

# Program Year Two DRAFT

**CAPER** The CPMP Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

## GENERAL

### Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

The Executive Summary is Attachment I, labeled FY 2012 CAPER Citizen Summary.

### General Questions

1. Assessment of the one-year goals and objectives:
  - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
  - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective. If applicable, explain why progress was not made towards meeting the goals and objectives.

Arlington County continued to deliver programs and implement activities described in its 2011-2015 Five Year Consolidated Plan. This includes progress on meeting the Goals and Targets for Affordable Housing (available at [www.arlingtonva.us/housing](http://www.arlingtonva.us/housing)), creating economic opportunities for low income persons, and ensuring that Neighborhood Strategy Areas are suitable living environments. The County added 293 Committed Affordable Units (CAFs) and the number of residents benefiting from funded activities exceeded expectations in many cases.

Attachment 2 lists FY 2012 Community Development Block Grant (CDBG), HOME, Housing Opportunities for People with AIDS (HOPWA), Community Services Block Grant (CSBG) and Affordable Housing Investment Fund (AHIF) Housing Services projects, and includes provider names, outcome measures and actual accomplishments. The table also shows the amount allocated and expended for each activity. The attached IDIS reports PR06 and PR23 provide additional information and details.

Arlington uses a Community Development Fund, a consolidated pool that includes CDBG, CSBG and AHIF Housing Services funds. Grants are awarded for a two-year period. Ongoing activities such as housing development, employment training and business assistance continue to be successfully supported. More details are provided in the Community Development section of this report.

The Nonprofit Assistance Network, supported by County general funds, is intended to build capacity in groups serving Arlington residents. The program successfully supported nonprofits in a variety of ways. More details are provided in the Community Development section of this report.

**City of Falls Church.** Arlington County administers funding for the CDBG and HOME programs for the City of Falls Church through a Cooperation Agreement. In FY 2012, Falls Church received \$123,227 including \$75,829 CDBG and \$47,398 HOME funds. The City's CAPER is Attachment 4. For questions or copies, contact Dana Lewis at [dlewis@fallschurchva.gov](mailto:dlewis@fallschurchva.gov).

2. Describe the manner in which the recipient would change its program as a result of its experiences.

No changes are planned.

3. Affirmatively Furthering Fair Housing:
  - a. Provide a summary of impediments to fair housing choice.
  - b. Identify actions taken to overcome effects of impediments identified.

Arlington's Analysis of Impediments to Fair Housing (AI), which was adopted by the County Board with the Five-Year Consolidated Plan, analyzed variables that influence and can act as barriers to housing choice. Barriers identified include availability of affordable housing; zoning and land use; access to housing by special needs populations and families with children; and marketing and advertising.

Many County policies and initiatives aim to ameliorate these barriers. For example, Arlington's Affordable Housing Goals and Targets increase the number of committed affordable housing units annually, including family-sized units. The County's Supportive Housing Plan (available at [www.arlingtonva.us](http://www.arlingtonva.us)) has an annual goal of 20 new supportive housing units for persons with disabilities. 18 new units were added in FY 2012.

In FY 2008, the Housing Commission issued a report recommending that the County allow homeowners to create accessory dwellings. In July 2008, the County Board amended the Zoning Ordinance to allow for a limited number of accessory dwelling units, a strategy identified in the Analysis of Impediments. The Accessory Dwelling ordinance went into effect on January 1, 2009. During Calendar year 2010, three applications were approved for new accessory dwelling units. Additionally, two family/caregiver suites were applied for and approved. In 2009, two accessory dwelling units and three family/caregiver suites were

approved. The Housing Commission is reviewing this ordinance to determine a more effective strategy for increased accessory dwelling units.

County staff attends many community forums, housing fairs, and other events to highlight affordable housing initiatives, including homeownership and access to rental units, including events reaching out to African American, Hispanic, and other minority communities. These events have included the Arlington Public Schools Multicultural Conference, the annual Benefits Fair at the Virginia Hospital Center and George Mason University, as well as participating in a regional housing resource panel for real estate professionals sponsored by the Northern Virginia Association of Realtors. Arlington County has a Housing Fair each year which includes information and vendors for both affordable homeownership and affordable rental options. For FY 2012, 130 homeownership applications were received. Of this total, 50% had household incomes below 50% of the area median income, 52% are racial minorities, 27% identified themselves as Hispanic, and 35% were female headed households.

In FY 2011, Arlington's Human Rights Office conducted 100 rental tests under its biannual fair housing testing program. Fifty tests were conducted on race (Black/White testers) and 50 on national origin (Hispanic/White testers). All testers posed as either being single or married with no children. None of the tests justified filing a complaint alleging discrimination. The next testing will occur in FY 2013.

In FY 2012, there were 334 inquiries to the Human Rights Office; of these, 56 (17%) were housing related. Of 63 complaints filed with the Human Rights Office, only 7 (11%) were housing complaints. Within the last 10 years, housing complaints have comprised about 2 - 4% of total complaints; and about 10-12 % of all inquiries. FY 2012 showed an upward trend in both categories. Most housing complaints alleged disability issues, such as parking or access. Others have involved eviction of tenants, often based on tenant behavior but perceived by tenants to be based on race or ethnicity.

4. Describe Other Actions in Action Plan taken to address obstacles to meeting underserved needs.

A variety of programs removed obstacles to meeting employment needs of underserved Neighborhood Strategy Area (NSA) residents. For example, 88 residents completed computer training classes, 96 NSA youth participated in after-school or summer activities, and over 148 NSA residents completed job skills training. A total of 231 clients received legal education and/or legal assistance. Technical or direct assistance was provided to 11 entrepreneurs. Neighborhood College, described in more detail later in this report, facilitates civic engagement of underrepresented persons in County activities and committees; the program graduated 23 residents in FY 2012.

5. Leveraging Resources
  - a. Identify progress in obtaining "other" public and private resources to address needs.
  - b. How Federal resources from HUD leveraged other public and private

- resources.
- c. How matching requirements were satisfied.

Arlington leverages its formula grant funds with a number of other local, state, federal, and private sources, described in Attachment 3. Each CDBG subrecipient reports the amount of other funding leveraged for the activity undertaken. The HOME section describes specifically how the match requirements were satisfied.

In addition to meeting match requirements for each program, Arlington and its nonprofit development partners leverage an array of funds in every affordable housing deal. For example, in recent projects for which the County Board approved Affordable Housing Investment Fund (AHIF) funding, other sources were leveraged such as, Low Income Housing Tax Credits, Historic Preservation Tax Credits, Virginia Housing Development Authority financing, Virginia Department of Housing and Community Development funds, conventional loans and bond financing.

## **Managing the Process**

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

The County's Housing Division, located in the Department of Community Planning, Housing, and Development, is the lead agency for the development of the Five-Year Consolidated Plan, Annual Action Plans, and CAPER. The Housing Division is responsible for the general administration of the CDBG, CSBG, and HOME programs. The Division works closely with the Department of Human Services, ensuring coordination of services related to continuum of care, homelessness, and supportive housing.

In FY 2012, there were 23 subrecipients of the CDBG program, including two County agencies (the Department of Human Services and Arlington Economic Development). The Community Development Coordinator and Financial Manager in the Housing Division oversee the general administration of the program. A project monitor is assigned to each housing and community development activity in order to ensure compliance with program requirements. The project monitors collect performance data through site visits, monthly or quarterly reports, and review of invoices from subrecipients. Periodic training is provided to subrecipients to ensure compliance with current regulations and procedures.

## **Citizen Participation**

1. Provide a summary of citizen comments.
2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment

(including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

The draft CAPER narratives and Citizen Summary were released for public comment on September ---, 2012, and made available in Arlington public libraries and online. An ad in a local paper announced its availability, and solicited comments from residents. The Community Development Citizen's Advisory Committee (CDCAC) reviewed the draft during its meeting on September \_\_\_, 2012. Staff summarized the various sections of the report, reviewed the IDIS reports and information presented in the IDIS summaries. There were no additional comments from the public on the draft CAPER.

Attachment 2 indicates the total amount of funds committed and expended for each activity during FY 2012, along with the accomplishments and the geographic location of each activity.

## **Institutional Structure**

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

The following describes the progress towards actions proposed in the FY 2012 Action Plan:

- Increase the capacity of the Supportive Housing Services Coordination Unit, housed in the Department of Human Services (DHS), as the supply of supportive housing expands. In FY 2012, the Supportive Housing Services Coordination Unit had developed sufficient capacity to manage the DHS supportive housing inventory.
- Complete implementation of the permanent supportive housing clearinghouse, and expand the scope to include apartment complexes/units that will accept Housing Grants/Section 8 vouchers. This action has been deferred pending sufficient resources for implementation.
- Conduct/coordinate staff training on housing support services. The Supportive Housing Services Manager provides training on housing-centered support services on a quarterly basis.
- Additional actions were taken to overcome gaps and enhance coordination, including attending County-sponsored quarterly meetings of nonprofit executive directors. Each meeting has a focused topic related to the needs of low income residents, with presentations on topics such as housing, nonprofit capacity building, and employment training programs. County staff facilitates further coordination between service providers through notification of training opportunities and the Nonprofit Assistance Network.
- The Implementation Task Force of the Ten Year Plan to End Homelessness is an important group that bridges gaps in institutional structures and enhances

coordination among service providers and the County. Committee meetings are held quarterly, with the entire Task Force meeting quarterly.

## Monitoring

1. Describe how and the frequency with which you monitored your activities.
2. Describe the results of your monitoring including any improvements.
3. Self Evaluation
  - a. Describe the effect programs have in solving neighborhood and community problems.
  - b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
  - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
  - d. Indicate any activities falling behind schedule.
  - e. Describe how activities and strategies made an impact on identified needs.

Arlington developed a framework of five-year goals and objectives with related performance measures as part of its FY 2011–2015 Consolidated Plan. The County has three main goals, each of which has multiple objectives. Each activity funded by CDBG, CSBG, AHIF Services and/or HOME meets one or more of the objectives. The Annual Action Plan provides a table identifying the goals, objectives, organization/provider, funding source, funding level, service area and expected accomplishment for each grant-funded activity. The CAPER includes a similar table (Attachment 2) which includes a column for actual expenditures and accomplishments.

The CDBG, CSBG, HOME, and other programs provide needed grant funds for many local programs to operate and for the County to make progress towards its goals and objectives. As seen in the “actual accomplishments” column of Attachment 2, many of the funded activities met or exceeded the expected accomplishments in FY 2012.

Similar to the table cited above, the Citizen Summary of the CAPER (Attachment 1) displays the County's three main goals and the corresponding objectives. This table, however, provides the aggregate expected accomplishment for each objective (which might include multiple activities and non-grant funded activities to meet that number). A few sample FY 2012 aggregate accomplishments for providing decent housing and a suitable living environment include:

- The County supply of Committed Affordable Units increased by 293;
- 13 owner-occupied units were improved;
- 30 low and moderate income households became homeowners using CDBG, HOME, County and state support – 9 through direct assistance, and 21 through support from VHDA homeownership workshops.

Below are a few aggregate accomplishments pertaining to the goals of creating economic opportunities for low income persons and ensuring that Neighborhood Strategy Areas (NSAs)

provide suitable living environments and affordable housing opportunities for low income persons:

- Proactive code inspections of 1,105 units were conducted throughout the neighborhoods;
- Information, referrals and technical assistance were provided to 139 property owners and managers;
- 3,540 NSA residents were provided human services information and service delivery;
- 23 NSA residents graduated from the Neighborhood College;
- 64 low income persons obtained employment and retained it for at least 90 days;
- 11 businesses started or expanded and 22 loans were issued, fostering micro-enterprise development for low and moderate income business owners.

Arlington County is a local government Community Action Agency (CAA) and utilizes the Community Services Block Grant (CSBG) to provide services aimed at very low income residents. These include employment services, dental services, food assistance, services for ex-offenders, legal assistance for immigrants to obtain work status, and legal assistance for women facing domestic violence issues.

At least once every two years, staff conduct formal onsite monitoring of CDBG and HOME funded projects implemented by subrecipients. These visits are conducted more frequently if the subrecipient is new or is having difficulty meeting program or contract requirements. Program monitoring staff also review monthly or quarterly reports, analyze program evaluation forms, and make periodic program visits.

For FY 2012, the County estimated that approximately 10 subrecipients and programs would be monitored. Staff formally monitored 6 subrecipients in FY 2012. The County's compliance officer monitored the Falls Church HOME TBRA program, which had no findings. County monitoring involved site visits, review of program progress, audits of client files and beneficiary data, staff interviews and meetings, and follow up letters describing the results. Most of the programs were operating within the program and contract requirements. Staff provided guidance to several organizations related to financial controls, performance measurement, and customer service.

The County conducts periodic monitoring, (which includes review of rent rolls and household incomes) of HOME, CDBG or County General fund assisted housing projects. The FY 2012 Action Plan estimated that 2,000 units would be reviewed and monitored for program compliance. In FY 2102, 2,750 Committed Affordable Units were monitored for program compliance, with 261 units inspected for housing standards and code compliance.

- f. Identify indicators that would best describe the results.
- g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
- h. Identify whether major goals are on target and discuss reasons for those that are not on target.

As shown above, the County made significant progress towards its five-year objectives. These include meeting the Goals and Targets for Affordable Housing, creating economic opportunities for low income persons, and ensuring that Neighborhood Strategy Areas are suitable living environments. The challenging economic conditions have impacted affordable housing development in Arlington. This is seen in the significant increase in the number of County residents seeking assistance to maintain their housing and meet other basic needs. See the Housing Needs section for more detailed discussion of Arlington's actions.

- i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

Staff consults with subrecipient providers during the development of their contracts to create program evaluation measures agreed to by both parties. Project monitors establish expected achievement levels against key indicators to measure the program's impact. Other performance indicators (such as workload, cost, and outputs) are identified and data is collected. At the conclusion of the fiscal year, County staff and CDCAC members examine performance data, analyze outcomes and trends, make recommendations for improvement, and take action related to future support.

In light of continuing decreases in funds and increased construction costs, staff and subrecipients continue to explore alternative strategies to provide decent affordable housing, create economic development opportunities, and ensure suitable living environments. Nonprofit housing developers, for example, are developing unused density at projects they currently own, in order to take maximum advantage of the investment. This strategy is particularly valuable to the County because it reduces the cost of land for the project, thereby reducing the level of subsidy needed.

Significant changes were made several years ago to the Community Development program in response to continuing reductions in federal support. For example, staff no longer provides dedicated planning assistance to low income neighborhoods; however, staff are participating in ongoing training in civic engagement to develop alternative strategies for citizen participation. Housing services outreach staff, including an inspector, refer NSA residents to County programs and services as needed. Neighborhood College graduates are also encouraged to get involved in neighborhood issues and County initiatives to improve quality of life.

### **Lead-based Paint**

Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

Arlington County continued lead testing for all children in County child health clinics, and counseled and distributed literature on the hazards of lead-based paint to parents. Day care providers were educated on lead-based paint hazards during their annual meeting about

lead-based paint, and brochures were distributed through the day care office. Public health nurses visiting patients' homes also educated families about lead-based paint. Applicants for assistance to AHC and Rebuilding Together Arlington programs received a brochure on lead-based paint, and AHC Inc. incorporated stabilization, control or abatement measures into rehabilitation. Rebuilding Together tested five units, one had lead and another was cleared after paint was disturbed. Rebuilding Together now has staff that is EPA-certified to renovate, repair and paint projects that disturb lead-based paint.

A County code inspector has assumed responsibility for ensuring subrecipient lead-based paint safety and abatement requirements as promulgated in the code of federal regulations. This staff person assists the certifying Environmental Review Officer in ensuring project compliance, serving as a regulation and training resource to County staff and subrecipients, and maintaining documentation on County efforts.

## HOUSING

### Housing Needs

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

### Addition of Committed Affordable Units

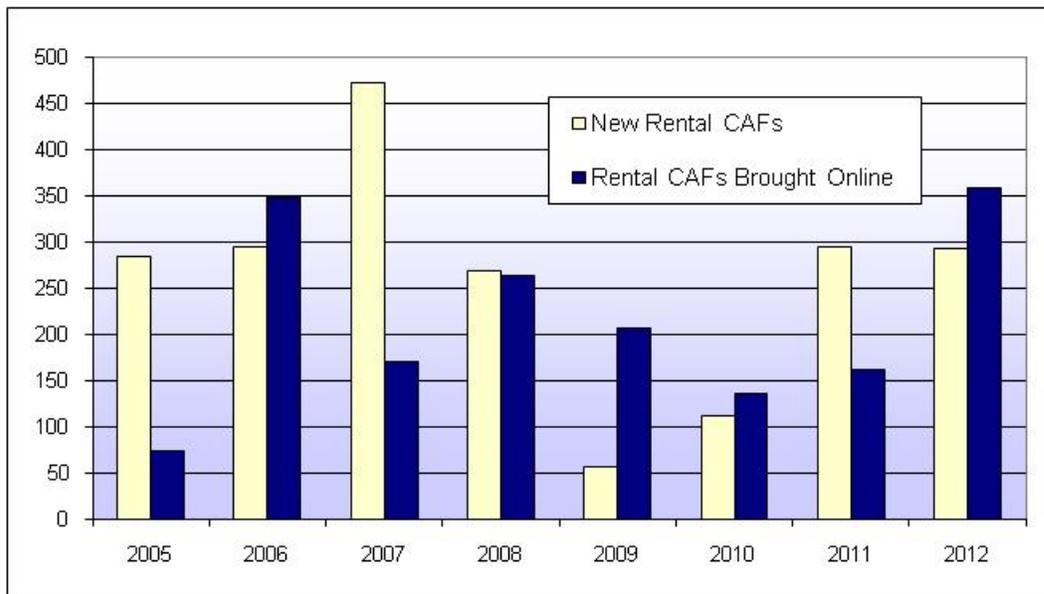
The economic sustainability of Arlington requires a wide range of housing, affordable across a spectrum of income levels. Arlington is striving to preserve existing affordable housing and add to the supply. Over the past several years, there has been a significant increase in the number of County residents seeking assistance to maintain their housing and meet other basic needs. Affordable housing and the development of new housing opportunities continue to be key priorities for Arlington County. In fact, more than ever, the importance of maintaining and enhancing the stock of committed affordable housing is critical to the economic health and well-being of the County, its diverse workforce, and in particular, those most in need.

The table below displays the 293 Committed Affordable Units (CAFs) that the County added in FY 2012. Of these units, 292 were rentals and one was from the addition of owner CAF units through the County's Moderate Income Purchase Assistance Program (MIPAP).

## Supply of Committed Affordable Units (CAFs), FY 2012

<b>FY 2012 Additions to the CAF Supply</b>		
<b>Rental</b>	<b>Project</b>	<b>CAFs</b>
	Harvey Hall/Shell Site	83
	Arbor Heights	198
	Virginia Square Towers	6
	Wakefield Manor	5
	<i>Subtotal</i>	292
<b>Owner</b>		
	Moderate Income Purchase Assistance (MIPAP)	1
	<i>Subtotal</i>	1
	<b>Total for FY 2012</b>	<b>293</b>

A total of 358 Rental CAF units came on-line during FY 2012, meaning that they were on the market and available for rental. This includes units from The Jordan, Arbor Heights and vPoint.



## Funding Allocations

In FY 2012, the County Board approved the allocation of \$20,666,315 in Affordable Housing Investment Funds (AHIF) and Community Development Block Grant (CDBG) funds to the following projects:

- Buckingham Village 3 Debt Service (\$1,400,000), Magnolia Commons/Arbor Heights (\$13,266,315), and Shell Site (\$6,000,000 - a portion of which is federal CDBG funds).

## **Home Ownership Initiatives and Programs**

### **MIPAP**

The CDBG, HOME and locally funded Moderate Income Purchase Assistance Program (MIPAP) offers down payment and closing cost assistance to low and moderate income first time homebuyers. The program was redesigned in 2009, and is now a shared appreciation loan program. The MIPAP loan amount is calculated as up to 25% of the purchase price, with a maximum purchase price indexed to HUD-HOME Income Limits (currently \$362,790). Outreach about the program is targeted to current Housing Voucher and Housing Grants clients and families on the waiting list for these programs. Home ownership education classes and VHDA certification are required for clients to ensure their ability to undertake and maintain homeownership. For FY 2012, the program did not receive any dedicated funding for clients on the Notification List for Affordable Properties, the County's lottery system for both MIPAP funding and Affordable Dwelling Unit homeownership opportunities. Therefore, only one household received a MIPAP loan this year.

In addition to this direct funding, Arlington County also markets mortgage products offered by the Virginia Housing and Development Authority (VHDA), including a mortgage program that provides down payment and closing cost assistance of up to 5% of the purchase price. Eight Arlington households benefitted from VHDA mortgages.

In March 2012, the County Board approved a MIPAP allocation of \$500,000 from County local funds for low and moderate income home purchasers who currently live in the Buckingham community. The funds are to be reserved for these households through June 2013. County homeownership staff is providing information on how to access these funds in both English and Spanish. In addition, staff provides the Credit and Credit Score workshops, individual credit and debt counseling, and mortgage lender and Realtor referrals. The County is partnering with Arlington Homeownership Made Easier (AHOME) and the community based organization BU-GATA on this initiative.

### **Live Near Your Work Program**

Arlington's Live Near Your Work (LNYW) provides school employees a forgivable loan for eligible full time employees that purchase a home in Arlington. The amount of the loan is calculated as 1% of the purchase price, up to a limit of \$5,400, and is forgiven over a three year timeframe. 19 school employees benefitted from the program in FY 2012. The County

had suspended LNYW in 2009 for County employees, but has reinstated the program as of July 2012.

### **VHDA Community Homeownership Revitalization Program**

The VHDA Community Homeownership Revitalization Program is a state-funded program, with funds to be used for home purchase for low and moderate income and minority households. This program replaces the VHDA SPARC Program, is awarded on a competitive basis, and provides a .5% interest rate reduction from the already below-market VHDA first trust interest rates. In the fourth quarter of FY 2012, Arlington was awarded \$2.4 million in funds for homebuyers who purchase in the 22203, 22204, and 22206 zip codes. It is anticipated that approximately eight households will benefit from these resources.

### **Partnership with Habitat for Humanity—Perry Hall Condominiums**

Habitat for Humanity has built the Perry Hall condominiums in the Nauck community. There are 15 three-bedroom condominiums, suitable for larger households. Seven of the homes will be allocated through the traditional Habitat model of “Sweat Equity” from their clients, while the remaining eight homes will be sold to the general public, with an emphasis on low and moderate income purchasers. County staff has worked closely with Habitat to assist them in marketing their units for sale, as well as drafting their application for VHDA Community Revitalization Program dedicated funding for three of their units. Their application is pending and funding should be available as of August 2012.

### **Additional Homeownership Activities**

On March 24, 2012, Arlington County hosted the second annual Northern Virginia Housing Opportunities Expo. The other jurisdictions that participated included Fairfax and Loudoun Counties; the Cities of Alexandria and Falls Church; the Town of Herndon, as well as the Virginia Housing Development Authority. There were 70 affordable housing vendors and more than 600 participants. Workshops included: Identifying low and moderate affordable housing opportunities within Northern Virginia; determining your financial readiness to rent or purchase a home; learning more about credit and how it impacts your housing choices; exploring the challenges of buying a foreclosed home; considering financial options when renovating an existing home; incorporating Universal Design in an existing residence; and knowing your tenant rights and responsibilities. Several of the workshops were done in other languages including, Spanish, Vietnamese, Korean, and Amharic. Outreach was targeted to minority communities in the respective jurisdictions. For both housing fairs, the Homeownership Program utilized clients who are currently in the Offender Aid and Restoration Program, to distribute flyers and assist with set up on the days of the events. In June 2012, the Expo received an award for the year’s “Best Government Housing Program” by the Washington DC Metropolitan Area Housing Association of Non-Profit Developers (HAND).

In the last two years, most residential mortgage lenders have adopted more stringent underwriting criteria. More specifically, potential homeowners must have higher credit and

credit scores and larger down payments to qualify for the best mortgage rates and terms. In order for clients to better understand how credit and credit scores impact purchasing a home, the Homeownership Program began offering Credit and Credit Score workshops for stakeholder groups interested in homeownership. During FY 2012, five credit workshops were offered and attended by 87 participants. This one hour workshop is an integral component of Arlington pre-homeownership education and financial literacy efforts. The workshop was presented to prospective homeowners, Arlington County employees, and DHS teenage clients who were aging out of foster care.

Arlington County has the lowest foreclosure rate in the DC Metropolitan Area. Still there are households in the community who have experienced either foreclosure or have difficulty staying current in their monthly mortgage payments, with these issues being more prevalent among low and moderate income minority households. The County has joined with several nonprofit partners to provide foreclosure prevention and intervention services to affected homeowners. County staff is leading an interdepartmental team to target direct outreach to communities and condominium complexes most impacted by the downturn in the housing market. Foreclosure Prevention information is posted on a dedicated webpage, so that interested parties will have all relevant resources and contact information in one easy to access site. In addition, the County has created a bilingual *Foreclosure Prevention Fact Sheet*. Both staff members of the Homeownership Program are certified foreclosure prevention specialists, as well as the staff of our nonprofit partners, Arlington Homeownership Made Easier (AHOME), and Legal Services of Northern Virginia. Arlington does not currently qualify for Federal foreclosure prevention funding via the Neighborhood Stabilization Program.

Our nonprofit partners have the following resources: (1) AHOME, in addition to their homeowner education and financial literacy courses, has VHDA certified foreclosure prevention counselors (English and Spanish); (2) Legal Services of Northern Virginia, through its Foreclosure Assistance Program, will offer services that address the legal needs of eligible households facing foreclosure, with emphasis on Hispanic households. For FY 2012, AHOME reported that they handled 82 foreclosure prevention cases, of which 61 have been closed, with a 95% “success rate.” Success is defined as clients receiving loan modifications, and those that sold their homes via short sale or deed in lieu of foreclosure.

Arlington County, along with other Virginia county and city housing departments, has joined with housing advocates, lenders, and other agencies to form the Virginia Affordable Homeownership Task Force. In order to find ways to serve more people in their region, the Task Force will work with the Cornerstone Partnership, to develop a peer network of homeownership programs that preserve long-term affordability. The group will identify best practices and develop ways to share resources, including development of a standardized set of underwriting requirements and regulatory documents to streamline access to private financing for Affordable Housing unit buyers. The participating jurisdictions will work closely with mortgage lenders, Fannie Mae, Freddie Mac, FHA and other industry stakeholders to develop

standard policies to protect the affordability of assisted homes while allowing lenders to simultaneously protect their investment. HUD is currently working on a mortgagee letter addressing these issues, and it is anticipated that its final ruling will be given in the first half of FY 2013.

## **Energy Efficiency and Water Conservation Projects**

Arlingtonians for a Clean Environment (ACE) implemented energy and water efficiency improvements in 100 units throughout Marbella, Courthouse Crossings and Hunter's Park, all affordable housing complexes. The program involved installation of showerheads, aerators, toilet tumblers and power strips and caulking windows, doors and sealing leaks. The work is done by volunteers who were trained in energy efficiency and weatherization practices. 34 volunteers were trained. The ultimate goal of the program is to educate homeowners, renters and property managers about energy efficiency and water conservation and also to track and reduce energy usage.

Arlington Partnership for Affordable Housing completed water conservation projects at its Marbella, Queens Court and Cameroon Commons properties. High flow toilets were replaced with low flow alternatives, aerators were replaced in kitchens and bathroom faucets and a more efficient central alternative water heater/ radiator heater unit was replaced. 128 units benefitted from this program.

## **Specific Housing Objectives**

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.

In December 2000, the Arlington County Board adopted nine Affordable Housing Goals, with associated Targets adopted in December 2003. In March 2011, the County Board voted to revise the County's Affordable Housing Goals and Targets, adding the prevention/ending of homelessness and sustainable development. The Goals and Targets establish a long-term vision, articulate ideal parameters for affordable housing, and provide a quantitative method to measure progress. Arlington creates an Annual Targets Report that updates the County Board and the community on its progress toward meeting the targets (available at [www.arlingtonva.us](http://www.arlingtonva.us)). The progress towards several key targets is summarized below:

- The County made significant strides in meeting the new targets for **preventing and ending homelessness**. The Point in Time Survey found that there was a 39% reduction in the unsheltered homeless individuals from 2010 to 2011, well on the way to reducing the number by half by 2015. (Target 1A) Additionally, the County Board

has adopted a resolution to make an offer to purchase land and a building which, among other County planned uses, includes space for the Comprehensive Homeless Services Center. (Target 1B)

- The number of households receiving **rental assistance** increased from 3,465 in FY 2010 to 3,574 in FY 2011. This increase is due to the growth in the Housing Grant Program and the addition of 50 Section 8 vouchers awarded under HUD's Family Unification Program. (Target 6A)
- Over half of the 293 rental CAF units (63%) added in FY 2011 were **family-sized**. Between FY 2001 and FY 2011, the County met its target to provide that half of the rental committed affordable housing units added are family-sized. (Target 7B)

### **Accomplishments**

Attachment 2 is a chart that details the FY 2012 CDBG, ESG, HOME, HOPWA, CSBG and AHIF Services activities and accomplishments. There are a number of other financial resources that were available this year to help address the identified affordable housing needs of the County. Below is a listing of these resources and funding levels, with detailed descriptions of each in the Five-Year Consolidated Plan.

### **Affordable Housing Investment Fund**

In FY 2012, the Affordable Housing Investment Fund (AHIF) received \$1,007,396 of the Federal HOME allocation, to be leveraged with \$4,492,604 of local general fund revenues and \$1,118,557 in incremental recordation tax revenues, to total more than \$6.6 million. An additional \$111,933 from the County's HOME allocation was used for program administration.

### **Housing Grants**

In FY 2012, 1,140 clients on average per month applied for rent assistance. This County-funded rental assistance program provides rent assistance to families, elderly persons and persons with disabilities. In addition, 148 households (on average per month) were provided rent assistance through the Project Based Rental Assistance program.

### **Homeownership Assistance**

The ADDI Program, funded by HOME, was discontinued by HUD in FY 2010. See "Housing Needs" section for information on homeownership activities.

### **Homeowner Grants**

The program was eliminated by the County Board in FY 2011 and resources have been directed to other housing programs to better reflect the need.

### **Real Estate Tax Relief**

In order to receive Real Estate Tax Relief, the homeowner must be either at least age 65, or totally and permanently disabled and meet all eligibility guidelines. In CY 2010 1,100 qualified households received Real Estate Tax Relief in the form of a full exemption, partial

exemption, or partial/full deferral from payment of their real estate taxes. The maximum income a qualified household can have was \$85,268, and the maximum asset level was \$340,000 for exemption and \$540,000 for deferral.

### **Live Near Your Work Program**

School employees who purchase a home in Arlington are eligible for a Live Near Your Work forgivable loan. The amount of the loan is calculated as 1% of the purchase price, up to a limit of \$5,400 and is forgiven over three years. The program was suspended in 2009 for County employees, but has been reinstated as of July 2012.

### **Sponsoring Partnerships and Revitalizing Community Partnerships (SPARC)**

This State VHDA program provided below market first trust mortgage funds to 11 qualified first time homebuyers in FY 2011. VHDA has now terminated this program.

### **Section 215 Goals**

While the Annual Targets Report reports on progress towards the County's comprehensive housing goals and targets, the CAPER reports on the Section 215 housing goals shown in the Housing Needs Table. For FY 2011, the Section 215 renter goal was 46 and the 215 owner goal was 70. These goals are based upon the CDBG and HOME-funded programs/units that meet the 215 definition. The actual accomplishment was 26 owner units and 70 HOME rental units.

The IDIS report PR03 provides detail on the beneficiaries of programs that meet the Section 215 definition. These homeowner programs include HIP, MIPAP, MIHOP and Rebuilding Together. Rental units counted are 70 HOME units added through acquisition of the Marbella Apartments by APAH.

### **Worst-Case and Persons with Disabilities Housing Needs**

The County's Five-Year Supportive Housing Plan (available at [www.arlingtonva.us](http://www.arlingtonva.us)) provides a proactive strategy to expand affordable, accessible, community-based supportive housing for persons with special needs. Included in supportive housing are permanent supportive housing, transitional housing, and residential services programs. Among the accomplishments in FY 2012 were:

- 160 priority consumers were placed in permanent supportive housing in FY 2012.
- 18 committed affordable units were added to the pipeline of supportive housing.
- Construction on the Arlington Assisted Living Residence known as Mary Marshall Assisted Living facility was completed and opened in Fall 2011. The facility is operated by Volunteers of America, and has capacity for 52 persons age 55 years and older in need of assisted living support due to serious mental illness, or intellectual and physical disabilities.

## **Public Housing Strategy**

Arlington County does not have public housing. In FY 2012 the Department of Human Services was allocated housing subsidies for low income households; 1,461 units were available for use through the Housing Choice Voucher Program, and 1,401 households were served.

The Section 8 moderate rehab contract has expired with no renewal.

## **Barriers to Affordable Housing**

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

The FY 2012 Action Plan outlined the following responses to help eliminate barriers to affordable housing:

- Continue to develop zoning incentives for affordable housing.
- Develop a policy governing replacement of market affordable housing in site plan projects.

Work on these two issues has primarily taken place through the Columbia Pike Land Use and Housing Study. While specific to Columbia Pike, a section of Arlington with a significant amount of market rate affordable housing, many of the tools being analyzed have implications throughout the County. Preserving affordable housing is a key goal of the Columbia Pike Neighborhoods Plan, but achieving this goal will be challenging. Without public intervention, Columbia Pike's future will likely involve rent increases to the point that the existing units are no longer affordable for many current residents. Demand for housing on Columbia Pike will continue to increase with regional job growth and growing interest in close-in locations that provide good quality of life, easy transit access and shorter commuting times, allowing higher and higher rents. The scope of the need and the complexity of closing the affordable housing financial gap will require myriad tools used and layered in varying combinations. As background for the implementation plan, County planners compiled an extensive inventory of existing and potential tools for consideration. As planning continues, these tools will continue to be evaluated in order to provide a workable strategy to achieve the community's goals. Several concepts seem critical:

- Arlington and its nonprofit partners must continue to make full use of existing federal, state, and county housing tools.
- Providing incentives to encourage existing property owners to maintain at least a portion of their units as market affordable units over the mid- and long-term will be critical. Columbia Pike benefits from the long-term ownership of major apartment complexes by a few families who have indicated their intention to retain ownership and continue to rent their properties as a long-term investment.
- Redevelopment should be incentivized on appropriate sites. Many of the plan's physical goals contemplate retrofitting the existing urban form, including diverse

housing forms, creating an enhanced pedestrian environment, providing new street connections, etc. To achieve these goals, zoning changes will be essential. Arlington's Form-Based Code could be used to guide new development according to the physical form goals; it can also play a role in retaining affordable housing by allowing for increased density in exchange for committed affordable housing and promoting mixed-income housing types.

## **HOME**

1. Assessment of Relationship of HOME Funds to Goals and Objectives
  - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
  - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report
  - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
4. Assessments
  - a. Detail results of on-site inspections of rental housing.
  - b. Describe the HOME jurisdiction's affirmative marketing actions.
  - c. Describe outreach to minority and women owned businesses.
5. Assessment of Relationship of HOME Funds to Goals and Objectives
  - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.

HOME funds are used with AHIF and other resources to reach Arlington's affordable housing goals. The HOME match report (Attachment 4) describes the use of resources for multi-family housing development during FY 2012, including the Views of Clarendon, Buchanan Gardens, the Jordan, and the Marbella. The Housing Needs section above describes in detail how the HOME funds were combined with local, state and federal resources, as well as private funding, to meet affordable housing goals. Attachment 5 reports on HOME MBE and WBE.

## **HOME TBRA**

Arlington County does not operate a HOME TBRA Program. See City of Falls Church CAPER for its HOME TBRA report.

## **HOME/ADDI**

Program discontinued in FY 2010.

During FY 2012, Arlington County staff completed compliance reviews addressing

occupancy and affirmative marketing at six HOME financed rental housing projects. A few findings and/or concerns were identified during the site reviews and were followed up and/or corrected as indicated. The Part 5 definitions are used to determine household income. The projects and their number of HOME units reviewed for compliance were:

Berkeley : 12 HOME units  
Culpeper Gardens III: 7 HOME units  
Columbia Grove: 21 HOME units  
Fisher House: 5 HOME units  
Fort Henry Gardens: 7 HOME units reviewed  
Fort Myer: 5 HOME units reviewed  
Virginia Gardens: 7 HOME units reviewed  
Garfield Gardens: 8 HOME units  
Marbella Apartments: 14 HOME units

Inspections were conducted in properties with 2,750 Committed Affordable Units during the past year for compliance. A total of 261 units were inspected for compliance with Section 8 Housing Quality Standards and for potential County code violations.

Arlington County includes an affirmative marketing requirement in all its affordable housing agreements. The Affirmative Marketing Plan, prepared by the affordable housing developer and approved by the County, must be designed to attract potentially eligible households who may not otherwise be likely to apply for the housing units. The Plan (Affirmative Marketing Plan) may include advertisements in major newspapers, minority newspapers, and apartment guides. The Plan shall include outreach to social service and disabled advocacy agencies and targeted marketing efforts to local police, fire and school and County employees. Notifications will include the rental price range, incomes (maximum and minimum), a notice that Housing Choice Vouchers and Housing Grants are accepted, and a note that there are accessible units available for persons with disabilities. The Affirmative Marketing Plan begins prior to lease-up and re-initiated upon a notice of vacation of any of the CAFs.

All County contracts stipulate MBE/WBE and Section 3 affirmative marketing efforts. The County encourages small, minority and women-owned businesses to participate in all aspects of procurement. This is facilitated through education and outreach in several ways including, one-on-one counseling, business workshops and networking events in Spanish and English. MBEs and WBEs are encouraged to promote their services through registration with the County's Purchasing Agent and market their services to other County agencies and service providers.

Business Development Assistance Group, a nonprofit partner, receives CDBG support to offer workshops to assist disadvantaged businesses to access state, county, and federal contracts. It assists these businesses to become SWaM (Small Women and Minority-owned) certified with the Commonwealth of Virginia; to become familiar with Arlington County and other local

purchasing resolutions; and to become familiar with the federal Small Disadvantaged Business Program.

## HOMELESS

### Homeless Needs

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

Arlington's Continuum of Care (CoC) is led by the Implementation Task Force that serves as the coordinated body for Arlington County's Ten Year Plan to End Homelessness. The CoC's programmed services include prevention assistance, outreach, assessment and engagement services, emergency shelters for singles and families, transitional housing, and permanent supportive housing.

The U.S. Department of Housing and Urban Development (HUD) provides funding via Supportive Housing Program (SHP) and Shelter Plus Care (S+C) grant programs. \$1,465,364 was awarded in FY 2012. These funds are utilized to operate an outreach program and a Safe Haven Program, as well as transitional housing and permanent supportive housing programs. The Community Development Block Grant (CDBG) funded programs support various local homeless service providers and help them meet the main objectives of the Ten Year Plan to End Homelessness.

In FY 2012, Arlington's COC operated eight programs funded by SHP, S+C, and accomplished the following:

- New Hope Housing, Inc. received a one-year renewal grant in the amount of \$245,541 to continue operation of Susan's Place, a Safe Haven program that provides congregate housing for chronically homeless individuals. During FY 2012, the program served 7 individuals.
- The Arlington Street People's Assistance Network (A-SPAN) received a one-year grant in the amount of \$166,058 to continue operating Opportunity Place. This program provides essential outreach and engagement services for persons living on the streets of Arlington County. Additional services include case management services that link persons to benefits, employment, mental health, and permanent housing. The program served 824 individuals in FY2012.
- DHS received a one-year grant of \$102,963 to operate a permanent supportive housing program (In-Roads) to house 6 chronically homeless individuals. The program utilizes a "housing first" approach that provides a subsidy and supportive services to maintain participants in their apartment. Arlington County has contracted

with A-SPAN to implement this program. During the FY 2012 fiscal year, the program served 8 individuals.

- A-SPAN received \$211,446 to operate Striving Home, a permanent housing program to house twelve 12 chronically homeless individuals. The program utilizes a “housing first” approach with the necessary supportive services to maintain participants in their apartment. In FY 2012, the program served 15 formerly chronically homeless persons.
- Arlington County received a one-year grant of \$222,324 to operate a transitional housing program that serves up to 14 homeless households at any given time. The program provides up to 24 months of housing supportive case management and a rental subsidy. Arlington County has contracted with Arlington Alexandria Coalition for the Homeless (AACH) to implement the program. The program served a total of 15 households, representing 43 individuals, during FY 2012.
- New Hope Housing was awarded \$166,505 to operate a permanent supportive housing program, Just Home. This program is in its second year of a two year grant. The program can serve up to three single individuals at any given time. In FY 2012, the program served 7 single households.
- A-SPAN was awarded \$90,248 to operate a permanent supportive housing program called Home Bound II. The program is in the first year of a two year grant and can serve up to three single chronically homeless individuals at a time. The program was at full capacity in FY 2012.

In Arlington’s 2011-2015 Five Year Consolidated Plan, the annual goal for preventing homelessness was to serve 2,236 households; however, this appears to be a low projection. In FY 2012 alone, 1,845 households were supported through a variety of programs, including financial assistance. It is anticipated that demand for these services will continue for the foreseeable future. Therefore, a more accurate goal is 1,800 households per year or 9,000 for the five year period.

### **Shelter Plus Care**

The Milestones Program provides households who have a serious mental illness (SMI) with housing. Each client receives a rental subsidy along with supportive services to address their daily needs, such as medication, money management, etc. The program primarily serves persons with a history of chronic homelessness. In FY 2012, the program received \$336,108 in HUD funds and served 24 households (individuals and families).

### **Emergency Shelter Grant (ESG)**

Arlington County received \$38,800 in Emergency Solutions Grant (ESG) funds from the State of Virginia Department of Housing and Community Development (DHCD) to provide financial assistance and services to help individuals and families at risk of becoming homeless, to maintain permanent housing. 19 households were provided with financial and case management services with these funds. The funding provided by DCHD had been used to assist with operation costs associated with managing the Emergency Winter Shelter

(EWS).

### **CDBG Funding**

- Community Residences received a two year grant to retrofit thirteen group homes serving low and moderate-income Arlington residents. Energy efficiency improvement, including energy saving appliances, promote program sustainability and allow savings to be redirected toward programming.
- Arlington Street People's Assistance Network received \$35,000 to hire a Volunteer Coordinator to manage and recruit volunteers for its programs. 67 new volunteers were recruited.
- AHOME received \$40, 500 for staff and administrative costs to provide counseling to families to prevent foreclosure or homelessness. 36 families received services.

### **AHIF Funding**

- A-SPAN, AACH, NVFS, and Doorways collaborated with Arlington County to provide rapid re-housing and case management services for individuals at risk of homelessness. They received \$75,000 and served 129 individuals.
- Doorways for Women and Families, in partnership with Arlington Partnership for Affordable Housing (APAH), received \$30,000 for a pilot program of Doorway's financial literacy FIT program. 14 households benefitted from this information through the month of December, after which the program was discontinued as a result of loss of matching funds.
- Friends of Guesthouse received \$20,000 for services to support female ex-offenders who were transitioning to independent living. 11 clients were served.

### **CSBG Funding**

- Community Residences, Inc. received \$30,000 to expand support services and the number of apartments to house youth with mental health diagnoses and who were aging out of foster care.
- Offender Aid and Restoration (OAR) received \$31,000 for a program coordinator to match clients with mentors in the community to develop job skills and complete court-ordered community service hours and to help them to transition back into society. The program served 23 individuals.

### **10-Year Plan to End Homelessness**

In April 2006, the County Board approved A Passageway Home, the County's Ten Year Plan to End Homelessness. The goal of Arlington's plan is that no individual or family should lack access to decent, affordable housing. The plan uses a multi-pronged approach, outlining strategies and action steps related to permanent affordable housing, transitional programs, supportive services, prevention, and access to employment and training opportunities. It is based on best practices with a comprehensive approach to addressing the various needs of homeless individuals and families.

The Leadership Roundtable (formerly Leadership Consortium) serves as the principal body to lead and govern the Ten Year Plan. To ensure broad community support, the Consortium is led by two Co-Chairs, a County Board member and a leader from the private sector. This Roundtable is an alliance of community leaders from private and public agencies, the faith community and others committed to ending homelessness. The Implementation Task Force (ITF) is the working body appointed by the Leadership Roundtable, co-chaired by representatives from the Housing Commission and the Community Services Board. The ITF represents all sectors of the community, including service providers, health care providers, faith community members, business leaders, and others advocating for and delivering services to those who are homeless or at risk of homelessness. During FY 2012, implementation of the Ten Year Plan has focused on the prevention of future homelessness, better integration of relevant services, the development of affordable housing, and identifying funding sources to address the complex issues of homelessness. Some of the major accomplishments are described below:

### **Housing**

- Secured 50 new HUD Family Unification Program Housing Vouchers and housed 31 families.
- Placed an additional 32 households in Permanent Supportive Housing (PSH) units, secured commitments from developers for 21 new PSH units, and expanded rental assistance capacity by 10 individuals.
- Completed planning for a new year-round shelter which will combine comprehensive homeless services with intensive housing focused case management.
- Completed action plan to house vulnerable individuals identified through the 100 HOMES campaign and initiated outreach to 23 street homeless individuals connected to County case management services.
- Received \$1.6 million dollars in HUD funding for homeless programs that provide supportive services, transitional housing, and permanent housing options.
- Construction of Mary Marshall Assisted Living Residence (MMALR) completed in September 2011 and fully occupied by Spring 2012.
- Housing Grants rental subsidy program assisted 1,140 households in FY2012.

### **Integrated Services**

- The 100 Homes Campaign for Arlington identified the most vulnerable persons residing on the streets of Arlington County.
- The Discharge Planning Workgroup researched local best practices related to discharge planning from residential treatment facilities. Policies and forms were gathered to serve as a template in leading efforts in Arlington County.
- The Employment and Training Workgroup focused on assessing existing resources from providers of employment and training services. A survey was created and distributed. Results are being evaluated to identify gaps in services and plans for development.

- A survey that will assess the full continuum of services available to families at risk or experiencing homelessness is near completion.

**Outreach & Education**

- Applied for and secured funding through Arlington New Directions Coalition to produce marketing materials for the Ten Year Plan; a tri-fold brochure and poster were developed.
- Members have developed a presentation on the Ten Year Plan for use by all ITF and community members.

**Data & Evaluation**

- The ITF developed improved comprehensive quality assurance practices to ensure timely, complete, and accurate data collection in CSSA, Arlington’s database for homeless services. This included clearly defined and standardized metrics.
- The ITF produced the State of Homeless-Annual Report of homeless persons served for FY 2012, which identified benchmarks and clear outcome measures.
- The CSSA system was upgraded from 4.0 to 5.0, and included training regarding quality assurance and data entry for all system users.

**New Super NOFA Resources**

Arlington was awarded one year of funding for Supportive Housing Programs (SHP) and Shelter Plus Care (S+C) funding in the amount of \$1,465,364 for Federal FY 2012. The funding awards included:

<b>Organization</b>	<b>Program Name</b>	<b>Program Type</b>	<b>Grant Amount</b>	<b>Number of clients</b>
New Hope Housing	Susan’s Place	Safe Haven	\$245,541	7 singles
A-SPAN	Opportunity Place	Supportive services only	\$166,058	824 singles
Arlington County/AACH	Adopt-A-Family	Transitional housing	\$222,324	15 households
A-SPAN	In-Roads	Transitional housing	\$102,963	7 individuals
New Hope Housing	Just Home	Permanent Supportive Housing	\$45,301	7 households
A-SPAN	Homebound II	Permanent Supportive housing	\$90,248	3 households
A-SPAN	Homebound	Permanent	\$45,375	4 households

		Supportive Housing		
A-SPAN	Striving Home	Permanent supportive Housing	\$211,446	15 singles
Arlington County-DHS	Milestones, I, II,III	Permanent Supportive Housing	\$336,108	14 households
Total Grant Funding			\$1, 465,364	

### Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Homeless Prevention activities are carried out by a variety of agencies in the County:

- 129 households were served through a collaborative local HPRP effort involving a partnership among Northern Virginia Family Services, Arlington –Alexandria Coalition for the Homeless, Doorways for Families and Children and A-SPAN, coordinated by Arlington’s Department of Human Services.
- 659 households were provided eviction prevention assistance by the Crisis Assistance Bureau using Carter Jenkins funds.
- An average of 55 households monthly average avoided eviction through the County’s Emergency Needs Fund. This assistance was delivered by both Arlingtonians Ministering to Emergency Needs (AMEN) and the Hispanic Committee of Virginia.
- An average of 51 households per month received grants through the General Relief Emergency Assistance Program. The funds can assist with rent, mortgage or utility emergencies to prevent eviction or foreclosure.

□

### Funding Priorities for FY 2012

Committee Priorities	By When	Measurable Outcome	FY 2012 Outcome
Ensure continued access to emergency shelter for single individuals and families.	FY 2011 and ongoing	Convert the existing emergency winter shelter into a new 50 bed year round shelter.  Continue to operate	County Manager granted authority to negotiate purchase of building which would house a new emergency shelter Maintained full occupancy through the season; served 408 unduplicated clients;

		<p>the 73 bed emergency winter shelter with 15 beds of overflow for singles until the new year round shelter is developed.</p> <p>Operate a 44 bed shelter for singles.</p> <p>Operate 71 beds of emergency shelter for families.</p> <p>Operate an 11 bed emergency shelter for victims of domestic violence.</p>	<p>overflow not required</p> <p>Maintained full occupancy over the year; served 127 unduplicated clients (RPC)</p> <p>Maintained full occupancy over the year; served 184 unduplicated clients</p>
Increase the number of affordable housing units to meet the needs of persons at or below 40% of AMI.	FY 2011 and ongoing	75 new units/per year over a five year period (375 units) to serve individuals and family households (55 0-1BR, 20 2-3 BR).	In FY2011, 13 units were targeted towards households at 40% of AMI
Increase the number of permanent supportive housing units (PSH).	FY 2011 and ongoing	20 units/per year over five years (100 units)	18 new CAF units secured for PSH program
Increase the supply of rental assistance by: 1) continuing to fund the Housing Grants program to meet the growing demand, 2) by broadening eligibility to include working singles staying in shelters 3) increasing the Maximum Allowable Rent (MAR) to 90% of the HUD FMR	FY 2011 and ongoing	<p>Increase FY 2010 budget by \$300,000</p> <p>Fund program to accommodate growth in FYs 2012, 2013, 2014, and 2015.</p> <p>-Revise rules to include working singles staying in shelters and add funds to base budget for this population (50 in 2011).</p> <p>-Revise MAR to 90% of FMR in FY 2011.</p>	<p>FY 2012 budget increased by \$1.2 million with an average 1, 140 clients served per month</p> <p>5 working single homeless individuals receive rental assistance funds in 2012; second year funding secured.</p>

Develop a small efficiency apartment program.	2012	Affordable Efficiency that contains at least 20 units is developed.	Services planning underway for 8 APAH- Arlington Mill Studio Wing to be occupied in FY2014. Other options for development of efficiency explored ongoing.
Continue to operate Homeless Prevention & Rapid Re-Housing Program (HPRP) with federal and state funds. Seek additional resources to continue HPRP upon expenditure of existing funding.	FY2012 and ongoing 10/1/2009-10/1/2011 for federal and state funds  2012 to 2015 with additional resources	Prevent at least 60% of homeless prevention cases from becoming homeless  Seek additional resources to continue HPRP.	605 of all households are prevented from becoming homeless.
Develop and implement an “Early Warning” that links households at risk of homelessness with appropriate organizations and services.	FY2010 & ongoing	Number of persons referred to DHS and other community service providers.  85% of those referred have an assessment conducted.  70% are able to maintain their housing at least 6 months without additional assistance from Arlington County.	Over 60% of the households served through HPRP (see status above) received homeless prevention services.
Develop a range of programs that addresses income and financial literacy needs for households that are homeless or at risk of homelessness.	FY2011 & ongoing	Implement financial literacy program on-site at one housing project in 2011. Expand to other locations.  Implement SOAR program to increase access to SSI/SSDI	HPRP case managers provided focused assistance in budget management. 10 Yr Plan continues to review effectiveness of various programs.  Planning for third Culinary Arts program

		benefits for individuals who are homeless and staying in shelters.  Expand successful Culinary Arts pilot program to train 15 homeless persons on an annual basis	underway.
Enhance medical care for homeless individuals and families.	FY 2012 and ongoing	- Develop a medical discharge planning system with Virginia Hospital Center.  -Create a medical respite bed program.	Enhanced collaboration with Virginia Hospital Center occurred through 100 HOMES initiative, resulting in improved services to homeless persons.

**Emergency Shelter Grants (ESG)**

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).
2. Assessment of Relationship of ESG Funds to Goals and Objectives
  - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
  - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.
3. Matching Resources
  - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.
4. State Method of Distribution
  - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.

The previous section described actions to address emergency shelter and transitional housing needs of homeless individuals and families.

The County’s ESG funds are received directly from Virginia Department of Housing and Community Development. These funds have recently been shifted from operating costs associated with the Emergency Winter Shelter to assist with prevention of households at risk of becoming homeless. This shift is a reflection of the changes made at the federal and state

levels that place an emphasis on ESG funding to be utilized for prevention of homelessness rather than emergency shelter.

This ESG activity is consistent with Arlington County's 10-Year Plan to End Homelessness, which emphasizes "closing the front door" or the prevention of homelessness when possible. By reducing the number of households that become homeless, efforts can focus on using valuable resources on housing those individuals and families that are currently homeless.

### **Discharge Coordination Policy**

As part of Arlington County's Ten Year Plan to End Homelessness, there are several action steps to coordinate effective discharge planning from the following institutions: (1) The Arlington County Jail, (2) the Arlington Hospital Center, and (3) state psychiatric hospitals. The overall goals include placement in emergency shelter and permanent housing programs when possible and linkage to mainstream benefits like SSI/SSDI via the SOAR program, Food Stamps and General Relief and other social service programs.

A Memorandum of Agreement (MOA) has been established with the Arlington County Sheriff's Department and other key stakeholders to coordinate discharge of persons from the County jail. The Ten Year Committee is planning to work with Virginia Hospital Staff to develop a new Memorandum of Agreement (MOA) to address homeless individuals identified by hospital staff. A MOA exists with Arlington County's Foster Care systems; however, the document needs to be updated. The Behavioral Healthcare Division currently has an official agreement with psychiatric hospitals that ensures that homeless persons with a history mental health concerns or dual diagnosis are not released to the streets of Arlington County.

## **COMMUNITY DEVELOPMENT**

### **Community Development**

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
  - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
  - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
  - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

Provision of decent and affordable housing opportunities for low income persons is one of Arlington's highest priority activities. Nearly 57% of the CDBG funds were allocated to housing development and housing services for low and moderate income persons. Nonprofit housing developers were active this year in acquisition and rehabilitation activities, as well as

new construction. Homeownership opportunities were provided to 30 families utilizing a combination of funds including CDBG, HOME, state and local funds, and 300 others completed homebuyer education. CDBG funds provided housing services to avoid displacement of families, to improve tenant/landlord communication, and to help others in transitional housing situations. CDBG funds also support a variety of activities and programs in Neighborhood Strategy Areas (NSAs) to ensure suitable living environments and create economic opportunities for low income persons. See Attachment 2, which describes actual accomplishments for the past year, as well as attached PR 03 and PR 26 reports.

The majority of CDBG funds, excluding activities eligible under Planning and Administration, were used to serve persons at or below 80% of AMI. CSBG funds are used exclusively for very low income persons and families.

2. Changes in Program Objectives
  - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.

As federal funding continues to decline, Arlington has reduced its dedicated neighborhood planning function; however, staff actively pursues other strategies for civic engagement. Arlington continues to focus on high standards in program performance and efficiency, and responsiveness and flexibility to respond to a variety of housing and community development needs.

As direct funding decreases, Arlington County continues to provide assistance to nonprofits to build capacity and long-term sustainability. Once partially assisted with CDBG funds, local funds now wholly support the County's Nonprofit Assistance Network by providing comprehensive assessments and technical assistance for six nonprofits each year; workshop series on nonprofit management and governance; and a resource center with materials and business librarian to assist nonprofits. In FY 2012, the following organizations completed the program: Arlingtonians for a Clean Environment (ACE), BRAVO, Crisislink, Culpepper Gardens, Encore, and the Residential Program Center of Volunteers of America.

3. Assessment of Efforts in Carrying Out Planned Actions
  - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
  - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.

Attachment 3 summarizes the various federal, state and local resources available and used by Arlington as indicated in the Consolidated Plan.

The County participates in the Implementation Task Force to oversee implementation of the Continuum of Care for the Homeless. It includes representation from the range of private agencies, County agencies, and the faith-based community that serve the homeless. The ITF undertook an extensive and inclusive process to develop the Shelter Plus Care (SPC) funding application.

Arlington County awards its CDBG, CSBG and AHIF Services funds through a competitive process, beginning with a Notice of Funding Availability and pre-proposal workshop. Proposal reviews are conducted by the staff and Community Development Citizens Advisory Committee and the Housing Commission ensure that funds awarded are consistent with the Consolidated Plan and are awarded in a fair and impartial manner. Recommendations are made to the County Board and the public is encouraged through open meetings and public hearings to participate at various stages of program development, implementation, and evaluation.

- c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.

Arlington County is proactive in supporting housing and community development efforts. For example, the County has proactively set local numerical targets for affordable housing, such as its goal of adding 400 new committed affordable units a year.

4. For Funds Not Used for National Objectives
  - a. Indicate how use of CDBG funds did not meet national objectives.
  - b. Indicate how CDBG did not comply with overall benefit certification.

There were no activities undertaken that did not address a national objective under the CDBG program.

5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
  - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.

Steps taken to minimize displacement included holding a community meeting for residents of Henderson Court to provide resource information and tools for locating suitable housing prior to the demolition of the building. Several meetings were also held at Buchanan Gardens and Howard Manor to inform residents.

- b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.

There were no properties subject to URA or Section 104(d).

- c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.

A relocation roundtable was held to provide relocation services, technical assistance, and training for participants to share best practices and challenges. Staff also met one on one to review and discuss the ongoing process. Additionally monthly statistical reports were received and reviewed regarding the prior monthly activities for the following properties; Buchanan Gardens, Colonial Village, Howard Manor, Magnolia Commons, the Rolfe Street

project and the scattered site project (Ashton Key Gardens, North Ashton and Taylor Square. The following projects involved tenant relocation and assistance and were not subject to the Uniform Relocation Act or Section 104(d):

### **Barcroft Apartments**

52 units were issued notices of vacate, and three meetings held to explain the renovation. Tenants were temporarily relocated to a furnished apartment within a few blocks and did not pay any rent during the renovation period. They returned to their original unit after renovations with no general rent increase. Barcroft Management paid the moving company to pack, store, and return the tenants belongings during renovations. This was a by-right project.

### **Buchanan Garden**

These are garden style apartments consisting of 111 units. Most tenants were relocated to Columbia Grove. Phase II will require permanent move outs and units will be converted to individual meters. Some tenants were permanently relocated because they were over income; and others wanted larger living space or did not want to do the paperwork. The final building is scheduled for completion mid-September 2012.

### **Buckingham Village 3, Phase 1**

Renovations have been completed on 92 units which make up Phase I for the Low Income Tax Credits. All tenants were permanently relocated. The project began March 1, 2010 and held its opening celebration June 6, 2012, and was renamed Buckingham Gardens.

### **Colonial Village**

Initial 120 vacate notices were issued February 2011. All existing residents in Phases I and II were transferred to units onsite or nearby during renovation. The first two phases were near completion at the end of FY 2012. 127 units were completed of the 137 occupied units. A final phase will be continued in accordance with the construction schedule.

### **Henderson Court**

This 44 unit, by-right property was sold and demolished. Arlington County hosted an informational meeting for residents to provide resource packets, referrals and guidance for obtaining new housing.

### **Howard Manor**

Notices to vacate have been issued to the majority of the tenants; one more phase remains, and completion is expected at the end of November 2012.

### **Magnolia Commons**

Residents of the second phase of renovation received their 120 day notice to vacate April 1, 2012 - July 30, 2012. Those who were ineligible due to being over income or over crowded

were provided resource information for local complexes. Eligible residents are awaiting their move to renovated units from Phase 1.

### **Rolfe Street Apartments**

Residents were assisted in finding permanent off-site housing. One on one interviews were conducted to assist in determining the needs. They were informed of rental housing options, as well as the homeownership program. As of August 2, 2011, the property was vacant.

### **Scattered Site (Ashton, Key Gardens, N. Ashton, Taylor Square)**

Residents were relocated to temporary sites, many of which were other AHC properties. Market rate residents (51%) moved off site permanently as assisted by resource/referral information to neighboring complexes in Arlington. Tenants are preparing to return to the renovated units (scheduled in August and September).

6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons.
  - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
  - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
  - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.

Assistance provided to small businesses is technical assistance. There are no job creation activities to report.

7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
  - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.

The Housing Services Outreach team conducts group meetings and workshops in affordable apartment complexes and other locations in NSAs workshops are held on a variety of topics include eviction prevention, improving credit and bedbugs. It is presumed that the majority of beneficiaries living in affordable rental units and attending the workshops are low and moderate income. Assistance in the form of informational workshops is provided in Buckingham CT 20; Columbia Heights West CT 22; Pike Village Center CT 26/BG1 and CT 27/BG 1 and 2. Residents in these areas are more than 51% low and moderate income according to the 2000 Census.

8. Program income received
  - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.

AHC HIP

\$ 239,460

MIPAP CDBG	\$280,053
MIPAP HOME	\$ 45,024
AHC Inc. Multi-Family	\$ 54,045
EDG Rental Subsidy	\$19,237
<b>TOTAL Program Income in revolving loan funds</b>	<b>\$637,819</b>

- b. Detail the amount repaid on each float-funded activity.

There were no float funded activities.

- c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.

CDBG Housing Development	\$63,702
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- d. Detail the amount of income received from the sale of property by parcel.

None.

9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
- The activity name and number as shown in IDIS;
  - The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
  - The amount returned to line-of-credit or program account; and
  - Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.

None.

10. Loans and other receivables
- List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.

There were no float-funded activities.

- b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.

AHC, Inc has 382 home improvement and home purchase loans outstanding. The principal balance owed is \$8,558,726.90.

The County has 15 multifamily or group home CDBG loans outstanding, total value is approximately \$7,448,000. Most of these loans are not amortizing.

- c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.

Of the outstanding loans above, 99 are deferred or forgivable loans; Principal balance owed: \$3,554,626.86.

Terms of deferral or forgiveness are related to length of residency or ability to pay.

- d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.

No loans were written off during this program year.

- e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

None.

- 11. Lump sum agreements
  - a. Provide the name of the financial institution.
  - b. Provide the date the funds were deposited.
  - c. Provide the date the use of funds commenced.
  - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

None.

- 12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
  - a. Identify the type of program and number of projects/units completed for each program.
  - b. Provide the total CDBG funds involved in the program.
  - c. Detail other public and private funds involved in the project.

#### Single Family Programs

Home Improvement Program: 1 unit (\$50,000 loan)

Barrier Removal: 0 units

Moderate Income Homeownership Program: 0 unit

#### Single Family Program Delivery

\$65,513 from FY2012 entitlement, and \$60,876 revolving loan funds

#### Rebuilding Together Home Repair Programs

13 units; 2 nonprofit group homes

\$80,000 CDBG entitlement

- 13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
  - a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Arlington does not have HUD-approved NRSAs, EZs or ECs. The County does have a local Neighborhood Strategy Area (NSA) program, in which certain activities are supported by CDBG. See the “Other Narratives” section for description of FY 2012 activities in the NSAs.

## Antipoverty Strategy

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

The latest American Community Survey (ACS) data (2005-2009) for Arlington shows that 7.2% of residents live below poverty. Poverty levels were highest among the economically active population, ages 18-64 and the elderly population 65 and over (66% and 12% respectively). More females than males have incomes below the poverty level. The Arlington County Department of Human Services (DHS) is the lead anti-poverty agency and the County’s overall strategy aims to help move families from welfare dependency to economic self-sufficiency. In instances where this may not be possible, the goal is to enable them to achieve the maximum level of independence possible. In FY 2012, Arlington County continued to administer the following programs to help low income individuals, families and households:

<b>Program</b>	<b>Number Served FY 2012</b>
Temporary Assistance to Needy Families	297 average per month
Medicaid	8,250 households mthly average
Food Stamps	4,330 per month
Housing Choice Voucher	1,401 households (93% leasing rate; 99% funds expended)
Section 8 Moderate Rehab	None (contract not renewed)
Housing Grant Program	1,140 households average per month
Refugee Cash Assistance	20 average per month
In-home services and adult day care	354 unduplicated households
VIEW Cases	134 enrolled new and on-going
SNAPET (Supplemental Nutrition Education and Training)	97 enrolled or received service
Financial Assistance to prevent eviction	55 households average per month
General Relief Emergency Assistance	44 clients on average per month
Housing Assistance through CAB	148 households on average per month
One Stop Career Center	1,188 visitors average per month

In addition to these programs, CSBG funded programs (described on pg. 24) serve very low income residents between 100 – 200% of poverty.

## NON-HOMELESS SPECIAL NEEDS

### Non-homeless Special Needs

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, including persons with HIV/AIDS and their families.

The following describes the progress towards actions proposed in the FY 2012 Action Plan:

**Encourage Small Scale Supportive Housing Projects:** The Mary Marshall Assisted Living Facility opened in Fall 2011. This project serves individuals over 55 with disabilities. Arlington County is partnering with Arlington Partnership for Affordable Housing to develop a studio wing in the new Arlington Mill project for 8 individuals with high leasing barriers and service needs. This project is expected to be completed in fall of 2013.

**Commit a portion of affordable rental units negotiated through the County's site plan process:** As of December 2011, the following units were completed and occupied :

The Views at Clarendon:	12
Buchanan Gardens:	12
Colonial Village:	7
The Jordan:	9
Total units:	40

The following units are under development

Howard Manor:	8
Arlington Mill:	13
Magnolia Commons:	6
Marbella Apartments:	4

- Arlington County has a goal of securing 20 permanent supportive housing units per year. In 2012, 18 units were secured. (Note: secured means when a project is approved and funded.)
- By the end of 2012, 160 priority consumers were placed in permanent supportive housing, including 44 new tenants who moved in during FY 2012.
- 41 additional units were designated for permanent supportive housing; some are vacant and available for occupancy and some will become available when a vacancy occurs in an existing property.
- 31 additional units are under development
- 90% of all individuals placed in permanent supportive housing remain housed.

In spite of these many successes, there continue to be gaps in the service delivery system:

- Need for additional staff: In 2009, Permanent Supportive Housing added a second staff person to assist with transitioning individuals into apartments and resolving situations that threaten tenancies. No new staff has been added since then. The program has started to use interns and will also look at staffing patterns to maximize effective delivery of services. However, given that the program has a goal of securing 20 new units per year, new staff will be needed. In particular, staff will be needed for the Arlington Mill studio wing.
- Expansion of pool of landlords who will accept individuals with housing barriers such as poor credit and criminal history: As we move forward with Permanent Supportive Housing, we continue to identify individuals who need housing but cannot obtain it because of their credit and criminal history.
- Continued funding for the Permanent Supportive Housing Emergency Needs Fund: Established in November 2008, this fund assisted 37 individuals in FY 2012 with one time costs associated with moving into and maintaining an apartment. Examples of assistance provided included application fees, utility assistance, security deposits, mattresses and bed covers that protect against bedbugs.

### Specific HOPWA Objectives

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives  
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
  - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
  - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
  - c. That community partnerships between State and local governments and community-based nonprofits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
  - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
  - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
  - f. Those community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
  
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
  - a. Grantee Narrative
    - (a) Grantee and Community Overview:
      - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services

- (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
  - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
  - (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
  - (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
  - (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
- (b) Project Accomplishment Overview:
- (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
  - (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
  - (3) A brief description of any unique supportive service or other service delivery models or efforts
  - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
- iii. Barriers or Trends Overview
- (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
  - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
  - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
- b. Accomplishment Data:
- i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
  - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).
- CAPER Specific HOPWA Objectives response:

In FY 2012, the administering agency for HOPWA was the Northern Virginia Regional Commission for the DC Metropolitan area. The administering agency submits the application for annual funds and reports on accomplishments separately. Allocations to participating jurisdictions in the catchment area are made on a first-come first-served basis and numbers served fluctuate on a yearly basis. DHS reports that six families were assisted for a total of \$69,618.

## OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other

section.

The following summary describes activities and accomplishments that occurred in the county's designated Neighborhood Strategy Areas:

### **Buckingham**

The annual Buckingham festival (partially funded by small grants) continues to grow in scope and size as it attracts a large number of visitors and participants and provides a venue to showcase the various cultures of the residents and also provide information about available services to the community. Resident and community services at the newly renovated Buckingham Community Center are in full operation. Programming includes all age groups as well as an adult financial literacy program. The Buckingham Youth Brigade (BYB) continued to nurture and encourage Buckingham youth in civic engagement activities. This CD funded youth program is targeted towards building future leaders within a predominantly immigrant community; 21 students participated this year, with a 'pilot' program for middle school students. Program activities produced a heightened awareness of community issues. BYB students gave presentations to the Arlington County Housing Commission, the County Board, and discussed issues on Telemundo TV. They also hosted County Board members and Parks and Recreation Staff at BYB meetings to discuss important issues pertaining to the Lubber Run Community Center.

### **Nauck**

Nauck neighborhood priorities continue to include revitalization of the neighborhood's commercial corridor to improve viability and appearance of the established community. The Town Square project is moving forward with the County acquiring the second of three land parcels needed to create the Square. Negotiations are currently underway with the ownership of the third and final parcel which has been postponed to CY 2013. The "Lucky 7" building will be demolished before the end of 2012. The entire site will exist as a green space and used for passive recreational purposes for the next three to five years. The community continues to program the space for a variety of social and cultural events such as yard sales, neighborhood festival, and the annual Nauck Community Pride Day. Additional interim features will be added to the space to expand its use for community activities and to commemorate the neighborhood's rich heritage. Arlington Economic Development has begun the second phase of the Nauck oral history project to engage the community in a process to collect and identify photos, people, events and activities that depict the neighborhood's history. This information will be added to the growing collection of photos, narratives and related information that will be utilized in the final Nauck Town Square design and in the establishment of a community archives. County staff has begun to work with the Neighborhood Revitalization Organization (NRO) and the Nauck Civic Association to design the "interim use" green space on the site of the Nauck Town Square. This community driven process will be completed by early CY 2012, with construction being completed by Summer 2013. The formal design process for the Nauck Town Square project is expected to begin during CY 2014 and be completed the following year.

The Shirlington Crescent-Four Mile Run Study (Phase II of the Nauck Village Center Action Plan) was tentatively scheduled to begin in early 2012, but has been postponed until early 2013. This study will focus on the area that is adjacent and immediately south of the Nauck Village Center (NVC). The future of this study area will have a significant impact on the NVC due to its proximity to major commercial nodes such as Shirlington Village and the proximity to Interstate 395.

The Nauck Business Incubator opened in Fall 2011. This facility houses shared conference space, a receptionist, and office space for up to 10 small businesses. The Bonder and Amanda Johnson Community Development Corporation (BAJCDC) manages the incubator and collaborates with nonprofit partners Business Development Assistance Group (BDAG), the Enterprise Development Group (EDG), and County staff to leverage additional technical assistance and financing opportunities. There is one client in the incubator. Conversations are underway to establish a partnership with the Arlington Public Schools Entrepreneurs Program for students to share incubator space. Two new small businesses have located in the Nauck Village Center, a nail salon and a take-out pizza parlor, and two additional businesses are scheduled to open later in 2012.

The neighborhood continues to grow and become more diverse. Shirlington Crest townhomes, a new 170 unit market rate development that replaced the Dunbar Housing cooperative, has been completed; its residents are active in the Nauck Civic Association and lend their support to neighborhood activities. The County, in partnership with the Nauck Revitalization Organization (NRO), continues to engage neighborhood property owners interested in redeveloping their property and local nonprofit and for profit developers in the exploration of development opportunities within the redevelopment district.

### **Columbia Heights West**

In Columbia Heights West, plans were approved for Arlington Mill's new community center, and construction is well under way. Completion is anticipated by next summer. In addition, construction of APAH's affordable housing apartment complex with 122 units adjacent to Arlington Mill Community Center site is scheduled to begin early September 2012. The County is in a joint agreement for construction of underground parking to serve the residences and the community center. Ninety-nine percent of the family-sized units will be affordable to residents earning incomes at 60% or below of median income.

Activities in FY 2012 in Columbia Heights West neighborhood included the annual neighborhood clean-up, tenant landlord workshops and ongoing inspections. Three tenant/landlord workshops were conducted at neighborhood apartment complexes; 30 residents attended. Over 300 single family residential inspections took place and, although 47 violations were identified, only 13 resulted in violation notices. Ongoing annual systematic code inspections have resulted in significant improvement in the overall appearance of the neighborhood.

### **Pike Village Center**

Activities in Pike Village Center neighborhood were focused on tenant education/counseling and property inspections and also a limited area neighborhood clean-up. Regular inspections indicate that conditions in the neighborhood are generally good. Services, activities and ongoing projects include implementation of projects in conformance with the Columbia Pike Revitalization Plan.

Several services and programs were of benefit to residents in all Neighborhood Strategy Area (NSAs) neighborhoods:

### **Neighborhood College**

23 graduates representing several Arlington neighborhoods completed the Arlington Neighborhood College Program in May 2012. During eight consecutive weekly sessions, participants learned and practiced key communication, conflict management and consensus-building skills. They studied and presented reports on different aspects of Arlington County, and learned from senior county officials about core government operations, including the roles of the County Manager and County Board, Police Department, Parks and Recreation, Arlington's Volunteer Office, Code Enforcement, Affordable Housing and Revenue Collection. The program provided participants with theory and practices for community building activities in order to better serve their neighborhoods, with a particular focus on reaching out to residents of NSAs. Presenters provided information on civic participation and how to influence local government decision making processes. The program seeks to increase residents' knowledge of government services and also to increase their participation in civic affairs in order to facilitate neighborhood improvement. The curriculum is continually being revised to reflect current neighborhood issues. The County will continue to seek opportunities to expand Neighborhood College to meet the needs of Arlington's diverse neighborhoods.

### **Housing Outreach and Property Inspections**

CDBG-funded code enforcement staff undertook systematic inspection of 1,105 properties, including inspections of 284 Committed Affordable Units (CAFs) and initiation of necessary code enforcement activities in all four Neighborhood Strategy Areas. Most violations identified and corrected were considered minor. In addition 391 tenants attended 21 tenant education workshops, 69 households received counseling and technical assistance, and 96 were referred to appropriate County agencies and nonprofit providers. Counseling and workshops inform the residents about housing issues and provide referral sources for solutions to a variety of problems. Energy conservation education tips for NSA residents have been included in the tenant information workshops as part of the County's efforts to promote energy conservation. Other outreach efforts are underway to identify properties in need of weatherization.

### **Neighborhood Events and Fairs**

- The Fifth Annual Home Show and Expo undertaken with the Columbia Pike

Revitalization Organization, a nonprofit partner, attracted 68 exhibitors including “green” exhibitors; 10 home repair and maintenance workshops were conducted and approximately 1,000 people attended the Expo.

- The addition to the Annual Housing Fair Arlington hosted the second annual Regional Housing Expo in collaboration with neighboring jurisdictions. The event was attended by over 600 visitors.
- A Home Maintenance workshop attended by 100 participants provided demonstrations and education on how to conduct minor home repairs such as electrical and plumbing repairs.

County staff provided support to civic association events, such as festivals and clean-up activities in Nauck, Columbia Heights West, Pike Village Center and Arlington View neighborhoods. These events are intended to inform residents of available County services and provide information on resources available to improve physical conditions and general living conditions in the NSAs.