

Executive Summary

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

1. Introduction

The City of Hopewell is working to create proactive solutions to housing problems and the overall citizen issues that arise from having an older housing stock. Deferred maintenance is one of the bigger problems and it generates higher than average operating costs for the owners. Although we allocate over 50 percent of our funds to housing rehabilitation, the high cost of materials limits the numbers we can rehabilitate in any given year. We are committed to reducing literacy over time. We combine our organizations to train the literacy trainers and our Reading is Fun organization to provide non-fiction resources to help pre-school through middle school improve their reading literacy. Hopewell has close to a 20 percent dropout rate in high school which impacts these individuals from attaining successful employment opportunities. Our public service funds are generally directed toward preventing homelessness, emergency shelters and permanent supportive housing. We reallocated \$17,950 from two previous fiscal years to bring all available funds into the current year in support of Grant Based Accounting initiatives by HUD. This will close out all previous years of funding. Finally, we added interviews with the Emergency Operations Management leader and the Director of Information Technology to support the requirement to address disaster recovery and broadband capacity for all the citizens.

2. Summarize the objectives and outcomes identified in the Plan

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

Our objectives and outcomes have not changed from the original Consolidated and Strategic Plan in 2015. We feel they are still consistent with the needs of the Citizens of Hopewell.

Our objectives are housing rehabilitation, reduce poverty, assist the homeless, prevent others from becoming homeless, plan for the potential of a need for disaster recovery and manage our grant effectively and efficiently in compliance with HUD regulations. Outcomes are provided in our goals table.

3. Evaluation of past performance

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

Our past performance leads us to stay within the goals and projects that we have established in our ConPlan. We are meeting our objectives as best we can with our limited resources. We are leveraging our HUD funds on a 20 percent basis. For each dollar invested by HUD, our sub-recipients are adding an additional \$4.00 for their projects.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

We held our required civic hearings according to our civic participation plan. There were no attendees or comments submitted for either hearing. There were no comments offered at the City Council hearing on our budget proposals.

5. Summary of public comments

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

There were no public comments made at any of our Civic Hearings.

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

There were no civic comments made at our civic hearings.

7. Summary

Our fourth year annual action plan is consistent with our guidance created during the City Council Strategic Planning process and the Strategic Planning Process required by HUD in the first year of the Consolidated Plan.

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 | HOPEWELL | Department of Development |

Table 1 – Responsible Agencies

Narrative (optional)

The Department of Development manages the CDBG program through a part-time Grant Manager.

Consolidated Plan Public Contact Information

Information requests concerning any of the Consolidated and Strategic Plan items may contact the following:

Bill Dore'

Grants Manager

email: bdore@hopewellva.gov

phone: 757.675.4961

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

1. Introduction

The City of Hopewell continues to work within the Crater Planning District Commission and what is commonly called the Tri-Cities area of the Richmond MSA. We maintained contact with the same organizations that were contacted when the 5-Year Strategic Plan was created. However, this year, based on guidance received by the Department of Housing and Urban Department, we expanded our consultation arena by adding the Emergency Operations Manager for the City of Hopewell and the Director of Information Technology for the City of Hopewell. We continue to meet with the agencies via phone and in larger meeting settings, especially in the Housing Rehabilitation area. In compliance with the CDBG program, over fifty (50%) percent of our budget is in Housing Rehabilitation. Also, as part of our 5-year plan, we included a proactive objective for Disaster Recovery in the hopes that if some sort of disaster impacted the City of Hopewell, we would be a better position to amend the current year Annual Action Plan in lieu of admending both our 5-year plan and our Annual Action Plan.

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

We have not changed our strategy of working with the jurisdictions partners in our city and region. Groups continue to work together and strengthen ties to the most urgent needs within the area. As said in the Introduction, we have added both Emergency Operations Management and Information Technology to our list of consultations. More details will appear below

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.

As stated in our 5-year Plan, our Continuum of Care is part of the "balance of state" funds through the Department of Housing and Community Development within the Commonwealth of Virginia. CACHE

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

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

| | | |
|---|--|--|
| 2 | Agency/Group/Organization | City of Hopewell |
| | Agency/Group/Organization Type | Services - Victims Health Agency Other government - Local |
| | What section of the Plan was addressed by Consultation? | Disaster Recovery and Broadband Attainment |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | <p>Emergency Operations Management - There is a designated member of the Fire Department that coordinates all EOM activities with the Virginia Department of Emergency Management. The Operations Plans are current with VDEM and FEMA. The EOC is designated for functional for Emergency Operations. The City of Hopewell is situated at the confluence of the James and Appomattox Rivers. Fortunately, the James River has a significant escarpment along most of the city boundary of Hopewell. The Appomattox River has a much greater chance of causing damage during tidal situations of hurricanes or northeasters. The city has numerous streams going throughout the city proper which can become problematic in flash flood situations and major backing up of the larger rivers coming from the eastern seaboard during times of intense weather. We also have to be concerned with the industrial community, which is significant portion of the land mass of Hopewell. Fortunately, there have not been too many accidents within the City but EOM must be ready for any type of potential HAZMAT contamination. There are plans for most contingencies. The Information Technology Director indicated that the main city hall building is completely wired with Fiber Optics as are several other buildings within the city. Additionally, there are eight (8) cell towers within the jurisdiction that provide reasonable coverage for the citizens for both cell phones and Wi-Fi coverage. COMCAST is the primary cable provider within the city. The city is working on a strategic plan for broadband coverage.</p> |

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

We did not relist all the existing agencies that we have consulted with as part of our 5-year plan. They continue to be partners within our jurisdiction.

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 | CACHE | Because of the limited amount of Public Service funds available, our five-year strategic plan was designed to confront problems in Owner-Occupied Housing and to work to decrease illiteracy in the youngest population to help drive down the poverty level within the city of the next 10 years and to reduce the high school dropout level. |

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

We continue to follow our Consolidated and Strategic Plan as well as are Civic Participation Plan. As we approach our next Strategic Plan, we will update our Civic Participation Plan utilizing updated resources from HUD.

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 | Newspaper Ad | Non-targeted/broad community | There were no attendees at the Needs Assessment, the Civic Hearing for the Annual Plan or the City Council Hearing. However, we did hold meetings with the sub-grantees to hear their comments on both the needs assessment and the annual action plan. No comments were made that changed the thinking from the original thinking in the Consolidated and Strategic Action Plan. | None | None | |
| 2 | Public Hearing | Non-targeted/broad community | None | None | None | |

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

Our expected resources include \$177,848 from our CDBG Program grant. Additionally, we de-obligated and re-appropriated \$13,210 from FFY 2014 that was not obligated as part of the unanticipated funds that HUD identified prior to the initialization of Grant Based Accounting policies. Further, we de-obligated \$4,740.83 from housing rehabilitation from FFY 2017 and re-appropriated it both of these funds into FFY 2018. This appropriation left us with an uneven dollar amount and the field in AP 35 will not accept the \$0.83. It would truncate it upward so the Quality Check would indicate that we were \$1,354,131 above our allocation. I submitted it as a round number with no cents and it says we are \$0.83 below budget. Someone will have to correct this at the HUD level. I've tried but I cannot fix it. I will show this in our quality check

report. Further, it is truncated in the AD-35 project report. That is what causes the problem.

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 | 177,848 | 0 | 17,951 | 195,799 | 207,000 | This is the amount remaining from our 5-year estimate. However, we have not reached the same level of funding from our first year plan so we do not expect to receive this next year. |

Table 5 - Expected Resources – Priority Table

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

The funds allocated from HUD are leveraged at about a 20 percent ratio, i.e. for each dollar of CDBG funds utilized, there are five (5) dollars of other resources used by our sub-grantees.

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

There is no publicly held land or property located within the jurisdiction that may be used to needs identified within the plan.

Discussion

We will expend our resources in a timely manner during FFY 2018.

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 | Owner-Occupied Housing Rehabilitation | 2015 | 2019 | Affordable Housing | City Wide | Affordable Housing | CDBG: \$100,000 | Homeowner Housing Rehabilitated: 13 Household Housing Unit |
| 2 | Capacity Building for Early Childhood Education | 2015 | 2020 | Public Housing Homeless Non-Homeless Special Needs | City Wide | Reduce Poverty | CDBG: \$33,552 | Other: 7820 Other |
| 3 | Ending Homelessness and Homeless Prevention | 2015 | 2020 | Homeless | City Wide | Homelessness and Homeless Prevention | CDBG: \$26,677 | Public service activities other than Low/Moderate Income Housing Benefit: 474 Persons Assisted |
| 4 | General Planning and Administration | 2015 | 2020 | General Planning and Administration | City Wide | General Administration and Planning | CDBG: \$35,570 | Other: 0 Other |
| 5 | Disaster Recovery Planning | 2015 | 2020 | Non-Housing Community Development | City Wide | Disaster Planning and Execution | CDBG: \$0 | Other: 0 Other |

Table 6 – Goals Summary

Goal Descriptions

| | | |
|---|-------------------------|---|
| 1 | Goal Name | Owner-Occupied Housing Rehabilitation |
| | Goal Description | |
| 2 | Goal Name | Capacity Building for Early Childhood Education |
| | Goal Description | |
| 3 | Goal Name | Ending Homelessness and Homeless Prevention |
| | Goal Description | |
| 4 | Goal Name | General Planning and Administration |
| | Goal Description | |
| 5 | Goal Name | Disaster Recovery Planning |
| | Goal Description | |

Projects

AP-35 Projects – 91.220(d)

Introduction

This is the introduction.

Projects

| # | Project Name |
|----|--|
| 1 | City of Hopewell - Development (CD 901) |
| 2 | Hopewell Food Pantry (CD911) |
| 3 | City of Hopewell - Healthy Families (CD 905) |
| 4 | City of Hopewell - Recreations and Parks - Respite Care (CD 909) |
| 5 | CARES, Inc. (CD 906) |
| 6 | The James House Intervention/Prevention Services, Inc. (CD 907) |
| 7 | STORY (CD 923) |
| 8 | Commonwealth Catholic Charities |
| 9 | SMART BEGINNINGS SOUTHEAST (CD 902) |
| 10 | COMMUNITY ACTION PROGRAM FOR READING - (CD 912) |
| 11 | project: HOMES (CD 919) |
| 12 | (Re)Building Together of Richmond (CD 920) |

Table 7 - Project Information

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

AP-38 Project Summary
Project Summary Information

