

Policy Briefing Summary

City Council



Regarding:	Resolution Approving the Ninth (9th) Amendment to the Grant Agreement for the Charlottesville Supplemental Rental Assistance Program
Staff Contact(s):	James Freas, Deputy City Manager, John Sales, Michael Goddard, NDS Interim Director
Presenter:	Madelyn Metzler, Housing Compliance Coordinator
Date of Proposed Action:	October 5, 2026

Issue

City Staff present key findings from the 2026 Charlottesville Supplemental Rental Assistance Program ("CSRAP") Evaluation and requests City Council adopt the attached Resolution approving the attached FY27 CSRAP Grant Agreement with the Charlottesville Redevelopment and Housing Authority ("CRHA"). The attached Grant Agreement reflects targeted updates consistent with the Evaluation's recommendations and positions the Program for incremental redesign under Option 2 of the Program Evaluation Report.

Background / Rule

CSRAP provides long-term rental assistance to extremely low-income households using locally funded certificates. The 2026 Evaluation found that CSRAP continues to operate effectively for current participants; however, the Program's overall reach is most constrained by funding limits rather than administrative design. Demand for deeply affordable, long-term rental assistance exceeds the number of certificates funded through the City Budget, and this, paired with limited turnover, results in minimal opportunity to serve additional households.

The Evaluation also identified administrative and structural barriers that affect equitable access within the existing Program size. These include informal referral pathways, limited coordination with self-sufficiency and social services partners, inconsistent communication practices, and constrained use of data and technology tools. While these issues do not restrict Program capacity, they affect how clearly and fairly the Program functions for partners and applicants.

Analysis

The attached FY27 Grant Agreement incorporates elements of *Option 2: Incremental Redesign*, the Evaluation's recommended path for improving equity, transparency, and coordination while maintaining Program continuity. Option 2 is the preferred approach, because current funding levels require the Program to operate within its existing scale in FY27, proposed improvements can be implemented without disrupting service for current households, and the City may expand Program reach in future years under this same model should City Council choose to increase funding.

Key updates included in the attached FY27 Agreement include:

- Adding families at risk of separation due to housing instability to CSRAP's eligible populations, with a referral pathway coordinated through the Department of Social Services. This addresses a gap due to the community's current lack of federal Family Unification Program vouchers.
- Refining eligibility and prioritization criteria to strengthen alignment with unmet housing needs

identified by partner agencies.

Other improvements recommended by the Evaluation will be developed collaboratively with CRHA and referral agencies during FY27. These include enhanced communication and documentation practices, clearer expectations for applicants and providers, strengthened referral coordination, and continued modernization of administrative tools. These operational updates are essential for transparency and system performance, but do not require formal revisions to the Agreement.

Over the next nine (9) months, City Staff will implement the eligibility and prioritization updates included in the FY27 Agreement, while working with CRHA and referral agencies to document policies and procedures, improve communication protocols, and strengthen referral coordination outside the Agreement structure. City Staff will also collaborate with CRHA on administrative modernization efforts, including more consistent use of tools, such as Yardi software. City Staff will return to City Council in 2027 with an update on implementation progress and recommendations for the FY28 Agreement.

Financial Impact

Approval of the attached FY27 CSRAP Grant Agreement does not require additional funding. Existing CIP allocations fully sustain current Program participants. Expanding reach beyond current levels would require future City Budget decisions.

Recommendation

City Staff recommend City Council adopt the attached Resolution approving the attached FY27 CSRAP Grant Agreement and endorse continued implementation of Option 2 improvements. This approach maintains Program stability, strengthens equity and access, and prepares the City for informed decisions regarding potential expansion or pilot initiatives in FY28.

Recommended Motion (if Applicable)

"I make a Motion to adopt the attached Resolution approving the attached FY27 CSRAP Grant Agreement with CRHA, authorizing CRHA to administer the Program in accordance with updated eligibility, prioritization, administrative, and reporting standards."

Attachments

1. Resolution to Approve the Ninth Amendment to Grant Agreement for the Charlottesville Supplemental Rental Assistance Program
2. Ninth Amended CSRAP Agreement
3. CSRAP Program Evaluation Final Report