
LOUDOUN COUNTY, VIRGINIA



FEDERAL FISCAL YEAR 2023 ANNUAL ACTION PLAN - SUBSTANTIAL AMENDMENT # 1

*For Submission to the U.S. Department of Housing and Urban
Development for the Community Development Block Grant
and the HOME Investment Partnerships Programs*

July 12, 2023



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**Substantial Amendment #1:**

Loudoun County amended its FFY 2023 Annual Action Plan because the County was notified by the U.S. Department of Housing and Urban Development (HUD) that it is eligible to receive HOME Investment Partnership (HOME) funds as a Federal entitlement community. To accept these funds the County must amend its FFY 2023 Annual Action Plan to add the HOME funds into the document.

Loudoun County amended its FFY 2023 Annual Action Plan by doing the following amendments: HOME-23-08 HOME Administration - create a new project/activity under the new HOME program allocation in the budget amount of \$75,000; HOME-23-09 CHDO Set-Aside - create a new project/activity under the new HOME program allocation in the budget amount of \$112,500; HOME-23-10 Tenant Based Rental Assistance (TBRA) - create a new project/activity under the new HOME program allocation in the budget amount of \$499,500; and HOME-23-11 Down Payment Assistance/Closing Cost Assistance - create a new project/activity under the new HOME program allocation in the budget amount of \$63,000.

Executive Summary**AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)****1. Introduction**

In FY 2023 Loudoun County was notified by HUD that it was eligible to become a HOME Entitlement Community. The County accepted the designation and the HOME funds. The County amended its FY 2021-2025 Five Year Consolidated Plan as part of this process.

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 and HOME Investment Partnerships (HOME) 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 Five-Year 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
- **HOME Funds** - \$515,805.00
- **Local HOME Match** - \$234,195.00
- **Total: \$ 2,191,396.00**

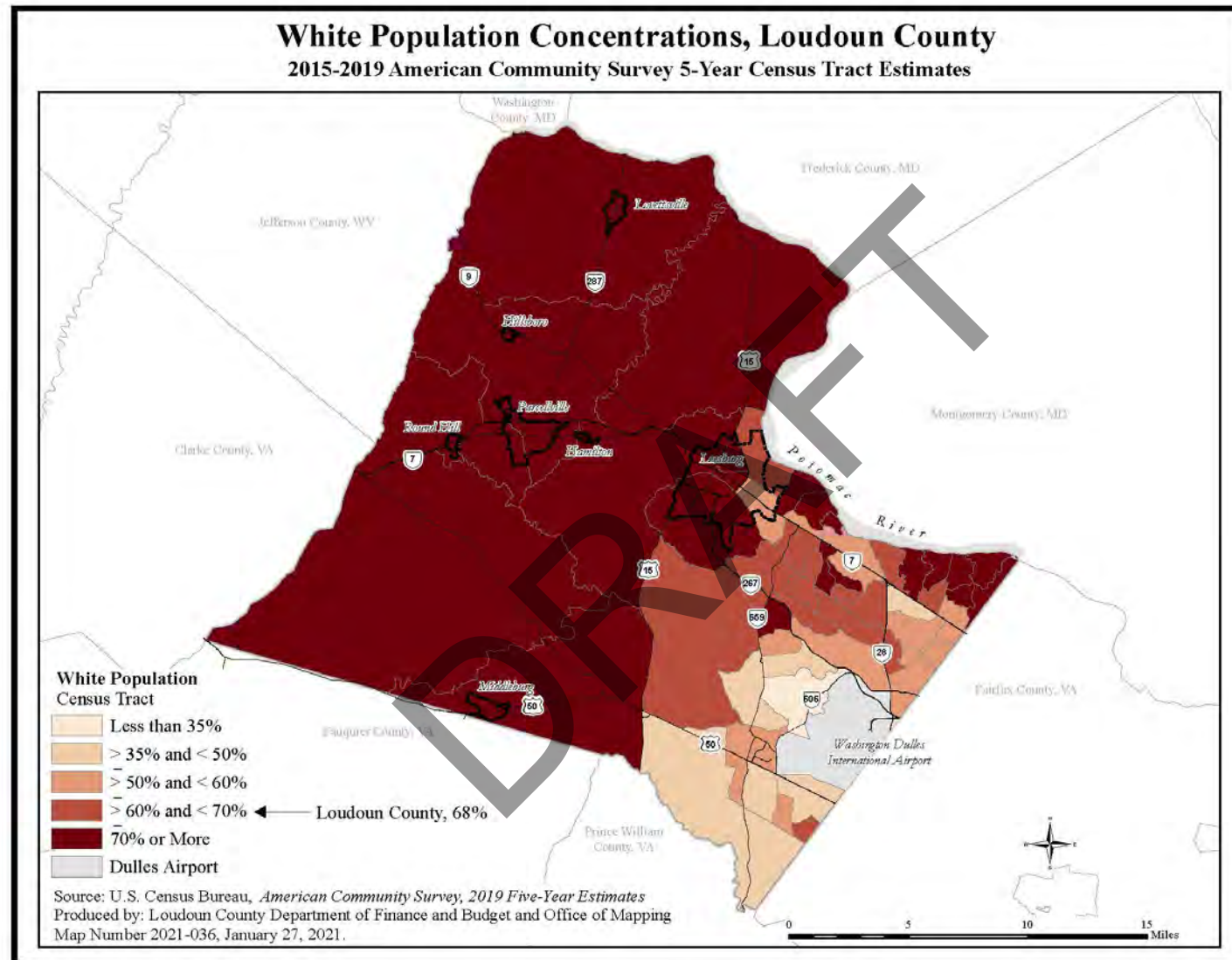
Maps:

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

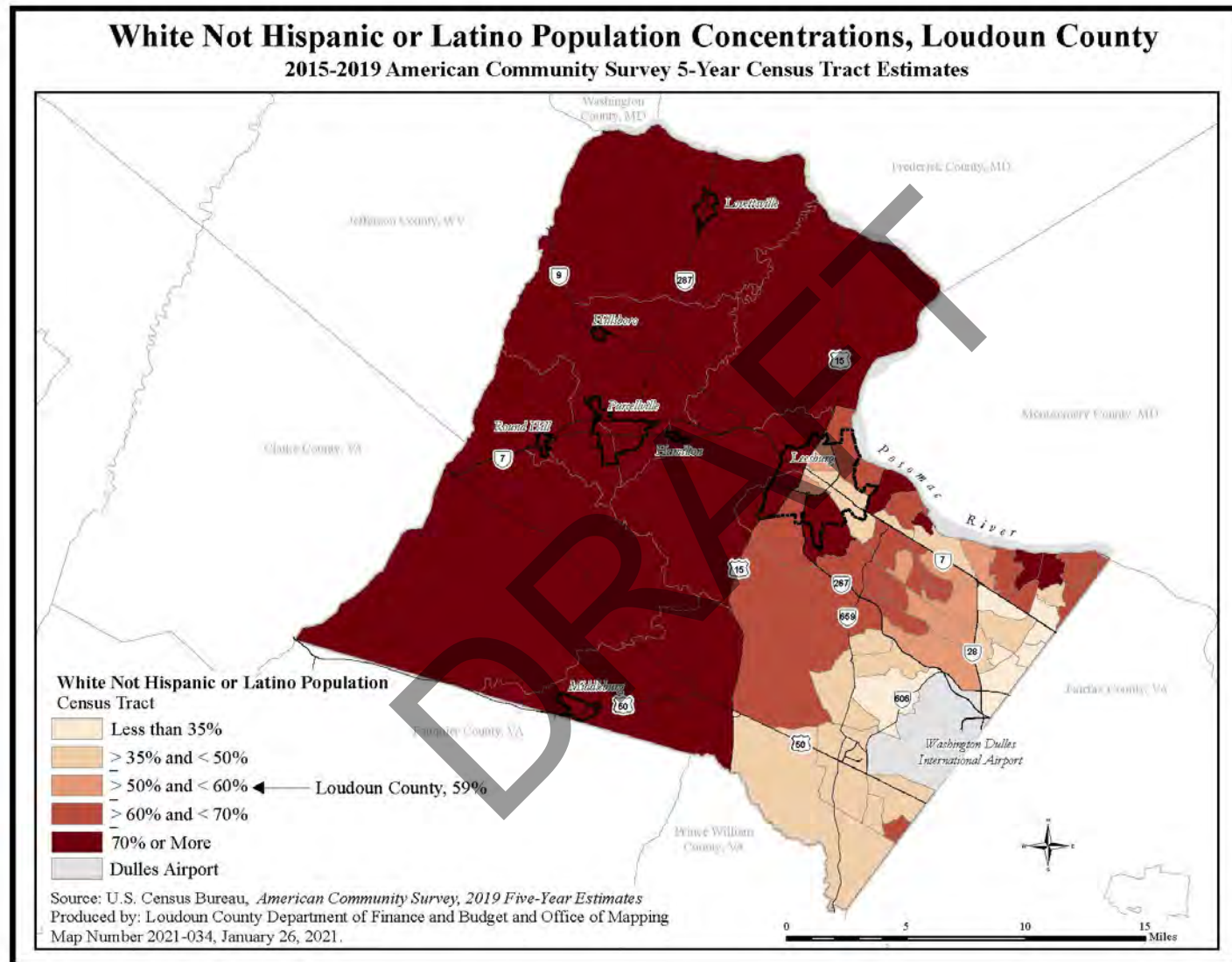
- Percent White Population by Block Group
- White Not Hispanic or Latino Population Concentrations
- Minority Population Concentrations
- Black African American Population Concentrations
- Asian Population Concentrations
- Hispanic Latino Population Concentrations

- Two or More Races Population Concentrations
- Percent of Population Above Poverty
- Median Owner Housing Costs as a Percentage of Household Income

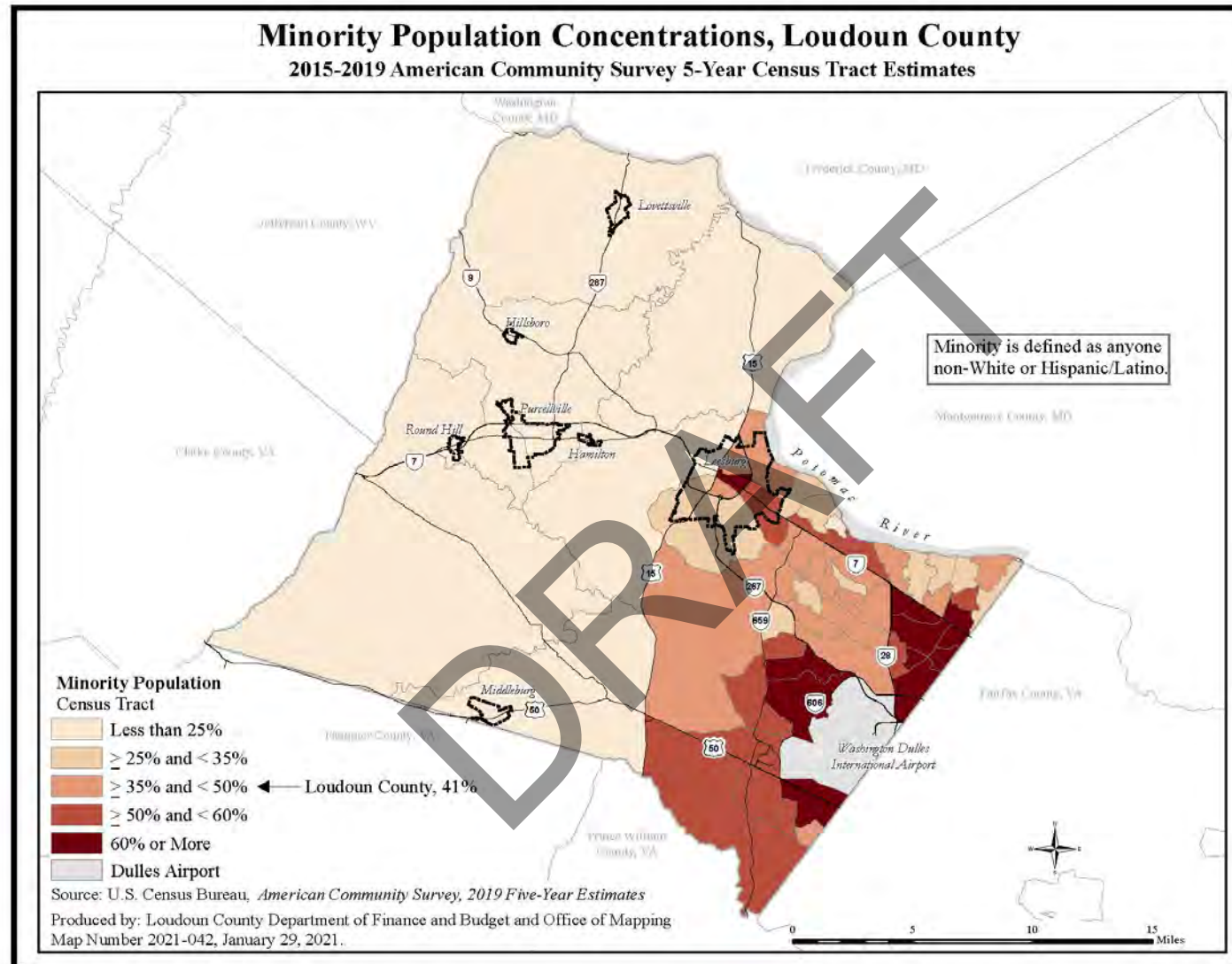
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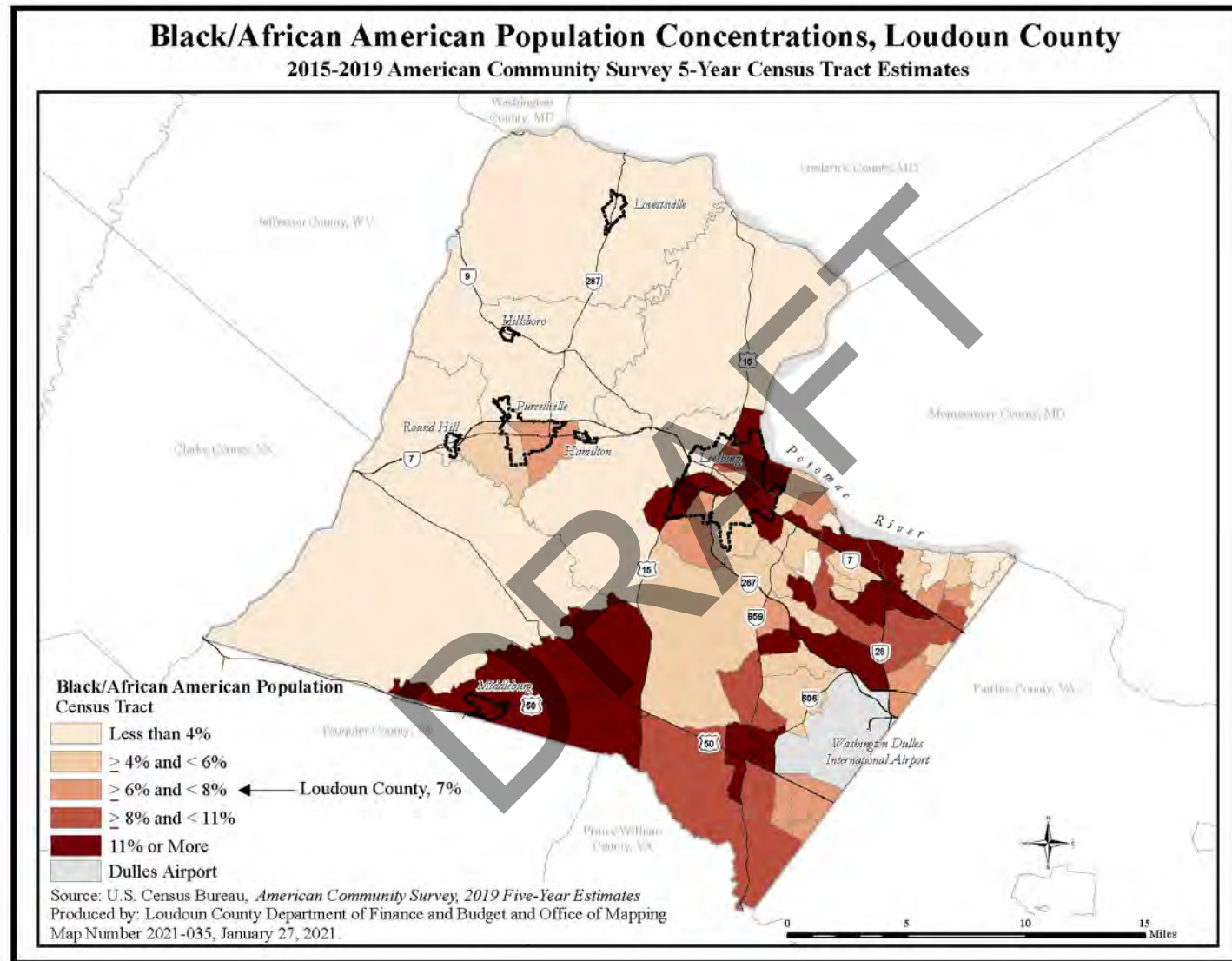
Percent White Population by Block Group



White Not Hispanic or Latino Population Concentrations

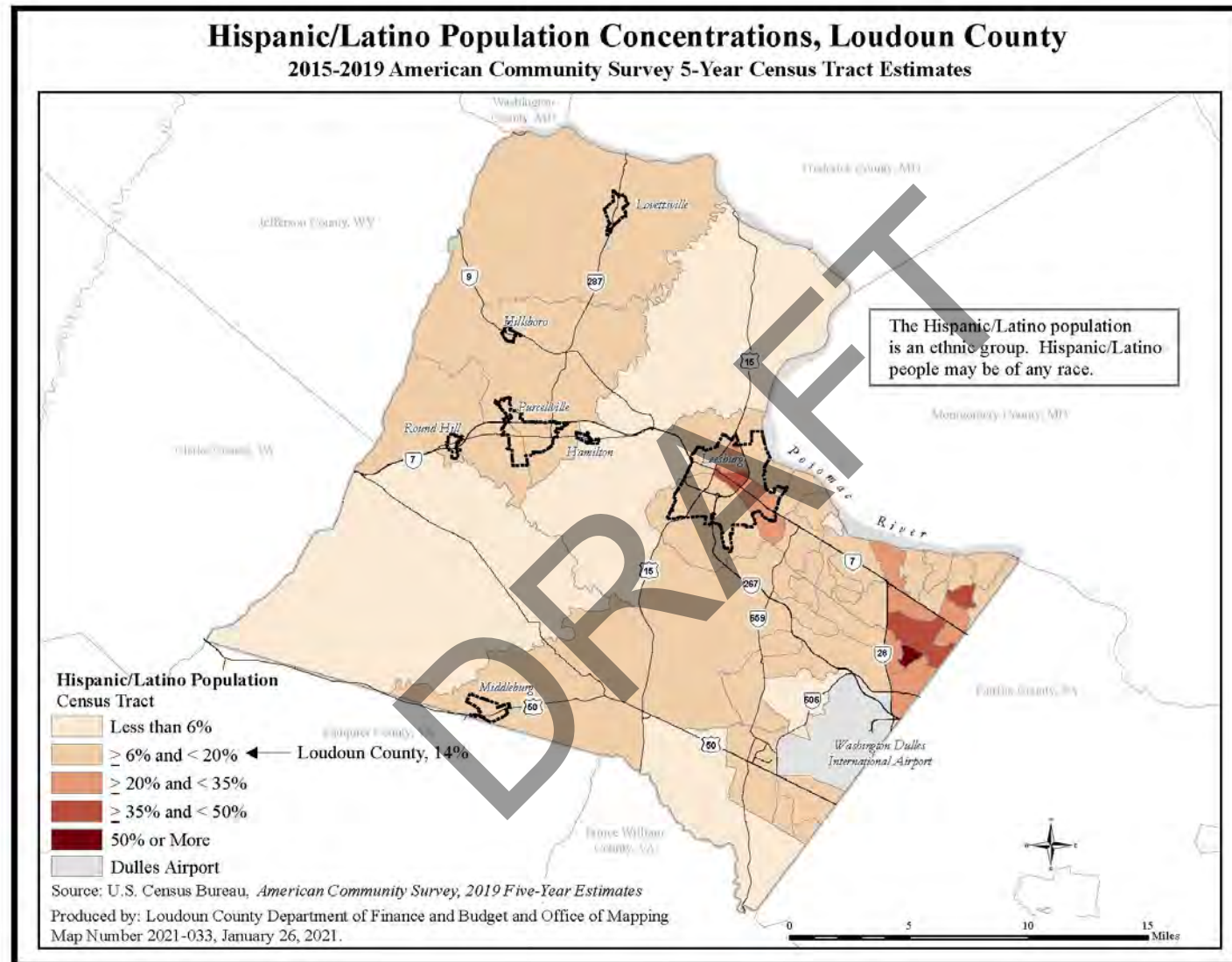


Minority Population Concentrations

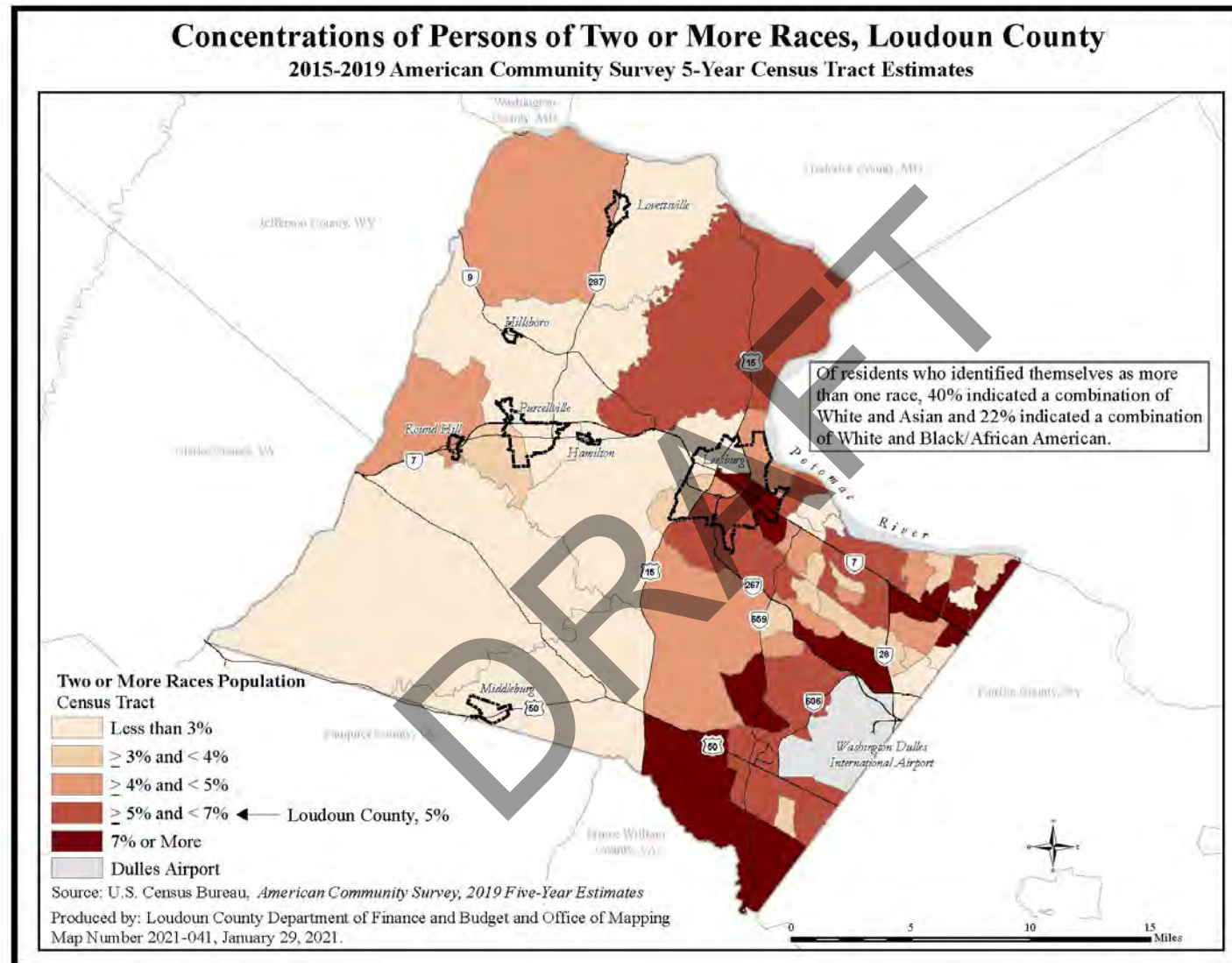


Black African American Population Concentrations

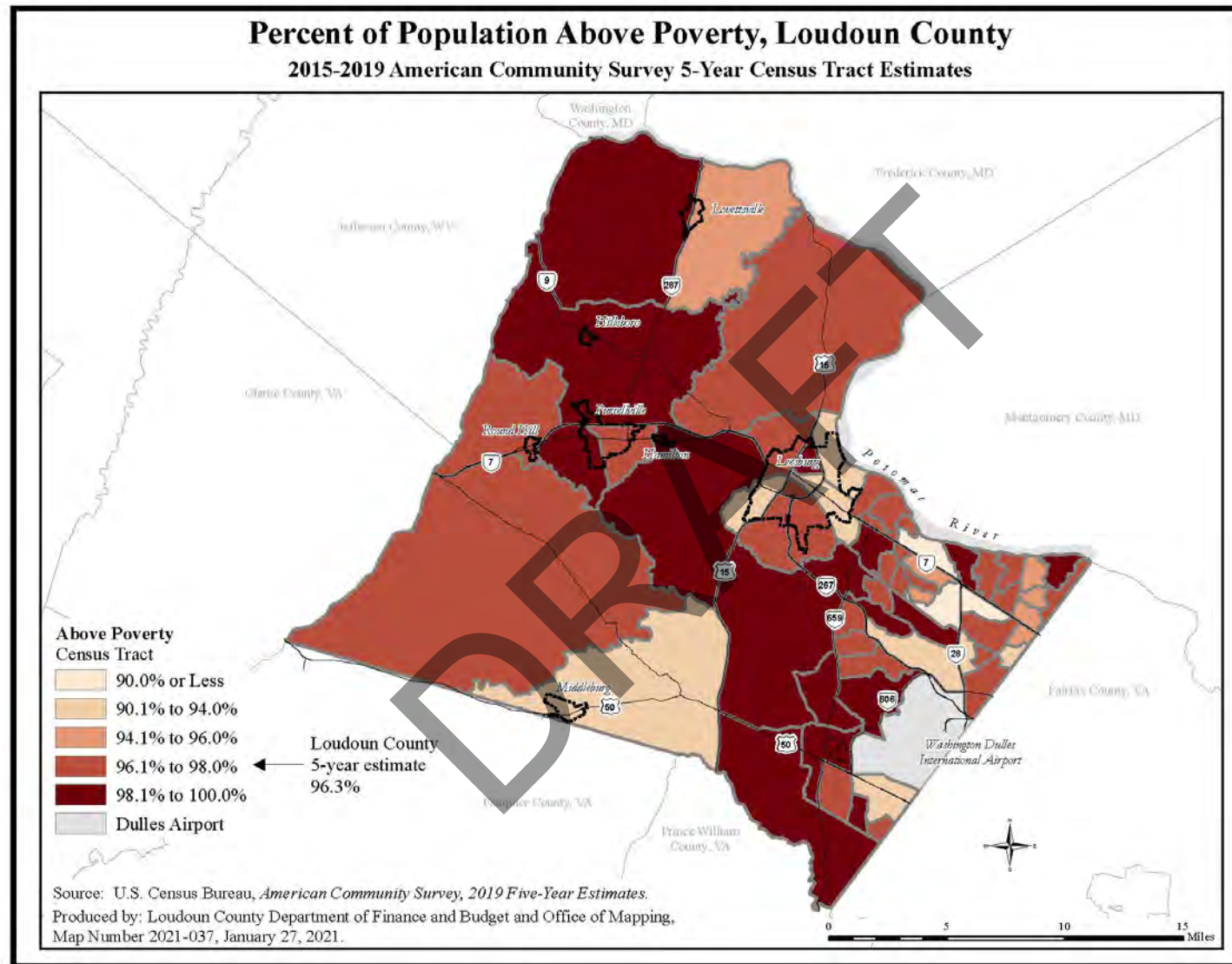




Hispanic Latino Population Concentrations



Two or More Races Population Concentrations



Percent of Population Above Poverty



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.
- **HSS-4 Owner-occupied Housing Rehabilitation** - Provide financial assistance for low- and moderate-income homeowners to rehabilitate their homes and provide emergency repairs (CDBG only) as needed.
- **HSS-5 Renter-occupied Housing Rehabilitation** - Provide financial assistance for landlords to rehabilitate housing units for low- and moderate-income tenants.
- **HSS-6 Tenant Based Rental Assistance** - Provide assistance for rent, utilities, and security deposits for low-income households faced with the threat of eviction and/or at-risk of becoming homeless.

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.
- **CDS-10 Interim Assistance** - Provide assistance on a temporary basis to alleviate conditions in a deteriorating area and/or activities to correct an emergency condition.

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.

Substantial Amendment # 1:

Loudoun County placed the Substantial Amendment on public display beginning Friday, June 9, 2023, through Wednesday, July 12, 2023. The County held a Public Hearing on the Substantial Amendment on Wednesday, July 12, 2023, at 6:00 PM at the Loudoun County Government Center Board Room, 1 Harrison Street, S.E., Leesburg, Virginia 20175. The purpose of the Public Hearing

was to present the Substantial Amendment to the residents, indicating Loudoun County is now a HOME Entitlement Community and received an allocation of FY 2023 HOME funds.

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 attended the public hearing. Several speakers mentioned the importance of the CDBG program and benefit to low- and moderate-income residents of the County and the growing need for public 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 were received during the public display period and at May 10, 2023 Supervisors public hearing will be incorporated prior to submission of the FFY 2023 Annual Action Plan.

At the public hearing on May 10, 2023, the County had twenty (20) persons who wished to speak and seventy-five (75) representatives for INMED. Twenty (20) speakers spoke on behalf of INMED and the County to fund them with CDBG funds.

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 but because of the 15% public service cap, the County was not able to make changes to its budgets based on the public hearing comments. The County funded the public service projects based on the scores their

funding application received. The INMED organization which requested funding, did not score as high as the other projects/activities that received funding.

Substantial Amendment # 1:

All comments and suggestions received to date have been accepted and incorporated into the planning document.

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.

Substantial Amendment # 1:

Loudoun County Board of Supervisors approved the Substantial Amendment, and the FY 2023 Annual Action Plan was re-submitted to HUD.

- **HOME-23-08 HOME Administration** - create a new project/activity under the new HOME program allocation in the budget amount of \$75,000.

- **HOME-23-09 CHDO Set-Aside** - create a new project/activity under the new HOME program allocation in the budget amount of \$112,500.
- **HOME-23-10 Tenant Based Rental Assistance (TBRA)** - create a new project/activity under the new HOME program allocation in the budget amount of \$499,500.
- **HOME-23-11 Down Payment Assistance/Closing Cost Assistance** - create a new project/activity under the new HOME program allocation in the budget amount of \$63,000.

The FY 2023 Annual Action Plan - Substantial Amendment # 1 was on public display for viewing by the public for a period of 30 days beginning on Friday, June 9, 2023, through Wednesday, July 12, 2023, at the County's website at www.loudoun.gov/cdbg.

8. Revised Budget

During the FFY 2023 CDBG and HOME Program Year, Loudoun County will receive \$1,405,312 in CDBG funds, anticipates \$36,084 in carryover CDBG funds, \$515,805 in HOME funds, \$234,195 in Local HOME Match funds for a total of \$2,191,396. Loudoun County proposes to undertake the following activities in FFY 2023:

FFY 2023 CDBG BUDGET –

Administration:

- CDBG Administration - \$281,062.00

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 - \$150,000.00
- Affordable Housing Activities - \$771,719.00

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

FFY 2023 HOME BUDGET -**Administration:**

- HOME Administration - \$75,000.00

Housing Projects:

- Tenant Based Rental Assistance (TBRA) - \$500,000.00
- Down Payment Assistance/Closing Cost Assistance - \$62,500.00
- CHDO Set-Aside - \$112,500.00

Total FFY 2023 HOME Allocation = \$750,000.00

DRAFT

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	Department of Housing and Community Development
HOME Administrator	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**

DRAFT

Table 2 – Agencies, groups, organizations who participated

1.	Agency/Group/Organization	Housing Advisory Board
	Agency/Group/Organization Type	Other government – County Planning Organization
	What section of the Plan was addressed by Consultation?	Housing 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?	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	Services-homless Other government – County Planning Organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy 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?	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 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 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 Lead-based Paint 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 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 Services-Persons with Disabilities
	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 Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless 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 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.
	Agency/Group/Organization	Northern Virginia Family Service

12.	Agency/Group/Organization Type	Services - Housing Services-Children Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy 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?	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 - Housing Services - Education Other: Services-Re-entry
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy Other - Re-entry Resources
	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-Housing Services-Homeless Services-Families

	What section of the Plan was addressed by Consultation?	Homelessness Strategy Anti-poverty Strategy Other: Health Care
	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.
	Agency/Group/Organization	Loudoun County

16.	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Service-Fair Housing Services - Narrowing the Digital Divide Health Agency Child Welfare Agency Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Agency - Emergency Management Other government - County Regional Organization Planning Organization Recreation Grantee Department
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What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Lead-based Paint 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?	Loudoun County Department were contacted to determine the needs for the County.

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.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
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.
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.

Substantial Amendment # 1:

The County placed the “draft” FY 2023 Annual Action Plan – Substantial Amendment # 1 on public display on the County’s website at: www.loudoun.gov/cdbg.

The display period was Friday, June 9, 2023, through Wednesday, July 12, 2023, for a 30 day public display period. A public hearing was held on Wednesday, July 12, 2023, at 6:00 p.m. to discuss the proposed substantial amendment and solicit resident comments. Upon completion of the public comment period, Loudoun County will submit the FY 2023 Annual Action Plan – Substantial Amendment # 1 to the U.S. Department of Housing and Urban Development through IDIS on or before Friday, July 21, 2023.

In order to broaden citizen participation, the County also placed the Draft FY 2023 Annual Action Plan – Substantial Amendment # 1 on its website to solicit public comments.

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.	The minutes of the meeting are attached.	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.	The minutes of the meeting are attached.	Not Applicable. All comments were accepted.	Not Applicable.
7.	Substantial Amendment # 1 - Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies/Organizations	The public hearing notice was published on Thursday, June 1, 2023 in "Loudoun Now." A copy can be found in the Citizen Participation Section of the Annual Action Plan.	None.	Not Applicable.	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)
8.	Substantial Amendment # 1 – Internet Outreach	Non-targeted/broad community	The County posted the Draft FFY 2023 Annual Action Plan – Substantial Amendment # 1 on the County’s website.		None.	www.loudoun.gov/cdbg
9.	Substantial Amendment # 1 – Public Meeting	Non-targeted/broad community Advisory Boards	The public hearing was held on Wednesday, July 12, 2023, at 6:00 pm. See public hearing minutes in the summaries including sign-in sheets.	The minutes of the meeting are attached.	Not Applicable.	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).

Substantial Amendment # 1:

The following financial resources are identified for the FY 2023 Annual Action Plan – Substantial Amendment to address the priority needs and goals/strategies identified in the Loudoun County's Five-Year Consolidated Plan.

Loudoun County will allocate \$515,805 in FY 2023 HOME funds and \$234,195 Local HOME Match. The Local HOME Match is from the Loudoun County Housing Fund.

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.
HOME	public federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	515,805.00	234,195.00	0.00	750,000.00	1,000,000.00	Four (4) projects/activities were funded based on FY 2023 HOME allocations.

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-1 Homeownership	2021	2025	Affordable Housing	Countywide	Housing Strategy	HOME: \$62,500	Direct Financial Assistance to Homebuyers: 6 Households Assisted
2.	HSS-2 Housing Construction	2021	2025	Affordable Housing	Countywide	Housing Strategy	CDBG: \$921,719 HOME: \$112,500	Rental units constructed: 1 Rental units rehabilitated: 0 Household Housing Unit Homeowner Housing Added: 3 Homeowner Housing rehabilitated: 0 Other: 0 Other
3.	HSS-6 Tenant Based Rental Assistance	2021	2025	Affordable Housing	Countywide	Housing Strategy	HOME: \$500,000	Tenant-based rental assistance / Rapid Rehousing: 25 Households Assisted
4.	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
5.	CDS-4 Public Services	2021	2025	Non-Housing Community Development	Countywide	Community Development Strategy	CDBG: \$164,144	Public service activities other than Low/Moderate Income Housing Benefit: 870 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6.	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
7.	AMS-1 Overall Coordination	2021	2025	Administration	Countywide	Administration, Planning, and Management Strategy	CDBG: \$281,062 HOME: \$75,000	Other: 2 Others

Table 6 – Goals Summary

Goal Descriptions

1.	Goal Name	HSS-1 Homeownership
	Goal Description	Assist low- and moderate-income households who wish to become homeowners by providing down payment assistance, closing cost assistance, and required housing counseling training.
2.	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.
3.	Goal Name	HSS-6 Tenant Based Rental Assistance
	Goal Description	Provide assistance for rent, utilities, and security deposits for low-income households faced with the threat of eviction and/or at-risk of becoming homeless.
4.	Goal Name	CDS-1 Community Facilities
	Goal Description	Improve the parks, recreational facilities, trails, bikeways, and all public and community facilities in the County.

5.	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.
6.	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.
7.	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.

Loudoun County will utilize its grant year 2023 CDBG and HOME funds to assist the following households:

- **Median Income** – 1 household
- **Low Income** – 4 household
- **Extremely Low Income** – 5 household

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. The Board of Supervisors adopted the FFY 2023 Annual Action 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
8.	HOME Administration
9.	CHDO Set-Aside
10.	Tenant Based Rental Assistance (TBRA)
11.	Down Payment Assistance/Closing Cost Assistance

Table 7 - Project Information

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

Fourteen (14) applications were received from twelve (12) organizations during this funding round. Eleven (11) applications propose public service projects, and three applications propose capital projects. One (1) application was not eligible and is not included in the total number of applications reviewed.

The total amount of funding requested by applicants is \$2,082,673.00. The amount of CDBG funds available for all projects is \$1,441,396.18. This amount includes the award of \$1,405,312 awarded and carry over funds of \$36,084.18 from prior years. Carry-over funds occur when a prior year activity or project does not use all awarded funds, or a project cannot be carried out and is canceled. Two applications for Public Service were awarded at 100% and one was awarded at 82% of the amount

requested. Two (2) of the three (3) applications for Capital funding were funded. One (1) was awarded 100% requested and the other application was awarded 19% of the amount requested.

The funding was recommended by the Finance, Government Operations, and Economic Development Committee (FGOEDC) on April 18, 2023. Approval by the Board of Supervisors for the awarded amounts and the FY24 Annual Action Plan was on May 10, 2023. Unfortunately, there were more applications than CDBG funds available.

DRAFT

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: \$150,000.00
	Description	Acquire one (1) existing single-family dwelling 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 1 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: \$771,719.00
	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 two (2) 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
	Planned Activities	ADA Accessibility Improvements
4.	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.
	Project Name	Crossroads Employment Program
6.	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	Funds are used for administrative, and staff cost for the administration of the CDBG program. 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	1 Organization
	Location Description	106 Catocin 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.
8.	Project Name	HOME Administration
	Target Area	Countywide
	Goals Supported	AMS-1 Overall Coordination
	Needs Addressed	Administration, Planning, and Management Strategy
	Funding	HOME: \$75,000.00
	Description	Funds for oversight, management, and administration of the HOME Program.
	Target Date	6/30/2024

	Estimate the number and type of families that will benefit from the proposed activities	1 Organization
	Location Description	106 Catoctin Circle SE, Leesburg, VA 20175
	Planned Activities	The Regulatory Citation is General Program Administration, 570.206 The Matrix Code is 21A, General Program Administration
9.	Project Name	CHDO Set-Aside
	Target Area	Countywide
	Goals Supported	HSS-2 Housing Construction
	Needs Addressed	Housing Strategy
	Funding	HOME: \$112,500.00
	Description	HOME funds will be used to assist a CHDO to increase the number of affordable housing units in the County for owners and renters by assisting with acquisition, soft costs, construction, and rehabilitation.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	1 housing unit
	Location Description	Countywide
	Planned Activities	To be determined.
10.	Project Name	Tenant Based Rental Assistance (TBRA)
	Target Area	Countywide
	Goals Supported	HSS-6 Tenant Based Rental Assistance
	Needs Addressed	Housing Strategy
	Funding	HOME: \$500,000.00
	Description	HOME funds will be allocated for rental subsidy that Loudoun County will use to help individual households afford housing costs such as rent and security deposits in Loudoun County. The County may also assist tenants with utility deposits, but only when HOME funds are also used for rental assistance or security deposits.

	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	25 households
	Location Description	Countywide
	Planned Activities	The National Objective is Low/Mod Income Housing Benefit (LMH). The HUD Matrix Code is 14J Housing Services - Excluding Housing Counseling.
11.	Project Name	Down Payment Assistance/Closing Cost Assistance
	Target Area	Countywide
	Goals Supported	HSS-1 Homeownership
	Needs Addressed	Housing Strategy
	Funding	HOME: \$62,500.00
	Description	Funds will be used for down payment and closing cost assistance for low and moderate income residents to purchase a home in Loudoun County.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	6 households
	Location Description	Countywide
	Planned Activities	The National Objective is Low/Mod Income Housing Benefit (LMH) The HUD Matrix Code is 13B, Homeownership Assistance

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 and HOME funds to 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	25
Non-Homeless	10
Special-Needs	0
Total:	35

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	25
The Production of New Units	4
Rehab of Existing Units	0
Acquisition of Existing Units	6
Total:	35

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

Discussion

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

- **Loudoun Habitat for Humanity** - Acquire one (1) existing single-family dwelling to provide affordable housing opportunities for extremely low- and very low-income households. (1 housing unit)
- **Affordable Housing Activities** - Through an RFP process funds will be awarded to developers seeking to develop affordable housing in the County. (2 housing units)
- **CHDO Set-Aside** - HOME funds will be used to assist a CHDO to increase the number of affordable housing units in the County for owners and renters by assisting with acquisition, soft costs, construction, and rehabilitation. (1 housing unit)
- **Tenant Based Rental Assistance (TBRA)** - HOME funds will be allocated for rental subsidy that Loudoun County will use to help individual households afford housing costs such as rent and security deposits in Loudoun County. The County may also assist tenants with utility deposits, but only when HOME funds are also used for rental assistance or security deposits. (25 households)
- **Down Payment Assistance/Closing Cost Assistance** - Funds will be used for down payment and closing cost assistance for low- and moderate-income residents to purchase a home in Loudoun County. (6 households)

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.

HOME funded activities will also contribute to meeting underserved needs. HOME funds will support down payment and closing cost assistance; tenant based rental assistance; and funds to assist CHDO's to develop affordable housing in Loudoun County.

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.

Loudoun County with its FY 2023 HOME funds will fund the following projects/activities: CHDO Set-Aside; Tenant Based Rental Assistance (TBRA); and Down Payment Assistance/Closing Cost Assistance to help foster and maintain affordable housing in Loudoun County.

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.

Loudoun County with its FY 2023 HOME funds will fund the following projects/activities: CHDO Set-Aside; Tenant Based Rental Assistance (TBRA); and Down Payment Assistance/Closing Cost Assistance to help reduce the number of poverty-level families in Loudoun County.

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 and HOME 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 and HOME staff are also assigned responsibility for compliance with specific federal regulations such as environmental reviews, Davis-Bacon wage rate

compliances, accessibility and fair housing requirements.

DRAFT

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.

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%

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

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

Loudoun County does not intend to use any other forms of investment other than those described in 24 CFR 92.205(b). Not applicable.

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

See attached Resale/Recapture Policy in the Appendix Section of the FY 2023 Annual Action Plan.

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

No HOME funds will be used for acquisition during this program year. Not Applicable.

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

Loudoun County does not intend to use HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds. Not Applicable.

Discussion

CDBG Program Income:

- Loudoun County does not anticipate the receipt of Program Income during this program year.

CDBG Percentages:

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

HOME Program:

Loudoun County became a new HOME Entitlement Community in FY 2023 and is in the process of preparing a HOME CHDO Funding Request Application to be completed by potential applicants for HOME CHDO funds. The CHDO Funding Request Application will be released once the County's FY 2023 Annual Action Plan is approved by HUD. The County will take applications based on projects requesting HOME CHDO funds to assist in the development of affordable housing in the County for renters by assisting with acquisition, soft costs, construction, and rehabilitation.

HOME Tenant-based Rental Assistance (TBRA):

Tenant-Based Rental Assistance (TBRA) is a rental subsidy that Loudoun County will use to help individual households afford housing costs such as rent and security deposits in Loudoun County. The County may also assist tenants with utility deposits, but only when HOME funds are also used for rental assistance or security deposits.

TBRA will provide payments to make up the difference between the amount a household can afford to pay for housing and local rent standards. The TBRA will be based on the Section 8 Housing Choice Voucher Program. TBRA program will help tenants pay for costs associated with their housing, such as security and utility deposits. (However, under the HOME Program, utility deposit assistance can only be provided in conjunction with rental assistance programs or security deposit programs.)

The HOME TBRA program differ from other types of HOME rental housing activities in three (3) key ways:

- TBRA program helps individual households (rather than subsidizing particular rental projects).
- TBRA assistance moves with the tenant - if the household no longer wishes to rent a particular unit, the household may take its TBRA and move to another rental property.
- The level of TBRA subsidy varies - the level of subsidy is based upon the income of the household, the particular unit the household selects, and the Loudoun County's rent standard (rather than being tied to the Loudoun County's high and low HOME rents).

HOME Program Income:

- Loudoun County does not anticipate the receipt of Program Income during this program year.

HOME Percentages:

- Administrative Percentage: 10%
- CHDO Set-Aside: 15%



SF 424 FORMS

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		* If Revision, select appropriate letter(s): <div style="border: 1px solid black; height: 15px; width: 100%;"></div> * Other (Specify): <div style="border: 1px solid black; height: 15px; width: 100%;"></div>	
* 3. Date Received: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>		4. Applicant Identifier: <div style="border: 1px solid black; padding: 2px;">B-23-UC-51-0006</div>			
5a. Federal Entity Identifier: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>			5b. Federal Award Identifier: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>		
State Use Only:					
6 Date Received by State: <div style="border: 1px solid black; width: 80px; height: 15px;"></div>		7 State Application Identifier: <div style="border: 1px solid black; width: 350px; height: 15px;"></div>			
8. APPLICANT INFORMATION:					
* a Legal Name: <div style="border: 1px solid black; padding: 2px;">County of Loudoun, Virginia</div>					
* b. Employer/Taxpayer Identification Number (EIN/TIN): <div style="border: 1px solid black; padding: 2px;">54-0948306</div>			* c. UEI: <div style="border: 1px solid black; padding: 2px;">D1C7JAKEJNK3</div>		
d. Address:					
<div style="display: flex;"><div style="width: 10%;">* Street1</div><div style="border: 1px solid black; padding: 2px;">106 Catoctin Circle, SE, First Floor</div></div> <div style="display: flex;"><div style="width: 10%;">Street2</div><div style="border: 1px solid black; height: 15px; width: 90%;"></div></div> <div style="display: flex;"><div style="width: 10%;">* City</div><div style="border: 1px solid black; padding: 2px;">Leesburg</div></div> <div style="display: flex;"><div style="width: 10%;">County/Parish:</div><div style="border: 1px solid black; height: 15px; width: 90%;"></div></div> <div style="display: flex;"><div style="width: 10%;">* State:</div><div style="border: 1px solid black; padding: 2px;">VA: Virginia</div></div> <div style="display: flex;"><div style="width: 10%;">Province:</div><div style="border: 1px solid black; height: 15px; width: 90%;"></div></div> <div style="display: flex;"><div style="width: 10%;">* Country:</div><div style="border: 1px solid black; padding: 2px;">USA: UNITED STATES</div></div> <div style="display: flex;"><div style="width: 10%;">* Zip / Postal Code:</div><div style="border: 1px solid black; padding: 2px;">20175-0007</div></div>					
e. Organizational Unit:					
Department Name: <div style="border: 1px solid black; padding: 2px;">Housing & Community Development</div>			Division Name: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>		
f. Name and contact information of person to be contacted on matters involving this application:					
Prefix: <div style="border: 1px solid black; padding: 2px;">Mr.</div>		* First Name: <div style="border: 1px solid black; padding: 2px;">John</div>			
Middle Name: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>					
* Last Name: <div style="border: 1px solid black; padding: 2px;">Hall</div>					
Suffix: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>					
Title: <div style="border: 1px solid black; padding: 2px;">Director Housing and Community Development</div>					
Organizational Affiliation: <div style="border: 1px solid black; padding: 2px;">County of Loudoun, Virginia</div>					
* Telephone Number: <div style="border: 1px solid black; padding: 2px;">(703) 777-0387</div>		Fax Number: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>			
* Email: <div style="border: 1px solid black; padding: 2px;">John.Hall@loudoun.gov</div>					

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

218

CFDA Title:

* 12. Funding Opportunity Number:

Not Applicable

* Title:

Not Applicable

13. Competition Identification Number:

Not Applicable

Title:

Not Applicable

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Loudoun County, Virginia CDBG 2023-2024 Annual Action Plan

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,405,312.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="36,084.00"/>
* g. TOTAL	<input type="text" value="1,441,396.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an Internet site where you may obtain this list, is contained in the announcement or agency specific instructions

Authorized Representative:

Prefix * First Name:

Middle Name

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:

* Date Signed

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE County Administrator
APPLICANT ORGANIZATION County of Loudoun, VA	DATE SUBMITTED 5/15/2023



CERTIFICATIONS

CERTIFICATIONS

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

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

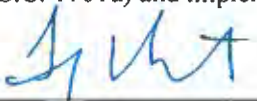
Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

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


Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.



Signature of Authorized Official



Date

County Administrator

Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2022, 2023, and 2024 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

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

Excessive Force -- It has adopted and is enforcing:

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


Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

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



Signature of Authorized Official



Date

County Administrator
Title

DRAFT

OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.



Signature of Authorized Official



Date

County Administrator _____
Title

DRAFT

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

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

DRAFT



HOME Program Acceptance Letter



Loudoun County, Virginia

www.loudoun.gov

Office of the County Administrator

1 Harrison Street, S.E., MSC #2, 5th Floor, P.O. Box 7000, Leesburg, VA 20177-7000

Telephone (703) 777-0200 • Fax (703) 777-0325 • coadmin@loudoun.gov

April 5, 2023

Ms. Marion Mollegen McFadden
Principal Deputy Assistant Secretary
for Community Planning and Development
U.S. Department of Housing & Urban Development
451 7th Street, S.W.
Washington, DC 20410

Re: Notice of Intent to Become a Participating Jurisdiction for HOME Investment Partnership Program

Dear PDAS Mollegen McFadden:

You requested acceptance or denial by the statutory deadline, which is April 7, 2023. The County of Loudoun, Virginia is in receipt of your letter dated March 9, 2023. In your letter, you informed the County of its Fiscal Year (FY) 2023 allocations for the Office of Community Planning and Development's (CPD) formula programs whereby the County may qualify as a participating jurisdiction for the HOME Investment Partnership Program (HOME) for the first time.

On March 21, 2023, the Board of Supervisors agreed with the recommendation of the Finance/Government Operations and Economic Development Committee to: (i) authorize the County of Loudoun as a Participating Jurisdiction in the HOME Investment Partnerships Program and (ii) allocate \$234,368 from the Housing Fund to satisfy the required 25 percent local match.

In closing, please allow this letter to serve as the County of Loudoun's acceptance of the HOME allocation. The County will utilize these critical funds to expand attainable housing opportunity.

Sincerely,

Tim Hemstreet
County Administrator

Enclosures

MEMORANDUM
COUNTY OF LOUDOUN

DATE: March 23, 2023
TO: Department and Agency Heads
FROM: Tim Hemstreet, County Administrator
SUBJECT: Action Report of the March 21, 2023, Board of Supervisors Business Meeting

Please work with staff to address the Board of Supervisors (Board) action as noted in the Action Report from the March 21, 2023, Board Business Meeting.

Link to webcast of meeting:

<https://loudoun.granicus.com/player/clip/7225>

ADOPTION OF THE CONSENT AGENDA

Chair Randall moved that the Board of Supervisors approve the following items on consent: R-1, R-2, R-3, 1a, 2, 4, 5, 6, 7, 8a, 8b, 8c, 8d, 9a, and 9b. (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

REQUESTS FOR ADDITIONS/DELETIONS TO THE AGENDA

Chair Randall announced that Closed Session Item 3 (consult with legal counsel pertaining to the negotiation of a collective bargaining agreement where public funds are being expended and where negotiations in open session would adversely affect the bargaining position of the County under Code Sections 2.2-3711 (A)(8) and (A)(29) of the Code of Virginia) was deferred to a future business meeting.

CHAIR'S ORGANIZATION UPDATES AND VOICE FOR A CAUSE

Chair Randall provided updates on regional meetings she had attended in recent weeks.

Link to full update:

https://loudoun.granicus.com/player/clip/7225?meta_id=226475

CEREMONIAL RESOLUTIONS

R-1 Proclamation to Recognize March 23, 2023, as Give Choose Day in Loudoun County
(Approval & Presentation)

Chair Randall moved that the Board of Supervisors approve this Proclamation, provided as Attachment 1 to the March 21, 2023, Board of Supervisors Business Meeting Action Item, to recognize March 28, 2023, as Give Choose Day in Loudoun County. (Consent Item) (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

Staff Contact: Matt Rogers, Chair Randall's Office

R-2 Resolution to Honor Jacob Briskman on his Achievement of the Rank of Eagle Scout (Approval & Presentation)

Chair Randall moved that the Board of Supervisors approve the Resolution, provided as Attachment 1 to the March 21, 2023, Board of Supervisors Business Meeting Action Item, commending Jacob Briskman for achieving the rank of Eagle Scout. (Consent Item) (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

Staff Contacts: Ethan Gardner & Rey Banks, Supervisor Briskman's Office

R-3 Resolution of Commendation for Eagle Scout John Kleinsmith (Approval only)

Chair Randall moved that the Board of Supervisors approve the Resolution of Commendation for Eagle Scout John Kleinsmith, recognizing his accomplishments, provided as Attachment 1 to the March 21, 2023, Board of Supervisors Business Meeting Action Item. (Consent Item) (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

Staff Contact: Jared Midwood, Supervisor Letourneau's Office

INFORMATION ITEMS

I-1 Board of Supervisors 2020-2023 Strategic Initiatives Update (2011 & 2022: Countywide)

Shalom Black with the Office of the County Administrator provided the Board with a summary of the 2020-2023 Strategic Initiatives completed to date and an implementation plan for those initiatives not yet completed.

Link to full discussion:

https://loudoun.granicus.com/player/clip/7225?meta_id=226494

Staff Contacts: Shalom Black & Tim Hemstreet, County Administration

I-2 Northern Virginia Community College Update (2011 & 2022: Countywide)

Representatives with Northern Virginia Community College-Loudoun Campus, provided the Board an update on current initiatives and community impact, such as:

- Continued growth in NOVA's tuition-free dual enrollment program with Loudoun County Public Schools, with enrollment topping 6,000 students last year;
- NOVA's response to and rebound from the COVID-19 pandemic, including wrap around services for students in need and the introduction of online mental health services;
- The reopening of the beautifully renovated administration building on the Loudoun Campus, featuring a new one-stop shop for student services;
- Financial support for students in high-demand fields (both credit and non-credit) through the Commonwealth's G3 tuition assistance program;

- Increased access to desirable transfer opportunities, while helping families realize significant savings on the cost of college through partnerships such as the NOVA/Mason ADVANCE program;
- Specialized programs at the Loudoun Campus, including Data Center Operations Technology, Veterinary Technology, Music Recording Technology, Geographic and Geospatial Information Systems, and others; and
- NOVA's strength in building the regional technology and healthcare workforce.

Link to full discussion:

https://loudoun.granicus.com/player/clip/7225?meta_id=226496

Staff Contact: Matt Rogers, Chair Randall's Office

ACTION ITEMS

1. APPOINTMENTS

1a. *Confirmations

Chair Randall moved that the Board of Supervisors confirm the following appointments with terms expiring as noted. (Consent Item) (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

Art Advisory Committee

- Anthony Cimino-Johnson, III (at-large Representative) nominated by Chair Randall (Term expires 12/31/2023).

Board of Equalization

- Jianyi Zhuo (at-large Alternate Representative) nominated by Supervisor Turner (Term expires 12/31/2025).

Environmental Commission

- Chair Randall nominated Ria Kulkarni as the Clean Transportation Representative (Term expires 6/30/2025).

Facilities Standards Manual Public Review Committee

- Supervisor Buffington nominated Krishna Potturi as an at-large Representative (Term expires 12/31/2023).

Transit Advisory Board

- County Staff Representative: Susan Wilson as the at-large Long Haul Commuter Rider nominated by Loudoun County staff (Term expires 12/31/2023).

1b. Nominations

Chair Randall withdrew her nomination of Mitra Sharif as an at-large representative to the Art Advisory Committee.

Chair Randall nominated Bernard Mustafa for reappointment as an at-large representative to the Economic Development Authority,

Chair Randall nominated Linda Silverman as the Blue Ridge District representative to the Commission on Aging.

Supervisor Buffington nominated Emily Houston as an at-large representative to the Heritage Commission.

Staff Contact: Amy Larrick, County Administration

2. Administrative Items Report of March 21, 2023

Chair Randall moved that the Board of Supervisors approve the Administrative Items Report of March 7, 2023. (Consent Item) (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

a. Budget Adjustments

The Board of Supervisors approved the budget adjustments as set out in the March 21, 2023, Administrative Items Report Item 2a; and decreased the General Fund by \$1,690,873.61, increased the Rental Assistance Fund by \$1,880,000, and decreased the Transportation District Fund by \$3,022,247

Staff Contact: Megan Bourke, Management and Budget

b. Partial Reimbursement to One Loudoun for Installation of the Traffic Signal at Loudoun County Parkway and Russell Branch Parkway

The Board of Supervisors authorized staff to execute a budget adjustment to release all funding in LMIS Sequence # 99068064 (Oracle Award # Y00894) to One Loudoun Holdings, LLC, as partial reimbursement for the installation of a traffic signal at the intersection of Loudoun County Parkway and Russell Branch Parkway.

Staff Contacts: Amy Kresge & Daniel Galindo, Planning and Zoning

c. Transit Advisory Board Bylaws Conversion

The Board of Supervisors approved the converted Transit Advisory Board bylaws, provided as Attachment 1 to the March 21, 2023, Administrative Items Report 2c.

Staff Contacts: Sarah Kleckner & Nancy Boyd, Transportation and Capital Infrastructure

d. Timeline Extension - CMPT-2022-0001 & ZMOD-2022-0033, DTC Substation

The Board of Supervisors approved a timeline extension by 104 days to July 25, 2023, for Planning Commission action on CMPT-2022-0001, DTC Substation.

Staff Contacts: Rob Donaldson & Daniel Galindo, Planning and Zoning

e. 45865 Maries Road Rezoning – Proffer Statement Revision

The Board of Supervisors affirmed that the corrected Proffer Statement dated September 21, 2022, for ZMAP-2021-0014, SPEX-2021-0038 & SPEX-2022-0036, 45865 Maries Road Rezoning, attached to the March 21, 2023, Administrative Items Report is the correct Proffer Statement for this application.

Staff Contacts: Zachary Pyle & Daniel Galindo, Planning and Zoning

f. Application for Virginia Department of Environmental Quality Air Pollution Control Permit Local Governing Body Certification Form and Activity Suitability and Value Form – Vantage Data Centers VA2

The Board of Supervisors authorized the County Administrator or his designee to execute the Virginia Department of Environmental Quality – Air Permits Local Governing Body Certification Form and Air Pollution Activity Siting and Value Form certifying that the location and operation of the proposed data center approved with STMP-2022-0006 with up to nine generators at 22435 Glenn Drive, Sterling, Virginia (PIN 032-15-5119 and PIN 044-10-6869) are consistent with all applicable local land use ordinances and the activity is suitable for the area in which it is located.

Staff Contacts: Marie Genovese & Daniel Galindo, Planning and Zoning

g. Secondary Road Addition

The Board of Supervisors adopted the resolution provided as Attachment 1 to the March 21, 2023, Board of Supervisors Business Meeting Administrative Items Report 2g.

Staff Contacts: Coleman Hutton & Alan Brewer, Building and Development

h. Exception to Courthouse Grounds Rules / Use of Electricity

The Board of Supervisors approved an exception to the rules regarding use of the courthouse grounds that allows the Town of Leesburg Memorial Day Observance event organizers to use the electrical outlets on the courthouse on May 29, 2023, from 10:00 a.m. – 12:00 p.m.

Staff Contact: Glen Barbour, County Administration

3. ZMAP-2022-0007 & SPEX-2022-0023, Vantage Data Center (2011 & 2022: Sterling)

Vice Chair Saines moved that the Board of Supervisors approve ZMAP-2022-0007 & SPEX-2022-0023, Vantage Data Center, subject to the Proffer Statement dated January 31, 2023, and the Conditions of Approval dated January 26, 2023, and based on the Findings for Approval provided as Attachments 1, 2, and 5 to the March 21, 2023, Board of Supervisors Business Meeting Action Item. (Seconded by Supervisor Umstattd. The motion passed 7-2: Supervisors Briskman and Randall opposed.)

Staff Contacts: Marshall Brown & Daniel Galindo, Planning and Zoning

4. Response to Board Member Initiative: Smith Switch Road Corridor and W&OD Grade-Separated Crossing Study (2011 & 2022: Broad Run)

Chair Randall moved that the Board of Supervisors direct staff to authorize the amendment of the FY 2023 CIP by directing staff to execute a budget adjustment of \$215,000 from the Project Management Consulting Services account to the newly created Smith Switch Road Corridor and a W&OD Grade-Separated Crossing Study project in the Capital Projects Fund for the Smith Switch Road Corridor and a W&OD Grade-Separated Crossing Study. (Consent Item) (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

Staff Contacts: Enrique Gonzalez & Nancy Boyd, Transportation and Capital Infrastructure

5. Response to Board Member Initiative: On-Street Parking Restrictions on Free Court (2011 & 2022: Sterling)

Chair Randall moved that the Board of Supervisors direct staff to proceed with the implementation of on-street parking restrictions between the hours of 5:00 p.m. to 7:00 a.m., seven (7) days a week, 365 days a year through the purchase and installation of signage on Free Court (Route 1484) between Commerce Street (Route 1523) and its cul-de-sac to the west in the Sterling Election District.

Chair Randall further moved that the Board of Supervisors authorize the amendment of the FY 2023 CIP by directing staff to execute a budget adjustment of \$40,000 from the CIP Contingency Account through the Traffic Calming Contingency account to the Traffic Calming Signs project in the Capital Projects Fund for the purchase and installation of on-street parking restriction signage for Free Court between Commerce Street (Route 1523) and its cul-de-sac to the west in the Sterling Election District.

Chair Randall further moved that the Board of Supervisors authorize the Department of General Services to be responsible for the on-street parking restriction sign repairs or replacements of damaged posts in perpetuity on Free Court between Commerce Street (Route 1523) and its cul-de-sac to the west in the Sterling Election District. (Consent Item) (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

Staff Contacts: Eloisa Thring & Nancy Boyd, Transportation and Capital Infrastructure

6. Response to Board Member Initiative: Identify Funds for a Corridor Study on Destiny Drive (2011 & 2022: Dulles)

Chair Randall moved that the Board of Supervisors direct staff to authorize the amendment of the FY 2023 CIP by directing staff to execute a budget adjustment of \$217,528 from the Project Management Consulting Services account to the Destiny Drive Corridor Study project in the Capital Projects Fund for the Destiny Drive (Route 1252) from Mineral Springs Circle (Route 2625) to Gum Spring Road (Route 659) corridor study in the Dulles Election District and to report the findings at a future business meeting. (Consent Item) (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

Staff Contacts: Eloisa Thring & Nancy Boyd, Transportation and Capital Infrastructure

7. Location and Design Endorsement – Braddock Road, Segment 2 – Paul VI Eastern Entrance to Loudoun County Parkway (2011 & 2022: Dulles)

Chair Randall moved that the Board of Supervisors endorse the proposed location and major design elements for the Braddock Road, Segment 2 – Paul VI Eastern Entrance to Loudoun County Parkway project as presented in the March 21, 2023, Board of Supervisors Business Meeting Action Item and direct staff to proceed with the completion of the final design and construction documents. (Consent Item) (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

Staff Contacts: Mark McIntosh & Nancy Boyd, Transportation and Capital Infrastructure

8. Finance/Government Operations and Economic Development Committee Report:

8a. Contract Renewal/Road Construction Support Services (2011 & 2022: Countywide)

Chair Randall moved the recommendation of the Finance/Government Operations and Economic Development Committee that the Board of Supervisors authorize the Purchasing Agent to renew the contracts for Road Construction Support Services to McDonough Bolyard Peck, Inc. (MBP), CES Consulting, L.L.C. and ATCS, P.L.C in the total estimated amount of \$8,000,000. (Consent Item) (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

Staff Contacts: Christopher Bresley & John Sandy, Finance and Budget; Jim Zeller & Nancy Boyd, Transportation and Capital Infrastructure

8b. Contract Renewal/Construction Support Services for Buildings and Parks (2011 & 2022: Countywide)

Chair Randall moved the recommendation of the Finance/Government Operations and Economic Development Committee that the Board of Supervisors authorize the Purchasing Agent to renew the Construction Support Services for Buildings and Parks contracts to McDonough Bolyard Peck, Inc. (dba MBP), Alpha Construction and Engineering Corporation, Inc. (dba Alpha Corporation) and ATCS, P.L.C in the estimated amount of \$8,000,000 during the period of June 1, 2023, through May 31, 2024. (Consent Item) (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

Staff Contacts: Christopher Bresley & John Sandy, Finance and Budget; Scott Worrest & Nancy Boyd, Transportation and Capital Infrastructure

8c. Acceptance of HOME Investment Partnership Grant Award (2011 & 2022: Countywide)

Chair Randall moved the recommendation of the Finance/Government Operations and Economic Development Committee that the Board of Supervisors (i) authorize Loudoun County as a Participating Jurisdiction in the HOME Investment Partnerships Program and (ii) allocate \$234,368 from the Housing Fund to satisfy the required 25 percent local match. (Consent Item) (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

Staff Contacts: Johnette Powell & John Hall, Housing and Community Development

8d. Revised Loudoun Health Commission Bylaws (2011 & 2022: Countywide)

Chair Randall moved the recommendation of the Finance/Government Operations and Economic Development Committee that the Board of Supervisors approve the revised Loudoun Health Commission Bylaws, provided as Attachment 1 to the March 21, 2023, Board of Supervisors Business Meeting Action Item. (Consent Item) (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

Staff Contact: Dr. David Goodfriend, Health Department

8e. Update on Town of Purcellville Projects (2011: Blue Ridge; 2022: Catoclin)

Supervisor Buffington moved the recommendations of the Finance/Government Operations and Economic Development Committee that the Board of Supervisors direct staff to take the following actions: 1.) relocate the park facilities proposed for the Fields Farm Park to the 143-acre property west of the Town of Purcellville, 2.) designate the 143-acre property west of the Town as the future site of the Purcellville Library Replacement Project and the Western Loudoun Recreation Center, 3.) initiate a feasibility study to determine the appropriate delivery of water and wastewater to the planned County facilities, and 4.) begin the programming of these facilities and initiate any required land use actions to accommodate the planned uses upon acquisition of the property. (Seconded by Supervisor Kershner. The motion passed 9-0.)

Staff Contacts: Mark Hoffman & Nancy Boyd, Transportation & Capital Infrastructure

9. Transportation and Land Use Committee Report:

9a. Western Hills Watershed Management Plan (2011: Catoclin & Blue Ridge/ 2022: Catoclin & Little River)

Chair Randall moved that the Board of Supervisors direct staff to provide an overview of groundwater protection regulations in Virginia and Loudoun County to the Environmental Commission by June 2023 to receive feedback on potential gaps for further research. (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

Staff Contacts: Gwen Kennedy & Alan Brewer, Building and Development

9b. Zoning Ordinance Rewrite Project– Multifamily Affordable Dwelling Unit Exemption Removal Analysis Update (2011 & 2022: Countywide)

Chair Randall moved that the Board of Supervisors direct staff to amend the Multifamily Affordable Dwelling Unit Exemption found in Section 7-102(A) in the Revised 1993 Loudoun County Zoning Ordinance by increasing the minimum number of stories for multifamily attached buildings that are exempt from the Affordable Dwelling Unit Program from four or more stories to eight or more stories and further moved that the Board of Supervisors direct staff to proceed with incorporating these revisions into the Zoning Ordinance Rewrite project.

Chair Randall further moved that the Board of Supervisors direct staff to move forward with incorporating these revisions into the Zoning Ordinance Rewrite project. (Consent Item) (Seconded by Supervisor Buffington. The motion passed 7-0-2: Supervisors Letourneau and Saines absent for the vote.)

Staff Contacts: Rebekah King & John Hall, Housing and Community Development; Judi Birkitt & Daniel Galindo, Planning and Zoning

9c. ZOAM-2018-0001, Short-Term Residential Rentals (2011 & 2022: Countywide)

Chair Randall moved that the Board of Supervisors forward this item to the April 4, 2023, Board of Supervisors Business Meeting for action. (Seconded by Vice Chair Saines.)

Chair Randall conducted a straw poll vote to ask if it is the will of the Board to pursue grandfathering. The straw poll failed 4-5: Supervisors Briskman, Glass, Letourneau, Randall, and Turner opposed.

(The motion passed 7-2: Supervisors Briskman and Turner opposed.)

Board Requests:

Supervisor Letourneau and Supervisor Briskman requested that staff provide language to customers when they apply for a permit to also check with their HOA, as HOA covenants supersede County approval.

Lead Departments responsible for follow up and implementation: Planning and Zoning; Building and Development; Joe Kroboth, III, County Administration

Staff Contacts: Michelle Lohr & Daniel Galindo, Planning and Zoning

CLOSED SESSION PART I

Vice Chair Saines moved that the Board of Supervisors recess this public meeting and enter into closed session pursuant to section 2.2-3711(A)(7) and (A)(8) of the Code of Virginia for consultation with legal counsel concerning actual or probable litigation and discussion of a specific legal matter concerning land use in the Catoctin Election District (2011 Blue Ridge Election District). (Seconded by Supervisor Buffington. The motion passed 9-0.)

Vice Chair Saines moved that the closed session be adjourned, that the Board of Supervisors reconvene its public meeting, that the minutes of the public meeting should reflect that no formal action was taken in the closed session, and further move that the Resolution Certifying the Closed Session be adopted and reflected in the minutes of this public meeting. (Seconded by Supervisor Briskman. The motion passed via roll call vote 9-0.)

Resolution Certifying Closed Session

Whereas, the Loudoun County Board of Supervisors this 21st day of March 2023, convened in closed session by an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act:

Now, therefore, be it resolved that the Board of Supervisors does hereby certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the closed session to which this certification applies; and (2) only such public business matters as were identified in the motions by which the said closed session was convened were heard, discussed or considered by the Board of Supervisors.

CLOSED SESSION PART 2

Vice Chair Saines moved that the Board of Supervisors recess this public meeting and enter into closed session pursuant to Section 2.2-3711 (A)(3) of the Code of Virginia to consider acquisition of parcels of property for public use in the Catoctin Election District (2011 & 2022).

Vice Chair Saines further moved that the Board of Supervisors recess this public meeting and enter into closed session pursuant to Section 2.2-3711 (A)(3) of the Code of Virginia to consider acquisition of a parcel of property for public use in the Sterling Election District (2011 & 2022). (Seconded by Supervisor Briskman. The motion passed 8-0-1: Supervisor Buffington absent for the vote.)

Vice Chair Saines moved that the closed session be adjourned, that the Board of Supervisors reconvene its public meeting, that the minutes of the public meeting should reflect that no formal action was taken in the closed session, and further move that the Resolution Certifying the Closed Session be adopted and reflected in the minutes of this public meeting. (Seconded by Supervisor Glass. The motion passed via roll call vote 8-0-1: Supervisor Buffington absent for the vote.)

Resolution Certifying Closed Session

Whereas, the Loudoun County Board of Supervisors this 21st day of March 2023, convened in closed session by an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act:

Now, therefore, be it resolved that the Board of Supervisors does hereby certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the closed session to which this certification applies; and (2) only such public business matters as were identified in the motions by which the said closed session was convened were heard, discussed or considered by the Board of Supervisors.

Lovettsville Fire Station #12 - Land Acquisition Opportunity

Supervisor Kershner moved that the Board of Supervisors authorize and direct the County Administrator to execute a purchase contract, approved as to form by the County Attorney, with the Lovettsville District Fire and Rescue Company to purchase 3.6887 acres of land known as PIN 371-36-8483 for an amount not to exceed \$435,543. (Seconded by Chair Randall. The motion passed 8-0-1: Supervisor Buffington absent for the vote.)



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

PRINCIPAL DEPUTY ASSISTANT SECRETARY
FOR COMMUNITY PLANNING AND DEVELOPMENT

March 9, 2023

The Honorable Phyllis Randall
Chair, Board of Supervisors of Loudoun County
PO Box 7000
Mailstop #01
Leesburg, VA 20177-7000

Dear Phyllis Randall:

Congratulations! I am pleased to inform you of your jurisdiction's Fiscal Year (FY) 2023 allocations for the Office of Community Planning and Development's (CPD) formula programs. Your jurisdiction's FY 2023 available amounts are as follows:

CPD Programs:	Amount
Community Development Block Grant (CDBG)	\$1,405,312
Emergency Solutions Grant (ESG)	\$0
HOME Investment Partnerships (HOME)	\$515,805
Housing Opportunities for Persons With AIDS (HOPWA)	\$0
CDBG Recovery Housing Program (RHP)	\$0

These grant funds provide the financial tools to support individuals, families, and communities to address homelessness, affordable housing challenges, aging infrastructure, and economic hardships. CPD is committed to being your partner throughout the process of using these funds. Our local office will assist in finalizing grant agreements, offer technical assistance and training when needed, and monitor and implement grant funds for eligible projects in a timely manner. We will work with you to ensure proper reporting in the Integrated Disbursement and Information System (IDIS) so we can together improve performance data on how these programs are benefitting and touching people's lives, build trust with stakeholder groups and Congress, and amplify the success stories that you and your jurisdiction are able to accomplish with these vital resources.

Based on your jurisdiction's CDBG allocation for this year and outstanding Section 108 balances as of February 27, 2023, you also have \$7,026,560 in available Section 108 borrowing authority. Since Section 108 loans are federally guaranteed, this program can leverage your jurisdiction's existing CDBG funding to access low-interest, long-term financing to invest in your jurisdiction.

Your HOME formula allocation amount indicates that you may qualify as a participating jurisdiction for the HOME Program for the first time. In order to begin the qualification process, you must notify your local HUD Field Office in writing of your intention to become a participating jurisdiction not later than 30 days after receiving this letter. Because your allocation does not meet the \$750,000 participation threshold for first time participating jurisdictions, your notice of intent must include information about how you will meet the participation threshold for FY 2023 HOME funds. This must include either authorization from the State to transfer a portion of its HOME allocation to your jurisdiction to meet the participation threshold; a letter from the governor or designee indicating that the required funds to meet the participation threshold have been approved and budgeted for the jurisdiction; or a letter from the chief executive officer of the jurisdiction indicating that the required funds to meet the participation threshold have been approved and budgeted. Failure to notify HUD within 30 days and to include the required information about how you will meet the participation threshold in the first year of qualification, will disqualify you from becoming a participating jurisdiction for FY 2023 HOME funds.

Thank you for your continued interest in CPD programs, I greatly appreciate your leadership in using these funds to address your most urgent housing and community development needs, including preventing and reducing homelessness. If you or any member of your staff have questions, please contact your local CPD Field Director.

Sincerely,



Marion Mollegen McFadden
Principal Deputy Assistant Secretary
for Community Planning and Development



Resale/Recapture Policy

RESALE/RECAPTURE POLICY FOR LOUDOUN COUNTY, VA HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)

Loudoun County has prepared the following policy which addresses the issues of sale or transfer of ownership of property financed with HOME assisted funding. This policy is in accordance with the HUD Regulations found in 24 CFR Part 92.254. The issue of recapture arises when a homeowner that received homebuyer assistance under the HOME Program decides to sell the property. If the property is sold after the period of affordability has expired, there are no restrictions in terms of recapture of HOME funds that apply to such a transaction. However, if the sale occurs before the period of affordability has expired, certain regulatory limitations apply.

The regulations at 24 CFR 92.254(a)(5) give the participating jurisdiction two (2) broad options relative to the treatment of properties that are sold before the period of affordability has expired:

- The owner that received HOME assistance must sell the home to a low-income household that will use the property as their principal residence; or
- The participating jurisdiction must recapture some or all of the HOME investment that was initially extended to the homeowner.

A low-income household is defined as a household whose gross annual income does not exceed 80% of the median household income.

A home is considered to be affordable if a household earns 80% or less of the median income and they do not pay more than 30% of their income for housing and related housing costs.

It is the policy of Loudoun County, wherever possible to recapture the appropriate amount of the HOME investment rather than restricting the sale to a qualified low-income household that will use the property as its principal residence. The guidelines for recapture for the homebuyer program that Loudoun County has established, are as follows:

1. Sale of Property Before the End of the Period of Affordability - Loudoun County guidelines for recapture are:

- The County will place a lien on the property in its favor for the full amount of the HOME investment.
- Upon sale or transfer of ownership of the home by the HOME assisted household before the period of affordability expires, the County will make every effort to recapture its pro rata share of the HOME investment from the net proceeds of the sale.

- The County will give the homeowner credit for the amount of the homeowner's down payment, closing costs, principal payments made, and any capital improvement investments, which will be reduced from the net proceeds.
- After totaling the amounts above, if the net proceeds are not sufficient to recapture the full amount of the HOME investment, the HOME investment amount may be reduced and prorated based on the time the homeowner has owned and occupied the unit, measured against the required period of affordability.
- If the net proceeds are not sufficient to recapture the full HOME investment, the homeowner may not recover more than the amount of the homeowner's down payment, principal payments, and any capital improvements invested in the property.
- The County will use HOME funds that are recaptured to assist other income eligible homebuyers.

In the event the mortgaged property is sold or otherwise transferred prior to the expiration period of affordability, as established by the amount of HOME assistance received from the date of the initial sale, then the pro rata share of the net proceeds from the sale or transfer shall be paid to Loudoun County.

Loudoun County may reduce the amount of the direct HOME subsidy on a pro rata basis for the time the homebuyer has owned and occupied the house, measured against the required affordability period. The resulting ratio would be used to determine how much of the direct HOME subsidy the County would recapture. The pro rata amount recaptured by the County cannot exceed what is available from net proceeds.

The following formula will be used to determine the amount of the HOME Subsidy the County will recapture. The pro rata amount recaptured by the County cannot exceed what is available from the net proceeds.

$$\frac{\text{Number of Years Homebuyer Occupied the Home}}{\text{Number of Years Period of Affordability}} \times \text{Total Direct HOME Subsidy} = \text{Recapture Amount}$$

The total amount payable by the borrower under the following paragraphs shall never exceed the face amount of the HOME subsidy.

To the extent that the net proceeds are less than the outstanding principal balance of the lien, the remainder shall be forgiven.

If the net proceeds are not sufficient to recapture the full HOME investment [or a reduced amount as provided for in 24 CFR Sub-Part 92.254 (a)(5)(ii)(A)(2)] and also enable the homeowner to recover the amount of his/her down payment,

closing costs, and any capital improvement investments made by the homeowner since the purchase, the County may share the net proceeds. The net proceeds are the sales price minus loan repayments (other than HOME funds) and closing costs. The net proceeds may be divided proportionally as set forth in the following mathematical formulas:

$$\frac{\text{Direct HOME Subsidy Amount}}{\text{HOME Subsidy} + \text{Homeowner Investment}} \times \text{Net Proceeds} = \text{HOME Recapture Amount}$$

$$\frac{\text{Homeowner's Amount of Investment}}{\text{HOME Subsidy} + \text{Homeowner Investment}} \times \text{Net Proceeds} = \text{Amount to Homeowner}$$

Loudoun County will be responsible for ensuring that the homeowner maintains the house, assisted with HOME funds, as their principal residence for the duration of the period of affordability. If the house is sold or ownership is transferred, during the period of affordability, the County must be notified of the sale, or transfer, and the recapture provisions will be in effect. The County will enter into a written agreement with the homeowner, as well as a mortgage and lien document will be recorded that outlines the recapture provisions.



CITIZEN PARTICIPATION



FIRST PUBLIC MEETING

NOTICE OF A PUBLIC HEARING ON THE FY 2023-2024 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

LOUDOUN COUNTY HOUSING ADVISORY BOARD

Date: Wednesday, October 12, 2022, at 4:00 PM

Location: Loudoun County Department of Housing and Community Development
1st floor, Olmstead Room, 106 Catoctin Circle, SE, Leesburg, VA 20175

Information on how to attend virtually can be found on the County Calendar:
<https://www.loudoun.gov/calendar.aspx>

Pursuant to Title I of the Housing and Community Development Act of 1974, 42 United States Code §5301, et seq., and U.S. Department of Housing and Urban Development (HUD) regulations at 24 Code of Federal Regulations Subtitle A §91.105(e)(1), the Loudoun County Housing Advisory Board will hold a PUBLIC HEARING on October 12, 2022, at 4:00 p.m. at the Loudoun County Department of Housing and Community Development. The purpose of the Public Hearing is to obtain citizens' views and to respond to proposals and questions for the purpose of addressing housing and community development needs, including priority housing and non-housing community development needs, economic development needs, fair housing issues, development of proposed activities, proposed strategies and actions for affirmatively furthering fair housing, and review of program performance. Comments received at the Public Hearing will be considered in preparing Loudoun County's CDBG 2023-2024 Annual Action Plan that will be submitted to the Board of Supervisors for approval and subsequently submitted to HUD in the spring of 2023. The CDBG Application for 2023-2024 will open on October 11, 2022, and applications will be due November 16, 2022.

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9/29 & 10/6/22

LoCoAdmin101222HABPubHearing_092922.pdf

Sep 28, 2022

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9/29 & 10/6/22

As featured on

Legal and Public Notices for Sept. 29, 2022



Loudoun County, Virginia

First Public Hearing

FY 2022 - 2023 CDBG Annual Action Plan

Wednesday, October 12th, 2022, at 4:00 p.m.

Olmstead Room, First Floor, 106 Catoctin Circle, SE, Leesburg, VA 20175

NAME	ORGANIZATION	PHONE NUMBER & EMAIL ADDRESS
Tim Russell	HAB	
Steve Schulte	HAB / APO AB	Steve.Schulte@Brambleton.com
Brittany Cuyler	HAB	
Jenny Moore	HAB	jennifer.moore@brambleton.com
Paul Donohue	ECHO	7037792100 Paul.donohue@echoworks.org
Diana Rodriguez	LAWS	dianarodriguez@lcsj.org
Tyler Peak	LAWS	tyler.peak@lcsj.org



**Loudoun County, Virginia
First Public Hearing**

FY 2022 - 2023 CDBG Annual Action Plan

Wednesday, October 12th, 2022, at 4:00 p.m.

Olmstead Room, First Floor, 106 Catoctin Circle, SE, Leesburg, VA 20175

NAME	ORGANIZATION	PHONE NUMBER & EMAIL ADDRESS
Citrus Chateaus	ETA	
Nicole Fox Hayes	HAB	
Don Knutson	Knutson Cos	dknutson@knuhomes.com 703- 00 737-6772
Therese Cashen	Loudoun Habitat	tcashen@loudounhabitat.org
Phil Gross	Self	phil@gross.net
Leeie Penn Hunter	HAB/EDAC	

Staff Present:

Brian Reagan, DHCD

Rebekah King, DHCD - virtual

Eileen Barnhard, DHCD

Urban Design Consultant

Dave Jordan - virtual

CDBG PUBLIC HEARING 2023-2024 ANNUAL ACTION PLAN

October 12, 2022 4 p.m.
Department of Housing and Community Development
Olmstead Room First Floor
106 Catoclin Circle, SE
Leesburg, VA 20175

Opening Remarks: Brian Reagan, Assistant Director, DHCD

Introduction of DHCD's Consultant: Brian Reagan, Assistant Director, DHCD

Presentation by Consultant: Dave Jordan, Urban Design Ventures, LLC

Overview:

- What is an Annual Action Plan?
- What is the process of preparing an Annual Action Plan?

FY 2023 Annual Action Plan Schedule:

Loudoun County will receive the following Federal HUD entitlement funds during the FY 2023 program year:

Entitlement Funds	Amount
FY 2023 CDBG Funds	\$ 1,300,000
Total:	\$ 1,300,000

Review of Past Performance

Loudoun County has a good performance record with HUD and regularly meets its established performance standards. Each year the Borough prepares a Consolidated Annual Performance and Evaluation Report (CAPER). The FY 2021-22 CAPER was recently submitted to HUD.

- Loudoun County expended 100% of its CDBG funds during this CAPER period to benefit low- and moderate-income persons.
- The County expended 14.64% of its funds during this CAPER period on public services, which is below the statutory maximum of 15%.

- The County expended 20% of its funds during this CAPER period on Planning and Administration, which complies with the statutory maximum of 20%.
- Loudoun County's Timeliness Ratio of unexpended funds as a percentage of the FY 2021 CDBG allocation was 1.09, which is below the maximum 1.5 ratio.

Public Comments on Needs in Loudoun County

- What are the needs in the County?

Closing Remarks: Brian Reagan

Adjournment: Brian Reagan

DRAFT

LOUDOUN COUNTY HOUSING ADVISORY BOARD*

Olmstead Room
1st Floor, 106 Catoclin Circle, SE, Leesburg

AGENDA
October 12, 2022
4:00 PM

WELCOME

PUBLIC COMMENT

AGENDA REVIEW, ADDITIONS, CHANGES

REVIEW OF SEPTEMBER MEETING MINUTES

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM PUBLIC HEARING

ACTION ITEMS

1. Zoning Ordinance Rewrite Input – Letter to Planning Commission
2. Updated Bylaws

INFORMATION ITEMS

1. September 14 Board of Supervisors Public Hearing Item: Ordinance to Establish a New Chapter of the Codified Ordinances of Loudoun County – Affordable Housing Land Development Application and Development Permit Fee Waiver Program
2. Virginia Governor's Housing Conference – Arlington, VA: Nov. 16-18

LIAISON REPORTS

1. Economic Development Advisory Committee (EDAC) – L. Penn Hunter
2. Economic Development Authority (EDA) – C. Charron
3. Affordable Dwelling Unit Advisory Board (ADUAB) – S. Schulte

OLD BUSINESS

ADJOURN

NEXT MEETING: November 9, 2022

* If any member of the public requires a reasonable accommodation for any type of disability in order to participate in a public meeting, please contact the Department of Housing and Community Development at 703-737-8323/TTY-711. At least one business day of advance notice is requested; some accommodations may require more than one day of notice.

**Housing Advisory Board (HAB) Meeting Minutes
Wednesday, September 14, 2022
Olmstead Room – 106 Catoclin Circle SE, Leesburg, VA**

Members Present: Jim Russell – Chair; Nicole Gore-Hayes – Vice Chair (*remote); Hypatia Alexandria; Sashenka Brauer; Chris Charron; Don Knutson; Tom Loftus; Nicole Morris; and Steve Schulte.

***REMOTE PARTICIPATION**

Pursuant to Virginia Code Section 2.2-3708.2 and the HAB's adoption of the Advisory Board, Commission, and Committee Remote Participation Policy, Nicole Gore-Hayes requested to participate in this meeting by electronic communication from her home. Nicole Gore-Hayes could not attend this meeting due to a physical condition.

A physical quorum of the HAB was present in the Olmstead Room – 106 Catoclin Circle SE, Leesburg, VA, and the HAB made arrangements for the voice of Nicole Gore-Hayes to be heard by all persons in the room.

Nicole Gore-Hayes made this request within the required timeframe and the County Attorney determined that Nicole Gore-Hayes met the qualifications to participate remotely. The HAB is recording in its minutes that Nicole Gore-Hayes participated remotely from her home due to a physical condition.

Staff Present: Brian Reagan – Assistant Director, Department of Housing & Community Development; and Julie Williams – Administrative Manager, Department of Housing & Community Development.

Members Absent: Brent Campbell; Lorrie Penn Hunter; Jennifer Moore; and Leonard Stephens.

Public Present: None

Call to Order

Jim Russell – Chair called the meeting to order at 4:02pm.

Public Comment – None.

Agenda Review, Additions, Changes – None.

Review of August Meeting Minutes

Chris Charron made a motion to approve the August meeting minutes. Don Knutson seconded the motion. The August meeting minutes were approved (6-0-3-0-4) (Brauer, Morris, and Schulte – abstain; Campbell, Penn Hunter, Moore, and Stephens – absent).

Action Items

1. Zoning Ordinance Rewrite Input - Letter to Planning Commission

Jim reviewed the draft letter on the Zoning Ordinance Rewrite with members. The letter will be finalized at the next HAB meeting. There was a suggestion to add an introduction about who the HAB is; Jim stated he would draft it. Brian Reagan made some real-time updates to the draft letter to reflect members' input. There was also a suggestion to add bonus density as another incentive and discussion regarding using the word "partnership." Jim stated he would create another draft for members' review at the next meeting.

2. Updated Bylaws

NOTICE OF A PUBLIC HEARING ON THE FY 2023-2024 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

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9/29 & 10/6/22

Community Development Block Grant Process is Underway in Loudoun

Loudoun County has opened the application process for the Community Development Block Grant (CDBG) Program. The CDBG Program provides funding on an annual basis for local projects that address a variety of housing, public service and community development needs.

Eligible applicants for CDBG funds include local nonprofit organizations and local government entities in Loudoun County or those serving Loudoun County residents. Proposed projects should address the Five Year Consolidated Plan 2021-2025 Goals of the CDBG program which include providing affordable housing opportunities, revitalizing neighborhoods, renovating substandard housing, providing public services and expanding economic development opportunities, primarily for persons of low- and moderate- income households.

Important dates and steps in the process are:

Application Release

The Loudoun County CDBG Competitive Applications are now available with applications accepted up until 4:00 p.m., Wednesday, November 16, 2022. The application packets are available online at loudoun.gov/CDBG or by contacting CDBG Program Manager Eileen Barnhard at 703-737-8971 or by email at eileen.barnhard@loudoun.gov.

October 12: Public Hearing on Housing and Community Development Needs

The Loudoun County Housing Advisory Board will conduct a public hearing at 4:00 p.m. on Wednesday, October 12, 2022, to gather input on addressing housing and community development needs and set the framework for the upcoming year's priority projects and objectives. The public hearing will be held at the Department of Housing and Community Development at 106 Catocin Circle SE Leesburg, VA 20175.

Those interested in speaking during the public hearing are encouraged to sign-up in advance. Please contact Eileen.Barnhard@loudoun.gov.

November 16: Application Deadline

Applications for the Loudoun County CDBG Program must be submitted no later than 4:00 p.m., Wednesday, November 16, 2022, by 4:00 p.m. Late or incomplete applications will not be accepted.

Anyone who requires a reasonable accommodation for any type of disability or needs language assistance in order to participate in these activities should contact the Office of Housing at 703-737-8323 (V/TTY).

For more information about the Loudoun County CDBG Program, contact CDBG Program Manager Eileen Barnhard at 703-737-8971 or by email at eileen.barnhard@loudoun.gov.



SECOND PUBLIC MEETING

COMMUNITY DEVELOPMENT BLOCK GRANT

2023-2024 ANNUAL ACTION PLAN

The Loudoun County Department of Housing and Community Development has prepared the Community Development Block Grant (CDBG) Program Fiscal Year (FY) 2024 Annual Action Plan for submission to the U.S. Department of Housing and Urban Development (HUD) by May 15, 2023.

HUD has designated Loudoun County as qualified for Urban County participation in the CDBG program and entitled to receive CDBG funding directly from HUD. HUD regulations require the adoption of the above referenced Plan, which outlines the County's housing and community development needs, priorities and objectives, and proposed use of the federal funds for the ensuing CDBG program year.

Components of the CDBG Program FY 2024 Annual Action Plan include, without limitation, descriptions of:

- Federal and other resources expected to be available;
- Leveraging of resources and how match obligations will be met;
- The activities to be undertaken;
- The geographic distribution of investment; and
- Planned homeless and other special needs activities.

The CDBG Program FY 2024 Annual Action Plan also contains an accounting of distributions and unexpended funds for the CDBG Program in FY 2023. Reimbursements to the subrecipients of the activities indicated below have been made. Some files are complete. Other activities continue to request reimbursements and will be completed by the end of FY 2023. Activities with unexpended funds are attributed to the completion or cancellation of the activity at the end of the program year. Unexpended funds from completed or canceled activities are then reprogrammed into a new activity to be expended in FY 2024.

Program Year	Fiscal Year	IDIS Activity Number	CDBG Subrecipients	Original Award	Unexpended Funds from FY23 Award
22	2023	239	A Farm of Less Ordinary	\$42,880.00	\$ 15,854.44
22	2023	240	Crossroads	\$39,820.00	\$0
22	2023	236	Good Shepherd Alliance	\$75,892.00	\$75,892.00
22	2023	235	Good Shepherd Alliance	\$11,285.84	\$0
22	2023	232	Habitat for Humanity	\$650,000.00	\$650,000.00
22	2023	237	INMED	\$221,390.00	\$77,836.46
22	2023	234	INMED/Healthy Families	\$83,095.00	\$34,299.76
22	2023	238	Northern VA Dental Clinic	\$34,000.00	\$3,693.69
22	2023	210	Legal Services of Northern VA (LSNV)	\$130,826.93	\$64,231.95
22	2023	231	Legal Services of Northern VA (LSNV)	\$250,000.00	\$117,474.78
22	2023	194	LAWS	\$480,002.44	\$70,583.17
22	2023	230	LAWS	\$205,000.00	\$60,684.42
22	2023	196	Crossroads	\$29,250.00	\$4,484.97
22	2023	227	Community Residences, Inc. (CRI)	\$116,000.00	\$8,742.47
22	2023	229	Northern VA Family Services (NVFS)	\$388,000.00	\$52,407.46
22	2023	226	Mobile Hope	\$75,000.00	\$0
22	2023	228	Every Citizen has Opportunity (ECHO)	\$344,000.00	\$92,118.34

Good Shepherd was awarded \$75,892 in FY 2023 for capital improvement, and due to the increase in capital cost, Good Shepherd needs an additional \$18,844 to complete the project for the safety of the community, against funds from capital improvements for FY 2024, which includes unexpended funds for FY 2023.

Copies of the proposed Plan are available and may be examined at the Loudoun County Government Center, Information Desk, 1st Floor, 1 Harrison Street, S.E., Leesburg, Virginia, and the Department of Housing and Community Development at 106 Catoclin Circle, SE, Leesburg, Virginia from 8:30 a.m. to 5:00 p.m., Monday through Friday or call (703) 777-0200. The Plan is also available online at www.loudoun.gov/cdbg. Written comments on the Plan may be submitted to the attention of the CDBG Program Manager Johnette Powell at the Loudoun County Department of Housing and Community Development, P.O. Box 7000, Leesburg, Virginia 20177 or by email: johnette.powell@loudoun.gov. Comments will be received until May 10, 2023. Board of Supervisors Public Meeting to approve the Plan will be held on May 10, 2023, at the Loudoun County Government Center, Board Room 1 Harrison Street, S.E., Leesburg, Virginia at 6:00 pm.

LoCo_AdminCDBG30DayCommentPeriod_041323.pdf

Apr 12, 2023

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4/13 & 4/20/23

As featured on



Loudoun County



V I R G I N I A

WHERE TRADITION MEETS INNOVATION

Community Development Block Grant 2023-2024 Annual Action Plan

Board of Supervisors Public Hearing

May 10, 2023

Program Overview

- US Department of Housing and Urban Development (HUD) Program
 - Annual allocation to entitlement localities
 - Community and economic development
 - Servicing areas with household incomes at or below 80% of the Area Median Income established by HUD.
- Eligible Activities (24 CFR 570.201)
 - Affordable Housing Activities
 - Public Services
 - Capital Projects

Community Development Block Grant (CDBG) Funding Requirements

- Grantees
 - Non-profit organizations
 - County agencies
 - Town governments
- Annual Action Plan
 - Year Three of 2021-2025 Five Year Consolidated Plan
- Submission to HUD
 - After 30-day public comment period (April 10, 2023-May 10, 2023)
 - Board of Supervisors (Board) Public Hearing
 - Board Action

Review Process

- Funding availability and deadlines advertised
- Pre-proposal meetings offered
- Application deadline
- Staff review for completeness & eligibility
- Applications individually reviewed and scored
- Applications ranked
- Review Committee recommendation to Housing Advisory Board
- Finance/Government Operations Economic Development Committee(FGOEDC) Action Item
- Board Public Hearing approval
- Submit to HUD for acceptance on May 16, 2023

Estimated Funding for FY 2023

Source	Type of Funding	Amount
HUD Grant	Estimated FY 2023 Grant Allocation	\$ 1,405,312.00
	Carry-over of funds reprogrammed	\$ 36,084.18
TOTAL Funds Estimated for Proposed Projects		\$1,441,396.18

FGOEDC Recommendation

Source	Fiscal Year 2024 Grant Funds	Total Available Funds
HUD Grant	HUD Grant Allocation	\$1,405,312.00
Prior Year Resources	Carry over of funds to be reprogrammed*	\$36,084.18
	Total Available for All Projects	\$1,441,396.18
Fund Available by Project Type		
Program Administration (20%)	\$ from the HUD grant allocation	\$281,062.40
Funds for Public Service Projects (15%)	\$(from the estimated HUD grant allocation + \$ prior year public service grant funds)	\$216,209.43
Funds for Capital Projects	\$(from the estimated HUD grant allocation + \$ prior year public service grant funds)	\$172,406.00
Funds for RFP Capital Projects – Affordable Housing	\$(from the estimated HUD grant allocation + \$ prior year public service grant funds)	\$771,718.35

FGOEDC Recommendation Public Service Projects - \$216,209.43

	Project	Requested	Recommended	Percent	Numbers of Persons Served
1	Northern Virginia Dental Clinic/Oral Care	\$34,000	\$34,000	100%	270
2	Crossroads Jobs/ Counseling	\$52,065	\$52,065	100%	165
3	Loudoun Citizens of Social Justice/LAWS	\$158,700	\$130,144.43	82%	600

FGOEDC Funding Recommendation for Capital Project, RFP, and Administration Activities - \$1,225,186.75

	Project	Request	Recommended	Percent	Number of Persons Served
1	Loudoun Citizens of Social Justice (LAWS)	\$22,406	\$22,406	100%	89
2	Habitat for Humanity	\$800,000	\$150,000.00	19%	4
3	RFP for Housing Affordable Activities	N/A	\$771,718.35	N/A	TBD
4	Administration	N/A	\$281,062.40	20% of Allocation	N/A

Recommendations & Next Steps

Staff recommends Board approval of the FY2024 Annual Action Plan.

- May 10, 2023: Board Approval Of Annual Action Plan
- May 16, 2023: HUD submission

MEMORANDUM
COUNTY OF LOUDOUN

DATE: May 12, 2023
TO: Department and Agency Heads
FROM: Tim Hemstreet, County Administrator
SUBJECT: Action Report of the May 10, 2023, Board of Supervisors Public Hearing

Please work with staff to address the Board of Supervisors' (Board) action as noted in the Action Report for the May 10, 2023, Board Public Hearing.

Link to the full webcast of meeting:

https://loudoun.granicus.com/player/clip/7267?meta_id=229078

BOARD OF SUPERVISORS PUBLIC HEARING ITEMS FOR CONSIDERATION:

1. Proposed Conveyance of County Property - Conveyance of Sanitary Sewer Easement to the Town of Leesburg (2011: Catoctin/2022: Leesburg)

Supervisor Kershner moved that the Board of Supervisors approve the proposed Deed of Easement to the Town of Leesburg in substantially the form provided in Attachment 1 to the May 10, 2023, Board of Supervisors Public Hearing Staff Report.

Supervisor Kershner further moved that the Board of Supervisors authorize the County Administrator or his designee to execute the proposed Deed of Easement in substantially the form as provided in Attachment 1 to the May 10, 2023, Board of Supervisors Public Hearing Staff Report in final form approved by the County Attorney or his designee. (Consolidated Hearing Item) (Seconded by Supervisor Umstattd. The motion passed 9-0.)

Staff Contacts: Marc Aveni & Andy Bollinger, General Services; Robert Sproul, County Attorney's Office

2. Community Development Block Grant 2023 - 2024 Annual Action Plan (2011 & 2022: Countywide)

Chair Randall moved that the Board of Supervisors suspend the rules. (Seconded by Vice Chair Saines. The motion passed 8-0-1: Supervisor Turner absent for the vote.)

Chair Randall moved that the Board of Supervisors approve the Community Development Block Grant Fiscal Year 2024 Annual Action Plan provided as Attachment 1 to the May 10, 2023, Board of Supervisors Public Hearing Staff Report. (Seconded by Vice Chair Saines. The motion passed 8-0-1: Supervisor Turner absent for the vote.)

Board Request:

Supervisor Umstatttd requested that staff reach out to InMed Healthy Families to offer assistance in grant application/proposal preparation.

Staff Contacts: Johnette Powell & John Hall, Department of Housing and Community Development

3. AGDT 2022-0257, Request for Withdrawal Of Land Belonging To Bradley And Tandy Bondi From The Beaverdam Valley Agricultural And Forestal District (2011: Blue Ridge/2022: Little River)

Supervisor Buffington moved that the Board of Supervisors approve the request to withdraw the 144.89-acre parcel (PIN 641-26-1214), and the 141.32-acre parcel (PIN 641-37-2761), belonging to Bradley and Tandy Bondi, as shown in Attachment 1 to the May 10, 2023, Board of Supervisors Public Hearing Staff Report, for application AGDT-2022-0257, from the Beaverdam Valley Agricultural and Forestal District because such withdrawal is found to be “good and reasonable” cause based on one parcel is in an existing conservation easement and the applicant’s intention to establish a conservation easement on another parcel, thereby enhancing conservation efforts for agricultural and forestal lands. (Consolidated Hearing Item) (Seconded by Supervisor Briskman. The motion passed 9-0.)

Staff Contacts: Rachael Iwanczuk & Daniel Galindo, Planning and Zoning

4. ZRTD-2022-0001 & ZMOD-2022-0011, Pacific Corporate Park (2011: Broad Run/2022: Sterling)

Supervisor Glass moved that the Board of Supervisors forward ZRTD-2022-0001 & ZMOD-2022-0011, Pacific Corporate Park, to the June 6, 2023, Board of Supervisors Business Meeting for action. (Seconded by Supervisor Umstatttd. The motion passed 9-0.)

Board Requests:

Vice Chair Saines requested staff confirm what percentage of applications in the Suburban Employment place type have been data centers over the past year.

Chair Randall requested staff to confirm the height and setback dimensions for the surrounding office/commercial industrial buildings in the area.

Staff Contacts: Zachary Pyle & Daniel Galindo, Planning and Zoning

5. SPEX-2022-0041, Topgolf Lighting (2011 & 2022: Broad Run)

Supervisor Glass moved that the Board of Supervisors approve SPEX-2022-0041, Topgolf Lighting, subject to the Conditions of Approval dated April 17, 2023, and based on the Findings for Approval provided as Attachments 1 and 2 to the May 10, 2023, Board of

Supervisors Public Hearing Staff Report. (Consolidated Hearing Item) (Seconded by Vice Chair Saines. The motion passed 9-0.)

Staff Contacts: Rob Donaldson & Daniel Galindo, Planning and Zoning

DRAFT

LOUDOUN COUNTY PUBLIC HEARING

MEETING SUMMARY FOR THE FY 2023 ANNUAL ACTION PLAN

May 10, 2023 at 6:00 PM

**Board Room, First Floor
Government Center
1 Harrison Street, S.E.
Leesburg, Virginia 20175**

Summary of Public Comments:

The Loudoun County Board of Supervisors hosted a public hearing on May 10, 2023, along with the Department of Housing and Community Development (DHCD), at 6:00 PM at the County's Government Center 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. Participants were asked to identify priority program issues for this Annual Action Plan. Seventy-five (75) people attended the public hearing and twenty (20) people spoke at the hearing. All speakers expressed the importance of supporting the non-profits with CDBG funds and the benefits to low-to-moderate income residents of the county with the growing needs for services to assist families.

Chair Randall moved that the Board of Supervisors suspend the rules. (Seconded by Vice Chair Saines. The motion passed 8-0-1: Supervisor Turner absent for the vote.) Chair Randall moved that the Board of Supervisors approve the Community Development Block Grant Fiscal Year 2023 Annual Action Plan provided as Attachment 1 to the May 10, 2023, Board of Supervisors Public Hearing Staff Report. (Seconded by Vice Chair Saines. The motion passed 8-0-1: Supervisor Turner absent for the vote.)