

MEMORANDUM

DATE: December 10, 2019

TO: The Board of Supervisors

FROM: Rebecca Vinroot, Director of Social Services
Paul D. Holt, III, Director of Community Development and Planning

SUBJECT: Scattered Site Housing Rehabilitation - Community Development Block Grant Application
- Adoption of Required Local Business and Employment Plan

As a recipient of a Community Development Block Grant (CDBG), James City County is obligated to adhere to the requirements of a variety of state and federal laws and regulations in areas such as equal opportunity, and labor standards. One such law is Section 3 of the Housing and Community Development Act of 1974, as amended (Section 3). Section 3 requires a locality receiving CDBG funds to adopt, for each new CDBG, a written plan setting forth steps the locality will take to identify and notify minority, female, and locally owned businesses of goods and services to be purchased with grant funds. This plan also describes procedures the County will follow to notify lower-income James City County residents of training and employment opportunities.

The County has adhered to these Section 3 requirements in its previous CDBG projects, and these requirements are consistent with the affirmative action policies within the County's purchasing and employment regulations. The attached Community Deployment Block Grant Local Business and Employment Plan is based on the model plan suggested by the Virginia Department of Housing and Community Development that administers the CDBG funds.

Staff recommends approval of the attached resolution to adopt the Community Development Block Grant Local Business and Employment Plan.

RV/PDH/nb
CDBGEmpPln-mem

Attachments:

1. Resolution
2. Local Business Plan