

CITY OF STAUNTON,
VIRGINIA



Community Development
Block Grant

2025
Annual Action Plan

Executive Summary

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

1. Introduction

The City of Staunton is a federal entitlement community under the U.S. Department of Housing and Urban Development (HUD). As a HUD entitlement community, the City is required to prepare an Annual Action Plan related to the most recent Five-Year Consolidated Plan (CP) in order to implement any federal programs that fund housing, community development, and economic development within the community. The Staunton Annual Action Plan covers the period from FY 2025 (October 1, 2025 through September 30, 2026) and has a CDBG allocation of \$317,797.

This Annual Action Plan (AP) outlines the planning and project requirements for CDBG funds. The primary objective of the CDBG Program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low- and moderate-income levels.

2. Summarize the objectives and outcomes identified in the Plan

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

Objectives. The Consolidated Plan three overarching objectives guiding proposed activities:

- Providing Decent Affordable Housing
- Creating Suitable Living Environments
- Creating Economic Opportunities

Goals. All future activities funding in the next four years of the Consolidated Plan will support at least one objective and one outcome. The City's framework for realizing the objectives and outcomes include the following goals:

- Provide Decent, Affordable Housing
- Provide a Suitable Living Environment
- Increase Homeownership

Anticipated Outcomes. Outcomes or accomplishments show how programs and activities benefit low- and moderate- income areas of a community or the people served. The three outcomes anticipated are:

- Improve Availability/Accessibility
- Improve Affordability
- Improve Sustainability

3. Evaluation of past performance

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

The following evaluation of past performance is from the Program Year 2023 (October 1, 2023 – September 30, 2024) Consolidated Annual Performance and Evaluation (CAPER) report.

During FY 2023, the City of Staunton completed the following activities that were considered high priority:

Persons benefiting from Public Services: 191 persons served, of those were: 9 low-income Staunton residents facing critical civil legal issues benefited from free legal service. 6 clients exiting Valley Mission received initial housing support. 36 Staunton residents age 62 or older who did not have access to other forms of transportation received/benefited from transportation services to medical and other life necessary destinations. 89 seniors or persons with disabilities benefited from the Meals on Wheels program. Approximately 51 youth were assisted with advocacy services.

Housing Units identified for rehabilitation/completed rehabilitation: 8 homes identified/8 homes completed and passed inspection.

Facility improvements on Montgomery Hall were completed, including installation of new playground equipment.

In 2023, the City of Staunton continued to utilize CARES Act funding for the prevention of, and response to Coronavirus. The City is currently reviewing its remaining unmet needs related to its response to COVID-19 and will reallocate CDBG-CV resources as necessary.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The first public hearing was conducted on May 27th, 2025 at 11:00 a.m. in the city council chambers. The public hearing was advertised on the City's website and in the local newspaper. No one attended the hearing from the public. Two City staff members were present.

The second hearing was held on June 24th at 11:00 a.m. in the city council chambers. The public hearing was advertised on the City's website and in the local newspaper. No one attended the hearing from the public. One City staff members was present.

5. Summary of public comments

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

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

No comments have been received to date. This section will be updated after 07.24.2025 comments acceptance deadline.

7. Summary

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	City of STAUNTON	Department of Community Development

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

The City, designated a HUD entitlement grantee in 2019, is required by HUD to prepare an Annual Action Plan that meets the Consolidated Plan regulations in order to receive grant program funds. The lead agency responsible for overseeing the development of these plans and reports is the City’s Community Development Department.

Consolidated Plan Public Contact Information

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

1. Introduction

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

As an Entitlement grantee, the City encouraged a high level of public communication and agency consultation when developing the 2024-2028 Consolidated Plan to demonstrate its commitment to identifying priority needs and engaging the participation of citizens, public agencies, and nonprofit organizations in a positive and collaborative manner. A list of stakeholders was developed for the purpose of developing the Plan, and included affordable housing providers, public agencies and private nonprofit organizations whose missions include the provision of affordable housing and human services to LMI households and persons. In line with the process during the Consolidated Plan, stakeholders were invited to participate in scheduled public meetings held to develop the 2025 Annual Action Plan.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City participates in the Virginia Balance of State Continuum of Care (BoS CoC) and is a member of one of twelve local planning groups. This local planning group is known as the Valley Homeless Connection (VHC) and encompasses the Cities of Buena Vista, Lexington, Staunton, and Waynesboro, and the Counties of Augusta, Highland, and Rockbridge. Members of the CoC were consulted during the development of the Con Plan to understand how to best address the needs of homeless persons and persons at risk of homelessness. Through its cooperation with the CoC, the City will seek to identify ways to enhance coordination among the assisted housing providers and governmental health, mental health, and service agencies. The City anticipates continuing its coordination of human service funding with other social service agencies and charitable organizations to better target the limited amount of human service dollars available in the community. The City continues to fund non-profit organizations that provide services to persons experiencing homelessness and assist with housing stability.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City does not receive ESG funds.

City staff will continue to work with the local planning group of the BoS CoC to undertake the establishment of performance measurements for homeless programs. Members of the CoC provided valuable input during public outreach, plan drafting, and project selection process of the Con Plan. The CoC administers the local HMIS. The VHC recently completed a strategic planning process. The City’s CDBG program administrator participated in the strategic planning retreats.

The City’s Citizen Participation Plan allows for citizens, community agencies, and the local CoC to provide input on the use of all funding. Notifications of the public hearings are published in Staunton’s newspaper of largest distribution, the News Leader. Information is also made available at the City’s office of Community Development and is displayed on the City’s website.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities

1	Agency/Group/Organization	Staunton Redevelopment & Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through stakeholders conversations and a public meeting process.
2	Agency/Group/Organization	City of Staunton Public Works Engineering Office
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This municipal department was consulted through a one-on one meeting and brought several community needs to the attention of City staff that have been incorporated into the plan.
3	Agency/Group/Organization	City of Staunton Community and Economic Development
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This municipal department was consulted through a stakeholder meeting and brought several community needs to the attention of City staff that have been incorporated into the plan.
4	Agency/Group/Organization	Valley Program for Aging Services
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through stakeholders conversations and a public meeting process.
5	Agency/Group/Organization	Community Foundation of Central Blue Ridge
	Agency/Group/Organization Type	Regional organization Foundation
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through stakeholders conversations and a public meeting process.
6	Agency/Group/Organization	Valley Supportive Housing
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through stakeholders conversations and a public meeting process.

7	Agency/Group/Organization	Blue Ridge CASA
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through stakeholders conversations and a public meeting process.
8	Agency/Group/Organization	Blue Ridge Legal Services, Inc.
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through stakeholders conversations and a public meeting process.

Table 2 – Agencies, groups, organizations who participated

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

All entities were considered for consultation. Broadband providers and Hazard Mitigation entities were consulted during the five year consolidated plan process and did not participate in consultation for this annual plan.

Other local/regional/state/federal planning efforts considered when preparing the Plan Narrative (optional)

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	BoS CoC	The CoC Strategic Plans were reviewed.
Capital Improvement Plan	City of Staunton	The City's Capital Improvement Plan, updated in 2025, informed the Strategic Plan sections aimed at public infrastructure improvements.
ALICE Report United Way	United Way Greater Augusta	The goals of the Strategic Plan are aligned with the goals of ALICE, to improve access to opportunity for Staunton residents.

Table 3 – Other local / regional / federal planning efforts

AP-12 Participation – 91.105, 91.200(c)

**1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

In April 2020, the City updated the Citizen Participation Plan to include information on how the City will conduct citizen participation in the event of an emergency. For this Annual Action Plan, meetings were held in-person.

Public Hearings—A public hearing was held on May 27h, 2025 at 11:00 a.m.to solicit community needs feedback on the Annual Action Plan development. This hearing was to solicit input from the public on the needs and priorities for the City. Several city staff but no members of the public were in attendance.

A second public hearing was held on June 24th at 11:00 a.m. This hearing presented the draft Annual Action Plan for public comment. City staff but no members of the public were in attendance. Both hearings were advertised in the *News Leader* and on the City’s website in accordance with the City’s Citizen Participation Plan.

The City underwent extensive citizen participation in the development of its 2024-2028 Consolidated Plan, which included stakeholder meetings, public hearings and an online survey. Results from this process outlined the five-year strategic goals for the City of Staunton. The creation of the 2025 Annual Action Plan included a smaller engagement process including discussions with CDBG applicants, City department directors, attendance at CoC meetings, and two public hearings.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Non-targeted/broad community	No one from the public attended.			
2	Public Meeting	Non-targeted/broad community	No one from the public attended.			

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Housing Public Improvements Public Services	317,797.00	0.00	0.00	317,797.00	953,391.00	The estimated expected amount available for the remainder of the Con Plan is three times the 2025 annual allocation.

Table 5 - Expected Resources – Priority Table

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

Over the next four years, Staunton will attempt to leverage its CDBG allocations with federal and other public resources, as well as private sector funding sources, to address the City's housing and community development needs. The City will continue to partner with other public agencies and non-profit organizations, when feasible, to leverage resources and maximize outcomes in providing the housing and supportive services needs of the community.

The City annually provides general fund dollars to organizations that provide housing and/or supportive services to area residents, including LMI

households. The City will continue this practice to maximize its CDBG investments.

The non-profit organizations funded through the CDBG program have additional financial capacity through foundations, fundraising campaigns, and other grants. The City's allocation of federal funds provides these organizations with the opportunity to expand their services to benefit more low- and moderate-income persons.

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

Discussion

During FY2025 the City will be assessing potential blighted properties that might that may also include derelict structures that could be rehabbed and potentially used for housing.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve Access to and Quality of Housing	2024	2028	Affordable Housing Public Housing	City-Wide	Increase Access to Affordable Housing	CDBG: \$130,000.00	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 75 Households Assisted Homeowner Housing Rehabilitated: 4 Household Housing Unit
2	Provide Public Services	2024	2028	Homeless Non-Homeless Special Needs	City-Wide	Housing and Services to Decrease Homelessness Provide Public Services	CDBG: \$47,640.00	Public service activities other than Low/Moderate Income Housing Benefit: 105 Persons Assisted
3	Slum and Blight Removal	2024	2028	Non-Housing Community Development	City-Wide	Slum and Blight Removal	CDBG: \$76,598.00	Buildings Demolished: 2 Buildings
4	Planning and Administration	2024	2028	Non-Housing Community Development	City-Wide	Planning and administration	CDBG: \$63,559.00	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Improve Access to and Quality of Housing
	Goal Description	
2	Goal Name	Provide Public Services
	Goal Description	
3	Goal Name	Slum and Blight Removal
	Goal Description	
4	Goal Name	Planning and Administration
	Goal Description	

Projects

AP-35 Projects – 91.220(d)

Introduction

The following project information for FY 2024 provides a comprehensive overview of CDBG activities.

Projects

#	Project Name
1	Blue Ridge Legal Services
2	VPAS - Meals on Wheels
3	VPAS - Senior Transportation Program
4	Blue Ridge CASA
5	Valley Mission
6	Valley Supportive Housing
7	Renewing Homes of Greater Augusta (RHGA)
8	Staunton Redevelopment Housing Authority
9	Blight Removal - Spot Basis
10	Administration

Table 7 - Project Information

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

The City of Staunton has directed its FY 2024 CDBG activities to low/moderate income neighborhoods where concentrations of poverty, deteriorated infrastructures and community facilities, and poor housing conditions are most prevalent.

The following are obstacles to meeting underserved needs in the City:

- The portion of funding allowed to be allocated to public services is not sufficient to meet the needs of those who utilize those public services.

As the population of Staunton continues to grow, continuing limitations on affordable housing will become a major barrier.

AP-38 Project Summary

Project Summary Information

1	Project Name	Blue Ridge Legal Services
	Target Area	City-Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Provide Public Services
	Funding	CDBG: \$7,940.00
	Description	Provide free legal assistance to low-income residents of Staunton in various types of civil legal matters. The project will focus on providing assistance to low-income residents facing eviction, foreclosure, and other critical housing matters. BRLS will also provide assistance on legal issues such as domestic violence and other family disputes, access to affordable health care, eligibility for various governmental assistance programs for the poor, and other issues impacting the elderly poor and those with special needs.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	We estimate that these funds will cover the costs of providing free civil legal assistance to approximately 10 additional residents (and members of their households, up to 30 or more) of Staunton facing critical legal issues. The individuals that will benefit from these services are residents of Staunton in the greatest socioeconomic need who cannot afford the services of a private attorney.
	Location Description	Citywide
	Planned Activities	BRLS will provide free legal assistance to the low-income residents of Staunton dealing with critical legal matters, such as eviction, foreclosure, and other housing-related matters. The project will improve access to housing for low-income residents of the City and help to alleviate the threat of homelessness in Staunton. Additionally, our staff attorneys will also provide free legal assistance to low-income residents in cases such as unemployment claims, debt and consumer-related issues, domestic violence, and more. The services provided over the project year will range from legal advice and performing a brief service, to direct representation and extensive services. Our legal assistance will result in improved housing and living conditions, and/or direct financial benefit, for the majority of the clients we represent with the funding.

2	Project Name	VPAS - Meals on Wheels
	Target Area	City-Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Provide Public Services
	Funding	CDBG: \$7,940.00
	Description	This program provides a nutritious hot meal delivery to frail, older Staunton residents who are at nutritional risk. Individualized plans of care are developed following comprehensive in-home assessments. Additionally, clients receive disease prevention, health promotion, and public information education and support.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Target minimum number of individuals to be served in this program year = 35 low-income seniors.
	Location Description	Citywide
	Planned Activities	This program provides a nutritious hot meal delivery to frail, older Staunton residents who are at nutritional risk. Individualized plans of care are developed following comprehensive in-home assessments. Additionally, clients receive disease prevention, health promotion, and public information education and support.
3	Project Name	VPAS - Senior Transportation Program
	Target Area	City-Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Provide Public Services
	Funding	CDBG: \$7,940.00

	Description	VPAS Senior Transportation Program (STP) provides transportation services to Staunton residents 60 years and older and those under 60 with a disability to medical and other life necessary destinations when there is no other reliable or affordable transportation option available to them. Almost all VPAS riders are unable to use public transportation for a variety of reasons including needing general mobility assistance or having cognitive impairments that prevent them from successfully navigating public transportation on their own.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Target minimum number of individuals to be served in this program year = 30 low-income seniors.
	Location Description	City-wide
	Planned Activities	Transportation vouchers or services will be provided to seniors with disabilities to help them get to medical appointments and other destinations.
4	Project Name	Blue Ridge CASA
	Target Area	City-Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Provide Public Services
	Funding	CDBG: \$7,940.00

	Description	Abused and neglected children served by a CASA volunteer are 50% more likely than other abused children to stay at the home where they are placed at the end of the Court process. The stability and quality of their housing conditions increases significantly because of their CASA Advocates work. Blue Ridge CASA is the only private independent organization that has eyes on abused and neglected children and their housing conditions. Legally, we are the only non-profit able to access the child's records, talk to the people in their lives, and develop a relationship with the child, then report crucial information to the Judge, the sole institutional decision-maker regarding an abused or neglected child's final destination. One core goal of CASA's advocacy is to obtain a stable home. Our Children are not in control of where they live. They depend on their parents, caretakers, and public institutions to make those choices. They are removed by DSS and the Court from inadequate (unsafe, unhealthy) housing into temporary housing (foster care). CASA's work on their cases is focused on the goal of a permanent placement which is the technical phrase we use for stable housing. CASA Advocates investigate the circumstances and quality of their original home and any potential new home for these children. With a CASA, children are significantly more likely to end up in a safe, stable home and 50% less likely to re-enter the child welfare system.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The proposed activities will directly benefit at least 25 low-income children living in unstable and inadequate housing conditions who have been victims of abuse or neglect. The proposed activities will also directly benefit up to 12 trained volunteer Advocates assigned to these cases.
	Location Description	Multiple locations throughout the city of Staunton, including the CASA office at 119 W. Frederick St.
	Planned Activities	To assist children experiencing abuse and neglect through increased child advocacy services that will maintain the Staunton Advocate Manager position who trains and supervises the volunteer advocates. (Abused children are a presumed group by HUD to have low incomes.)
5	Project Name	Valley Mission
	Target Area	City-Wide
	Goals Supported	Provide Public Services
	Needs Addressed	Increase Access to Affordable Housing Housing and Services to Decrease Homelessness Provide Public Services

	Funding	CDBG: \$7,940.00
	Description	Formally homeless individuals who move into housing within Staunton City limits after exiting Valley Mission will be assisted with approximately \$1,000 each initial housing support or other funds necessary to facilitate moving into safe, affordable, permanent, and appropriate housing.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Depending on the needs of each person and the cost of the housing at the time, anywhere from 4 individual families/clients can be assisted with these funds. All clients would be immediately formerly homeless and meet low-income requirements as set forth by the Federal Poverty Level guidelines.
	Location Description	Citywide
	Planned Activities	To assist Valley Mission clients transition to permanent housing with rental support, utilities support, deposit, housing applications, and document fees. (Homeless persons are a presumed group by HUD to have low incomes.)
6	Project Name	Valley Supportive Housing
	Target Area	City-Wide
	Goals Supported	Improve Access to and Quality of Housing
	Needs Addressed	Increase Access to Affordable Housing Housing and Services to Decrease Homelessness
	Funding	CDBG: \$7,940.00
	Description	Valley Supportive Housing provides permanent supportive housing to homeless individuals or those at risk of homelessness.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	68 tenants are to be served through the Tenant Sustainability Coordinator
	Location Description	Citywide

	Planned Activities	To help support the position of Tenant Sustainability Counselor. This position serves as the interface between the 68 tenants of VSH and their VCSB case manager and the community, as well as providing emotional support when needed. The Tenant Sustainability Counselor’s role is to assist tenants in developing skills to care for themselves and their homes and integrate into the community. (Homeless persons are a presumed group by HUD to have low incomes.) CDBG funding will pay for a partial amount of the Tenant Sustainability Counselor’s position.
7	Project Name	Renewing Homes of Greater Augusta (RHGA)
	Target Area	City-Wide
	Goals Supported	Improve Access to and Quality of Housing
	Needs Addressed	Increase Access to Affordable Housing
	Funding	CDBG: \$65,000.00
	Description	The scope of this project would include roof replacement and other critical home repair for low-income homeowners (primarily seniors and/or persons with disabilities).
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	4 households will benefit from the proposed activity.
	Location Description	City-wide
	Planned Activities	RHGA has received allocations in past years and done much needed home repairs, roof replacements, and accessibility modifications to homes owned by the elderly and people with disabilities with low-to-moderate incomes who are unable to afford to make these repairs themselves. The benefits of these projects are that they help preserve the City’s housing stock and keep people in their homes. RHGA has asked for additional funding because of the tremendous need for their services. The work they do is vital to the City. They have administered previous projects properly and been good stewards of the funding.
8	Project Name	Staunton Redevelopment Housing Authority (SRHA) Buildings and Facility Improvements Project
	Target Area	Apartment Buildings owned by SRHA
	Goals Supported	Improve Public Facilities and Infrastructure

	Needs Addressed	Improve Apartment Units Facilities and Infrastructure
	Funding	CDBG: \$\$65,000.00
	Description	Funding will be used to improve existing apartments for people with low-to-moderate incomes including seniors and persons with disabilities.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 75 households will benefit from the proposed activity.
	Location Description	Elizabeth Miller Gardens and Farrier Court Apartment Complexes owned by the SRHA
	Planned Activities	Funding will be used to develop streets, gutters, sidewalks and water lines for no less than 23 new homes at the end of A Street in Staunton, Virginia.
9	Project Name	Blight Removal - Spot Basis
	Target Area	City-Wide
	Goals Supported	Improve Access to and Quality of Housing
	Needs Addressed	Slum and Blight Removal
	Funding	CDBG: \$75,598.00
	Description	This spot removal of blighted properties will remove any public health hazards caused by homes that are in violation of City building ordinances and potentially dangerous to inhabitants. It will also provide space for any future housing development or otherwise productive use.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The funding will allow for 2 demolitions
	Location Description	Citywide (case-by-case evaluation)
	Planned Activities	This funding will provide for the demolition of 2 blighted properties.

10	Project Name	Administration
	Target Area	City-Wide
	Goals Supported	Planning and Administration
	Needs Addressed	Planning and administration
	Funding	CDBG: \$63,559.00
	Description	This funding will be used to support the general administration and planning activities for the Community Development Block Grant Program.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	City-wide
	Planned Activities	This funding will be used to support the general administration and planning activities for the Community Development Block Grant Program.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City will use CDBG funds throughout the jurisdiction to serve low and moderate-income persons.

Geographic Distribution

Target Area	Percentage of Funds
City-Wide	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Staunton does not allocate funds by target areas. Rather, the City allocates funds based upon the priorities that have been identified by citizens participating in the public input process and through the regular planning contacts made with elected officials and staff. The City will use CDBG funds throughout the jurisdiction to serve low and moderate-income persons.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City will use its federal funds to provide affordable housing by providing funds to rehabilitation existing units.

The special needs population will be served through grants to local service providers. The homeless population will be served through assistance grants to local service providers

One Year Goals for the Number of Households to be Supported	
Homeless	4
Non-Homeless	184
Special-Needs	0
Total	188

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	4
The Production of New Units	0
Rehab of Existing Units	79
Acquisition of Existing Units	0
Total	83

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

AP-60 Public Housing – 91.220(h)

Introduction

Actions planned during the next year to address the needs to public housing

As of 2016, Staunton Redevelopment and Housing Authority (SRHA) converted all of its public housing units into project-based Section 8 units under the Rental Assistance Demonstration Program. SRHA currently owns and manages a total of 150 residential units including 50 units for elderly and disabled. The units range from one bedroom to five-bedroom townhouses. Rent is based on income and utilities are included.

A substantial amendment was made to reassign a previous year's funds to an HVAC replacement project for Elizabeth Miller Gardens, which was built during the 1980s. This project will greatly benefit residents of the 88 units in this building, keeping them safe during summer heatwaves which are only becoming more frequent.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

SRHA converted all of its public housing units into Section 8 units under the Rental Assistance Demonstration Program. As of 2025, SRHA is part of the HUD "Moving To Work" Demonstration Program.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

SRHA is not designated as troubled.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

As a participant in the Virginia Balance of State Continuum of Care (BoS CoC), the City is a partner in addressing homelessness and the priority needs of homeless individuals and families, including homeless subpopulations.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The BoS CoC has an established Coordinated Entry System, which offers a central point of entry for households experiencing homelessness or at-risk of homelessness. During an initial phone call, a housing counselor asks questions that will help determine eligibility for services with local agencies. The BoS CoC uses two assessment tools for prioritization of services. Prevention assessment: The BoS created a prevention prioritization tool that includes both homeless vulnerability and housing barriers. Once a household's housing crisis is triaged and it is determined that the household is at imminent risk of homeless (14 days or less), then the coordinated entry staff will conduct the prevention prioritization assessment. Based on eligibility and assessment score prevention providers are guided on service needs of households. The BoS CoC uses the Vulnerability Index - Service Prioritization Decision Assistance Tool (VI-SPDAT) as the common standardized assessment tool for those who are literally homeless. This assessment is conducted no more than 3 to 5 days after the household has been referred to shelter or once an outreach worker is able to establish rapport with an unsheltered or un-engaged household.

Each January, the CoC conducts a Point-in-Time (PIT) count of the City's sheltered and unsheltered homeless to ascertain the number and characteristics of the homeless population and to assess their needs. Staunton's continued participation in the PIT study will give the City the ability to collect information to be used in setting priorities, written standards, and performance measures for the area.

Addressing the emergency shelter and transitional housing needs of homeless persons

In the 2024-2028 program years, the City will continue to support Valley Mission, which offers emergency shelter and services for homeless individuals and families. In 2025, Valley Mission will receive \$7,940.00 to provide subsistence payments to assist 4 homeless individuals more into safe housing.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City will maintain coordination and collaboration with local non-profit agencies serving the

homeless population. The City will continue to use its entitlement grant funds to assist non-profit organizations that serve homeless individuals and families in Staunton.

Valley Mission uses CDBG funds to assist formally homeless households' transition into safe, permanent housing. Blue Ridge Legal Services will also receive funding to assist households with free legal services to reduce the threat of homelessness in the City by using the courts to prevent evictions or foreclosures and keep City residents in their homes.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City will maintain coordination and collaboration with local non-profit agencies serving the homeless population. The City will continue to use its entitlement grant funds to assist non-profit organizations that serve homeless individuals and families in Staunton.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City of Staunton has prepared an Analysis of Impediments to Fair Housing Choice to satisfy requirements of the Housing and Community Development Act of 1974, as amended, in 2020. This act requires that any community receiving Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) funds affirmatively further fair housing.

A summary of the impediments to fair housing choice that emerged from the data analysis, public engagement initiatives, and policy review were identified. They are the results of primary and secondary research that define the underlying conditions, trends, and context for fair housing planning in Staunton. The impediments were assigned three priority levels based on the amount and strength of the supporting evidence that initially identified the factor:

- High – factors that limit or deny fair housing choice or access to opportunity, as well as other factors that are urgent or establish a foundation for future actions
- Medium – moderately urgent or building on prior actions
- Low – limited impact on fair housing issue

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Impediment: Location and type of affordable housing

The City and other local organizations should address the diverse housing needs for the City's various subpopulations, including low-and moderate-income households, persons with disabilities, and large families. They will do so by Continuing to invest in housing in a wide geographic area throughout the City. This will be measured by the number of affordable units created/rehabilitated by location and unit type. The City should expand affordable housing in areas of higher opportunities.

The City is in the process of creating a Housing Strategy to guide its role in housing services in the Community.

Impediment: Lack of policies and procedures related to fair housing.

During FY2020, the City created an Anti-Displacement and Relocation Plan in accordance with the Housing and Community Development Act of 1974, as amended; and HUD regulations at 24 CFR 42.325.

The City plans to update its Analysis of Impediments to Fair Housing during the 2024-2028 Consolidated Plan period.

Discussion:

AP-85 Other Actions – 91.220(k)

Introduction:

The following information illustrates other actions that Staunton will take to address its priority needs.

Actions planned to address obstacles to meeting underserved needs

The primary impediment to the City's ability to meet underserved needs is the limited amount of funding to address identified priorities. The City will continue to seek public and private resources to leverage its entitlement funds in assisting with implementation of policies and programs.

Programs funded through the CDBG program will assist the elderly and children living in unstable and inadequate housing conditions, who have been victims of abuse or neglect.

Actions planned to foster and maintain affordable housing

The City will continue to support its goals of maintaining and expanding affordable housing. In FY 2025, the City has 5 low income housing apartment complexes within its boundaries. These apartments are funded from a variety of sources including HUD, Section 8, VA Housing Authority, local public housing, non-profit senior and family low-income apartments, as well as apartments funded through Low Income Housing Tax Credit programs.

The City will utilize CDBG funds to Renewing Homes of Greater Augusta, which provides assistance to low-income and vulnerable homeowners to complete expensive critical repairs that would ensure the safety of their homes.

Actions planned to reduce lead-based paint hazards

The City will work with other parties to achieve cost effective methods for controlling these hazards through the following:

- As part of its code enforcement efforts, Staunton's building code department will continue to educate City residents about lead paint hazards.
- Properties will be made lead safe during renovation of older residential units.
- The City will continue to monitor Virginia Department of Health reports regarding Staunton children with elevated blood lead levels.

Actions planned to reduce the number of poverty-level families

The City will collaborate with human service, social service, and economic development agencies and organizations to facilitate their efforts and maximize their resources to provide quality services to low-income residents to help them improve their incomes.

The Community Action Partnership of Staunton, Augusta, and Waynesboro (CAPSAW) is the community action agency designated in July 2009 by Virginia's governor to serve the citizens of Augusta County, the

City of Staunton, and the City of Waynesboro. CAPSAW administers funds made available annually to designated community action agencies through the Federal Community Services Block Grant, the State Community Services Block Grant, and Federal Temporary Assistance to Needy Families (TANF) funds, along with required match funds provided by each of three localities.

Actions planned to develop institutional structure

Although the City feels that the existing institutional structure is sufficient for carrying out activities to address identified community development needs, the City's Housing Planner and Grants Coordinator who administers the CDBG program plans to continue to strengthen its working relationships with local social service agencies. public and non-profit agencies that are critical to the institutional structure must work cooperatively, and agency staff have the ability and expertise to deliver services efficiently and effectively, often with years of expertise in their respective fields.

Actions planned to enhance coordination between public and private housing and social service agencies

The City plans to improve coordination among its partners to promote a broadly shared understanding of community needs, collaborative, and complementary approaches to addressing needs, and responsiveness to changes in conditions.

The City anticipates coordination of human service funding with other social service agencies and charitable organizations to better target the limited amount of human service dollars available in the community. The City will also continue to coordinate its housing efforts with SRHA.

Discussion:

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities	0
Total Program Income	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	0.00%