

**DRAFT July 10, 2009**  
**CITY OF COLONIAL HEIGHTS, VIRGINIA**  
**FIFTH PROGRAM YEAR (2009-2010)**  
**CDBG ACTION PLAN**

**Executive Summary**

In the continuing belief that the future availability of affordable, safe, and sanitary housing relies on preserving and maintaining the City's older housing stock, CDBG funds for Program Year 5 will be directed towards an emergency home repair program for LMI homeowners in the Violet Bank-Flora Hill, Shepherd Stadium, Westover-Snead and Toll House Planning Districts. Also a limited number of emergency needs can be addressed city wide.

In Program Year 4, a total of thirteen (13) households with housing problems were served as of this writing. All participating households qualify as low-mod based on The HUD FY 2008 published income limits for the area.

Of the thirteen households currently served, 36% had incomes that fell below 30% of the median family income (MFI) for the area; 36% fall below 50% of the MFI; and 18% fall under 80% of the MFI. The majority of the households (64%) are senior or disabled. In addition, 85% of the households, including non-senior or disabled are female-headed. Year 5 activities will very closely mirror Years 1 to 4 activities with no perceivable changes.

Throughout the grant cycle, there has generally been a very positive citizen response to the Emergency Home Repair Program. The 2009-2010 CDBG entitlement for the City of Colonial Heights is \$87,511. Approximately \$80,000 of the CDBG funds will be awarded in home repair grants to assist LMI homeowners with housing problems in the 4 planning districts and a limited amount of funding will be available city wide. The remaining \$7,511 will be set aside to partially cover program administration expenses.

**PROGRAM PARTICIPATION PROCESS**

The program is administered by the Department of Planning and Community Development. In 2009-2010, it will serve approximately 13 additional households with housing problems whose incomes are at or below 80% of the MFI and who own and reside in single family homes in the four planning districts. One time program grants will be distributed based on income eligibility (See FY 2008 HUD Income Limits table below) and need. All things being equal, priority will be given to the elderly and the disabled. Withstanding extraordinary circumstances, grants will be capped at \$8,000.

**Number of Persons in Household Maximum Income\***

- 1 \$38,800
- 2 \$44,350
- 3 \$49,900
- 4 \$55,450
- 5 \$59,900
- 6 \$64,300
- 7 \$68,750
- 8 \$73,200

\* FY 2008 HUD Income Limits (Richmond MSA)

Recipients must complete a home repair grant application. Assistance with the application is provided as needed. A copy of the 2009-2010 CDBG Home Repair Grant Program application is available. The need for the home repair and the completed work will be verified by the City of Colonial Heights Building Inspectors and/or by the CDBG Program Manager.

### **ELIGIBLE & INELIGIBLE ACTIVITIES**

Eligible activities under this program are physical improvements, adaptations or modifications which are not of a cosmetic nature and are required to remove possible health and safety hazards, including barriers to habitability.

Qualifying activities include repairs or replacement of mechanical, electrical, plumbing and structural systems which show obvious signs of deterioration (or require emergency repair or replacement); lead hazard evaluation and reduction (See Environmental Compliance below); and modifications made to increase safety and independence to the residences of elderly or physically handicapped persons such as wheelchair ramps, railings, tub cuts, accessible kitchen cabinets, and grab bars needed by physically disabled or elderly persons.

#### **Emergency Repairs Which May Qualify For a Grant:**

Structural repairs to the roof, ceiling, walls, floors, stairs, railing, banisters, etc., where hazards exist

- Roof repair or replacement

- Plumbing repairs

- Repair/replacement of heating and/or cooling systems

- Electrical repairs where hazards exist or are necessary to install heating system

- Accessibility improvements needed by physically disabled or elderly persons such as wheelchair ramps, hand railings, grab bars, kitchen and bathroom adaptations, or doorway widening

- Lead hazard evaluation and reduction

Funds made available under the CDBG Home Repair Program may not be used to make purely cosmetic repairs or physical improvements. Repairs to storage sheds, outbuildings, garages or any structure not attached to the living unit and costs associated with any necessary pre-work clearing or clean-up activities are also not eligible for CDBG assistance.

### **ENVIRONMENTAL COMPLIANCE**

In order to comply with Section 106 of the National Historic Preservation Act, a programmatic agreement to help preserve the character defining features of the participating properties has been made with the Department of Historic Resources (Appendix Y3B). The five year Programmatic Agreement is valid through 2010. Lead-based paint testing will be required for all pre 1978 homes participating in the CDBG Home Repair Program if paint surfaces will be disturbed and there are children under the age of six years in the household. If not previously tested, children under the age of six years will also be tested for elevated lead blood levels. The Environmental Protection Agency handbook "The Lead-Based Paint Pre-Renovation Education Rule" (EPA-747-B99-004) and the "Protect Your Family from Lead in Your Home" (EPA-747-K-99-01) handbook will continue to be distributed to all participating contractors and grant recipients