
LOUDOUN COUNTY, VIRGINIA



FEDERAL FISCAL YEAR 2023 ANNUAL ACTION PLAN

*For Submission to the U.S. Department of Housing and
Urban Development for the
Community Development Block Grant Program*

May 10, 2023



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Executive Summary

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

1. Introduction

Loudoun County, Virginia is an Urban County and has been designated by the U.S. Department of Housing and Urban Development (HUD) as a HUD entitlement jurisdiction. This designation allows the County to be awarded and receive an annual allocation of Community Development Block Grant (CDBG) funds. As a recipient of these funds, the County must prepare and submit every five years a Five-Year Consolidated Plan. In compliance with the HUD regulations, Loudoun County has prepared this Federal Fiscal Year (FFY) 2023 Annual Action Plan for the period of July 1, 2023, through June 30, 2024. The Annual Action Plan becomes the guiding document for identifying and addressing the County's housing, homelessness, and community development needs. It also establishes priorities and objectives and develops strategies for addressing priority needs over the five-year period. In the initial year of a Consolidated Plan and each subsequent year during the Five-Year Consolidated Plan period the County is required to submit an Annual Action Plan. The Annual Action Plan for FFY 2023 detailed how the allocation of funds will be expended in addressing the goals of the Five-Year Consolidated Plan.

This is the third year of the Five-Year Consolidated Plan, and the County has prepared and is submitting the FFY 2023 Annual Action Plan. This plan, as previously mentioned, details the action the County will use as stated above to address the housing, homelessness and community development needs in the County as well as use the established priorities and objectives, to address the needs in the Five-Year Consolidated Plan.

Available Funds:

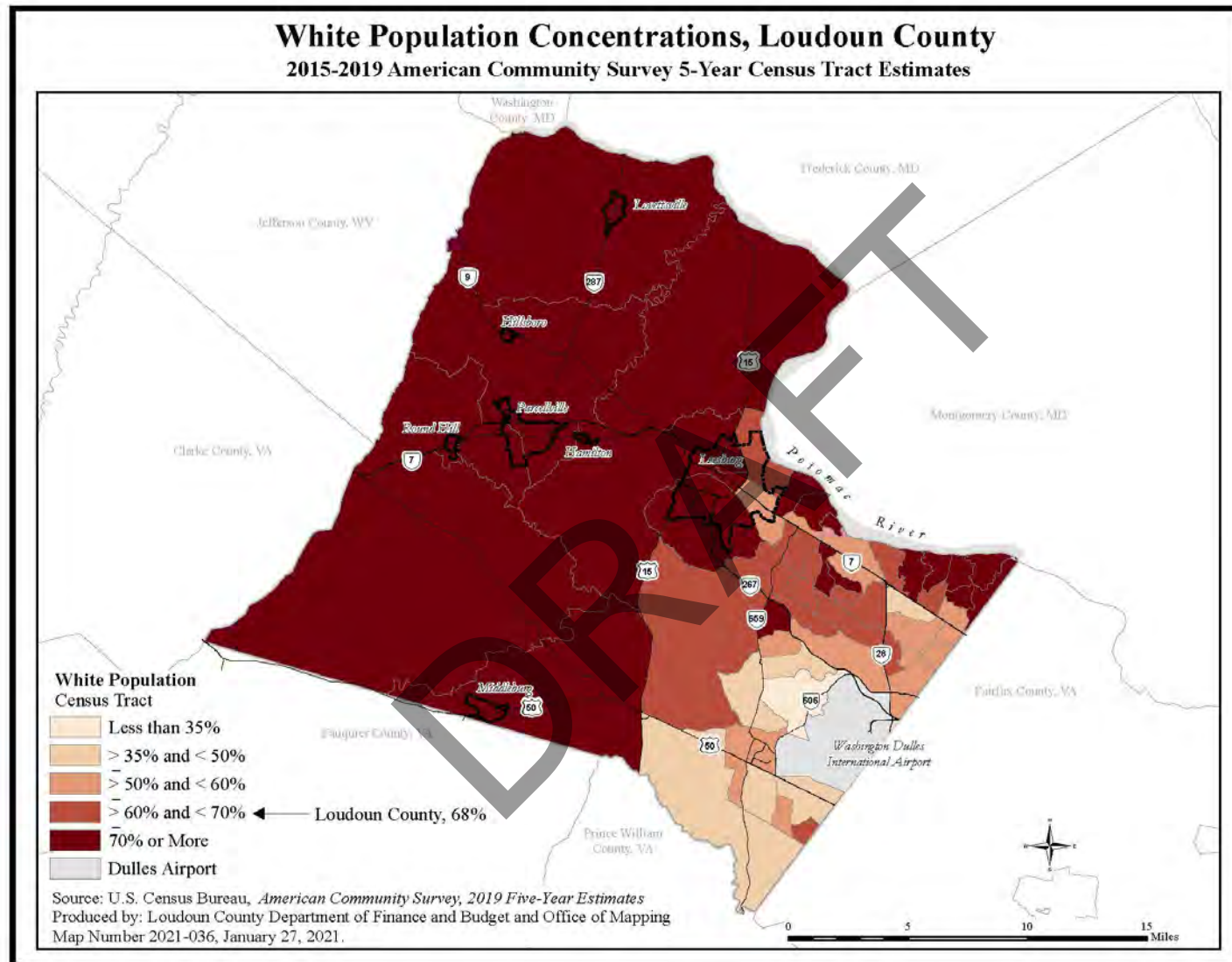
The following financial resources are presented for the FFY 2023 Annual Action Plan and are anticipated to be received to address the Strategies and Goals identified in Loudoun County's Five-Year Consolidated Plan. During the FFY 2023 Program Year, Loudoun County anticipates it will receive the following Federal financial resources:

- **CDBG Funds** - \$1,405,312.00
- **Prior Year Resources** - \$36,084.00
- **Total: \$1,441,396.00**

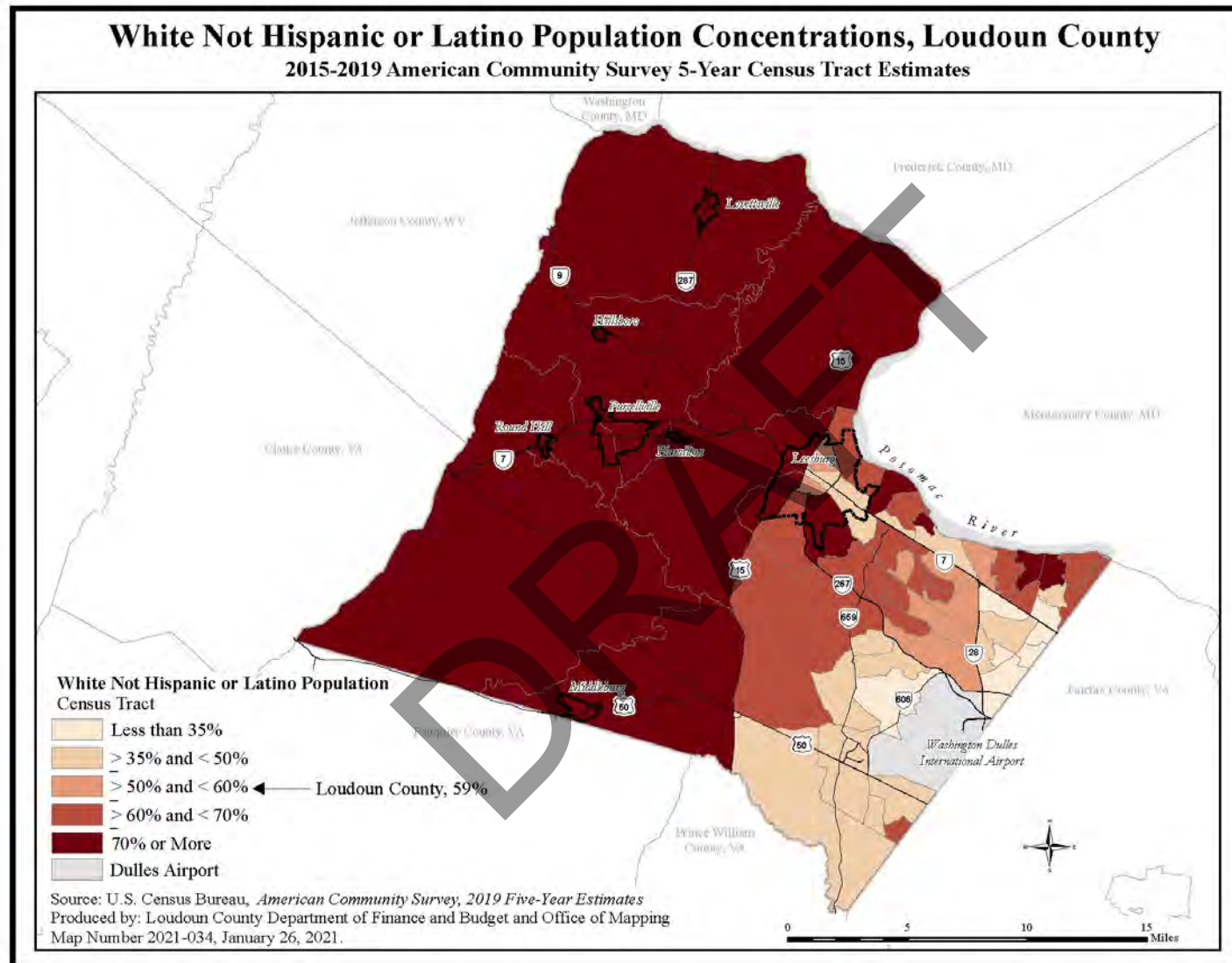
Maps:

The following maps illustrate the demographic characteristics of the Loudoun County:

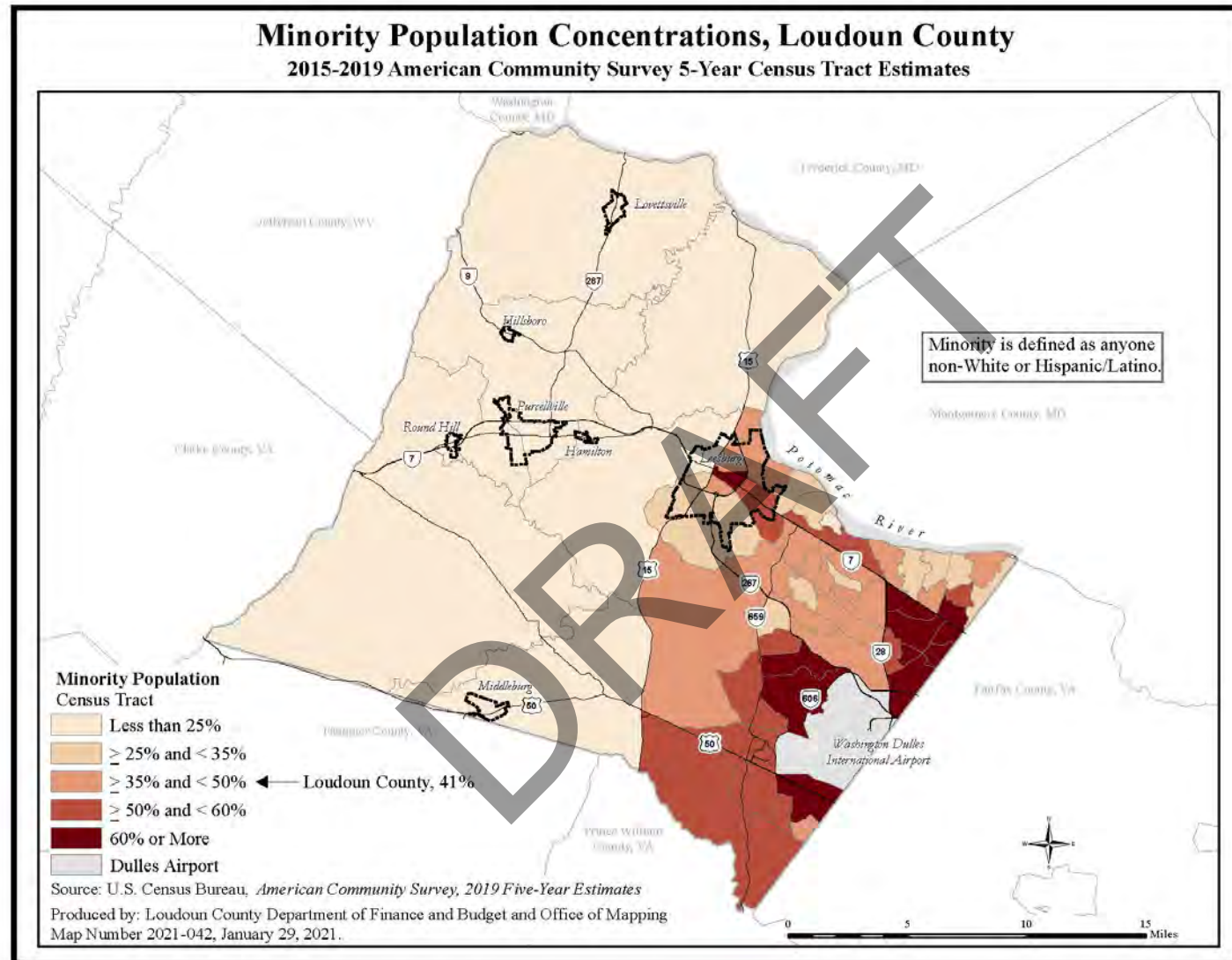
- Percent White Population by Block Group
- White Not Hispanic or Latino Population Concentrations
- Minority Population Concentrations
- Black African American Population Concentrations
- Asian Population Concentrations
- Hispanic Latino Population Concentrations
- Two or More Races Population Concentrations
- Percent of Population Above Poverty
- Median Owner Housing Costs as a Percentage of Household Income



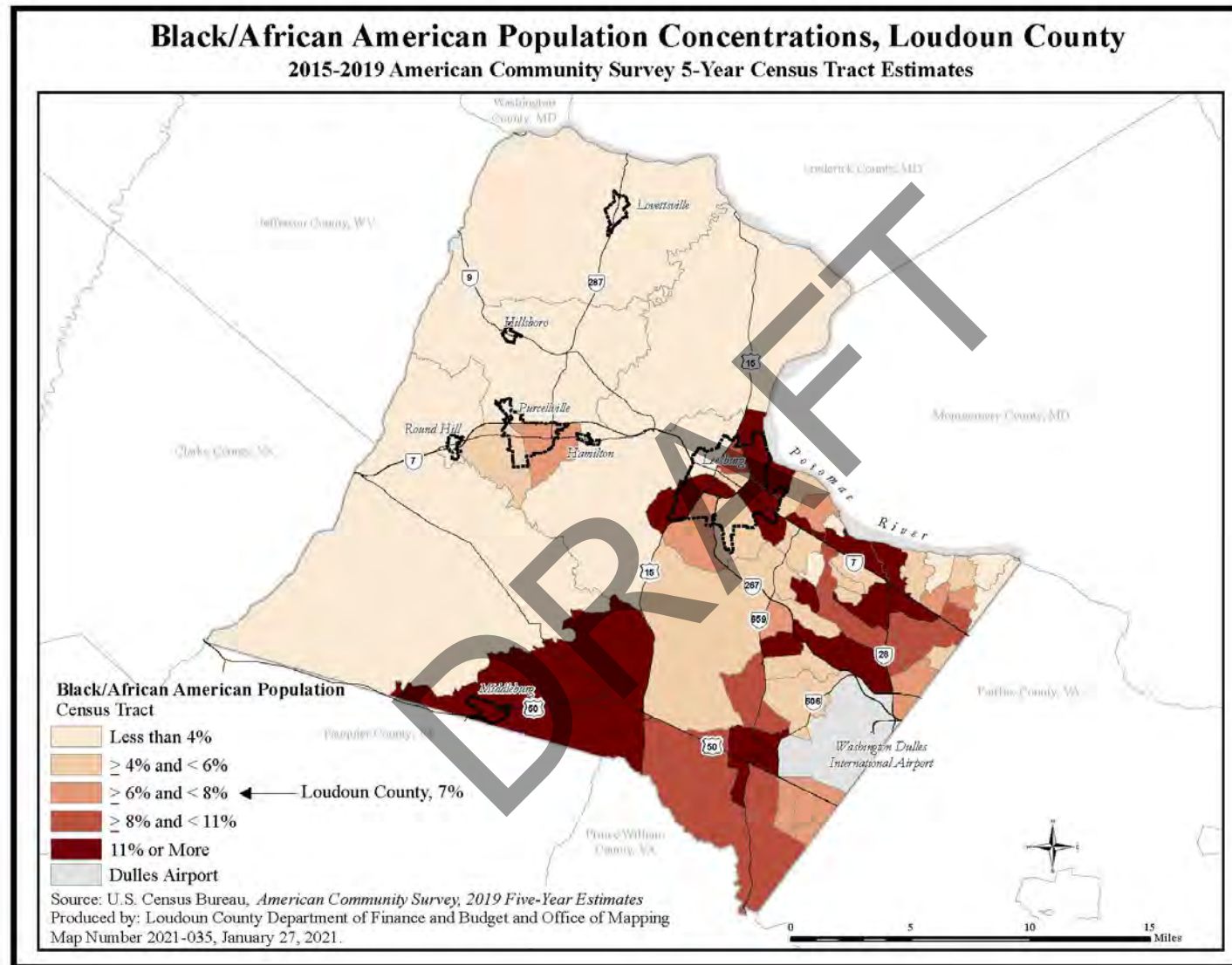
Percent White Population by Block Group



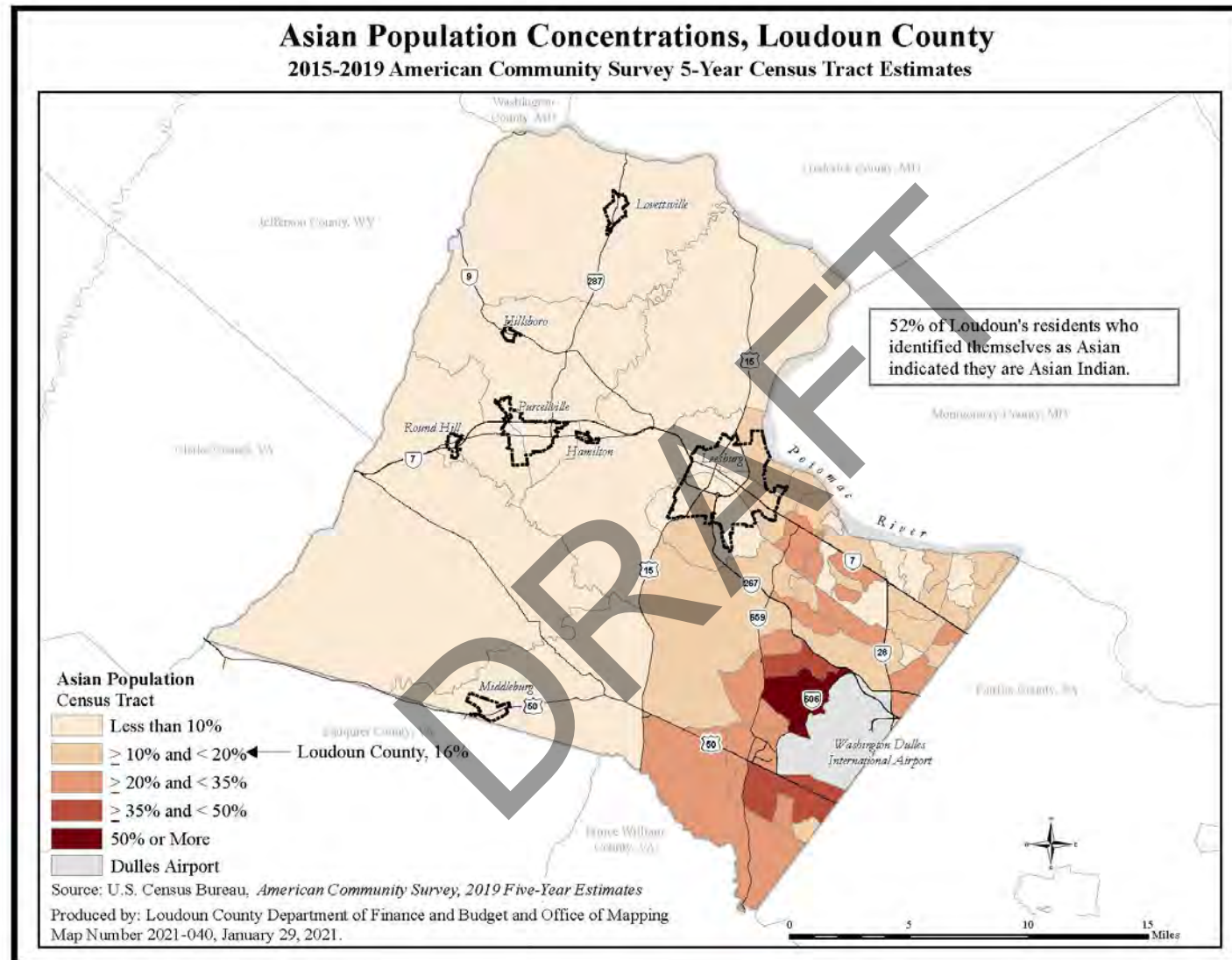
White Not Hispanic or Latino Population Concentrations



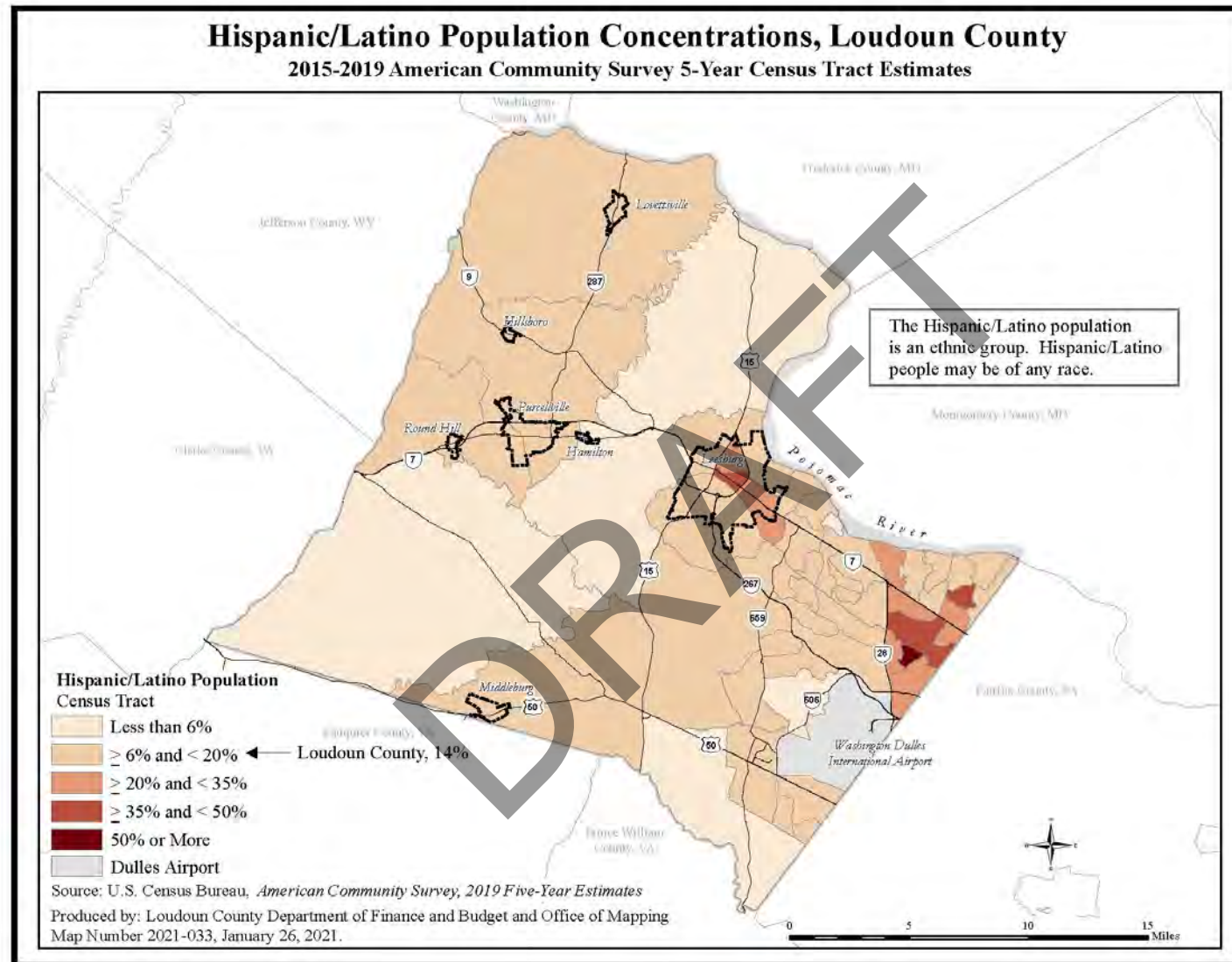
Minority Population Concentrations



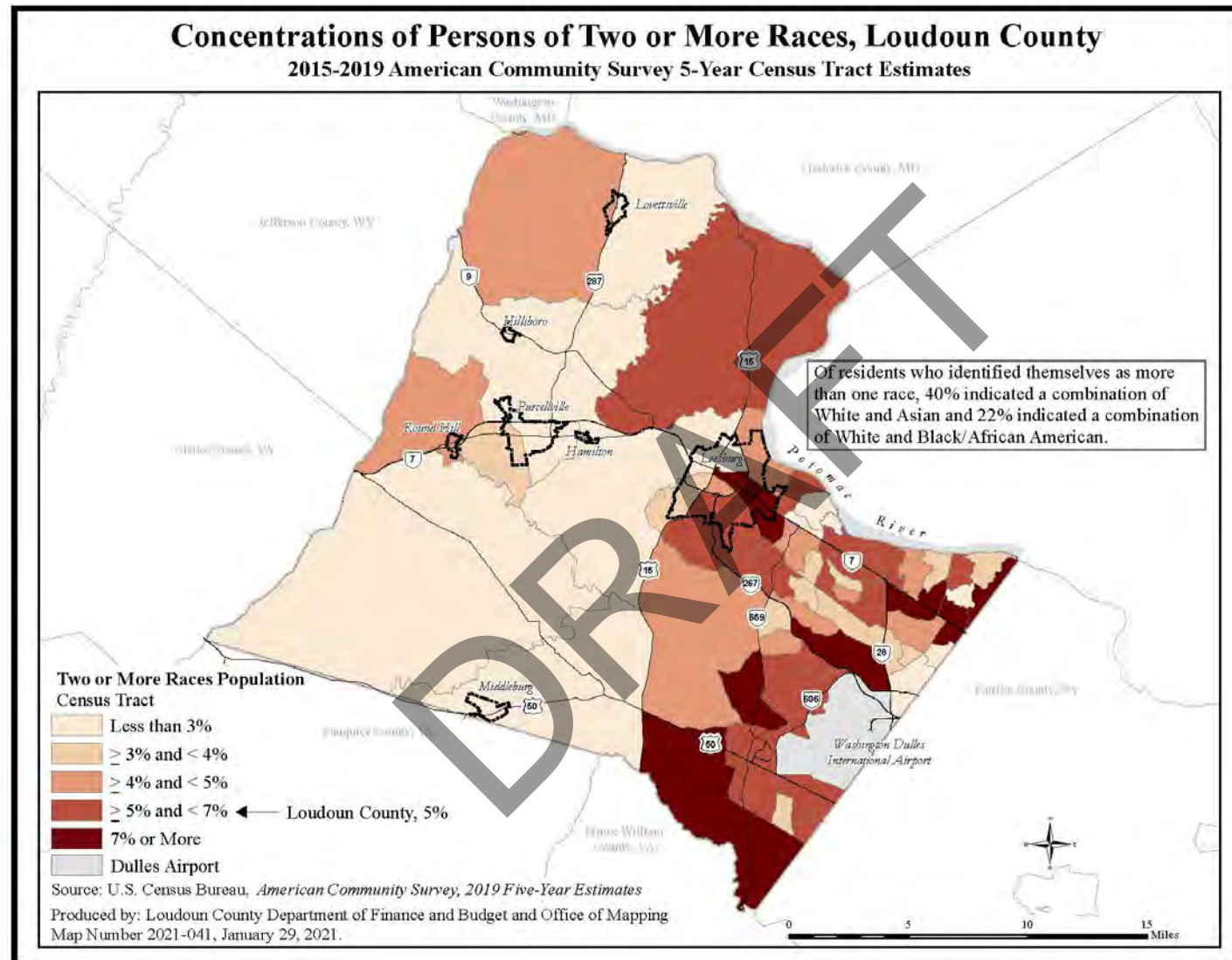
Black African American Population Concentrations



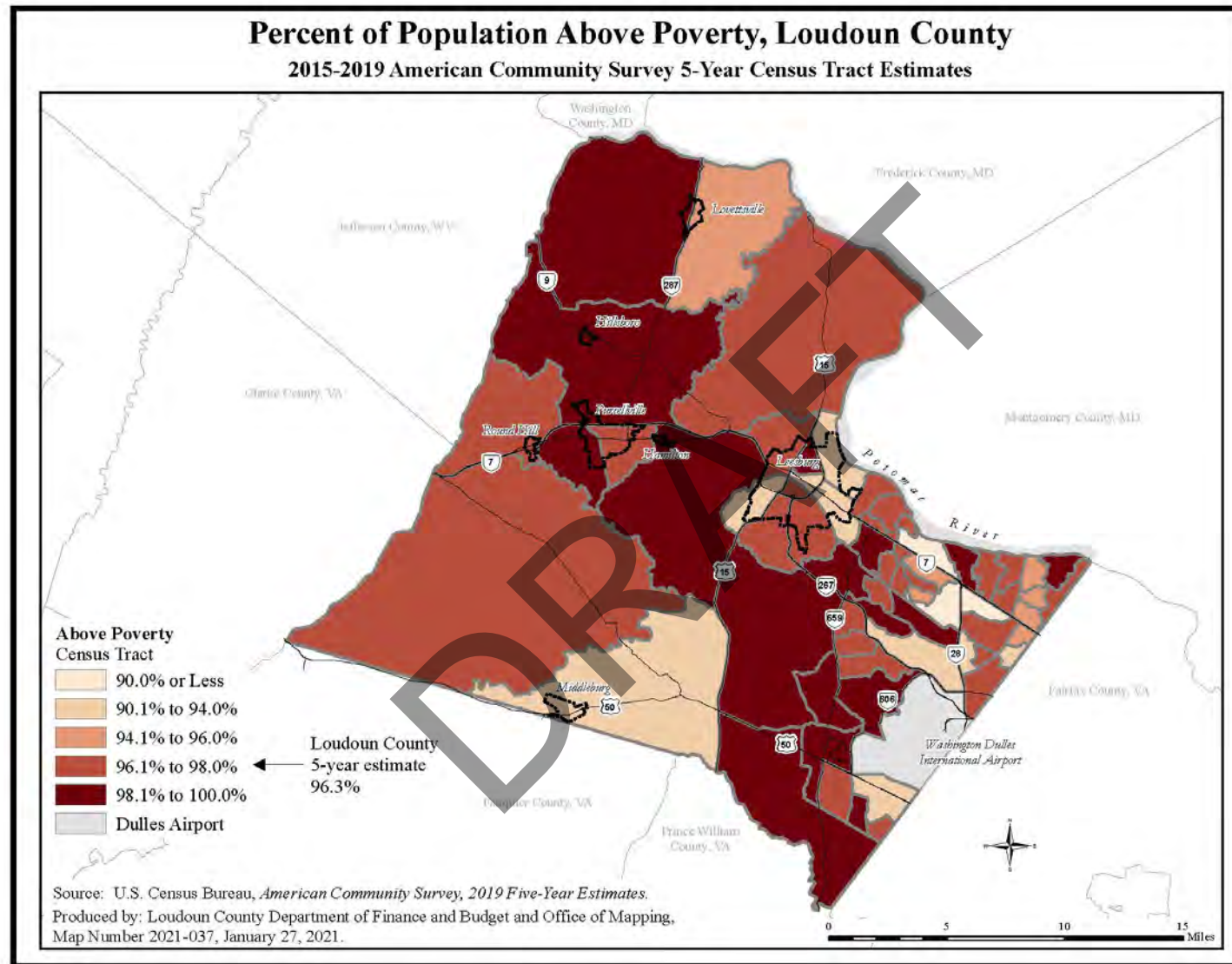
Asian Population Concentrations



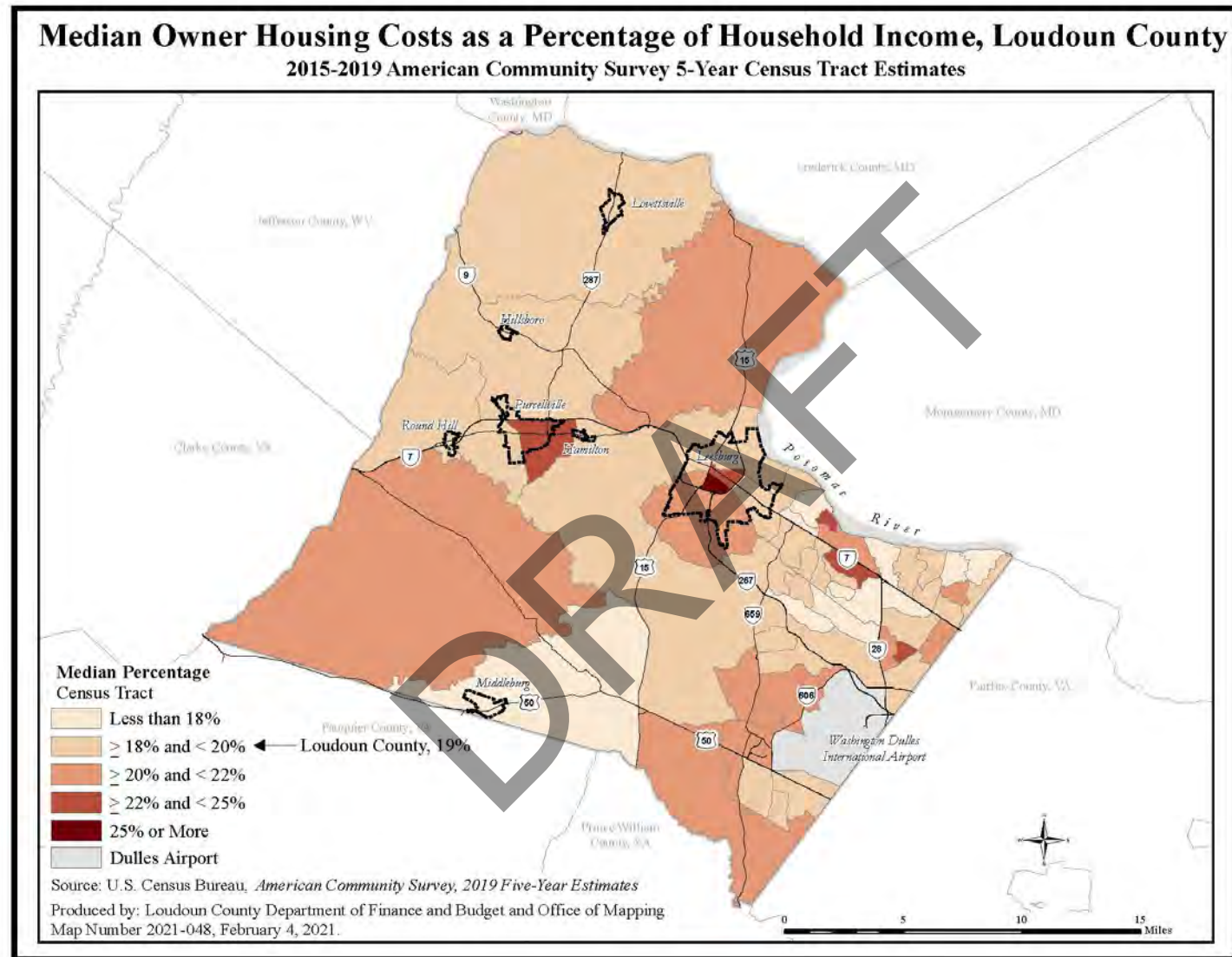
Hispanic Latino Population Concentrations



Two or More Races Population Concentrations



Percent of Population Above Poverty



Median Owner Housing Costs as a Percentage of Household Income

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.

During the FFY 2023 CDBG Program Year, Loudoun County proposes to address the following priority needs and goals/objectives from its FFY 2021-2025 Five Year Consolidated Plan as highlighted in *italics*.

Housing Strategy (High Priority)

Priority Need: There is a need to improve the quality of the housing stock in the County by increasing the supply of decent, safe, sound, and accessible housing for homeowners, renters, and homebuyers, which is affordable to low- and moderate-income persons and households.

Objective: Improve, preserve, and expand the supply of affordable housing for low- and moderate-income persons and households that is decent, safe, sound, and accessible.

Goals: The following housing goals are:

- **HSS-1 Homeownership** - *Assist low- and moderate-income households who wish to become homeowners by providing down payment assistance, closing cost assistance, and required housing counseling training.*
- **HSS-2 Housing Construction** - *Increase the supply of decent, safe, sound, and accessible housing that is affordable to owners and renters in the County through rehabilitation of existing buildings and new construction.*
- **HSS-3 Fair Housing** - *Promote fair housing choice and affirmatively further fair housing through education, training, and outreach throughout the County.*

Homeless Strategy (High Priority)

Priority Need: There is a need for housing and support services for homeless persons and persons who are at-risk of becoming homeless.

Objective: Improve the living conditions and support services available for homeless persons, families, and those who are at-risk of becoming homeless.

Goals: The following homeless goals are:

- **HMS-1 Operation/Support** - Assist homeless providers in the operation of housing and support services for the homeless and persons who are at-risk of becoming homeless.

- **HMS-2 Prevention and Re-Housing** - Continue to support the prevention of homelessness through anti-eviction activities and programs for rapid re-housing.
- **HMS-3 Permanent Housing** - Support the development of permanent supportive housing for homeless individuals and families.

Other Special Needs Strategy (High Priority)

Priority Need: There is a continuing need for affordable housing, services, and facilities for the elderly, frail elderly, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, persons with alcohol/drug dependency, and persons with other special needs.

Objective: Improve the living conditions and services for those residents with other special needs, including the disabled population.

Goals: The following special needs goals are:

- **SNS-1 Housing** - Increase the supply of affordable, accessible, decent, safe, sound, and sanitary housing for the elderly, frail elderly, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, persons with alcohol/drug dependency, and persons with other special needs through rehabilitation of existing buildings and new construction.
- **SNS-2 Social Services** - Support social service programs and facilities for the elderly, frail elderly, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, persons with alcohol/drug dependency, and persons with other special needs.
- **SNS-3 Accessibility** - Improve the accessibility of owner and renter occupied housing by making reasonable accommodations for the physically disabled.

Community Development Strategy (High Priority)

Priority Needs: There is a need to improve the public and community facilities, infrastructure, public social/welfare services, food program, public safety, clearance, and the quality of life for all residents throughout the County.

Objective: Improve the community facilities, infrastructure, public services, and public safety, along with the elimination of blighting influences in the County.

Goals: The following community development goals are:

- **CDS-1 Community Facilities** - *Improve the parks, recreational facilities, trails, bikeways, and all public and community facilities in the County.*
- **CDS-2 Infrastructure** - Improve the public infrastructure through rehabilitation, reconstruction, and new construction of streets, sidewalks, bridges, curbs, walkways,

waterlines, sewer lines, storm drainage, sanitary sewers, handicap accessibility improvements/removal of architectural barriers, etc.

- **CDS-3 Accessibility Improvements** - Remove and eliminate architectural barriers and make ADA accessibility improvements to public and community facilities.
- **CDS-4 Public Services** - *Improve and enhance public services including programs for youth, the elderly, disabled, and other public service programs for low- and moderate-income persons.*
- **CDS-5 Food Programs** - Provide assistance for food and nutritional programs to address the needs of the unemployed, underemployed, and homeless.
- **CDS-6 Rental Assistance** - Provide utilities, deposits, and rental fees for low-income households who are faced with the threat of eviction and who are at-risk of becoming homeless.
- **CDS-7 Public Safety** - Improve the public safety facilities, equipment, crime prevention programs, and ability to respond to emergency situations.
- **CDS-8 Clearance/Demolition** - Remove and eliminate slum and blighting conditions through demolition of vacant, abandoned, and dilapidated structures in the County.
- **CDS-9 Transportation** - Encourage the public transit authority and carriers to address the needs of low-income persons and families and the disabled to have access to employment, health care, and shopping.

Economic Development Strategy (High Priority)

Priority Need: There is a need to increase employment, job training, technical assistance, work force development, and economic empowerment of low- and moderate-income residents in the County.

Objective: Improve and expand employment opportunities in the County for low- and moderate-income persons and households.

Goals: The following economic development goals are:

- **EDS-1 Employment** - *Support and encourage new job creation, job retention, workforce development, employment, and job training services for the unemployed and underemployed persons, including summer youth programs.*

Administration, Planning, and Management Strategy (High Priority)

Priority Need: There is a continuing need for sound planning, administration, management, and oversight of Federal, State, and local funded programs.

Objective: Provide sound and professional planning, administration, oversight and management of Federal, State, and local funded programs and activities.

Goals: The following administration, planning, and management goals are:

- **AMS-1 Overall Coordination** - Provide program management and oversight for the successful administration of Federal, State, and local funded programs, including planning services for special studies, annual action plans, five-year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports, environmental review and clearance, fair housing, and compliance with all Federal, State, and local laws and regulations.

3. Evaluation of past performance

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

Loudoun County has had a good performance record with HUD and regularly meets its established performance standards. Each year the County prepares its Consolidated Annual Performance and Evaluation Report (CAPER) which is submitted to HUD. This report is submitted within ninety (90) days after the start of the new program year. The CAPER is available for review at the County's website at www.loudoun.gov/cdbg and also at the offices of Loudoun County, Housing and Community Development Department. The FFY 2021 CAPER is the first CAPER of the FFY 2021-2025 Five Year Consolidated Plan.

Loudoun County submitted its FFY 2021 CAPER to HUD on September 27, 2022, and was approved by HUD. As reported in the FFY 2021 CAPER, the County expended 100% of its CDBG funds for the benefit of low- and moderate-income persons. The County was under its 15% public services cap, expending 14.64% of its CDBG funds on public services. The County was at the administrative caps of 20% for the CDBG program. The County was under the 1.5 drawdown ratio (1.09). Loudoun County is carrying out its projects in a timely manner and in accordance with all HUD activity guidelines and match requirements.

Nine (9) projects were funded during the program year; five (5) were public service projects providing employment services, health services, homelessness prevention, counseling for first-time homebuyers and eviction prevention, food pantry assistance, and case management for at-risk families and targeting services to low-income individuals and families. The four (4) capital projects included funding the long-term lease of a community services center serving low-income and at-risk children and families in eastern Loudoun, rehabilitation of homes in Loudoun County, and the acquisition of two (2) homes for rehabilitation and disposition to low-income families.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

HUD requires communities to adopt a Citizen Participation Plan to afford citizens with a means to provide input and participation in the Five-Year Consolidated Plan and Annual Action Plan planning process. The Citizen Participation Plan encourages citizen participation to address the needs in the community for housing, community development, public services, funding priorities for programs, activities, and areas of need.

Citizen input on the Annual Action Plan was solicited through publicized advertisements in local media on the purpose of the Plan and the public input process. County residents had the opportunity to comment on housing, homelessness, community development, and public service needs at public hearings or by directly contacting the County. Special accommodation was available for persons with mobility, visual, speech or hearing impairments. While preparing the FFY 2023 Annual Action Plan, the Loudoun County Department of Housing and Community Development consulted with social service agencies, housing providers, and through the Department of Family Services, members of the Continuum of Care. Input came through public hearings and applications for funding to develop the FFY 2023 Annual Action Plan. Information on the FFY 2023 Annual Action Plan was available to local agencies, nonprofit organizations and other stakeholders working with minority, non-English speaking, and physically impaired residents to gather as much public input to participate in the planning process.

The Loudoun County Family Services Advisory Board hosted a public hearing on October 12, 2022, at 4:00 PM, to obtain citizens' views. The Board responds to proposals and questions on housing and community development needs, including priority housing and non-housing community development needs, fair housing issues, development of proposed activities, and review of program performance. The Loudoun County Board of Supervisors held a public hearing on Wednesday, May 10, 2023, at 6:00 PM, on the FFY 2023 Annual Action Plan.

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.

The Loudoun County Housing Advisory Board, whose members are appointed by the Board of Supervisors, hosted a public hearing on October 12, 2022, at 4:00 PM, to receive input from interested residents and stakeholders on housing and community development needs, including priority non-housing community development needs, fair housing issues, and program performance. The participants were asked to identify priority program issues for this Annual Action Plan. There were seventeen (17) people who attend the public hearing. Several speakers talked of the importance of the CDBG program and benefit to low- and moderate-income residents of the County and the growing need for services.

On Monday, April 10, 2023, the draft FFY 2023 Annual Action Plan was placed on display for public comment. Comments on the Plans were accepted from Monday, April 10, 2023, through Wednesday, May 10, 2023, at 4:00 PM.

The Loudoun County Board of Supervisors held a public hearing on the FFY 2023 Annual Action Plan on Wednesday, May 10, 2023, at 6:00 PM.

Comments received during the public display period and May 10, 2023, Supervisors public hearing will be incorporated prior to submission of the FFY 2023 Annual Action Plan.

All the comments received were considered in the preparation of the FFY 2023 Annual Action Plan.

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

Comments received through the citizen participation process were considered in the preparation of the proposed and final Annual Action Plan. Public comments were considered and, as appropriate, modifications were made to the final document. There were no comments or views that were received which were “not accepted.”

7. Summary

The FFY 2021-2025 Five Year Consolidated Plan identified the County’s housing, homelessness, special needs populations and community development needs. It established priorities and objectives and developed strategies for addressing priority needs over the five-year period. The selected FFY 2023 Annual Action Plan activities work toward addressing those needs.

The FFY 2023 Annual Action Plan for County Fiscal Year 2024 for Loudoun County includes the County's CDBG Program and outlines which activities the County will undertake during the program year beginning July 1, 2023, and ending June 30, 2024. This is the County's third year of the FFY 2021-2025 Five-Year Consolidated Plan.

During the FFY 2023 CDBG Program Year, Loudoun County proposes to address the following priority needs from its Five-Year Consolidated Plan:

- Housing Strategy
- Community Development Strategy
- Economic Development Strategy
- Administration, Planning, and Management Strategy

A “draft” of the FFY 2023 Annual Action Plan was placed on display on the County’s website at www.loudoun.gov/cdbg. The display period started on Monday, April 10, 2023 through

Wednesday, May 10, 2023, at 4:00 PM for a 30-day display period. The Public Hearing was held on Wednesday, May 10, 2023, at 6:00 PM to discuss the proposed activities and solicit resident comments. Upon completion of the 30-day comment period, Loudoun County submitted the FFY 2023 Annual Action Plan to the U.S. Department of Housing and Urban Development through IDIS on or before Monday, May 15, 2023.

8. Budget

During the FFY 2023 CDBG Program Year, Loudoun County will receive \$1,405,312 in CDBG Funds and anticipates \$36,084 in carryover funds for a total of \$1,441,396. Loudoun County proposes to undertake the following activities in FFY 2023:

FFY 2023 CDBG BUDGET -

Public Service:

- Northern Virginia Dental Clinic - \$34,000.00
- Crossroads - \$52,065.00
- LAWS (Public Service) - \$130,144.00

Capital Projects:

- LAWS (Capital Improvement) - \$22,406.00
- Habitat for Humanity - \$800,000.00
- Affordable Housing Activities - \$121,719.00

Administration:

- General Administration - \$281,062.00

Total FFY 2023 CDBG Allocation = \$1,441,396.00

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	Loudoun County	Loudoun County Department of Housing and Community Development

Table 1 – Responsible Agencies

Narrative (optional)

Loudoun County Department of Housing and Community Development is the lead agency and responsible department for administering the County's CDBG Program. The program administrator ensures the Loudoun County Board of Supervisors are well informed concerning the CDBG planning process and ensures the Board of Supervisors' approval is obtained for the Five-Year Consolidated Plan and subsequent Annual Action Plan submissions.

Consolidated Plan Public Contact Information

Primary CDBG contact:
Ms. Johnette M. Powell
CDBG Program Manager
Department of Housing and Community Development
P.O. Box 7000 Leesburg, VA 20177
(703) 737-8755 (Direct)
(703) 771-5454 (Fax)
Johnette.Powell@loudoun.gov

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**1. Introduction**

While preparing the FFY 2023 Annual Action Plan, the Loudoun County Department of Housing and Community Development consulted with social service agencies, housing providers, and through the Department of Family Services, members of the Continuum of Care. Input came through public hearings and applications for funding to develop the FFY 2023 Annual Action Plan.

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(I))

Loudoun County Department of Housing and Community Development works with the following agencies to enhance coordination:

- **Loudoun County Housing Choice Voucher Program** - Section 8 Housing Choice Vouchers.
- **Social Services Agencies** - Funds to improve services to low- and moderate-income persons.
- **Housing Providers** - Funds to rehabilitate and develop affordable housing and provide housing options for low- and moderate-income households.
- **Department of Family Services** - oversees the Continuum of Care for the County.

The Department of Housing and Community Development works closely with other County Departments, nonprofit organizations, faith-based organizations, and private enterprises working with adult and child protective services, at risk youth, persons with disabilities and/or HIV/AIDS and their families, individuals/families experiencing homelessness (including chronically homeless), and the elderly to continue to identify needs and gaps in services.

As part of the CDBG application planning process, local agencies, and organizations are invited to submit proposals for CDBG funds for eligible activities. These groups participated in the planning process by attending the public hearings and completing funding applications.

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 Department of Family Services is the lead agency for the Continuum of Care (CoC) and provides housing related programs for Homeless Prevention & Diversion, Emergency Shelter, Drop In Center, Cold Weather Shelter, Permanent Supportive Housing and Emergency Support Services. The priority needs addressed by the CoC were incorporated in the Needs Assessment and Strategic Planning sections of the

2021-2025 Five Year Consolidated Plan for Loudoun County and considered when reviewing funding applications for FFY 2023 CDBG 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.

Loudoun County is not a direct recipient of ESG funds. The Department of Family Services oversees the HMIS reports and coordination.

- 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**

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Table 2 – Agencies, groups, organizations who participated

1.	Agency/Group/Organization	Housing Advisory Board
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Needs Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted on funding recommendations and contingency plan for the 2023-2024 CDBG Program.
2.	Agency/Group/Organization	Family Services Advisory Board
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted for input on the needs for the FFY 2023 Annual Action Plan.
3.	Agency/Group/Organization	Northern Virginia Dental Clinic
	Agency/Group/Organization Type	Services-Health Health Agency Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy Community Development Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation on health (dental) needs of the low-income population which cannot afford dental insurance.
4.	Agency/Group/Organization	Good Shepherd Alliance, Inc.
	Agency/Group/Organization Type	Services-homeless Services-Employment
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy Anti-poverty Strategy Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with agency at community outreach on housing needs for homeless persons and families. The anticipated outcome is improved coordination to increase housing for homeless persons and families.
5.	Agency/Group/Organization	INMED Partnerships for Children
	Agency/Group/Organization Type	Services-Children Services-homeless Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy Anti-poverty Strategy Community Development Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted on the needs of very low-income families and children who are at risk of becoming homeless and have other risk factors. In addition, consultation on the expansion of homelessness prevention services in the community. The expected outcome is improved coordination for housing and services in an extremely low-income sector of the County.
6.	Agency/Group/Organization	A Farm Less Ordinary
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Employment
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development Anti-poverty Strategy Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted on the needs of persons with intellectual and developmental disabilities. Consultation on the expansion of services in the community to expand employment opportunities of persons in the ID/DD community.
7.	Agency/Group/Organization	Crossroads Jobs
	Agency/Group/Organization Type	Services-Employment
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted on the needs of persons who are unemployed/under employed. Consultation on the expansion of services in the community to expand employment opportunities of persons in need of job search skills and placement.

8.	Agency/Group/Organization	Mobile Hope Association
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy 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?	Consulted on the needs of very low-income youth who are or at risk of becoming homeless and have other risk factors. In addition, consultation on the expansion of homelessness prevention services in the community. The expected outcome is improved coordination for housing and services in an underserved segment of the County.
9.	Agency/Group/Organization	Loudoun Habitat for Humanity
	Agency/Group/Organization Type	Housing Services - Housing Service-Fair Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Anti-poverty Strategy Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted with Loudoun Habitat of Humanity on affordable housing. Anticipated outcome is to provide more affordable housing for very low- and low-income families.
10.	Agency/Group/Organization	Every Citizen Has Opportunities, Inc.
	Agency/Group/Organization Type	Services-Employment Disability Services

	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted on the needs of persons who are disabled and unemployed/under employed. Consultation on the expansion of services in the community to expand employment opportunities of persons with disabilities in need of job search skills and placement.
11.	Agency/Group/Organization	Loudoun Citizens for Social Justice, Inc (LAWS)
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Victims of Domestic Violence Homelessness Strategy 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?	Consulted on the needs of very low-income Victims of Domestic Violence who are or at risk of becoming homeless and have other risk factors. In addition, consultation on the expansion of homelessness prevention services in the community. The expected outcome is improved coordination for housing and services in an underserved segment of the County.
12.	Agency/Group/Organization	Northern Virginia Family Service
	Agency/Group/Organization Type	Services-Families
	What section of the Plan was addressed by Consultation?	Health Care Homelessness Strategy 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?	Consulted on the needs of low- and moderate-income families who are or at risk of becoming homeless and have other risk factors. In addition, consultation on the expansion of homelessness prevention services and other needs to improve quality of life in the community. The expected outcome is improved coordination for housing and services in an underserved segment of the County.
13.	Agency/Group/Organization	OARS
	Agency/Group/Organization Type	Services-Re-entry
	What section of the Plan was addressed by Consultation?	Education Re-entry Resources 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?	Consulted on the needs of low- and moderate-income persons who re-entering the community after incarceration. Improve quality of life in the community. The expected outcome is improved coordination for housing and services in an underserved segment of the County.
14.	Agency/Group/Organization	Tree of Life Ministries
	Agency/Group/Organization Type	Services-Families
	What section of the Plan was addressed by Consultation?	Health Care Homelessness Strategy 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?	Consulted on the needs of low- and moderate-income families who are or at risk of becoming homeless and have other risk factors. In addition, consultation on the expansion of homelessness prevention services and other needs to improve quality of life in the community. The expected outcome is improved coordination for housing and services in an underserved segment of the County.

15.	Agency/Group/Organization	COMCAST
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide Regional organization Business Leaders
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Comcast internet plans were examined to see the services they offer for County residents.

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

An effort was made and consult with a variety of agencies, groups and organizations involved with or interested in affordable housing, homeless, persons with special needs and community/economic development.

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	Department of Family Services	Strategic Plan goals parallel for homelessness.
County Comprehensive Plan	Loudoun County, Department of Planning	Strategic Plan goals for affordable housing complement the goals in the County's Comprehensive Plan.
Northern Virginia Hazard Mitigation Plan	Office of Emergency Management	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Proposed Broadband Strategic Plan	Loudoun County, Department of Information Technology	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The Loudoun Human Service Network is a coalition of nonprofit organizations working through advocacy and collaboration to ensure availability and access to human services for Loudoun County residents. The mission is to be a collective voice for all members of the Network serving the County, promote the important benefits and gain support from key decision makers.

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.**

Citizen input on the FFY 2023 Annual Action Plan was solicited through publicized advertisement in local media on the purpose of the Plan and the public input process. County residents had the opportunity to comment on housing, homeless, community development, and public service needs at public hearings, meetings, or by directly contacting the County. Special accommodations were made available for persons with mobility, visual, speech, or hearing impairments. Information on the FFY 2023 Annual Action Plan was available to local agencies, nonprofit organizations and other stakeholders working with minority, non-English speaking, and physically impaired residents to gather as much public input to participate in the planning process.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1.	Public Meeting	Non-targeted/broad community	Hosted by Housing Advisory Board on October 12, 2022, to receive input from interested residents and stakeholders on housing and community development needs, including fair housing issues and program performance. Participants were asked to identify needs in the County. There were seventeen (17) persons in attendance including County staff.	The minutes of the meeting are attached.	Comments received through the citizen participation process were considered in the development of the Annual Action Plan.	Not Applicable.

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)
2.	Internet Outreach	Non-targeted/broad community	Information on the FFY 2023 Annual Action Plan schedule was made available to local agencies, non-profit organizations and other stakeholders working with minority, non-English speaking, and physically impaired residents to afford as many people as possible for full public participation in the process.	No comments received via the internet.	Not Applicable.	www.loudoun.gov/cdbg

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)
3.	Newspaper Ad	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Agencies/ Organizations</p>	Information on the FFY 2023 Annual Action Plan schedule was distributed to local agencies, nonprofit organizations and other stakeholders working with minority, non-English speaking, and physically impaired residents to afford as many people as possible for full public participation in the process.	No comments received as a result of the newspaper notices.	Not Applicable.	Not Applicable.
4.	Internet Outreach	Non-targeted/broad community	The County posted the Draft FFY 2023 Annual Action Plan on the County's website.	No comments received via the internet.	None.	www.loudoun.gov/cdbg

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)
5.	Public Meeting	Non-targeted/broad community Advisory Boards	Presentation on the Annual Action Plan process and funding recommendations were made on April 5, 2023, to the Housing Advisory Board.	Insert comments received on addressing the Annual Action Plan.	Not Applicable.	Not Applicable.
6.	Loudoun County Board of Supervisors - Public Meeting	Non-targeted/broad community Agencies/Organizations	May 10, 2023, the Annual Action Plan was presented to the Loudoun County Board of Supervisors at the public hearing on the FFY 2023 Annual Action Plan.	Insert comments received on addressing the Annual Action Plan.	Not Applicable. All comments were accepted.	Not Applicable.

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

During FFY 2023 CDBG program year, the following resources (for housing, community development, and public services targeted primarily to low- and moderate-income citizens, including persons at risk for or experiencing homelessness) are expected to be available. The FFY 2023 allocation of Community Development Block Grant (CDBG) funds from HUD is \$1,405,312. The County will reallocate \$36,084 in carryover funds from prior years. The carryover funds will be used for activities in the FFY 2023 Annual Action Plan budget. Funds allocated to the County are based on a formula allocation used by HUD. The FFY 2023 CDBG funding distribution for projects is included in Section AP 38 of the Annual Action Plan. The program year goes from July 1, 2023, through June 30, 2024. These funds will be used to address the following strategies:

- Housing Strategy (HSS);
- Community Development Strategy (CDS);
- Economic Development Strategy (EDS); and
- Administration, Planning, and Management Strategy (AMS).

The accomplishments of these projects/activities will be reported in the FFY 2023 Consolidated Annual Performance and Evaluation Report (CAPER).

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,405,312.00	0.00	36,084.00	1,441,396.00	3,089,104.00	The Community Development Block Grant (CDBG) program is a flexible program that provides communities with resources to address a wide range of unique community development 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.

Any applicant for CDBG fund must contribute a minimum match of 10% of the amount requested and include with the application a board resolution authorizing the submission of the application and commitment of the required match.

Resources available to assist the County address its housing and community development needs include funds for the Housing Choice Voucher program to administer tenant and project-based vouchers. This also includes Family Self Sufficiency Coordinator funds for the HCV program, housing assistance payments, utility reimbursements, and funds for mainstream voucher payments.

The Supportive Housing Program with Continuum of Care Grants from HUD for Permanent Supportive Housing and case management are also available. Permanent Supportive Housing and emergency shelter operating costs which includes funds for supportive services, operations and rent

for PSH; local funds for staffing and administration of Homelessness Prevention Program; and Down Payment/Closing Cost and Public Employee Grant Programs for low- and moderate-income homebuyers; and the Rental Rehabilitation Program.

The Virginia Department of Housing and Community Development uses the "Virginia Homeless Solutions Program" grant and makes funds available for funding Rapid Re-Housing, homelessness prevention, CoC operations and planning, and CoC Coordinated Entry. Virginia Department of Behavioral Health and Developmental Services grants funds for the State Rental Assistance Program.

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

The lack of affordable housing has been identified a major need in the County. The County is currently investigating ways to use publicly owned land or property to address this particular need. The County has completed an inventory of public land for potential use in the development of affordable housing. Additionally, the County using CDBG funds has not acquired or improved any land, property, or buildings that is available for sale.

Discussion

Not Applicable.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1.	HSS-2 Housing Construction	2021	2025	Affordable Housing	Countywide	Housing Strategy	CDBG: \$800,000	Rental units rehabilitated: 0 Household Housing Unit Homeowner Housing Added: 5 Household Housing Unit Homeowner Housing Rehabilitated: 0 Household Housing Unit: 5 Other: 0 Other
2.	CDS-1 Community Facilities	2021	2025	Non-Housing Community Development	Countywide	Community Development Strategy	CDBG: \$22,406	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 75 Persons Assisted
3.	CDS-4 Public Services	2021	2025	Non-Housing Community Development	Countywide	Community Development Strategy	CDBG: \$216,209	Public service activities other than Low/Moderate Income Housing Benefit: 3,385 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 0 Households Assisted Other: 0 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4.	EDS-1 Employment	2021	2025	Economic Development	Countywide	Economic Development Strategy	CDBG: \$52,065	Public service activities other than Low/Moderate Income Housing Benefit: 165 Persons Assisted
5.	AMS-1 Overall Coordination	2021	2025	Administration	Countywide	Administration, Planning, and Management Strategy	CDBG: \$281,062	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1.	Goal Name	HSS-2 Housing Construction
	Goal Description	Increase the supply of decent, safe, sound, and accessible housing that is affordable to owners and renters in the County through rehabilitation of existing buildings and new construction.
2.	Goal Name	CDS-1 Community Facilities
	Goal Description	Improve the parks, recreational facilities, trails, bikeways, and all public and community facilities in the County.
3.	Goal Name	CDS-4 Public Services
	Goal Description	Improve and enhance public services including programs for youth, the elderly, disabled, and other public service programs for low- and moderate-income persons.
4.	Goal Name	EDS-1 Employment
	Goal Description	Support and encourage new job creation, job retention, workforce development, employment, and job training services for the unemployed and underemployed persons, including summer youth programs.

5.	Goal Name	AMS-1 Overall Coordination
	Goal Description	Provide program management and oversight for the successful administration of Federal, State, and local funded programs, including planning services for special studies, annual action plans, five-year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports, environmental review and clearance, fair housing, and compliance with all Federal, State, and local laws and regulations.

DRAFT

Projects

AP-35 Projects – 91.220(d)

Introduction

Funding recommendations listed below were developed through a structured review process on November 16, 2022, by 4:00 PM and presented to the Housing Advisory Board (HAB) for action on April 5, 2023. The HAB approved the recommendations. For plan year 2023, three (3) public service projects and three (3) capital projects are recommended for funding. Program administrative costs, to include staffing costs and expenses necessary to manage and operate the CDBG program, were also approved for funding. It is anticipated that the Board of Supervisors will adopt the Plan at a public meeting on May 10, 2023.

Projects

#	Project Name
1.	Loudoun Habitat for Humanity
2.	Affordable Housing Activities
3.	LAWS - Capital
4.	Northern Virginia Dental Clinic
5.	LAWS - Public Service
6.	Crossroads Employment Program
7.	CDBG Administration

Table 7 - Project Information

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

Based on an anticipated CDBG entitlement amount, fifteen (15) projects were submitted and thirteen (13) scored. Six (6) projects were funded as well as Administration projects. Two of the three public services activities funded at 100% of the amount requested, one public service received approximately 90.5% funding. All three (3) capital projects were funded, and the first two (2) projects were funded at 100% of the requested amount. These recommendations were reviewed by Finance, Government Operations & Economic Development Committee (FGOEDC). They were unanimously adopted by the Housing Advisory Board on April 5, 2023.

Obstacles to meeting underserved needs include the demand for affordable housing exceeding supply, high cost of land and housing, lack of affordable housing for families earning 30% or below AMI, lack of affordable housing for low-income single individuals, and loss of subsidized housing units. The recommended projects will help address those needs, in addition to helping to address other needs of Loudoun County residents.

AP-38 Project Summary**Project Summary Information**

1.	Project Name	Loudoun Habitat for Humanity
	Target Area	Countywide
	Goals Supported	HSS-2 Housing Construction
	Needs Addressed	Housing Strategy
	Funding	CDBG: \$800,000.00
	Description	Acquire up to five (5) existing single-family dwellings to provide affordable housing opportunities for extremely low and very low-income households.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 5 income eligible households will achieve homeownership.
	Location Description	Property locations to be determined.
	Planned Activities	Acquire existing single-family dwellings, rehabilitate as necessary and provide affordable housing opportunities to low-income households.
2.	Project Name	Affordable Housing Activities
	Target Area	Countywide
	Goals Supported	HSS-2 Housing Construction
	Needs Addressed	Housing Strategy
	Funding	CDBG: \$121,719.00
	Description	Through an RFP process funds will be awarded to developer seeking to develop affordable housing in the County.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 1 low-income housing unit.
	Location Description	Property locations to be determined.

3.	Planned Activities	Development of low-income housing.
	Project Name	LAWS (Capital Improvement)
	Target Area	Countywide
	Goals Supported	CDS-1 Community Facilities
	Needs Addressed	Community Development Strategy
	Funding	CDBG: \$22,406.00
	Description	LAWS proposed project includes conversion and renovation of two (2) small downstairs bathroom(s) at LAWS' Community Services Center (CSC) into one (1) larger bathroom that meets Americans with Disabilities Act (ADA) standards, creating an ADA-accessible bathroom for survivors with physical limitations.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 75 extremely low- and very low-income persons will benefit from this activity.
	Location Description	105 East Market Street, Leesburg, VA 20176
4.	Planned Activities	ADA Accessibility Improvements
	Project Name	Northern Virginia Dental Clinic
	Target Area	Countywide
	Goals Supported	CDS-4 Public Services
	Needs Addressed	Community Development Strategy
	Funding	CDBG: \$34,000.00
	Description	Providing access to oral health care services which is disproportionately found in the area's indigent population. Lack of dental services is one of the most frequently mentioned gaps in service for low-income households.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 270 extremely low and very low-income persons will benefit from this activity.

	Location Description	2 Pidgeon Hill Drive, Suite 230 Sterling, VA 20165.
	Planned Activities	Comprehensive dental care services for adults ages 18 years and older.
5.	Project Name	LAWS (Public Service)
	Target Area	Countywide
	Goals Supported	CDS-4 Public Services
	Needs Addressed	Community Development Strategy
	Funding	CDBG: \$130,144.00
	Description	Domestic violence and sexual assault advocacy and case management services.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 600 extremely low and very low-income households will benefit from this activity.
	Location Description	105 East Market Street, Leesburg, VA 20176
	Planned Activities	CDBG funds will pay for case management services for victims of domestic violence.
6.	Project Name	Crossroads Employment Program
	Target Area	Countywide
	Goals Supported	EDS-1 Employment
	Needs Addressed	Economic Development Strategy
	Funding	CDBG: \$52,065.00
	Description	Provide individualized job search training, job placement and retention services for unemployed and underemployed Loudoun County residents at both Leesburg and Sterling locations.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 165 extremely low and very low-income households will benefit from this activity.
	Location Description	8C South St. SW, Leesburg, VA 20175

	Planned Activities	Evaluate skills and needs of program participants, help identify necessary support services during job search.
7.	Project Name	CDBG Administration
	Target Area	Countywide
	Goals Supported	AMS-1 Overall Coordination
	Needs Addressed	Administration, Planning, and Management Strategy
	Funding	CDBG: \$281,062.00
	Description	A maximum of 20% of the CDBG entitlement award may be allocated for program administration costs, which includes staff payroll and fair housing studies/evaluations, among other costs.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Funds are used for administrative, and staff cost for the administration of the CDBG program.
	Location Description	106 Catoctin Circle SE, Leesburg, VA 20175
	Planned Activities	This activity provides funding for administrative and staff costs to implement and manage Loudoun County's CDBG Entitlement Program. This includes coordination with each organization and project that is funded during the year, project monitoring, processing drawdowns, compliance with Federal environmental regulations and reviews, compliance with fair housing regulations, and other Federal requirements.

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.

Given the low- and moderate-income population of Loudoun County is approximately 20% the County does not use geography as the basis for targeting funds. This is attributable to lack of concentrations of low- and moderate-income persons. Therefore, the County uses its resources throughout the County to benefit low- and moderate-income persons. The County's objective is to be flexible with the use of funding and other available resources to meet needs countywide.

Geographic Distribution

Target Area	Percentage of Funds
Countywide	100%

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically.

Activities are funded to benefit low- and moderate-income residents of the County, based on income eligibility not geographic location.

Discussion

Given the lack of concentration of low- and moderate-income persons, the county provides benefits based on income eligibility.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Loudoun County will utilize its CDBG funds to rehabilitate and support the development of new affordable housing units. The one-year goals for affordable housing in Loudoun County for FFY 2023 are as follows:

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	6
Special-Needs	0
Total:	6

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	6
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total:	6

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

Discussion

Loudoun County will fund the following projects with FFY 2023 CDBG funds:

- **Loudoun Habitat for Humanity** - Acquire approximately five (5) existing single-family dwellings to provide affordable housing opportunities for extremely low- and very low-income households. (5 housing units)
- **Affordable Housing Activities** - Through an RFP process funds will be awarded to developers seeking to develop affordable housing in the County. (1 housing unit)

AP-60 Public Housing – 91.220(h)

Introduction

Loudoun County does not have a Public Housing Authority or public housing units. The County has a HUD funded Housing Choice Voucher (HCV) program and has 787 authorized vouchers, including 71 Mainstream, 9 FUP, 3 VASH and 21 PBV. Currently 584 are in use. The program assists low-income households seeking to rent housing of their choice in the County. The HCV program provides a rental subsidy for the household which is based on the individual's household income. The HCV Program Waiting List is currently closed since 2010. The HCV Waiting List currently has 165 households on it. Applications are only accepted while the HCV Program Waiting List is open. Prior to opening the waiting list, Loudoun County provides public notice through publication in a local newspaper of general circulation and the Loudoun County website. When applications are accepted, the Loudoun County HCV Program will notify the public on the method to submit an application and will be described in the DFS Administrative Plan. If a submission method presents a hardship for a person due to a disability, reasonable accommodation may be requested.

Actions planned during the next year to address the need to public housing.

The County's implemented a Project Based Voucher (PBV) Program using Housing Choice Vouchers. Local housing developers have shown an interest in the Program. The program ties the rental assistance to the unit rather than the occupant which can be beneficial to both the tenant and property owner.

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

The County's Housing Choice Voucher program provides an opportunity for HCV clients to participate in the Family Self Sufficiency (FSS) Program. This program allows a portion of rent to be placed in an escrow account for the potential future use in purchasing a home or advanced education. It is anticipated that fifty (50) HCV households will participate in the FSS Program in County FFY 2023. As an FSS participant's income increases, the amount of funds placed into escrow increases. Case management is provided to participants to help them with their goals for self-sufficiency and homeownership. FSS Program staff continue to explore additional options to promote homeownership among program participants.

The HCV Program has a Resident Advisory Board (RAB) comprised of five (5) HCV program participants. The RAB typically meets twice per year. Participation on the Board provides residents with an opportunity to give input on management of the program, such as the annual administrative plan. The RAB reviews proposed changes to the HCV Program Administrative Plan prior to it going to the County Board of Supervisors for approval.

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

Loudoun County does not have a Public Housing Authority nor public housing units.

Discussion

Loudoun County does not have any public housing units; it will continue operation of other programs which provide affordable housing to a significant number of low-income households. The Administrative Plan for the HCV Program includes the potential to offer additional project-based vouchers in the future.

DRAFT

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

Introduction

Loudoun County and its non-profit partners perform a variety of activities during the year aimed at reducing and ending homelessness and offering supportive services to households who are at risk of becoming homeless. Some of these activities are outlined below. The Loudoun County Continuum of Care (CoC), and its member organizations take the lead in addressing homelessness in the County. The CoC Governance Board advises and works with the CoC on grant funding and policies related to meeting the housing and service needs of households experiencing homelessness and those at risk of homelessness.

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

Projects for Assistance in Transition from Homeless (PATH) outreach services are provided by staff employed by Loudoun County's Department of Mental Health, Substance Abuse and Developmental Services (MHSADS). The PATH Team spends most of their time in the community, meeting with individuals who are known to be homeless. PATH staff follow up on reports from service providers, community members, law enforcement, and others, which identify individuals who are thought to be homeless. Their goal is to assess immediate needs, safety concern(s), and to begin the process of linking the individuals to emergency homeless shelters, health and mental health care, basic needs, housing and other mainstream resources. Due to the pandemic and staffing capacity, street outreach efforts previously undertaken by the Coordinated Entry Specialists have been halted.

The Loudoun Homeless Services Center (LHSC) offers a Drop-in Day program where single adults experiencing homelessness can receive a meal, shower, and do laundry. They also have access to a computer lab and community resources.

Loudoun CoC and its non-profit partners participate in the annual Point in Time Homeless Count, where based on their outreach expertise, PATH staff serve in a critical role. For the 2023 PIT Count, participation was limited to staff of county agencies (MH SADS and DFS) and local non-profit partners who had previous experience conducting the PIT Count.

Addressing the emergency shelter and transitional housing needs of homeless persons

Local emergency shelters and transitional housing programs in Loudoun typically provide life skills and support to participants to help them gain skills to maintain their housing and to avoid a return to homelessness. Support groups address issues, such as physical and emotional health, relationship issues, and financial literacy. Case management is housing-focused, and participants are referred to community

resources to access employment services and support that can lead to increased self-sufficiency. Education about mainstream community resources is also provided and participants are encouraged to access these services to supplement their income and help manage a temporary crisis.

Emergency Shelter: Operation of the Loudoun Homeless Services Center transitioned from Volunteers of America Chesapeake and Carolinas to Shelter House, Inc. during FFY 2023. The Loudoun Homeless Services Center (LHSC) includes an emergency homeless shelter that provides thirty (30) beds for families with children and single women, and fourteen (14) beds for single adult men. Households experiencing homelessness access the emergency homeless shelter through a coordinated entry process. As part of the shelter's intake process, a more in-depth assessment of housing barriers is completed, and upon admission, a housing-focused service plan is developed. Additionally, the center offers a hypothermia program from November 15th through March 31st, which is open to single adults aged 18 and older in the community who are experiencing a housing crisis resulting in homelessness. The program provides a warm indoor overnight place to sleep, meals, access to showers, and information about community-based programs and services. Transportation is provided, free of charge, from the selected pick up/drop off locations listed by the County.

In FFY 2023, as a result of COVID-19, Loudoun County residents' need for emergency shelter to escape from violence increased significantly. From July 2022 to November 2022, LAWS provided 86 victims of domestic violence with emergency shelter, which represents a 75 percent increase compared to the same time period in 2019. LAWS Domestic Violence and Sexual Assault Services (LAWS) continued to fill their 12-bed shelter capacity and used alternative, socially distanced sheltering to meet the increased demand. While residents are in shelter, LAWS provides safety planning, advocacy and case management, assistance with goal planning, basic needs, information and referrals to community resources and transportation assistance.

The Good Shepherd Alliance (GSA) operates a thirteen (13) bed shelter for homeless women, children, and families as their emergency shelter. In FFY 2023, as a result of COVID-19, the Loudoun Abused Women's Shelter (LAWS) increased their short-term emergency bed count from twelve to twenty-eight. While residents are in shelter, LAWS provides safety planning, advocacy and case management, assistance with goal planning, basic needs, information and referrals to community resources and transportation assistance.

Transitional Housing: The Good Shepherd Alliance (GSA) provides 46-50 beds as transitional housing units. Some serve single women; other units serve single women with children or families. Households access services directly by contacting GSA.

"Loudoun County provides twelve (12) units of Permanent Supportive Housing (PSH) for the individuals who have a documented disability and a history of chronic 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

Programs, such as Homeless Prevention and Diversion, Rapid Rehousing (RRH), Permanent Supportive Housing (PSH) and Supportive Services for Veteran Families (SSVF) are critical components to helping households move from homelessness to permanent housing. In Loudoun, DFS provides a Homeless Prevention and Diversion program with partial funding through the Virginia Department of Housing and Community Development. The program offers support to those households who are at imminent risk of housing loss by providing financial support and case management. Rapid Re-housing (RRH) services are provided in Loudoun County. Volunteers of America Chesapeake and Carolinas, a nonprofit member organization of Loudoun CoC, receive funding from the Virginia Department of Housing and Community Development to provide rapid rehousing (RRH). RRH services combine short-term financial assistance for housing and utility costs together with housing-focused case management. The goal of RRH is to rapidly rehouse households who are experiencing literal homelessness. Loudoun County provides sixteen (16) units of Permanent Supportive Housing (PSH) for the chronically homeless population. Households in PSH are offered receive ongoing intensive case management (tailored to household needs) to promote self-sufficiency and stability in housing.

The Loudoun Continuum of Care (CoC) participates in a statewide initiative focused on reducing veteran homelessness. Regional Supportive Services for Veterans providers provide links to housing and services for Veterans. Connections also exist with the VA Medical Center and the Wounded Warrior Program. The Department of Family Services has a Veteran Services program designed to coordinate a one-stop information, outreach, and referral hub for veterans, and to establish a collaborative network of partners who serve veterans in the county. Loudoun County has HUD VASH (VA Supportive Housing) vouchers. The CoC continues to work with the Supportive Services for Veteran Families (SSVF) program whose goal is to ensure that veterans experiencing or at-risk of homelessness are connected to housing resources and services quickly. Loudoun County Schools' McKinney-Vento Program provides support to unaccompanied youth as well as youth who are experiencing homelessness. Additionally, a local non-profit, Mobile Hope, provides supportive and financial support to transitional aged youth who are experiencing homelessness.

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.

Loudoun County's Department of Family Services (DFS) offers locally funded emergency rental assistance in addition to other services to help program-eligible residents meet their basic needs. Friends of Loudoun Mental Health provides rent supplements to households with serious mental illness to help prevent homelessness. Other local nonprofit organizations providing financial assistance for rent and utilities include Catholic Charities, The Salvation Army, Loudoun Cares, Tree of Life Ministries, and Friends of Loudoun Mental Health while others, such as Women Giving Back provide clothing and other household items. Some local faith-based organizations also offer financial assistance as well as household items to help individuals and families set-up their home.

INMED, a local non-profit, home-based case management services address life skills, budgeting, and access to mainstream resources. Mobile Hope is a nonprofit that assists transitional aged youth who are precariously housed or homeless youth with resources to meet basic needs, such as food and clothing.

Discharge planning protocols for publicly funded institutions or systems of care focus on having a viable plan for housing upon discharge. In recent years, the Loudoun County Re-Entry Council has been active in working to improve services available to returning citizens.

The Re-Entry Council works to address housing and other needs for returning citizens. Some of whom, especially those with a history of violent crimes or sex offenses, have high barriers to housing and other services. A faith-based provider in Western Loudoun County provides some transitional housing, life skills and ESL classes, budgeting, and job search workshops. Employment Services are provided by the one-stop Workforce Resource Center of Loudoun County Government; Crossroads Jobs, a local non-profit; and several faith-based providers in Eastern and Western Loudoun.

Discussion

The Continuum of Care and DFS which houses the Coordinated Entry System Intake has been active in modifying it to enhance access to prevention, emergency shelter, community-based resources and housing for households experiencing homelessness as well as those households at-risk of homelessness. For FFY 2023, Loudoun County's Board of Supervisors approved three FTEs in order to create a Homeless Assistance Team comprised of a supervisor, housing locator and case manager. The services provided by this team will help to support residents who are experiencing homelessness through the provision of case management services to those who are unsheltered and not eligible for PATH program as well as after care support to those who exit shelter into stable housing situations. The Housing Locator will provide housing location support to case managers who work with those experiencing homelessness, engage landlords and property managers by educating them on the benefits of homeless services programs, such as PSH and RRH, and provide educational support to the newly housed. The Loudoun CoC is also participating in a regional racial equity project through its membership with the Metropolitan Washington Council of Governments' (MWCOG) Homeless Services Committee. This project focuses on examining the policies and practices of MWCOG Homeless Services Committee local CoC's members.

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

Introduction:

The housing policies have been adopted by the Board of Supervisors to address potential barriers to developing affordable housing and help increase the supply of affordable housing in the County. A variety of actions that promote the development of affordable housing in the County are being actively implemented.

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.

On September 8, 2021, the Board of Supervisors (BOS) adopted the Unmet Housing Needs Strategic Plan (UHNSP) to define how the County will address unmet housing needs in a strategic and systematic way over the short-term (five years) and the long term. The UHNSP identifies strategies and tools, as well as housing targets, to address housing needs at each level of Area Median Income up to 100%. Anticipated strategies include both market-driven and more traditional approaches, including enhanced and new programs and initiatives.

The Board of Supervisors initiated a plan to overhaul the County's Zoning Ordinance. A focus area of the zoning ordinance rewrite is to implement the new comprehensive vision as expressed in the 2019 Comprehensive Plan. Numerous policies, strategies, and actions were identified in the Housing Chapter that could remove or ameliorate barriers to affordable housing. These included using innovative and flexible regulatory approaches to help fulfill the continuum of housing needs, promoting dense housing products that are affordable by design and price, preserving existing affordable housing stock and ensuring housing remains safe and habitable. It is anticipated that the revised ordinance will be completed by the summer of 2023.

The County is considering establishing other incentives, such as density bonuses; expedited application review; reductions or waiver of permit, development, and infrastructure fees or capital facilities contributions; tax credit programs; and zoning modifications to meet housing goals and objectives. The County will update and maintain an inventory of County-owned real property and is willing to consider the use of some property by nonprofit, public and private sector entities for affordable housing development to meet its housing needs.

Following a Housing Summit in 2017, the BOS directed staff to implement the following actions: develop a public land inventory to identify potential land for development of affordable housing; amend zoning ordinances to incentivize affordable housing development; and develop a formal revolving loan program for the Loudoun County Housing Trust Fund as a resource for housing developers seeking to develop affordable housing. These efforts continued in 2022. A public land inventory was created as part the

UHNSP.

Discussion:

Other significant actions related to implementation of the UHNSP include:

- On March 1, 2022, the BOS approved the conveyance of up to 6 acres of the Arcola School site to a nonprofit entity for the renovation of the National Register-listed Arcola School with 10 affordable apartments, and to add a new affordable multi-family rental apartment building with 64 new affordable rental units.
- On March 9, 2022, the BOS adopted amendments to the Codified Ordinances of Loudoun County to support the creation of the Rental Housing Acquisition and Preservation (RHAP) Loan Program, which will assist multifamily affordable housing developers in acquiring existing affordable rental units in the County to preserve and extend rental affordability.
- On March 31, 2022, the County Administrator established the independent Department of Housing and Community Development (DHCD)
- On April 5, 2022, the BOS adopted the Fiscal Year 2023 Budget allocating the equivalent of a half-penny of real property tax revenue for affordable housing. Over \$6 million in funds were made available through the budget from a combination of Proffers and local tax funding.
- On September 14, 2022, the BOS adopted a new chapter of the Codified Ordinances of Loudoun County to create an Affordable Housing Land Development Application and Development Fee Waiver Program.
- On September 20, 2022, the BOS approved a list of certified developers for the RHAP Loan Program. Because these developers are now known to the County and have provided organizational materials, staff's review can now focus on the project being proposed, and in turn, the review can be expedited.
- Loudoun View Senior Apartments opened and began leasing in 2022. This older adult Low-Income Housing Tax Credit (LIHTC) project provides 98 new affordable units. Loudoun View was supported by a \$5.225 million loan through Loudoun County's Affordable Multi-Family Housing Loan Program. Four additional projects are either under construction or in development.

In cooperation with the Department of Mental Health, Substance Abuse, and Developmental Services (MHSADS) and through funding from the Virginia Department of Behavioral Health and Developmental Services (DBHDS), the State Rental Assistance Program (SRAP) provides rental assistance for persons with intellectual and developmental disabilities who want to live independently in their own rental housing. The program is designed to provide rental assistance to single person families that meet the income eligibility criteria, so they have the means to lease private market rental housing that meets their needs.

On behalf of Virginia Housing, Loudoun County is an agent for the Rental Unit Accessibility Modification (RUAM) Grant and Granting Freedom programs. RUAM offers rehabilitation grants for rental units (\$6,000 per unit with \$400 Administrative fee to County) and Granting Freedom offers rehabilitation grants for

the homes of veterans needing accessibility improvements.

Community partners such as Habitat, Rebuilding Together, Community Housing Partners, and LEAP are providing resources, including assessing home repair needs, for new home construction/repairs/weatherization and energy efficiency improvements to maintain affordable housing.

Loudoun County is one of eight local jurisdictions participating in a Regional Analysis of Impediments to Fair Housing Choice, or Regional Housing Equity Plan. The plan, expected to be finalized in Spring 2023, will provide strategies for achieving fair housing choice throughout the Metropolitan Washington region.

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AP-85 Other Actions – 91.220(k)

Introduction:

The following section addresses the strategies the County will continue to use to foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty level families, develop institutional structure and enhance coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs.

The following action are planned to address obstacles to meeting the underserved needs in Loudoun County:

- Develop online webinars for homebuyer education classes.
- Participate in local and regional events such as the Northern Virginia Housing Expo.
- Present information on housing programs to community groups, housing organizations and other entities to raise awareness of affordable housing options among county residents.
- Implement the Unmet Housing Needs Strategy.
- Implement the 2019 Comprehensive Plan Housing goals.
- Revise the Zoning ordinance to remove barriers to affordable housing.
- Implement the Human Services Strategic plan.

CDBG funded activities also contribute to meeting underserved needs. CDBG funds supported the long-term lease and some operation costs of an organization serving families in need. The Organization provides a wide variety of services which may include youth mentoring, ESL classes, childcare, life skills and financial education classes for adults.

Healthcare (including comprehensive dental services for adults), homeless prevention, housing counseling services, food distribution, and job search assistance and placement are CDBG funded services for low- and moderate-income households.

Actions planned to foster and maintain affordable housing.

An ongoing CDBG-funded housing rehabilitation program rehabilitates houses owned and occupied by low- and moderate-income residents. The rehabilitation may include the addition of accessible accommodation for individuals with disabilities. The Loudoun County Housing Rehabilitation Program (LCHIP) includes the Emergency Repair and Accessibility Program for elderly and persons with disabilities. The program was introduced in 2013 and provides small grants to assist elderly and/or disabled homeowners with emergency repairs and/or accessibility improvements. In 2020, the County began

programs to provide funds for accessibility modifications for persons who are tenants – Rental Unit Accessibility Modification (RUAM) and Freedom Grant.

The Board of Supervisors granted authority to purchase new and resale ADUs with funds allocated from the County Housing Trust. To date, sixty-one (61) ADU units have been purchased and sold by the County. At the end of 2022, more than 2,800 units have been provided as part of the ADU Purchase Program, and 257 units are available to rent as part of the ADU Rental Program. Seven (7) projects were provided County loans in the amount of \$26 million to create approximately 632 affordable rental units from the County's Housing Trust.

Loudoun County administers several loan-assistance programs for people to purchase a home. The Public Employee Homeownership Grant Program (PEHG) provides grant amounts of \$10,000 to current moderate-income public- and public-school employees to purchase a home in the County. The Down Payment and Closing Cost (DPCC) Assistance Program aids first-time homebuyers through a second trust loan. The State Rental Assistant Program (SRAP) serves individuals with developmental disabilities who want to live independently in their own housing.

The County implemented a Permanent Supportive Housing (PSH) program to serve chronically homeless households with affordable rental housing, combined with intensive case management. The County will continue to seek HUD Continuum of Care Grant funds and state homeless and special needs grant funds to continue the PSH program and to expand the program and/or to support the development of other affordable housing efforts.

To date Loudoun Habitat for Humanity has given a “hand-up” to 46 families (174 individuals) and added 44 homes to the affordable housing inventory in Loudoun County. At the time of this AAP Habitat has purchased and is in the process of rehabilitating two (2) additional properties through CDBG funding. The units will be sold to qualifying low-income partner families. Habitat is included in this year's Plan as a grant recipient.

Actions planned to reduce lead-based paint hazards.

In order to meet the requirements of the lead-based paint regulations, the County will take the following actions regarding rehabilitation, tenant based rental assistance, homeownership, and homeless/special needs housing:

Rehabilitation Programs

The County will continue to ensure that:

- Applicants for rehabilitation funding receive the required lead-based paint information and understand their responsibilities.
- Staff properly determine whether proposed projects are exempt from some or all lead-based

paint requirements.

- The level of Federal rehabilitation assistance is properly calculated, and the applicable lead-based paint requirements determined.
- Properly qualified personnel perform risk management, paint testing, lead hazard reduction, and clearance services when required.
- Required lead hazard reduction work and protective measures are incorporated into project rehabilitation specifications as needed.
- Risk assessment, paint testing, lead hazard reduction, and clearance work are performed in accordance with the applicable standards established in 24 CFR Part 35, Subpart R.
- Required notices regarding lead-based paint evaluation, presumption, and hazard reduction are provided to occupants and documented.
- Program documents establish the rental property owner's responsibility to perform and adhere to ongoing lead-based paint maintenance activities, when applicable.
- Program staff monitors owner compliance with ongoing lead-based paint maintenance activities.

Homeownership Programs

The County will continue to ensure that:

- Applicants for homeownership assistance receive adequate information about lead-based paint requirements.
- Staff properly determine whether proposed projects are exempt from some or all lead-based paint requirements.
- A visual assessment is performed to identify deteriorated paint in the dwelling unit, any common areas servicing the unit, and exterior surfaces of the building.
- Prior to occupancy, properly qualified personnel perform paint stabilization, and the dwelling passes a clearance exam in accordance with the standards established in 24 CFR Part 35, Sub- part R.
- The home buyer receives the required lead-based paint pamphlet and notices.

Actions planned to reduce the number of poverty-level families.

DHCD continues to sponsor the Family Self Sufficiency Program (FSS) that provides Housing Choice Voucher participants the opportunity to achieve economic independence over a five-year period. A case manager is linked with the family to develop an individual plan that includes mentoring, budget counseling, linking to employment and career services and other community resources. As their income increases, the program funds an escrow account for participants based on a HUD-specific formula. The funds in the escrow account are provided to the participants at the successful completion of their contract. Funds are typically targeted for homeownership or paying for advanced education.

The Workforce Resource Center (WRC) implemented improvements in accessibility, staffing, and outreach including updated its website for more online accessibility for job seekers.

Crossroads Jobs, provides job readiness and job placement services. Several faith-based groups also provide job search support. These programs increase access to employment services in the County to help persons secure jobs and increase income. Case managers working in various local programs routinely refer customers to these valuable employment services.

DFS's Career Support Services Unit continues to provide subsidized childcare services to recipients of TANF/VIEW, allowing parents to return to work and continue education. The Childcare Fee System Program provides a childcare subsidy for eligible low-income families that need childcare while working, in training or in school. The Head Start Wrap-Around Program provides a childcare subsidy for families who are receiving Head Start or Early Head Start services. A Quality Initiative Grant provides educational workshops for childcare providers to promote quality childcare and starting childcare businesses.

DFS continue to provide vouchers and subsidized transportation to older adults, persons with disabilities, and extremely low-income persons for medical appointments, job training and commute to employment sites. The County annually conducts public input sessions to obtain information on local transit needs and effectiveness of bus routes; the information is used to improve transit services for all residents to include low-income and special needs households.

Several organizations in the community provide services and resources to support Loudoun residents of various cultural and ethnic backgrounds. Some of these services are located in communities in eastern Loudoun County, which have seen an increase in immigrant populations and also have a slightly higher poverty rate than other areas in the County.

The proposed CDBG-funded projects listed in section AP-38 will serve extremely low income and low-income at-risk families and individuals. Job search and placement services will be provided to help adults obtain employment; a community service center in eastern Loudoun will provide a variety of services, education, summer camp, and after-school activities for low-income families and individuals; a local homeless shelter and case management services, comprehensive dental care for adults 18 years and older; the acquisition of primary residence for low-income qualifying households; and the long-term lease of two facilities that provide public services to low-income and/or individuals/families experiencing homelessness population.

Actions planned to develop institutional structure.

The Family Services Advisory Board (FSAB) continues to work with CDBG Program staff to identify and implement improvements to the annual CDBG application and funding process. The County's CDBG Program staff, in coordination with the Board of Supervisors, will continue to take the lead in implementing the CDBG Program. Over the years, community outreach has increased to ensure that a cross-section of service providers and businesses benefiting low- and moderate-income persons were aware of the availability of CDBG funds.

The County continues to expand outreach efforts to market housing programs. The County presents information about financing programs for first-time homebuyers and homeowners needing home rehabilitation services. Appropriate boards and commissions are kept informed of CDBG activities, particularly as they relate to the development and preservation of affordable housing. In addition, the CDBG program continues to nurture relationships with nonprofit agencies and community-based organizations with an emphasis on increasing the participation of minority and faith-based groups. Many of these agencies and organizations actively participate in the community input process and provide comments on funding priorities.

DFS continues to strengthen the CoC and works with the CoC General Membership group to continually improve the coordinated entry process for County residents who are in need of help due to homelessness or risk of losing their home. The Governance Board provides structure and support to the CoC General Membership to enhance its efforts to prevent and reduce homelessness in the County and to raise public awareness on homeless needs. The County continues to work with the business community and private industry to implement housing, economic, and community development priorities.

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

The County continues efforts to enhance coordination between public and private housing agencies and among private and governmental health, mental health, and service agencies. During the year, the County seeks input from groups such as the Continuum of Care (CoC) on housing, health, social service and community development activities. The CoC (including its General Membership group and Governance Board) is the oversight organization for the County's homeless planning process. It is also tasked with developing and submitting Federal and state funding applications to secure funding for homeless housing, financial assistance, and services. The CoC's membership includes representation from the public and private sectors, community groups, non-profit organizations, and faith-based organizations.

County staff continues to participate in the Loudoun Human Services Network, a local coalition of non-profit human services providers. Staff participation provides an opportunity for both, sharing information with an important group of community organizations and learning about pressing community issues and needs. Bi-monthly meetings offer an opportunity to share resources and promote community events related to human services and housing. Information on the annual CDBG competitive application process is also shared with the service providers.

The County works closely with appropriate local and regional boards, commissions, and nonprofit housing development organizations to address the issue of affordable housing. Outreach activities continue to be targeted to the business community, faith-based organizations and minority populations. The County will continue to participate in the annual Northern Virginia Housing Expo which provides an opportunity to build connections with non-profit, private housing developers, and financial institutions. The County also participates with regional jurisdictions such as the Washington Metropolitan Region Council of

Governments (COG). Staff from various County Departments serve on various COG Committees.

Discussion:

The County continues to foster and maintain affordable housing, reduce the number of poverty level families, address lead-based paint hazards, develop the institutional structure for carrying out these actions, and enhance coordination among housing and human service agencies in the public, private, and faith-based sectors of the community and region.

Monitoring of Activities:

Loudoun County will ensure through the annual application and resource allocation process that priority needs are addressed. Public feedback on performance will be solicited during the community needs public hearing prior to developing the annual action plan. Funding awards are approved by the Board of Supervisors and contracts are executed with project subrecipients.

Loudoun County's CDBG Program Manager has the primary responsibility for monitoring the County's Five-Year Consolidated Plan and Annual Action Plans and will maintain records on the progress toward meeting the goals and the statutory and regulatory compliance of each activity. The Program Manager is also responsible for the on-going monitoring of any subrecipients for similar compliance.

Service area documentation is maintained along with income surveys if used. Timeliness of expenditures is achieved through scheduling activities, drawdown of funds, and maintenance of budget spread sheets which indicate the dates of expenditures. Program modifications are considered if project activities are not able to be completed within the allowable time limits of the grant. Additionally, there is a "monitoring checklist" that is utilized when programs and activities are reviewed. The checklist used is from Managing CDBG A Guidebook for CDBG Grantees on Subrecipient Oversight.

CDBG funded activities are monitored periodically and a final inspection is performed which details the cost benefit and benefit to low- and moderate-income persons. During the on-site inspections, compliance with the local building and housing codes are reviewed. Copies of financial statements and audit reports are required and kept on file. CDBG staff is also assigned responsibility for compliance with specific federal regulations such as environmental reviews, Davis-Bacon wage rate compliances, accessibility and fair housing requirements.

Program Specific Requirements

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

Introduction:

The following relates to CDBG program specific requirements. Loudoun County receives an annual allocation of CDBG funds. The questions below have been completed, as applicable. The County is an entitlement community eligible to use 'uncapped' income limits. The programs which use the uncapped limits are the direct homeownership programs and the residential rehabilitation program or other programs based on income eligibility. The County does not receive HOME funds.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(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	\$0.00
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.	\$0.00
3. The amount of surplus funds from urban renewal settlements	\$0.00
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	\$0.00
5. The amount of income from float-funded activities	\$0.00
Total Program Income:	\$0.00

Other CDBG Requirements

1. The amount of urgent need activities	\$0.00
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.	100.00%

CDBG Percentages:

- **Administrative Percentage:** 20.0%
- **Public Service Percentage:** 15.0%
- **Low and Moderate-Income Percentage:** 100.0%
- **No Slum and Blight Activities.**

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