

CCFAC SUMMARY OF THE CONSOLIDATED PLANNING PROCESS & THE WAG RECOMMENDATIONS

Overview

The One-Year Action Plan for FY 2024 is a part of the consolidated planning process required by the U.S. Department of Housing and Development (HUD) as a condition of receiving annual allocations of Community Development Block Grant (CDBG), Home Partnerships Investments (HOME) and Emergency Solutions Grant (ESG) funding. As a part of the consolidated planning process, the county is required to submit multi-year consolidated plans (Consolidated Plan) and a one-year action plan (Action Plan) for each year covered by the Consolidated Plan. Consolidated Plans include assessments and identification of priority needs for affordable housing and other community development, estimates of the expected resources to be available for use during the multi-year period, identification of strategies to be employed to meet the priority needs, and establishment of goals to be achieved during the multi-year period. Action Plans report on substantially the same information for each one-year period covered by the applicable Consolidated Plan.

The county's current Consolidated Plan is for FY 2022 – FY 2026 and can be found at <https://www.fairfaxcounty.gov/housing/news/2021/board-adopts-consolidated-plan>.

In addition to requiring that the county engage in long-term planning, the HUD required consolidated planning process is intended to ensure community participation in and notice about the planned uses of the CDBG, HOME and ESG funding. HUD required participation includes:

- *Public Hearings* – There must be opportunities for public input on affordable housing and other needs and the plans for addressing the identified needs. Fairfax meets the public hearing requirement by the annual CCFAC public needs hearing that is held in the fall and the annual Board public hearing on the Action Plan (and Consolidated Plan when prepared) that is held in the spring.

- *Public Comment:* There has to be a period during which the public has access to the draft Action Plan (and Consolidated Plan when prepared) and opportunities to provide input. Typically, the county’s public comment period begins when the Board authorizes the public hearing, which is held in late March, and ends at the conclusion of that public hearing.

Timing

In order to ensure that the Consolidated Plans and Action Plans are completed and filed by the federal deadline, the planning process must begin well before the county knows how much CDBG, HOME and ESG funding will be awarded for the year(s) covered by the Plan. The county typically receives the notice of funding awards in mid-March. However, the notice has sometimes been received on a much later date when there has been a delay in the finalization of the federal budget.

- Pursuant to HUD guidelines, the county estimates the amounts of CDBG, HOME and ESG funding to be equal to the amounts received for the current fiscal year, until the actual awards are determined by HUD.
 - The actual amounts of each award are determined by HUD based on the total federal budget allocations for each program and HUD formula based calculations.
 - Based on an agreement between the county, the Town of Clifton, the City of Fairfax, the City of Falls Church, the Town of Herndon and the Town of Vienna (a “consortium agreement”) , HUD includes the populations of all consortium members to calculate the annual allocation to Fairfax County.
- Pursuant to HUD requirements, the county must also adopt a contingency plan (Contingency Plan) for how the allocations in the Action Plan that are based on estimates will be adjusted when notice of the actual allocations is received.

The WAG

As stated in the draft Annual Action Plan for FY 2024, the CCFAC is a citizen group established by the Board to monitor and advise the Board on the development and implementation of each Consolidated

Plan and Action Plan. Because most of the federal funds covered in the consolidated planning process are used to fund Fairfax County Redevelopment and Housing Authority (FCRHA) activities and programs, the CCFAC and FCRHA formed the Working Advisory Group (WAG) to foster annual collaboration on the recommended uses of the CDBG and HOME funding. The WAG is always comprised of three representatives each of the CCFAC and FCRHA, in addition to the FCRHA representative to the CCFAC who serves as the WAG chairman. The WAG makes recommendations to the CCFAC about the uses of CDBG and HOME funds, as well as a proposed Contingency Plan. All ESG funds are allocated to the Office to Prevent and End Homelessness for emergency housing related programs and activities.