



*"Residents First"*

# CHARLOTTESVILLE REDEVELOPMENT AND HOUSING AUTHORITY

DRAFT

Posted October 30, 2023  
Charlottesville Redevelopment & Housing  
Authority

PHA Plan  
Annual Agency Plan for Fiscal Year 2024- 2025 and  
Five-Year Agency Plan for Fiscal Year 2024- 2029

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**NOTE:**

This is the draft CRHA Annual Plan posted October 30, 2023.

- In this document you may see some placeholders and documents awaiting signature after the hearing.
- Policies that are referred to as amended will be posted on the CRHA website at <https://cvillerha.com/key-documents/> or by request at comments@cvillerha.com
- As board meeting minutes, upcoming public meeting notes, RAB Comments, etc. become available they will be added before the 12/14/23 Hearing.
- Notes from the 12/14 Hearing as well as signed certifications will be added after the 12/14/23 Special Board Meeting to approve the Annual and Five-Year plan.
- Once all amendments are added page numbers will be inserted
- Once completed the fully executed documents will be posted on the website and available in hard copy per request before the 1/18/24 submission deadline to HUD.



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<b>Annual PHA Plan (Standard PHAs and Troubled PHAs)</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires: 03/31/2024</b>
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

**Applicability.** The Form HUD-50075-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

**Definitions.**

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

A.	PHA Information.																																
A.1	<p>PHA Name: <u>Charlottesville Redevelopment &amp; Housing Authority</u> PHA Code: <u>VA016</u>            PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA            PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>04/2024</u>            PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)            Number of Public Housing (PH) Units <u>337</u> Number of Housing Choice Vouchers (HCVs) <u>681</u> Total Combined            Units/Vouchers <u>1018</u>            PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p><b>Availability of Information.</b> PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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Lead PHA:																																	

<b>B.</b>	<b>Plan Elements</b>
<b>B.1</b>	<p><b>Revision of Existing PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA?</p> <p>Y   N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Grievance Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Community Service and Self-Sufficiency Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Asset Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):</p> <p><input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. The revisions made to the eligibility, selection and admissions are based upon the HOTMA regulations that are slated to go into effect. Please see the attached revisions in the ACOP and Admin Plan.</p> <p><input checked="" type="checkbox"/> Rent Determination. The CRHA is adjusting this as required by implementation of the final rule for implementation of Housing Opportunity Through Modernization Act's (HOTMA) public housing income limit requirements.</p> <p><input checked="" type="checkbox"/> Operation and Management. The CRHA is adjusting this as required by implementation of the final rule for implementation of Housing Opportunity Through Modernization Act's (HOTMA) public housing income limit requirements as well as changes due to repositioning activities. The CRHA is working on Strategic Planning in 2024.</p> <p><input checked="" type="checkbox"/> Community Service and Self-Sufficiency Programs. The CRHA has posted an amended FSS Action plan. The changes include: the program expanding to include 15 additional participants, bringing the total to 30 chosen from both Public housing and Housing Choice Voucher recipients; Prioritizing Family Unification Program (FUP) Youth recipients; and implementing a new rule that prohibits FSS participants from enrolling twice, ensuring fairness and equal opportunities for all. The CRHA also is applying for JobsPlus, ROSS and YouthBuild grants.</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review.</p> <p style="text-align: center;"><b>Deconcentration of Poverty and Income Mixing Policy</b></p> <p>The PHA's admission policy is designed to provide for de-concentration of poverty and income mixing by bringing higher income tenants into lower income communities and lower income tenants into higher income communities. Gross annual income is used for income limits and admission and to review income-mix among various sites. Skipping of a family on the waiting list specifically to reach another family with a lower or higher income is permitted to reach targeted thresholds.</p> <p>The PHA will gather data and analyze, at least annually, the tenant characteristics of its public housing stock, including information regarding tenant incomes, to assist in the PHA's de- concentration efforts.</p> <p>The PHA will use the tenant income information in an assessment of its public housing developments to determine the appropriate designation to be assigned to the development for the purpose of assisting the PHA in its de-concentration goals.</p> <p>If the PHA's annual review of tenant incomes indicates that there has been a significant change in the tenant income characteristics of a particular development, the PHA will evaluate the changes to determine whether, based on the PHA methodology of choice, the development needs to be re- designated as a higher or lower income project or whether the PHA has met the de-concentration goals and the development needs no particular designation. De-concentration and Income Mixing Goals</p>

The PHA strives through its various economic self-sufficiency and educational programs to achieve de-concentration of extremely poor families and any one site and income-mixing throughout its developments.

The PHA's income-mixing goal is a long-range goal which recognizes that the residents of its developments designated for the elderly maybe on fixed incomes which are not likely to be altered by HUD's income mixing goals. The PHA will use its annual analysis of its public housing stock and tenant incomes to provide benchmarks for the PHA.

The PHA will target at least 40 percent of new admissions to public housing in each fiscal year to "extremely low-income families".

Apart from the elderly high-rise development, CRHA's incomes for all projects fall within similar ranges. Where there is significant disparity in the percentages of very low-income and other extremely low-income families at the various developments, the size of the units, the presence of larger, multiple-income families appear to account for the disparity.

The PHA will strive to achieve de-concentration of poverty and income-mixing through active pursuit of economic development opportunities for families which are designed to increase the total number of lower income families into higher income brackets.

**B.2 New Activities.**

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| Y                                   | N                                   |  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Hope VI or Choice Neighborhoods.   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Mixed Finance Modernization or Development.  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Demolition and/or Disposition.   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Designated Housing for Elderly and/or Disabled Families.   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Conversion of Public Housing to Tenant-Based Assistance.   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.                   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Occupancy by Over-Income Families.   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Occupancy by Police Officers.  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Non-Smoking Policies.  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Project-Based Vouchers.  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Units with Approved Vacancies for Modernization.   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants). |

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.

- Hope VI or Choice Neighborhoods.  
CRHA plans to work with residents, community partners and stakeholders on a Choice Neighborhood grant application for Westhaven.
- Mixed Finance Modernization or Development.
  - The CRHA anticipates submitting a Mixed Finance Development application for the Sixth Street (AMP 3) development. We anticipate developing between 50-80 units on the site with a mixture of 1-5 bedroom units. The CRHA, the resident planners that live on the site and the Public Housing Association of Residents (PHAR) are currently planning the redevelopment. CRHA anticipates submitting the Mixed-Finance and Demolition/ Disposition application in December 2024.
  - The CRHA plans to build upon partnerships with the RAB/RC and other stakeholders to continue the implementation of public housing redevelopment. In the current Fiscal Year, CRHA anticipates that these activities will include redevelopment planning, community engagement, environmental study/ survey, Demolition/ Disposition submittal and approval, site plan development and approval, permitting of construction activities, construction and related activities. To enhance its redevelopment prospects, CRHA will also consider pursuing acquisition of new properties for its portfolio if any such opportunities arise.
- Demolition and/or Disposition.
  - Consistent with the recommendation provided by CRHA, by the RAB/RC, in the current Fiscal Year, CRHA intends to continue to explore the demolition and redevelopment of Westhaven (AMP1).
  - The CRHA is currently working with the Resident Planners and the Public Housing Association of Residents (PHAR) to redevelop the Sixth Street (AMP 3) community located at 715 Sixth Street SE Charlottesville VA

	<p>22902. The property currently has twenty-five 3-bedroom style townhouse units. The property contains 4 dwelling unit buildings and 1 non-dwelling unit building that is used as a community center and management office. The CRHA Housing department is the current leaseholder of the Community Center on the Sixth Street property. CRHA received an allocation of Low-Income Housing Tax Credit (LIHTC) application in 2022. We are preparing to submit a Demolition and Disposition application for the Sixth Street Community (AMP 3).</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The CRHA currently has an approved Demolition and Disposition application for the South First Street (AMP 3) Community located between 900- 1000 South First Street Charlottesville, VA 22902. The current plan is to demolish the 58 public units located on the site. The current site has one 1- bedroom unit, seventeen 2- bedroom units, fourteen 3-bedroom units, eighteen 4-bedroom units and eight 5-bedroom units. Of the 58 units 3 are UFAS Mobility Units (1-1bedroom unit, 1–2bedroom unit and 1–4bedroom unit).</li> <li><input type="checkbox"/> The CRHA has approved Disposition applications for a vacant parcel of land in AMP 3 and a 105- unit Senior and Disabled development located at 500 South First Street Charlottesville VA 22902.</li> </ul> <p><input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Consistent with the recommendation provided by CRHA, by the RAB/RC, in the current Fiscal Year, CRHA intends to voluntarily convert 58 public housing units at South First Street to PBV units <b>not using the RAD Program</b>. Through the Mixed Finance redevelopment of South First Street Phase 2, we have determined it is most financially feasible for CRHA to redevelop the site with 100% of the units assisted project- based voucher.</li> </ul> <p><input checked="" type="checkbox"/> Project-Based Vouchers.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The CRHA currently operates a PBV program of its Voucher program budget authority to provide housing for the homeless. We plan to expand the families we assist through the PBV program for families, senior's and the disabled at the new Mixed Financed developments at South First Street Phase 1 (Development Number VA16000010), Crescent Halls Phase 1 (Development Number VA16000009), South First Street Phase 2 (Development VA16000003) and Sixth Street (Development VA16000003). The CRHA will reduce or discontinue the issuance of new tenant-based vouchers so that the necessary PBV assistance is made available through attrition. The use of PBV's is consistent with CRHA's goal to explore, and where appropriate, convert Housing Choice Vouchers to Project Based Vouchers to support CRHA's redevelopment plans and objectives. The CRHA will also project base TPV's from replacement public housing units at South First Street Phase 2. The CRHA will use its tenant-based voucher allocation to project base 55 additional vouchers on the remaining unsubsidized units in South First Street Phase 2. <ul style="list-style-type: none"> <li>• In the current Fiscal Year, CRHA will work with the RAB/RC and other community stakeholders to continue determining the need for and designating for use certain project-based vouchers to assist in the redevelopment of CRHA's extremely- low income and very low-income housing portfolio.</li> </ul> </li> </ul> <p><input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization. Focus on fixing units that are heavily damaged and in need of modernization.</p> <p><input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> CRHA plans to apply for any Capital Fund Community Facilities Grants or Emergency Safety and Security Grants that become available that CRHA is eligible for.</li> </ul>
<p><b>B.3</b></p>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p> <p>Please see Section IV Progress Reports.</p>
<p><b>B.4</b></p>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p>Please see attachment A.</p>

<p><b>B.5</b></p>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N  <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p><b>C. Other Document and/or Certification Requirements.</b></p>	
<p><b>C.1</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the PHA Plan? See Section VI C.</p> <p>Y N  <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. See Section VI D.</p>
<p><b>C.2</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD-50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan. See Attachment E</p>
<p><b>C.3</b></p>	<p><b>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b></p> <p>Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan. See attachment C and D.</p>
<p><b>C.4</b></p>	<p><b>Challenged Elements.</b> If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N  <input type="checkbox"/> <input type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>
<p><b>C.5</b></p>	<p><b>Troubled PHA.</b></p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A  <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe: The CRHA is in the process of closing out items on the old Recovery Agreement and awaiting an update from the Field Office.</p>
<p><b>D. Affirmatively Furthering Fair Housing (AFFH).</b></p>	
<p><b>D.1</b></p>	<p><b>Affirmatively Furthering Fair Housing (AFFH).</b></p> <p>Provide a statement of the PHA’s strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.</p>

**Fair Housing Goal: 1.** Increase access to information and resources on fair and affordable housing for CRHA program participants, staff and stakeholders.

**Describe fair housing strategies and actions to achieve the goal**

- a. **Convey HUD data in understandable ways to the public.**
- b. Gather and share local information about fair housing education and training opportunities.
- c. Work with city and TJPDC on AFFH assessment.

**Fair Housing Goal: 2.** Prevent loss of existing affordable housing stock and increase supply of new affordable housing, especially in higher opportunity areas.

**Describe fair housing strategies and actions to achieve the goal**

- a. **Research and participate in programs available to assist CRHA and program participants in homeownership and rental.**
- b. Target opportunities to assess and acquire properties in high opportunity areas.
- c. Improve conditions and increase opportunities in identified low opportunity area.

**Fair Housing Goal: 3.** Increase services for residents of publicly supported housing and maintain and improve the quality and management of publicly supported housing.

**Describe fair housing strategies and actions to achieve the goal**

- a. **Increase support services available for low-income housing residents to increase wealth building opportunities.**
- b. Focus on improving access to transportation for low-income communities



## II. Annual Plan New Goals FY 2024- 2025

### Empower Individuals and Families Through the Delivery of Transformational Services.

- I. Maintain and create partnerships, programs and resources that foster economic growth and self-sufficiency to end the cycle of poverty.
  - A. Continue to build the Family Self Sufficiency Program.
  - B. Pursue funding to expand CRHA's Economic Opportunity Programs
- II. Promote initiatives that encourage healthy living and lifestyle.
  - A. Continue to provide space for Self-Determined Community Programs to provide or obtain partnerships to provide supportive services to increase the lifestyle and economic independence of residential families, youth, the elderly, and families with disabled family members.
- III. Develop programs and resources that encourage long term personal success of young adults and the youth.
  - A. These programs include but are not limited to :
    - 1. Continuing to build community-wide internet access
    - 2. Supporting the Nursing Clinics
    - 3. Assistance for signing up kids for after-school and summer programs

### Encourage and Create Homeownership Opportunities

- IV. Encourage Homeownership Opportunities
  - A. Foster the participation of at least 2-5 families in CRHA and/or Partner Homeownership Training
    - 1. Continue the process of building a CRHA Homeownership Program
    - 2. Continue to build partnerships with local agencies to support our families.
- V. Assist HUD- Assisted Renters Become Homeowners
  - A. Use redevelopment opportunities through public housing redevelopment; community partnerships; and the Housing Authorities Preservation of Naturally Occurring Affordable Housing (P-NOAH) program to create up to 5 homeownership opportunities per year.
    - 1. Continue to pursue funding to support homeownership efforts.
    - 2. Continue to support opportunities for our staff who qualify for our Economic Opportunity Programs to advance in their career path and have opportunities for homeownership.
    - 3. Work to build an endowment to support homeownership efforts for our community.
  - B. Provide up to 5 opportunities to utilize the Housing Choice Voucher program to create homeownership vouchers per year.
    - 1. Continue to build relationships with local lending institutions
    - 2. Continue to develop SOPs for the HVC homeownership program

### Preserve, Develop and Expand Opportunities for Affordable Housing.

- VI. Pursue VHDA Tax Credit training and certification for property management and management staff.
  - A. 80% of PM/Redevelopment staff and 50% of Management attend Tax Credit Conference; 80% of PM staff attend Mid-Atlantic AHMA Conference.
    - 1. Work with HR on post training and conference follow-up
- VII. Improve housing opportunities for the elderly, persons with disability and individuals experiencing homelessness.
  - A. Apply for additional mainstream vouchers.

- B. Increase project-based vouchers.
- C. Maintain 100% lease up on Mainstream, EHV, VASH, PBV, TBRA
- VIII. Apply for additional vouchers when available.
  - A. Work with CRHA Development team to set timelines for this process.
- IX. Preserve Section 9/public housing in the City of Charlottesville.
  - A. Apply for additional funding to preserve public housing not in CRHA's redevelopment plan.
  - B. Acquire properties to convert to public housing to utilize Faircloth units.
  - C. Complete energy efficiency upgrades while completing the Parallel track.

#### Diversify the Authorities Business Model and Funding Streams

- X. Transform Communities
  - A. Pursue LIHTC, Other HUD Programs and Public/ Private Partnership Opportunities.
- XI. Become Development Catalyst for the City
  - A. Partner with the City of Charlottesville to pursue mutually beneficial opportunities in housing and economic development.
  - B. Foster relationships to increase service delivery to residents.
  - C. Continue to acquire properties under the Preservation of Naturally Occurring Affordable Housing (P-NOAH).
- XII. Develop an Authority affiliated Non-Profit Entity to expand services opportunities to residents and participants.
  - A. Develop and implement a not-for-profit arm of the authority.
  - B. Seek creative income stream opportunities through development, management, and compliance services.
- XIII. Market the Authorities tax-exempt bond program to create additional revenue streams for the Authority.
  - A. CRHA will work to develop it's Real Estate arm to ensure proper infrastructure to support these efforts.

#### Support our Families' Success.

- A. Develop a partnership with City to set-aside spots in the Community Attention Youth Internship Program (CAYIP) for youth who reside in CRHA communities.
- B. Develop financial support for continuing education for young adults and youth graduating from High School.
- C. Implement a comprehensive case management system in the resident services department to improve document management and data tracking.
- D. Apply for additional self-sufficiency funding through FSS and ROSS to expand service delivery to more families and voucher participants.
- E. Continue to apply for other local, state and federally funded grant programs that support housing stability and economic opportunity.

<b>5-Year PHA Plan (for All PHAs)</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires: 03/31/2024</b>
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

**Applicability.** The **Form HUD-50075-5Y** is to be completed once every 5 PHA fiscal years by all PHAs.

<b>A.</b>	<b>PHA Information.</b>																																
A.1	<p><b>PHA Name:</b> <u>Charlottesville Redevelopment &amp; Housing Authority</u> <b>PHA Code:</b> <u>VA016</u></p> <p><b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): <u>04/2024</u>  <b>The Five-Year Period of the Plan (i.e. 2019-2023):</b> <u>2024- 2029</u>  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.)</p> <table border="1" data-bbox="217 997 1427 1325"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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<b>B.</b>	<b>Plan Elements.</b> Required for <u>all</u> PHAs completing this form.																																
B.1	<p><b>Mission.</b> State the PHA’s mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA’s jurisdiction for the next five years.</p> <p><b>Mission Statement:</b></p> <p>The Charlottesville Redevelopment and Housing Authority has a mission to further develop and preserve quality, resident centered, affordable housing, while empowering people and communities.</p> <p><b>Vision Statement:</b></p> <p>Our vision is to be more than an entity that manages traditional federal Public Housing and Housing Choice Voucher programs. As a resident first organization, we collaborate with local governments, and partners from the public and private sectors to carry out our mission.</p>																																

<p><b>B.2</b></p>	<p>Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years.</p> <ul style="list-style-type: none"> <li><b>I.</b> Empower Individuals and Families through the delivery of transformational services. <ul style="list-style-type: none"> <li><b>A.</b> Maintain and create partnerships, programs and resources that foster economic growth and self-sufficiency to end the cycle of poverty.</li> <li><b>B.</b> Promote initiatives that encourage healthy living and lifestyle.</li> <li><b>C.</b> Develop programs and resources that encourage long term personal success of young adults and the youth.</li> </ul> </li> <li><b>II.</b> Encourage and Create Homeownership Opportunities <ul style="list-style-type: none"> <li><b>A.</b> Encourage Homeownership Opportunities <ul style="list-style-type: none"> <li><b>1.</b> Foster the participation of at least 2-5 families in CRHA and/or Partner Homeownership Training</li> </ul> </li> <li><b>B.</b> Assist HUD- Assisted Renters Become Homeowners <ul style="list-style-type: none"> <li><b>1.</b> Use redevelopment opportunities through public housing redevelopment; community partnerships; and the Housing Authorities Preservation of Naturally Occurring Affordable Housing (P-NOAH) program to create up to 5 homeownership opportunities per year.</li> <li><b>2.</b> Provide up to 5 opportunities to utilize the Housing Choice Voucher program to create homeownership vouchers per year.</li> </ul> </li> </ul> </li> <li><b>III.</b> Preserve, Develop and Expand Opportunities for affordable housing. <ul style="list-style-type: none"> <li><b>A.</b> Pursue VHDA Tax Credit training and certification for property management and management staff. <ul style="list-style-type: none"> <li><b>1.</b> 80% of PM/Redevelopment staff and 50% of Management attend Tax Credit Conference; 80% of PM staff attend Mid-Atlantic AHMA Conference.</li> </ul> </li> <li><b>B.</b> Improve housing opportunities for the elderly, persons with disability and individuals experiencing homelessness. <ul style="list-style-type: none"> <li><b>1.</b> Apply for additional mainstream vouchers.</li> <li><b>2.</b> Increase project-based vouchers.</li> <li><b>3.</b> Maintain 100% lease up on Mainstream, EHV, VASH, PBV, TBRA</li> </ul> </li> <li><b>C.</b> Apply for additional vouchers when available.</li> <li><b>D.</b> Preserve Section 9/public housing in the City of Charlottesville. <ul style="list-style-type: none"> <li><b>1.</b> Apply for additional funding to preserve public housing not in CRHA’s redevelopment plan.</li> <li><b>2.</b> Acquire properties to convert to public housing to utilize Faircloth units.</li> <li><b>3.</b> Complete energy efficiency upgrades while completing the Parallel track.</li> </ul> </li> </ul> </li> <li><b>IV.</b> Diversify the Authorities Business Model and Funding Streams <ul style="list-style-type: none"> <li><b>A.</b> Transform Communities <ul style="list-style-type: none"> <li><b>1.</b> Pursue LIHTC, Other HUD Programs and Public/ Private Partnership Opportunities.</li> </ul> </li> <li><b>B.</b> Become Development Catalyst for the City <ul style="list-style-type: none"> <li><b>1.</b> Partner with the City of Charlottesville to pursue mutually beneficial opportunities in housing and economic development.</li> <li><b>2.</b> Foster relationships to increase service delivery to residents.</li> <li><b>3.</b> Continue to acquire properties under the Preservation of Naturally Occurring Affordable Housing (P-NOAH).</li> </ul> </li> <li><b>C.</b> Develop an Authority affiliated Non-Profit Entity to expand services opportunities to residents and participants. <ul style="list-style-type: none"> <li><b>1.</b> Develop and implement a not-for-profit arm of the authority.</li> <li><b>2.</b> Seek creative income stream opportunities through development, management, and compliance services.</li> </ul> </li> <li><b>D.</b> Market the Authorities tax-exempt bond program to create additional revenue streams for the Authority.</li> </ul> </li> <li><b>V.</b> Support our families’ success. <ul style="list-style-type: none"> <li><b>A.</b> Develop a partnership with City to set-aside spots in the Community Attention Youth Internship Program (CAYIP) for youth who reside in CRHA communities.</li> <li><b>B.</b> Develop financial support for continuing education for young adults and youth graduating from High School.</li> <li><b>C.</b> Implement a comprehensive case management system in the resident services department to improve document management and data tracking.</li> <li><b>D.</b> Apply for additional self-sufficiency funding through FSS and ROSS to expand service delivery to more families and voucher participants.</li> <li><b>E.</b> Continue to apply for other local, state and federally funded grant programs that support housing stability and economic opportunity.</li> </ul> </li> </ul>
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B.3

Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

### CRHA Progress Report on FY 2019- 2024 Five Year Plan Goals

#### MISSION

The Charlottesville Redevelopment and Housing Authority (CRHA) is resident-centered organization committed to excellence in providing affordable quality housing, revitalizing communities, and promoting upward mobility and self- sufficiency through partnerships in the public and private sectors.

*CRHA Progress in Meeting Mission: Ongoing. CRHA continues to modernize their approach to providing services. The agency will continue to work to meet their missions and fulfill the needs of the people we serve in a rapidly evolving and complex world. CRHA's board will be revisiting the mission and vision of the agency during this year's annual and five-year planning process.*

Goal 1. Provide Quality, Affordable Housing

#### PUBLIC HOUSING PROGRAM GOALS

**A. In partnership with our Residents, Expand and Enhance Resident Engagement Opportunities**

1. Partner with residents as equal partners in success of neighborhoods. This includes inviting more resident involvement in maintenance and agency operations planning.

*Progress: Progress: CRHA continues to strive to hire more residents as opportunities become available in the agency. This goal and all others will be expanded on with the new annual and five-year plan goals. The CRHA board has appointed a member to partner with staff to hold weekly Maintenance committee meetings to hear feedback from residents. The Maintenance Committee meetings are attended by the Public Housing Association of Resident staff, residents, and CRHA management staff from the Housing, Maintenance and Central Office. Though the grant has been successfully completed, CRHA continues to participate with the Project Management Team (PMT)'s tri-party (City-CRHA-PHAR) collaboration to improve partnership and communication.*

2. Work to provide community- wide internet access so that CRHA can better communicate with residents in social media and email.

*Progress: CRHA continues to work on successful implementation of the agreement with Ting to incorporate free or low-cost high- speed fiber internet at all CRHA sites, that has started at Crescent Halls and South First St. We are currently in communication with Ting on their fiberoptic installation plans for other communities in Charlottesville.*

**B. In Partnership with our Residents, Improve Asset Management to increase CRHA's Financial Sustainability.**

*Progress: CRHA continues to review current contractual obligations to ensure all contracts are financially beneficial to the Agency. The CRHA has reinvested in the Maintenance Department to assist with turning the large number of vacancies in the CRHA portfolio. Due to this investment CRHA has been able to reduce its vacancy backlog. The CRHA has also worked to minimize TAR's Tenant Account Receivables by working with community stakeholders and the residents to connect them with resources that can assist them with paying their rent. CRHA staff is working with residents who are delinquent to assist them with executing a repayment agreement they can afford.*

1. Strive for HUD High Performer status through ongoing improvements and monitoring of key property management indicators.

*Progress: Management team is meeting regularly to ensure they keep on track towards PHAS goals.*

2. Provide ongoing staff training on performance and revised duties as it relates to increasing efficiency in rent collections, rent calculations, income verification, performance standards.

*Progress: Increased utilization of HUD industry training companies for these standards in the past calendar year and continued scheduling for Asset Management Team.*

3. Maintain a 98% utilization rate and reduce tenant account receivables to at or below HUD best practices guideline of 3% of tenant revenue.

*Progress: Rental Office staff are receiving additional training as we work towards this goal. The CRHA works with local Eviction Diversion programs that allow residents who are behind in rent to*

*enter into an education budget and finance program while crafting and executing a repayment agreement.*

4. Concentrate efforts to improve lease enforcement and unit inspections.

*Progress: Opportunities are being created to do more resident training on CRHA policies. We have created a maintenance plan which incorporated a preventative maintenance plan and a housekeeping inspection procedure.*

5. Maximize efficiencies through technology including the Yardi software.

*Progress: Continuously updating Yardi RentCAFÉ module to allow families to track work orders, process rental payments online, access rent statement/ ledger and check waitlist status on other programs.*

6. Strategic use of Capital funds.

*Progress: Management Team reviews budget on regular basis and Redevelopment Coordinator has been working on parallel track outreach to residents. We are currently working on submitting 2020, 2021 and 2022 CFP budget revisions to ensure the funds are strategically used when addressing the sites that are not actively under redevelopment.*

7. Provide ongoing staff training in customer service.

*Progress: All departments focus on continuous improvement.*

- C. In Partnership with our Residents, Institute Policies, Procedures and Practices that improve safety and security on all CRHA sites.

*Progress: The CRHA has enacted the Camera policy and has successfully deployed cameras to Sixth Street and Westhaven. We have budgeted CFP funds to install cameras at the other multifamily sites.*

1. Partner with the Charlottesville Police Department and other organizations to develop and implement strategies to reduce crime.

*Progress: The CRHA will continue to work with their partners at PHAR and residents on strategies to improve the safety of our neighborhoods and partnerships with the local police department.*

2. When appropriate, utilize technology to help improve safety and security on CRHA sites.

*Progress: The CRHA and PHAR are currently meeting with the Charlottesville Police Department to discuss safety issues and better coordinate. CRHA is inviting CPD to be a regular attendee of safety meetings so they can hear directly from the residents what they would like to see in their communities.*

- D. In Partnership with our Residents, provide efficient, effective Property and Unit Maintenance.

1. Educate residents and staff on pest eradication, particularly roaches and bedbugs.

*Progress: Staff continue to work on strategies such as video opportunities on website.*

2. Improve curb appeal of properties.

*Progress: CRHA has worked to hire Section 3 employees to assist with landscaping needs and create a career track opportunity in the agency.*

3. Achieve a score of 80 or above on the HUD Real Estate Assessment Center (REAC) physical inspection of all public housing communities.

*Progress: CRHA continues to hire additional staff and complete quarterly inspections of all public housing units. The maintenance department then address the deficiencies that have been identified.*

4. Respond to maintenance requests within 72 hours and complete all emergency requests within 24 hours.

*Progress: We continue to work to improve the efficiency of the maintenance department. We have seen a lot of improvement since hiring a full-time work order clerk who enters and tracks the work orders until completion.*

5. Achieve a vacant unit turn time average of 15 days or better. Reduce turnover time for vacated public housing units by use of CRHA maintenance personnel, special teams/programs and/or outsourcing where appropriate.

*Progress: CRHA's turn team technicians continue to improve turnover rates. There are some units that require substantial rehabilitations that the team is addressing.*

6. Develop an active list of business that can be subcontracted for repairs requiring skilled technicians.

*Progress: Focusing on adding some Section 3 businesses as our Section 3 program grows.*

7. Use technology, including the Yardi software, to track work order completions and other projects.

*Progress: We continue using Yardi system to track work order system.*

8. Employ effective maintenance and management policies to minimize the number of public housing units off-line.

*Progress: Maintenance department has been rebuilt as we have hired more staff and continue to work on SOPs.*

9. Create online work order creation and tracking system for residents.



*Progress: Team focuses on continuous improvement with the system.*

10. Explore partnership with residents to support the creation of a resident-owned maintenance company.  
*Progress: Section 3 program continues to be developed as agency seeks funding for it's Economic Opportunities program. The CRHA has applied for a Jobs Plus grant.*

#### VOUCHER PROGRAM GOALS

- E. Obtain "High Performer" rating for HCV Program
  1. Maintain 95% or above reporting rate  
*Progress: We are currently reporting at 100% and will continue to report at 95% or greater.*
  2. Continued utilization of HUD forecasting tools to optimize voucher utilization.  
*Progress: We continue working with the HUD Field Office and our Fee Accountants to accurately capture our Utilization through VMS which translates to the Two-Year Forecasting Tool.*
  3. Maximize efficiencies through technology including the Yardi software  
*Progress: We continue the process of updating Yardi to the latest version in order to implement Rent Cafe Resident and Applicant Portals.*
  4. Process lease-ups within 100 days.  
*Progress: Vouchers are valid for 90 days with the potential of an additional 60 days in extensions. Once a Request for Tenancy Approval is received the goal is to process all information within 15 days to allow for lease up will occur when the unit is available for move in.*
  5. Process approvals and denials for tenancy approvals, new admissions and transfer moves within five days  
*Progress: Approval or denial of Tenancy for moves will continue to be processed within 7 business days of all required documents being obtained.*
- F. Continue to leverage private and/or other public funds to create additional housing opportunities.
  1. Work with City of Charlottesville to maintain and possibly increase funding for the City funded housing vouchers.  
*Progress: Partnership with the City of Charlottesville will continue for the CSRAP program. \*\* This goal will be separated out when the new five-year plan is drafted as these are not federal funds.*
  2. Apply for additional HCV units should they become available.  
*Progress: Addition Voucher Programs have been applied for and new opportunities will continue to be explored.*
  3. Apply for special- purpose vouchers targeted to families with disabilities, should they become available.  
*Progress: CRHA continues to apply for Mainstream Vouchers as they become available.. This program assists non-elderly participants where the head of household or a family member is disabled.*
  4. Explore managing home ownership vouchers.  
*Progress: Homeownership program is part of Admin plan and continues to be part of discussions with redevelopment efforts.*
- G. Provide Professional, Courteous, Timely Customer Service  
*Progress: Continued Customer Service training will be provided.*
- H. Create more locally available units through landlord recruitment, education and incentives.  
*Progress: Landlord Briefing Sessions being held. A New Landlord incentive program has been initiated this year using special voucher allocation funds.*

Goal 2: Revitalize Communities, Especially CRHA Communities, in Charlottesville

#### REDEVELOPMENT AND RENOVATION GOALS

- A. In Partnership with our Residents, Plan and execute total renovation of Crescent Halls (AMP 2).  
*Progress: Crescent Halls renovation project has begun and will be completed by the beginning of 2024.*
- B. In Partnership with our Residents, Renovate and/or modernize public housing units at Riverside Dr., Michie Dr., and Madison Ave. (possibly using low-income housing tax credits, if appropriate). Pursue selected demolition to create more public space, parking and to construct replacement units.  
*Progress: The 5-year Capital Fund Plan that was crafted with the support of the RAB, a resident survey, and resident meetings on the Parallel Track sites relies on exterior modernization, upgrades to common areas, and extensive interior modernization. Parallel track meetings at the affected sites continue as exterior upgrades to roofs, gutters, siding, insulation, windows, and entry doors are underway. We have partnered to bring new playground spaces to these sites.*
- C. In Partnership with our Residents, continue to assess and implement options to fully redevelop Crescent Halls, Avon/Levy Ave., Westhaven, South First St. and 6<sup>th</sup> St properties.

*Progress: South 1st Street Phase I is completed. Phase II will begin construction the first quarter of 2024. Levy continues to serve as a temporarily maintenance location. Conversations about Levy being used for SROs, mixed use, and other options that began several years ago continue. Construction for 6th Street Phase I will be starting in 2024. Resident planning has begun at 6th Street Phase II. Westhaven Planning continues as an architect is hired to work with resident planners who have been part of CRHA's first Redevelopment Learning Curriculum.*

- D.** In Partnership with our Residents, pursue Demolition/Disposition of existing Public Housing properties in AMPS 1, 2, 3, and 4 (i.e.: Crescent Halls, South First St., Levy Ave., 6th St., Westhaven, Riverside Drive, Michie Drive, Madison Ave., and scattered site homes) to improve and increase the number of affordable housing units.

*Progress: Demo dispo has been successful for Crescent Halls and South First Street Phase One. A demo dispo has been submitted and approved for South First Street Phase Two. We are working on the final pieces of the demo/dispo process for Sixth Street. Westhaven planners have been meeting regularly to go through Redevelopment Curriculum training in preparation for hiring an architect.*

- E.** Complete basic Environmental Surveys of CRHA properties.

*Progress: Environmental surveys completed for redevelopment projects. Sustainability study has also been completed, presented to City Council and continues to be reviewed by staff and board.*

- F.** In Partnership with our Residents, Scope Rehabilitation and Redevelopment Projects that not only increase affordable housing in Charlottesville but that generate enough income to maintain these properties and provide for the long-term financial stability of the CRHA.

1. Develop necessary legal mechanisms needed to maximize funding for rehabilitation and redevelopment projects.

*Progress: Completed*

2. Operationalize a sister agency (instrumentality) that is a non-profit community development corporation.

*Progress: Charlottesville Community Development Corporation continues to serve as an instrumentality of CRHA to serve as Developer for current and upcoming redevelopment projects.*

3. Investigate and potentially use funding/redevelopment tools including LIHTC, mixed finance, Rental Assistance Demonstration funding, other HUD funding mechanisms, municipal bonds, grants, and private loans.

*Progress: CRHA continues to utilize mixed- finance development for redevelopment projects, with a mix of LIHTC funding, City bonds, grants & donations, private loans, etc. We do not envision utilizing RAD as a funding source for future projects.*

- G.** Provide Enhanced relocation and new development services for the Elderly and Disabled

1. Explore, and if appropriate implement, designation of public housing for the elderly.

*Progress: Fully renovated, Crescent Halls will serve as public housing and project-based HCV housing. CRHA continues to look t other potential opportunities such as Levy, Sixth Street Phase II and Westhaven.*

2. Explore, and if appropriate apply for, special- purpose vouchers targeted to the elderly, should they become available.

*Progress: CRHA continues to successfully apply for mainstream vouchers to increase housing opportunities for vulnerable populations*

Goal 3: Promoting upward mobility and self-sufficiency

- A.** In Partnership with our Residents, Advance Resident Independence & Stability.

1. Re-build the Family Self Sufficiency program in both Public Housing and HCV.

*Progress: The CRHA revised it's FSS Action Plan and successfully applied for HUD funding to run it's FSS program.*

2. Continue to support the Nursing Clinics at Westhaven and Crescent Halls

*Progress: CRHA staff and Crescent Halls residents are working with community partners such as Sentara, WellAware and UVA to talk about support for the Clinic at Crescent Halls that will be completed in the end of 2023. CRHA staff sit on advisory committee for the Westhaven Clinic with the Ciyt, UVA and community partners.*

3. Provide or obtain partnerships to provide supportive services to increase lifestyle and economic independence for both the elderly and for families with disabled family members.

*Progress: CRHA's Resident Services and other staff continue to focus on increasing communication and partnership opportunities with local programs through DSS and other agencies.*

4. Explore, and if appropriate, implement a HUD Moving to Work program.

*Progress: To this date the agency has not seen support from this program from PHAR will remove this goal as we focus instead on building our Section 3 program.*

5. Provide or obtain partnerships to provide enhanced youth engagement/ youth activities.

*Progress: As sites are redeveloped staff and resident partners are focusing on programming opportunities in community spaces. CRHA plans to apply for a Youth Build grant.*

6. Provide or obtain partnerships to provide enhanced senior activities.

*Progress: CRHA staff continue exploring ways to continue and enhance services. CRHA's Resident Services program continues meeting with the Crescent Halls Resident Association to support having Parks and Rec and other services in Crescent Halls as it is completed. The CRHA plans to apply for a ROSS grant to have a case manager in Crescent Halls office.*

7. In partnership with the Legal Aid Justice Center and HUD, draft and adopt policies that support practices in public housing designed to serve those who are re-entering society following periods of incarceration.

*Progress: The RAB continues to work with CRHA staff to review the Admin and ACOP policies.*

- B. In Partnership with our Residents, Develop a Section 3 oriented Economic Opportunities office

1. Build a CRHA workforce development/ Economic Opportunity program.

*Progress: CRHA continues to work with community partnerships to increase training opportunities as we seek funding to support these programs.*

2. Provide or obtain partnerships to provide supportive services to improve recipients' employability.

*Progress: CRHA continues to have an MOU with Piedmont Virginia Community College whereby the CRHA Section 3 Coordinator worked closely with PVCC's Network2Work program to help Section 3 participants secure employment-related support services. CRHA is also a partner with several local agencies in the establishment of a new Financial Opportunity Center for Charlottesville.*

3. Provide or obtain partnerships to provide training and support for resident-owned businesses.

*Progress: The CRHA Resident Services Team continues to work with UVA Occupational Services, Goodwill, Network to Work and several other community partners.*

#### Goal 4. Agency Governance and Management

- A. Annual Board Retreat

*Progress: Completed.*

- B. New Board member orientation

*Progress: The CRHA attorney has held several trainings with the board of commissioners, and more will be scheduled.*

- C. Annual ACOP review and update

*Progress: Members of the CRHA management team continue to work with the RAB on an ACOP review.*

- D. Annual HCV Admin Plan review and update

*Progress: HCV Admin Plan will be continuously updated to include new PIH Notices and Federal Regulation changes.*

- E. Review and Update By-laws

*Progress: Executive Director is working with board to assist with education and review of Bylaws.*

- F. Annual Review of personnel policies and procedures.

*Progress: Ongoing. Personnel Committee will be exploring redrafting the Personnel Policies over the next year.*

- G. With a transformational goal of becoming a Resident managed organization, develop and implement processes by which CRHA Residents are strategically recruited, employed, trained and mentored in the management of CRHA.

*Progress: CRHA continues to focus on hiring staff with lived experience in public housing and vouchers.*

B.4

**Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.

#### **CRHA's Violence Against Women Act (VAWA) Goals.**

The Charlottesville Redevelopment and Housing Authority (CRHA) will promote and abide by the VIOLENCE AGAINST WOMEN'S ACT (VAWA) and Department of Justice Reauthorization Act of 2005 and 2013 CRHA will support or assist victims of domestic violence, dating violence, sexual assault, stalking and/or others as required by the law to prevent them from losing their HUD-assisted housing as a consequence of the abuse of which they were the victim. CRHA will adhere to HUD requirements regarding the VAWA pertaining to Public Housing and Housing Choice Voucher Program.

CRHA will take action to protect the safety and welfare of all our residents when repeated offenses occur. In the event the victim being protected shows a willingness to continue relationships with such abusers, continues to have them as guests in their home and incidents continue to occur, the victim could be evicted in order to protect other residents.

A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

The Act has been reviewed and CRHA applies that statute of the law concerning occupancy issues and termination proceedings. Under current Preference Standards, applicants on the waiting list are identified as domestic violence victims and receive a Preference 1 rating if they also live and/or work in Charlottesville. Sensitivity to issues of domestic violence is also considered as one of the factors in the determination of a voucher issuance in instances of split housings assisted by the Housing Choice Voucher program.

CRHA also provides owners with VAWA information during our monthly new landlord orientations; we also provide VAWA information at recertification and during the initial certification process. This information includes but not limited to:

- A Description of what the law states and what protections it offers victims;
- Instructions for what to do if they, or their family, is being victimized; and
- What is required to certify that the abuse took place.

The VAWA protection applies to families applying for or receiving Public Housing Program assistance, Housing Choice Voucher Program (including rental assistance payments under the project-based vouchers), as required by the provisions of Sections 606 and 607 of the VAWA. The law protects victims of domestic violence, dating violence, stalking, as well as their immediate family members generally, from being evicted or being denied housing assistance if an incident of violence is reported and confirmed. The VAWA also provides that an incident or actual or threatened domestic violence, dating violence or stalking does not qualify as a serious or repeated violation of the lease nor does it constitute good cause for terminating the assistance, tenancy, or occupancy rights of the victim. Furthermore, criminal activity directly relating to domestic violence, dating violence, or stalking is not grounds for terminating the victims' tenancy. O/A may bifurcate a lease in order to evict, remove, or terminate the assistance of the offender while allowing the victim, who is a tenant or lawful occupant, to remain in the unit.

#### **POLICY IMPLEMENTATION**

Pursuant to the VAWA and Justice Department Reauthorization Act of 2005 and 2013, the Charlottesville Redevelopment and Housing Authority ("CRHA") implemented related policies, which in addition to providing assistance to low-income families, disabled and elderly citizens and other social services in conjunction with the City of Charlottesville, had a significant role in the provision of free services to CRHA residents who are victims of domestic violence, dating violence or stalking.

#### **PROGRAMS**

CRHA refers clients to various City Agencies as well as to local nonprofit agencies such as:

- The Sexual Assault Research Agency (SARA) that assists vulnerable at-risk individuals who have been victims of various types of Domestic violence create a positive living environment. SARA provides highly individualized training and Counseling services including but not limited to one-on-one counseling sessions,

workshops, and referrals to outside agencies. The agency offers a 24-hour hotline that residents can call to discuss their individual situations as it relates to Domestic Violence, Dating Violence and Stalking issues.

- The Women's Initiative who has counseling and support services and groups with cultural sensitivity.
- The Shelter for Help in Emergency to provide emergency housing for any residents that may need a place to temporarily escape a situation.
- The Charlottesville Departments of Social and Human Services provides additional support.

**PROGRAM GOALS**

CRHA goals for 2024 and forward are focused on an increased awareness of the law regarding the Violence Against Women and Department of Justice Reauthorization Act of 2005 and 2013 for the residents and their families by:

**Goal I: CRHA will revise existing ACOP and Admin Policies to reflect VAWA requirements as they are updated.**

**Outcome A:** Changes to the ACOP and Admin plans in addition to being posted will include information page and links in CRHAs' Web site.

**Outcome B:** Asset managers will attend trainings on handling domestic violence situations to instruct them on what to do in cases of suspected domestic violence (e.g. subtle ways to separate victim from abuser to see if they are safe and give them information or resources for a local agency to help them come up with a safety plan), and how to handle victims allowing offenders into their home (making sure language around consequences of violating these policies is clear for residents)

**Outcome C:** If abuser is moved out of a home, making sure that locks are changed immediately and victim has a means to advocate to be moved to a different housing location if they feel endangered by remaining in the same residence.

**Goal II: CRHA staff will distribute easy-to-read and understand printed materials about VAWA.**

**Outcome A:** CRHA will implement procedures to assure applicants and residents are aware of their rights under the VAWA as described in:

1. The Admissions and Continued Occupancy Policy (ACOP): Part VII: Violence Against Women Act (VAWA): Notification, Documentation and Confidentiality
2. The Housing Choice Voucher Administrative Plan (Admin Plan): Chapter 3, Part III, 3-III.G.: Prohibition Against Denial of Assistance to Victims of Domestic Violence, Dating Violence, Sexual Assault and Stalking: Notification and Documentation

**Outcome B:** RHA staff will provide bi-lingual information on VAWA.

**Goal III: Seek new partners to participate in CRHA's VAWA program.**

**Outcome A:** CRHA in collaboration with local government agencies and private non-profit institutions, will implement an assistance program for the residents and their families, with most participants being women and children, who are the most affected by domestic violence acts. This program will inform victims of domestic violence about the legal protection afforded under VAWA and provide counseling on victims' rights, available resources, and the inherent harm of acts of violence.

**Outcome B:** Working with partners, CRHA will assist victims in enrolling in counseling programs, support groups, and other services. CRHA will collaborate with partners that offer culturally and socially sensitive assistance that center individual experience to best equip residents toward breaking cycles of violence and self-sufficiency. Outcome: CRHA will explore MOU's with partner agencies.

<b>C.</b>	<b>Other Document and/or Certification Requirements.</b>
<b>C.1</b>	<b>Significant Amendment or Modification.</b> Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.    NA

<p><b>C.2</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?</p> <p>Y   N  <input checked="" type="checkbox"/>   <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. See Section VI C and D.</p>
<p><b>C.3</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD-50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan. See Attachment E.</p>
<p><b>C.4</b></p>	<p><b>Required Submission for HUD FO Review.</b></p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y   N  <input type="checkbox"/>   <input type="checkbox"/></p> <p>(b) If yes, include Challenged Elements.</p>
<p><b>D. Affirmatively Furthering Fair Housing (AFFH).</b></p>	



**D.1**

**Affirmatively Furthering Fair Housing.** (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.) This section was completed on the Annual Plan.

Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

<b>Fair Housing Goal:</b>
<u><i>Describe fair housing strategies and actions to achieve the goal</i></u>

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## IV. Progress Reports

### A. CRHA Annual Plan FY 2022- 2023

#### AGENCY WIDE GOALS

- 1. Continue to pursue funding to re-establish CRHA's FSS program following HUD "best practices" and guidelines. Report to the Commission at Board meetings. Engage the FSS program with a Financial Opportunity Center.**  
*Progress: The CRHA successfully applied for HUD two-year FSS funding. The FOC has been invited to serve on the FSS Program Coordinating Committee (PCC).*
- 2. Continue a process where CRHA will be responsible for producing an annual report with a summary of CRHA's financials.**  
*Progress: The Executive Director continues to work with the Finance Director on coordinating this process.*
- 3. Improve customer service skills of all who work with CRHA (including staff and contractors) to ensure professional dealings with Residents and Public.**  
*Progress: Staff training including customer service skills is a priority of our new HR Coordinator.*
- 4. Support the goals and efforts of the Residents for Respectful Research (RRR).**  
*Progress: Ongoing, the Deputy Executive Director serves on the RRR Advisory Committee.*
- 5. Improve rent collections to improve financial viability. Reduce Tenant Accounts Receivable to less than 5%. Develop Eviction Prevention Program to assist participants in public housing with individual and family stabilization.**  
*Progress: Since April 2022 the Housing Team in partnership with Resident Services has diligently worked to implement more consistent practices for delinquent rent notification by phone & serving multiple notices, prior to implementing court proceedings. We have counseled and referred families to local agencies as well as state agencies when funds are available. We will consistently use these practices moving forward to help decrease TAR & Eviction.*
- 6. Continue to revamp our website, social media, calendar and communications plan. Explore partnerships with IT organizations and non-profits. Create methods to enable Recertifications to be done online. Implement method by which rental payments can be received on- line.**  
*Progress: CRHA has renewed their IT support contract with Ricoh IT (formerly Mindshift) to provide infrastructure (Cloud Services & VOIP), licensing & user support. We are in the process of reviewing local contractors for Microsoft application support/user training. Yardi RentCafe will be expanded with the addition of our redeveloped properties. Initial staff training in the finance office occurred in August 2022, Additional training for finance & other targeted staff is planned over the next 6 months. A staff training plan will be developed for the use of currently available applications (MS Office apps including Sharepoint file management). Discussions regarding CRHA rebranding, including the website, social media and physical signage is on-going and will coincide with the redeveloped properties coming online*
- 7. Quarterly "Report-out" on HCV and Public Housing waiting list status in such a manner that increases the public's understanding of wait list function and scope.**  
*Progress: DHS is working diligently with Yardi to update functionality of Waitlist. Once completed we will be able to set up regular updates & purges. We will also be working on a process for conducting regular trainings for PHAR Reps & PH/HCV residents to educate them and increase their understanding of the waitlist, function & scope.*
- 8. Continue to work to develop strong partnerships with the City of Charlottesville Council, Departments, and staff.**  
*Progress: CRHA continues to meet regularly with the City. The PMT grant is cling to a close this fiscal year.*
- 9. In conjunction with PHAR, continue to promote a Section 3 program that provides job training and seek-out employment opportunities for CRHA Public Housing residents, Voucher holders and other eligible individuals in our Community.**  
*Progress: CRHA's Section 3 Program continues to grow and operate under the Resident Services*

department to assist with addressing barriers and other service needs.

- 10. Implement a complete revision/update to CRHA's Admissions and Continued Occupancy Policy in conjunction with the RAB/RC and Legal Aid Justice Center. These changes should be compatible with redevelopment goals and seek to "sync up" with policies affecting residents post-redevelopment.**  
*Progress: COMPLETED. The ACOP is reviewed annually and may be adjusted if required by implementation of the final rule for implementation of Housing Opportunity Through Modernization Act's (HOTMA) public housing income limit requirements.*
- 11. Continue to increase efforts to acquire funding through grants and other resources to enhance CRHA programs.**  
*Progress: Ongoing. The CRHA continues to pursue funding to increase capacity and service options. The CRHA was successful in funding several resident services career track positions through grant funding.*
- 12. Set up a non-profit arm to assist in accessing more funding streams to help build more resident service opportunities.**  
*Progress: Ongoing. The CRHA board has approved this and the agency is currently working on SOPs.*
- 13. Bring services to each site by exploring various service providers offered through partnerships between CRHA and Resident Services Committee. Improve partnerships and cooperative programming opportunities to enhance services provided at CRHA's medical clinic facilities.**
  - a. Strive to increase resident involvement in Resident Services Committee**
  - b. Survey residents as to what services they want to see in their neighborhoods.**
  - c. Pursue relationships through which community center, computer lab, green and garden space and other shared community spaces can be enhanced.***Progress: The CRHA has established a resident services department in the Westhaven Center. Staff are working with residents on coordination of service providers in the new centers that will be opening soon in Crescent Halls and South First Street Phase One.*

## HOUSING PROGRAM GOALS

- 14. Continue with the implementation of a comprehensive maintenance plan.**
  - a. Improve the policy and procedure for reporting maintenance issues.**
  - b. Continue to renovate or modernize existing public housing units with specific consideration on air quality improvement.**
  - c. Improve the bi-annual inspection process.**
  - d. Landscape management improvements including common areas.**
  - e. Ensure that Maintenance training is provided and made available to staff.**
  - f. Develop, publish and implement a comprehensive Property Maintenance Plan for all CRHA communities.***Progress: Housing Team continues to work in partnership with maintenance to encourage and enforce the procedures for what to report, when to report and how to report maintenance issues, through written notices, verbal notice of the proper procedures.*

*Since April, the Housing Team has completed the bi-annual inspections for all PH units, which had not been completed in 2 years fully due to COVID restrictions.*

*The DHS & Maintenance Supervisor continues to work in partnership to improve Landscape management. Due to contract issues the maintenance department had to bring most of the Landscape maintenance back in house. Once brought back in house maintenance experienced its own significant turnover and therefore Landscape maintenance improvement continues to be an area of improvement. Development of Maintenance Plan had to be put on pause due to other priorities, however, DHS & Maintenance supervisor will be working on it with a tentative completion of draft date of 12/31/22, possibly sooner.*
- 15. Continue to improve integrated pest management: (IPM) A broad-based approach that integrates practices for economic control of pests. IPM aims to suppress pest populations, particularly bed bugs,**

**giving careful consideration of all available pest control techniques and subsequent integration of appropriate measures that discourage the development of pest populations and keep pesticides and other interventions to levels that are economically justified and reduced or minimize risks to human health and the environment.**

*Progress:* Currently the Housing Team in partnership with the Maintenance Supervisor to continue to improve. We have met with the Pest Control company to discuss preventative maintenance plans to address increased rodent activity seen not only on PH sites but city wide in Charlottesville. We also have inquired on what percentage of “Green” products are used by the company, which we understand determines an increase or decrease on the footprint that CRHA is making on the community and environment.

**16. Reduce public housing vacancies with a goal of 98% or better. Bring currently “off-line” units back in service within 6 months.**

*Progress:* Since April 2022 the Housing Team in partnership with Maintenance has continued to improve communication, upkeep of the turn board so that processes for turns and occupancy are quicker, cleaner and more efficient and decrease and sustain decreased vacancy numbers.

**17. In line with HUD’s Mission, continue to improve lease enforcement and ensure the safety and welfare of our residents.**

- a. Enforce Lease provisions.
- b. Promptly notify Residents of Lease changes.
- c. Regularly update and publish the CRHA Barment list.
- d. Provide Barment training for staff and police personnel.
- e. Conduct workshop on Barment Policy with residents.
- f. Implement public housing security improvements.
- g. Maintain a working relationship with the Police Department.
- h. Pursue Security through alternative technology and security staffing.
- i. Develop a recorded digital content policy.
- j. Provide support for community safety initiatives to improve resident involvement.
- k. Address supplemental lighting issues

*Progress:* Prior to April 2022 lease enforcement had been slow due to staff turnover and COVID restrictions affecting operations, however, since that time lease enforcement has seen a significant uptake to get back to business. Currently, we are enforcing any and all lease violations, notifying residents of changes. Although CPD no longer needs or wants to be made aware of Barments, however, we continue to Barr people as needed and keep record of it. Upcoming in 2023 we will schedule and conduct a workshop on Barment where the residents are invited to attend. DHS continues to attend meetings for Crisis Intervention & Safety. We plan to more regularly attend safety meetings as a team and provide advocacy for supplemental lighting, more cameras & onsite security.

**18. Allow capital funding for Emergency Items, Deferred Maintenance, Sinks, Commodes, Faucets, Doors/Windows and related hardware, Shower pan/tub replacement, Vehicles, Bed Bug Treatment Equipment, Vacancy Reduction / off-line substantial rehab, other capital equipment needs/materials/services, support for Section 3 program.**

*Progress:* Capital Fund program and Section 3 staff have been working closely on parallel track outreach.

**19. Hire and train residents in the management of their public housing authority. Explore on-the-job training and development opportunities.**

*Progress:* Recently we hired a HCV recipient as an Assistant Asset Manager to train and learn management policies & procedures and get certified. We do plan in the future to duplicate this process with eligible PH or HCV participants.

**20. Increase all staff including CRHA’s Administrative Office staff presence within CRHA communities.**

*Progress:* As we continue to grow, we plan to hire additional staff accordingly.

**21. Enhance sense of community within CRHA neighborhoods through the facilitation of organized activities**

and community improvements. Services/activities for youth are key concern. Further, during times of relocation and construction, community activities should be increased.

*Progress: The CRHA Resident Services Department is working on bringing service providers back into the community. Housing Team continues to partner with Resident Services team to facilitate organized activities and community improvements.*

## 22. Relocation planning

- a. Work with residents at sites undergoing redevelopment on relocation plans to submit to the board.
- b. Work in partnership with local service providers to coordinate resident Advisory Board and focus on needs of residents undergoing relocation.

*Progress: Housing Team continues to partner regularly with Relocation Department, as well as Resident Services to coordinate actions & events regarding relocation to include providing information, updates and ideas for future relocations.*

## VOUCHER PROGRAM GOALS

### 23. Arrange Board/public/staff training on HCV program. Provide trainings on the HCV Admin Plan in such a way that understanding is increased by HCV Participants, Board, Staff, Landlords and Community Partners.

*Progress: HCV Department recently hired HCV Specialist. HCV Department will continue to grow, and plan to hire additional staff accordingly.*

### 24. HCV Program will continue the availability of decent, safe, and affordable housing by conducting outreach to unit owners throughout the Voucher Program and through partnership with outside resources.

*Progress: Continue to meet regularly with City, Continuum of Care (COC), and other Housing Partners.*

### 25. CRHA plans to re-open HCV waiting list by end of the fiscal year of March 31, 2023

*Progress: Completed*

### 26. The HCV Program will continue to explore competitive funding opportunities as it becomes available as the VASH Program, Family Unification Program, Fostering Youth Initiative and Special Voucher Allocation Funding.

*Progress: Ongoing. CRHA continues to pursue funding increases to serve full capacity, which the need has increased due to COVID-19.*

### 27. Landlord briefing and outreach every 6 months, or virtual workshops with Affordable Housing Partners and Local Fair Housing Office.

*Progress: Ongoing*

### 28. Implementation of the Homeownership Program in 2022.

*Progress: Ongoing currently working on SOPs and projecting further work in 2024.*

### 29. HCV Program is currently seeking resources for the Homeownership Program with Down Payment Assistance with Piedmont Housing Alliance, CBDG funds, Habitat for Humanity, and other resources.

*Progress: Ongoing currently working on SOPs.*

### 30. Contacting Banking Resources for the HCV Program for Outreach for lending qualifications and network with VHDA and Piedmont Housing Alliance.

*Progress: Ongoing.*

### 31. To prepare HCV participants to obtain Homeownership Counselor Certification to start the Homeownership Program.

*Progress: Ongoing.*

### 32. The HCV participants with fixed income will be Triennial recertification process, with a biannual inspection. The non-fixed income family will continue with annual recertification with a biannual inspection if the unit passes inspection without any deficiencies.

*Progress: Ongoing.*

### 33. HCV Program will continue to work closely with Housing Urban Development and City of Charlottesville to enhance services for all families serve.

*Progress: Ongoing.*

34. HCV Program will continue to update its website and social media outlet to improve outreach and promote knowledge of CRHA mission and accomplishments.

*Progress: Ongoing.*

35. HCV Administrative Plan will be updated as needed in consistent will all HUD's regulatory requirements.

*Progress: Ongoing.*

## REDEVELOPMENT AND RENOVATION GOALS

36. CRHA anticipates that we will intensify the on-going redevelopment effort within the next year and our intent is to explore/implement the various areas of this process.

- a. Complete the implementation of all required demolition and disposition activities and HUD applications needed to facilitate a redevelopment of South First Phase II and facilitate LIHTC application for new development at 6th Street
- b. Begin process of engaging Westhaven Community for future LIHTC application.
- c. Complete renovation of Crescent Halls
- d. Assess all existing Public Housing stock to determine which communities should undergo either redevelopment or modernization.
- e. Continue to add redevelopment skills to CRHA staff either through staffing or consultant services. Open such trainings to residents.
- f. Continue to work in conjunction with and in support of the Charlottesville Community Development Corporation (CCDC) to facilitate CRHA's redevelopment activities.
- g. Explore, and where appropriate, convert Housing Choice Vouchers to Project Based Vouchers to support CRHA's redevelopment plans and objectives. Seek additional vouchers to support PBV purposes (VASH; Mainstream).
- h. In conjunction with PHAR continue to educate residents about redevelopment opportunities.
- i. Either independently or in partnership with local agencies explore home ownership programs and options. Explore and implement a homeownership program and consider utilizing a "land trust" model.
- j. Research possibilities with HUD Section 202 Supportive Housing for the Elderly Program potentially for future redevelopment.

*Progress: All CRHA AMPs are currently undergoing renovation, redevelopment, or actively planning redevelopment using our "Resident Led" approach.*

- a. Demolition and Disposition Application for South First Street Phase 2 has been submitted to HUD and additional LIHTC funding has been gained. A LIHTC application for Sixth Street Phase 1 (building A) was submitted and either LIHTC or the state version will be utilized. Resident demo/dispo meeting will be held the second week of October.
- b. Resident Led planning at Westhaven was begun in September 2022. CRHA plans to identify a first phase for a LIHTC application in 2024.
- c. Crescent Halls is due to be fully completed in early 2023.
- d. The sustainability study affirms the approach to redevelop, renovation, and modernization strategies as being ideal and realistic.
- e. CRHA has held multiple trainings for staff and residents including: LIHTC management, HUD CFP, Fair Housing etc.
- f. CRHA/CCDC continues to operate as a mirror entity
- g. CRHA has included HCV conversion to PBV at South First Street, Crescent Halls, and anticipates the need for this at Sixth Street. CRHA has sought and received additional vouchers including VASH, Mainstream and Relocation and Tenant Protection Vouchers.
- h. CRHA partners with PHAR on resident outreach and education on redevelopment/development matters. PHAR carried out workshops with the support of CRHA to develop a Positive Vision for Westhaven Redevelopment.



i. CRHA has begun discussion and research with the HCV department to identify homeownership program scenarios.

**37. In partnership with local agencies explore home ownership options and provide individual support for residents in accordance with the Resident’s Bill of Rights for Redevelopment. Explore and implement a homeownership program utilizing a “land trust” model.**

*Progress: Ongoing and also see progress notes for 33i above.*

**38. Continue working with TING to implement roll-out of internet access at sites.**

*Progress: TING has provided infrastructure for internet services at South First Street Phase 1 and Crescent Halls CRHA continues to evaluate this strategy for future use at Sixth Street or Westhaven.*



## **B. Affirmatively Furthering Fair Housing (AFFH) FY 2023- 2024**

### **1. Increase access to information and resources on fair and affordable housing for CRHA program participants, staff and stakeholders.**

#### **a. Convey HUD data in understandable ways to the public.**

*Progress: Ongoing. CRHA continues to work on improving community outreach and educational opportunities around HUD policy.*

#### **b. Gather and share local information about fair housing education and training opportunities.**

*Progress: Ongoing. CRHA has invited staff and the RAB to Fair Housing trainings as they are offered.*

#### **c. Work with city and TJPDC on AFFH assessment.**

*Progress: Ongoing. CRHA continues to look for opportunities to partner with the city and TJPDC on local AFFH assessments.*

### **2. Prevent loss of existing affordable housing stock and increase supply of new affordable housing, especially in higher opportunity areas.**

#### **a. Research and participate in programs available to assist CRHA and program participants in homeownership and rental.**

*Progress: Ongoing. CRHA plans to work on developing increased partnerships as well as internal infrastructure to*

#### **b. Target opportunities to assess and acquire properties in high opportunity areas.**

*Progress: Ongoing. CRHA continues to look at opportunities to increase their portfolio such as with Naturally Occurring Affordable Housing.*

#### **c. Improve conditions and increase opportunities in identified low opportunity areas.**

*Progress: Ongoing. CRHA is focusing on securing funding to build its Economic Opportunity programs and increase community outreach.*

### **3. Increase services for residents of publicly supported housing and maintain and improve the quality and management of publicly supported housing.**

#### **a. Increase support services available for low-income housing residents to increase wealth building opportunities.**

*Progress: Ongoing. CRHA is working to expand it's Resident Services department through applying for grant resources and federally funded case management programs such as Jobs Plus, ROSS and Youthbuild.*

#### **b. Focus on improving access to transportation for low-income communities.**

*Progress: Ongoing. CRHA continues to work with key stakeholders to advocate for increased access to local transportation.*

## MISSION

The Charlottesville Redevelopment and Housing Authority (CRHA) is resident-centered organization committed to excellence in providing affordable quality housing, revitalizing communities, and promoting upward mobility and self-sufficiency through partnerships in the public and private sectors.

**CRHA Progress in Meeting Mission:** *CRHA Progress in Meeting Mission: Ongoing. CRHA continues to modernize their approach to providing services. The agency will continue to work to meet their missions and fulfill the needs of the people we serve in a rapidly evolving and complex world. CRHA's board will be revisiting the mission and vision of the agency during this year's annual and five-year planning process.*

### Goal 1. Provide Quality, Affordable Housing

#### PUBLIC HOUSING PROGRAM GOALS

- A. In partnership with our Residents, Expand and Enhance Resident Engagement Opportunities**
- 1. Partner with residents as equal partners in success of neighborhoods. This includes inviting more resident involvement in maintenance and agency operations planning.**  
*Progress: Progress: CRHA continues to strive to hire more residents as opportunities become available in the agency. This goal and all others will be expanded on with the new annual and five-year plan goals. The CRHA board has appointed a member to partner with staff to hold weekly Maintenance committee meetings to hear feedback from residents. The Maintenance Committee meetings are attended by the Public Housing Association of Resident staff, residents, and CRHA management staff from the Housing, Maintenance and Central Office. Though the grant has been successfully completed, CRHA continues to participate with the Project Management Team (PMT)'s tri-party (City-CRHA-PHAR) collaboration to improve partnership and communication.*
  - 2. Work to provide community- wide internet access so that CRHA can better communicate with residents in social media and email.**  
*Progress: CRHA continues to work on successful implementation of the agreement with Ting to incorporate free or low-cost high- speed fiber internet at all CRHA sites, that has started at Crescent Halls and South First St. We are currently in communication with Ting on their fiberoptic installation plans for other communities in Charlottesville.*
- B. In Partnership with our Residents, Improve Asset Management to increase CRHA's Financial Sustainability.**
- Progress: CRHA continues to review current contractual obligations to ensure all contracts are financially beneficial to the Agency. The CRHA has reinvested in the Maintenance Department to assist with turning the large number of vacancies in the CRHA portfolio. Due to this investment CRHA has been able to reduce its vacancy backlog. The CRHA has also worked to minimize TAR's Tenant Account Receivables by working with community stakeholders and the residents to connect them with resources that can assist them with paying their rent. CRHA staff is working with residents who are delinquent to assist them with executing a repayment agreement they can afford.*
- 1. Strive for HUD High Performer status through ongoing improvements and monitoring of key property management indicators.**  
*Progress: Management team is meeting regularly to ensure they keep on track towards PHAS goals.*

2. **Provide ongoing staff training on performance and revised duties as it relates to increasing efficiency in rent collections, rent calculations, income verification, performance standards.**  
*Progress: Increased utilization of HUD industry training companies for these standards in the past calendar year and continued scheduling for Asset Management Team.*
  3. **Maintain a 98% utilization rate and reduce tenant account receivables to at or below HUD best practices guideline of 3% of tenant revenue.**  
*Progress: Rental Office staff are receiving additional training as we work towards this goal. The CRHA works with local Eviction Diversion programs that allow residents who are behind in rent to enter into an education budget and finance program while crafting and executing a repayment agreement.*
  4. **Concentrate efforts to improve lease enforcement and unit inspections.**  
*Progress: Opportunities are being created to do more resident training on CRHA policies. We have created a maintenance plan which incorporated a preventative maintenance plan and a housekeeping inspection procedure.*
  5. **Maximize efficiencies through technology including the Yardi software.**  
*Progress: Continuously updating Yardi RentCAFÉ module to allow families to track work orders, process rental payments online, access rent statement/ ledger and check waitlist status on other programs.*
  6. **Strategic use of Capital funds.**  
*Progress: Management Team reviews budget on regular basis and Redevelopment Coordinator has been working on parallel track outreach to residents. We are currently working on submitting 2020, 2021 and 2022 CFP budget revisions to ensure the funds are strategically used when addressing the sites that are not actively under redevelopment.*
  7. **Provide ongoing staff training in customer service.**  
*Progress: All departments focus on continuous improvement.*
- C. In Partnership with our Residents, Institute Policies, Procedures and Practices that improve safety and security on all CRHA sites.**  
*Progress: The CRHA has enacted the Camera policy and has successfully deployed cameras to Sixth Street and Westhaven. We have budgeted CFP funds to install cameras at the other multifamily sites.*
1. **Partner with the Charlottesville Police Department and other organizations to develop and implement strategies to reduce crime.**  
*Progress: The CRHA will continue to work with their partners at PHAR and residents on strategies to improve the safety of our neighborhoods and partnerships with the local police department.*
  2. **When appropriate, utilize technology to help improve safety and security on CRHA sites.**  
*Progress: The CRHA and PHAR are currently meeting with the Charlottesville Police Department to discuss safety issues and better coordinate. CRHA is inviting CPD to be a regular attendee of safety meetings so they can hear directly from the residents what they would like to see in their communities.*
- D. In Partnership with our Residents, provide efficient, effective Property and Unit Maintenance.**
1. **Educate residents and staff on pest eradication, particularly roaches and bedbugs.**  
*Progress: Staff continue to work on strategies such as video opportunities on website.*
  2. **Improve curb appeal of properties.**  
*Progress: CRHA has worked to hire Section 3 employees to assist with landscaping needs and create a career track opportunity in the agency.*
  3. **Achieve a score of 80 or above on the HUD Real Estate Assessment Center (REAC) physical inspection of all public housing communities.**  
*Progress: CRHA continues to hire additional staff and complete quarterly inspections of all public housing units. The maintenance department then address the deficiencies that have been identified.*

4. **Respond to maintenance requests within 72 hours and complete all emergency requests within 24 hours.**  
*Progress: We continue to work to improve the efficiency of the maintenance department. We have seen a lot of improvement since hiring a full-time work order clerk who enters and tracks the work orders until completion.*
5. **Achieve a vacant unit turn time average of 15 days or better. Reduce turnover time for vacated public housing units by use of CRHA maintenance personnel, special teams/programs and/or outsourcing where appropriate.**  
*Progress: CRHA's turn team technicians continue to improve turnover rates. There are some units that require substantial rehabilitations that the team is addressing.*
6. **Develop an active list of business that can be subcontracted for repairs requiring skilled technicians.**  
*Progress: Focusing on adding some Section 3 businesses as our Section 3 program grows.*
7. **Use technology, including the Yardi software, to track work order completions and other projects.**  
*Progress: We continue using Yardi system to track work order system.*
8. **Employ effective maintenance and management policies to minimize the number of public housing units off-line.**  
*Progress: Maintenance department has been rebuilt as we have hired more staff and continue to work on SOPs.*
9. **Create online work order creation and tracking system for residents.**  
*Progress: Team focuses on continuous improvement with the system.*
10. **Explore partnership with residents to support the creation of a resident-owned maintenance company.**  
*Progress: Section 3 program continues to be developed as agency seeks funding for it's Economic Opportunities program. The CRHA has applied for a Jobs Plus grant.*

#### VOUCHER PROGRAM GOALS

- E. **Obtain "High Performer" rating for HCV Program**
  1. **Maintain 95% or above reporting rate**  
*Progress: We are currently reporting at 100% and will continue to report at 95% or greater.*
  2. **Continued utilization of HUD forecasting tools to optimize voucher utilization.**  
*Progress: We continue working with the HUD Field Office and our Fee Accountants to accurately capture our Utilization through VMS which translates to the Two-Year Forecasting Tool.*
  3. **Maximize efficiencies through technology including the Yardi software**  
*Progress: We continue the process of updating Yardi to the latest version in order to implement Rent Cafe Resident and Applicant Portals.*
  4. **Process lease-ups within 100 days.**  
*Progress: Vouchers are valid for 90 days with the potential of an additional 60 days in extensions. Once a Request for Tenancy Approval is received the goal is to process all information within 15 days to allow for lease up will occur when the unit is available for move in.*
  5. **Process approvals and denials for tenancy approvals, new admissions and transfer moves within five days**  
*Progress: Approval or denial of Tenancy for moves will continue to be processed within 7 business days of all required documents being obtained.*
- F. **Continue to leverage private and/or other public funds to create additional housing opportunities.**
  1. **Work with City of Charlottesville to maintain and possibly increase funding for the City funded housing vouchers.**  
*Progress: Partnership with the City of Charlottesville will continue for the CSRAP program. \*\* This goal will be separated out when the new five-year plan is drafted as these are not federal*



*funds.*

**2. Apply for additional HCV units should they become available.**

*Progress: Addition Voucher Programs have been applied for and new opportunities will continue to be explored.*

**3. Apply for special- purpose vouchers targeted to families with disabilities, should they become available.**

*Progress: CRHA continues to apply for Mainstream Vouchers as they become available.. This program assists non-elderly participants where the head of household or a family member is disabled.*

**4. Explore managing home ownership vouchers**

*Progress: Homeownership program is part of Admin plan and continues to be part of discussions with redevelopment efforts.*

**G. Provide Professional, Courteous, Timely Customer Service**

*Progress: Continued Customer Service training will be provided.*

**H. Create more locally available units through landlord recruitment, education and incentives.**

*Progress: Landlord Briefing Sessions being held. A New Landlord incentive program has been initiated this year using special voucher allocation funds.*

**Goal 2: Revitalize Communities, Especially CRHA Communities, in Charlottesville**

**REDEVELOPMENT AND RENOVATION GOALS**

**A. In Partnership with our Residents, Plan and execute total renovation of Crescent Halls (AMP 2).**

*Progress: Crescent Halls renovation project has begun and will be completed by the beginning of 2024.*

**B. In Partnership with our Residents, Renovate and/or modernize public housing units at Riverside Dr., Michie Dr., and Madison Ave. (possibly using low-income housing tax credits, if appropriate). Pursue selected demolition to create more public space, parking and to construct replacement units.**

*Progress: The 5-year Capital Fund Plan that was crafted with the support of the RAB, a resident survey, and resident meetings on the Parallel Track sites relies on exterior modernization, upgrades to common areas, and extensive interior modernization. Parallel track meetings at the affected sites continue as exterior upgrades to roofs, gutters, siding, insulation, windows, and entry doors are underway. We have partnered to bring new playground spaces to these sites.*

**C. In Partnership with our Residents, continue to assess and implement options to fully redevelop Crescent Halls, Avon/Levy Ave., Westhaven, South First St. and 6<sup>th</sup> St properties.**

*Progress: South 1st Street Phase I is completed. Phase II will begin construction the first quarter of 2024. Levy continues to serve as a temporarily maintenance location. Conversations about Levy being used for SROs, mixed use, and other options that began several years ago continue.*

*Construction for 6th Street Phase I will be starting in*

*2024. Resident planning has begun at 6<sup>th</sup> Street Phase II. Westhaven Planning continues as an architect is hired to work with resident planners who have been part of CRHA's first Redevelopment Learning Curriculum. In Partnership with our Residents, pursue Demolition/Disposition of existing Public Housing properties in AMPS 1, 2, 3, and 4 (i.e.: Crescent Halls, South First St., Levy Ave., 6th St., Westhaven, Riverside Drive, Michie Drive, Madison Ave., and scattered site homes) to improve and increase the number of affordable housing units.*

*Progress: Demo dispo has been successful for Crescent Halls and South First Street Phase One. A demo dispo has been submitted and approved for South First Street Phase Two. We are working on the final pieces of the demo/dispo process for Sixth Street. Westhaven planners have been meeting regularly to go through Redevelopment Curriculum training in preparation for hiring an architect.*

**D. Complete basic Environmental Surveys of CRHA properties.**

*Progress: Environmental surveys completed for redevelopment projects. Sustainability study has also*

*been completed, presented to City Council and continues to be reviewed by staff and board.*

**E. In Partnership with our Residents, Scope Rehabilitation and Redevelopment Projects that not only increase affordable housing in Charlottesville but that generate enough income to maintain these properties and provide for the long-term financial stability of the CRHA.**

**1. Develop necessary legal mechanisms needed to maximize funding for rehabilitation and redevelopment projects.**

*Progress: Completed*

**2. Operationalize a sister agency (instrumentality) that is a non-profit community development corporation.**

*Progress: Charlottesville Community Development Corporation continues to serve as an instrumentality of CRHA to serve as Developer for current and upcoming redevelopment projects.*

**3. Investigate and potentially use funding/redevelopment tools including LIHTC, mixed finance, Rental Assistance Demonstration funding, other HUD funding mechanisms, municipal bonds, grants, and private loans.**

*Progress: CRHA continues to utilize mixed-finance development for redevelopment projects, with a mix of LIHTC funding, City bonds, grants & donations, private loans, etc. We do not envision utilizing RAD as a funding source for future projects.*

**F. Provide Enhanced relocation and new development services for the Elderly and Disabled**

**1. Explore, and if appropriate implement, designation of public housing for the elderly.**

*Progress: Fully renovated, Crescent Halls will serve as public housing and project-based HCV housing. CRHA continues to look at other potential opportunities such as Levy, Sixth Street Phase II and Westhaven.*

**2. Explore, and if appropriate apply for, special-purpose vouchers targeted to the elderly, should they become available.**

*Progress: CRHA continues to successfully apply for mainstream vouchers to increase housing opportunities for vulnerable populations*

**Goal 3: Promoting upward mobility and self-sufficiency.**

**A. In Partnership with our Residents, Advance Resident Independence & Stability.**

**1. Re-build the Family Self Sufficiency program in both Public Housing and HCV.**

*Progress: The CRHA revised it's FSS Action Plan and successfully applied for HUD funding to run it's FSS program.*

**2. Continue to support the Nursing Clinics at Westhaven and Crescent Halls**

*Progress: CRHA staff and Crescent Halls residents are working with community partners such as Sentara, WellAware and UVA to talk about support for the Clinic at Crescent Halls that will be completed in the end of 2023. CRHA staff sit on advisory committee for the Westhaven Clinic with the City, UVA and community partners.*

**3. Provide or obtain partnerships to provide supportive services to increase lifestyle and economic independence for both the elderly and for families with disabled family members.**

*Progress: CRHA's Resident Services and other staff continue to focus on increasing communication and partnership opportunities with local programs through DSS and other agencies.*

**4. Explore, and if appropriate, implement a HUD Moving to Work program.**

*Progress: To this date the agency has not seen support from this program from PHAR will remove this goal as we focus instead on building our Section 3 program.*

**5. Provide or obtain partnerships to provide enhanced youth engagement/ youth activities.**

*Progress: As sites are redeveloped staff and resident partners are focusing on programming opportunities in community spaces. CRHA plans to apply for a Youth Build grant.*

**6. Provide or obtain partnerships to provide enhanced senior activities.**

*Progress: CRHA staff continue exploring ways to continue and enhance services. CRHA's Resident Services program continues meeting with the Crescent Halls Resident Association to*

support having Parks and Rec and other services in Crescent Halls as it is completed. The CRHA plans to apply for a ROSS grant to have a case manager in Crescent Halls office.

7. **In partnership with the Legal Aid Justice Center and HUD, draft and adopt policies that support practices in public housing designed to serve those who are re-entering society following periods of incarceration.**

*Progress:* The RAB continues to work with CRHA staff to review the Admin and ACOP policies.

- B. **In Partnership with our Residents, Develop a Section 3 oriented Economic Opportunities office**

1. **Build a CRHA workforce development/ Economic Opportunity program.**

*Progress:* CRHA continues to work with community partnerships to increase training opportunities as we seek funding to support these programs.

2. **Provide or obtain partnerships to provide supportive services to improve recipients' employability.**

*Progress:* CRHA continues to have an MOU with Piedmont Virginia Community College whereby the CRHA Section 3 Coordinator worked closely with PVCC's Network2Work program to help Section 3 participants secure employment-related support services. CRHA is also a partner with several local agencies in the establishment of a new Financial Opportunity Center for Charlottesville.

3. **Provide or obtain partnerships to provide training and support for resident-owned businesses.**

*Progress:* The CRHA Resident Services Team continues to work with UVA Occupational Services, Goodwill, Network to Work and several other community partners.

#### **Goal 4. Agency Governance and Management**

- A. **Annual Board Retreat**

*Progress:* Completed.

- B. **New Board member orientation**

*Progress:* The CRHA attorney has held several trainings with the board of commissioners, and more will be scheduled.

- C. **Annual ACOP review and update**

*Progress:* Members of the CRHA management team continue to work with the RAB on an ACOP review.

- D. **Annual HCV Admin Plan review and update**

*Progress:* HCV Admin Plan will be continuously updated to include new PIH Notices and Federal Regulation changes.

- E. **Review and Update By-laws**

*Progress:* Executive Director is working with board to assist with education and review of Bylaws.

- F. **Annual Review of personnel policies and procedures.**

*Progress:* Ongoing. Personnel Committee will be exploring redrafting the Personnel Policies over the next year.

- G. **With a transformational goal of becoming a Resident managed organization, develop and implement processes by which CRHA Residents are strategically recruited, employed, trained and mentored in the management of CRHA.**

*Progress:* CRHA continues to focus on hiring staff with lived experience in public housing and vouchers.



**V. HOUSING NEEDS**

**A. Current families in CRHA Public Housing**

**Resident Characteristics Report**

As of September 30, 2023

Program type : **Public Housing**

Level of Information : **Housing Agency within State VA**

Effective Dates Included : **June 01, 2022 through September 30, 2023**

*NOTE: Percentages in each area may not total 100 percent due to rounding.*

**Units Information**

HA	ACC Units	50058 Required	50058 Received
VA	13,563	11,914	9,320
VA016 - Charlottesville RHA	337	216	193

**Income Information**

**Distribution of Average Annual Income as a % of 50058 Received**

HA	Extremely Low Income, Below 30% of Median		Very Low Income, 50% of Median		Low Income, 80% of Median		Above Low Income, 81%+ of the Median		Geo-Coded Income Data Not Available In PIC Data Systems	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
VA	7,090	61	2,279	19	1,092	9	379	3	858	7
VA016 - Charlottesville RHA	138	66	33	16	17	8	4	2	17	8

**Average Annual Income (\$)**

HA	Average Annual Income
VA	15,018
VA016 - Charlottesville RHA	15,940

**Distribution of Annual Income as a % of 50058 Received**

HA	\$ 0	\$1 - \$5,000	\$5,000 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$25,000	Above \$25,000
VA	4	18	11	32	10	7	17
VA016 - Charlottesville RHA	9	14	11	27	10	7	22

**Distribution of Source of Income as a % of 50058 Received \*\* Some families have multiple sources of income \*\***

HA	With any wages	With any Welfare	With any SSI/SS/Pension	With any other Income	With No Income
VA	32	30	49	25	3
VA016 - Charlottesville RHA	35	19	44	17	8

**TTP/Family Type Information**

**Distribution of Total Tenant Payment as a % of 50058 Received**

HA	\$0	\$1 - \$25	\$26 - \$50	\$51 - \$100	\$101 - \$200	\$201 - \$350	\$351 - \$500	\$501 and Above
VA	0	1	15	7	9	34	13	22
VA016 - Charlottesville RHA	0	0	19	4	11	28	11	27

**Average Monthly TTP (\$)**

HA	Average Monthly TTP
VA	356
VA016 - Charlottesville RHA	383

**Distribution of Family Type as a % of 50058 Received**

HA	Elderly, No Children, Non-Disabled		Elderly, with Children, Non-Disabled		Non-elderly, No Children, Non-Disabled		Non-elderly, with Children, Non-Disabled		Elderly, No Children, Disabled		Elderly, with Children, Disabled		Non-elderly, No Children, Disabled		Non-elderly, with Children, Disabled		Female Headed Household with Children	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
VA	1,017	9	44	0	1,686	14	4,887	42	1,760	15	56	0	1,612	14	636	5	5,255	45
VA016 - Charlottesville RHA	15	7	2	1	29	14	96	46	24	11	3	1	25	12	15	7	92	44

**Average TTP by Family Type (\$)**

HA	Elderly, No Children, Non-Disabled	Elderly, with Children, Non-Disabled	Non-elderly, No Children, Non-Disabled	Non-elderly, with Children, Non-Disabled	Elderly, No Children, Disabled	Elderly, with Children, Disabled	Non-elderly, No Children, Disabled	Non-elderly, with Children, Disabled	Female Headed Household with Children
VA	394	621	404	340	352	482	319	372	341
VA016 - Charlottesville RHA	427	999	373	390	302	472	372	354	372

**Family Race/Ethnicity Information**

**Distribution by Head of Household's Race as a % of 50058 Received**

HA	White Only	Black/African American Only	American Indian Or Alaska Native Only	Asian Only	Native Hawaiiin/Other Pacific Islander Only	White, American Indian/Alaska Native Only	White, Black/African American Only	White, Asian Only	Any Other Combination
VA	21	77	0	0	0	0	1	0	0
VA016 - Charlottesville RHA	18	78	0	3	0	0	1	0	0

**Distribution by Head of Household's Ethnicity as a % of 50058 Received**

HA	Hispanic or Latino	Non - Hispanic or Latino
VA	2	98
VA016 - Charlottesville RHA	1	99

**Household Information**

**Distribution by Household Members Age as a % of Total Number of Household Members**

HA	0 - 5		6 - 17		18 - 50		51 - 61		62 - 82		83+	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
VA	3,610	14	8,201	31	9,111	35	2,251	9	2,836	11	204	1
VA016 - Charlottesville RHA	82	15	188	33	199	35	49	9	42	7	4	1

**Distribution by Household Size as a % of 50058 Received**

HA	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons	9 persons	10+ persons
VA	42	23	17	10	5	2	1	0	0	0
VA016 - Charlottesville RHA	31	24	19	12	6	3	3	1	0	0

**Total Household Members and Average Household Size**

HA	Total Number of Household Members	Average Household Size	Total Number of Households
VA	26,213	2.2	11,698
VA016 - Charlottesville RHA	564	2.7	209

**Distribution by Number of Bedrooms as a % of 50058 Received**

HA	0 Bedrooms	1 Bedroom	2 Bedrooms	3 Bedrooms	4 Bedrooms	5+ Bedrooms
VA	2	31	36	24	6	1
VA016 - Charlottesville RHA	0	16	32	42	8	2

**Length of Stay Information**

*Distribution by Length of Stay as a % of 50058 Received (currently assisted families)*

HA	Less than 1 year		1 to 2 years		2 to 5 years		5 to 10 years		10 to 20 years		Over 20 years	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
VA	2,122	18	941	8	2,761	24	2,749	23	1,996	17	1,129	10
VA016 - Charlottesville RHA	42	20	18	9	43	21	29	14	38	18	39	19

## B. Housing Needs of Families on the Public Housing Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

### Housing Needs of Families on the Waiting List

Waiting List Type: (select one)

- Section 8 tenant-based assistance
- Public Housing**
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing  
If used, identify which development/sub-jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	2698		
Extremely low income <=30% AMI	1327	49.2%	
Very low income (>30% but <=50% AMI)	263	9.7%	
Low income (>50% but <80% AMI)	58	2.1%	
Families with children	982	36.4%	
Elderly families	172	6.4%	
Families with Disabilities	585	21.7%	
Race/ethnicity (White)	701	26.0%	
Race/ethnicity (Black)	1609	59.6%	
Race/ethnicity (Asian/Other)	171	6.3%	
Race/ethnicity (Hispanic)	135	5.0%	
Characteristics by Bedroom Size (PH Only)			
1 BR	1468	54.4%	
2 BR	516	19.1%	
3 BR	356	13.2%	
4 BR	193	7.2%	
5 BR	165	6.1%	
5+ BR	0	0.0%	

Is the waiting list closed (select one)?  No  Yes      If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

### C. Housing Needs of Families on the Public Housing Waiting Lists- Crescent Halls

State the housing needs of the families on the PHA’s waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

<b>Housing Needs of Families on the Waiting List</b>			
Waiting List Type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> <b>Public Housing</b> <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1441		
Extremely low income <=30% AMI	764	53.0%	
Very low income (>30% but <=50% AMI)	129	9.0%	
Low income (>50% but <80% AMI)	28	1.9%	
Families with children	607	42.1%	
Elderly families	154	10.7%	
Families with Disabilities	475	33.0%	
Race/ethnicity (White)	430	29.8%	
Race/ethnicity (Black)	930	64.5%	
Race/ethnicity (Asian/Other)	91	6.3%	
Race/ethnicity (Hispanic)	93	6.5%	
Characteristics by Bedroom Size (PH Only)			
1 BR	738	51.2%	
2 BR	703	48.8%	
3 BR	0	0.0%	
4 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes    If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			



**D. Current Families Participating in CRHA HCV Program**

**Resident Characteristics Report**  
As of September 30, 2023

10/23/23, 3:49 PM

Program type : **All Voucher Funded Assistance**

Level of Information : **Housing Agency within State VA**

Effective Dates Included : **June 01, 2022 through September 30, 2023**

*NOTE: Percentages in each area may not total 100 percent due to rounding.*

**Units Information**

HA	ACC Units	50058 Required	50058 Received
VA	60,009	49,548	46,768
VA016 - Charlottesville RHA	721	555	602

**Income Information**

<i>Distribution of Average Annual Income as a % of 50058 Received</i>										
HA	Extremely Low Income, Below 30% of Median		Very Low Income, 50% of Median		Low Income, 80% of Median		Above Low Income, 81%+ of the Median		Geo-Coded Income Data Not Available In PIC Data Systems	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
VA	0	0	0	0	0	0	0	0	46,768	100
VA016 - Charlottesville RHA	0	0	0	0	0	0	0	0	602	100

<i>Average Annual Income (\$)</i>	
HA	Average Annual Income
VA	17,641
VA016 - Charlottesville RHA	17,569

<i>Distribution of Annual Income as a % of 50058 Received</i>							
HA	\$ 0	\$1 - \$5,000	\$5,000 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$25,000	Above \$25,000
VA	4	9	9	34	13	9	22
VA016 - Charlottesville RHA	6	7	10	29	14	9	25

<i>Distribution of Source of Income as a % of 50058 Received ** Some families have multiple sources of income **</i>					
HA	With any wages	With any Welfare	With any SSI/SS/Pension	With any other Income	With No Income
VA	36	21	56	20	3
VA016 - Charlottesville RHA	41	43	49	16	2

**TTP/Family Type Information**

**Distribution of Total Tenant Payment as a % of 50058 Received**

HA	\$0	\$1 - \$25	\$26 - \$50	\$51 - \$100	\$101 - \$200	\$201 - \$350	\$351 - \$500	\$501 and Above
VA	1	0	8	3	7	36	16	29
VA016 - Charlottesville RHA	0	0	10	2	8	31	17	31

**Average Monthly TTP (\$)**

HA	Average Monthly TTP
VA	420
VA016 - Charlottesville RHA	423

**Distribution of Family Type as a % of 50058 Received**

HA	Elderly, No Children, Non-Disabled		Elderly, with Children, Non-Disabled		Non-elderly, No Children, Non-Disabled		Non-elderly, with Children, Non-Disabled		Elderly, No Children, Disabled		Elderly, with Children, Disabled		Non-elderly, No Children, Disabled		Non-elderly, with Children, Disabled		Female Headed Household with Children	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
VA	3,592	8	242	1	6,491	14	16,017	34	8,024	17	469	1	8,570	18	3,363	7	18,976	41
VA016 - Charlottesville RHA	39	6	1	0	88	15	250	42	99	16	2	0	103	17	20	3	248	41

**Average TTP by Family Type ( \$ )**

HA	Elderly, No Children, Non-Disabled	Elderly, with Children, Non-Disabled	Non-elderly, No Children, Non-Disabled	Non-elderly, with Children, Non-Disabled	Elderly, No Children, Disabled	Elderly, with Children, Disabled	Non-elderly, No Children, Disabled	Non-elderly, with Children, Disabled	Female Headed Household with Children
VA	406	553	446	473	359	504	345	452	468
VA016 - Charlottesville RHA	452	436	352	510	317	414	341	537	489

**Family Race/Ethnicity Information**

***Distribution by Head of Household's Race as a % of 50058 Received***

HA	White Only	Black/African American Only	American Indian Or Alaska Native Only	Asian Only	Native Hawaiiin/Other Pacific Islander Only	White, American Indian/Alaska Native Only	White, Black/African American Only	White, Asian Only	Any Other Combination
VA	24	75	0	1	0	0	0	0	0
VA016 - Charlottesville RHA	21	75	0	2	0	0	1	0	1

***Distribution by Head of Household's Ethnicity as a % of 50058 Received***

HA	Hispanic or Latino	Non - Hispanic or Latino
VA	4	96
VA016 - Charlottesville RHA	2	98

**Household Information**

**Distribution by Household Members Age as a % of Total Number of Household Members**

HA	0 - 5		6 - 17		18 - 50		51 - 61		62 - 82		83+	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
VA	10,286	10	33,074	31	37,487	36	11,233	11	12,364	12	937	1
VA016 - Charlottesville RHA	174	13	403	31	443	34	151	11	144	11	4	0

**Distribution by Household Size as a % of 50058 Received**

HA	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons	9 persons	10+ persons
VA	45	20	15	11	5	2	1	0	0	0
VA016 - Charlottesville RHA	46	21	15	9	6	2	1	0	0	0

**Total Household Members and Average Household Size**

HA	Total Number of Household Members	Average Household Size	Total Number of Households
VA	105,381	2.3	46,768
VA016 - Charlottesville RHA	1,319	2.2	602

**Distribution by Number of Bedrooms as a % of 50058 Received**

HA	0 Bedrooms	1 Bedroom	2 Bedrooms	3 Bedrooms	4 Bedrooms	5+ Bedrooms
VA	3	20	41	30	6	1
VA016 - Charlottesville RHA	10	21	36	31	2	0

**Length of Stay Information**

*Distribution by Length of Stay as a % of 50058 Received (currently assisted families)*

HA	Less than 1 year		1 to 2 years		2 to 5 years		5 to 10 years		10 to 20 years		Over 20 years	
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
VA	7,465	16	4,126	9	8,891	19	9,295	20	11,147	24	5,599	12
VA016 - Charlottesville RHA	223	37	73	12	76	13	80	13	81	13	64	11

### E. Housing Needs of Families on the Public Housing Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

#### Housing Needs of Families on the Waiting List

Waiting List Type: (select one)

- Section 8 tenant-based assistance
- Public Housing**
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing  
If used, identify which development/sub-jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	1709		
Extremely low income <=30% AMI	0	0.0%	
Very low income (>30% but <=50% AMI)	0	0.0%	
Low income (>50% but <80% AMI)	1449	84.8%	
Families with children	790	46.2%	
Elderly families	119	7.0%	
Families with Disabilities	446	26.1%	
Race/ethnicity (White)	432	25.3%	
Race/ethnicity (Black)	1237	72.4%	
Race/ethnicity (Asian/Other)	128	7.5%	
Race/ethnicity (Hispanic)	102	6.0%	
Characteristics by Bedroom Size (PH Only)			
1 BR	0	0.0%	
2 BR	0	0.0%	
3 BR	0	0.0%	
4 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	

Is the waiting list closed (select one)?  No  Yes If yes: **04/02/2021**

How long has it been closed (# of months)? **29**

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

VI. RESIDENT ADVISORY BOARD (RAB) ENGAGEMENT

CRHA ANNUAL/FIVE YEAR PLAN CALENDAR FY 2024- 2025 and FY 2024- 2029

*These are all hybrid public meetings*

<https://us06web.zoom.us/j/86525456736?pwd=eW5vcDA3ZGhkYVZSUHhKMjFak2pIdz09>

Date/ Time	Location	Purpose
<input checked="" type="checkbox"/> April 5, 2023/ 10am	Hybrid at <u>Westhaven</u> Community Center	1 <sup>st</sup> planning meeting RAB and CRHA staff
<input checked="" type="checkbox"/> May 3, 2023/ 10am	Hybrid at <u>Westhaven</u> Community Center	Goal and Outcome training RAB and CRHA staff- look at AP goals
<input checked="" type="checkbox"/> June 7, 2023/ 10am	Hybrid at <u>S 1<sup>st</sup> ST</u> Community Center	Planning meeting RAB and CRHA staff
<input checked="" type="checkbox"/> July 5, 2023/ 10am	Hybrid at <u>Crescent Halls</u> Community Center	Planning Meeting RAB and CRHA
<input checked="" type="checkbox"/> September 6, 2023/ 10am	Hybrid at <u>S 1<sup>st</sup> ST</u> Community Center	Planning meeting RAB and CRHA staff
<input checked="" type="checkbox"/> September 13, 2023/ 6pm	Hybrid at <u>Westhaven</u> Community Center	BOC Work session Presentation on AP/ 5YR Process
<input checked="" type="checkbox"/> October 4, 2023/ 10am	Hybrid at <u>Crescent Hall</u> Community Center	Strategic Planning meeting RAB and CRHA staff
<input checked="" type="checkbox"/> October 12, 2023/ 6pm	Hybrid at <u>Crescent Hall</u> Community Center	BOC Work session on Mission and Vision
<input checked="" type="checkbox"/> November 1, 2023/ 10am	Hybrid at <u>S 1<sup>st</sup> Community Center</u>	Kick-off Public Meeting on Draft Posting
<input checked="" type="checkbox"/> November 1, 2023/ 5pm	Hybrid at <u>Westhaven</u> Community Center	Public Meeting on Draft Posting
<input checked="" type="checkbox"/> December 6, 2023/ 10am	Hybrid at <u>S 1<sup>st</sup> St</u> Community Center	Public Meeting on Draft Posting
<input checked="" type="checkbox"/> December 18, 2023/ 5pm	Hybrid at <u>Crescent Hall</u> Community Center	Public Hearing
<input type="checkbox"/> December 19, 2023/ 5:30pm	Hybrid at <u>Crescent Hall</u> Community Center	Special BOC Meeting to approve plans



## **A. MEETINGS WITH THE RAB**

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**4/5/23 10am 5-Year Annual Plan Planning Meeting**-Hybrid Zoom and at Westhaven Community Center In attendance: Kathleen Glenn-Matthews (CRHA), Brandon Collins (CRHA), Joy Johnson (CRHA), Erin Gaul (CRHA), Zoe Parakuo (CRHA), Asia Green (Resident/PHAR), Navonya Thomas (CRHA), Kelcee Jones (PHAR), Alexis Cooper (Resident/PHAR), Moriah Wilkins (LAJC), Audrey Oliver (Resident/PHAR)

### **I. Overview of Process**

- 5- year plan: list of goals that CRHA wants to achieve within a 5-year period. CRHA tries to reach out to RAB to be a part of the process from start to finish.
- Important process because not only increases likelihood about reaching CRHA's goals but important to do to get money from HUD.
- Plans to develop together in accordance with HUD regulations are references when edited such as:
  - Admin Plan- Will be updated for HUD HOTMA rules and any other HUD updates required.
  - ACOP- Will be updated for HUD HOTMA rules and any other HUD updates required.
  - FSS Action Plan- Up and running with first 15 slots for voucher participants. Will be

updating that action plan and putting it together soon to develop more spots for public housing.

### **II. What is HOTMA? Really want to push it forward as part of conversations as CRHA looks at their goals. Brief description of HOTMA.**

- Ms. Johnson: HOTMA was a big topic on the agenda at NLIHC and continues to be a big topic in the coalition. Residents presented some concerns that they had about HOTMA at the convention and presentations on how HOTMA impacts separate localities (Section 8 and public housing)

### **III. Formatting**

- **Specific housing templates that must be used from HUD (this year, different form in addition to previous documents, so will be heftier than five years ago).**
- **Physical copies will be available for checkout at all CRHA offices. Kathleen or PHAR can help get hard copies into any RAB members hands who prefer that to digital.**
- **There are certain certifications that must be completed before draft is completed. Various bodies (city manager's office) approve versions of the draft so will incorporate them into the process as early as possible to make the certifications easier/more efficient.**

### **IV. 5-year plan is a mandated step to getting:**

- **HUD Capital fund money.**
- **Allowing partners, residents, and CRHA staffers the opportunity to get involved in the planning process and make an impact on CRHA's future goals.**

### **V. Thinking about holding public meetings, keeping a hybrid model (outline of this proposal will be shown later). If people don't like the hybrid model or don't enjoy talking aloud in these environments, then they should reach out to Ms. Glenn-Matthews by email.**

### **VI. For HUD review for much of redevelopment or anything that CRHA wants to do in the next 5-years must be found inside of the new 5-year plan. HUD checks that it is part of the 5-year plan and has been intentionally thought about before approval.**

- Hoping to start the annual plan earlier this year because the 5-year plan and the annual plan are due at the same time this year. So, need to maximize the amount of time available.
- Hoping to set a date for approving the plan ASAP but difficult because meeting may fall around the holidays in October (end of October has been the past goal date of these approval meetings)
- Last 5-year plan was a thin document, and this plan is not expected to be so small also may be slightly different this year because occurring at the same time as the annual plan.
- Open to the idea of another Affirmatively Furthering Fair Housing (AFFH) training incorporated into a future meeting, especially since they will be held at some new sites.

## VII. Next Steps

- Proposed next meeting date: May 3, 2023/ 10 AM at Westhaven Community Center.
- First meeting not at Westhaven Community Center: June 7, 2023/ 10 Am Hybrid at S 1<sup>st</sup> St.
- Proposed calendar continued: meetings first Wednesday of every month to work on the plan until there is a draft, rotating the locations of the meetings but keeping hybrid option.
  - Ms. Johnson thinks that rotating the sites would be a good idea.
  - Mr. Collins is wondering if there is a way to integrate 6th street into the meetings (Ms. Glenn-Matthews suggested having a tent and Mr. Sales said that maybe in late Spring).
- Ms. Glenn-Matthews would like to set agendas for the meetings together in the future.

### Proposed next agenda topics:

- Goal ideas (create a parking lot for ideas that can be reviewed throughout meetings)
- Having Molly (?) come back and do another AFFH training
- Review HOTMA law and regulations on localities (Ms. Johnson's suggestion because it is confusing and wants residents + property managers to understand what it is). Ms.

Glenn-Matthews- who would facilitate? Ms. Johnson suggested PHAR and Legal Aid • Creating opportunities for upward mobility and planning for upward mobility. Tied into 5- Year Plan, goals for increasing more services. This includes making sure CRHA staff who are increasingly program participants can also participate.

## VIII. General Questions:

- Mr. Collins: is the fair housing assessment/plan part of the 5-year plan?  
It is a goal and CRHA has asked City and TJPDC to include CRHA in their process.
- Mr. Collins suggested that CRHA incorporating language stuff and people with disabilities stuff into 5-year plan. Ms. Johnson said that it was a major theme of the conference and should be dived deep into.
- Ms. Glenn-Matthews asked if PHAR and Legal Aid should have a separate session about HOTMA, or should it be combined with these meetings? Moriah said that it should probably be a separate session because it is such a large change.

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## 5-Year Annual Plan Meeting Minutes (5.3.23) 10am Hybrid Zoom and at Westhaven Community Center

In attendance: Dr. A'lelia Henry (Chair CRHA Board/Madison Ave. Resident), Moriah Wilkins (LAJC), Asia Green (PHAR/6<sup>th</sup> ST resident), Joy Johnson (PHAR, CRHA Section 3/Resident Services, Westhaven Resident), John Sales (CRHA ED), Brandon Ertle (PHAR/6<sup>th</sup> St resident), Consuela Knight (CRHA HCV), Zoe Parakuo (CRHA FSS), Meaghan Gordon (Charlottesville DSS) Anna Wyatt (Charlottesville, DSS) and Kathleen Glenn-Matthews (CRHA)

- I. Tutorial on Goals and Outcomes
  - A. Definitions and Examples
  - B. SMART Goals
  - C. AFFH Goals
- II. AFFH Trainer had to cancel and we will try to reschedule again
- III. Other:
  - DSS asked if there can be more education opportunities around the voucher program
  - PHAR still working with LAJC on some HOTMA training

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**CRHA 5 Year and AP Meeting: 10am 6/7/23 Hybrid in-person at the South 1<sup>st</sup> Street Community Center and via zoom**

Participants: Kathleen Glenn-Matthews (CRHA), Joy Johnson (Westhaven Resident/RAB), Kelcee Jones (PHAR), Alex Glick (Intern), Asia Green (6<sup>th</sup> ST Resident/PHAR), Audrey Oliver (SFS Resident/RAB), Consuela Knight (CRHA-HCV), Paola Covarrubias (PHAR) and Moriah Wilkins (LAJC)

- I. Welcome and introductions.
- II. AFFH Mally is needing to reschedule again so Kathleen set up a discussion on goals. The current annual, five-year goals, and last year's goals were shared with the group to prepare to discuss what was happening, what's happening now and generating ideas. Kelcee will make sure Emily gets it.
  - A. Five-year plan goals ending March 2024 (drafted in 2018). Looking forward to setting a new five year plan goals this year. Will ask Emily to get hard copies to PHAR board meeting.
  - B. First section: the mission—the board will be talking about this to revise mission and value statements.
  - C. Second Section: Public housing Program goals: We started calling it housing program goals because as people are moving into different subsidies of properties, we want everyone to receive the same protection, so we will introduce this with the new five-year plan. This is a good opportunity to talk about policies that could come into play. Such as ACOP.
  - D. A lot of these goals involve partnerships and staff trainings can be a part of that, and community trainings are a part of this as well. This might be language we want to consider as well. This involves a lot of partnership. There are things in this from 2018 that will move into different categories like maintenance will fall under housing goals. When they drafted this, they had public housing scores in mind (FA scores). This is something we can think about in agency goals as we work to be high performing agencies.
  - E. There are also things in here that deal with redevelopment, but we've started to make a separate section for redevelopment.
  - F. Voucher program goals: some are still in works some are completed. Ms. Knight and Mr. Sales will be looking at this because voucher program is growing (300 to 721). Here they talk about leveraging private funds like CSRAP. HUD asks not to mention CSRAP in agency plan because this is not federally funded. This year we will be looking at how to include things that are not HUD programs but still need to be reported on in a very public way.
  - G. Redevelopment and renovation goals: exciting because a lot of these goals are underway now, but it is important for this group to talk about sustainability plan that housing authority has had Dr. Merit work on. Kathleen just put in a grant with Virginia housing for strategic planning grant with a contractor. As were doing this we can have contractor working with us on goals for annual plan. Annual and five-year plan we want to have posted by end of October. It would be great to have a third party guiding us for five years if we get the grant.
  - H. Language that we want to continue using, "in partnership with residents."

- I. Lots of these goals have come to pass (Creation of LLC, redevelopment work). We'll be talking a lot about upcoming redevelopment (South 1<sup>st</sup> St. phase 2, master planning Sixth St., and Westhaven). Also involving capital fund dollars through the public housing program we'll be talking about parallel tract program.
- J. Upward Mobility and Self-sufficiency Goals: We're going to be looking at revising FSS action plan to double it. Not only 15 voucher participants there will be 15 public housing participants. There will be conversations eventually expanding the program to 75, so we can hire a 2<sup>nd</sup> FSS coordinator. We're also looking at big grants to add to this section. Kathleen's been talking to Cam about CRHA doing a needs assessment, so we get a ROSS coordinator. This is a place for any other grants we would want to pursue. This is also a place to talk about clinics. Like what we're doing with in 6<sup>th</sup> St. where we rent out spaces for other organizations to use, so this is a good place for people to drop ideas about how these ideas might look. Other things here about policies, which are very important. There are lot of changes happening with HOTMA. This is affecting looking at people's income and setting time limits for when they are no longer qualifying for certain subsidies. This is important to talk about when we are talking about policies. It might be about what it looks like for these specific people once their time is up.
- K. Agency, Governance, and Management: Board Works Session will be talking a lot about this. Board Works Session (date pending: they will be 6pm and undecided if it is in person or virtual). Last time we met, the board chair wanted to look at ethics policies.
- L. Goals from last year: These were written in 2021 ending March 2023. As we look at this next section on the goals that started April 1<sup>st</sup>. You can see how many goals are being carried on. these are important because we can talk about what is keeping us from accomplishing these goals and what needs to happen to get us there. There is a chart we use every year for the annual plan where we see how the annual year plan tie into the five-year plan goals. A new blank version will be available next meeting, so we can see everything that has been thrown out so we can make space for any new ideas, but before we do any new ideas, we can go through what currently needs to be done. There's lots of things that we still need to get to the finish line with.
- M. Affirmatively Furthering Fair Housing (AFFH) Goals: Something to keep an eye on. making sure to follow through on these goals, and while were drafting new goals, we can think about how we can edit these or state them in a different fashion. Still trying to push the city for their assessment for fair housing. Mally has upcoming fair housing training. She is waiting to see if she has been awarded training. Once she confirms this, I will serve flyers for it. These goals are vague. So, we might look at outcomes of goals. "Prevent loss of existing affordable housing stock and increase supply to new affordable housing."
- N. Housing authority is building a land bank (this is something to keep on the radar)
- O. Increasing services: this is part of ROSS grant to be posted in late summer/early fall. Other supporting programs: Programs supporting veterans: VASH programs. Housing authority is evolving to provide supporting services, and we are looking to pursue other fundings and grants to better serve these new goals.

### III. Discussion

- Moriah: What's gameplan for tackling each goal and editing them? What's the process going to look like? Kathleen: I will be reaching out to management team for that. I need to talk to Emily about having a PHAR meeting/board meeting for this, and to see what PHAR prefers.
- Joy: I think we need to set up a meeting with Emily so far folks can understand what is being presented. Moriah: we can figure out something like this during executive committee meeting. Joy: legal aid needs to have comments too.
- Kathleen: There is going to be two documents: an annual plan and a five-year plan. Moriah: Should we be editing off this 14-page document? Or is there a larger doc? Kathleen: All we have is what is currently in place and has just been completed. I can create a word doc and I can share thoughts people put out in the last meeting. Joy: If we're doing the five-year plan? Then we do the

annual plan next year? Kathleen: We're turning in annual and five-year plan this year. Joy: Five-year plan will be very important for legal aid, and HOTMA. PHAR needs to get some advice from legal aid so we can come to the table and have a conversation. Moriah: I can make comments on the document Kathleen just shared. Just give me a timeline on when I need to do it.

- Kathleen: Should I create a shared folder? Moriah: Yes. Kathleen: I'll create a document with places for five-year goals and places for annual goals. I hope to know by beginning of July if I'm getting the strategic planning grant. I budgeted that with the grant we could do one session with us and one with the board. When we plan that we can work closely with far to get as many residents as possible.
- Joy: Since we have people moving back into Crescent Hall. Moriah, we need to work on an ACOP, so we have stakeholders in the new building involved. Crescent hall is going to look different with old people and people who have never lived in public housing. Residents need to understand what the changes are going to be with the common space. We need to organize events to better understand it and have our meeting with CRHA. Resident turnout is not great. We must figure out how to get the residents to know what is going on. This building for example (S 1<sup>st</sup> St.) We need to do a lot of work to make sure residents are aware of what is going on. People need something to look at, so they know that the next meeting there is they need to be at. A live thing maybe? Something on the website? We must figure out how to get this message out. We need to schedule a meeting Moriah, and we need to do the same with Ms. Knight.
- Moriah: when is the new Admin plan coming out? Kathleen: Consuela were you working on a revision to the admin plan? Consuela: Yes. We must make a public announcement for the board, residents, employees, and HUD to review before it is approved. Kathleen: in the past there has been an opportunity to get some feedback from the advisory board. Consuela: Okay. No problem. Kathleen: what is your goal for posting? Consuela: I was trying to wait for HOTMA. We're going to have to revisit the admin plan because we're waiting for it to be updated. Joy: we should do our due diligence because HUD is always slow, and we can be ready for when that comes out. Moriah: I'm going to do my own research to have background when that comes out.
- Joy: For the five-year plan and the annual plan I would love to schedule a meeting with PHAR and CRHA with the ACOP. Kathleen: the ACOP will be with Navonya and the admin will be with Consuela. Joy: So there will need to be a meeting with Navonya and the ACOP. There are several meetings that need to happen: one with Kathleen and whoever is doing the annual plan to work through like we did with the ACOP. Moriah: I'm going to do my first comments then we can see when a meeting works. Joy: Kelcee, just know we're going to need to do several meetings: one with Kathleen who is doing the five year and annual plan and one with Navonya with the ACOP. And one with Consuela.
- What about tax credit building? Kathleen: I'm going to be talking with John. We have a document that is for HUD and another for doing, which HUD doesn't care about (CSRAP). That's why I'm hoping to get this grant to hire someone where we can do this more professionally with one document with a section for HUD and a bigger document about the whole agency. Joy: With the annual plan do we not say anything about the tax credit properties? Kathleen: were basically talking about diversification of funding. The main document we turn in by January 18<sup>th</sup> is just for HUD. I'm making sure we get everything into one document with sections for HUD and the rest of the agency. Joy: where are we on a document that gives the same rights to everyone in the building? Is that in the goals? Moriah: I'm drafting stuff with people at LAJC. Joy: Is that in the five-year plan? Moriah: Based on what I've seen they use it as a second document as an agreement between PHAR and CRHA Kathleen: We could have an annual plan to work on education around that as well.

#### IV. Next steps,

- A. Work on putting together a shared folder with everything shared today and putting together a word doc where we can plug in ideas for five year and annual goals. We can put notes in for carrying in current goals. The five-year plan will be very different, but the annual plan I expect to

see a number of things carried over that haven't been completed. Consuela: I don't want to edit what you have. I want to give feedback. Is that okay? (annual plan). Kathleen: the doc I send out will be a place for ideas. I can also meet with you and make sure I'm understanding what you're asking. Consuela: some I'm updating the information like the MOU from last year and the ending of homelessness. I'm asking before I edit it, can I send it to you for review before I insert it? I'll talk to you tomorrow once I look at what you sent me.

- B. I wanted to let you all know as I've talked to Mally, she is going to send me some flyers to a training she is going to do, and maybe have a field trip if its in-person.
- C. Our next meeting will be July 5<sup>th</sup> at 10 o'clock at the crescent hall community center. We will also have individuals who have no experience with PHAR or CRHA, so it will be an important day for outreach, so I will bring educational material. I'll get working on that shared folder.

Our next meeting is **July 5<sup>th</sup> at 10am** it will be hybrid in-person at the new Crescent Halls Community Center and via zoom. Hope to see you all there!

If you have questions or thoughts on what we talked about or you would like to see us focus on, please contact Kathleen at [matthewsk@cvilleerha.com](mailto:matthewsk@cvilleerha.com) or 434-422-9298.

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### **CRHA Five-Year Annual Planning Meeting with RAB**

7/5/23 10am Hybrid in-person at the Crescent Halls Community Center and via Zoom

In attendance: Paola Covarrubias (PHAR), Consuela Knight (CRHA), Camaran Gaillard (PHAR), Asia Green (Resident/PHAR), A'lelia Henry (BOC/Resident), Allexis Cooper (Resident/PHAR), Joy Johnson (Resident/PHAR/CRHA) and Kathleen Glenn-Matthews (CRHA)

#### **I. Discussion about launching shared folder**

- A. Link will continuously updated and go live next week and be shared with this group.
- B. Making hard copies available as needed
- C. Items to focus on:
  - 1. Reviewing current 5-YR and AP goals and objectives to see what needs to carry on or get edited with space to list new goal suggestions.
  - 2. Availability of Information (new)
  - 3. Deconcentration of Poverty and Income Mixing (Will need to think about if we want to edit?)
  - 4. Draft VAWA (new)
  - 5. Five-year plan questions
    - a. Policies targeted to be revised
    - b. Redevelopment or modernization goals

#### **II. Timeline Conversation**

- A. Kathleen will be setting up meetings with CRHA Management Team for orientation and breakout on goal work and help with setting up availability of information, VAWA and Five-Year Plan questions shared folder
- B. **IMPORTANT:** Staff draft will not be ready until full management team has had a chance to have orientation to process as CRHA has many new staff. What is being set up now in the shared-drive is the outline.
- C. Set up time to meet with PHAR Board?
- D. CRHA BOC Worksession

E. Goal is to have final draft posted towards end of October.

III. Other:

- A. No August Meeting
- B. Hope to have update on VA Housing strategic Planning grant soon
- C. Applying for a JobsPlus grant
- D. Group easy to see what big HOTMA changes will be

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**CRHA Five-Year Annual Planning Meeting with RAB**

9/6/23 10am Hybrid in-person at the South 1<sup>st</sup> Street Community Center and via Zoom

In attendance: Joy Johnson (Resident/PHAR/CRHA), Shennel Cowherd (HCV/CRHA), Audrey Oliver (Resident/PHAR), Zoe Parakuo (CRHA), Cam Guillard (PHAR), Asia Greene (Resident/PHAR) and Kathleen Glenn- Matthews (CRHA)

- I. Shared VAWA and AFFH Training Opportunities
- II. September 13<sup>th</sup> 6pm- CRHA Board of Commissioners Worksession on Annual Plan and Five-Year Plan Process. Hybrid at Westhaven Community Center and Via Zoom.
- III. Rough draft Plans shared with RAB following feedback at BOC work session. *This has taken us a little longer than usual as we want to make sure we take the time to train our new staff and BOC members about this important process. Staff also working hard to make sure they have all revisions required by HOTMA for Admin and ACOP.*
- IV. October 4<sup>th</sup> 10am Planning meeting CRHA and RAB. Hybrid at Crescent Halls Community Center and Via Zoom
- V. October or November meeting with PHAR? PHAR will contact Kathleen
- VI. Other: Residents very concerned with HOTMA and Medicaid changes
  - information especially with new Admin and ACOP- recognize similarity to MOW and time limits on living in PH with no alternatives- time to meet with political reps that it is a bad law= now that I have advanced myself loose housing – system will make people cheat and lie to survive and keeps people oppressed- takes away opportunity- job situation now hard with all businesses closing down in city as people hired FT but not getting FT hours and benefits. “Telling people to pull up by bootstrap but don’t even have boots.”
  - Having to reapply every year for disability when disabled and without aid will lose it. Same with Medicaid if you don’t reply they will take out of disability which might be only money they have. Process of renewing creates a lot of barriers to most vulnerable. In past caseworker did this now you have to. Many CW don’t even know process and or backlogged. Often forms coming after deadline especially for individuals who can not access online. In past it was just if no changes you are okay. Need to help people with appeals also. Money lost in process can take months to get back and with no savings it can cause crisis for people already struggling can cause them to lose housing.
  - How to put pressure on city to put pressure on developers with high end units while a lot of people are already suffering to afford to live here including teachers. How do we put pressure to focus on real affordable housing.
  - CAN with several kids living in PH paying full market rent but don’t have to pay utilities and have safety net and no affordable 3-5 BRs.

PHAR and CRHA need to work together to warn people about companies that send out what looks like bills and can trick people into signing up for services.




**Charlottesville Redevelopment and Housing Authority  
Board of Commissioners Work Session  
Westhaven Community Center  
Wednesday, September 13, 2023, at 6:00 pm**

**Attendees:** Attendees

Commissioners: Wes Bellamy, Michael Payne, Laura Goldblatt and Judy Sandridge  
Additional Attendees: John Sales, Kathleen Glenn-Matthews, Noavonya Thomas and Joy Johnson.

**Agenda**


- I. Call to Order  
Roll Call of Commissioners  
Moment of Silence
  
- II. 5 Year Plan and Annual Plan Presentation and Discussion
  
- III. Public Comments
  
- IV. Adjournment



**CRHA Board of Commissioners  
Annual and Five-Year  
Plan Worksession**

Wednesday September 13, 2023  
Hybrid at Westhaven Community  
Center and via zoom

1



**Agenda**

- I. Welcome and introductions**
- II. Overview of process**
- III. Reforming Plans**
- IV. Next steps**

2

## Let's get started

- A five-year plan is a list of goals that an agency wants to achieve within the next five years. It often includes ambitions with specific timelines and measurements. This short-term plan provides concrete goals to work towards and makes it possible to develop smaller goals to help achieve the larger goals on your five-year plan.
- A five-year plan can significantly increase the likelihood that a Housing Authority will reach their goals. Creating a five-year plan helps to clarify goals, ensure that they are specific and measurable and confirm that they are what you really want.



3

Plans developed by your housing authority contain a lot of information about your housing authority's rules. If changes are made before posting the draft, they get attached to the PHA Plan so that everything is in one place. These documents give more detail about specific issues. These can include:

- Admin Plan for the Voucher Program
- Section 3 Plan
- FSS Action Plan
- Admission and Occupancy Plan (ACOP)  
We will be making changes to this policy due to HOTMA and it will be attached to our annual plan.



4

## Quick side bar: What is HOTMA?



- July 29, 2016, the Housing Opportunity through Modernization Act of 2016 (HOTMA) was signed into law. HOTMA made numerous amendments to the United States Housing Act of 1937.
- September 17, 2019, HUD issued a proposed rule and have just recently finalized rulemaking to put the new rule of HOTMA into effect through revisions to HUD's regulations found in 24 CFR Part 5 and 24 CFR Part 891.
  - **Section 102** addresses income reviews, including the frequency of income reviews and revises the definitions of income and assets.
  - **Section 104** sets asset limits for the Section 8 and Public Housing programs.
- Stakeholders can find the HOTMA final rule, published to the Federal Register, here: [chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.govinfo.gov/content/pkg/FR-2023-02-14/pdf/2023-01617.pdf](https://www.govinfo.gov/content/pkg/FR-2023-02-14/pdf/2023-01617.pdf)
- The effective date of the HOTMA provisions will be January 1, 2024, established by the publication of the final rule in the Federal Register on February 14, 2023.

5



**HUD has forms that the housing authority follows when developing these Plans.**

**Each Plan has two parts:**

**The Annual Plan- talks about the next 12 months-Templates**

([HUD-50075-ST](#), [HUD-50075-HP](#), [HUD-50075-SM](#), [HUD-50075-HCV](#)) The Annual Plan Template should be submitted by Standard, Troubled, Small, High Performing, and Section 8-only PHAs each year.

**The 5-Year Plan- talks about long-term goals for your housing authority. Templates ([HUD-50075-5Y](#))**

The 5-Year Plan Template should be submitted by all PHAs (Standard, Troubled, Small, High Performing, Section 8-only, and qualified) once every 5 fiscal years.

- The bulk of the document is the attachments. This year with the ACOP attached it will be pretty bulky.

6

## Certifications

- **PHA Certifications of Compliance with PHA Plans and Related Regulations** ([HUD-50077-CRT-SM](#), [HUD-50077-ST-HCV-HP](#)) (MS Word). These certifications are the standard certification PHAs submit indicating their compliance with PHA Plan, Civil Rights Certification, and related regulations.
- **Civil Rights Certifications** ([HUD-50077-CR](#)) (MS Word) Annually, qualified PHAs are required to make a civil rights certification of the public housing program in accordance with 5A of the Act, as amended by HERA.
- **Certification by State or Local Office of PHA Consistency with the Consolidated Plan** ([HUD-50077-SL](#)) (MS Word) The appropriate state or local officials must certify that the PHA Plan is consistent with its Consolidate Plan(s). If the PHA is located in more than one jurisdiction, it must include a certification from each appropriate official.



7

## WHY ARE PHA PLANS IMPORTANT?

**Your housing authority uses the PHA Plan to ask the government for money.**

This money is called “capital fund” money. Capital funds pay for your development’s major repairs and upgrades. Each year, your housing authority has to decide how it wants to spend this money. Resident input is very important because residents know what needs to be fixed and what needs fixing now!

**What we are going over today is the step-by-step process of writing out the Plan.**

CRHA has to follow each step, every year. A big part of the process is resident participation. The annual PHA Plan process is your chance to get involved, ask questions, talk about important issues, and make your voice heard. You can say what you like and don’t like about your development. It is your chance to try to change and improve the rules.



8





### The major steps of the process are:

1. The housing authority meets with the RAB to talk about and work on the the PHA Plan.
2. The housing authority asks the RAB for comments on the Plan and responds.
3. The housing authority holds public meetings followed by a public hearing on the PHA Plan. The housing authority's Board of Commissioners talks about the Plan and answers questions.
4. The housing authority sends the PHA Plan into HUD. HUD will approve it or send it back for more work.

9

The PHA Plan and Plan process help to make your housing authority accountable for the decisions it makes. These decisions affect public housing programs, the conditions of apartments, and the residents.

Residents can get involved by being a member of the RAB, talking to RAB members about the Plan and the comments, and going to the public hearing. Residents can always get a copy of the Plan—it is their right to read and review the document anytime they want.

You have the power to influence your housing authority's policies. You have the power to hold your housing authority accountable.



10

## HOW LONG DOES THE PROCESS TAKE?

- **The CRHA's Fiscal Year (FY) is April 1<sup>st</sup>- March 31<sup>st</sup>**
- **Annual Plan:** Housing authority has to do every year. Generally, work for the annual plan starts around the end of the summer and wrap up with the submission to HUD around the end of the calendar year. beginning to end, the whole process takes about five months. Ask your housing authority, your Resident Council, or your Resident Advisory Board about when the process begins, how you can participate, and when the Plan is supposed to be finished.
- **5-Year Plan:** Your housing authority's next 5-Year Plan is due at the same time this time as our Annual Plan. The 5-Year Plan is usually done at the same time as the annual Plan. We are starting a little sooner as it is larger undertaking.

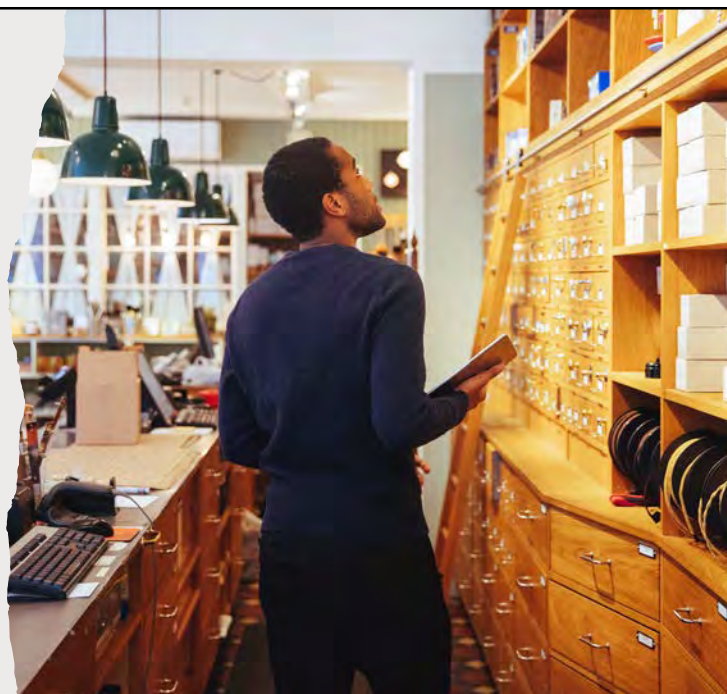


11

### Where to find all of this every year:

- Posted \_\_\_October, 2023- for 45-day public review period prior to the board hearing and submission to HUD. Taking into consideration December board meeting is usually a week early. Hard copies can be checked out of CRHA offices by appointment by calling 434-326-4672.
- The majority of RAB Members have hard copies or access to them
- Available to view on the CRHA website [www.cvillerha.com](http://www.cvillerha.com) at <http://www.cvillerha.com/key-documents/>

*On our website we also have last year's plan and our five-year plan.*



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## HOW CAN RESIDENTS GET INVOLVED?

There are many ways to get involved such as:

- Work with your Resident Council to make comments on the PHA Plans.
- Try to become a member of your housing authority's Board of Commissioners next time there is a vacancy. The Board of Commissioners oversees the housing authority.
- Meet with your housing authority staff to comment on the PHA Plans.
- Attend the public hearing and make comments on the PHA Plans.



13

The Five-Year Plan is due in the 5th fiscal year (FY) following the PHA's last 5-Year Plan submission which is the latest a PHA can submit their new 5-Year plan.

However, PHAs may choose to update their 5-year Plans every year as good management practice by checking the box indicating a 'Revised 5-Year Plan Submission' on form HUD-50075-5Y.

Field Office reviewers must determine which PHA FYs are covered by the 5-Year Plan submission as this will inform when the next 5-Year PHA Plan is due. PHAs must ensure that a current 5-Year Plan is always in effect and new 5-Year Plans are submitted at least once every 5 fiscal years and no later than 75 days before the commencement of the PHA's FY.

References: [24 CFR 903.5\(a\)\(4\)](#)



14



An important area we began focusing on with last years AP is Affirmatively Furthering Fair Housing (AFFH)

**Fair Housing Goal: 1.** Increase access to information and resources on fair and affordable housing for CRHA program participants, staff and stakeholders.

*Describe fair housing strategies and actions to achieve the goal*

- a. Convey HUD data in understandable ways to the public.
- b. Gather and share local information about fair housing education and training opportunities.
- c. Work with city and TJPDC on AFFH assessment.

**Fair Housing Goal: 2.** Prevent loss of existing affordable housing stock and increase supply of new affordable housing, especially in higher opportunity areas.

*Describe fair housing strategies and actions to achieve the goal*

- a. Research and participate in programs available to assist CRHA and program participants in homeownership and rental.
- b. Target opportunities to assess and acquire properties in high opportunity areas.
- c. Improve conditions and increase opportunities in identified low opportunity area.

**Fair Housing Goal: 3.** Increase services for residents of publicly supported housing and maintain and improve the quality and management of publicly supported housing.

*Describe fair housing strategies and actions to achieve the goal*

- a. Increase support services available for low-income housing residents to increase wealth building opportunities.
- b. Focus on improving access to transportation for low-income communities

15

**CRHA ANNUAL/FIVE YEAR PLAN CALENDAR FY 2024- 2025 and FY 2024- 2029**  
*These are all hybrid public meetings*  
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16

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encourages all housing providers, industries related to housing and all housing seekers to stay up to date with all the changes in the Virginia Fair Housing Law by joining us, as we share information about...

**DOMESTIC VIOLENCE  
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17

## What's happening:

- Calendar- hybrid/with RAB which started 4/5/23
- Agendas cover key items such as:
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19

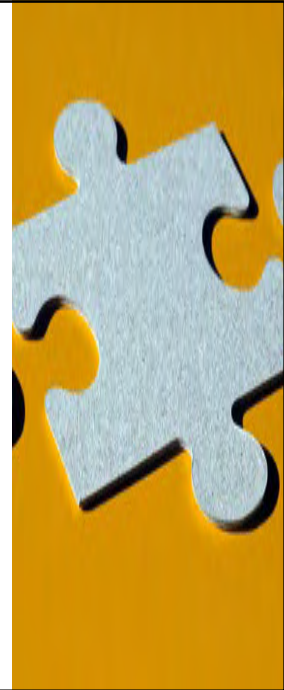


1. Empower Individuals and Families through the delivery of transformational services.
  - Maintain and create partnerships, programs and resources that foster economic growth and self-sufficiency to end the cycle of poverty.
  - Promote initiatives that encourage healthy living and lifestyle.
  - Develop programs and resources that encourage long term personal success of young adults and the youth.
2. Encourage and Create Homeownership Opportunities
  - Encourage Homeownership Opportunities
    - Foster the participation of at least 2-5 families in CRHA and/or Partner Homeownership Training
  - Assist HUD- Assisted Renters Become Homeowners
    - Use redevelopment opportunities through public housing redevelopment; community partnerships; and the Housing Authorities Preservation of Naturally Occurring Affordable Housing (P-NOAH) program to create up to 5 homeownership opportunities per year.
    - Provide up to 5 opportunities to utilize the Housing Choice Voucher program to create homeownership vouchers per year.

20

### 3. Preserve, Develop and Expand Opportunities for affordable housing.

- Pursue VHDA Tax Credit training and certification for property management and management staff.
  - 80% of PM/Redevelopment staff and 50% of Management attend Tax Credit Conference; 80% of PM staff attend Mid-Atlantic AHMA Conference.
- Improve housing opportunities for the elderly, persons with disability and individuals experiencing homelessness.
  - Apply for additional mainstream vouchers.
  - Increase project-based vouchers.
  - Maintain 100% lease up on Mainstream, EHV, VASH, PBV, TBRA
- Apply for additional vouchers when available.



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- Preserve Section 9/public housing in the City of Charlottesville.

- Apply for additional funding to preserve public housing not in CRHA's redevelopment plan.
- Acquire properties to convert to public housing to utilize Faircloth units.
- Complete energy efficiency upgrades while completing the Parallel track.



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#### 4. Diversify the Authorities Business Model and Funding Streams

- Transform Communities
  - Pursue LIHTC, Other HUD Programs and Public/ Private Partnership Opportunities.
- Become Development Catalyst for the City
  - Partner with the City of Charlottesville to pursue mutually beneficial opportunities in housing and economic development.
  - Foster relationships to increase service delivery to residents.
  - Continue to acquire properties under the Preservation of Naturally Occurring Affordable Housing (P-NOAH).
- Develop an Authority affiliated Non-Profit Entity to expand services opportunities to residents and participants.
  - Develop and implement a not-for-profit arm of the authority.
  - Seek creative income stream opportunities through development, management, and compliance services.
- Market the Authorities tax-exempt bond program to create additional revenue streams for the Authority.

23

- Support our families' success.
  - Develop a partnership with City to set-aside spots in the Community Attention Youth Internship Program (CAYIP) for youth who reside in CRHA communities.
  - Develop financial support for continuing education for young adults and youth graduating from High School.
  - Implement a comprehensive case management system in the resident services department to improve document management and data tracking.
  - Apply for additional self-sufficiency funding through FSS and ROSS to expand service delivery to more families and voucher participants.
  - Continue to apply for other local, state and federally funded grant programs that support housing stability and economic opportunity.

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## Next Steps- BOC

- **Mission:** The Charlottesville Redevelopment and Housing Authority (CRHA) is resident-centered organization committed to excellence in providing affordable quality housing, revitalizing communities, and promoting upward mobility and self- sufficiency through partnerships in the public and private sectors.
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25

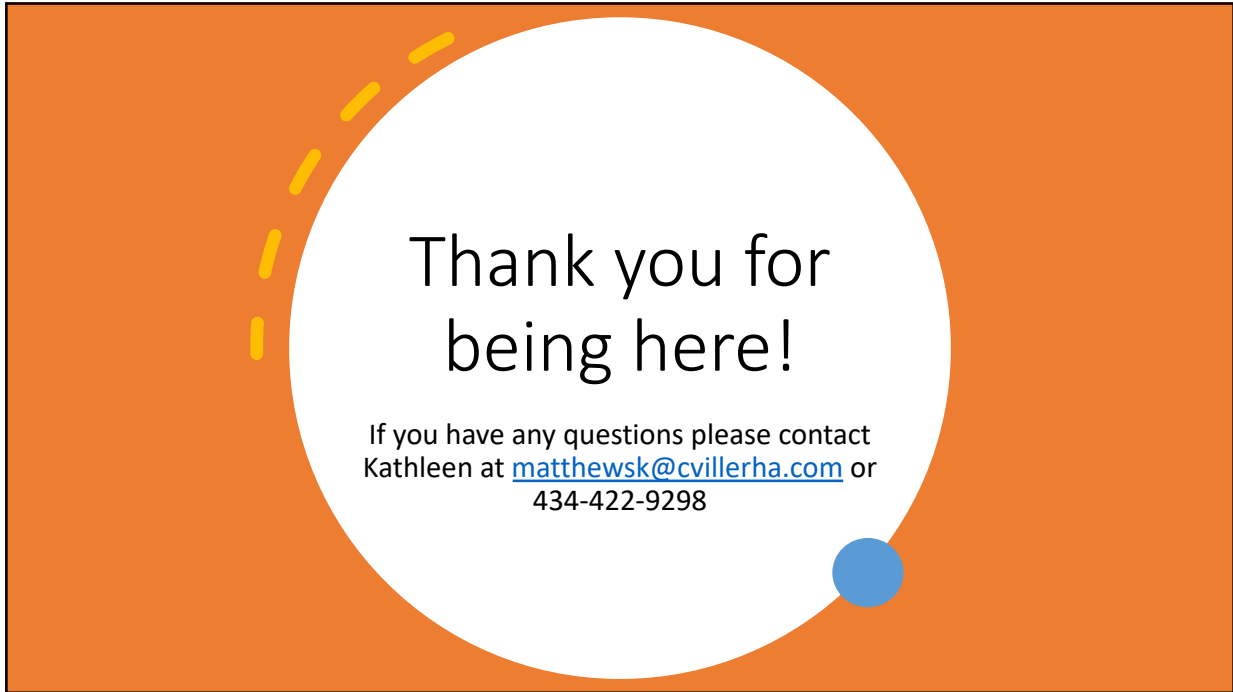
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## Q and A Time!

- 1.
- 2.
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- 4.
- 5.
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26



Thank you for  
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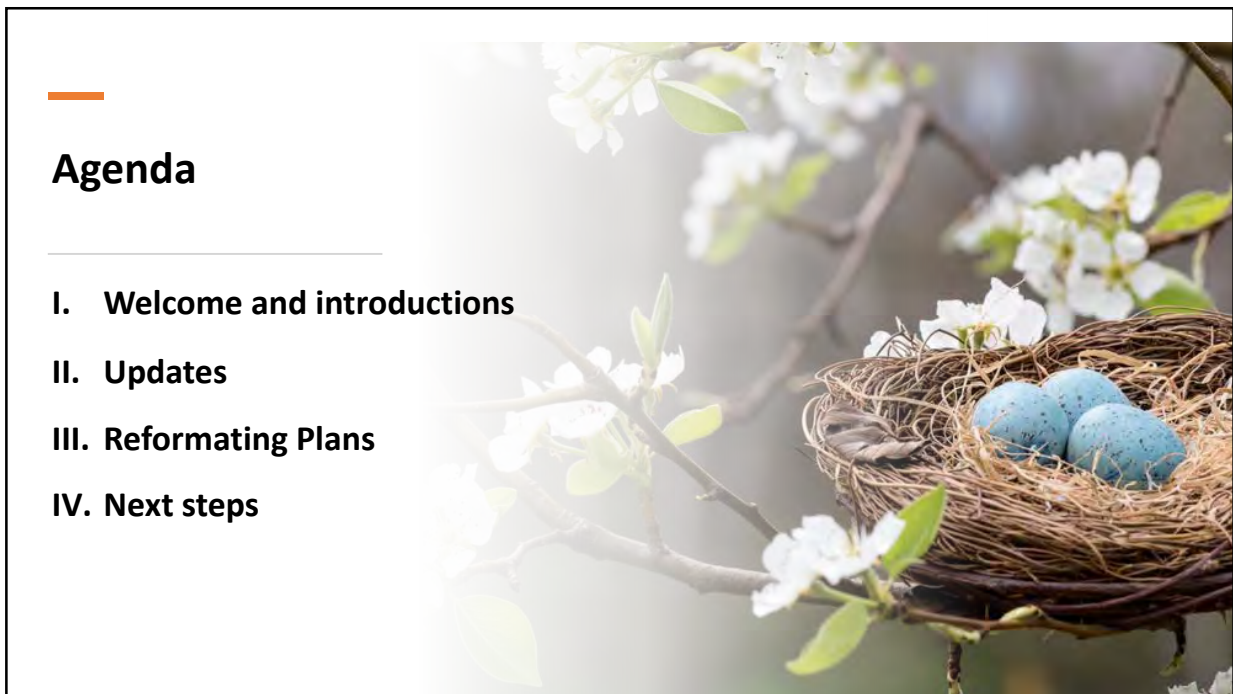


**CRHA and RAB  
Annual and Five-Year  
Plan Meeting**

Wednesday October 4, 2023  
Hybrid at Crescent Halls Community  
Center and via zoom

The illustration shows a group of diverse people gathered around a central yellow lightbulb with three lightning bolts, symbolizing an idea. Surrounding the lightbulb are various icons: a magnifying glass, a book, a gear, a computer monitor, a lightbulb, a star, and a hand holding a pen. The words 'RESEARCH', 'DESIGN', and 'INSPIRE' are written on the surface. The background is a light blue and white pattern.

1



**Agenda**

- I. Welcome and introductions**
- II. Updates**
- III. Reforming Plans**
- IV. Next steps**

The background image shows a bird's nest made of twigs, containing three blue eggs. The nest is perched on a branch with white flowers and green leaves. The text is overlaid on the left side of the image.

2



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Welcome

3

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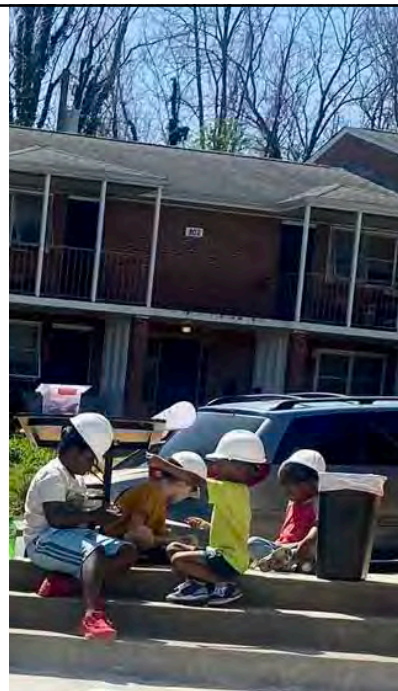



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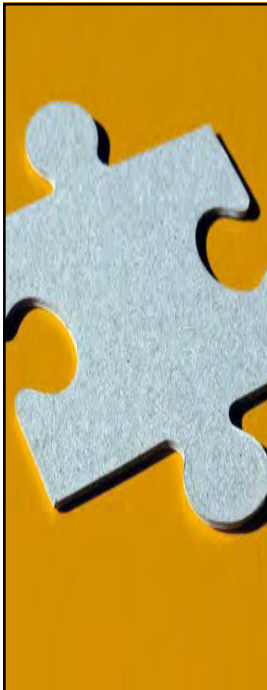


6



Let's look at draft AP

7



—  
Let's look at draft progress

8

Let's look at draft goals



9

## Next Steps- BOC

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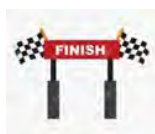
## Planning for Public Meetings

- Hybrid
- Opportunity too have kick-off meeting somewhere different
- Working on having draft in hard copy, pdf and power point
- Other ideas:



11/1/23 10am Hybrid at [redacted] Kick-off Public Meeting on Draft Posting

11/1/23 5pm Hybrid at Westhaven Community Center Public Meeting on Draft Posting  
 12/6/23 10am Hybrid at S 1<sup>st</sup> St Community Center Public Meeting on Draft Posting



12/14/23 5pm Hybrid at Crescent Hall Community Center Public Hearing  
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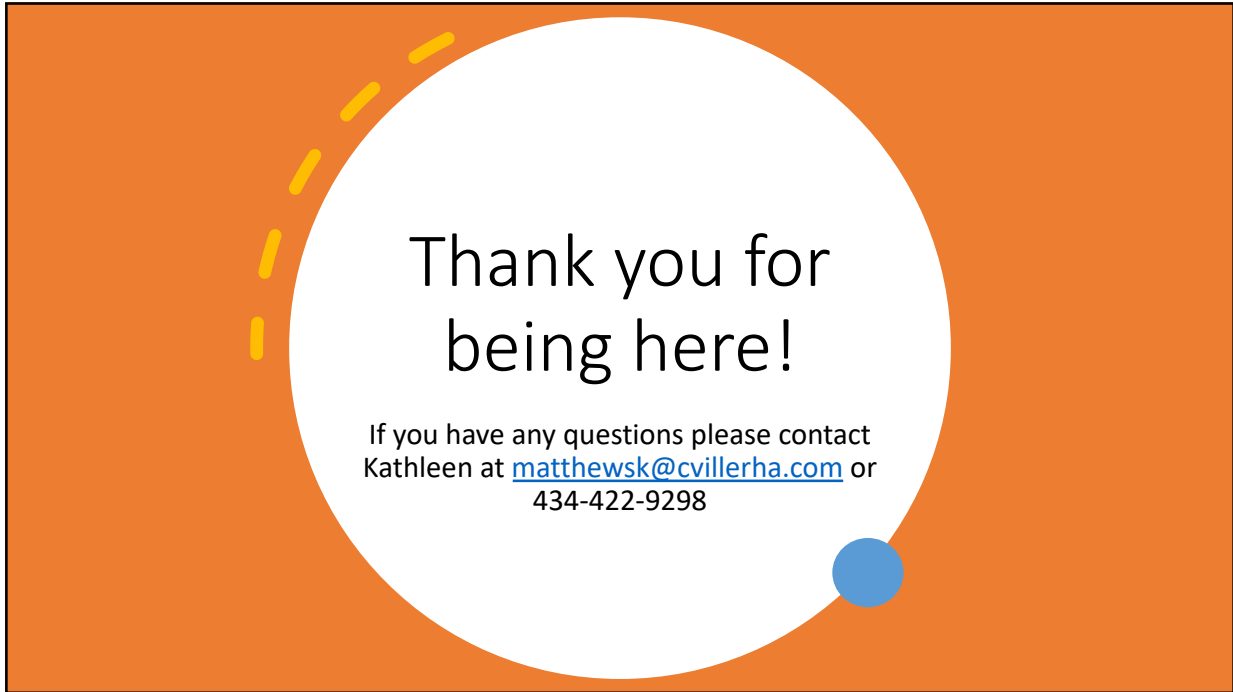
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434-422-9298

**Charlottesville Redevelopment and Housing  
Authority Board of Commissioners Work Session  
Crescent Halls Thursday, October 12, 2023, at  
6:00 pm**

**In attendance:**

Commissioners: Wes Bellamy, Michael Payne, Brigid Wicks, Laura Goldblatt, Judy Sandridge, and Javier Raudales

Additional Attendees: John Sales, Kathleen Glenn-Matthews, Navonya Thomas and Joy Johnson.

**Agenda**

- I. Call to Order
  - Reading of Code § 2.2-3708.2(A)(3)
  - Roll Call of Commissioners
  - Moment of Silence
  - General Announcements / Meeting Dates / Reminders
- II. Public Comments
- III. Discussion Mission and Vision Statement
- IV. Closed Session: Property Acquisition, Personnel Contract Matters
- V. Adjournment



# CRHA Board of Commissioners Annual and Five-Year Plan Worksession

Wednesday October 12, 2023

6pm Hybrid at Crescent Halls Community Center and via zoom

1

## Agenda

- I. Welcome
- II. Calendar
- III. Worksheet



2



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<input checked="" type="checkbox"/> July 5, 2023/ 10am	Hybrid at <u>Crescent Halls</u> Community Center	Planning Meeting RAB and CRHA
<input checked="" type="checkbox"/> September 6, 2023/ 10am	Hybrid at <u>S 1<sup>st</sup> St</u> Community Center	Planning meeting RAB and CRHA staff
<input checked="" type="checkbox"/> September 13, 2023/ 6pm	Hybrid at <u>Westhaven</u> Community Center	BOC Work session Presentation on AP/ 5YR Process
<input checked="" type="checkbox"/> October 4, 2023/ 10am	Hybrid at <u>Crescent Hall</u> Community Center	Strategic Planning meeting RAB and CRHA staff
<input type="checkbox"/> October 12, 2023/ 6pm	Hybrid at <u>Crescent Hall</u> Community Center	BOC Work session on Mission and Vision
<input type="checkbox"/> November 1, 2023/ 10am	Hybrid at <u>6<sup>th</sup> St</u> Community Center	Public Meeting on Draft Posting
<input type="checkbox"/> November 1, 2023/ 5pm	Hybrid at <u>Westhaven</u> Community Center	Public Meeting on Draft Posting
<input type="checkbox"/> December 6, 2023/ 10am	Hybrid at <u>S 1<sup>st</sup> St</u> Community Center	Public Meeting on Draft Posting
<input type="checkbox"/> December 14, 2023/ 5pm	Hybrid at <u>Crescent Hall</u> Community Center	Public Hearing
<input type="checkbox"/> December 14, 2023/ 5:30pm	Hybrid at <u>Crescent Hall</u> Community Center	Special BOC Meeting to approve plans

3

- **Mission:** The Charlottesville Redevelopment and Housing Authority (CRHA) is resident-centered organization committed to excellence in providing affordable quality housing, revitalizing communities, and promoting upward mobility and self- sufficiency through partnerships in the public and private sectors.
- **Vision:** CRHA strives to build exemplary communities that integrate essential services empowering our most vulnerable population to thrive in the City of Charlottesville.

4

**Mission Statement:** *The Charlottesville Redevelopment and Housing Authority (CRHA) is resident-centered organization committed to excellence in providing affordable quality housing, revitalizing communities, and promoting upward mobility and self- sufficiency through partnerships in the public and private sectors.*

A mission statement is a formal summary of the aims and values of a company, organization, to which all employees can subscribe. - This will describe the present activities being worked on in concrete terms.

Question	Thoughts	New Draft Mission Statement One sentence- Does it convey what we are working to achieve and the why?
1. What does CRHA do? a. What do we not do? b. How do these actions support the vision?	1.	
2. Why is there a CRHA here? a. What is unique about CRHA?	2.	
3. How do we do what we do?	3.	
4. Who are our program participants? How do we diversify who we serve?	4.	
5. What value do our services bring? a. Adjectives to describe our organization	5.	

5

**Vision Statement:** *CRHA strives to build exemplary communities that integrate essential services empowering our most vulnerable population to thrive in the City of Charlottesville.*

*A Vision Statement is an organization's declaration of its mid-term and long-term goals, stating what they want to become in the future. Vision statements act as a goal for a company to strive toward. This statement describes future conditions in aspirational terms.*

Question	Thoughts	New Draft Vision Statement One sentence- Is it unique and understood and shared by key stakeholders?
6. What do you want to see changed? (Keep in mind who, what, where and why.)	1.	
7. How do you want CRHA to change?	2.	
8. What will this successful change look like? (Provide examples.)	3.	
9. What are your ambitions for CRHA?	4.	
10. What value do our services bring? b. Adjectives to describe our organization.	5.	

6

Thank you for  
being here!

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If you have any questions please  
contact Kathleen at  
[matthewsk@cillerha.com](mailto:matthewsk@cillerha.com) or 434-  
422-9298





# CRHA Annual and Five-Year Plan Public Meeting for FY 2024- 2029


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Wednesday November 1, 2023  
10am Hybrid at S 1<sup>st</sup> Street Community Center and via zoom

1

## Agenda

- I. **Welcome:** In attendance: John Sales (CRHA), Brandon Collins (CRHA), Zoe Parakuo (CRHA), Navonya Thomas (CRHA), Asia Green (Resident/PHAR), Camaran Gaillard (PHAR), Latisha Cutchin (Resident and PHAR Intern), Porcha Herndon (Resident and PHAR Intern), Tiara Turner (Resident and PHAR Intern), Priscilla Anderson (Resident and PHAR Intern), Lakisha Ali (Resident and PHAR Intern), Shennel Cowherd (HCV/CRHA), Syleethia Carr (PHAR) and Kathleen Glenn-Matthews (CRHA)
- II. **Calendar**
- III. **Document Review**
- IV. **Questions and comments**



2




## CRHA Annual and Five-Year Plan Public Meeting for FY 2024- 2029

Wednesday November 1, 2023  
5pm Hybrid at Westhaven Community Center and via zoom

1

### Agenda

- I. **Welcome- In attendance:** Christopher Hudson (resident/PHAR Intern), Brandon Collins (CRHA), Joy Johnson (resident/PHAR/CRHA), Syleethia Carr (PHAR), Mary Breckenridge (resident), Priscilla Anderson (resident) and Kathleen Glenn-Matthews
- II. **Calendar**
- III. **Document Review**
- IV. **Questions and comments**



2



**Please join us for the CRHA Annual and Five-Year Plan Public Meetings**

- 11/1/23- 10am      S 1<sup>st</sup> New Center      Kick-off Public Meeting on Draft Posting
- 11/1/23- 5pm      Westhaven Center      Public Meeting on Draft Posting
- 12/6/23- 10am      S 1<sup>st</sup> St Center      Public Meeting on Draft Posting
- 12/14/23/ 5pm      Crescent Hall Center      Public Hearing
- 12/14/23- 5:30pm      Crescent Hall Center      Special BOC Meeting to approve plans

All Hybrid Meetings in-person option as well as virtually at:

<https://us06web.zoom.us/j/86525456736?pwd=eW5vcDA3ZGNkYVZkSUhkMjFaK2pldz09>



**One tap mobile:** +13017158592,,86525456736#.

**Dial-in:** +1 301 715 8592

**Meeting ID:** 865 2545 6736    **Passcode:** 672546



3

Let's look at the document!



DRAFT  
 Posted October 30, 2023  
 Charlottesville Redevelopment & Housing Authority  
 PHA Plan  
 Annual Agency Plan for Fiscal Year 2024- 2025 and  
 Five-Year Agency Plan for Fiscal Year 2024- 2029

500 1<sup>st</sup> Street S  
 PO Box 1405  
 Charlottesville, VA 22902

Phone: 434-326-4672  
[www.cvillerha.com](http://www.cvillerha.com)



4

### It's time to hear from you. Do you have any questions or comments?

- S. Carr asked who the Resident Association is and J. Johnson explained tha the PHAR board is the Resident Council and also the Resident Advisory Board (RAB).
  - S. Carr likes the way the plan is set up and able to find things when they spend time with it.
  - Kathleen ley group know if they had questions and did not want to ask them at the public meeting they can email, call, stop by the Westhaven Center, ask a PHAR staff to relay , etc.
  - S. Carr asked about cost-of-living adjustments and let her know that is in relation to HOTM and rent calculation. J Johnson let group know that PHAR and Legal Aid will work on a training for residents on HOTMA looking at information from the National Housing Law Project as well.
- 
- S. Carr said within the 5-year plan it shows what CRHA is doing and what they are going to do to further goals. J. Johnson said the 5-year plan lets us know all upcoming goals and policy updates. But every year there is also the annual plan which you can compare to the goals set in the 5-year.



5

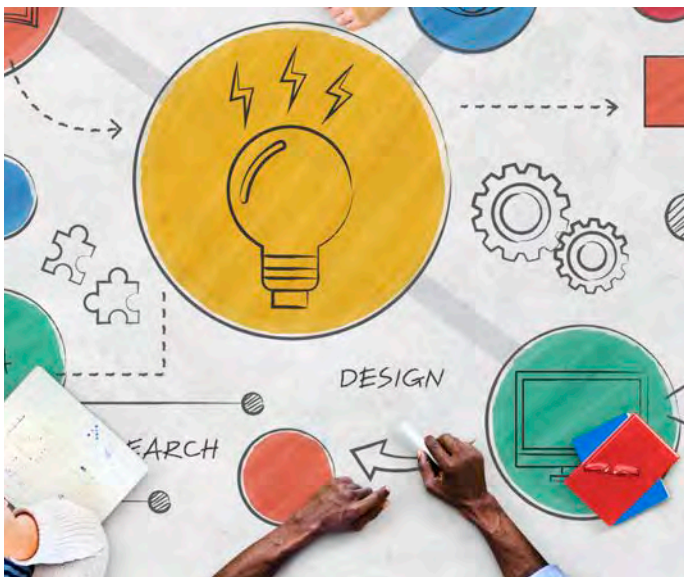
## Thank you for being here!

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If you have any questions  
please contact Kathleen at  
[matthewsk@cvilleerha.com](mailto:matthewsk@cvilleerha.com)  
or 434-422-9298



6



## CRHA Annual and Five-Year Plan Public Meeting for FY 2024- 2029

Wednesday December 6, 2023  
10am Hybrid at NEW South 1<sup>st</sup> Street Community Center and via zoom

1

### Agenda

In attendance: Katrina Beitz (CRHA), Shakeisha Saunders (SFS resident), Asia Green (6<sup>th</sup> ST resident/PHAR), Brandon Collins (CRHA), Latisha Cutchin (PHAR Intern), Chris Hudson (PHAR Intern), Syleethia Carr (PHAR), Tiara Jackson (HCV) and Kathleen Glenn-Matthews

- I. Welcome**
- II. Calendar**
- III. Document Review**
- IV. Questions and comments**



2



**Please join us for the CRHA Annual and Five-Year Plan Public Meetings**

- 11/1/23- 10am S 1<sup>st</sup> New Center Kick-off Public Meeting on Draft Posting
- 11/1/23- 5pm Westhaven Center Public Meeting on Draft Posting
- 12/6/23- 10am S 1<sup>st</sup> St Center Public Meeting on Draft Posting
- 12/14/23/ 5pm Crescent Hall Center Public Hearing
- 12/14/23- 5:30pm Crescent Hall Center Special BOC Meeting to approve plans

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One tap mobile: +13017158592,,86525456736#.

Dial-in: +1 301 715 8592

Meeting ID: 865 2545 6736 Passcode: 672546



3

Let's look at the document!



DRAFT

Posted October 30, 2023  
 Charlottesville Redevelopment & Housing Authority

PHA Plan  
 Annual Agency Plan for Fiscal Year 2024- 2025 and  
 Five-Year Agency Plan for Fiscal Year 2024- 2029

500 1<sup>st</sup> Street S  
PO Box 1405  
Charlottesville, VA 22902

Phone: 434-326-4672  
www.cvillerha.com



4

**D. Amendments to Posting**

**Amendments as of 11/1/23**

- Updated Note section for grammatical errors, formatting to bullets and to mention adding page #'s when completed.
- Added Section VII. D to Table of Contents with amendments to plan as well as these notes.
- RAB Rooster repositioned in front of RAB Comment Section
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- Inserted Attachment C 2. ACOP and 3 Admin
- Notes from today's public meetings will be added.

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**Upcoming Amendments:**

- Notes from public meetings
- Response to City Comments
- Response to RAB Comments
- Numbers inserted into Table of Contents
- Attach signed form from city.
- Attach signed forms following board meeting!



5

It's time to  
hear from you.  
Do you have  
any questions  
or comments?

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6

Thank you  
for being  
here!

---

If you have any questions  
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[matthewsk@cvilleerha.com](mailto:matthewsk@cvilleerha.com)  
or 434-422-9298



**B. Resident Advisory Board (RAB) list as of 10/1/2023**

<b>Name</b>	<b>Position</b>
Joy Johnson	Chairperson
Katrena Cooper	Vice-Chair
Audrey Oliver	Treasurer
Tina Washington	Secretary
Harriett Carter	Member
Brandon Ertel	Member
Earl Hicks	Member
LaToya Lewis	Member
Michael Moore	Member
Judy Sandridge	Member
Alice Washington	Member

A. RAB COMMENTS. *(Will be added once they are received from PHAR.)*

B. CRHA ANALYSIS OF RAB RECOMENDATIONSAND DECSIONS MADE ON THESE *(Will be added once they are received from PHAR.)*

VII. Resident Engagement and Public Meetings: (Plan was posted in Daily Progress, Website, Facebook, door to door public housing fliers and emails to the board, staff and stakeholders.)

A. Posting

CHARLOTTESVILLE REDEVELOPMENT & HOUSING AUTHORITY “CRHA”

P.O. BOX 1405, CHARLOTTESVILLE, VIRGINIA 22902  
TELEPHONE/TTY/711: (434) 326-4672 FAX: (434) 971-4797



**To:** CRHA Program Participants, Staff, Board of Commissioner and Stakeholders  
**From:** CRHA Administration  
**Date:** October 30, 2023  
**Subject:** Posting Draft FY 2024- 20245Annual Plan and DRAFT FY 2024- 2029 Five Year Plan

The Charlottesville Redevelopment & Housing Authority (CRHA) will hold a Public Hearing regarding the Draft FY 2024-2025 Annual Plan and DRAFT FY 2024- 2029 Five Year Plan, as required by HUD under Section 511 of the Quality Housing and Work Responsibility Act of 1998. **The public hearing will be held as a hybrid event via an electronic meeting platform, Zoom and in person at the Crescent Halls Center at 500 South 1<sup>st</sup> Street, Charlottesville, VA, on December 14, 2023, at 5pm to be followed by a Special CRHA Board of Commissioners Meeting to approve the Annual Plan.** Members of the public may participate in person, by computer, tablet, or phone. Details for accessing this meeting will be included on CRHA’s website. Individuals who need access to a printed copy of the plan may do so by emailing [matthewsk@cvilleaha.com](mailto:matthewsk@cvilleaha.com) or calling 434-422-9298 and asking to set up a time to view or check-out a copy of the draft. Hardcopies will be posted for public review at the CRHA Offices at: 500 S 1<sup>st</sup> ST, 1050 S 1<sup>st</sup> ST, 110 5<sup>th</sup> ST NE, 715 6<sup>th</sup> ST SE and 801 Hardy Drive. An electronic copy can be found at <https://www.cvilleaha.com/key-documents/>.

Comment submissions will be accepted through 5pm December 13, 2023, and should be submitted to Kathleen Glenn-Matthews, Deputy Executive Director via email or PO Box 1405, Charlottesville VA 22902 or to [matthewsk@cvilleaha.com](mailto:matthewsk@cvilleaha.com).

To register for the meetings please go to:

<https://us06web.zoom.us/meeting/register/tZMkfuCrrzMpE9LEx8Jlaxm4iYhJZGZnoYzo>

**Residents *FIRST!***

**Residents *FIRST!*** is grounded in the belief that those we serve have the knowledge, experience and power to drive the systemic change needed to sustain healthy communities and build bright futures.



CRHA does not discriminate on the basis of race, color, sex, age, religion, national origin, disability, veteran status, or union affiliations in any of its federally assisted programs and activities.



Order# 0001452108

**Client:** CHVILLE REDEVELOPMENT & HOUSING  
**Phone:** 4349703253

**Payor :** CHVILLE REDEVELOPMENT & HOUSING  
**Phone:** 4349703253

**Account:** 3309476  
**Address:** PO BOX 1405  
CHARLOTTESVILLE VA 22902

**Account:** 3309476  
**Address:** PO BOX 1405  
CHARLOTTESVILLE VA 22902

**Sales Rep**      **Acct Rep**      **Ordered By**  
cearly              cvlcallctr          Kathleen

**Fax:**  
**EMail:** eamest@charlottesville.org

**Total Amount**                      \$276.20  
**Payment Amount**                      \$0.00  

---

**Amount Due**                      \$276.20

**Tear Sheets**                      **Proofs**                      **Affidavits**                      **PO Number:**  
0                                      0                                      1

**Tax Amount:**                      0.00  
**Payment Meth:**      Invoice - Statement

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<b>Ad Number</b>	<b>Ad Type</b>	<b>Ad Size</b>	<b>Color</b>
0001452108-01	CLS Legal Liner	2 X 26 li	\$0.00

**Production Method**                      **Production Notes**  
AdBooker (liner)

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<b>Product and Zone</b>	<b>Placement</b>	<b>Position</b>	<b># Inserts</b>
CVL Daily Progress	C-Legal Ads	Legal Notices	1

**Run Schedule Invoice Text:**      The Charlottesville Redevelopment & Housing Authority  
**Run Dates**                      10/31/2023

---

<b>Product and Zone</b>	<b>Placement</b>	<b>Position</b>	<b># Inserts</b>
CVL dailyprogress.com	C-Legal Ads	Legal Notices	10

**Run Schedule Invoice Text:**      The Charlottesville Redevelopment & Housing Authority  
**Run Dates**                      10/31/2023, 11/ 1/2023, 11/ 2/2023, 11/ 3/2023, 11/ 4/2023, 11/ 5/2023, 11/ 6/2023, 11/ 7/2023, 11/ 8/2023, 11/ 9/2023

**TagLine:** THECHARLOTTESVILLEREDEVELOPMENTHOUSINGAUTHORITYCRHAWILLHOLDAPUBLICHEARINGREGARDINGTHEDRAFTFY20242025ANNUALPLANANDDRAFTFY20242029FI



### Ad Content Proof

Note: Ad size does not reflect actual ad

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P.O. BOX 1405, CHARLOTTESVILLE, VIRGINIA 22902  
TELEPHONE/TTY/711: (434) 326-4672 FAX: (434) 971-4797



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## OFFICIAL AD PROOF

This is the proof of your ad scheduled to run in **Charlottesville Daily Progress** on the dates indicated below. If changes are needed, please contact us prior to deadline at [help@column.us](mailto:help@column.us)

Notice ID: wkfRX0I550SthFJHOrgP | **Proof Updated: Dec. 07, 2023 at 04:24pm EST**  
Notice Name: Updated Hearing Date For Draft FY | Publisher ID: COL-5000032

**This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.**

**FILER**

Kathleen Glen-Matthews  
matthewsk@cvilleerha.com  
(434) 422-9929

**FILING FOR**

Charlottesville Daily Progress

**Columns Wide:** 2

**Ad Class:** Legals

12/14/2023: General Legal Notice	336.67
Legal Processing Fee	20.00
Online Fee	10.00

**Total \$366.67**

See Proof on Next Page

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**From:** CRHA Administration

**Date:** November 7th, 2023

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COL-5000032

## VIII. Attachments



## **D. Amendments to Posting**

### **Amendments as of 11/1/23**

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### **Amendments as of 12/18/23**

- On HUD 7575-ST Section A.1 the number of Public Housing units was changed to 337 and the Total Combined Units/Vouchers was changed to 1018.
- Under Attachment E was added section 1 to reflect comments from the Charlottesville Office of Community Solutions and CRHA Responses.
- Under HUD 7575-ST Section C.5 removed See Attachment C.
- Under HUD 7575-ST Section A.1 Remove: See Attachment A.
- Under HUD 7575-ST Section C.2 Change to: See Attachment E.
- Under HUD 7575-ST Section C.3 Change to: See Attachment C and D.
- Under HUD 50075-5Y Section A.1 Remove: See Attachment A.
- Under HUD 50075-5Y Section A.1 Change to See Attachment E.
- Added notes from all public meetings

### **Upcoming Amendments:**

- RAB Comments and Response
- Numbers inserted into Table of Contents
- Attach signed form from city.
- Attach signed forms following board meeting.
- Notes from public hearing

# A. Statement of Capital Improvements

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Capital Fund Program - Five-Year Action Plan

Status: Approved      Approval Date: 03/30/2023

Approved By: DAVENPORT, ROBERT

Part I: Summary						
PHA Name :		Locality (City/County & State)				
PHA Number: VA016		<input checked="" type="checkbox"/> Original 5-Year Plan		<input type="checkbox"/> Revised 5-Year Plan (Revision No:      )		
A.	Development Number and Name	Work Statement for Year 1 2023	Work Statement for Year 2 2024	Work Statement for Year 3 2025	Work Statement for Year 4 2026	Work Statement for Year 5 2027
	AUTHORITY-WIDE	\$210,273.00	\$215,273.00	\$125,727.00	\$196,788.00	\$196,788.00
	WESTHAVEN (VA016000001)	\$240,154.00	\$240,154.00	\$256,441.00	\$256,441.00	\$256,441.00
	SCATTERED SITES (VA016000004)	\$2,689,579.00		\$313,842.00	\$350,000.00	\$820,439.00



Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1		2023		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$210,273.00
ID0058	Administration(Administration (1410)-Salaries,Administration (1410)-Other)	CFP Management Fee - 10%		\$119,212.00
ID0062	Staff Training(Management Improvement (1408)-Staff Training)	Train of areas noted in audit		\$35,000.00
ID0101	Career Training Opportunities (Management Improvement (1408)-Equal Opportunity,Management Improvement (1408)-Other,Management Improvement (1408)-Empowerment Activities)	The funding will be used to train public housing residents in order to gain a pool of residents that are prepared to take advantage of career opportunities as CRHA redevelops its public housing communities. The programs will improve the empowerment and economic self-sufficiency of public housing residents through job readiness programs and business creation/ development programs.		\$56,061.00
	WESTHAVEN (VA016000001)			\$240,154.00
ID0078	Operations(Operations (1406))	AMP Operations		\$240,154.00
	SCATTERED SITES (VA016000004)			\$2,689,579.00

Capital Fund Program - Five-Year Action Plan

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year</b>		<b>2023</b>		
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
ID0105	Bathroom Modernization(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical)	Replace bathroom vanities, commodes, flooring, lighting, exhaust, install shower surround, replace bathroom fixtures and prep n paint.		\$287,917.23
ID0106	Relocation for Modernization(Contract Administration (1480)-Relocation)	Temporary relocation for modernization of bathrooms.		\$25,000.00
ID0114	Roof Replacement(Dwelling Unit-Exterior (1480)-Gutters - Downspouts,Dwelling Unit-Exterior (1480)-Roofs, Dwelling Unit-Exterior (1480)-Soffits)	Convert the metal roofs into shingle. The replacement will include replacing the gutters, downspouts and any damaged sheathings, soffit and fascia.		\$239,202.03
ID0104	HVAC Replacement(Non-Dwelling Construction - Mechanical (1480)+Cooling Equipment - Systems,Non-Dwelling Construction - Mechanical (1480)-Electric Distribution,Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System)	Replace the HVAC system to including adding the air conditioning component. This work will require the electrical panels to be upgraded.		\$271,121.74
ID0083	Kitchen Modernization(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets)	Replacement of kitchen appliances, cabinets, countertop, kitchen sink, kitchen faucet, kitchen lighting, flooring, prep and paint		\$763,618.20
ID0084	Modernization Relocation(Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System,Contract Administration (1480)-Relocation)	Temporary relocation of residents to complete kitchen modernization in all units. We are currently estimating relocating each household for 4 days.		\$54,622.80
ID0109	Flooring Replacement(Dwelling Unit-Interior (1480)-Flooring (non routine))	Replace all VCT tiles with LVP floor.		\$577,658.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2023		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0111	Hot Water Tank Replacement(Dwelling Unit-Interior (1480)-Plumbing)	Replace hot water tank in all public housing units.		\$250,000.00
ID0113	Site Lighting(Dwelling Unit-Exterior (1480)-Exterior Lighting,Non-Dwelling Site Work (1480)-Lighting)	Replace all exterior site lights.		\$220,439.00
	Subtotal of Estimated Cost			\$3,140,006.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2	2024	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	WESTHAVEN (VA016000001)			\$240,154.00
ID0079	Operations(Operations (1406))	AMP Operations		\$240,154.00
	AUTHORITY-WIDE (NAWASD)			\$215,273.00
ID0080	Administration(Administration (1410)+Other)	CFP Management Fee - 10%		\$119,212.00
ID0081	Staff Training(Management Improvement (1408)+Staff Training)	Train of areas noted in audit		\$25,000.00
ID0103	Career Training Opportunities (Management Improvement (1408)-Empowerment Activities,Management Improvement (1408)-Equal Opportunity,Management Improvement (1408)-Other)	The funding will be used to train public housing residents in order to gain a pool of residents that are prepared to take advantage of career opportunities as CRHA redevelops its public housing communities. The programs will improve the empowerment and economic self-sufficiency of public housing residents through job readiness programs and business creation/ development programs.		\$71,061.00
	Subtotal of Estimated Cost			\$455,427.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		3	2025		
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity	Estimated Cost
	WESTHAVEN (VA016000001)				\$256,441.00
ID0086	Operations(Operations (1406))	Operations transfer			\$256,441.00
	AUTHORITY-WIDE (NAWASD)				\$125,727.00
ID0088	Administration(Administration (1410)-Other,Administration (1410)-Salaries)	CFP Management Fee			\$125,727.00
	SCATTERED SITES (VA016000004)				\$313,842.00
ID0096	Replace Interior Doors(Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Other)	Replace all interior doors to include closet doors and hardware.			\$126,342.00
ID0107	Modernization Relocation(Contract Administration (1480)-Relocation,Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System)	Temporary relocation of residents to complete kitchen modernization in all units. We are currently estimating relocating each household for 7 days.			\$82,500.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2025	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0108	Interior Painting(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	Prepare and paint the interior of all public housing units to include all trim and doors.		\$105,000.00
	Subtotal of Estimated Cost			\$696,010.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		4	2026		
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity	Estimated Cost
ID0097	WESTHAVEN (VA016000001) Operations(Operations (1406))	Public housing operational funds			\$256,441.00
	AUTHORITY-WIDE (NAWASD)				\$196,788.00
ID0098	Administration(Administration (1410)-Other,Administration (1410)-Salaries)	CFP Management Fee			\$125,727.00
ID0110	Career Training Opportunities (Management Improvement (1408)-Empowerment Activities,Management Improvement (1408)-Equal Opportunity,Management Improvement (1408)-Other)	The funding will be used to train public housing residents in order to gain a pool of residents that are prepared to take advantage of career opportunities as CRHA redevelops its public housing communities. The programs will improve the empowerment and economic self-sufficiency of public housing residents through job readiness programs and business creation/ development programs.			\$71,061.00
	SCATTERED SITES (VA016000004)				\$350,000.00
ID0112	Parking Lot(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Curb and Gutter)	Mill, pave and stripe all parkings lots in AMP.			\$350,000.00



Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		4	2026	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost			\$803,229.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		5	2027	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$196,788.00
ID0115	Administration(Administration (1410)-Other,Administration (1410)-Salaries)	CFP Management Fee		\$125,727.00
ID0117	Career Training Opportunities (Management Improvement (1408)-Empowerment Activities,Management Improvement (1408)-Equal Opportunity,Management Improvement (1408)-Other)	The funding will be used to train public housing residents in order to gain a pool of residents that are prepared to take advantage of career opportunities as CRHA redevelops its public housing communities. The programs will improve the empowerment and economic self-sufficiency of public housing residents through job readiness programs and business creation/ development programs.		\$71,061.00
	WESTHAVEN (VA016000001)			\$256,441.00
ID0116	Operations(Operations (1406))	Public housing operational funds		\$256,441.00
	SCATTERED SITES (VA016000004)			\$820,439.00
ID0118	Site Improvements(Dwelling Unit-Site Work (1480)-Landscape)	Complete tree removal or trimming of dangerous/ hazardous trees		\$125,000.00

Capital Fund Program - Five-Year Action Plan

<b>Part II: Supporting Pages - Physical Needs Work Statements (s)</b>				
<b>Work Statement for Year</b>		<b>2027</b>		
<b>Identifier</b>	<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Quantity</b>	<b>Estimated Cost</b>
ID0119	Fence Replacement (Non-Dwelling Site Work (1480)-Fencing,Dwelling Unit-Site Work (1480)-Fencing)	Replace fences around backyards, basketball court, playground areas and community spaces.		\$425,000.00
ID0120	Install Awning over front Porch(Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc,Dwelling Unit-Exterior (1480)-Canopies,Dwelling Unit-Exterior (1480)-Columns and Porches)	Installation of awning/ canopy over the front exterior entrance.		\$270,439.00
	Subtotal of Estimated Cost			\$1,273,668.00

Capital Fund Program - Five-Year Action Plan

<b>Part III: Supporting Pages - Management Needs Work Statements (\$)</b>		
<b>Work Statement for Year</b>	<b>Development Number/Name</b>	<b>Estimated Cost</b>
1	2023	
	<b>General Description of Major Work Categories</b>	
	Housing Authority Wide	
	Administration (Administration (1410)-Salaries, Administration (1410)-Other)	\$119,212.00
	Staff Training (Management Improvement (1408)-Staff Training)	\$35,000.00
	Career Training Opportunities (Management Improvement (1408)-Equal Opportunity, Management Improvement (1408)-Empowerment Activities)	\$56,061.00
	Subtotal of Estimated Cost	\$210,273.00

Capital Fund Program - Five-Year Action Plan

<b>Part III: Supporting Pages - Management Needs Work Statements (\$)</b>		
<b>Work Statement for Year</b>	<b>Development Number/Name General Description of Major Work Categories</b>	<b>Estimated Cost</b>
2	Housing Authority Wide	
	Administration(Administration (1410)-Other)	\$119,212.00
	Staff Training(Management Improvement (1408)-Staff Training)	\$25,000.00
	Career Training Opportunities (Management Improvement (1408)-Empowerment Activities,Management Improvement (1408)-Equal Opportunity,Management Improvement (1408)-Other)	\$71,061.00
	Subtotal of Estimated Cost	\$215,273.00

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (\$)		
Work Statement for Year	2025	
Development Number/Name	General Description of Major Work Categories	Estimated Cost
Housing Authority Wide		
	Administration (Administration (1410)-Other, Administration (1410)-Salaries)	\$125,727.00
	Subtotal of Estimated Cost	\$125,727.00

Capital Fund Program - Five-Year Action Plan

<b>Part III: Supporting Pages - Management Needs Work Statements (\$)</b>		
<b>Work Statement for Year</b>	<b>Development Number/Name</b>	<b>Estimated Cost</b>
<b>4</b>	<b>2026</b>	
<b>General Description of Major Work Categories</b>		
Housing Authority Wide		
Administration (Administration (1410)-Other, Administration (1410)-Salaries)		\$125,727.00
Career Training Opportunities (Management Improvement (1408)-Empowerment Activities, Management Improvement (1408)-Equal Opportunity, Management Improvement (1408)-Other)		\$71,061.00
Subtotal of Estimated Cost		\$196,788.00



Capital Fund Program - Five-Year Action Plan

<b>Part III: Supporting Pages - Management Needs Work Statements (\$)</b>		
<b>Work Statement for Year</b>	<b>2027</b>	
<b>Development Number/Name</b>		<b>Estimated Cost</b>
<b>General Description of Major Work Categories</b>		
Housing Authority Wide		
Administration (1410)-Other, Administration (1410)-Salaries)		\$125,727.00
Career Training Opportunities (Management Improvement (1408)-Empowerment Activities, Management Improvement (1408)-Equal Opportunity, Management Improvement (1408)-Other)		\$71,061.00
Subtotal of Estimated Cost		\$196,788.00

**B. Recovery Agreement and Action Plan- *Awaiting updated plan from HUD***

**Civil Rights Certification**  
**(Qualified PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB Approval No. 2577-0226  
Expires 3/31/2024

**Civil Rights Certification**

**Annual Certification and Board Resolution**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning April, 2024 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d—4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 *et seq.*), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.

Charlottesville Redevelopment & Housing Authority  
PHA Name

VA016  
PHA Number/HA Code

I hereby certify that all the statement above, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Executive Director: John M. Sales	Name of Board Chairperson: Dr. Wesley Bellamy
Signature _____ Date 12/14/2023	Signature _____ Date 12/14/2023

The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. The information is collected to ensure that PHAs carry out applicable civil rights requirements.

Public reporting burden for this information collection is estimated to average 0.16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

## **New and Amended Plans and Policies**

### **1. FSS Action Plan Amendment Approved by CRHA Board 9/25/23.**

**SUMMARY:** The Family Self Sufficiency program Action plan has undergone several changes. Firstly, the program will expand to include 15 additional participants, bringing the total to 30 by the end of the year. These new participants will be chosen from both Public Housing and Housing Choice Voucher recipients. Secondly, the action plan now prioritizes FUP Youth recipients, ensuring they have access to the program. Lastly, the program has implemented a new rule that prohibits FSS participants who have successfully graduated from enrolling twice, ensuring fairness and equal opportunities for all.

Other changes minor changes include the HUD language change from HCV to Section 8. That can be found in:

- Chapter 4 SELECTING AND SERVING FSS FAMILIES- pg. 34 Adding participants to the FSS program.
- Chapter 4 PART II: FAMILY SELECTION pg. 49 Prioritizing FUP Youth for enrollment
- Chapter 4 PART II: FAMILY SELECTION Previous Participation Selection Factor- pg 47.

## 2. Admissions and Continued Occupancy Policy (ACOP) Amendments posted with Annual Plan

3/1/23 Revisions to Policy Instruction Guide		
Remove Pages	Insert Pages	Changes Made in Policy Instruction Guide
2-5 thru 2-18	2-5 thru 2-20	<p>Added new <b>2-I.C. DISCRIMINATION COMPLAINTS</b>, updated heading under this to <b>General Housing Discrimination Complaints</b>, moved 3rd bullet to next page and added a new 3rd bullet and updated Options under this heading on p. 2-5</p> <p>Repaginated pp. 2-5 through end of chapter</p> <p>Added new <b>Complaints under the Equal Access Final Rule [Notice PIH 2014-20]</b> heading with new Decision point and new Options on p. 2-6</p> <p>Added new <b>VAWA Complaint Processing [Notice FHCO 2023-01]</b> heading with new Decision point and new Options on p. 2-7</p> <p>Updated Model ACOP page numbers in Decision Points on pp. 2-9 thru 2-18</p>
3-3 thru 3-6	3-3 thru 3-6	<p>Updated text in 1st bullet on p. 3-4</p> <p>Updated text in 2nd paragraph under Option 1 on p. 3-5</p>
3-37/38	3-37/38	Updated text in 4th bullet on p. 3-37
3-49 thru 3-60	3-49 thru 3-62	<p>Updated text in 3rd indented paragraph under Option 1 on p. 3-50</p> <p>Updated <b>3-III.F</b> heading, updated 1st paragraph, added new bullet, updated <b>Notification</b> paragraph on p. 3-54</p> <p>Repaginated pp. 3-54 through end of chapter</p> <p>Updated text in Decision Point paragraph, and 1st, 2nd and 4th bullets under <u>Things to Consider</u> on p. 3-55</p> <p>Updated text in 1st and 2nd paragraphs under Option 1 on p. 3-56</p> <p>Updated text in Decision Point, both bullets and under Option 1 on p. 3-57</p> <p>Updated Model ACOP page numbers in Decision Points on pp. 3-57 and 3-60</p> <p>Updated text in Decision Point and updated formatting in 1st bullet on p. 3-58</p>
4-29 thru 4-38	4-29 thru 4-38	<p>Updated text in 1st bullet on p. 4-30</p> <p>Updated text in 2nd paragraph under Option 1 on p. 4-31</p> <p>Added text in 4th dash paragraph and added new last dash paragraph on p. 4-34</p> <p>Updated 2nd bullet paragraph and the following 3 dash paragraphs on 4-35</p> <p>Updated formatting in 3rd and 4th dash paragraphs under the 2nd bullet on p. 4-36</p> <p>Updated text in 3rd paragraph under Option 1 on p. 4-37</p>

<b>3/1/23 Revisions to Policy Instruction Guide</b>		
<b>Remove Pages</b>	<b>Insert Pages</b>	<b>Changes Made in Policy Instruction Guide</b>
4-59 thru 4-64	4-59 thru 4-64	Updated text under <b><u>Victims of Domestic Violence</u></b> bullet on p. 4-59 Updated formatting under <b>Substandard Housing</b> bullet, in paragraph about a “homeless family” and added new 2nd to last paragraph on p. 4-62 Repaginated pp. 4-62 and 4-63
4-67/68	4-67/68	Fixed formatting in “homeless” families: line on p. 4-68
5-13/14	5-13/14	Updated text in 2nd paragraph of Option 1 on p. 5-14
6-69/70	6-69/70	Added text in 4th bullet and added new 5th bullet text on p. 6-69
6-95/96	6-95/96	Added text in 1st paragraph on p. 6-95
7-27/28	7-27/28	Updated text in last paragraph under Option 1 on p. 7-28
7-41/42	7-41/42	Deleted what had been the 1st two paragraph under Option 1 on p. 7/41
8-1/2	8-1/2	Changed text in last bullet on p. 8-2
9-1/2	9-1/2	Added text to 1st paragraph, and corrected formatting in <b><u>Part II</u></b> paragraph on p. 9-1
9-15/16	9-15/16	Updated reference in <b>PART II</b> heading and 1st bullet and corrected formatting in 1st bullet and Option 1 paragraph on p. 9-15
12-1 thru 12-6	12-1 thru 12-6	Updated text in 2nd and 3rd bullet and corrected font size of text in last 2 bullets on p. 12-2 Updated text in 2nd and 3rd paragraphs under Option 1 on p. 12-3 Corrected text in last paragraph on p. 12-4 Updated text in last paragraph under Option 1 on p. 12-5
12-21 thru 12-28	12-21 thru 12-28	Updated text in 3rd bullet on p. 12-22 Updated text in 2nd to last paragraph under Option 1 on p. 12-23 Updated text in first Option 1 on p. 12-27
12-35/36	12-35/36	Updated text in 2nd indented paragraph under Option 1 on p. 12-36
13-1 thru 13-4	13-1 thru 13-4	Added text in <b><u>Part II</u></b> paragraph on p. 13-1 Corrected formatting in 1st paragraph under Option 1 on p. 13-4

3/1/23 Revisions to Policy Instruction Guide		
Remove Pages	Insert Pages	Changes Made in Policy Instruction Guide
13-7 thru 13-62	13-7 thru 13-62	<p>Repaginated pp. 13-8 through 13-48</p> <p>Added new <b>13-II.J. OVER_INCOME FAMILIES</b> section with new Decision Points and Options on pp. 13-8 and 13-9</p> <p>Added new <b>Over Income Limit</b> subsection with new Decision Points and Options on p. 13-10</p> <p>Added new <b>Decreases in Income</b> subsection with new Decision Points and Options on p. 13-11</p> <p>Added new <b>Initial Notice of Over Income Status</b> subsection with new Decision Points and Options on p. 13-12</p> <p>Added new <b>Second Notice of Over Income Status</b> subsection with new Decision Points and Options on p. 13-13</p> <p>Added new <b>Final Notice of Over Income Status</b> subsection with new Decision Points and Options on pp. 13-14 through 13-16</p> <p>Updated Model ACOP page numbers in Decision Points on pp. 13-17 thru end of chapter</p> <p>Updated text in last bullet on p. 13-27</p> <p>Updated text in 2nd paragraph under <b>Other Good Cause</b> on p. 13-30</p> <p>Deleted the <b>Over Income Families</b> subsection, Decision Points and Options that had formerly been on pp. 13-27 through 13-33</p> <p>Updated text in 2nd indented paragraph under Option 1 on p.13-39</p> <p>Updated text in <b>13-III.F.</b> heading, in <b>VAWA Protections against Terminations</b> paragraph, in <b>Limits on VAWA Protections</b> paragraph, and in 1st bullet on p. 13-44</p> <p>Updated text in 1st two paragraphs under Option 1 on p. 13-45</p> <p>Updated text in 1st paragraph, in 1st and 3rd bullets and in 1st paragraph under Option 1 on p. 13-46</p> <p>Updated text in last paragraph under Option 1 on p. 13-48</p> <p>Updated text last bullet and in 2nd paragraph under Option 1 on p. 12-54</p>
16-1/2	16-1/2	Updated text in <b>Part VII</b> paragraph on p. 16-1
16-7/8	16-7/8	Updated PIH notice reference in <b>16-II.B.</b> heading on p. 16-7
16-23 thru 16-26	16-23 thru 16-26	<p>Updated 4th bullet on p. 16-23</p> <p>Repaginated pp. 16-23 and 16-24</p> <p>Updated text in continuation of PHA Policy in 7th indented paragraph under Option 1 on p. 16-24</p> <p>Updated "<b>Domestic Violence...</b>" Subheading on p. 16-26</p>

**3/1/23 Revisions to Policy Instruction Guide**

<b>Remove Pages</b>	<b>Insert Pages</b>	<b>Changes Made in Policy Instruction Guide</b>
16-29 thru 16-40	16-29 thru 16-40	<p>Updated Model ACOP page numbers in Decision Points on pp. 16-29 through end of Guide chapter</p> <p>Under <b>16-VII.A.</b>, updated text in 1st paragraph and added bullet under this paragraph, and</p> <p>under <b>16-VII.C.</b>, updated text in Decision Point and 1st bullet under <u>Things to Consider</u> on p. 16-29</p> <p>Updated text in 1st and last bullets on p. 16-32</p> <p>Updated text in 1st bullet on p. 16-34</p> <p>Updated text in 1st paragraph, Decision Point and 1st bullet on p. 16-35</p> <p>Updated text in 1st paragraph under first Option 1 and under <b>Conflicting Documentation</b> 1st and 3rd bullets on p. 16-36</p> <p>Updated text in Decision Point, 1st and 2nd bullets, under Option 1, and in <b>Failure to Provide Documentation</b> paragraph on p. 16-38</p> <p>Updated text in 1st bullet on p. 16-39</p>



### 3. Administrative Plan for Voucher Program Amendments Posted with Annual Plan

4/1/22 Revisions to Policy Instruction Guide		
Remove Pages	Insert Pages	Changes Made in Policy Instruction Guide
Entire Guide TOC	TOC-1 thru TOC-18	Updated TOC
1-1 thru 1-4	1-1 thru 1-4	Added new 2nd bullet, last bullet and CAUTION paragraph, and changed wording under Option 1, added a new Option 2 on p. 1-2, Renumbered Option 3 and Option 4 on p. 1-3
3-1/2	3-1/2	Corrected typo/formatting in “Part 1:” paragraph on p. 3-1
3-23/24	3-23/24	Added new 3rd bullet on p. 3-24
3-31 thru 3-70	3-31 thru 3-70	Changed gender text in the following: Decision Point paragraph and 1st bullet on p. 3-31, 1st and 3rd paragraphs under Option 1 on p. 3-32, 6th and 7th paragraphs under continuation of Option 1 on p. 3-33, 3rd bullet on p. 3-34, 3rd paragraph under Option 1 on p. 3-37, 5th paragraph under PHA Policy on p. 3-39, Decision Point paragraph on p. 3-68, last paragraph under Option 1 on p. 3-69 Corrected formatting in 3rd paragraph on p. 3-38 Changed text in 2nd subheading on p. 3-40 Corrected formatting under Option 1 on p. 3-42 Deleted text under Option 1 on p. 3-43 Corrected formatting under PHA Policy on p. 3-46 Deleted what had been the 2nd to last paragraph under Option 1 on p. 3-47 Changed text in 4th bullet on p. 3-49 Added two new paragraphs under Option 1 on p. 3-50 Repaginated pp.3-50 through end of Guide chapter Updated Model Plan page numbers in Decision Point on pp. 3-52 through end of Guide chapter Deleted text in 6th paragraph under Option 1 on page 3-58
4-35/36	4-35/36	Changed gender text under Option 1 on p. 4-35
5-11 thru 5-14	5-11 thru 5-14	Added reference to <b>Briefing Packet</b> heading and deleted what had been the 1st bullet on p. 5-12 Corrected formatting for <u>Things to Consider</u> , and deleted what had been the 2nd paragraph under Option 1 on p. 5-13
6-17/18	6-17/18	Changed gender text in 2nd paragraph under Option 2 on p. 6-18
6-27/28	6-27/28	Changed gender text in 1st paragraph under Option 1, and 1st paragraph under Option 2 on p.6-27

**4/1/22 Revisions to Policy Instruction Guide**

<b>Remove Pages</b>	<b>Insert Pages</b>	<b>Changes Made in Policy Instruction Guide</b>
6-55 thru 6-58	6-55 thru 6-58	Changed gender text in the following: Both paragraphs under <i>Determining Who Is Enabled to Pursue an Eligible Activity</i> , and in 1st bullet text under last Decision Point on p. 6-55 1st Decision Point text and Option 1 paragraph on p. 6-58
7-3/4	7-3/4	Corrected formatting in 2nd bullet paragraph Under Option 1, corrected formatting in 2nd paragraph, deleted text in third paragraph, and changed text in 4th paragraph on p. 7-3
7-13 thru 7-16	7-13 thru 7-16	Deleted text in last paragraph under Option 1 on p. 7-14 Under Option 1, changed text in 2nd to last paragraph and changed gender text in last paragraph on p. 7-15
7-19 thru 7-26	7-19 thru 7-26	Added text under Option 1 paragraph on p. 7-19 Added text under Option 1 paragraph under <b>Absence of Adult Member</b> on p. 7-22 Changed gender text in the following: Under <b>General Requirements</b> , 3rd paragraph under Option 1 on p. 7-23; last paragraph under Option 1 on p. 7-24; in Decision Point paragraph and 1st and 2nd paragraphs under Option 1 on p. 7-25
7-33/34	7-33/34	Moved <b>Social Security/SSI Benefits</b> subheading from under Option 1 to now be under 1st paragraph on p. 7-33 Corrected formatting in both paragraphs under Option 1 on p. 7-34
7-41/42	7-41/42	Changed gender text in 1st paragraph under Option 1 on p. 7-42
7-51/52	7-51/52	Changed gender text in under Option 1, <i>Furthering Education</i> paragraph on p. 7-51
8-1 thru 8-6	8-1 thru 8-6	Corrected formatting in heading numbering on the following pages: 8-1, 8-3 and 8-6

**4/1/22 Revisions to Policy Instruction Guide**

<b>Remove Pages</b>	<b>Insert Pages</b>	<b>Changes Made in Policy Instruction Guide</b>
8-31 thru 8-54	8-31 thru 8-56	<p>Corrected formatting in heading numbering on p. 8-32</p> <p>Change text in 1st bullet, added new 3rd bullet paragraph on p. 8-33</p> <p>Repaginated pp. 8-33 thru end of Guide chapter</p> <p>Added a new Option 4 and renumbered what had been Option 4 to now be Option 5 on p. 8-34</p> <p>Corrected formatting in 2nd paragraph, and corrected typo in 3rd paragraph on p. 8-35</p> <p>Corrected formatting in heading numbering on the following pages: 8-39, 8-43 and 8-45</p> <p>Updated web addresses in the following:</p> <ul style="list-style-type: none"> <li>Last two bullets on p. 8-51,</li> <li>1st and 3rd paragraphs under Option 2 on p. 8-52,</li> <li>2nd bullet on p. 8-53</li> </ul> <p>Corrected formatting of Option 3 on p. 8-54</p>
10-21/22	10-21/22	Added text in 1st paragraph under Option 1 and Option 2 paragraph on p. 10-21
10-25/26	10-25/26	Changed text in 3rd paragraph under Option 1 on p. 10-26
10-29/30	10-29/30	Added text in 1st paragraph under Option 1 on p. 10-29
10-33 thru 10-36	10-33 thru 10-36	<p>Changed text in 3rd bullet and throughout Option 1 on p. 10-34</p> <p>Repaginated pp. 10-34 and 10-35</p>
11-1/2	11-1/2	Added reference to <b>II-I.B.</b> heading on p. 11-1
11-5 thru 11-8	11-5 thru 11-8	<p>Changed and added text throughout bullets on pp, 11-5 and 11-6</p> <p>Repaginated pp. 11-5 through 11-7</p> <p>Changed text under Option 2 on p. 11-7</p>
11-11/12	11-11/12	Changed gender text throughout Option 1 on p. 11-11
12-7 thru 12-12	12-7 thru 12-12	<p>Changed gender text in <b>Failure of Students to Meet Ongoing Eligibility Requirements</b> paragraph on p. 12-7</p> <p>Corrected formatting to indent 3rd paragraph under Option 1 on p. 12-9</p> <p>Updated reference in heading and changed text in 1st bullet on p. 12-11</p>
12-17 thru 12-20	12-17 thru 12-20	<p>Added text under first dashed paragraph on p. 12-18</p> <p>Deleted <b>CAUTION</b> text at top of page, and added text into and deleted bracketed paragraph under Option 1 on p. 12-19</p>
12-27/28	12-27/28	Changed gender text in last paragraph under Option 1 on p. 12-28
12-33/34	12-33/34	<p>Changed gender text in last bullet on p. 12-33</p> <p>Changed gender text in 2nd paragraph under Option 1 on p. 12-34</p>

**4/1/22 Revisions to Policy Instruction Guide**

<b>Remove Pages</b>	<b>Insert Pages</b>	<b>Changes Made in Policy Instruction Guide</b>
13-5 thru 13-10	13-5 thru 13-10	Added reference to <b>Conflict of Interest</b> heading on p. 13-6 Reformatted numbered text under Option 1 on p. 13-8 Repaginated pp. 13-8 and 13-9
15-1 thru 15-64 (Entire Chapter 13)	15-1 thru 15-56	Added <b>CAUTION: SPECIAL INSTRUCTIONS FOR CHAPTER 15</b> note at top of page 15-1, and entire Guide chapter has been repaginated and updated
16-7/8	16-7/8	Changed text in <b>Unit Availability</b> and <b>Lease-up Time and Success Rate</b> paragraphs under Option 1 on p. 16-8
16-21/22	16-21/22	Changed gender text in 3rd from last paragraph under Option 1 on p. 16-22
16-43/44	16-43/44	Changed gender text in Decision Point and 1st bullet on p. 16-43 Changed gender text in <b>Summary of the Evidence</b> paragraph under Option 1 on p. 16-44
16-51 thru 16-86	16-51 thru 16-88	Repaginated pp. 16-51 and 16-52 Added new 1st and 2nd bullet paragraphs and added text to what is now the 3rd bullet on p. 16-51 Deleted 2nd Decision Point and Options under <b>16-IV.A.</b> that had been on p. 16-52 Updated Model Plan page numbers in Decision Points on pp. 16-53 through 16-55 Added new Decision Point and Options to continuation of <b>16-IV.B.</b> on p. 16-56 Repaginated 16-56 through end of chapter Added new 1st and 2nd bullet paragraphs under <b>Family Debts to the PHA</b> Decision Point on p. 16-57 Added new <b>Refusal to Enter into an Agreement</b> heading, with new Decision Point and Options and deleted other Decision Point on p. 16-58 Updated PIH notice number in 3rd bullet on p. 16-59 Updated PIH notice numbers in 2nd bullet on p. 16-60 Updated PIH notice number in 2nd bullet on p. 16-62 Added new last bullet paragraph on p. 16-63 Changed subheading to <b>Repayment Agreement Terms</b> and updated PIH notice number in following paragraph on p. 16-65 Added reference in <b>16-VI.B.</b> heading on p. 16-69 Changed text in 1st bullet and deleted last bullet on p. 16-70 Added text in Option 1 paragraph on p. 16-73
17-5 thru 17-10	17-5 thru 17-10	Added reference to <b>Additional Project Based Units</b> subheading, added additional bullet text on p. 17-5 Repaginated pp. 17-5 through 17-10 Added last bullet text on p. 17-6

**4/1/22 Revisions to Policy Instruction Guide**

<b>Remove Pages</b>	<b>Insert Pages</b>	<b>Changes Made in Policy Instruction Guide</b>
17-23 thru 17-34	17-23 thru 17-34	Added reference to <b>Exceptions to 25 Percent per Project Cap</b> subheading, added text to following paragraph, and added bullet text on p. 17-23 Repaginated pp. 17-23 through 17-34 Added bullet text on p. 17-24
17-37 thru 17-40	17-37 thru 17-40	Added bullet text on p. 17-38 Repaginated pp. 17-38 through 17-40 Added bullet text on p. 17-39 Added new Option 3 text and renumbered former 3 to now be Option 4 on p. 17-40
17-73/74	17-73/74	Deleted text in Decision Point on p. 17-74
18-17/18	18-17/18	Changed text in 5th bullet o p. 18-17
18-27/28	18-27/28	Updated references in <b>18-IV.A.</b> heading and <b>18-IV.B. Contract Information</b> subheading on p. 18-27
18-47 thru 18-52	18-47 thru 18-52	Updated reference in <b>Initial Term and Lease Renewal</b> heading on p. 18-47 Added reference to <b>Continuation of Housing Assistance Payments</b> heading on p. 18-48 Updated Model Plan page number in Decision Points on pp. 18-49 and 18-50 Updated reference in <b>Security Deposits</b> heading on p. 18-51
18-57 thru 18-76	18-57 thru 18-80	Added reference to <b>Choice Mobility</b> heading, added new <b>Family's Right to Choice Mobility</b> subheading with new Decision Point and Options on p. 18-57 Repaginated pp.18-57 through end of Guide chapter Added new <b>Moving with Continued Assistance under Choice Mobility</b> subheading on p. 18-58 Updated Model Plan page number in Decision Points on pp. 18-58 and 18-59 Added two new Decision Points and Options on p. 18-61 Corrected formatting for <b>Turnover Cap</b> subheading on p. 18-62 Updated reference in <b>18-VI.F.</b> heading on p. 18-67 Updated references in <b>18-VII.B.</b> heading, and added new Decision Point and Options on pp. 18-69 and 18-70 Updated reference in <b>18-VII.C.</b> heading on p. 18-71 Added reference to <b>18-VIII.D.</b> heading, added text to 5th bullet and added new bullet and dashed paragraphs to bottom of p. 18-76 Changed and added text under Option 1 on p. 18-77 Changed, added, and reformatted text under Option 2 on p. 18-78

**4/1/22 Revisions to Policy Instruction Guide**

<b>Remove Pages</b>	<b>Insert Pages</b>	<b>Changes Made in Policy Instruction Guide</b>
19-1 thru 19-54 (Entire Chapter 19)	19-1 thru 19-84	Changed text in paragraphs on p. 19-2 Repaginated pp. 19- 6 through end of Guide chapter Major changes throughout entire Guide chapter

#### **4. CRHA Drafting Plan for a FY 2024- 2025 Language Access Plan (LAP) Posted with Annual Plan**

##### **I. Purpose**

To design a Language Access Plan (LAP) to ensure applicants, residents, and program participants who have Limited English Proficiency (LEP) have meaningful access to services, programs, and activities.

The plan will take into consideration the “U.S. Department of Housing and Urban Development, Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons” dated January 22, 2007.

LEP persons are defined by HUD as “persons who, as a result of national origin, do not speak English as their primary language and who have the limited ability to speak, read, write, or understand English”.

##### **II. Process**

The LAP is a management tool that provides an administrative blueprint for ensuring compliance with language access requirements.

The plan will identify and assess LEP households, describe objectives for work to be performed, address funding and resource issues, provide notice of language assistance services, address the training of staff as to policies and procedures, and to provide a vehicle for monitoring and updating the plan, policies, and procedures.

###### **A. The Language Access Plan will provide:**

1. CRHA staff coordination of interpretation services to possibly be implemented through utilizing a CRHA staff who specializes in accommodation.
2. Results of Agency Needs Assessment “Four Factor Analysis”
3. Agency protocols and coordination of resources

###### **B. Reasonable efforts will be made by the Charlottesville Redevelopment and Housing Authority (CRHA) staff to provide language assistance to ensure meaningful access for LEP persons through activities such as:**

1. Conducting a four-factor analysis
  - a) Number or proportion of LEP persons served or encountered in the eligible service population.
  - b) The frequency with which persons with LEP come in contact with CRHA programs
  - c) Nature and importance of the program, activity or service provided by the CRHA; and
  - d) Available resources and costs
2. Planning for Appropriate language assistance such as:
  - a) Oral interpretation services
  - b) Bilingual staff
  - c) Telephone service lines interpreter
  - d) Written translation services
  - e) Notices to staff and recipients of the availability in the language of LEP persons.
  - f) Notices and Signage
  - g) Staff Training
  - h) Program Monitoring and Evaluation Plan
  - i) Process for Complaints

- How they can be made by participants
- how they will be reviewed and
- how they will be responded to

## **5. Diversity Equity and Inclusion (DEI) Plan Posted with Annual Plan**

### **Diversity, Equity and Inclusion (DEI) Plan**

The CRHA is working on a Diversity, Equity and Inclusion plan as we also revise many of our internal policies. is taking steps to uncrate the racial and equity concerns before us today, understanding their context within our history and thinking about sustainable actions for the future. Increasing opportunities for diversity, inclusion, and equity throughout our programs requires leadership, staff engagement, sufficient funding and board commitment. We wish to work with staff and residents to create an environment where this can happen, and we all build the skills we need to engage in an ongoing process of learning and reflection.

This process entails:

- Working with our staff board and Resident Advisory Board “RAB” on an Equity and Inclusion Statement.
- Investing leadership, agency resources and organizational time to ensure that the effort moves forward.
- Developing a Language Access Plan (LAP) for program participants with Limited English Proficiency (LEP)
- Working with our communities on self-determination resident-led redevelopment design.
- Engaging and supporting senior managers and staff in coordinating the process, and including tasks related to diversity and inclusion.
- Responding to staff expectations and concerns as they go through the process.
- Create opportunity and advance economic empowerment for very low income and people of color including providing social programs in our communities that provide mentorship and training.
- Working with program participants to provide resident-determined services.

CRHA worked with its partners the Public Housing Association of Residents “PHAR” to establish a Section 3 program that already has a number of residents on a path to economic success. This effort included adoption of a formal Section 3 policy (including specific hiring and contracting goals) by the CRHA Board of Commissioners, training for CRHA staff and residents in Section 3 program implementation, hiring of a resident leader to serve as CRHA’s Section 3 Coordinator, establishment of a new Section 3 office at CRHA’s largest public housing site and engagement with general contractors on Section 3 hiring and contracting. There remains an extensive amount of work to do in fulfilling the goals and aspirations that CRHA and its partners have for Section 3, and hiring residents into CRHA career paths is an important part of the process.

Internally we are constantly examining who is at the table with all decision making and policy writing. We strive to successfully involve very low-income and people of color in advisory committees that help set agency priorities so that we can all move forward together.

Recognizing the concerns, perspectives, and priorities of all the people we serve is of great value to the CRHA so that we can build a shared understanding with each other and within the agency about what these goals are and how to bring them to life in support for the larger change process.



## **Diversity, Equity, and Inclusion Statement**

The Charlottesville Redevelopment and Housing Authority recognizes the role of race and equity in public housing options and the impact that it has on our residents. We are constantly examining who is at the table with decision-making and policy-writing, striving to successfully involve very-low income and people of color in advisory committees that help set agency priorities. We believe that recognizing the concerns, perspectives, and priorities of our residents is the best way to create sustainable and actionable change. Through conversation and collaboration, we hope to create an environment of respect and understanding that benefits our residents as well as our staff and the longevity of our community.

However, no single statement can overcome the legacy of racism and inequity in the public housing sector. We are working to continue to build skills and capacity to engage in an ongoing process of learning and reflection. This process entails:

- Working with our staff, board, and Resident Advisory Board (RAB) on robust Diversity, Equity, and Inclusion policies that includes input from a diverse group as well as revisiting our mission and vision so that it centers resident perspective and training on facilitating self-determination.
- Creating economic and advancement opportunities for very low income and people of color; this includes social programs that provide mentorship and training, such as Section 3 and Family Self-Sufficiency
- Educating our staff, our board, and our residents to create clear expectations and practices around DEI policies.
- Investing leadership, agency resources, and organizational time to make these policies sustainable and actionable.
- Collaborating with external partners that embody anti-racist and equitable practices so that we can better learn how to address the historical and present barriers faced by our community.

We will continue to revise internal policies and evolve our language and practices with a commitment to becoming an organization that reflects the values and needs of our residents.

## **6. Affirmative Marketing Plan for FY 2024-2025 Posted with Annual Plan**

### **Charlottesville Redevelopment and Housing Authority (CRHA) Affirmative Marketing Plan for FY 2024- 2025**

CRHA is working on an Affirmative Marketing Plan to go with some upcoming Admissions and Continued Occupancy plan updates. CRHA's marketing plan will ensure inclusion on its waiting list of all people without regard to race, national or ethnic origin, color, sex, religion, age, disability, familial status, marital status, ancestry, status as a victim of domestic violence, dating violence, sexual assault, or stalking, actual or perceived sexual orientation, gender identity or gender expression, pregnancy, or source of income.

The opening of the waiting list will be advertised through local print media, online sites, and public agencies.

It is the policy of CRHA to conduct outreach as needed to maintain an adequate application pool representative of the eligible population in the area. All marketing efforts will include outreach to those least likely to apply. [24 CFR § 960.103(b)] which states:

§ 960.103 Equal opportunity requirements and protection for victims of domestic violence, dating violence, sexual assault, or stalking.

CRHA must administer its public housing program in accordance with all applicable equal opportunity requirements imposed by contract or federal law, including the authorities cited in § 5.105(a) of this title.

CRHA must affirmatively further fair housing in the administration of its public housing program. CRHA must submit signed equal opportunity certifications to HUD in accordance with § 903.7(o) of this title, including certification that the PHA will affirmatively further fair housing.

CRHA must apply the requirements in 24 CFR part 5, subpart L (Protection for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking).

Outreach efforts will take into consideration:

- The number of vacant units
- Availability of units through turnover
- Waiting List Characteristics
- Outreach to Very-Low Income Families

CRHA will periodically assess the factors in order to determine the need for and scope of any marketing efforts. All marketing and informational materials will:

- Comply with the Fair Housing Act requirements with respect to the Equal Housing Opportunity logo and use of nondiscriminatory language [24 CFR § 109.30 (a)];
- Describe the housing units, application process, Waiting List, priority system and eligibility accurately;
- Will be in plain language and will use more than strictly English language print media;
- Will target all agencies that serve and advocate for potential applicants;
- Will make clear who is eligible: low-income individuals and families; working and non-working people; as well as the elderly and disabled.
- Will make clear that it is CRHA's responsibility to provide reasonable accommodations to people with disabilities.
- Access interpreters to provide language assistance when necessary.
- Publish flyers in languages other than English, based on the percentage of the expected audience who speaks each language. Consult with organizations such as the International Rescue Committee regarding culturally appropriate methods of outreach.

## **7. Camera Policy Posted with Annual Plan**

### **Policy on Security Cameras and Recording of Public Areas for Safety and Security Purposes**

**Purpose:** The purpose of this policy is to regulate the use of security cameras to observe and record public areas for the purposes of safety and security. The safety of Charlottesville Redevelopment and Housing Authority (CRHA) residents and employees is of paramount importance. A critical component of a comprehensive safety plan is the utilization of a Video Surveillance System (VSS). The surveillance of public areas is intended to deter crime and assist in protecting the safety and property of the CRHA community.

**Scope:** This policy applies to all security cameras on CRHA owned and/or managed properties. Generally, these cameras will be mounted in set locations. However, if there is concern for property damage or personal security, cameras may also be temporarily placed to monitor the specific area of concern. To ensure personal privacy, the cameras will be located and record data only in areas that are

considered public. These cameras are not continuously monitored but are intended to be used in investigations of alleged criminal activity. The security cameras may be monitored by the security firm while they are on site. If you have questions regarding the cameras or the use of recorded information, please contact the Public Housing Manager at 434- 326-4672.

**General Principles CRHA has deemed the following as the goal of the VSS:**

- CRHA is committed to enhancing the quality of life of residents in our public housing communities. A critical component of a comprehensive security plan is utilizing technology for security cameras.
- The purpose of camera surveillance of public areas is to deter crime and to assist the police in protecting the safety and property of the community.
- Video surveillance for security purposes will be conducted in a professional, ethical and legal manner.
- CRHA will work with PHAR to create a committee at each site to advise on placement of cameras and will hold at least one meeting on each site to solicit feedback on camera placement and answer questions.: (Security firm, police officer, 4 residents, 1 CRHA staff member)
- Information obtained through video surveillance will only be released when authorized by the Community Review Board and Executive Director.
  - Each CRHA community with a VSS will have a Community Review Board which consist of 1 third party representative (TBD) (LAJC, human rights commission, PHAR selects third party 1 resident that lives in the community (picked by Board through application process) and 1 CRHA staff member (legal counsel). Option 2: (LAJC picks rep; CRHA picks rep and both individuals work together to pick a third member)
    - The Community Review Board will meet only when Video Capture Request are submitted. The Community Review Board will have 30 days to render a decision. If a decision is not rendered within 30 days by the Community Review Board the Executive Director can proceed with rendering a decision.
  - The Executive Director may approve the release of video footage when there is an active threat to the community without prior approval from the CRB.**
- Surveillance of public areas for security purposes will be conducted in a manner consistent with all existing CRHA policies, including the Non-Discrimination Policy and Sexual Harassment Policy. The Code of Procedures for video surveillance prohibits surveillance based on the characteristics and classifications contained in the Non-Discrimination Policy (e.g., race, gender, sexual orientation, national origin, disability, etc.).

**Responsibilities:** The CRHA is authorized to oversee and coordinate the use of camera surveillance for safety and security purposes on CRHA properties in conjunction with the Community Review Board. The Community Review Board will review all Video Capture Request (VCR) forms and then submit a recommendation to the Executive Director. The Executive Director will make the final decision whether to approve or deny the request. If the Executive Director’s decision conflicts with the CRB decision the request will be submitted to the CRHA Board of Commissioners (BOC) for a final decision. (Oberg guidance) The CRHA will accept input and recommendations on camera locations, and also review camera locations to ensure the perimeter of view of fixed location cameras conforms to this policy. The CRHA personnel and the Community Review Board will review complaints regarding camera locations and determine whether a potential increase in community security outweighs any likely infringement of individual privacy.

The CRHA Executive Director will review all VCR received to release recordings obtained through camera surveillance. No camera recordings will be released without authorization by the CRHA Executive Director.

**Code of Procedures** The guidelines for investigations, complaints, and/or alleged rule of violations:

- All Camera Control Operators and reviewers involved in video surveillance of public areas will

perform their duties in accordance with this policy.

- The view of residential housing units must not violate the resident's "reasonable expectation of privacy".
- Video footage will be stored in a secure location with access by authorized personnel only. The CRHA will provide the Community Review Panel a camera review log for each community every 30 days.
- Camera control operators will not monitor individuals based on characteristics of race, gender, ethnicity, sexual orientation, disability, or other classifications protected by CRHA's Non-Discrimination Policy.
- No footage shall be authorized for release that may compromise a potential or ongoing criminal investigation or is otherwise detrimental toward the interest of public safety as determined by the CRHA Executive Director or General Counsel.

**Video Capture Requests (VCR)** Residents and law enforcement who are in need of VSS recording are required to submit a request. To submit a VCR form, please follow the steps below:

1. Submit a Video Capture Request form by mail or email, to the CRHA Executive Director.
2. Resident Video Capture Request will be submitted to the Community Review Board for approval.
3. After the Community Review Board has made a recommendation the request will then be sent to the Executive Director for final approval.

***NOTE:** VSS recordings will be kept on the CRHA secure server for (45) days.*

**Exceptions:** This policy does not address the use of privately owned cameras by individuals or Webcams for general use by or within the CRHA. This policy also does not apply to the use of video equipment for the recording of public performances or events or educational purposes.

\*Full copies of referenced policies can be found at:  
<https://cvillerha.com/key-documents/>

**Certifications of Compliance with  
PHA Plan and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 3/31/2024

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations  
including PHA Plan Elements that Have Changed**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X 5-Year and/or X Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning April 1, 2024, in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For PHA Plans that include a policy for site-based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);

- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
  10. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
  11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
  12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
  13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
  14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
  15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
  16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
  17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
  18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
  19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
  20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
  21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
  22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Charlottesville Redevelopment & Housing Authority  
PHA Name

VA016  
PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2024- 2025

5-Year PHA Plan for Fiscal Years 2024 - 2029

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Executive Director	John M. Sales	Name Board Chairman	Dr. Westley Bellamy
Signature	Date 12/14/2023	Signature	Date 12/14/2023

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The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Certification by State or Local  
Official of PHA Plans Consistency  
with the Consolidated Plan or  
State Consolidated Plan  
(All PHAs)**

U. S Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 3/31/2024

**Certification by State or Local Official of PHA Plans  
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Samuel Sanders, Jr., the City Manager of Charlottesville  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan for fiscal years 2024- 2029 and/or Annual PHA Plan for  
fiscal year 2024- 2025 of the Charlottesville Redevelopment & Housing Authority is consistent with  
*PHA Name*

the Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to  
Fair Housing Choice or Assessment of Fair Housing (AFH) as applicable to the

City of Charlottesville  
*Local Jurisdiction Name*

pursuant to 24 CFR Part 91 and 24 CFR § 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or  
State Consolidated Plan.

The Charlottesville Redevelopment & Housing Authority staff have stayed involved in the  
Consolidated Plan process to insure consistency with the Area Consolidated Plan.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official: Samuel Sanders, Jr.	Title: Charlottesville City Manager
Signature:	Date:

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure consistency with the consolidated plan or state consolidated plan.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.



**CRHA Response to City Comments on Annual and Five-Year Plans**

<p><b>City of Charlottesville Office of Community Solutions Comments sent via email 11/29/23</b></p>	<p><b>CRHA Response to Comments 12/13/23</b></p>
<p><b>1. Strategic Alignment (Draft Section: Diversity, Equity, and Inclusion Statement):</b></p> <ul style="list-style-type: none"> <li>○ Recommend explicitly incorporating key objectives from the City of Charlottesville's Affordable Housing Plan into CRHA's Diversity, Equity, and Inclusion Statement. This will reinforce a unified approach towards common goals.</li> </ul>	<p>CRHA will insert: "Working with the City of Charlottesville towards Affordable Housing goals through the preservation and creation of affordable housing units for marginalized populations." To their DEI</p>
<p><b>2. Inclusive Public Participation (Draft Section: Public Participation in the Planning Process):</b></p> <ul style="list-style-type: none"> <li>○ Suggest exploring innovative and targeted public participation strategies. As the Housing Program Manager, I propose conducting virtual town halls, collaborating with local community organizations, and utilizing social media to engage a wider audience in the planning process.</li> </ul>	<p>CRHA currently invests significant resources into resident engagement and participation in decision making and seeks to expand these efforts by improving our ability to communicate with families with limited English proficiency (LEP) and those with sensory disabilities.</p> <p>CRHA has hired a web designer to improve our on-line communications with residents and the public. CRHA invites many key members of the public to participate in monthly Redevelopment Committee meetings including Cultivate Cville, Charlottesville City Schools, City of Charlottesville, the Westhaven Nursing Clinic and others.</p> <p>CRHA is interested in holding virtual townhalls in the near future.</p>
<p><b>3. Resource Optimization (Draft Section: Funding Allocation and Annual Action Plan):</b></p> <ul style="list-style-type: none"> <li>○ Propose a data-driven approach to fund allocation, considering the specific housing needs outlined in the City's Affordable Housing Plan. Recommend prioritizing areas with the highest demand and potential for meaningful impact.</li> </ul>	<p>CRHA is committed to providing deeply affordable housing and addressing the needs of families at 30% AMI and below specifically as identified in the housing analysis and as outlined in the Affordable Housing Strategy as well as much needed redevelopment and modernization of existing public housing.</p> <p>Waitlist analysis drives many of the decision-making processes when determining future development, redevelopment and voucher needs.</p>
<p><b>4. Comprehensive Fair Housing Analysis (Draft Section: Civil Rights Certification):</b></p> <ul style="list-style-type: none"> <li>○ Stress the significance of a thorough analysis of impediments to fair housing choice. Recommend identifying specific barriers such as accessibility issues, discriminatory policies, or disparities in housing availability and formulating targeted strategies to address them.</li> </ul>	<p>CRHA has drafted a Language Access Plan and continues to have Affirmatively Furthering Fair Housing (AFFH) goals as part of their Annual Planning.</p> <p>CRHA has asked the City and TJPDC to please include them on any upcoming AFFH activities.</p>
<p><b>5. Robust Reporting and Evaluation (Draft Section: Analysis and Reporting):</b></p>	<p>Development Manager to the team to better evaluate performance metrics and monitoring systems.</p>

<ul style="list-style-type: none"> <li>○ Recommend establishing clear performance metrics to monitor the effectiveness of CRHA's programs throughout the Consolidated Plan period. Recommend implementing and maintaining quarterly and semi-annual evaluations to track progress and make data-informed adjustments.</li> </ul>	
<p><b>6.</b> Minimal reference to removing barriers to access for individuals with mobility impairments or other ADA-related needs. This has been elevated in importance and detail in the most recent set of City Council priorities for the City's CDBG &amp; HOME programs.</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Redevelopment efforts address ADA challenges.</li> <li><input type="checkbox"/> Parallel Track efforts- The Parallel Track are sites that will not undergo redevelopment in the near future. Staff meet with these sites to do participatory budgeting meetings to talk about use of Capital Funds on modernization.</li> </ul>
<p><b>7.</b> Recommendation for additional details for implementation of CRHA's plan for the deconcentration of poverty, which is a HUD goal.</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Redevelopment of public housing efforts.</li> <li><input type="checkbox"/> Increase of payment standard PBV's</li> <li><input type="checkbox"/> Acquisition efforts outside of our current census tracts.</li> </ul>
<p><b>8.</b> Recommendation to detail how PHA will target at least 40% of new admissions to public housing in each fiscal year (detailed on pg. 9)</p>	<p>This is difficult due to the immense need of waiting list and the lack of quality affordable housing for those who increase incomes</p>
<p><b>9.</b> The number of Units appears inconsistent. Number of Public Housing Units is listed as 279, Number of Housing Choice Vouchers is listed as 681, Total combined is listed at 954. However, 279+681 totals 960 (discrepancy of 6 units, is this due to the renovation/ combination of units?)</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> 337 is what HUD list for PH so number will be adjusted</li> <li><input type="checkbox"/> 681 is correct</li> <li><input type="checkbox"/> Total Combined Units/Vouchers will be changed to 1018.</li> </ul>
<p><b>10.</b> Waiting List: Under the Housing Needs of Families on the Waiting List. "Is the waiting list closed?" the answer selected is "no", however, the next question is "If yes" what date did it close, the answer indicated is "04/02/2021". Recommending the answer be changed to "yes" regarding the waiting list being closed.</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> The HCV waitlist is closed.</li> <li><input type="checkbox"/> We anticipate the PH waitlist closing on January 31<sup>st</sup>.</li> </ul>
<p><b>11.</b> PHA Type appears inconsistent. Under Section A. PHA Information the type selected is "Standard PHA", however on pg. 5 it indicated the "PHA Type" as "troubled".</p>	<p>No, the CRHA is not troubled. Page 5 refers to any MOAs or Recovery Plans. The CRHA is in the process of closing out items on the old Recovery Agreement and awaiting an update from the Field Office.</p>

# Certification of Payments to Influence Federal Transactions

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

Public reporting burden for this information collection is estimated to average 30 minutes. This includes the time for collecting, reviewing, and reporting data. The information requested is required to obtain a benefit. This form is used to ensure federal funds are not used to influence members of Congress. There are no assurances of confidentiality. HUD may not conduct or sponsor, and an applicant is not required to respond to a collection of information unless it displays a currently valid OMB control number.

Applicant Name

Charlottesville Redevelopment & Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing- Capital Fund Grant

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

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

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

John M. Sales

Title

Executive Director

Signature

Date (mm/dd/yyyy)

12/14/2023

CHARLOTTESVILLE REDEVELOPMENT & HOUSING AUTHORITY “CRHA”

P.O. BOX 1405, CHARLOTTESVILLE, VIRGINIA 22902  
TELEPHONE/TTY/711: (434) 326-4672 FAX: (434) 971-4797

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**CRHA RESOLUTION # \_\_\_\_\_**

**RESOLUTION APPROVING THE SUBMISSION OF CHARLOTTESVILLE REDEVELOPMENT AND HOUSING AUTHORITY’S PROPOSED ANNUAL PLAN FY 2024- 2025 AS WELL AS THE PROPOSED FIVE YEAR PLAN FY 2024- 2029.**

**WHEREAS**, the Charlottesville Redevelopment and Housing Authority (CRHA or the Authority), after receiving public comments, has drafted a proposed Annual Plan for FY 2024- 2025 and a Five Year Plan for FY 2024- 2029; and

**WHEREAS**, the CRHA is required to submit the proposed Annual and Five Year Plan to the Richmond Field Office for the United States Department of Housing and Urban Development for review and approval.

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Commissioner of the Charlottesville redevelopment and Housing Authority hereby approve the submission of the proposed CRHA Annual and Five Year Plan, as amended and authorizes the CRHA Executive Director to forward the proposed Annual and Five Year Plan to the Richmond Field Office for the United States Department of Housing and Urban Development for review and approval.

**RESOLVED THIS 14<sup>TH</sup> DAY OF DECEMBER 2023 BY THE CRHA BOARD OF COMMISSIONERS.**

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Dr. Wesley Bellamy, CRHA Board Chair

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John M. Sales, Secretary

**Residents *FIRST!***

**Residents *FIRST!*** is grounded in the belief that those we serve have the knowledge, experience and power to drive the systemic change needed to sustain healthy communities and build bright futures.



CRHA does not discriminate on the basis of race, color, sex, age, religion, national origin, disability, veteran status, or union affiliations in any of its federally assisted programs and activities.

