

## TABLE OF CONTENTS

INTRODUCTION	1
I. ANALYSIS OF CONSOLIDATED PLAN ACTIVITIES	3
PRIORITY I: HOUSING NEEDS	6
A. Stabilizing neighborhoods and increasing homeownership	6
B. Affordable Housing: Down payment and closing cost assistance	13
C. Housing Counseling	13
D. Homeless Individuals and Families	16
PRIORITY II: NON-HOUSING COMMUNITY DEVELOPMENT NEEDS	
A. Public Human Services: Initiatives that resolve and prevent child abuse and domestic violence	16
B. Public Human Services: Youth Services	16
C. Public Human Services: Senior Services	17
D. Infrastructure Projects: Sustainable Communities	18
E. Affirmatively Furthering Fair Housing	22
F. Continuum of Care	23
G. Underserved Needs	24
1. Foster and Maintain Affordable Housing	24
2. Maintain and Eliminate Barriers to Affordable Housing	24
3. Enhance Coordination and Overcome Gaps in Institutional Structures	24
4. Improve Public Housing and Resident Initiatives	25
5. Lead Base Paint Hazards	26
6. Compliance with Program and Consolidated Planning Requirements	26
LEVERAGING RESOURCES	27
SELF EVALUATION	27
II. COMMUNITY DEVELOPMENT BLOCK GRANT NARRATIVE	28
III. – V. HOME, HOPWA, AND ESG PROGRAM NARRATIVES	30
VI. FINANCIAL SUMMARY REPORTS	30

## **Introduction**

The following Consolidated Annual Performance and Evaluation Report (CAPER) documents the accomplishments of the City of Hopewell in carrying out the Community Development Block Grant (CDBG) Program for program year (PY) 2009-2010. This report contains performance information for the fifth year of the 2005-2010 Consolidated Plan for Housing and Community Development. The CDBG Program represents critical resources that facilitate local efforts to address community development, affordable housing, and homeless assistance needs in the City of Hopewell.

During the reporting period from July 1, 2009 to June 30, 2010, notable accomplishments included:

### **Community Development/Neighborhood Revitalization**

- ❖ Funded an activity to improve inadequate infrastructure within the HUD designated low-and-moderate income area.
- ❖ Funded an activity to provide emergency home repair to low and moderate income households.

### **Public Services**

- ❖ Funded activities that provided child care as well as educational and cultural resources to low-and-moderate income children.
- ❖ Funded activity that provides screening, pre-natal care and referral for low-and-moderate income families, mostly single-parent mothers, who are said to be “at risk” for child abuse.
- ❖ Funded activities that provided emergency rental assistance and utility payments for families that were facing homelessness.

### **Homelessness Assistance**

- ❖ Funded and promoted homelessness prevention activities.

- ❖ Funded and supported the continuation of the provision of safe and sanitary emergency shelter that meet basic needs and provides necessary supportive services for homeless women and children.
- ❖ Funded and supported the coordination of services and programs for persons in danger of becoming homeless.

#### Administration

- ❖ Grant administrator's salary, office supplies, training, and other administrative functions.

In documenting the accomplishments of the CDBG Program, this CAPER contains the following components:

Parts I –V contain narrative statements and a review of the City's actions taken to meet housing and community development needs identified in its Five-year Consolidated Housing and Community Development Strategic Plan and Annual Action Plan.

Part VI provides computerized reports created by the Integrated Disbursement and Information System (IDIS) developed by the U.S. Department of Housing and Urban Development.

Questions regarding information contained in this document may be directed to:

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Hopewell, Virginia 23860  
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## **I. Analysis of Consolidated Plan Activities**

### **A. ASSESSMENT OF FIVE-YEAR GOALS AND OBJECTIVES**

The 2010-2011 Action Plan the City of Hopewell addresses priorities established in the 2005-2010 Consolidated Plan. The priorities of the Consolidated Plan are listed below.

#### **HOUSING NEEDS**

##### **1. Stabilize Neighborhoods/Increase Homeownership Opportunities**

**The City seeks to stabilize neighborhoods through the improvement of the condition of owner occupied and renter occupied units and support low-to-moderate homeowners with the following:**

- Priority I<sup>1</sup>: Assist low income owner occupied households with emergency repairs and minor rehabilitation /adaptation.
- Priority II: Support rehabilitation and maintenance of owner-occupied units.
- Priority III: Support programs that bring dwelling units to code standards.
- Priority IV: Rehabilitation of rental housing
- Priority V: Home purchase activities
- Priority VI: Create in fill housing through partnerships with CHDO's and/or State Development agencies.
- Priority VII: Support programs that acquire, build or rehabilitate owner occupied units for purchase for low-income families and single parent households.
- Priority VIII: Support services for persons with disabilities.
- Priority IX: Support programs that provide rehabilitation for renter occupied units.
- Priority X: Increase private sector involvement and investment.

##### **2. The City Homeless Individuals and Families:**

**The City seeks to support homeless persons and those at risk of homelessness through the following activities:**

- Provide assistance to emergency shelters for operational costs and supportive services to clients.
- Support the formation of a permanent regional supportive housing building.
- Support the formation of a homeless shelter within City limits.
- Increase number of transitional bed units.

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<sup>1</sup> Priority I-V are considered high priority projects and will be considered before Priorities VI-X.

- Increase and diversify the amount of supportive services offered in emergency shelter and transitional housing to meet the needs of various homeless sub-groups.
- Provide emergency financial assistance to low income households threatened by homelessness. Improve the Continuum of Care system to transition the homeless to self-sufficiency.

## **NON-HOUSING COMMUNITY DEVELOPMENT NEEDS**

### **1. Public/Human Services:**

**The City seeks to support the following types of Public/Human Services:**

- Priority I<sup>2</sup>: Employment Services
- Priority II: Health Services
- Priority III: Crime Prevention
- Priority IV: Recreational Programs
- Priority V: Substance Abuse Services (counseling and treatment)
- Priority VI: Senior Services
- Priority VII: Services for the Disabled
- Priority VIII: Initiatives that resolve and prevent child abuse and domestic violence services
- Priority IX: Family Services

### **2. Public Facilities:**

**The City seeks to support the following types of Public Facilities:**

- Priority I: Street Improvements
- Priority II: Parks (playgrounds/walking parks) and in low-to-moderate neighborhoods.
- Priority III: Sewer Lines/Water Lines
- Priority IV: Facilities for persons with special needs
- Priority V: Recreational Facilities
- Priority VI: Storm water lines/drainage

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<sup>2</sup> Priority I-V are considered high priority projects and will be considered before Priorities VI-IX.

**3. Economic Development:**

**The City seeks to support economic development with the following activities:**

- Business retention and expansion
- Support Enterprise Zone Activities
- Support revitalization of HUD designated low-to-moderate income portion of the City's downtown through rehabilitation, streetscape improvements, facade
- Micro-enterprise/Develop diverse economic opportunities

**4. Administration and Planning:**

**The City seeks to support the following types of Administration and Planning projects:**

- Accessing City planning issues
- Neighborhood planning and preservation
- Planning resources allocation
- The coordination of services among City agencies
- Administration of Program
- Fair Housing Initiatives/Training

## **Priority I: Housing Needs**

The narrative will begin with a discussion of the City's efforts to meet housing needs identified in the Consolidated Plan.

### **A. Stabilizing neighborhoods and increasing homeownership**

#### Homeownership & Budget Counseling

Stabilizing neighborhoods and increasing homeownership opportunities is one of the top priorities of the City. For the past two years the City has partnered with ElderHomes Incorporated to provide emergency home repair to low and moderate owner occupied families. This year the City partnered with Virginia Supportive Housing to implement their Financial Foundations program. Virginia Supportive Housing provided one-five week session of Financial Literacy Education at the Hopewell Library, 1-on-1 credit and debit management counseling (unlimited monthly sessions), 1 first time homebuyer education workshop and Two Virginia Individual Development Account (VIDA) nights at the Hopewell Library to include the analysis of credit reports and to assist individuals with completion the VIDA application on site.

The purpose of the program is to provide comprehensive education and counseling services that prepare low to moderate income individuals and families with children for homeownership through the Virginia Individual Development Account (VIDA) matched savings program. The program allows participants the opportunity to save towards purchasing their first home. Participants receive a dollar match for every dollar they save up to \$25 a month. This money is put into a savings account held at either Wachovia or BB&T Bank. Ten individuals participated. One participant enrolled in VIDA for Business Savings and another has an application pending for Homeownership Savings.

One-on-One Individual Debt and Credit Counseling classes were provided to Hopewell citizens to include rental, and credit counseling.

Virginia Supportive Housing has developed numerous partnerships with organizations in the City to educate citizens about the resources offered through their organization. These partnerships include: CARES Women's Shelter, The James House, The Men's Salvation Army, The Goodwill Employment Center, Crater Center Area of Aging, Carter G. Woodson Middle School Parent Teacher Association in Hopewell and the Appomattox Regional Library.

**Virginia Supportive Housing Demographics Table 09-10**

Type of Class	Total # of Participants	Race of Participants					Female Headed Households	Household Income		
		African Americans	Caucasian	Hispanic	Asian	Indian		EL	VL	L
Credit Counseling	8	8					8	3	5	
Housing Counseling	7	6		1			5	4	2	1
VIDA	10	10					5	5	4	1

Table 1 (EL-Extremely Low, VL-Very Low, L-Low)

Historic Preservation

The 2008 Action Plan approved \$50,000 of unprogrammed funds to restore owner occupied homes located in the City Point Historic District. The owners of these homes are characterized as very low to extremely low homeowners. Utilizing the State of Virginia’s procurement database, the bid for this project was advertised twice (April and July 2009) to over 5,000 vendors with no success. The City decided to solicit local known historic contractors and has successfully secured a general contractor. The Old House Authority was chosen as the contractor to complete work on the homes. Five households applied for assistance and each home is owned by a family that is considered low to moderate income or below according to HUD income standards.

The following addresses were assisted: 1003 Maplewood Avenue, 1010 Maplewood Avenue, 1005 Bank Street, 1021 Bank Street, and 1006 Pecan Avenue all located in the City Point Historic District.

Lead base paint testing was performed on all homes by a licensed lead based paint assessor. Lead based paint was found in three of the five homes (1005 and 1021 Bank and 1006 Pecan Avenue. Lead based paint levels at 1005 and 1021 were at a level where hazards could be safely deposited at a licensed lead base paint removal site. Lead base paint levels at 1006 Pecan Avenue are higher and require full abatement. All rehabilitation work was approved by the State Department of Historic Resources.

## 1003 MAPLEWOOD AVENUE

This home was built in 1898. It is made of wooden clapboard. The following work was completed with funding through the grant:

1. Re-caulk all joints at corner boards, windows and doors that have opened up/ Repaint new caulking to match.;
2. Install aluminum half-round gutters and down spouts on main house and rear addition, painted to match trim color on house.;
3. Replace approximately 110 feet of existing fence with new pressure treated fence; pickets are 1" x 1- 3/8"x42" mounted on two rails supported by 4"x4" posts

### Before Pictures of 1003 Maplewood Avenue



Deteriorated fence from the west home



Deteriorated fence from the east of home

### After Pictures of 1003 Maplewood Avenue



New fence from front of home



New fence from the west of home



Guttering system along porch and soffits



Guttering system along side of home

### **1005 BANK STREET**

This row house was built in 1916. The applicant requested repair to their deteriorated porch floor and concrete steps. Restoration/repairs were also made to the windows which were original to the home. This home received several code violations due to a large hole in the porch floor/rotten wooden boards, chipped paint and the tattered screen. These violations have been alleviated.

The following work was completed with funding through the grant:

1. Remove existing screen and associated framing;
2. Repair/Replace as necessary the porch framing;
3. Replace the flooring with new 5/7 fir flooring ( common building material at the time of construction);
4. Build new solid handrail system (wooden wall) using existing samples as a pattern;
5. Fill in area below porch with framed vertical lattice panels
6. New concrete steps and landing (three upper steps only)
7. Wooden windows (restoration/repair): restore three front windows, remove sash to shop, scrape, paint, remove old glaze, sand and smooth, prime, re-glaze paint,
8. Scrape, prime and paint jambs
9. Make new parting beads as needed
10. Re-rope sash into jamb
11. First floor window inside the home, remove and repair rotted bottom rail of bottom sash

Before Pictures of 1005 Bank Street

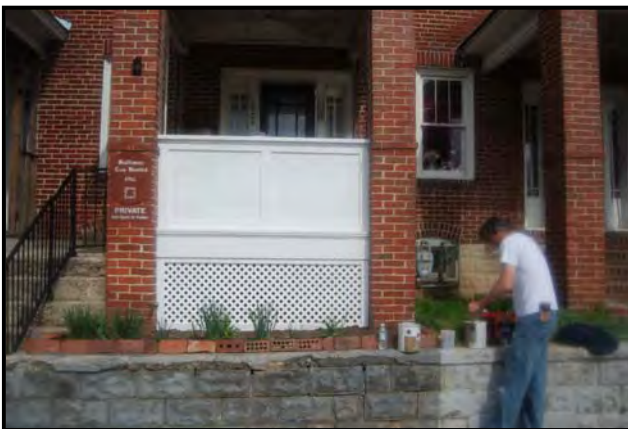


Deteriorated Porch (center home)



Deteriorated Porch flooring/cement steps

After Pictures of 1005 Bank Street



New porch railing system



New porch flooring



Finished porch

## 1021 BANK STREET

This row house was built in 1916. The steps were totally detached from the porch. The applicant requested total repair of the porch and repair to deteriorated windows. This home received several code violations also. These violations have been alleviated.

The following work was completed with funding through the grant:

1. Remove existing screen and associated framing
2. Repair/Replace as necessary the porch framing
3. Replace the flooring with new
4. Build new solid handrail system
5. Fill in area below porch with framed vertical lattice panels
6. Remove as much paint as possible from the front of the brick piers, and/ or paint over with a paint that matches the brick if paint doesn't completely come off
7. Clean paint from glass on front door side lite
8. Wooden windows: restore three front windows, remove sash to shop, scrape, paint, remove old glaze, sand and smooth, prime , reglaze paint,
9. Scrape, prime and paint jambs
10. Make new parting beads as needed
11. Re-rope sash into jamb

Before Pictures of 1021 Bank Street



Steps separated from porch and home



Deteriorated steps

After Pictures of 1021 Bank Street



Finished porch



New steps that are in-line with porch floor

### 1100 MAPLEWOOD AVENUE

This home is located within the City Point Historic District but is not a contributing structure. However, the home does contribute to the overall historic character of the district. Built in the 1980's this rancher sits in the center of the historic district at the intersection of Maplewood Avenue and Prince Henry Street. The applicant requested several repairs/restoration to the home, but it was concluded that the repair that would impact the overall appearance of the site would be the reconstruction of the rear deck.

Before Picture of 1100 Maplewood



Deteriorated Rear Deck on Corner Lot

After Picture of 1100 Maplewood



New Rear Deck

## **1006 PECAN AVENUE**

This home was built in 1914. It is located on one of the most prominent streets in the City Point Historic District. The applicant requested several repair projects to the exterior of the home, but the most urgent was repair/replacement of original exterior wooden boards and the painting of such boards. A lead based paint test examination was conducted on the exterior of the home which found that all boards have lead based paint as well as the top soil surrounding the house. The abatement work has not yet been conducted. This is the next step in the process.

### **B. Affordable Housing : Down payment and Closing Cost Assistance**

Ten thousand dollars (\$10,000) for down payment/closing cost assistance was approved in the 2009-2010 Action Plan. Information about CDBG funding opportunities were sent to real estate agencies within the City and City employees.

Two families received down payment and closing cost assistance. These families purchased homes within the City of Hopewell. The household income of the participants was considered very low and low to moderate income. One of the families was a female headed household. Both families were Caucasian.

### **C. Housing Counseling**

The City of Hopewell partnered with Virginia Supportive Housing this year to offer homeownership education classes within the City. Seven participants attended the first homeownership class. Of the seven served, one participant closed on their home and another has a pending contract on their first home. As shown in Table 1, six of the participants were African American and one was Hispanic. All classes were advertised in the local news paper, announced at City Council meetings, and flyers were posted in public spaces such as the Library and the Community Center.

### **D. Homeless Individuals and Families**

In an effort to reduce the frequency and duration of homelessness, CDBG funds were provided during the program year to C.A.R.E.S (Crisis Assistance Response Emergency Shelter), The Salvation Army (Rent and Utility Payment Program), and The James House (Shelter from the Storm Program).

C.A.R.E.S.

C.A.R.E.S is a women and children’s shelter to include boys under the age of thirteen. The shelter provided 199 bed nights of shelter for eight (8) women and eleven (11) children. In addition sixteen adults (16) caring for sixteen (16) children were turned away. At their retreat, the Board of Directors discussed the issue of turn aways and the drop in permanent housing. The Board focused on barriers which could be reduced or removed, specifically the lack of identification cards and medication.

The Staff was directed to apply for a Cameron Foundation Basic Human Needs Emergency Grant. If awarded, it will allow CARES to create an Emergency Assistance Program to help clients in obtaining DMV identification cars and birth certificates and pay the cost of refilling prescriptions. In addition, the program would provide some funds to help clients cover the cost of utility and rent deposits. The goal of this program is to help more families enter the shelter and achieve permanent housing. The following demographics were submitted for the C.A.R.E.S this year.

**C.A.R.E.S Demographics for PY 09-10**

Number of Households	Number of Participants		Race of Participants		Household Income	
			Black	White	Extremely Low	None
8	19		18	1	1	7
	Adults	8				
	Children	11				

Table 2

The Salvation Army

The Salvation Army was awarded funding to provide emergency grant payments for residents in jeopardy of becoming homeless or having essential utility services disconnected. This program year the Salvation Army serviced thirteen families (13) to include thirty six (36) people, twenty (20) adults and sixteen (16) children. Twenty six (26) recipients were African American, nine (9) Caucasian, and one Hispanic. Of the thirteen requests twelve were for rental assistance and one for assistance with an electrical payment. Staff believes the large percentage of requests for rental assistance speaks to the issue of job loss and not affordability. This is consistent with the findings of the recent Fair Housing Impediments Study completed in April 2010 that contends that there is not a housing affordability issue within the City.

It has become apparent that more funding is needed for emergency utility and rental payments along with funding for homeless individuals. The Salvation Army has witnessed the number of funding request double since last year. These new clients, once donating to the Salvation Army, are now in need of the service themselves. According to the local office assistant, new clients are the working poor and persons who were recently laid off from their jobs.

The James House is a non-profit organization that provides free services and counseling to victims of domestic violence. The James House is located in the City of Hopewell and services City residents as well as residents from surrounding localities. The James House provided emergency utility and/or rent assistance to households that are victims of domestic violence. Through the James House, victims received counseling and emergency funding to move from abusive situations. The James House serviced five households consisting of twenty-one (21) people. Each household was headed by a female and there were a total of sixteen (16) children among these homes. Eight (8) persons were Caucasian and thirteen (13) African American. All households had incomes that are considered extremely low. Three of the five heads of households enrolled in financial management courses. Two of the five families are participating in counseling and case management.

CARES and the Salvation Army effectively serve Hopewell's homeless needs. The City of Hopewell continues to support the efforts of these organizations to coordinate critical services to the City's homeless population including: meeting underserved needs, fostering and maintaining decent and affordable housing, and removing barriers to affordable housing.

The City is also a member of the Southside Continuum of Care. The Continuum has secured funds for the Homeless Management Information System (HMIS), required for all continuums. Both the Salvation Army Homeless Center and C.A.R.E.S currently operate a HMIS. This computer database allows homeless care providers to communicate with other homeless care providers and follow the progress of homeless persons. The City's Department of Social Services and the Hopewell Prince George Healthy Families were considered as prospects to receive the HMIS but did not see the need based on their frequency of contact with the homeless.

The following objectives have been met through the support of CARES and the Salvation Army:

- Support and coordination of emergency housing
- Provide services to meet the needs of Hopewell's homeless population
- Provide assistance to emergency shelters.
- Improve the Continuum of Care system to transition the homeless to self-sufficiency.

## **Priority II: Non- Housing Community Development Needs**

### **A. Public Human Services: Initiatives that resolve and prevent child abuse and domestic violence.**

Reducing the number of at-risk youth is a high priority goal for the City of Hopewell. Unfortunately, according to the Hopewell Needs Assessment Phase II Report published by the John Randolph Foundation in November 2002, the rate of births to Hopewell teens was almost twice the State rate and a third higher than the Planning District Rate in 1999. Furthermore, statistics showed that Hopewell had a high percentage of low weight births in association with teenage pregnancies. For these reasons the CDBG program along with resources from the City and the John Randolph Foundation supported the efforts of Hopewell Prince George Healthy Families, a non-profit organization offering pre-natal care and referral services to mothers who are at-risk for child abuse/neglect as accessed by a physician.

Healthy Families provides family education, counseling and referral services to promote positive parenting, to encourage health and development of the child, and to prevent child abuse and neglect. Healthy Families works in close collaboration with the John Randolph Foundation to provide the national model upon which this program is built. The Healthy Families model has been empirically demonstrated to effectively reduce juvenile delinquency over time and to reduce child abuse and the staggering costs associated with the maltreatment of children. There have been no cases of child abuse among families enrolled in the Healthy Families program since its establishment in the City.

This year Healthy Families serviced 113 households, ninety one percent (91%) are female heads of household. Forty nine (49) households were headed by African Americans, fifty nine (59) by Caucasian heads of households, one (1) by Hispanic, one (1) by Asians and three (3) by Multi-Racial heads of households. Seventy six percent (76%) of these households, 86 people, are considered extremely low, eighteen percent (18%), 20 people, are considered very low and six percent (6%), 7 people, are considered low to moderate income.

### **B. Public Human Services: Youth Services**

The City recognized the need for educational, recreational and cultural activities for low income children during the school year and summer. To this end the City funded the Rainbow Summer Enrichment Program, the Hopewell Youth Sports League. The Rainbow Summer Program serviced 237 children, and the Hopewell Youth Sports League serviced 116 children.

### Number of Children Served

Name of Program	Total # of Participants	Race of Participants					Household Income			
		Black	White	Hispanic	Multi-Racial	N/A	Low to Moderate	Very Low	Extremely Low	N/A
Rainbow Summer Program	237	166	39	13	16	3	20	31	143	43
Youth Sports League	116	61	44	10	1		2	36	77	1
<b>TOTAL SERVED</b>	<b>353</b>	<b>227</b>	<b>83</b>	<b>23</b>	<b>17</b>	<b>3</b>	<b>22</b>	<b>67</b>	<b>220</b>	<b>44</b>

Table 3

The Rainbow Summer Program operates for seven weeks during the summer. Hopewell Recreation and Parks organize this collaborative effort with various organizations, businesses to provide reduced or no fee access for children and teenagers to various cultural and recreational activities throughout the City and region. Children and teens will have the opportunity to receive additional help in past and upcoming school educational exercises.

The Youth Sports League allows children to participate in year around sports activities sponsored by Hopewell Recreation and Parks. Children participate in soccer and basketball.

#### C. Public Human Services: Senior Services

The CDBG also funded senior activities this program year. Twenty-nine (29) percent of the City’s population is comprised of persons who are fifty (50) years of age and older. This percentage will continue to grow as baby boomers are moving toward retirement and people are living longer lives than in years past. A large proportion of these seniors will live on fixed incomes and will need assistance in areas of home repair, health needs, and nourishment (food/water). To help seniors and their caregivers meet these challenges the City funded the Hopewell Respite Care Group.

The Respite Care Group is a program that operates in the City Community Center. The program offers educational opportunities, crafts, and recreational opportunities for seniors with and without disabilities. The Respite Care Group serviced 55 seniors. Thirty four (34) participants were African American and twenty one (21) participants were Caucasian. Of the fifty five participants eighty one percent (81) were headed by females.

Eighty nine percent (89%) had incomes that were considered extremely low, while the remaining eleven percent (11%) the participants are considered low to moderate income.

**D. Infrastructure Projects: Sustainable Communities**

Four infrastructure projects were completed this program year; Berry Street (FY07) Waverly Street Phase I (FY08), Dinwiddie Street (FY09) and Cedar Lane (FY09).

Berry Street

Berry Street is located in the southeastern portion of the City. The purpose of this project is to correct drainage problems and provide for installation of approximately 600 linear feet of curb and gutter. The street was also repaved.

According to Census data, Waverly Street it is located in Census Tract 8207, Block Group 1. Based on 2000 Census data the total population of Block Group 1 is 2,093. The median household income is \$22,039, thirty four percent (34%) below the area median income for the City.

Before pictures of Berry Street



After Pictures of Berry Street



Waverly Street

Waverly Street is located in the southeastern portion of the City. This project entailed the following; (1) open-up the pipe under Delaware Avenue, (2) open-up the pipe lines under two driveways, (3) cut the ditches above and below a new house ditch-line work to the attached engineered ditch line detail, (4) add to feet of shoulder materials, (5) stabilize the flow-line limits of the newly cut ditches, (6) spread seed, fertilizer and straw to all allied areas of disturbance, (7), provide curb and gutter along two street intersections, (8) and lastly add driveways and curb and gutter for new homes being constructed along Delaware Street. The street was also repaved.

According to Census data, Waverly Street it is located in Census Tract 8207, Block Group 1. Based on 2000 Census data the total population of Block Group 1 is 2,093. The median household income is \$22,039, thirty four percent (34%) below the area median income for the City.

Before pictures of Waverly Street





Work in progress



Staff conducting employee interviews  
(Davis Bacon requirement)

After pictures of Waverly Street



Dinwiddie Street

Dinwiddie Street is located in Census Tract 8206, Block Group 4. The project entailed work from Dinwiddie Street at its intersection with Courthouse Road to Gilbert Street. Based on 2000 Census data the total population of Block Group 1 is 1,447. The project widened the intersection and increased the turning radius by 35 feet. It also added a new road section with curb and gutter, sidewalks on one side of the street with drive way aprons at each established driveway. The street was also repaved.

Before pictures of Dinwiddie Avenue



Narrow Intersection



Narrow Street/  
No curb and gutter

After pictures of Dinwiddie Avenue



Wider/Safer Intersection



Wider/Safer Street with curb and gutter

Cedar Lane

Cedar Lane it is located in Census 8201 Block Group 1. Based on 2000 Census data the total population of Block Group 1 is 1,595. The median household income is \$29,265.

The Cedar Lane project provided curb and gutter along the west side of Cedar Lane between East Broadway and Appomattox Street. This portion of Cedar Lane is the only area on this street that does not have curb and gutter. The addition of curb and gutter will decrease water runoff and erosion that is occurring in this area. The street was also repaved.

Before pictures of Cedar Lane



Lack of curb cut- inaccessible to handicap



No sidewalk on this portion of street

After pictures of Cedar Lane



Curb is now handicap accessible



Installation of sidewalk/increase pedestrian access

**E. Affirmatively Furthering Fair Housing**

The City of Hopewell contracted with Bay Area Economics to complete the Analysis of Impediments to Fair Housing Choice (AI) in April 2010.

The purpose of the AI is to identify potential fair housing issues and impediments, and recommend possible action the City can implement in order to alleviate these impediments.

A public interest meeting was held on June 25, 2009 to solicit input from residents about fair housing in the City. The meeting was announced in two local papers, posted at the Hopewell Library, the main office of the Hopewell Redevelopment Housing Authority,

the City Community Center and the City Municipal Building. An invitation was also sent to all churches within the City. Only four people participated in the workshop. The following table describes the participants that attended the meeting.

Fair Housing Interest Meeting Attendants

<b>Attendant</b>	<b>City of Residence</b>	<b>Race</b>
Male	Hopewell	African American
Female	Hopewell	African American
Female	Hopewell	African American
Female	Hopewell	African American

Table 4

The results of the AI were also presented to the City Council at a work session held in March 2009. The work session was advertised and well attended by City Council, Staff and residents.

A copy of the AI has been forwarded to HUD Headquarters in Richmond.

**F. Continuum of Care**

HUD has required a comprehensive community-based Continuum of Care strategy as a common exhibit in McKinney Program Homeless Assistance funding applications since 1996.

The City of Hopewell is a participant in the Southside Continuum of Care (CoC) which is comprised of nine (9) localities that make up Planning District 19: Hopewell, Petersburg, Colonial Heights, Prince George, Dinwiddie, Emporia, Greenville, Surry, and Sussex County. The Southside CoC was formed four years ago with the United Way as the lead agency to establish a regional community plan for Southside Virginia that provides a full range of services for persons experiencing homelessness including preventative, emergency, and support services, as well as transitional and permanent housing. Both The Salvation Army and C.A.R.E.S are members of the CoC.

## **G. Underserved Needs**

As part of the Consolidated Plan, the City indicated other actions that may address various community and housing needs to address obstacles to meeting underserved needs; such as 1) foster and maintain affordable housing; 2) maintain and eliminate barriers to affordable housing; 3) overcome gaps in institutional structures and enhance coordination; 4) improve public housing and resident initiatives; 5) evaluate and reduce lead based paint hazards; 6) ensure compliance with program and comprehensive planning requirements; and 7) reduce the number of persons living below the poverty level.

### **1. Foster and Maintain Affordable Housing**

While the City did not fund any housing programs this year, the City did work diligently to complete the Historic Preservation housing rehabilitation project funded in fiscal year 08-09. The project is eighty percent (80%) complete; with only one house remaining to receive rehabilitation work.

The City funded down payment and closing assistance this program year. Oftentimes first time homebuyers don't have a large lump sum of money to pay for down payment or closing costs. This program makes a house more affordable to a first time homebuyer.

### **2. Maintain and Eliminate Barriers to Affordable Housing**

In many instances the barrier to affordable housing is education and the availability of a lump sum of money for down payment and or closing cost.

Citizens want to become homeowners but lack the financial education in which to do so. In efforts to eliminate the education barrier to affordable housing, the City sponsored a housing workshop for first-time homebuyers and budget/financial counseling. Housing classes were also required to all participants in the down payment and/or closing cost assistance program. These classes taught participants about the importance of good credit and financial budgeting. Flyers for classes were posted in public buildings and advertisements were placed in the local paper.

### **3. Enhance Coordination and Overcome Gaps in Institutional Structures**

In efforts to enhance the City's Housing and Community Development delivery system through collaboration of the City and other entities the City worked with the author of the City's newsletter, *City Currents*, to keep citizens, business partners, and other community stakeholders informed and involved in CDBG related activities.

All meetings, workshops, and public hearings were advertised in local newspapers and posted throughout the City. Citizens also had the opportunity to view public hearings on the local cable network.

Fair housing brochures and complaint forms are located throughout several public buildings in the City. The City has also posted fair housing signs in every Sub-recipient office to remind employees and clients of the fair housing law.

#### 4. Improve Public Housing and Resident Initiatives

The number of rental units supplied by the HRHA has remained constant over the last year. The City of Hopewell continues to consult with the Hopewell Redevelopment and Housing Authority (HRHA) as part of the City's consolidated planning process. During the program year, HRHA provided housing services to over 800 low-income families through Section 8 housing assistance and low-income public housing. The Authority owns and administers 490 units of public housing at a 95 percent occupancy rate. In addition, HRHA administers 347 Section 8 vouchers which were applied towards 200 houses and 47 apartments during the reporting period. Section 8 had a utilization rate of about 98 percent.

As part of HRHA's strategy for providing revitalization and restoration to its public housing facilities, the Authority completed the following modernization activities in PY 2007-2008 to not only improve the physical viability of its public housing inventory, but to also improve the quality of life of its residents:

- (1) Ground improvements to all public housing communities
- (2) Installed a new HVAC system at the Piper Square Community Center
- (3) Installation of a security fence at Bland Court
- (4) Painted breezeways located in Piper Square Community

HRHA administers a community oriented policing program that has helped facilitate a substantial reduction in crime throughout the Authority's properties. Two officers from the Hopewell Police Department are permanently assigned to HRHA properties. Anecdotal evidence suggests that the program continues to have a residual benefit. HRHA has also implemented the "one -strike" lease enforcement initiative which threatens to terminate or evict residents for criminal activity/substance abuse in HRHA households.

It is important to let the voice of the residents of HRHA communities be heard. This is accomplished through the Resident Advisory Board (RAB). Comprised of at least one resident from each housing development, the group meets several times throughout the year to consider and make recommendations pertaining to the formation of the Authority's Annual Plan. The Authority also has a monthly newsletter that is distributed monthly to all public housing residents.

A new Executive Director of HRHA has been hired since the last CAPER was submitted. Development Staff is working closely with the new Director and Staff. The City of Hopewell will continue working with HRHA to provide safe, decent, and sanitary housing to low-income residents and to implement educational and empowerment initiatives.

#### 5. Lead Base Paint Hazards

This year the City through the CDBG program conducted lead based test of four of the five homes receiving funding for the Historic Preservation rehabilitation project. Four homes were built prior to 1978 and required such testing be conducted. It was determined that lead based paint was present at three of the four homes. Proper removal methods were followed for two of the three homes. Rehabilitation work has not yet started on the third home which requires full abatement.

The Housing Authority continues to ensure that lead-based hazards are eliminated in public housing. The entire public housing inventory has been tested per HUD requirements. Based on these results all lead base paint was either abated or encapsulated from public housing. The Health Department and the HRHA dispense information to at-risk residents warning them of the hazards posed by housing-related lead-based paint, especially for low-income families and children.

According to the latest statistics from the Virginia Department of Health- Epidemiology, of the 2,773 children tested from 2005 to 2009, seventeen (17) had elevated blood lead levels.

#### 6. Compliance with Program and Consolidated Planning Requirements

Compliance with program and comprehensive planning requirements is an ongoing endeavor with the City. The CDBG program is administered by the City of Hopewell's Department of Development whose staff on an annual basis monitors the programs. Each sub-recipient submits quarterly reports with income and race information as well as funding balances. Staff is in ongoing contact with the sub-recipients and all are welcome to call or visit the Development office with questions or concerns.

Public meetings were held in the development stage of the Consolidated Plan as well as the 2010 Action Plan to solicit public comment and program review. Additionally, outside auditors and HUD staff monitor the City for compliance with federal regulations and certifications. All plan and reporting documents are made available at the Department of Development, HRHA, the Community Center, and the Appomattox Regional Library for the required review periods.

#### 7. Reduce the Number of Persons Living Below the Poverty Level

The final action, to reduce the number of persons living below the poverty level, has been instigated through various programs and activities sponsored by the City.

*Downtown Revitalization Plan* - The City adopted a Downtown Revitalization Plan, which makes recommendations based on a detailed market analysis that identifies economic development opportunities for the City, including new housing development.

*Hopewell Urban Enterprise Zone* – The City of Hopewell offers regulatory and tax relief to businesses and industries that locate or expand within the City’s designated Urban Enterprise Zone. In conjunction with local economic incentives, applicable State incentives that provide job grants to businesses where at least 40% of the new business’ permanent full-time employees must have incomes at or below 80% of the area’s median income, create employment opportunities for all the citizens of Hopewell including low and moderate-income residents.

### **Leveraging Resources**

The City of Hopewell used Community Development Block Grant (CDBG) funds to address its Consolidated Plan priorities. The Sub-recipients makes every reasonable effort to bring in financial support in addition to the funds they receive from CDBG. The John Randolph Foundation and the Cameron Foundation continue to be significant sources of funding for activities that parallel the City’s priorities. Several of the CDBG Sub-recipients receive funding from at least of these foundations if not both.

### **Self Evaluation**

Overall, the City’s Consolidated Plan vision is consistent with HUD’s overall goal of the community planning and development programs covered by 24 CFR Part 91 to develop viable communities by providing decent housing and a suitable living environment and expanding economic opportunities for low and moderate income persons. However, there are four issues that should be addressed in future years:

1. More effort needs to be put into the housing aspect of the CDBG program. Secure successful and stable partnerships with Community Housing Development Organizations (CHDO's).
2. The infrastructure projects should also be executed in a more-timely manner.
3. The City and HRHA should continue to collaborate to bring fair housing education and housing education to citizens.
4. The City hopes to receive applications for economic development activities and employment generation for low and moderate income people.

## **II. Community Development Block Grant Narrative**

### **A. ASSESSMENT OF RELATIONSHIP TO CONSOLIDATED PLAN PRIORITIES**

During FY 09/10, CDBG funds were used exclusively to address plan priorities and objectives. All fund expenditures met the broad national objective of benefiting low and moderate income persons. The resources available from the United States Department of Housing and Urban Development contributed greatly to the City's ability to carry out its housing and community development objectives.

### **B. MODIFICATION OF PROGRAM OBJECTIVES AND IMPACT ON PROGRAMS**

There was no modification of program objectives.

### **C. ASSESSMENT OF PLANNED ACTIONS**

The City regularly reviews the progress in its Action Plans and is following the current HUD approved Action Plan. The City pursued all resources as indicated in the Action Plan by obtaining CDBG funds during the FY 09/10. The City did not hinder Consolidated Plan Implementation by action or willful inaction.

### **D. MEETING NATIONAL OBJECTIVES**

The City used its CDBG funds to meet national objectives, and the City complied with the overall benefit requirement for the activities completed during FY 09/10.

### **E. ACTIVITIES INVOLVING OCCUPIED REAL PROPERTY**

The City did not purchase or demolish occupied real property with CDBG funds during FY 09/10.

F. ECONOMIC DEVELOPMENT ACTIVITIES AND EMPLOYMENT GENERATION FOR LOW AND MODERATE INCOME PEOPLE

To date, CDBG funds were not utilized to undertake economic development activities.

G. ACTIVITIES BENEFITING LIMITED CLIENTELE

All activities benefiting limited clientele participants are for individuals presumed to meet the low and moderate-income requirements as defined by HUD. Examples of such activities include assistance to the James House (abused women and children), the Salvation Army Emergency Assistance Program (in danger of becoming homeless), and C.A.R.E.S. (homeless persons.) Documentation and data concerning the beneficiary family size and income was obtained to validate that at least 51 percent were low and moderate- income.

H. CDBG PROGRAM INCOME

There was no program income generated during FY 09/10.

I. DESCRIPTION OF CDBG HOUSING REHABILITATION PROGRAMS

The City expended approximately \$40,000 for residential historic preservation in program year 09/10.

HUD APPROVED NEIGHBORHOOD REVITALIZATION STRATEGIES

The City does not have a HUD sponsored neighborhood revitalization strategy in place. However, in November of 2003 the City adopted the Strategic Housing Improvement Plan. The plan outlined strategies and programs to improve Hopewell's neighborhoods and increase the competitiveness of its housing stock within the Richmond Metropolitan Statistical Area. The City is actively implementing strategies recommended in the Plan. In 2007 the City, along with its consultants completed the "B" Village Redevelopment and Conservation Plan which offers recommendations and strategies for improving the "B" Village neighborhood by better utilization of the land, removal of blight, improved relationships between land uses, and improving housing conditions and options. In July 2008, the City Council tabled the plan. The Council has recently asked City Staff to revisit this plan to determine what short term goals can be implemented.

### **III. – V. HOME, HOPWA, AND ESG PROGRAM NARRATIVES**

The City of Hopewell does not receive HOME, HOPWA nor ESG Program funds. Therefore, program narratives for these sections are not applicable.

### **VI. Financial Summary Reports**

The following reports generated by HUD's Integrated Disbursement and Information System (IDIS) will provide a complete summary of all accomplishments.

- **Financial Summary Report (C04PR26)** provides key CDBG program indicators. This report shows the obligations, expenditures which the grantee has made for a specific program year. The expenditures are summarized to determine relevant indicators for low and moderate income, planning/administration, public service activities and economic development.
- **Activity Summary Report (C04PR03)** lists each CDBG activity which was open during a program year. For each activity the report shows the status, accomplishments program year narrative and program year expenditures. For each activity the report also shows the activity code, regulation citation and characteristics of beneficiaries.
- **Summary of Accomplishments Report (C04PR23)** presents data on CDBG/HOME activity counts and disbursements by priority need categories. It also contains data on CDBG accomplishments by various units of measure and housing units by racial/ethnic categories and HOME housing units by various income groups.
- **Summary of Consolidated Plan Projects Report (C04PR06)** tracks progress in implementing projects identified in the Action Plan. The report lists all projects for a plan year in sequence by project number. Disbursements are summarized by program for each project's activities. Accomplishments reported for the program year are summarized for each program year.

**CITY OF HOPEWELL, VIRGINIA  
 FINANCIAL SUMMARY GRANTEE PERFORMANCE REPORT  
 As of June 30, 2010**

**Part I:**

**Reconciliation of Line(s) of Credit (LOC) and Cash Balance to  
 Unexpended Balance of CDBG Funds Shown on GPR**

Unexpended Balance Shown on GPR (previous year) \$167,367.25  
 (Note: Line 16 of CAPER- CDBG Financial Summary)

Add:

LOC Balance of GPR \$128,941.61  
 (PY 09 \$128,941.61)

Cash on Hand:

Grantee Program Account \$0.00  
 Sub-recipients Program Account \$0.00  
 Revolving Fund Cash Balances \$0.00  
 Section 108 Cash Balances \$0.00  
 Unknown Expenditure(s) \$8,448.47

Subtract:

Grantee CDBG Program Liabilities \$0.00

-PS Unliquidated Obligations at End of Current Program Year: \$8,448.47

Hopewell Prince George Healthy Families: \$2,620.59  
 The James House: \$2,415.15  
 Salvation Army: \$200.00  
 Hopewell Youth Sports League: \$1,145.00  
 Hopewell Respite Care Program: \$2,067.73

Total Reconciling Balance: \$128,390.33

**Part II: Summary of CDBG Expenditures**

Line 10- Adjustments to Compute Low/Mod.: \$0.00 (Prior adjustments from prior year)

**Part III: Low/Mod Benefit**

Line 20- Adjustment to Compute Total Low/Mod. Credit: \$0.00

**Part IV: Public Services (PS) Cap Calculations**

Line 28- PS Unliquidated Obligations at End of Current Program Year: \$8,448.47

Hopewell Prince George Healthy Families:	\$2,620.59
The James House:	\$2,415.15
Salvation Army:	\$200.00
Hopewell Youth Sports League:	\$1,145.00
Hopewell Respite Care Program:	\$2,067.73

Line 29- PS Unliquidated Obligations at End of Previous Program Year:  
\$3,531.03

Line 30- Adjustment to Compute Total PS Obligations: \$0.00

**Part V: Planning and Administration**

Line 38- PA Unliquidated Obligations at end of Current Program Year: \$18,823.92

Line 39- PA Unliquidated Obligations at end of Previous Program Year: \$25,060.10

Line 40- Adjustment to Compute Total PA Obligations: \$0.00