

**Loudoun County, Virginia
Community Development Block Grant Program**

2020-2021 Annual Action Plan



Program Year Seventeen
July 1, 2020 – June 30, 2021

Loudoun County Department of Family Services
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Prepared by the
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Executive Summary

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

1. Introduction

This Proposed Annual Action Plan (Plan) covers the period July 1, 2020 through June 30, 2021, which is Loudoun County's seventh year of the 2014-2018 Consolidated Plan. The two-year extension (2019 & 2020) of this Consolidated Plan was approved by the U.S. Department of Housing and Urban Development (HUD) in June 2018 in an effort to facilitate a coordinated regional submission of the Analysis of Impediments to Fair Housing. The new Consolidated Plan is due to HUD by May 2021.

The Plan was made available for public comment and will be the subject of a Board of Supervisors' public hearing on March 11, 2020. The Plan, which includes an estimated HUD CDBG funding allocation of \$1,000,000.00 plus \$91,256.02 of unspent CDBG funds from previous years, also includes a funding contingency; both, need to be approved by the Board of Supervisors in order to guide the process of adjusting project funding upon receipt of the actual CDBG grant award from HUD.

The contingency plan recommended by the Family Services Advisory Board states that all funding in excess of the expected \$1,000,000 plus the unspent CDBG funding amount of \$91,256.02, will go toward the increase of the award amount of all eight awardees (proportionately) capping at 100% of their CDBG amount requested. If there are any leftover funds, these will be forwarded to the Howardsville Community Rehabilitation Project in Loudoun County.

It is anticipated that the Plan, including project recommendations and contingency plan, will be approved by the Board of Supervisors at the April 7, 2020 Business Meeting. The Loudoun County Program Year 17 CDBG projects address a broad range of needs throughout the County and serve a significant number of low- and moderate-income residents. These projects also meet the national objectives and eligibility requirements of the CDBG Program.

The amount of \$12,185,896 in additional federal, state and local funding is expected to be available to provide decent, safe and affordable housing, establish and maintain a suitable living environment and expand economic opportunities, especially for low- and moderate-income persons in Loudoun County.

2. Summarize the objectives and outcomes identified in the Plan

Please see section AP-20, Annual Goals and Objectives, for details.

3. Evaluation of past performance

Loudoun County received its fifteenth Community Development Block Grant allocation of \$1,158,986 for Fiscal Year 2018-2019. Nine (9) projects were funded during this year. Five (5) of the projects were public service projects addressing health needs, job counseling and employment, case management and self-sufficiency classes to needy families, and homelessness prevention for low income individuals ages 18-24. 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 and the acquisition and disposition of two homes to low-income Loudoun qualifying families. Of the four (4) capital projects, two (2) are still in progress; one is expected to be completed in the Town of Leesburg spring 2020; the other, located in Howardsville.

All of the projects benefitted primarily low- and moderate-income residents. Over 3,100 persons were direct beneficiaries of CDBG-funded activities. Highlights of significant accomplishments during 2018 – 2019 include:

- A facility was secured through a long-term lease for a community center located in an economically distressed community; 2,007 low-income and at-risk individuals were served during the year with a wide array of services for families and children.
- Two homes were purchased and rehabilitated by a non-profit organization and sold to low-income families.
- Dental care services were provided to 301 low income adults.
- Prescription assistance was provided to 196 Loudoun County residents with extremely low to moderate income.
- Job search assistance and placement was provided to 136 low income persons.
- Intensive case management was provided through a home-visiting program to a total of 471 persons in low-income at-risk families.
- Homeless prevention assistance (with expenses associated with emergency hotel accommodations and case management) was provided to 33 young adults (ages 18-24).

Loudoun is currently in its sixteenth year (2019-2020) as a CDBG entitlement community. A total of eleven projects were funded. Seven (7) public service projects address a range of housing and community needs including intensive case management, accessibility of community services to include health care for low-income persons and older adults, homeless prevention, homeownership counseling, the facilitation of food (including fresh produce) distribution to low-income individuals, and job search assistance and placement services. Four (4) capital projects include the acquisition and disposition of existing homes to qualifying low income families, provide for a facility that houses various programs for

low-income families and adults, land acquisition (future affordable housing for older adults is expected to be constructed), and pedestrian and local bus access improvements in the Town of Leesburg.

The County has been drawing funds at a consistent rate. Program staff communicate with local project sponsors on an ongoing basis to maintain timely expenditure of CDBG funds. This communication provides an opportunity to discuss and resolve challenges, if any, related to the projects achieving their planned outcomes. Subrecipients/Organizations provide quarterly progress reports on performance and annual-on-site project monitoring is conducted by staff. These measures support a successful program performance.

4. Summary of Citizen Participation Process and consultation process

Please see section AP-12.

5. Summary of public comments (insert started 01-15)

The Loudoun County Family Services Advisory Board (FSAB), whose members are appointed by the Board of Supervisors, held a public hearing on October 23, 2019 to receive input from citizens 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 issues for this Plan. Of the total six speakers, three (3) were from the non-profit sector, one (1) from the Loudoun County Disability Advisory Board, and two (2) from the general public. The hearing's facilitator is the chairman of the FSAB. Comments received were addressed by the meeting's facilitator and the Department of Family Service staff.

A summary of comments is included in Appendix A of the Citizen Participation Section.

A second public hearing is scheduled to be held on March 11, 2020 by the Loudoun County Board of Supervisors. Any comments during this hearing will be incorporated into the final Annual Action Plan.

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

At this time, all comments received were considered in the development of the Annual Action Plan.

7. Summary

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

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

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

Agency Role		Name	Department/Agency
CDBG Administrator		LOUDOUN COUNTY	Loudoun County Department of Family Services

Table 1 – Responsible Agencies

Narrative (optional)

Loudoun County Department of Family Services is the lead agency and responsible party for administering the CDBG Program. Its administrator ensures that the Loudoun County Board of Supervisors is well-informed about the CDBG planning process and that the Board of Supervisors' approval is obtained for the Plan, which includes the annual plan for allocation of CDBG funds for local activities.

Consolidated Plan Public Contact Information

The Loudoun County Department of Family Services is responsible for preparing the Consolidated Plan and administering the CDBG Program for Loudoun County. The primary contact for the Loudoun County CDBG Program is Brenda Morton, Loudoun County Department of Family Services, 102 Heritage Way, NE, Suite 103, P.O. Box 7400, Leesburg, VA 20177; Telephone: 703-737-8755.

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

1. Introduction

Consultation on the development of the 2014-2018 Consolidated Plan began in 2013 with the establishment of the Fair Housing and Consolidated Planning Group. The group was composed primarily of local county government representatives involved in the development of housing policy, housing programs, research, demographics, and those that focus on homeless policy and service development, and services for special needs populations. The group evaluated and considered sources of existing data on housing, homelessness, community development needs, and the identification of stakeholders in the County.

The annual planning process for the CDBG Program includes consultation with an Application Review Committee composed of impartial representatives from the Housing Advisory Board, the Community Services Board, the non-profit sector, and Loudoun County government. In addition, the FSAB and the Board of Supervisors Finance/Government Operations and Economic Development Committee are consulted on the proposed annual CDBG funding recommendations and contingency plan. Two (2) public hearings are held during the year to provide opportunities for consultation and input from the public and the Board of Supervisors. The public is notified when a draft of the Plan is available and ready to view on the County's website, at the Loudoun County's Government Center, and the Department of Family Services. The public is informed on how to contact CDBG Program Staff with questions and/or comments.

Local government, non-profit, and other community stakeholders are notified via email about the availability of the proposed Plan and the process to provide input. Additional consultation with the Board of Supervisors occurs when the Plan is presented for adoption. Consultation with a variety of other local government and community entities occurs throughout the year and includes the Continuum of Care (CoC) and other local public and non-profit housing and service providers.

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))

The federally funded Loudoun County Housing Choice Voucher Program (HCV) staff participated in activities to enhance coordination in the provision of housing. HCV served on the Northern Virginia Housing and Supportive Services Team to implement housing opportunities for individuals with intellectual disabilities (ID) and developmental disabilities (DD). This included absorbing several ID/DD housing vouchers that became available through the Department of Justice's settlement. The HCV program has staff assigned to provide support to individuals living with disabilities. County staff from the HCV program, Community Support Services, Mental Health, Community Corrections, and the Sheriff's Department serve on the multi-disciplinary Loudoun Re-Entry Advisory Council that addresses housing and unmet needs of offenders returning to the community. This program began working with the CoC to ensure that persons exiting incarceration have a way to access coordinated entry for housing and service access. HCV staff meet quarterly with Mental Health staff to provide housing training and updates to better serve mutual clients. A variety of public and non-profit housing, homeless, and community

service providers participate in the CoC which focuses on housing, homeless services, and a wide variety of services targeted to low- and moderate-income households. HCV Program and Mental Health staff serve on the Community Action Team and bring non-profit and public service providers together to deliver resolutions to individuals with disabilities, and their families, that meet urgent needs for housing and services. A local non-profit provides rent supplements for seriously mentally ill persons in coordination with Mental Health and CoC providers. The local ARC chapter provides training during the year for housing and service providers on accessing housing services and community resources for persons with disabilities.

Ongoing collaboration occurs between Loudoun County staff from the Departments of Family Services and Mental Health. Collaboration over the past few years has occurred on the development and implementation of Permanent Supportive Housing (PSH) for homeless persons with disabilities. This has been very successful and the availability of PSH units has increased from four units to fifteen units in recent years. As of today, the number of PSH units has not changed.

Consultation with local non-profit health care providers is ongoing and provides access to oral and health care services for low income residents. Public and non-profit service providers coordinate on healthcare service needs with the local Free Clinic and the federally funded community health center (HealthWorks for Northern Virginia). The Free Clinic and HealthWorks coordinate with service providers to help low income and vulnerable persons access health care services. Loudoun Department of Family Services (DFS) provides financial assistance to help pay for critical medications and health care services. In addition, social workers help clients access a variety of mainstream health services. For 2020-2021, Northern Virginia Dental Clinic requested CDBG funds to provide comprehensive dental care to low income Loudoun residents ages 18 and older. The Review Committee recommended this project for funding.

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.

Loudoun Department of Family Services (DFS) serves and coordinates with the Continuum of Care (CoC). In recent years, the CoC supported the reallocation of CoC HUD funds to Permanent Supportive Housing (PSH). Funds were targeted to PSH to provide housing to meet the complex needs of the chronically homeless. The result has been an increase from four PSH units to fifteen units over the past three years. Currently, the program serves approximately 25 persons during the year including veterans, families, and chronically homeless persons. Case management for PSH clients is provided collaboratively by a local non-profit, DFS, and Mental Health staff. Healthcare services for homeless persons are provided by CoC-member health clinics. Program staff help to connect eligible households with public benefits such as Medicaid, SNAP, and Social Security.

Public and non-profit CoC providers offer a range of services to homeless persons. Volunteers of America, via contract with the County, provides these services: Emergency Shelter for single men, single women, families, seasonal Cold Weather shelter, daytime drop-in services for adults, Rapid Re-housing assistance for homeless single adults and families, and Permanent Supportive Housing for single adults and families. Good Shepherd Alliance offers shelter and transitional housing for single women and

families, and homeless prevention case management and referral. Tree of Life Ministries provides a variety of life skills classes and services to assist low-income households. DFS and INMED, a local non-profit, provide homeless prevention/diversion services and case management for singles and families. DFS Community Support Services (formerly Emergency Support Services) assists families and singles in crisis with emergency rent aid, utility assistance, and help to access healthcare and other community resources. The Loudoun County PATH team provides outreach to homeless persons connecting them to shelter, housing, mental health treatment, and other stabilizing services. Friends of Loudoun Mental Health offers rent supplements to persons with severe mental illness to prevent housing loss. Other non-profit and faith-based groups participating in the CoC offer help with rent, utilities, emergency food, healthcare, homeless prevention case management, and other services.

Veterans are assisted by all the organizations listed above and every effort is made to refer Veterans entering the system for services. At this time, four (4) non-profit supportive services for veterans' providers participate in the CoC. Loudoun County Veteran Services Coordinator has assisted over 250 Loudoun veterans and their families.

Precariously housed and homeless youth are served by the public-school system McKinney-Vento Homeless Assistance and Parent Liaison programs. Loudoun County Child Protective Services has expanded prevention services to address housing and service needs of families to promote stabilization and prevent serious crises. Community Support Services and Workforce Services staff at DFS work with homeless families and children to connect them to housing, mainstream, and community resources. A non-profit, Mobile Hope, targets services to transition-aged youth ages 18-24 that are experiencing housing instability.

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 an entitlement community for Emergency Solutions Grant (ESG) funding and does not allocate ESG funds. The Continuum of Care (CoC) is beginning to discuss outcome-based performance standards for programs such as shelter and rapid re-housing. HUD CoC-funded programs (permanent supportive housing) have performance standards and outcome measures which are developed based on HUD's CoC criteria. The Homeless Management Information System (HMIS) in Loudoun is 100% locally funded and it is administered by the Department of Family Services. Regular consultation occurs with the CoC regarding policies and procedures for operating the HMIS. Proposed policy revisions are presented to the CoC for discussion and approval. Training is provided to local housing and homeless service providers on proper procedures for entering data into the local HMIS system. The CoC may recommend changes or revisions to HMIS policies if the need for a change is identified. HMIS data is used to gain an understanding of the local homeless population and to understand service trends and needs. The CoC utilizes system performance measurement tools provided by the National Alliance to End Homelessness to help understand service trends and to analyze advantages and disadvantages for making changes to the local service-delivery system. The DFS HMIS Coordinator provides periodic reports to the CoC to include numbers of persons served by

homeless programs, demographic information on persons served, and reports on usage trends over time. This information is analyzed and used in planning for continued and additional services.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Department of Family Services
	Agency/Group/Organization Type	Housing PHA Services -Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Homeless Services-Employment Service-Fair Housing Child Welfare Agency Other government - County Other government - Local
	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 Anti-poverty Strategy

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Department of Family Services (DFS) is the lead agency in the community for the consolidated planning process and for administering the CDBG program. DFS is also the local government entity that provides existing public housing services (housing choice voucher program and project-based vouchers) and other affordable rental and affordable housing purchase programs in the County. DFS provides child and public welfare and adult and child protective services in the community. It is also the Lead Agency for the Continuum of Care planning process. Regular consultation occurs during a variety of leadership, staff, and project committee meetings within DFS. DFS also staffs and coordinates a number of Boards and Advisory Groups to include: Affordable Dwelling Unit Advisory Board; Housing Advisory Board; Continuum of Care Governance Board; Family Services Advisory Board; Community Policy Management Team and others. DFS Housing Division staff have been active participants in the County's comprehensive planning process, particularly related to planning efforts to support affordable housing development. These groups, especially those focused on housing and the Continuum of Care, have offered opportunities for staff working on the Consolidated Planning process to consult and gain information on housing and community development needs and on ongoing efforts to meet those needs. DFS is the lead agency for the Continuum of Care process. DFS Housing Division is supporting the County's efforts to implement guidelines to make County Housing Funds available to local affordable housing developers. This initiative has provided new opportunities to coordinate with local housing developers and finance professionals.</p>
2	Agency/Group/Organization	Department of Planning
	Agency/Group/Organization Type	Other government - County Other government - Local Planning organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings were held with County demographer who participated in meetings with other Planning Department staff to verify housing needs and market strategy information. Consultation is expected to result in improved data quality. CDBG Program Staff collaborated with Planning Department staff in relation to the development of the Loudoun County 2019 Comprehensive Plan. This collaboration focused on affordable and accessible housing needs.
3	Agency/Group/Organization	Loudoun County Health Department
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Health Agency Other government - County Other government - Local
	What section of the Plan was addressed by Consultation?	HOPWA Strategy Lead-based Paint Strategy Services to promote safe and stable families

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted regarding data on HIV/AIDS patients and reports of lead-based paint poison cases. Consultation also occurred regarding services to low-income and at-risk families and children. The anticipated outcome is improved service coordination between health and housing needs for low income residents. Consulted regarding data on incidence of lead-based paint concerns in the County. Environmental Health staff consulted with Housing and CDBG Program staff regarding rehabilitation projects related to homeowner-occupied homes.
4	Agency/Group/Organization	Department of Transportation
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Services-homeless Other government - County Other government - Local
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs Transit Service Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in the Loudoun County 2019 Comprehensive Plan process. Transportation needs for all modes of transportation were topics of discussion at public input sessions are part of the comprehensive planning process. Consulted in meetings, telephone conversations, shared electronic information related to public transit services availability, and needs of elderly, disabled and homeless persons. Conversations have increased awareness of the importance of locating housing, particularly for special needs populations near public modes of transportation.

5	Agency/Group/Organization	Area Agency on Aging
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Other government - County Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted on services to seniors and non-homeless special needs populations. Family Services staff participated in a steering committee for improved coordination of services to seniors and special needs populations which is coordinated by Area Agency on Aging. Consulted regarding an increase in older adults coming to the Homeless Services Center for assistance. Expected outcome is improved service coordination.
6	Agency/Group/Organization	Department of Economic Development
	Agency/Group/Organization Type	Other government - County Business Leaders
	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted on business strategies and community development issues in Loudoun County. As a result of participation in the County's comprehensive planning process, a greater awareness has developed of the link between having an adequate supply of affordable housing and employers being able to recruit and retain employees for local jobs, especially in service-sector jobs.

7	Agency/Group/Organization	Mental Health, Substance Abuse and Developmental Services (MHSADs)
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-homeless Services-Health Other government - County Other government - Local
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	MHSADS was consulted on needs for persons experiencing mental illness and persons with disabilities. Consultation also occurred related to housing and services for the chronically homeless to include permanent supportive housing, and coordination across organizations to promote housing stability for persons with special needs. Anticipated outcomes are continued and improved service coordination and collaboration on the development of housing and services for homeless and special needs populations. Ongoing coordination with this organization occurs routinely between Family Services and Mental Health due to the fact that low income residents often receive services from both departments. Opportunities are ongoing for collaboration regarding best ways to meet needs for housing and other services.

8	Agency/Group/Organization	Northern Virginia Regional Commission (NVRC)
	Agency/Group/Organization Type	Services - Housing Services-Persons with HIV/AIDS Services-homeless Services-Health Service-Fair Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy HOPWA Strategy Fair Housing Issues
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	NVRC was consulted on regional approaches to homeless, housing, fair housing issues, and HIV/AIDS issues.
9	Agency/Group/Organization	Loudoun Habitat for Humanity
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted with Habitat for Humanity on affordable housing needs and home ownership opportunities for low income households. Anticipated outcome is increase in housing affordability for low to moderate income home buyers.

10	Agency/Group/Organization	Housing Stakeholders Group (2014)
	Agency/Group/Organization Type	Housing Other government - Local Business and Civic Leaders Stakeholder group appointed by the Board of Supervisors
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Locally funded housing programs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The group convened over approximately a one-year time period in 2014 and developed 45 recommendations which were presented to the Board of Supervisors related to housing service programs and needs in Loudoun County. Loudoun County Division of Housing and Community Development is implementing a number of this group's recommendations.
11	Agency/Group/Organization	Healthworks for Northern Virginia
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Health Agency Federally funded health clinic
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Health Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted with Healthworks, a federally funded health clinic, on health, oral health, vision care, and behavioral health needs for low-income and uninsured persons. Access to Affordable Care Act health insurance was also a topic of consultation. The expected outcome is ongoing and improved coordination related to access to healthcare for low and moderate income persons.
12	Agency/Group/Organization	INMED Partnerships For Children, AKA Mothernet
	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
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	INMED provides services in eastern Loudoun County in a community with a very high rate of poverty. Consulted with INMED related to the needs of very low income families and children who are at risk of becoming homeless and have other risk factors. Additional 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 part of the County.
13	Agency/Group/Organization	Town of Leesburg
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Environmental Review Process

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town of Leesburg was consulted to assist in the evaluation and determination of the amount of air particles that will be released into the atmosphere and will directly or indirectly affect the air quality by the completion of their Pedestrian and Local Bus Access Improvement Project (2018-2019).
14	Agency/Group/Organization	Community Services Board
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Health Advisory Board to Loudoun County Mental Health
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted with the CSB regarding development of the annual funding recommendations for the CDBG Program. A representative of the CSB served on a review committee that read, reviewed, and ranked applications for CDBG funds. The outcome is supporting an impartial process to develop annual funding recommendations for federal CDBG funds. The Housing Advisory Board, the Disability Service Board, and the Family Services Advisory Board of Loudoun County were consulted for project recommendations of the 2020-2021 CDBG Application Review Process.
15	Agency/Group/Organization	Loudoun County
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Department of Family Services organized and hosted a Forum on the Affordable Housing Loan Program. It consisted of consultation on affordable housing development with non-profit housing developers. The developers have taken an active role in collaboration related to development of the County's LIHTC (Low Income Housing Tax Credit) projects. These organizations have an interest in developing affordable housing for persons with disabilities and older adults who are also low-income.</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

An effort was made to contact and consult with a wide variety of agencies, groups and organizations involved with or interested in affordable housing, homelessness, and services to 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	Loudoun County Department of Family Services	Strategic Plan goals parallel CoC goals related to homelessness.
County Comprehensive Plan	Loudoun County Department of Planning	Strategic Plan goals for affordable housing complement the goals in the Loudoun County 2019 Comprehensive Plan (CP). CDBG staff participated in supporting community input sessions in late 2016 related to the development of the CP. DFS Housing and Community Development division staff actively supported throughout the County's CP process. It has ensured that affordable housing needs and services for special needs populations to support them in housing were reviewed and considered for inclusion in the County's new CP.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

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

Citizen input on the Plan was solicited via published notices and community email distribution. Notices included information about where to view the Plan and how to submit comments. Citizens had opportunities to comment on housing, homeless, community development, and public service needs at public hearings, meetings, and/or by contacting the County's Department of Family Services. Accommodations were provided for persons with mobility, visual, speech or hearing impairments. Information was distributed to local agencies, nonprofit organizations and stakeholders working with minority, non-English speaking, and physically impaired residents to offer the opportunity to participate. The Plan and funding recommendations were made available for public review for a 30-day comment period. The Plan was posted on the County's website for public review. Summary of comments and input received during hearings, meetings, and the comment period will be included in an attachment in section AD-26 in the IDIS version of the Plan and in Appendix A of the Word version of the Plan.

The Loudoun County Family Services Advisory Board (FSAB) held a public hearing on October 23, 2019. The hearing provided participants an opportunity to comment on housing, community development needs, fair housing issues, and program performance. Of the total six speakers, three (3) were from the non-profit sector, one (1) from the Loudoun County Disability Advisory Board, and two (2) from the general public. Comments received from the attendees at the public hearing were addressed by the FSAB's chairman and CDBG staff.

On January 9, 2020 the FSAB was presented with the CDBG's 2020-2021 program funding process and funding recommendations and contingency plans (2). The FSAB approved the proposed funding recommendations and contingency plan (as stated in the Executive Summary) to be forwarded to the Board of Supervisors. In addition, the 2020 – 2021 proposed funding distribution was presented as an information item to the County Board of Supervisors Finance, Government Operations and Economic Development Committee (FGOEDC) on February 11, 2020. Recommendation(s) made by members of the FGOEDC will be incorporated into the final Plan.

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 on October 23, 2019 by Family Services Advisory Board to receive input from interested residents and stakeholders on housing and community development needs, fair housing issues and program performance for the purpose of identifying priority issues for the 2020-2021 Annual Action Plan. Six speakers attended and addressed a variety of needs:	Affordable housing, public transportation, and mental health services for young adults. Also, affordable housing for the disabled and older adults- including those with mental health issues. The need of more oversight on developers to ensure they comply with the 6-10% of affordable units when developing. Lastly, the need to construct/maintain more rental Affordable Dwelling Units (ADUs) as opposed to units that qualify for tax credits.	Comments received at the public hearing were considered in the development of the Plan.	

2	Newspaper Ad	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p>	<p>Information on the October 22, 2018 public hearing was distributed to local agencies, non-profit organizations, and other stakeholders working with minorities, non-English speaking, and physically impaired residents to afford as many persons as possible the opportunity for full participation in the process. Instructions for the submission of written comments were included. Outreach modes used: notice/advertisement in local newspaper; news release by County Public Information Office; targeted distribution to local community groups, agencies, and</p>	<p>No comments received at this time. Comment period ends February 24, 2020.</p>	<p>No comments received at this time.</p>	
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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)
			nonprofits through email distribution lists.			
3	Public Meeting	Non-targeted/broad community Advisory Groups	A presentation on the 2020-2021 Annual Action Planning process was delivered to the Family Services Advisory Board on January 9, 2020 to get input to be used in developing the Plan. A Quorum was present for the meeting.	The FSAB approved the planning process, funding recommendations, and supplemental contingency plan. It asked CDBG staff about outreach methods compared with previous years, commonalities among non-awarded applications, and a comparison of applicants in the past three years.	All comments were accepted.	

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)
4	Public Meeting	Non-targeted/broad community Finance/Government Operations and Economic Development Committee (FGOEDC)	Scheduled for February 11, 2020 an Information Item on proposed uses of CDBG funds for federal Fiscal Year 2020 (County FY2021) will be presented to members of the FGOEDC of the Board of Supervisors. A Quorum of Committee Members needs to be in attendance.	None at this time.	None at this time.	

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 Hearing	Non-targeted/broad community	Scheduled for March 11, 2020 the Loudoun County Board of Supervisors will hold a public hearing on the Proposed 2020-2021 Annual Action Plan. A Notice of the hearing will be advertised in the local newspaper and a news release will be disseminated broadly by the County's Public Information Office to ensure full notice in advance. Information about the public hearing will be distributed electronically to community stakeholders via email.	None at this time.	None at this time.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

During Federal Fiscal Year 2020 (County Fiscal Year 2021) 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 to Loudoun County. The allocation of Community Development Block Grant (CDBG) funds from HUD is expected to be \$1,000,000. The County will also utilize the unspent CDBG funding amount of \$91,256.02. CDBG funds are allocated to the County based on its status as an urban entitlement locality. The 2020-2021 CDBG funding distribution for projects is included in Appendix B of the Word version of the Plan and in Section AP-38 of the IDIS document.

The amount of anticipated income to the CDBG program is estimated at \$18,284.36 and this is derived from repayment of Loudoun County Home Improvement Program (LCHIP) loans. Funds derived from income are returned to the Home Improvement Program for use in future home rehabilitation work. Additional federal, state, and local resources of \$12,185,896 are anticipated to be available for housing and homeless services.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,091,256	18,284.36	0	1,109,540.36	1,109,540.36	Grantee formula funds
Section 8	public - federal	Admin and Planning Housing	9,430,647	0	0	9,430,647	9,430,647	Housing Choice Vouchers funds to administer tenant and project-based vouchers; includes Family Self Sufficiency Coordinator funds for HCV program, housing assistance payments, utility reimbursements, and funds for mainstream voucher payments.
Supportive Housing Program	public - federal	Admin and Planning Housing	181,940	0	0	181,940	181,940	Continuum of Care Grants from HUD for Permanent Supportive Housing and case management.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - state	Admin and Planning Housing	335,504	0	0	335,504	335,504	Virginia Dept. of Housing and Community Development "Virginia Homeless Solutions Program" grant includes funds for Rapid Re-Housing, homelessness prevention, CoC operations & planning, and CoC Coordinated Entry.
Other	public - local	Admin and Planning Housing	2,109,915	0	0	2,109,915	2,109,915	Permanent Supportive Housing and emergency shelter operating costs; includes funds for supportive services, operations and rent for PSH (\$1,447,543); local funds for staffing and administration of Homelessness Prevention Program (\$74,313); and Down Payment/Closing Cost and Public Employee Grant Programs for low- and moderate-income homebuyers (\$588,059).
Other	public - local	Housing	127,890.9	0	0	127,890.9	127,890.9	Rental Rehabilitation Program

Table 5 - Expected Resources – Priority Table

Annual Action Plan
2020

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

All CDBG fund recipients are required to contribute a minimal match fund of 10% of the amount requested and to present a board resolution letter, from their organization, authorizing application and match.

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

Currently, there are no specific plans to use publicly owned land or property to address needs in the County. The County is in the process of completing a public land inventory to identify land that may have potential for use for affordable housing.

Discussion

A combination of federal, state and local resources will be used to address the needs identified in the Consolidated Plan and related Annual Action Plan. In addition, private funds and in-kind resources from non-profit and for-profit organizations will address needs not covered by public sources.

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	Health Care Services	2014	2018	Non-Housing Community Development		Health Care Services-Dental	CDBG: \$23,800	Public service activities other than Low/Moderate Income Housing Benefit: 300 Persons Assisted
2	Rehabilitation of Existing Units	2014	2018	Affordable Housing		Rehabilitation of Existing Units	CDBG: \$254,822.62	Homeowner Housing Rehabilitated: 3 Household Housing Unit
3	Public Improvements	2014	2018	Non-Housing Community Development		Accessibility Neighborhood Revitalization Public Improvements	CDBG: \$211,770	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2,000 Persons Assisted
4	Production of Affordable Rental Housing	2014	2018	Affordable Housing		Production of Affordable Rental Housing Permanent Supportive Housing	CDBG: \$200,000	Rental units constructed: 90 Household Housing Unit
5	Homeless Prevention	2014	2018	Homeless		Accessibility Neighborhood Revitalization	CDBG: \$72,711	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 600 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Homeless Prevention	2014	2018	Homeless		Transitional Housing Homeless Prevention Emergency Shelter Services Intensive Case Management	CDBG: \$35,000	Homelessness Prevention: 90 Persons Assisted
7	Intensive Case Management	2014	2018	Affordable Housing Homeless Non-Homeless Special Needs		Intensive Case Management	CDBG: \$68,302.40	Public service activities other than Low/Moderate Income Housing Benefit: 345 Persons Assisted
8	Job Training and Employment	2014	2018	Homeless Non-Homeless Special Needs Non-Housing Community Development		Job Training and Employment	CDBG: \$24,850	Public service activities other than Low/Moderate Income Housing Benefit: 123 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Health Care Services
	Goal Description	CDBG funds will be used to provide comprehensive dental care to adults 18 and older.
2	Goal Name	Rehabilitation of Existing Units
	Goal Description	CDBG funds will be used for acquisition of three (3) existing properties in Loudoun County to rehabilitate and resell to qualifying low-income families.
3	Goal Name	Public Improvements
	Goal Description	CDBG funds will be used to provide for a facility that houses multiple public services in eastern Loudoun community.
4	Goal Name	Production of Affordable Rental Housing
	Goal Description	Land acquisition. Ninety (90) affordable rental units are expected to be constructed on the site in the future.
5	Goal Name	Homeless Prevention
	Goal Description	CDBG funds will be used to provide for a facility that houses homeless prevention services to youth ages 18-24.
6	Goal Name	Homeless Prevention
	Goal Description	CDBG funds will be used to provide funds for a Six Steps to Self-Sufficiency Emergency and Transitional Housing.

7	Goal Name	Intensive Case Management
	Goal Description	CDBG funds will be used to provide intensive case management.
8	Goal Name	Job Training and Employment
	Goal Description	CDBG funds will be used to provide job search training, job placement and employment services to unemployed and under employed Loudoun residents.

Projects

AP-35 Projects – 91.220(d)

Introduction

Funding recommendations listed below were developed through a structured review process in December 2019 and presented to the Family Services Advisory Board (FSAB) for action on January 9, 2020. The FSAB approved the recommendations and contingency plan, as stated in the executive summary section of the Plan. These are in the process of being forwarded to the County's Finance/Government Operations and Economic Development Committee (FGOEDC), and then to the Board of Supervisors for consideration and action. For federal fiscal year 2020, four public service projects and four capital projects are recommended for funding. Program administrative costs, to include staffing costs and expenses necessary to manage and operate the CDBG program, were also approved for funding. It is anticipated that the Board of Supervisors will adopt the Plan at a public meeting on March 11, 2020.

Projects

#	Project Name
1	Adult Dental Program
2	Existing Properties' Rehabilitation Program
3	Family and Youth Opportunity Center
4	Land Acquisition
5	Homeless Prevention
6	Six Steps to Self-Sufficiency Emergency & Transitional Housing
7	Healthy Families Loudoun
8	Job Counseling and Employment Services
9	Program Administration

Table 7 - Project Information

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

Of the thirteen (13) submitted projects, eight (8) were funded, with three (3) capital projects funded 100% of the amount requested. These recommendations, along with the contingency plan stated in the executive summary section of the Plan, were unanimously adopted by the Family Services Advisory Board on January 9, 2020.

Some of the obstacles to meeting underserved needs include the demand of affordable housing exceeding supply, high cost of land and housing, lack of affordable housing for families earning 30% or below AMI, lack of affordable housing for single low-income individuals, and loss of subsidized housing

units. The recommended projects will help address those needs, in addition to helping to address other needs of Loudoun County residents.

AP-38 Projects Summary
Project Summary Information

1	Project Name	Adult Dental Program
	Target Area	
	Goals Supported	Health Care Services
	Needs Addressed	Health Care Services
	Funding	CDBG: \$23,800
	Description	CDBG funds will be used to provide for emergency and comprehensive dental care services for adults 18 years and older. Expected clients to be served is 300.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	A total of 300 adults (18 and older) to include individuals who need emergency services.
	Location Description	2 Pidgeon Hill Drive, Suite 230, Sterling, VA 20165.
	Planned Activities	Various services to include comprehensive exams, cancer screenings and oral surgeries.
2	Project Name	Existing Properties' Rehabilitation Program
	Target Area	
	Goals Supported	Rehabilitation and disposition of Existing Units
	Needs Addressed	Preservation of Affordable Housing for Homebuyers
	Funding	CDBG: \$254,822.62
	Description	CDBG funds will be used to provide for the acquisition, rehabilitation, and sale of existing homes to low- and moderate-income qualifying families.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Three (3) existing homes for low to moderate income qualifying families.
	Location Description	Throughout Loudoun County.
	Planned Activities	Acquisition of existing homes.
	Project Name	Family and Youth Opportunity Center

3	Target Area	
	Goals Supported	Neighborhood Revitalization
	Needs Addressed	Neighborhood Revitalization
	Funding	CDBG: \$211,770
	Description	CDBG funds will be used to provide for a facility that houses Healthy Families Programs, among others.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The Center is expected to serve 2,000 clients; 1,200 children and 800 adults.
	Location Description	21630 Ridgetop Circle, Suite 130, Sterling, Virginia 20166.
	Planned Activities	Offer a wide range of educational, vocational, and support services.
4	Project Name	Land Acquisition
	Target Area	
	Goals Supported	Production of Affordable Rental Housing
	Needs Addressed	Production of Affordable Rental Housing/Permanent Supporting Housing
	Funding	CDBG: \$200,000
	Description	CDBG funds will be used land acquisition. Ninety (90) affordable rental units are expected to be constructed on the site in the future.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 90 low-income households.
	Location Description	One of seven sections of the 250 acres of Tuscarora Crossing in Leesburg on Crosstrail Blvd.
5	Planned Activities	Land acquisition
	Project Name	Homeless Prevention
	Target Area	
	Goals Supported	Emergency Shelter Services

	Needs Addressed	Homeless Prevention and case management
	Funding	CDBG: \$72,711
	Description	CDBG funds will be used to provide for a facility that houses homeless prevention services to young adults ages 18-24.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	600 homeless or borderline homeless young adults ages 18-24.
	Location Description	741 Miller Drive #F1, Leesburg, VA 20175
	Planned Activities	Case management and crisis intervention.
6	Project Name	Six Steps to Self-Sufficiency Emergency and Transitional Housing
	Target Area	
	Goals Supported	Emergency Shelter Services
	Needs Addressed	Homeless Prevention Intensive Case Management
	Funding	CDBG: \$35,000
	Description	Provide emergency and transitional housing to homeless and at-risk homeless individuals and families in Loudoun County.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	A total of 90 individuals are expected to be served. Families and individuals to be served are homeless or at-risk to be homeless.
	Location Description	Loudoun County
	Planned Activities	Case and stress management, financial and budgeting education, counseling, referrals, job training and placement, and housing assistance.
7	Project Name	Healthy Families Loudoun
	Target Area	
	Goals Supported	Intensive Case Management
	Needs Addressed	Intensive Case Management

	Funding	CDBG: \$68,302.40
	Description	The Healthy Families Program/Project will serve approximately 345 high-risk individuals.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	345 high-risk individuals to include mothers, children, and fathers/partners.
	Location Description	INMED Opportunity Center located at 21630 Ridgetop Circle, Suite 130, Sterling, VA 20166.
	Planned Activities	An intensive case management program for low-moderate income families, women, men, and children.
8	Project Name	Job Counseling and Employment Services
	Target Area	
	Goals Supported	Job Training and Employment
	Needs Addressed	Job Training and Employment
	Funding	CDBG: \$24,850
	Description	Provide job search training and placement services.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	An estimated that 123 unemployed or under employed residents will be served.
	Location Description	1 East Market Street. Leesburg, VA.
9	Planned Activities	Evaluate skills and needs, help identify services to sustain individual during their job search, offer local employers a source of ready-to-work candidates, place people in permanent jobs, and offer follow-up support.
	Project Name	Program Administration
	Target Area	
	Goals Supported	Program administration activities to carry out CDBG activities.
	Needs Addressed	
	Funding	CDBG: \$200,000

	Description	Up to 20% of entire HUD CDBG award amount may be allocated for program administration costs, which includes staff payroll and fair housing studies/evaluations, among other costs. Estimated HUD award used for calculation is \$1 million.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Loudoun County, Virginia.
	Planned Activities	This project 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 funding drawdowns, compliance with federal environmental regulations and reviews, compliance with fair housing regulations, and other federal requirements.

AP-50 Geographic Distribution – 91.220(f)

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

Loudoun County does not use geography as the basis for targeting funds. It is intended that resources will be utilized throughout the County to benefit low- and moderate-income persons. No single geographic part of the County is identified with a special priority either to benefit or not to benefit from the use of resources for activities. 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
Loudoun County	100%

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Please see statement above regarding geographic priorities for investment.

Discussion

Please see statement above regarding geographic priorities for investment.

Affordable Housing Goals

AP-55 Affordable Housing – 91.220(g)

Introduction

The following are annual affordable housing goals for Loudoun County that relate to the goals enumerated in section AP-20, Annual Goals and Objectives. The goals for number of households indicated in the first table below incorporate estimates from housing programs funded by other federal, state, and local resources. The second table below includes only information on households to be supported or served through Loudoun County-operated programs.

One Year Goals for the Number of Households to be Supported	
Homeless	273
Non-Homeless	449
Special-Needs	157
Total	879

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	1,053
The Production of New Units	185
Rehab of Existing Units	13
Acquisition of Existing Units	12
Total	1,263

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

Discussion

The production and preservation of affordable housing is a priority in Loudoun County. The availability of rental assistance (to include Homeless Prevention services and Rapid Re-Housing services) is important to provide persons experiencing homelessness, and those at risk of becoming homeless, with a safety-net while these households take steps to become self-sufficient.

AP-60 Public Housing – 91.220(h)

Introduction

Loudoun County does not have public housing units. The County has a HUD-funded Housing Choice Voucher (HCV) program serving 578 households with tenant-based vouchers. This program assists low income households to rent housing of their choice in the community. The HCV program provides a rental subsidy for the household which is based on the individual's household income.

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

The County's HCV program implemented a Project Based Voucher (PBV) Program in 2016. The Program is expected to open its waiting list in 2020 and it is partnering with affordable housing providers. Local housing developers have shown an interest in the Program and its expansion toward additional apartment communities. In fact, funding recommendations presented in the Plan includes land acquisition for the development of affordable rental apartments and the acquisition and disposition of an existing home to qualifying low-income families. If awarded, the County plans to continue operating these programs during the year.

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 where funds are placed in escrow for future use in home purchasing. It is anticipated that twenty-seven (27) HCV households will participate in the FSS Program in County FY 2021. 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. This year (2020) there was one FSS-Program-participant household that was able to purchase a house. FSS Program staff are exploring 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

Not applicable.

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.

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

Introduction

Loudoun County will conduct a variety of activities during the year aimed at reducing and ending homelessness and providing supportive services to non-homeless populations that may be at risk of becoming homeless. Some of these activities are outlined below. The Loudoun County Continuum of Care (CoC), and the member organizations in the CoC, take the lead in addressing homeless issues 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 or a housing crisis.

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 two full-time outreach workers employed by Loudoun County Mental Health, Substance Abuse and Developmental Services (MHSADS). The PATH Team spends the majority of their time out in the community meeting with persons that are known to be homeless. PATH staff follow up on reports from service providers, community members, law enforcement, and others, regarding persons who are thought to be homeless. PATH staff contact homeless persons, assesses their immediate needs, any safety concern(s), and begin the process of linking homeless persons to shelters, health and mental health care, basic needs, housing and other mainstream resources. The PATH Team refers persons to existing community resources and provide support and advocacy to help consumer access services. The Loudoun Homeless Services Center provides a day drop-in center where the homeless can receive a meal, shower, and do laundry. The PATH staff works closely with staff at the Homeless Services Center and are on site frequently to provide support to connect consumers to needed services. During the past year, shelter and County staff have had some success in engaging unsheltered clients who were resistant to accessing services. The annual Point-In-Time Homeless Count, to be conducted on January 23-24, 2019, provided an opportunity to learn about the needs and extent of sheltered and unsheltered homeless persons in the community. Data and information gathered is used to inform development of housing and services for this population.

Addressing the emergency shelter and transitional housing needs of homeless persons

Emergency Shelter: Shelter needs are currently met by three providers. Volunteers of America Chesapeake (VOA), under contract with the County, operates an emergency homeless shelter that provides thirty (32) beds for families with children and single women. A thirteen (13) bed men's shelter is also provided. A Seasonal winter shelter is also operated by VOA. The winter shelter's capacity is flexible to accommodate the needs of persons requiring overnight shelter during the winter season. Both the VOA men's shelter and

the winter shelter serve a number of chronically homeless single adults in addition to adults experiencing homelessness for the first time. The Good Shepherd Alliance operates a sixty-four (64) beds for homeless women, children, and families between their emergency shelter and their six (6) transitional homes. The Loudoun Abused Women's Shelter (LAWS) provides twelve (12) short-term emergency beds for women and children who are domestic violence victims. Mobile Hope, a non-profit organization and potential CDBG grant recipient, offers homeless prevention assistance and assistance to homeless youth ages 18-24. Homeless persons access shelter services through a coordinated entry process and by directly contacting the providers. Upon entry to the shelter, a more in-depth assessment of housing barriers and a housing-focused service plan are developed.

Transitional Housing: The Good Shepherd Alliance (GSA) provides a four (4) bed transitional housing program for single women, a six (6) bed program for single women with young children, and four (4) scattered-site units providing up to twenty-six (26) transitional beds for families with children. Households are referred or asked to apply directly to GSA for admission to Transitional Housing.

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

Rapid Re-housing (RRH) services have been provided in Loudoun County since 2009 when Loudoun County Department of Family Services received Homeless Prevention Rapid Re-housing (HPRP) funds through the state of Virginia. The HPRP program ran through 2011. Since then, County providers have received grant funds for RRH from the state. RRH services combine short-term financial assistance for housing and utility costs together with housing-focused case management. RRH has helped to reduce the length of time persons experience homelessness by assisting families and individuals to quickly transition from homelessness into permanent housing and independent living. Case management includes facilitating rental arrangements with landlords to help households secure rental housing. In addition to the households that receive case management through RRH services, a local non-profit provider serves families with homelessness prevention case management.

Local emergency shelters and transitional housing programs provide life skills and support to residents to help them gain skills to maintain their housing and to avoid a return to homelessness. Case management and support groups address issues that cause homelessness (e.g. physical and emotional health, relationship issues, and financial problems). 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. Volunteers of America Chesapeake provides Life Skills Groups covering financial education,

nutrition, motivation to succeed (moving forward in life after homelessness), job search skills, effective communication, and health/well-being. 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. Loudoun County provides fifteen (15) units of Permanent Supportive Housing (PSH) for the chronically homeless population. Households in PSH receive ongoing intensive case management (tailored to household needs) to promote self-sufficiency and stability in housing.

The Loudoun Continuum of Care participates in a statewide initiative focused on reducing veteran homelessness. Regional Supportive Services for Veterans providers provide linkages to housing and services for Veterans. Connections also exist with the VA Medical Center and the Wounded Warrior Program. Loudoun County has a Veteran Services Coordinator to assist veterans with access to housing, employment, and other services. Services for homeless and precariously housed youth are provided by Loudoun County Schools McKinney-Vento Program and by the non-profit, Mobile Hope. The Loudoun Housing Choice Voucher Program has identified homelessness as a type of preference on the program waitlist. The waitlist is expected to open in 2020.

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 has a strong base of homeless prevention services. Loudoun Department of Family Services (DFS) offers locally funded emergency rent aid in addition to other services to help with basic needs. The Homeless Prevention and Diversion Program operated by DFS provides financial aid and case management to extremely low-income households. Non-profit organizations providing financial assistance for rent and utilities include Catholic Charities, The Salvation Army, Loudoun Cares, INMED Homelessness Prevention Program, Tree of Life Ministries, and Friends of Loudoun Mental Health. Several local churches also offer some financial assistance. Friends of Loudoun Mental Health provides rent supplements to special needs households with serious mental illness to prevent homelessness. INMED's home-based case management addresses life skills, budgeting, and access to mainstream resources. Mobile Hope is a non-profit that assists precariously housed and homeless youth with resources to meet basic needs, such as food and clothing. From 2017 through 2019 Mobile Hope received CDBG funds to provide emergency housing assistance (hotel rental) for youth adults ages 18 to 24 in situations where emergency shelter beds or other housing accommodations cannot be located.

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 offenders returning to live in the community.

Some offenders, especially those with a history of violent or sex offenses, have high barriers to housing and other services. The Re-Entry Council works to address housing and other needs for offenders. 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. Crossroads Jobs is recommended for CDBG funding in the Plan.

Discussion

Emergency Shelters and Transitional Housing programs, non-profits, and faith-based providers in the County offer a variety of shelter, housing, case management, life skills classes and job search services to assist low- and moderate-income households to obtain and maintain housing. The services described above and provided to the homeless and non-homeless special needs communities. Permanent supportive housing, homeless prevention, job training and intensive case management are priority needs that are addressed by the activities. The Continuum of Care has been active this year in implementing an improved Coordinated Entry System (CES) to facilitate access to prevention, shelter, and housing services for homeless and at-risk households with the most critical needs for these services. DFS continues to oversee the CES Intake Line. The CES process will be evaluated and changes to improve effectiveness will be implemented as needed.

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

Introduction:

The housing policies adopted by the Board of Supervisors (BOS) in 2007 address some of the potential barriers to developing affordable housing and help increase in the supply of affordable housing in the County. A variety of actions planned to 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

The County may establish 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 may maintain an inventory of County-owned real property and may consider the use of this property by nonprofit, public and private sector entities to incentivize residential development for unmet housing needs when consistent with other Plan policies.

A Housing Stakeholders Group was convened in 2013-2014 which developed forty-five (45) recommendations that were embraced by the (BOS). As a result of the recommendations, staff and the Housing Advisory Board have implemented several key projects including completion of a Housing Needs Assessment (released in 2017); conducting a build-out analysis to quantify current and anticipated affordable housing stock (completed in 2016); establishing an Affordable Housing Development Team to work with affordable housing developers (established in 2016); develop and implement a marketing plan to disseminate information about County housing programs.

In April 2016 the BOS approved the Zoning Ordinance Amendment (ZOAM) project to revise provisions of Article 7 to address policies that may impede affordable housing development. The County reviewed the Housing Trust Agreement together with portions of Article 7 and Chapter 1450 of the County Codified Ordinances which define the income levels of households eligible to be purchase or to rent County ADUs. The purpose of the review is to determine if it may be possible to expand use of Housing Trust Funds to benefit households at additional income levels (below 30% of AMI and above 70% of AMI).

In February 2017 the Loudoun County Housing Needs Assessment was completed, fulfilling one of the Housing Stakeholders Group key recommendations.

In October 2017, the BOS convened a Housing Summit to focus on housing needs in the County. As a result, the BOS directed County staff to begin implementing 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 Funds as a resource for housing developers seeking to develop affordable housing. These efforts will continue in 2020 - 2021.

Last year, housing staff coordinated with MHSADS staff and the Virginia Department of Behavioral Health and Developmental Services (DBHDS) to secure \$311,000 for rental assistance for 15 persons with intellectual and developmental disabilities in the State Rental Assistance Program (SRAP) who want to live 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. The program is established through an MOU signed by County Administrator.

Staff coordinated with VHDA to secure Loudoun as an agent for rehabilitation grants for rental units (\$6,000 per unit with \$400 Administrative fee to County) and for rehabilitation grants for the homes of veterans needing accessibility improvements.

Supported the Howardsville community by identifying funding sources; assessing home repair needs; secured participation by Habitat, Rebuilding Together, Community Housing Partners, and LEAP for new home construction/repairs/weatherization and energy efficiency improvements.

Provided support to the Board on housing issues as they finalized and adopted the Loudoun County 2019 Comprehensive Plan after multiple public hearings and work sessions. Supported multiple Planning Commission meetings and supported all Board of Supervisors meetings including public hearings. The Plan was adopted on June 20. The Plan includes new land use policies including housing policies and a key implementation step is the development of an Unmet Housing Needs Strategic plan which is being drafted by DFS HCD staff.

Additional progress made by the County:

- Developed an Affordable Multi-family Rental Housing Loan Program to provide loans to affordable housing developers.
- Convened Housing Summit and Post Summit Focus Groups (Oct. 2017 & Feb. 2018).
- Developed public land inventory to offer free land to affordable housing developers.
- Review of zoning ordinances to remove barriers to affordable housing.
- Published Housing Premier which explains the County's housing programs and initiatives.
- Inception of the Freedom Grant Program for accessibility home repairs for veteran renters or veteran homeowners.
- Inception of Rental Unit Accessibility Modification (RUAM) Grant Program for accessibility home repairs for renters only.
- Established an Office of Housing dedicated to the development and preservation of affordable

housing.

Discussion:

Some or all of the policies outlined above may be used to support the development of affordable housing and to address potential negative effects of policies that may present barriers to affordable housing.

AP-85 Other Actions – 91.220(k)

Introduction:

The following section addresses the strategies the County will 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

- Continue implementation of the Marketing Plan for County housing programs.
- Develop on-line 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 Board of Supervisor's actions that resulted from the October 2017 Housing Summit.

Current (2019-2020), CDBG-funded activities also contribute to meeting underserved needs. CDBG funds supported the long-term lease and some operation costs of a center serving at-risk youth and families in an eastern-Loudoun neighborhood that has a high rate of poverty and a large immigrant population. The Center provides after-school activities, youth mentoring, ESL classes, childcare, life skills and financial education classes for adults and summer camp for children.

Healthcare (to include 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.

Lastly, for 2019-2020, transportation services continue its expansion in the Town of Leesburg through the installation of up to three (3) additional bus shelters.

The transportation project (installation of one-hundred (100) new bus signs throughout Town, installation of two (2) new bus shelters, and the construction of a new sidewalk adjacent to the Department of Family Services) undertaken by the Town of Leesburg in 2018 continues its development and it is expected to be completed mid-2020.

These improvements will address the commute experience of Loudoun County residents, especially benefit

recipients (including those that receive mental health services) that visit DFS.

Actions planned to foster and maintain affordable housing

An ongoing CDBG-funded affordable housing project rehabilitates houses owned and occupied by low- and moderate-income residents. The rehabilitation may include the addition of accessible accommodations for the physically disabled. A County Program, introduced in 2013, provides small grants to assist elderly and/or disabled homeowners with emergency repairs and/or accessibility equipment. The County will continue these Programs. In addition, as stated under section AP-75, in 2020 Loudoun County launched two renters assistant programs: Freedom Grant and RUAM.

The County's Affordable Dwelling Unit Program is designed to provide affordable rental and for-sale housing. Housing is available to all citizens, with priority given to income eligible persons who live and work in the County. Household income must be 30% or greater but not exceed 70% of the median income for the area. The Housing Choice Voucher (HCV) Program provides low income families, older adults, the disabled and the homeless with safe, decent, and sanitary housing at prices they can afford.

In 2008, the Board of Supervisors allocated \$500,000 to purchase foreclosed Affordable Dwelling Units (ADUs) to preserve and resell to qualified certificate holders, establishing the ADU Foreclosure Purchase Program. As of September 2019, fifty-nine (59) AUD units have been purchased and sold by the County, 2,710 purchased by qualifying households, and 325 were leased. Also, three(3) projects were provided County loans in the amount of \$6.56 millions to create 322 affordable rental units and guidelines were adopted for annual loan programs.

Loudoun County administers several loan assistance programs for people purchasing a home in the County. The Public Employee Homeownership Grant Program (PEG) 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 County introduced the Affordable Market Purchase Program (AMPP) in 2013. AMPP provides proffered newly constructed, affordable for-sale housing for income-eligible residents who live and work in the County. Eligible first-time homebuyers must have a total household income between 70% and 100% of the Area Median Income.

In December 2008 the Board of Supervisors allocated \$3.0 million to capitalize the Housing Funds. The purpose of the Housing Funds is to provide loans and grants to non-profit housing developers to help them increase the supply of affordable housing in the County either through new construction or rehabilitation. The County has implemented a Permanent Supportive Housing (PSH) program to serve chronically homeless households with affordable rental housing, combined with intensive case management. For our last 2019 count 27 persons (20 households and 20 disabled) were served. 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.

By the end of CDBG program year fifteen (15), Loudoun Habitat for Humanity had acquired twenty (22) homes. The units have been sold to qualifying low-income partner families. Habitat is included in this year's Plan as a potential grant recipient.

Actions planned to reduce lead-based paint hazards

In an effort to reduce any lead-based paint hazards in properties built before 1978, the County has contracted with lead-based paint contractors to assess qualified properties that are to be rehabilitated as part of the Loudoun County Home Improvement Program (LCHIP). Documentation on compliance is included in each project file in accordance with the Lead-Safe Housing Rule. In addition, written information on lead-based paint hazards is provided to homeowners involved with LCHIP, landlords, and clients participating in the Housing Choice Voucher Program. All LCHIP contractors have been trained as EPA certified renovators. CDBG-funded housing activities and rehabilitation projects are monitored for compliance with Lead-Safe Housing regulations as part of the 24 CFR Part 58.6.

Also, local Rapid Rehousing Programs must conduct lead-based paint inspections for all properties built prior to 1978 if the properties are to be occupied by families with children and or older adults/vulnerable. The Loudoun County Health Department provides services to children in instances where elevated levels of lead have been identified in children. The Health Department participates with the Lead-Safe Virginia Program.

Staff that provides state-funded homeless prevention and rapid re-housing services also play a role in reducing lead-based paint hazards. These staff perform basic home inspections prior to a household moving into a unit that they will lease for the first time. Staff are required to take HUD Lead-Based Paint Visual Assessment training and perform visual inspections following the training guidelines. The inspection process helps to ensure that children in low-income households are able to live in a safe environment.

Actions planned to reduce the number of poverty-level families

The Department of Family Services (DFS) will continue 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.

During the next year, the Career Support Services Specialists staff will serve participants in the Virginia Initiative for Employment not Welfare Program (VIEW), the Workforce Innovation and Opportunities Act (WIOA), and the general job-seeking public. The Workforce Resource Center (WRC) connects job seekers with employers and provides services to businesses. Workforce services for teens and youth up to age 21 are also provided, including a summer employment program.

Recently, the Work Resource Center (WRC) implemented improvements in accessibility, staffing, and outreach. Accessibility: new signage throughout DFS were posted, to include braille; the acquisition of new assistive technology; and a new link (Resource Navigator Link) accessible 24/7. Staffing: two new positions were filled, an employment coach and a resource navigator. Outreach: *Coffee with a Career Counselor*, implemented in September 2018, offers job seekers the opportunity to meet with a job counselor to address their specific needs. Meetings take place at area coffee shops in Ashburn, Leesburg, Purcellville, and Sterling.

The non-profit, Crossroads Jobs, provides job readiness and job placement services. Several faith-based groups also provide job search support. These programs have increased 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 will continue to provide subsidized child care 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 child care and starting child care businesses.

DFS will 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 a variety of 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 project listed in section AP-38 will serve, if awarded, 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 service provider will continue its Six Step to Self-Sufficiency Emergency and Transitional Housing Program for families in need; comprehensive dental care for adults 18 years and older; the acquisition and disposition of a home for low-income qualifying family; the acquisition of land for the future construction of affordable rental units; and the long-term lease of two facilities that provide public services to low-income and/or the homeless population.

Actions planned to develop institutional structure

During year seventeen of Loudoun County's CDBG Entitlement Program, the Family Services Advisory Board (FSAB), in coordination with the Board of Supervisors, will continue to take the lead in implementing the CDBG Program. As a result of their feedback, community outreach was 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 FSAB continues to work with CDBG Program staff to identify and implement improvements to the annual CDBG application and funding process.

In November 2019 the County coordinated with a non-profit fair housing organization and held a workshop regarding HUD's Affirmatively Furthering Fair Housing regulations. The workshops were well-attended and provided an opportunity to engage in discussions on gaps in housing services and fair housing issues with community members. The County will utilize information learned in this workshop when evaluating its Analysis of Impediments to Fair Housing. Stakeholders that attended the workshops will be informed about opportunities to provide input on the consolidated plan and fair housing activities. The County will also engage with local advisory boards that support services to older adults, persons with disabilities, and persons impacted by mental health or developmental disabilities.

The County has made it a priority to expand outreach effort to market housing programs. The County routinely makes presentations about finance programs for first-time homebuyers and homeowners needing home rehabilitation services. In March 2020, Loudoun County Housing Division staff will be attending the annual Northern Virginia Housing Expo in Sterling, VA. Appropriate boards and commissions will be kept informed of CDBG activities- particularly as they relate to the development and preservation of affordable housing. In addition, the CDBG program will continue 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.

The Loudoun County Continuum of Care (CoC) added a Governance Board in December 2014. This advisory Board has developed greatly over the past years; it continues to work proactively with the CoC General Membership group to develop and implement an improved entry process for persons in Loudoun County

that seek help due to homelessness or risk of losing their homes. 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 will continue to work with the business community and private industry to implement housing, economic, and community development priorities in the Plan.

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

The County will continue 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 will continue to seek 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.

The County will continue participation in the Loudoun Human Services Network, a local coalition of non-profit human services providers. County participation provides an opportunity to both, sharing information with 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 this group of service providers.

The County will continue to work closely with appropriate local and regional boards, commissions, and non-profit housing development organizations to address the issue of affordable housing. Outreach activities in the next year will target the business community, faith-based organizations and minority populations. Loudoun 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 will also continue to participate with regional jurisdictions as a participant in the Washington Metropolitan Region Council of Governments (COG). A member of the County Board of Supervisors serves in an executive leadership position of this body. Staff from various County Departments serve on the COG Committees, the Housing Director's Committee, and the Homeless Services Committee.

Discussion:

A variety of actions are planned by the County over the next year 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.

Program Specific Requirements

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

Introduction:

The following information relates to CDBG program specific requirements. Loudoun County does not receive HOME funds.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l) (1)

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	18,284.36
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	18,284.36

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that is included in this Annual Action Plan.	92.00%

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Appendix A: Citizen Participation Information for Loudoun AAP 2020-2021

Appendix B: Fiscal Year 2021 Proposed CDGB Funding Allocation

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Appendix D: Application for Federal Assistance SF-424 & SF-424D &
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Appendix A: Citizen Participation Information for Loudoun AAP 2020-2021

- 1.1 CDBG Internal Mailing List – Public Hearing 1 & App. Process Outreach
- 1.2 Loudoun County’s News Release – Community Development Grant Process
- 1.3 Ad for Public Hearing 1- *Loudoun Now*
- 1.4 Affidavit of Publisher for Public Hearing 1
- 1.5 Minutes – Public Hearing 1 - Draft
- 1.6 CDBG Internal Mailing List – 30-Day Comment Period Outreach
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- 1.8 Affidavit of Publisher for 30-Day Comment Period
- 1.9 CDBG Internal Mailing List – Board of Supervisors’ Public Hearing Outreach
- 1.10 Ad for Board of Supervisors’ Public Hearing- *Loudoun Now*
- 1.11 Affidavit of Publisher for Board of Supervisors’ Public Hearing
- 1.12 Minutes – Board of Supervisors’ Public Hearing
- 1.13 Copy Teste- Board of Supervisors’ Adoption of Annual Action Plan

1.1 CDBG Internal Mailing List – Public Hearing 1 & App. Process Outreach

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tmcneal@loudounhunger.org

Hello and good morning Loudoun County Towns, CDBG Interest List, and CDBG former and present CDBG applicants/subrecipients:

Application Release Date was September 30, 2019

The CDBG Program Year 17 (2020-2021) competitive application will be available beginning Monday, September 30, 2019. The application packet (PDF) will be available online at www.loudoun.gov/cdbg or by contacting the CDBG Program Assistant Sandra Berrios at Sandra.Berrios@loudoun.gov or by calling 703-771-5731. Applications are due no later than Friday, November 8, 2019 at 4 p.m.

Workshop on How to Apply for CDBG Funds is October 9, 2019

Organizations interested in learning about how to apply for the CDBG funds are encouraged to attend an informative workshop from 10:30 a.m. to 11:30 a.m., Wednesday, October 9, 2019, in the **Lansdowne Room** on the second floor of Loudoun County's Department of Family Services, Shenandoah Office Building, 102 Heritage Way NE, Leesburg, VA 20177. Persons interested in attending are asked to **RSVP** to CDBG Program Assistant Sandra Berrios at Sandra.Berrios@loudoun.gov or by calling 703-771-5731.

CDBG Program Public Hearing on Housing and Community Development Needs is October 23, 2019

The Family Services Advisory Board will conduct a Public Hearing at 6:00 p.m. for the purpose of addressing housing and community development needs, including priority non-housing community development needs, development of proposed activities, and review of program performance. The Public Hearing will be held in the Shenandoah Room on the second floor of the Shenandoah Office Building, 102 Heritage Way, NE, Leesburg.

If you require a reasonable accommodation please contact the Department of Family Services at 703-777-0353 (V/TTY); anticipated notice is required.

Thank you.

Cordially,

Zachary Pyle

Community Development Block Grant Program Manager
Loudoun County Department of Family Services
102 Heritage Way, N. E.
P.O. Box 7400
Leesburg, Virginia 20177-7400
703-737-8971 (Direct)
703-737-8411 (Fax)

1.2 Loudoun County's News Release – Community Development Grant Process

Health & Human Services

Posted on: October 1, 2019

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 mainly serving Loudoun County residents. Proposed projects should address the 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.



Important dates and steps in the process are:

Application Release

The Loudoun County CDBG Competitive Application is now available with applications accepted up until 4:00 p.m., Friday, November 8, 2019. The application packet is available online at loudoun.gov/cdbg or by contacting CDBG Program Assistant Sandra Berrios at [703-771-5731](tel:703-771-5731) or by [email](#).

October 9: How to Apply Workshop

Groups interested in learning about how to apply for the Loudoun County CDBG Program are encouraged to attend an informative workshop Wednesday, October 9, 2019, from 10:30 a.m. to 11:30 a.m. The workshop will be held in the Lansdowne Room on the second floor of the Shenandoah Office Building, 102 Heritage Way NE, Leesburg. Anyone interested in attending is asked to RSVP by email to [Sandra Berrios](#).

October 23: Public Hearing on Housing and Community Development Needs

The Loudoun County Family Services Advisory Board will conduct a public hearing at 6:00 p.m. on Wednesday, October 23, 2019, to gather input on addressing housing and community development needs. The public hearing will be held in the Shenandoah Room on the second floor of the Shenandoah Office Building, 102 Heritage Way NE, Leesburg. No advance sign-ups are required.

November 8: Application Deadline

Applications for the Loudoun County CDBG Program must be submitted no later than 4:00 p.m., Friday, November 8, 2019. Late 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 Department of Family Services at [703-777-0353](tel:703-777-0353) (V/TTY).

For more information about the Loudoun County CDBG program, contact Sandra Berrios at [703-771-5731](tel:703-771-5731) or by [email](#). More information also is online at loudoun.gov/CDBG.

###

1.3 Ad for Public Hearing 1 – Loudoun Now

NOTICE OF A PUBLIC HEARING ON HOUSING AND COMMUNITY DEVELOPMENT NEEDS

**Wednesday, October 23, 2019, at 6:00 p.m.
Loudoun County Family Services Advisory Board
Shenandoah Room, 2nd floor
102 Heritage Way, NE, Leesburg, Virginia 20176**



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 Family Services Advisory Board will hold a **PUBLIC HEARING** at the date, time, and location stated above to obtain citizens' views and to respond to proposals and questions for the purpose of addressing housing and community development needs, including priority non-housing community development needs, fair housing issues, development of proposed activities, and review of program performance. Comments received at the Public Hearing will be considered in preparing Loudoun County's 2020-2021 Annual Action Plan that will be submitted to the Board of Supervisors for approval and subsequently submitted to HUD in May 2020. All citizens and organizations are invited to present their views and comments.

If you require a reasonable accommodation for any type of disability in order to participate in any Loudoun County Department of Family Services hearing or program, please contact the Department of Family Services at 703-777-0353 (V/TTY).

10/10/19 & 10/17/19

Publication dates: Oct. 10 and Oct. 17, 2019

1.4 Affidavit of Publisher for Public Hearing 1

<h1>LoudounNow</h1>	
<u>AFFIDAVIT OF LEGAL NOTICE</u>	
I, Norman K. Styer, Publisher of Loudoun Now, a newspaper printed in the English language in Loudoun County, Commonwealth of Virginia, do hereby certify that this notice was Published in Loudoun Now on the following dates, to-wit	
10/10/19	1
10/17/19	1
County of Loudoun Administration 10-23-19 FSAB Public Hearing	\$34.72
<hr/>	<hr/>
(Description)	(Cost)
	
<hr/>	
Publisher of Loudoun Now	
Subscribed and sworn on this	
16 th day of October, 2019	
	<div style="border: 1px solid black; padding: 5px; width: fit-content;"><p>Rensselaer Havens Greene NOTARY PUBLIC REG. #7622512 COMMONWEALTH OF VIRGINIA MY COMMISSION EXPIRES MARCH 31, 2023</p></div>
<hr/>	
Notary Public, Commonwealth of Virginia	

1.5 Minutes – Public Hearing 1 - Draft

LOUDOUN COUNTY DEPARTMENT OF FAMILY SERVICES
Public Hearing on Housing and Community Development Needs
102 Heritage Way, NE, Leesburg, VA – Shenandoah Room
October 23, 2019 – 6:00 pm

ATTENDEES:

Family Service Advisory Board Members: Rusty Foster, Chairman

DFS Staff: Zachary Pyle, CDBG Program Manager and Sandra Berrios, CDBG Program Assistant

Attendees:

Carmen Regan – Norther Virginia Dental Clinic
Jessica Parker – general public
Susan Rafiq – Disability Advisory Board
Maria Vasquez – INMED Partnership for Children
Allison Ruscitella – Mobile Hope
Esther Price-Johnson- Community Resident Senior

Speakers:

Susan Rafiq – Disability Advisory Board
Maria Vasquez – INMED Partnership for Children
Allison Ruscitella – Mobile Hope
Esther Price-Johnson- Community Resident Senior

Rusty Foster introduced himself and welcomed the attendees and prompted them to introduce themselves and welcomed them to inquire on the CDBG application process.

Susan Rafiq – inquired if she will have an opportunity to take a look at the application process online (as well as a hardcopy) and if she is expected to have basic knowledge of the application process.

Zachary Pyle- explained that he can set up a meeting with her and that no prior knowledge was necessary to participate.

Maria Vasquez - commented that she understands and supports the application process and expressed gratitude towards CDBG staff and the review panel which has allowed INMED to fund public service projects.

Allison Ruscitella- requested clarification on the number of deadlines in the CDBG process.

Zachary Pyle- clarified that the applications were due November 8th, that if funded, additional deadlines will follow.

Allison Ruscitella- further requested clarification, along with examples, on the difference between programmatic and brick and mortar projects.

Zachary Pyle- provided examples of brick and mortar to include acquisition of land for a non-profit incubator and the purchase and rehabilitation of homes to sell to qualifying low income families. Pyle further added that new construction projects can only be funded if the applicant is a community development organization or a not-for-profit developer. Lastly, Pyle offered one-on-one assistance to Ruscitella tailored to her organization's specific needs.

Esther Price-Johnson- introduced herself as an advocate for seniors who have “fallen between the cracks”- particularly in the housing area. She advised that she sat on the committee that the Board of Supervisors (BoS) put together that was looking at the unmet affordable housing needs in Loudoun County resulting in the Heron View affordable housing development. Price-Johnson expressed that more rental ADUs (affordable dwelling units) are needed and less ADUs for purchase.

Furthermore, she pointed out that developers are not setting aside the 6% of the entire development for rental ADUs; adding that they (rental ADUs) have been replaced with the tax credit, which helps working people by keeping rent prices a bit under the market rate, but it's a disservice for older adults that live on a fixed income. Price-Johnson further added that tax credit will put many older adults at risk of becoming homeless because the yearly rent increase cannot be met. “I'm from New York, our leases were 3 years, here it's one year and every year it goes up \$100 which some of us cannot pay that...when they [BoS] are in negotiation with the proffers, developers need to be held to 6% of their developments to be ADU, it's so important because it will even lessen the impact of not being enough senior housing in Loudoun County. Anything that has to do with housing I wanted to be a part of because most of the seniors in my position cannot get to these meetings and they can't speak for themselves, so, I'm here in that capacity – unofficially” said Price-Johnson.

Susan Rafiq- commented that Price-Johnson is a “voice for the voiceless” and she is doing a great job and inquired on what is “ADU.”

Esther Price-Johnson- expressed that she would like to see steady rent prices for ADUs being rented out to older/disabled adults since they are on a fixed income and cannot afford the yearly increases and continued to explain how she currently lives for the past seven years: in the Reserved Town Center with steady rent cost. She further expressed concern about her housing situation (particularly of becoming homeless) now that her lease agreement is about to expire.

Price-Johnson further stressed the need for stronger oversight from County officials; “when the county is sitting in negotiations with the proffer from the developer, you need to take into consideration what the real deal is; tax credit properties do not work for us on limited incomes.” Price-Johnson concluded by saying “I had not always been disabled, this happened 2-3 years ago and before that time I was a 73 year old athlete, very independent, etc., etc.; I sincerely believe that god

gave me this so that I may be able to see and experience what the real deal is and what is happening here; ...you really don't get a picture until you are living it; so I was given his opportunity to be old and disable so I can bring this as an experience and not as a philosophy."

Rusty Foster – replied to Price-Johnson that she is not a “nobody,” that she is somebody, to not say that anymore. Foster reiterated the CDBG application deadline and provided a brief description of the application review committee process.

Susan Rafiq- inquired on what can be done to actually raise awareness on the condition of the ADU and the builders; “Where do we start? Is this particular to Loudoun County only?” asked Rafiq.

Rusty Foster- “I can't speak to the fact of how the builders are being accountable for certain thresholds. I can't speak to that. What I can speak to is that the Board of Supervisors (BoS) has definitely done a thorough review of everything and [inaudible] process of adding more affordable housing options to the bigger scope of what Loudoun looks like; as the timeframe I can't speak to that either, I'm not an elected official; I know that the Loudoun County Chamber of Commerce has definitely advocated for more affordable housing in Loudoun County, then also there are certain groups like Esther's as well who have spoken to the BoS as well about needing more affordable housing here in Loudoun, and I know that Donna with Mobile Hope has done a good job in that aspect as well. When it comes to the overall picture of things I would say to speak with Sarah with the County of Loudoun who definitely has more of a 360 view of everything when it comes to the actual timetables or details...; I can't speak to all of that but I would encourage you to reach out to Sarah, I'm sure we can give that info.”

Sandra Berrios – [to Susan] - offered Sarah's contact information and also suggested to get involved with local elections and with the people that have the capacity to make those changes at jurisdiction level.

Allison Ruscitella – asked Price-Johnson if she is in touch with Sarah.

Esther Price-Johnson- stated that she works with the ADU, that Sarah is only the overseer of the program, that the issue is at the negotiation table; reiterating that ADU rentals for seniors is what's needed. “We need someone in the conference table that can bring this forward. We are in a county which is amazing; is not perfect, but it's great with a wonderful potential and wonderful people. And that's why god sent me here to work with you – I think,” said Price-Johnson.

Susan Rafiq- asked if the SRAP program can be a supplement support for adults with disability 65 and over and if there's an overseer who can remind the contractor to make 6-10% housing for adults with challenges.

Esther Price-Johnson- expressed she is grateful to be part of the public hearing and thanked the attendees.

Rusty Foster – commented on the effectiveness of the outreach efforts of the CDBG application process this year following comments made two years ago by previous public hearing attendees.

Allison Ruscitella- expressed that she feels that the CDBG application process was promoted well this year because she heard about it from so many places. She also expressed the desire to see an increase focus on youth and young adult population up to age 24 in areas such as housing, healthy foods, clothing, and access and availability of mental health services.

Rusty Foster thanked all the attendees for their input and urged them to start on their CDBG applications to submit on or before November 8, 2019.

Zachary Pyle- stated that this year [PY17] many organizations have shown an interest and that if help is needed to complete the application, they can reach out to him.

The public hearing adjourned at approximately 6:30 p.m.

1.6 CDBG Internal Mailing List – 30-Day Comment Period Outreach

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1.7 Ad for 30-Day Comment Period-*Loudoun Now*

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1.8 Affidavit of Publisher for 30-Day Comment Period

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1.9 CDBG Internal Mailing List – Board of Supervisors’ Public Hearing Outreach

[Space holder]

1.10 Ad for Board of Supervisors' Public Hearing – *Loudoun Now*

[Space holder]

1.11 Affidavit of Publisher for Board of Supervisors' Public Hearing

[Space holder]

1.12 Minutes – Board of Supervisor’s Public Hearing

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1.13 Copy Teste - Board of Supervisors' Adoption of Annual Action Plan

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Appendix B - Fiscal Year 2021 Proposed CDBG Funding Allocation

PROJECT/ ORGANIZATION	PROJECT DESCRIPTION	CDBG AMOUNT REQUESTED	SCORE MEM 1	SCORE MEM 2	SCORE MEM 3	SCORE MEM 4	AVERAGE SCORE	RECOMMENDED FUNDING	NUMERICAL RANKING
Public Service Projects									
Healthy Families Loudoun (INMED)	Case management for pregnant women, adolescents, families, and children.	77,924	90	95	86	95	91.50	68,302.40	1
Oral Health Program (Northern Virginia Dental Clinic)	Oral health care services to low-income and uninsured adult residents of Loudoun County.	34,000	84	95	79	90	87.00	23,800	2
Good Shepherd Alliance	6 Steps to Self Sufficiency Emergency and Transitional Housing Program – 89-day emergency shelter,	50,000	86	95	82	84	86.75	35,000	3
Crossroads Jobs Job Counseling (Crossroads Jobs, Inc.)	Provide job search training and services to unemployed and under-employed Loudoun residents.	35,500	80	83	76	83	80.50	24,850	4
Total CDBG Funds Recommended for	Public Service Projects	\$197,424.00						\$151,952.40*	
Capital Projects		AMOUNT REQUESTED						AMOUNT RECOMMENDED	NUMERICAL RANKING
Cornerstones, Inc.	Land acquisition. Ninety (90) affordable rental units are expected to be constructed on the site in the future.	200,000	101	107	100	104	103.00	200,000	1
Mobile Hope	CDBG funds will be used to provide for a facility that provides homeless prevention services.	72,711	90	105	84	90	92.25	72,711	2
INMED - Opportunity Center	CDBG funds will be used to provide for a facility that serves at-risk families and youth.	211,770	85	100	93	90	92.00	211,770	3
Loudoun Habitat	Acquire and rehabilitate properties for resale to low-income Habitat partner families.	500,000	85	80	80	80	81.25	254,822.62	4
Total CDBG Funds Recommended for	Capital Projects	\$984,481.00						\$739,303.62**	
TOTAL Funding Recommended for	ALL Projects	\$1,181,905.00						\$891,256.02	

Notes: *Maximum CDBG funds allowed for Public Service Projects is 15% of total anticipated FY 2020 (Program Year 17) allocation (15% of \$1,000,000 = \$150,000). An additional sum of \$ 1,952.40 represents funding returned from prior year Public Service Projects; this sum was allocated to the Public Service Projects recommended for funding.

**An additional sum of \$89,303.62 represents funding returned from a prior year capital project; this sum was allocated to the Capital Projects recommended for funding.

Appendix C – Loudoun County 2020-2021 Annual Action Plan, Unique Appendix

AP 85 Other Actions – 91.220(k):

Table below pertains to Actions planned to develop institutional structure:

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Board of Supervisors	Local Governing Body	CDBG Grantee	Loudoun County
Department of Family Services	Local County Department	Administers CDBG program	Loudoun County
Family Services Advisory Board	Citizen Board	Advises on CDBG program	Loudoun County
Continuum of Care	Local coalition on homelessness	Advises on homeless issues	Loudoun County
Non-profit Housing Developers	Non-profit	Develops affordable housing	Loudoun County and surrounding jurisdictions
Northern Virginia Regional Commission	Regional planning	Administers fair housing contract	Northern Virginia

Institutional Delivery Structure

Appendix D – Application for Federal Assistance SF-424 & SF-424D & Certifications

[Space holder. To be uploaded when the AAP is adopted.]