



Staunton's Pathway to Affordable Housing and Housing For Working Families

The City of Staunton Housing Strategy and the FY2025 CDBG Annual Action Plan

Presentation to City Council - July 24, 2025



City of Staunton Housing Strategy Workgroup

Workgroup Members

Brad Arrowood, City Council Member

Alice Woods, City Council Member

Susan Venable, DEI Commission Member

Jill Bader, S-A-W Habitat for Humanity

Philippe Bone, Central Shenandoah Planning District Commission

Lydia Campbell, Valley Homeless Connection, VCSB

Sharon Coplai, Renewing Homes of Greater Augusta

Jennie Hill, S-A-W Habitat for Humanity

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Anna Leavitt, Community Action Partnership of S-A-W

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David Rissmeyer, Valley Supportive Housing

Lou Siegel, Valley Supportive Housing

Nehemias Velez, Staunton Redevelopment Housing Authority

Marion Ward, Property Owner / SAW Housing Member

Olivia Wright, Shenandoah Valley Partnership

Workgroup Meeting Schedule

Meeting 1: Monday, September 30, 2024 5:30 p.m. – 7:00 p.m.

Meeting 2: Thursday, November 07, 2024 5:30 p.m. – 7:00 p.m.

Meeting 3: Wednesday, January 29, 2025 5:30 p.m. – 7:00 p.m.

Meeting 4: Monday, April, 28 2025 5:30 p.m. – 7:00 p.m.

Section 9a: Assumptions, Goals, and Strategies

The strategies will be implemented over an 18-month period, July 2025 to December 2026.

Assumptions

- Everyone has a right to safe, sound, affordable housing. Housing activities planned and implemented by the City will take into consideration all of the members of the community.
- Housing is healthcare. Like any other aspect of healthcare each person's situation is unique and requires solutions that meet their individual needs.
- Housing is a complex social issue and improving it is also complex with many moving parts.
- It is challenging, frustrating, and rewarding work to make a positive difference tackling a social issue. It is o.k. to feel uncomfortable with the process.
- Addressing housing challenges in a community cannot be solved by one organization or group of individuals on their own. To improve the housing challenges in the City of Staunton, it will take involvement of federal, state, and local government organizations, the private sector, nonprofit and for-profit housing and other service providers, and committed individuals.
- Programs, activities, or actions developed through the City of Staunton Housing Strategy will not duplicate existing housing efforts in the community or Staunton-Augusta-Waynesboro region.

Goals

The strategies are centered around three goals:

1. **Produce** Housing
2. **Preserve** Housing
3. **Provide** Housing Stability

Strategies

1. **CDBG Funds** – Continue to commit CDBG Entitlement program funds for infrastructure projects that assist the City’s housing partners who build affordable housing for persons with low-to-moderate incomes; to the City’s housing partners for who repair, rehabilitate, and/or make accessible existing homes owned by persons with low-to-moderate incomes; and to nonprofit organizations that provide services that directly or indirectly increase persons with low-to-moderate incomes ability to find housing or thrive in their current housing situation.
2. **Housing Fund** – Research the potential of establishing a dedicated Housing Fund that would supply funding for affordable and workforce housing development and other housing activities; supply funding for rehabilitation and repair of existing housing stock, blight removal, and other housing activities; and supply funding for services that provide the stability people need to find housing or thrive in their current housing situation as well as other housing activities. Forming a Housing Fund would provide the financial structure into which contributions could be made by the city, and/or public or private housing partners. A Housing Fund could allow for a consistent level of annual funding to be able to plan and budget for housing programs or projects each year.

Produce Housing

3. **Community Land Trust/Deed-restricted Homeownership** – Advocate for the creation of more permanently affordable housing by the City’s housing partners through the identification and development of potential housing suitable to be part of a local or the Statewide Community Land Trust Program or through deed restrictions.
4. **Accessory Dwelling Units (ADUs)** – Explore the zoning and other requirements needed to encourage additional housing options on existing properties through the addition of Accessory Dwelling Units, available financing options available for property owners to construct/renovate ADUs, and implementation of a city-wide education program regarding ADU requirements, costs, uses and other essential topics for their success.

Preserve Housing

5. **Redevelopment Strategies** – Prepare redevelopment strategies for underutilized properties identified through the Housing Conditions Windshield Survey. The survey will be conducted during the strategy implementation period.
6. **Landlord Education, Recruitment, and Retention** – In partnership with the City’s housing providers, host a workshop to educate landlords about the benefits of participating in the Housing Choice Voucher Program.

7. **Land Bank** – Explore the potential of a city or regional landbank through examination of existing land banks in other communities.

Provide Housing Stability

8. **Services for Unhoused Persons** – Facilitate services in the City for unhoused community members including; daytime activity centers, residential shelters, emergency heating/cooling sheltering, supportive housing, permanent housing, and wrap-around services. Conduct an assessment of local services available, gaps in service provision, and potential funding sources available to sustain existing programs and increase capacity of community services for unhoused persons in the City.
9. **HUD-certified Housing Counseling Services** – Work with local housing providers, regional organizations, or housing providers from other areas to explore the potential to have HUD-certified housing counseling services provided in the city or regionally.
10. **Legal Services For Renters** – Avoid and/or reduce the number of Evictions whenever possible by promoting accessibility of legal counsel for tenants facing evictions.
11. **Community Housing Advocate Training** – In partnership with the City’s housing providers, host a workshop for interested persons who are considered “trusted members” of the community to educate them on housing concepts, services, and resources providing them with the basic knowledge they need to become “Community Housing Advocates”.

Section 9b: Action Plan

1. Strategy	CDBG Funds	
City Staff Involved	City Manager Director of Community Development Assistant Director of Finance Housing Planner and Grants Coordinator	
Advisory Boards and Partnering Organizations	City Housing Commission Organizations that receive CDBG subrecipient funding	
Funding Needed	HUD CDBG Entitlement Program annual allocation	
Potential Funding Sources	HUD	
Resources Needed	No new resources are needed. Program administered by city staff.	
Implementation Timetable 1q July – Sept. 2025 2q Oct. – Dec. 2025 3q Jan. – Mar. 2026 4q April – June 2026 5q July – Sept. 2026 6q Oct. – Dec. 2026	1q: Approval of AAP. Subrecipient contracts drafted.	4q: AAP drafted. Public hearings held.
	2q: New fiscal year begins. Subrecipient contracts signed. CAPER completed and approved.	5q: Approval of AAP. Subrecipient contracts drafted.
	3q: Subrecipient monitoring visits.	6q: New fiscal year begins. Subrecipient contracts signed. CAPER completed and approved.
Benchmarks For Success	A majority of CDBG funds will be used to support rehabilitation of housing units and wraparound services that provide housing stability.	

2. Strategy	Housing Fund
City Staff Involved	City Council City Manager Director of Community Development Director of Finance Housing Planner and Grants Coordinator
Advisory Boards and Partnering Organizations	City Housing Commission

Funding Needed	Starting at \$30,000 and increasing in \$5,000 increments until it reaches \$50,000 between FY2026 – FY2030.	
Potential Funding Sources	City’s Capital Investment Program City’s Annual Budget	
Resources Needed	Financial management of the Housing Fund. Project administration for projects developed from the funds.	
Implementation Timetable 1q July – Sept. 2025 2q Oct. – Dec. 2025 3q Jan. – Mar. 2026 4q April – June 2026 5q July – Sept. 2026 6q Oct. – Dec. 2026	1q: Research successful Housing Trust Fund projects in other communities.	4q: Determine projects to be funded.
	2q: Draft a policy that describes types of projects and distribution of Housing Funds.	5q: Start eligible projects.
	3q: Review of draft policy by appropriate city staff and the Housing Commission.	6q: Complete eligible projects.
Benchmarks For Success	Up to three small sites, previously unoccupied, available for housing development through rehab or blight removal.	

3. Strategy	Community Land Trust/Deed-restricted Homeownership	
City Staff Involved	Director of Community Development Housing Planner and Grants Coordinator	
Advisory Boards and Partnering Organizations	City Housing Commission Community Foundation of the Central Blue Ridge (CFCBR) SAW Habitat for Humanity (SAW HFH) SAW Housing Staunton Redevelopment Housing Authority (SRHA)	
Funding Needed	TBD for implementation of strategy.	
Potential Funding Sources	TBD for implementation of strategy.	
Resources Needed	Time for research and drafting of strategy.	
Implementation Timetable 1q July – Sept. 2025 2q Oct. – Dec. 2025 3q Jan. – Mar. 2026 4q April – June 2026	1q: Research begins.	4q: Strategy reviewed by City Manager, Director of Community Development, and Executive Directors of CFCBR, SAW HHHF, and SRHA.

5q July – Sept. 2026 6q Oct. – Dec. 2026	2q: Research completed.	5q: Strategy reviewed by Housing Commission.
	3q: Strategy drafted.	6q: Strategy presented to City Council.
Benchmarks For Success	A Community Land Trust/Deed-restricted Homeownership strategy for the City is in place.	

4. Strategy	Accessory Dwelling Units (ADUs)	
City Staff Involved	Director of Community Development Community Development Department Staff Housing Planner and Grants Coordinator	
Advisory Boards and Partnering Organizations	City Housing Commission	
Funding Needed	TBD for implementation of strategy.	
Potential Funding Sources	TBD for implementation of strategy.	
Resources Needed	Time for research and drafting of strategy.	
Implementation Timetable	1q: Research begins.	4q: Strategy reviewed by City Manager, Director of Community Development, and Community Development Staff.
	2q: Research completed.	5q: Strategy reviewed by Housing Commission.
	3q: Strategy drafted.	6q: Strategy presented to City Council.
Benchmarks For Success	An Accessory Dwelling Units Strategy for the City is in place.	

5. Strategy	Redevelopment Strategies	
City Staff Involved	Director of Community Development Community Development Department Staff Housing Planner and Grants Coordinator	
Advisory Boards and Partnering Organizations	City Housing Commission Renewing Homes of Greater Augusta (RHGA) SAW Habitat for Humanity (SAW HFH) Staunton Redevelopment Housing Authority (SRHA)	

Funding Needed	TBD for implementation of strategy.	
Potential Funding Sources	TBD for implementation of strategy.	
Resources Needed	Time for research and drafting of strategy.	
Implementation Timetable 1q July – Sept. 2025 2q Oct. – Dec. 2025 3q Jan. – Mar. 2026 4q April – June 2026 5q July – Sept. 2026 6q Oct. – Dec. 2026	1q: Research begins.	4q: Strategy reviewed by City Manager, Director of Community Development, RHGA, SAW HFH, SRHA.
	2q: Research completed. Windshield Inventory Survey conducted.	5q: Strategy reviewed by Housing Commission.
	3q: Strategy drafted.	6q: Policy presented to City Council.
Benchmarks For Success	A strategy for redevelopment for the City is in place.	

6. Strategy	Landlord Education, Recruitment, and Retention	
City Staff Involved	Housing Planner and Grants Coordinator	
Advisory Boards and Partnering Organizations	City Housing Commission Staunton Redevelopment Housing Authority (SRHA) SAW Housing Valley Mission Valley Community Services Board Valley Supportive Housing	
Funding Needed	Minimal for meeting materials	
Potential Funding Sources	Community Development Department, SRHA	
Resources Needed	Curriculum and educational materials	
Implementation Timetable 1q July – Sept. 2025 2q Oct. – Dec. 2025 3q Jan. – Mar. 2026 4q April – June 2026 5q July – Sept. 2026 6q Oct. – Dec. 2026	1q: - - -	4q: Hold educational meeting.
	2q: - - -	5q: Reserve a location for second meeting. Advertise and market second meeting.
	3q: Develop curriculum and education materials. Reserve a location for meeting. Advertise and market meeting.	6q: Hold second educational meeting.
Benchmarks For Success	Two educational opportunities for landlords are held.	

7. Strategy	Land Bank	
City Staff Involved	Director of Community Development Community Development Department Staff Housing Planner and Grants Coordinator	
Advisory Boards and Partnering Organizations	City Housing Commission Community Foundation of the Central Blue Ridge (CFCBR) SAW Habitat for Humanity (SAW HFH) SAW Housing Staunton Redevelopment Housing Authority (SRHA)	
Funding Needed	TBD for implementation of strategy.	
Potential Funding Sources	TBD for implementation of strategy.	
Resources Needed	Time for research and drafting of strategy.	
Implementation Timetable 1q July – Sept. 2025 2q Oct. – Dec. 2025 3q Jan. – Mar. 2026 4q April – June 2026 5q July – Sept. 2026 6q Oct. – Dec. 2026	1q: Research begins.	4q: Strategy reviewed by City Manager, Director of Community Development, and Executive Directors of CFCBR, SAW HHHF, and SRHA.
	2q: Research completed.	5q: Strategy reviewed by Housing Commission.
	3q: Strategy drafted.	6q: Strategy presented to City Council.
Benchmarks For Success	A Land Bank Strategy for the City is in place.	

8. Strategy	Services for Unhoused Persons	
City Staff Involved	Housing Planner and Grants Coordinator	
Advisory Boards and Partnering Organizations	City Housing Commission Building Bridges for the Greater Good City’s Faith-Based Community New Directions SAW Housing Staunton Redevelopment Housing Authority (SRHA) Valley Mission Valley Community Services Board Valley Homeless Connection Valley Supportive Housing WARM	

Funding Needed	No funding needed for this 18-month period.	
Potential Funding Sources	Will be looking for additional grant funding sources to support the City’s unhoused community members.	
Resources Needed	City Housing Planner and Grant Coordinator’s time for collaboration with organizations listed above and for grant funding research.	
Implementation Timetable 1q July – Sept.2025 2q Oct. – Dec. 2025 3q Jan. – Mar. 2026 4q April – June 2026 5q July – Sept. 2026 6q Oct. – Dec. 2026	1q: Compile current list of resources and organizations that serve unhoused community members in the City.	4q: Conduct research and apply for available funds that will assist organizations that serve unhoused community members in the City.
	2q: Survey organizations that serve unhoused community members in the City regarding their most pressing needs.	5q: Conduct research and apply for available funds that will assist organizations that serve unhoused community members in the City.
	3q: Conduct research and apply for available funds that will assist organizations that serve unhoused community members in the City.	6q: Conduct assessment of current state of needs of unhoused community members in the City and create an action plan of next steps.
Benchmarks For Success	Additional resources and services are available the City’s unhoused community members.	

9. Strategy	HUD-certified Housing Counseling Services
City Staff Involved	Housing Planner and Grants Coordinator
Advisory Boards and Partnering Organizations	City Housing Commission Central Shenandoah Planning District Commission (CSPDC) SAW Habitat for Humanity (SAW HFH) SAW Housing Staunton Redevelopment Housing Authority (SRHA)
Funding Needed	No funding needed for this 18-month period.
Potential Funding Sources	Will be exploring federal funding and other sources once it is determined how. Where, and by whom counseling services might be provided.
Resources Needed	City Housing Planner and Grant Coordinator’s time for collaboration with organizations listed above.

Implementation Timetable 1q July – Sept. 2025 2q Oct. – Dec. 2025 3q Jan. – Mar. 2026 4q April – June 2026 5q July – Sept. 2026 6q Oct. – Dec. 2026	1q: Meet with collaborating organizations to discuss what opportunities exist to provide housing counseling in the City, SAW and CSPDC regions.	4q: Implement housing counseling services if able.
	2q: With collaborating organizations, come up with an action plan for establishing counseling service implementation and costs involved with service provision.	5q: Implement housing counseling services if able.
	3q: - - -	6q: Implement housing counseling services if able.
Benchmarks For Success	HUD-certified Counseling Services are more widely available to City of Staunton residents.	

10. Strategy		Legal Services For Renters	
City Staff Involved	Housing Planner and Grants Coordinator		
Advisory Boards and Partnering Organizations	City Housing Commission Blue Ridge Legal Services Community Action Partnership of SAW SAW Housing Staunton Redevelopment Housing Authority (SRHA) Valley Community Services Board Valley Homeless Connection		
Funding Needed	None		
Potential Funding Sources	NA		
Resources Needed	City Housing Planner and Grant Coordinator’s time for collaboration with organizations listed above.		
Implementation Timetable 1q July – Sept. 2025 2q Oct. – Dec. 2025 3q Jan. – Mar. 2026 4q April – June 2026 5q July – Sept. 2026 6q Oct. – Dec. 2026	1q: Work with collaborating organizations to educate renters in the City regarding the legal requirements and their rights regarding the eviction process. Advocate for free or low-cost legal services for those with low-to-moderate incomes.	4q: Work with collaborating organizations to educate renters in the City regarding the legal requirements and their rights regarding the eviction process. Advocate for free or low-cost legal services for those with low-to-moderate incomes.	

	2q: Work with collaborating organizations to educate renters in the City regarding the legal requirements and their rights regarding the eviction process. Advocate for free or low-cost legal services for those with low-to-moderate incomes.	5q: Work with collaborating organizations to educate renters in the City regarding the legal requirements and their rights regarding the eviction process. Advocate for free or low-cost legal services for those with low-to-moderate incomes.
	3q: Work with collaborating organizations to educate renters in the City regarding the legal requirements and their rights regarding the eviction process. Advocate for free or low-cost legal services for those with low-to-moderate incomes.	6q: Work with collaborating organizations to educate renters in the City regarding the legal requirements and their rights regarding the eviction process. Advocate for free or low-cost legal services for those with low-to-moderate incomes.
Benchmarks For Success	More renters in the City will be aware of their rights as renters and better understand the legal requirements of eviction. A list of educational opportunities will be maintained for the 18-month period.	

11. Strategy	Community Housing Advocate Training	
City Staff Involved	Housing Planner and Grants Coordinator	
Advisory Boards and Partnering Organizations	City Housing Commission Community Foundation of the Central Blue Ridge (CFCBR) Staunton Redevelopment Housing Authority (SRHA) SAW Housing Valley Homeless Connection (VHC)	
Funding Needed	Minimal for meeting materials	
Potential Funding Sources	Community Development Department	
Resources Needed	Curriculum and educational materials	
Implementation Timetable	1q: - - -	4q: - - -
	1q July – Sept. 2025 2q Oct. – Dec. 2025 3q Jan. – Mar. 2026	2q: - - -

4q April – June 2026 5q July – Sept. 2026 6q Oct. – Dec. 2026	3q: - - -	6q: Hold advocate meeting.
Benchmarks For Success	Curriculum will be developed and first meeting of Housing Advocates held.	

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Section 9c: Action Plan Matrix

Strategy	Q1: 07 – 09.2025	Q2: 10 – 12.2025	Q3: 01 – 03.2026	Q4: 04 – 06.2026	Q5: 07 – 09.2026	Q6: 10 – 12.2065
1. CDBG Funds	Approval of Annual Action Plan Subrecipient Contracts Drafted	New Fiscal Year Begins CAPER Written And Approved Subrecipient Contracts Signed	Subrecipients Monitoring Visits Subrecipient Application Process	Annual Action Plan Drafted Public Hearings Held	Approval of Annual Action Plan Subrecipient Contracts Drafted	New Fiscal Year Begins CAPER written and approved Subrecipient Contracts Signed
2. Housing Fund	Research successful Housing Trust Fund projects in other communities.	Draft a policy that describes types of projects and distribution of Housing Funds.	Review of draft policy by appropriate city staff and the Housing Commission	Determine projects to be funded.	Start eligible projects.	Complete eligible projects.
3. CLT-DRH	Research begins.	Research completed.	Strategy drafted.	Strategy reviewed by City Manager, Director of Community Development, and Executive Directors of CFCBR, SAW HHFH, and SRHA.	Strategy reviewed by Housing Commission.	Strategy presented to City Council.
4. ADUs	Research begins.	Research completed.	Strategy drafted.	Strategy reviewed by City Manager, Director of Community Development, and Community Development Staff.	Strategy reviewed by Housing Commission.	Strategy presented to City Council.

5. Redevelopment	Research begins.	Research completed.	Strategy drafted.	Strategy reviewed by City Manager, Director of Community Development, RHGA, SAW HFH, SRHA.	Strategy reviewed by Housing Commission.	Strategy presented to City Council.
6. Landlord ERR	- - -	- - -	Develop curriculum and education materials. Reserve a location for meeting. Advertise and market meeting.	Hold educational meeting.	Reserve a location for second meeting. Advertise and market second meeting.	Hold second educational meeting.
7. Land Bank	Research begins.	Research completed.	Strategy drafted.	Strategy reviewed by City Manager, Director of Community Development, and Executive Directors of CFCBR, SAW HFH, and SRHA.	Strategy reviewed by Housing Commission.	Strategy presented to City Council.
8. Unhoused Services	Compile current list of resources and organizations that serve unhoused community members in the City.	Survey organizations that serve unhoused community members in the City regarding their most pressing needs.	Conduct research and apply for available funds that will assist organizations that serve unhoused community members in the City.	Conduct research and apply for available funds that will assist organizations that serve unhoused community members in the City.	Conduct research and apply for available funds that will assist organizations that serve unhoused community members in the City.	Conduct assessment of current state of needs of unhoused community members in the City and create an action plan of next steps.

9. House Counseling	Meet with collaborating organizations to discuss what opportunities exist to provide housing counseling in the City, SAW and CSPDC regions.	With collaborating organizations, come up with an action plan for establishing counseling service implementation and costs involved with service provision.	- - -	Implement housing counseling services if able.	Implement housing counseling services if able.	Implement housing counseling services if able.
10. Legal Services	Work with collaborating organizations to educate renters in the City regarding the legal requirements and their rights regarding the eviction process. Advocate for free or low-cost legal services for those with low-to-moderate incomes.	Work with collaborating organizations to educate renters in the City regarding the legal requirements and their rights regarding the eviction process. Advocate for free or low-cost legal services for those with low-to-moderate incomes.	Work with collaborating organizations to educate renters in the City regarding the legal requirements and their rights regarding the eviction process. Advocate for free or low-cost legal services for those with low-to-moderate incomes.	Work with collaborating organizations to educate renters in the City regarding the legal requirements and their rights regarding the eviction process. Advocate for free or low-cost legal services for those with low-to-moderate incomes.	Work with collaborating organizations to educate renters in the City regarding the legal requirements and their rights regarding the eviction process. Advocate for free or low-cost legal services for those with low-to-moderate incomes.	Work with collaborating organizations to educate renters in the City regarding the legal requirements and their rights regarding the eviction process. Advocate for free or low-cost legal services for those with low-to-moderate incomes.
11. Advocates Training	- - -	- - -	- - -	- - -	Develop curriculum and education materials. Reserve a location for advocate meeting. Advertise and market meeting.	Hold advocate meeting.

City of Staunton - FY2025 CDBG Projects

City of Staunton FY2025 CDBG Entitlement Total Allocation	\$317,797.00
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CDBG Funding Categories	Amount Budgeted
Structural Projects	\$206,598.00
Public Services (15% Cap)	47,640.00
Administration (20% Cap)	63,559.00
Total	\$317,797.00

FY2025 CDBG Projects		Amount Budgeted
Structural Projects	City of Staunton: Blight Removal	76,598.00
	Renewing Homes of Greater Augusta: Home Repair	65,000.00
	Staunton Redevelopment Housing Authority: Building/Infrastructure Improvements	65,000.00
	Sub-total	206,598.00
Public Services	Blue Ridge CASA for Children	7,940.00
	Blue Ridge Legal Services	7,940.00
	Valley Mission	7,940.00
	VPAS Meals on Wheels	7,940.00
	VPAS Senior Transportation Program	7,940.00
	Valley Supportive Housing	7,940.00
	Sub-total	47,640.00
Administration	Sub-total	63,559.00
FY2025 CDBG Entitlement Allocation TOTAL		\$317,797.00