeless assistance services City-wide.
	Planned Activities	The City Dept of Parks and Rec will operate Senior Transportation, Kids Meals, Community Rites of Passage, and Health & Wellness. The Independence Center will provide counseling services to support disabled persons with living independently. PARC will offer intake and referral services benefiting persons who are homeless and at risk of homelessness.
5	Project Name	15 B Public Facilities
	Target Area	
	Goals Supported	PF - Public Facility Improvements
	Needs Addressed	PF - Public Facility Improvements

	Funding	CDBG: \$851,210
	Description	Provide assistance to activities supporting public facilities improvements.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	Up to 23,000 persons.
	Location Description	1801 Portsmouth Blvd
	Planned Activities	Continue with rehab of structures and other site improvements at the Pines, a former private school purchased by the City for use as a public park and rec site providing a variety of activities and programs.
6	Project Name	15 B CDBG Admin
	Target Area	
	Goals Supported	AD - Administration
	Needs Addressed	AD - Administration
	Funding	CDBG: \$277,558
	Description	Provide direct admin, planning, fair housing compliance.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	not applicable
	Location Description	not applicable
	Planned Activities	CDBG direct admin, planning, fair housing compliance, granting writing services for the CoC, planning with the S. Hampton Rds Task Force to End Homelessness.
7	Project Name	15 M HOME admin

	Target Area	
	Goals Supported	AD - Administration
	Needs Addressed	AD - Administration
	Funding	HOME: \$33,650
	Description	HOME admin.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	not applicable
	Location Description	not applicable
	Planned Activities	Admin of tenant based rental assistance program.
8	Project Name	15 M Affordable Housing (renters)
	Target Area	
	Goals Supported	AH3 - Affordable Housing (renters)
	Needs Addressed	AH3 - Affordable Housing (renters)
	Funding	HOME: \$5,000,000
	Description	Provide assistance to support development of permanent supportive housing in a regional SRO.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Up to 4 households will be assisted.
	Location Description	200 Church St., City of Norfolk, supporting regional SRO.

	Planned Activities	Develop of SRO with funds supporting up to 4 units for Portsmouth residents.
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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

This Annual Action Plan is for the entire City of Portsmouth, which consists of about 34 square miles in the Hampton Roads region. The City includes 33 census tracts of which 12 have racial concentrations, and 15 have a majority of low income households as outlined in MA-50 of the 5-Year CP. Eight of the 12 census tracts with a minority concentration also have a majority of low income households. Funds will be used City-wide, however, many of the activities will benefit primarily low income areas.

About 7% of the CDBG funds anticipated to be available to the City in the next year will fund low-mod housing activities, about 15% will benefit low-mod clientele, about 54% will benefit low income areas. The remaining funds will be used for program administration. 90% of the HOME funds will benefit low income owners or renters and the remaining funds are allocated to administration.

Geographic Distribution

Target Area	Percentage of Funds

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The rationale for allocating priorities for housing and community development needs is based on information and data and is described fully in the City's 5-Year CP. Each of the activities to be funded in FY 15-16 reflects a High Priority identified in the City's 5-Year CP. Some projects are at specific locations and some of the projects serve a specific geographic area or the entire community. Projects addressing public service community needs are at site specific locations serving low income areas or benefiting low income consumers in the area. Additionally, some projects funded by the City of Portsmouth are for the benefit of the entire City, responding to the request for services of residents throughout the City.

HOME funds will be used to assist with tenant based rental assistance for renters at-risk of homelessness and also to support rapid re-housing, acquisition and rehabilitation of vacant units by a CHDO for resale to first time homebuyers, and development of permanent supportive housing as part of a regional SRO. HOME funds will also be used to assist with program administration.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

One Year Goals for the Number of Households to be Supported	
Homeless	5
Non-Homeless	32
Special-Needs	0
Total	37

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	30
The Production of New Units	5
Rehab of Existing Units	2
Acquisition of Existing Units	0
Total	37

Table 12 - One Year Goals for Affordable Housing by Support Type

AP-60 Public Housing – 91.220(h)

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

The City has no planned actions to address public housing. The City has allocated funds to support various public services, which are available to public housing residents. Also, public housing residents may benefit from the public facility projects included in this Annual Action Plan.

In prior years the City funded infrastructure improvements to support development of 16 rental units as part of a project in the Crawford Redevelopment area at South and Elm Streets. Half of the units will be marketed and rented to households with at least one person with a disability. The units are under construction and will be completed by June 30, 2015. In addition to funds for infrastructure, the City has granted PRHA over \$1.4 million of CDBG funds for this project supporting land assembly, relocation, demolition, and disposition. PRHA has been awarded LITHC to support development of the units and the units will be provided with ACC contracts to support the rents. PRHA will enter into a long term ground lease agreement with Westbury Cottages, LP, the owner of the 16 unit development at the point of financial closing. The lease term will be 80 years. The lease will contain a covenant on the land stating that it will remain affordable to low-mod households over the life of the lease. Annual rent from the land lease will be returned to the City as program income.

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

The Portsmouth Redevelopment and Housing Authority is the City's local public housing agency making it an important housing provider particularly to low income households. The Portsmouth City Council appoints the PRHA Board of Commissioners to serve as the organization's governing and policy-making entity. As an autonomous local government entity, PRHA maintains an internal contracting and procurement capacity along with an accounting and finance department. PRHA receives funding directly from HUD in support of administration and operation of its public housing units.

The City of Portsmouth is not undertaking any activities during the year to encourage public housing residents to become more involved in management. PRHA has Resident Council Organizations in its public housing communities that regularly meet to discuss resident issues, activities, and problems with the objective of helping improve the residents and their communities. Residents receive Community Service credit for participation in their resident organizations.

The City does not plan any activities to encourage public housing residents to become more involved in home ownership.

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

PRHA is not designated by HUD as troubled.

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

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

Outreach to homeless persons in the City, including unsheltered persons, is provided by Portsmouth Christian Outreach Ministry, Portsmouth Department of Behavioral Healthcare Services, Oasis Social Ministry, PARC, Oasis, Portsmouth Volunteers for the Homeless, and Virginia Supportive Housing. During FY 2016, the City of Portsmouth has allocated CDBG funds to provide intake assistance services for homeless persons and persons at-risk of homelessness. The program assesses the persons' needs and refers them to resources for services and housing. The intake assistance services address the CoC's objective of providing central intake. The program will be implemented by PARC with cooperation by CoC members.

Addressing the emergency shelter and transitional housing needs of homeless persons

PARC, PVH, and HER will continue to provide emergency shelter spaces for families and individual adults in Portsmouth. Rental assistance in support of transitional needs is provided by Oasis Social Ministry, The Planning Council, PARC, Portsmouth Department of Behavioral Healthcare Services, and PVH. Assistance with utilities is also available. The FY 15-16 Action Plan includes use of HOME funds to support TBRA administered by PARC. Persons receiving TBRA participate in case management services developing a service plan to address identified problems and needs. The TBRA program provides funds for rapid re-housing of homeless persons.

The FY 15-16 Annual Action Plan allocates funds to the CoC to support grant writing and planning. CDBG funds have also been budgeted to support planning by The Planning Council on behalf of the South Hampton Roads Task Force to End Homelessness.

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

Various agencies in the City and region provide services to help the homeless make the transition to permanent housing including, but not limited to, life skills training, mental health counseling, alcohol and drug abuse treatment and counseling, education, employment services, child care, and transportation. SP-40 of the 5-Year CP for 4014-2018 provides a summary of available services.

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.

HOME funds will be used to assist with TBRA. The TBRA program, administered by PARC, assists with homeless prevention to persons at-risk of homelessness and rapid re-housing for homeless persons.

The City continues to participate in the South Hampton Roads Regional Task Force to End Homelessness. Through this effort the community participates in regional efforts to identify strategies to reduce homelessness through coordinated efforts and efficient use of scarce resources. For FY 15-16 the City has allocated CDBG funds to support planning by the Regional Task Force.

Portsmouth's BHCS is the local agency that provides planning for persons discharged from a publicly-funded institution. The discharge policies of Virginia provide for both local case managers and State facilities staff to begin discharge planning when an individual is admitted to a State facility. BHCS case managers provide discharge planning services to persons hospitalized in State psychiatric facilities and assists with all discharge related activities aimed to ensure successful transition back to the community and preventing homelessness. Qualified mental health providers provide all services. BHCS has also devised discharge coordination policies for adults aging out of foster care and persons returning to the community from mental health institutions.

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

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

Introduction

Portsmouth has the most affordable housing among communities in Hampton Rds. In 2012 average sales price of newly constructed units in City was about \$209,000 and City had lowest median sales price for an existing unit in Hampton Roads at \$107,000, down 3.2% from 2011. Average sales price in the region in 2012 is about \$90,000 less than in 2006. In Hampton Roads as of the end of 2012 the average rental rate was \$926 but \$850 in City.

The market analysis of the 5-Year CP identifies low income households in the City with housing problems, with a major problem being cost burden, particularly among extremely- and very low income households, particularly renters. The City continues to use entitlement funds and incentive programs to support low income households with reducing barriers to affordable housing.

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

The housing stock includes 731 assisted rental units for low income households, 1,477 pha units, 1,473 Section 8 vouchers. City has made a substantial investment in affordable housing in community.

In support of affordable housing the City has contributed to a PRHA project creating 16 public housing units, will support minor housing rehab for elderly & disabled owners, development of permanent supportive housing & TBRA.

In FY 15 the City will continue a 10-year tax exemption to eligible rehab, and tax relief for elderly and disabled owners. The City is funding fair housing compliance.

AP-85 Other Actions – 91.220(k)

Actions planned to address obstacles to meeting underserved needs

A major obstacle is lack of sufficient resources to meet all underserved needs. The obstacle is exasperated by continued reduction of HUD resources. To overcome these obstacles, the City continuously seeks public and private resources to leverage its entitlement funds for housing programs and community development activities. The City continues to look at ways to reduce cost of program delivery and to prioritize use of funds to projects that are ready to be implemented focusing on those that have other necessary funding in place.

Actions planned to foster and maintain affordable housing

To foster and maintain affordable housing, the City will use entitlement funds to support emergency rehabilitation of owner occupied housing, assist with tenant based rental assistance, and develop housing in the Cradock neighborhood. The City will continue to offer an incentive program for rehabilitation of residential structures that are at least 25 years old and to offer two tax relief programs either reducing or freezing the real estate tax liability for elderly and disabled homeowners.

Actions planned to reduce lead-based paint hazards

Lead based paint hazard reduction has been integrated into the City's housing policies and programs. Consistent with HUD's lead-based paint regulations at 24 CFR 35, the policies and procedures of PRHA's and the CHDO's housing rehabilitation programs, which are supported by the City's entitlement funds, include lead-based paint protective measures as follows.

- The guidelines comply with the lead based paint hazards at 24 CFR Part 35.
- When paint is disturbed in the course of non-emergency rehabilitation work in properties constructed prior to January 1, 1978, only a qualified contractor performs lead hazard reduction activities. The contractor must employ a certified lead-based paint abatement supervisor, or have employees certified in lead-based paint abatement. Certified testing companies perform a pre-rehabilitation risk assessment for lead-based paint hazards and a rehabilitation clearance test for lead dust hazards where the non-emergency work disturbs a painted surface.
- Where emergency work is completed, to the maximum extent practicable, occupants must be protected from exposure to lead in dust and debris generated.
- Lead paint hazard reduction is an eligible rehabilitation activity.
- Households participating in programs funding assistance for home ownership are not allowed to purchase units that have deteriorated interior or exterior painted surfaces. An exception to the requirement is allowed where minimal deteriorated paint surfaces exist and the seller is willing to have the surfaces tested, at their expense, by certified lead-based paint inspectors or risk assessors to determine if the deteriorated paint contains lead. If the paint contains lead, the household is not permitted to purchase the property and the agreement of sale becomes null

and void. If it is determined by the testing that there is no lead-based paint, then the household can purchase the property provided that all deteriorated paint surfaces and any other Housing Quality Standards violations are corrected prior to settlement.

The City has devised *A Lead Safe Housing Requirements Screening Worksheet* that is required to be filled out for each CDBG or HOME funded rehab project in an effort to conclude that the residence is either exempt or not exempt from the requirements of 24 CFR Part 35. Prior to setting up all housing rehab projects in IDIS the City requires that the sub-recipient submit the completed worksheet.

In Virginia all persons performing renovations for compensation in target (pre-1978) housing or child-occupied facilities must provide the HUD produced document *Renovate Right* to the owners and occupants before beginning renovations.

The City has adopted the Virginia Maintenance code for the maintenance of existing buildings in Portsmouth. The code includes measures regarding lead paint. If during the property maintenance inspection, chipping or peeling paint is found, the paint is tested. Property owners are notified of unacceptable levels of lead-based paint and the requirements concerning removal. Properties occupied by households with children age 6 and under are referred to the Health Department for testing of blood lead levels and to the City to determine eligibility for assistance with lead paint protective measures.

Actions planned to reduce the number of poverty-level families

To reduce the number of poverty level families the City's DSS will connect persons in need to all social services and financial support being provided by local, State, and federal government agencies as well as private and charitable agencies to facilitate the development of programs to empower communities to strengthen families and neighborhoods. DSS offers assistance and access to alternative living arrangements, home based care services, day care services, emergency needs, employment services, family planning services, health related services, information and referral services, protective services to children, and determinations and re-determinations of eligibility for public assistance programs including Temporary Assistance to Needy Families (TANF), Food Stamps, General Assistance, and Medicaid, and process applications for fuel assistance.

During the program year the City is using CDBG funds to support job creation activities for low income persons. The activity is projected to support creation of eight full-time equivalent jobs. Additionally, many of the activities to be funded during the program year focus on neighborhood sustainability. The focus on neighborhood sustainability may assist with stabilizing or increasing property values to the benefit of increases owners.

To further reduce poverty, Portsmouth's Department of Economic Development will continue its work to cultivate new business in support of creation of decent wage jobs that offer opportunities for advancement. Programs and incentives available through the Department of Economic Development include:

Business Personal Property Investment Grant providing a cash grant based on the net increase in business personal property taxes when new jobs are created.

- Machinery and Tool Investment Grant related to creating new jobs and investing in new machinery.
- Development Fee Rebate for qualifying commercial and mixed use developments.
- Commercial Façade Loan Program for improvements in the Downtown waterfront to Midtown.

Corridor Streetscape Improvement Incentive for commercial or mixed use development projects.

Actions planned to develop institutional structure

The City's Department of Planning is responsible for the administration of the CDBG and HOME programs. All sub-recipient agreements are monitored on an ongoing basis. The City will participate with other groups when appropriate, such as planning for the homeless and to address fair housing, to facilitate cooperative problem solving.

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

The Department of Planning is responsible for the coordination of the various planning activities and implementation of the program. Coordination and cooperation continues to be one of the most important elements in the implementation of the 5-Year CP and the Annual Action Plan. To ensure that service delivery coordination is continued, it is essential that each agency share data, exchange information, and consult and coordinate with each of the other service providers.

The City of Portsmouth continues to interact with public and non-profit institutions that provide housing and supportive services to low income residents. Although the agencies are independent of one another, they work together to ensure that their programs and services are coordinated and that residents are served. The City's primary means of connecting and networking with housing and service providers in Portsmouth and the region is through the following organizations.

- PHAC, which City staff co-chairs (monthly).
- South Hampton Roads Task Force to End Homelessness (monthly).
- Hampton Roads Community Housing Resource Board (quarterly).
- Hampton Roads Housing Consortium (quarterly).

Staff with the City's Department of Planning is available to offer technical assistance and assistance with developing applications for funding. Staff continues to provide technical assistance throughout the program year by meeting with grantees and persons interested in funding and conducting monitoring. In support of technical assistance the City has prepared a CDBG and HOME Sub-recipient

Compliance Manual, a CHDO Policy and Procedures Manual, Fact Sheets for the CDBG and HOME programs, and a Lead Compliance Checklist.

Program Specific Requirements

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

Introduction

The following is program specific requirements.

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 next program year and that has not yet 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
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	70.00%

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City does not intend to use HOME funds for other forms of investment beyond those identified in 92.205.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

City policy is recapture HOME investment vs resale. Recapture guidelines are:

- a. Require mortgage be placed on property in its favor for full amount HOME investment.
- b. On sale, City recaptures direct HOME subsidy from net proceeds of sale. The amount subject to recapture is limited to the net proceeds from the sale.
- c. Determine net proceeds by subtracting loan repayments & closing costs from gross sale price.
- d. Allow owner to recover amount of down payment, principal payment, & any capital improvement investment from net proceeds.
- e. After calculating amounts for c & d, if net proceeds aren't sufficient to recapture full HOME investment, it may be reduced pro rata based on time owner has owned and occupied measured against required affordability period.
- f. If net proceeds are greater than combined investment (i.e., amount of HOME subsidy subject to recapture and amount of homeowner's investment) both City and owner will share excess proceeds using proportional distribution.

A deed of trust in amount of Direct subsidy must be filed. Recaptured funds assist other income-eligible buyers.

If no Direct subsidy & unit designated affordable & sold during affordability period, sale must meet following resale criteria:

1. Purchaser must be low-income, meeting HOME Program definition, and occupy property as principal residence. Subsequent buyer who purchase property within affordability period will start a new period of affordability if an infusion of new HOME funds is required to make unit affordable.

2. Sale price must be "affordable" for new purchaser. Must be affordable to a reasonable range of low-income buyers (ie between 60% and 80% of AMI). "Affordable" is defined as maximum percentage of purchaser's income that can be used to pay fixed costs of owning a home (i.e., loan payments of principal and interest, taxes, and insurance, referred to as PITI). City's HOME Program defines percentage as minimum 28% of borrower's gross household income, up to max of 30% of borrower's gross household income.
3. Original buyer, now seller, must receive "fair return" on investment. Seller's investment is original investment in property plus capital improvements whereas painting and other cosmetic work is not. City HOME Program defines fair return as percentage change in Consumer Price Index (CPI) over period of ownership.
4. City will use deed restrictions to enforce resale restrictions.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Per 24 CFR 92.254(a)(4) the period of affordability is as follows:

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

None.

Discussion

The same model of recapture and resale will be applied to all sub-recipients and CHDOs.

Attachments

Grantee Unique Appendices

Participation in the HOME assisted Tenant Based Rental Assistance (TBRA) requires applicants be income eligible per HUD's HOME regulations. Additionally applicants must be:

1. Homeless - documentation of shelter stay or written documentation from agency, church that they are on the street, or
2. Residing in a shelter, or
3. At-risk of becoming homeless, by
 - a. Being 2 months behind in their rent payment,
 - b. Having received a Pay or Move Notice
 - c. Having received an Eviction Notice; or
4. Living in substandard housing, as evidenced by:
 - a. Living in housing that has been officially condemned as unfit for human habitation;
 - b. Verification of Fire and/or Police Reports;
 - c. Other situations must be verified (i.e. CPS, Health Department requires that household moves from their current location).

Eligible HOME applicants.

Annually the City solicits project proposals from local non-profits that serve low income persons and households. The process for soliciting and selecting proposals is described by the City's Citizen Participation Plan and described in Part AP 10 of the Action Plan.

All HOME applicants must meet the HOME income requirements.

- TBRA applicants apply for assistance directly from the sub-recipient agency that administers the program. Applications for assistance are available from the sub-recipient. The sub-recipient serves applicants on a first come first served basis.
- Applicants for the SRO project are selected by Virginia Supportive Housing (VSH), the project developer, owner, manager. VSH maintains applications for assistance. Applicants are referred through the members of the Portsmouth Housing Action Consortium (PHAC) and are selected on a first come first serve basis.
- The CHDO maintains applications for participation in their program. Generally the CHDO's Housing Counselor and Rehab Coordinator identify properties for purchase based on suitable locations that are saleable to their pool of buyers. The CHDO works with their clients to make them buyer ready. Once they are buyer ready the CHDO assists households as units they want to purchase are available.

THE VIRGINIAN-PILOT
NORFOLK, VIRGINIA
AFFIDAVIT OF PUBLICATION

Currents/Portsmouth Living

PORTSMOUTH PLANNING DEPT.
801 CRAWFORD ST, 4TH FLR
REGINA JACKSON
PORTSMOUTH VA 23704

REFERENCE: AA435227
24371513 2016 Action Plan

State of Virginia
City of Norfolk

This day, Jacqueline Whitfield appeared before me and, after being duly sworn, made oath that: 1) She is affidavit clerk of the Virginian-Pilot, a newspaper published by The Virginian-Pilot Media Companies, LLC, in the cities of Norfolk, Portsmouth, Chesapeake, Suffolk, and Virginia Beach, Commonwealth of Virginia and in the state of North Carolina 2.) That the advertisement hereto annexed has been published in said newspaper on the dates stated



PUBLISHED ON: 10/12

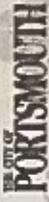
TOTAL COST: 204.88
FILED ON: 10/17/14
AD SPACE: 104 LINE

Legal Affiant *Regina Jackson*

Subscribed and sworn to before me in my city and state on the day and year aforesaid this 30 of October in the year of 2014. (NRN:7145124)

Notary: *Francisco A. Kelly* My commission expires October 31, 2015.

Public Hearings



Notice to the Public, Pertinent Local, State and Federal Agencies and Contiguous Localities 2016 Community Planning and Development Programs Needs and Performance hearings for the 2016 Action Plan

All interested groups and individuals are invited to participate in public hearings on the 2016 Annual Action Plan (the Plan) for the Community Planning and Development Programs (CPD) of the City of Portsmouth. The purpose of the meetings is to obtain citizen views and comments on the needs for the City's CPD programs.

Two identical hearings will be held at the following locations and times:

Wednesday November 12, 2014,
10:00 am
Neighborhood Facility
Recreation Center
900 Elm Ave.

Wednesday November 12, 2014,
5:30 pm
Planning Department
801 Crawford St.

Federal funds in relation to the 2016 Action Plan have not been announced. The City's entitlement last year was as follows: Community Development Block Grant (CDBG) \$1,416,531, and Home Investment Partnership (HOME) funds of \$366,296. The programs are designed to provide decent housing, a suitable living environment, and to expand the economic opportunities for primarily low very low, and extremely low income persons. Information related to the current Plan may be obtained from the City's Planning Department (383-8836, ext. 4206), 801 Crawford Street, 4th floor.

As of November 7, 2014, applications will be available online at <http://www.portsmouth.gov/planning/cp> and at the Planning Department. It is strongly recommended that all applicants meet with staff prior to preparation of their applications to discuss eligibility and conformance with the City's Consolidated Plan. Applications should be submitted to the Planning Department, 4th Floor, 801 Crawford Street, by Monday December 22, 2014 at 5:00 pm.

The hearing locations are accessible to persons with physical disabilities. However, you are disabled and require a sign or accommodation in order to attend or participate in these hearings, please contact Jeffrey Crimer at 393-8836, ext. 4206 to advise of your necessary accommodations at least 72 hours prior to the hearings. The City is an equal opportunity agency and does not discriminate on the basis of race, color, creed, religion, gender, age, handicap, national origin, or any other basis prohibited by applicable law in admission or access to federally-assisted programs and activities.

THE VIRGINIAN-PILOT
NORFOLK, VIRGINIA
AFFIDAVIT OF PUBLICATION

Currents/Portsmouth Living

PORTSMOUTH COMM. DEVELOPMENT
801 CRAWFORD ST
ATTN: JEFF CRIMER
PORTSMOUTH VA 23704

REFERENCE: 39217451
24574037 FY 2015-2016 ANNUAL

State of Virginia
City of Norfolk

This day, Jacqueline Whitfield appeared before me and, after being duly sworn, made oath that: 1) She is affidavit clerk of the Virginian-Pilot, a newspaper published by The Virginian-Pilot Media Companies, LLC, in the cities of Norfolk, Portsmouth, Chesapeake, Suffolk, and Virginia Beach, Commonwealth of Virginia and in the state of North Carolina 2.) That the advertisement hereto annexed has been published in said newspaper on the dates stated



PUBLISHED ON: 03/22

TOTAL COST: 230.28
FILED ON: 03/27/15
AD SPACE: 114 LINE

Legal Affiant

Subscribed and sworn to before me in my city and state on the day and year aforesaid this 30 of March in the year of 2015. (NRN:7145124)

Notary: *Francisco Kelly* My commission expires October 31, 2015.

AND PUBLIC HEARING
CITY OF PORTSMOUTH
CITY FY 2015-2016 ANNUAL
ACTION PLAN

Notice is hereby given that in accordance with the Federal regulations at 24 CFR, Part 91, and the City's Citizen Participation Plan, the City of Portsmouth has prepared the Annual Action Plan for the Fiscal Year 2015-2016 (City Fiscal Year 2016) including proposed changes or additions to existing CDBG program and HOME Program activities. The Annual Action Plan identifies the activities that will be undertaken to address priority needs and local objectives identified by the City's 5-Year Consolidated Plan for FY 2014 to 2018.

The City of Portsmouth City Council will hold a public hearing on Tuesday, April 28, 2015. The purpose of the hearing is to solicit citizen comments on the Annual Action Plan. The hearing will be held at 7:00 PM in the City Council Chambers, 801 Crawford Street 6th floor, Portsmouth, VA 23704.

Copies of the City FY 2015-2016 Annual Action Plan are available for public inspection and review for a thirty-day period from March 23, 2015 through April 21, 2015 at the following locations in the City of Portsmouth:

- City of Portsmouth Planning Department
City Hall - 801 Crawford St., 4th Floor
- Main Branch of the Public Library
601 Court St.
- Churchland Branch of the Public Library
4924 High St. West
- Cadlock Branch of the Public Library
28 Prospect Pkwy.
- Manor Branch of the Public Library
1401 Elmhurst Ln.

The financial resources the City expects to have available during the program year, which run from July 1, 2015 through June 30, 2016 include a CDBG entitlement grant of \$1,387,786, program income of \$44,880, and reprogrammed prior year funds. The City anticipates a HOME entitlement grant of \$338,504 and reprogrammed prior year funds.

The City of Portsmouth intends to submit the Annual Action Plan to HUD on or about May 15, 2015. Interested persons are encouraged to express their views on the 5-Year Consolidated Plan and the Annual Action Plan for FY 2015-2016 at the April 21, 2015 public hearing or in writing to the City of Portsmouth Planning Department, 801 Crawford Street, 4th floor, Portsmouth, VA 23704. All comments received by April 21, 2015 will be considered.

The City Hall building is accessible to persons with physical disabilities. However, if you are disabled and require a reasonable accommodation in order to attend or participate in this public hearing, please contact Ms. Debra White, City Clerk, at 757-393-8639 to advise her of your need to be accommodated at least 72 hours prior to the hearing.

The City of Portsmouth is an equal opportunity agency and does not discriminate on the basis of race, color, religion, sex, familial status, physical impairment, or national origin in admission or access to federally assisted programs and activities.

March 22, 2015
Debra Y. White, CMC/AAC
City Clerk; City of Portsmouth, Virginia
Currents March 22, 2015 24574037