



Abigail Spanberger
Governor

Carrie Cheney
Secretary of
Commerce and Trade

COMMONWEALTH of VIRGINIA

Tamarah Holmes, PhD
Director

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

April 30, 2026

MEMORANDUM

TO: Board of Housing and Community Development Members

FROM: DHCD Staff

SUBJECT: Board of Housing and Community Development Meeting – May 11, 2026

Enclosed is the agenda and information package for the Board of Housing and Community Development meeting to be held on **Monday, May 11, 2026**. The full Board will convene at 9:00 a.m. The Board meeting will be held at the **Virginia Housing Center** located in Innsbrook at 4224 Cox Road in Glen Allen, Virginia. A light breakfast and boxed lunch will be provided.

Public comment before the full Board will be held at approximately 9:00 a.m. The full Board will adjourn following the IRF Program Update and then reconvene following the Statewide Fire Prevention Code Development Committee (SFPCDC) and the Codes and Standards Committee (CSC).

The SFPCDC is comprised of three members of the Board and three members of the Virginia Fire Services Board (VFSB) and it will make recommendations on the base document and code change proposals for the Statewide Fire Prevention Code (13 VAC 5-52). Enclosed is a letter from the Chair of the Board appointing Board members to the SFPCDC.

The CSC is comprised of all Board members and in addition to considering the recommendations from the SFPCDC on the Statewide Fire Prevention Code (13 VAC 5-52), it will consider the base documents and code change proposals for the Virginia Uniform Statewide Building Code (13 VAC 5-63), the Virginia Industrialized Building Safety Regulations (13 VAC 5-91), the Virginia Amusement Device Regulations (13 VAC 5-31), the Virginia Certification Standards (13 VAC 5-21), and the Virginia Manufactured Home Safety Regulations (13 VAC 5-95).

Code Change Proposals and Base Documents are available through the DHCD website:
<https://www.dhcd.virginia.gov/board-housing-and-community-development-bhcd>



Virginia Department of Housing and Community Development | Partners for Better Communities
Main Street Centre | 600 East Main Street, Suite 300 Richmond, VA 23219
www.dhcd.virginia.gov | Phone (804) 371-7000 | Fax (804) 371-7090 | Virginia Relay 7-1-1

Please contact DHCD staff as soon as possible to let us know if you will not be able to attend. We can be reached at chase.sawyer@dhcd.virginia.gov or at 804-310-5872. Please let us know if you have any questions or if there is anything we can do to be of assistance.

Enclosures



AGENDA
BOARD OF HOUSING and COMMUNITY DEVELOPMENT
Monday, May 11, 2026
9:00 AM
Virginia Housing Center
4224 Cox Road, Glen Allen, VA

Public Comment before the Board will begin at 9:00 AM

Each speaker will be limited to two minutes of speaking time and there will be one hour total for public comment on a first come first served basis. Please contact Chase.Sawyer@dhcd.virginia.gov to sign up for public comment.

Electronic Meeting Access Information

Microsoft Teams Joining Information: [Click here to join the meeting](#)

Meeting ID: 291 680 729 072 612 | Passcode: zL9xL2hm

Call in (audio only) +1 434-230-0065 | Phone Conference ID: 558 415 448#

- I. OPENING
 - a. Call to Order Chair
 - b. Roll Call DHCD Staff
 - c. Public Comment Chair

- II. CONSENT AGENDA Chair
 - o ***Approval of Minutes***: March 30, 2026

- III. INDUSTRIAL REVITALIZATION FUND PROGRAM DHCD Staff
GUIDELINES UPDATE FOR FY2027
Action Item

- The full Board will adjourn following the IRF Program Update and then reconvene following the Statewide Fire Prevention Code Development Committee and the Codes and Standards Committee.*

- IV. REPORT OF THE CODES AND STANDARDS COMMITTEE Committee Chair
Action Item
 - o Recommendation for base documents and code changes to be included in the proposed regulations.

- V. REPORTS AND INFORMATION
 - a. Virginia Housing Report Tammy Neale
 - b. Report of the Virginia Fire Services Board J.M. Snell
 - c. Report of the Director Tamarah Holmes

- | | | |
|-------|----------------------------|---------------|
| VI. | UNFINISHED BUSINESS | Board Members |
| VII. | NEW BUSINESS | Board Members |
| VIII. | BOARD MATTERS | Board Members |
| IX. | FUTURE BOARD MEETING DATES | DHCD Staff |
| | o July 13, 2026 | |
| X. | ADJOURNMENT | Chair |

AGENDA
BOARD OF HOUSING and COMMUNITY DEVELOPMENT
Statewide Fire Prevention Code Development Committee
Monday, May 11, 2026
Virginia Housing Center
4224 Cox Road, Glen Allen, VA

To begin at the conclusion of the IRF Program Guidelines Update during the full Board of Housing and Community Development.

Electronic Meeting Access Information

Microsoft Teams Joining Information: [Click here to join the meeting](#)

Meeting ID: 291 680 729 072 612 | Passcode: zL9xL2hm

Call in (audio only) +1 434-230-0065 | Phone Conference ID: 558 415 448#

- | | | |
|------|---|---------------|
| I. | OPENING | |
| | a. Call to Order | Chair |
| | b. Roll Call | DHCD Staff |
| II. | CONSENT AGENDA | Chair |
| | o <i>Approval of Minutes</i> : August 28, 2023 | |
| III. | CODE CHANGE PROPOSALS | Chair |
| | <i>Action Items</i> | |
| | o Statewide Fire Prevention Code [Book 1] | |
| | o Base Document | |
| | o Code Change Proposals | |
| IV. | UNFINISHED BUSINESS | Board Members |
| V. | NEW BUSINESS | Board Members |
| VI. | ADJOURNMENT | Chair |

AGENDA
BOARD OF HOUSING and COMMUNITY DEVELOPMENT
Codes and Standards Committee
Monday, May 11, 2026
Virginia Housing Center
4224 Cox Road, Glen Allen, VA

To begin at the conclusion of the Statewide Fire Prevention Code Development Committee.

Electronic Meeting Access Information

Microsoft Teams Joining Information: [Click here to join the meeting](#)

Meeting ID: 291 680 729 072 612 | Passcode: zL9xL2hm

Call in (audio only) +1 434-230-0065 | Phone Conference ID: 558 415 448#

- I. OPENING
 - a. Call to Order Chair
 - b. Roll Call DHCD Staff

- II. CONSENT AGENDA Chair
 - o *Approval of Minutes*: April 16, 2025

- III. REPORT OF THE STATEWIDE FIRE PREVENTION CODE DEVELOPMENT COMMITTEE Committee Chair

Action Items

 - o Statewide Fire Prevention Code [[Book 1](#)]
 - o Base Document
 - o Code Change Proposals

- IV. CODE CHANGE PROPOSALS Chair

Action Items

 - o Uniform Statewide Building Code [[Book 2 Part 1](#),
o Base Document [Part 2](#), [Part 2 cont.](#)]
 - o Code Change Proposals
 - o Industrialized Building Safety Regulations [[Book 2 Part 3](#)]
 - o Base Document
 - o Code Change Proposals
 - o Virginia Amusement Device Regulations [[Book 2 Part 3](#)]
 - o Code Change Proposals
 - o Virginia Certification Standards [[Book 2 Part 3](#)]
 - o Code Change Proposals
 - o Virginia Manufactured Home Safety Regulations

- | | | |
|-------|--|---------------|
| V. | PREPARATION OF PROPOSED REGULATIONS
<i>Action Item</i> | Chair |
| | ○ Approve base documents and code changes as recommended by the Committee for inclusion in the proposed regulations. | |
| VI. | UNFINISHED BUSINESS | Board Members |
| VII. | NEW BUSINESS | Board Members |
| VIII. | ADJOURNMENT | Chair |



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Tamarah Holmes, PhD
Director

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

April 21, 2026

RE: Appointments to the Statewide Fire Prevention Code Development Committee

Members of the Board of Housing and Community Development,

Pursuant to the Memorandum of Agreement between the Board of Housing and Community Development (the "Board") and the Virginia Fire Services Board (VFSB) regarding the joint development of the Virginia Statewide Fire Prevention Code (SFPC), this letter serves to appoint Board members to the Statewide Fire Prevention Code Development Committee (SFPCDC) for the 2024 code development cycle.

In accordance with the agreement's requirement that three members of the Board serve on the SFPCDC, and consistent with the Board's historical practice of appointing the Chair of the Board, the Board member appointed to the VFSB, and the Board member from the Virginia Building and Code Officials Association (VBCOA), I hereby appoint the following members:

Mr. Louie Berbert
Mr. JM Snell
Ms. Jenna Goodman

These Board members are appointed to review the SFPC base document and proposed amendments submitted for consideration during the 2024 code development cycle. The SFPCDC will meet on May 11, 2026 to make recommendations to the Board's Codes and Standards Committee, as outlined in the agreement. The Board appreciates the continued collaboration with the VFSB in jointly advancing the development of the SFPC.

Sincerely,

Louie Berbert
Chair, Board of Housing and Community Development

CC: Keith Johnson, Chairman, Virginia Fire Services Board
Tamarah Holmes, Director, Department of Housing and Community Development



**Minutes of the
BOARD OF HOUSING AND COMMUNITY DEVELOPMENT
March 30, 2026
10:01 AM
All-Virtual Meeting via Microsoft Teams**

Members Present

Louie Berbert, Chair
Sylvia Bryant
Cindy Davis
Bill Garrett
Lynne Goldberg
Jenna Goodman
Keith Johnson
Charlie Jones
Roger Jones, Vice Chair
Tammy Neale
Hank Osleger
J.M. Snell
Scott Stosser
Mark Trostle

Members Absent

None

Department of Housing and Community Development (DHCD) staff present for all or part of the meeting:

Jeff Brown, Deputy Director of Building and Fire Regulation
Kenrick Cameron, Policy Analyst
Tamarah Holmes Ph.D., Director
Alan Jones, Sr. Public Finance Analyst
Peter Mahoney, Sr. Advisor
Andrew Malloy, Sr. Policy Analyst
Florin Moldovan, State Building Code Office Director
Trisha Lindsey, Policy and Legislative Services Director
Sandra Powell, Sr. Deputy Director of Community Development and Housing
Cassidy Rasnick, Chief Operating Officer
Chase Sawyer, Policy and Legislative Services Manager

Call to Order

Mr. Berbert, Chair of the Board of Housing and Community Development, called the meeting of the Board to order at 10:01 a.m.

Roll Call

The roll was called by Mr. Malloy. Mr. Malloy reported that a quorum was present.

Mr. Berbert introduced and welcomed DHCD's new Director, Tamarah Holmes, Ph.D. Dr. Holmes greeted the Board.

Public Comment

Mr. Berbert opened the floor for public comment.

After seeing no speakers, Mr. Berbert closed public comment.

Approval of Minutes

Ms. Davis requested an amendment to the January 12, 2026 meeting minutes, ensuring Mr. John Ainslie was mentioned among the Virginia representation on the International Code Council (ICC) Advisory Committee for the Housing Affordability Study. A motion was made by Mr. R. Jones and seconded by Mr. Snell to approve the minutes of the January 12, 2026 meeting of the Board as amended. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Garrett, Goldberg, Goodman, Johnson, C. Jones, R. Jones, Neale, Osleger, Snell, Stosser, Trostle; NAYS: None).

State Fire Marshal's Office Fee Report

Mr. Malloy updated the Board on the State Fire Marshal's Office (SFMO) Fee Report. Mr. Malloy reminded the Board that Item 407c in the 2025 Budget Bill required the Department of Fire Programs, in cooperation with the State Fire Marshal's Office, Virginia Fire Services Board (VFSB), DHCD, and the Board to conduct an assessment of the fees charged by the State Fire Marshal's Office to conduct fire safety inspections. Mr. Malloy continued that the Budget Bill also requires a joint recommendation to be made as to whether the fees should be adjusted. Mr. Malloy reminded the Board that it approved a motion to allow the Chair to designate Board members to meet with members of the VFSB to reach consensus on a joint recommendation for the fee report. Mr. Malloy shared that the designees, Ms. Davis and Mr. Garrett, met with members of the VFSB. Mr. Malloy added that the Directors of DHCD and the Department of Fire Programs also met to discuss a joint recommendation. Mr. Malloy noted that the Board deferred action on the State Fire Marshal's Office Fee Report at the two previous meetings (December 8, 2025, and January 12, 2026).

Mr. Malloy pointed to materials in the meeting packet, including the most recent SFMO Fee Report and a letter from the VFSB that was included as an appendix to the report. Mr. Malloy noted that the letter contained a joint recommendation based on discussions with the Board's designees and DHCD leadership. Mr. Malloy added that the VFSB letter was approved at the February 20, 2026, meeting of the VFSB.

Mr. Malloy also pointed to a draft letter in the meeting packet from the Chair of the Board, drafted by staff in consultation with the Board's designees, which expresses general agreement with the joint recommendation from the most recent version of the SFMO Fee Report and clarifies the Board's position on the non-consensus items. Mr. Malloy shared that the consensus item and joint recommendation is to allow the SFMO to begin assessing fees for voluntary general fire inspections and re-inspections that are requested by property owners in localities where the SFMO is responsible for conducting those inspections. Mr. Malloy noted that proposals relating to the findings of the SFMO Fee Report and the specific increase in the fees were submitted during the normal code development cycle and will be considered by the Board at its May meeting. Mr. Malloy also noted the explanation of the non-consensus items in the draft letter.

Mr. Snell spoke in support of the draft letter and opined that the joint recommendation is a reasonable step towards rectifying the budget deficit at the SFMO.

A motion was made by Mr. Snell and seconded by Mr. Johnson to approve the draft letter as presented. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Garrett, Goldberg, Goodman, Johnson, C. Jones, R. Jones, Neale, Osleger, Snell, Stosser, Trostle; NAYS: None).

Amusement Device
Technical Advisory
Committee (ADTAC)
Appointments

Mr. Malloy provided information related to the Amusement Device Technical Advisory Committee (ADTAC), a committee appointed by the Board to assist in the administration of the Virginia Amusement Device Regulations. Mr. Malloy noted that ADTAC consists of five members representing the code enforcement community, amusement park/private operators, and third-party inspectors. Mr. Malloy shared that staff recommends the reappointment of Mr. Danny Abner, representing third-party inspectors, to serve another four-year term. Mr. Malloy also shared that staff recommends the appointment of Mr. Richard Schoenfeld to represent private operators.

A motion was made by Mr. Trostle and seconded by Ms. Davis to reappoint Mr. Danny Abner to ADTAC. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Garrett, Goldberg, Goodman, Johnson, C. Jones, R. Jones, Neale, Osleger, Snell, Stosser, Trostle; NAYS: None).

A motion was made by Ms. Davis and seconded by Ms. Goodman to appoint Richard Schoenfeld to ADTAC. The motion

passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Garrett, Goldberg, Goodman, Johnson, C. Jones, R. Jones, Neale, Osleger, Snell, Stosser, Trostle; NAYS: None).

Private Activity Bond Update

Mr. Malloy provided an update related to Private Activity Bonds (PABs). Mr. Malloy noted that DHCD is responsible for the portion of Virginia's PABs set aside for local housing authorities and state allocation. Mr. Malloy reminded the Board it approved the new guidelines for PAB allocation in May 2024 – going from first-in-first-out process to a scoring criteria. The Board made additional updates to the guidelines based on federal changes in September 2025, affecting the 2026 program year. Mr. Malloy shared that for the current program year, the window for the first round of applications closed on February 13, 2026. Mr. Malloy shared that those applications are being reviewed and awaiting final approval from the Governor's Office.

Legislative and Regulatory Update

Mr. Malloy shared a brief update on the code development cycle. Mr. Malloy confirmed the next in-person meeting will be May 11, 2026, wherein the Board will consider all code change proposals. Mr. Malloy added that the recommendations made at the May 11 meeting will enable staff to compile proposed regulations which the Board will act on later this year.

Mr. Malloy gave an update on the 2026 General Assembly Session. Mr. Malloy shared updates on DHCD's efforts analyzing and tracking legislation. Mr. Malloy noted a few bills that would affect the Board that have passed both chambers of the General Assembly and are pending action by the Governor. These bills include HB735/SB132 related to temporary tents for agritourism purposes, and HB395 related to portable solar devices. The board discussed and asked questions about other legislation that may affect the Board, including a bill requiring the Board to consider and vote on all proposals brought forth in ad hoc committees (HB951).

Virginia Housing Report

Ms. Neale shared an update on the Qualified Allocation Plan (QAP) which provides oversight of the tax credit programs administered by Virginia Housing. Ms. Neale shared that Virginia Housing is currently engaging stakeholders on the QAP. Ms. Neale shared that Virginia Housing is working with the Spanberger Administration on Executive Order 1 regarding cost savings and Executive Order 3 on housing affordability. Board members asked about Innovation Tax Credits and Ms. Neale shared that Virginia Housing now administers the Innovation Grant, rather than the tax credits.

Fire Services Board
Report

Mr. Snell recapped the Virginia Fire Chiefs Association February meeting in Hampton Roads. Mr. Snell highlighted the Fire Services Board's (VFSB) ongoing efforts related to the Live Fire Training Structure Grant Program in light of new National Fire Protection Association (NFPA) standards. Mr. Snell shared the VFSB will meet again in June. Mr. Snell noted the upcoming Annual Virginia Fallen Firefighters & EMS Memorial Service at the Richmond Raceway. Mr. Johnson confirmed that the service will be on Saturday, June 6, 2026 at 12:00 p.m.

Report of the Director

Dr. Holmes introduced Ms. Cassidy Rasnick, DHCD's new Chief Operating Officer, and Mr. Peter Mahoney, DHCD's new Senior Advisor. Ms. Rasnick greeted the Board and shared her background which includes twenty years of public service experience, including roles in multiple Virginia administrations as Deputy Secretary of Commerce and Trade and Deputy Secretary of Agriculture and Forestry. Ms. Rasnick most recently served at the U.S. Department of Commerce. Ms. Rasnick is a graduate of JMU. Mr. Mahoney greeted the Board and shared his background, which includes decades of high-level legal, regulatory, and financial leadership at Truist, SunTrust, and Freddie Mac. Mr. Mahoney is a graduate from UVA and UVA School of Law. Mr. Mahoney shared he is looking forward to finishing his career in a public service role.

Dr. Holmes shared agency updates, including recent funding announcements from the Governor: \$14 million in Housing Trust Fund Homeless Reduction Grants to support permanent supportive housing, rehousing, and innovation projects statewide, and \$1.5 million through the Port Host Communities Revitalization Fund for building renovations and infrastructure improvements in Norfolk, Portsmouth, and Newport News. Dr. Holmes noted that the Housing Needs Assessment is currently being updated, with the report expected later this year. Dr. Holmes shared the Virginia Enterprise Zone grant year 2025 applications remain open until April 1, and staff anticipates exceeding application totals from previous years through active stakeholder engagement and technical assistance. DHCD is also celebrating 50 years of weatherization programs, recognizing grantees and highlighting the broad range of energy efficiency and home improvement services provided to families. Dr. Holmes extended special thanks to Mr. Jeff Brown and Mr. Florin Moldovan, and DHCD's entire Building and Fire Regulations (BFR) team for their diligent work preparing code books and materials for the upcoming Board meeting. Dr.

Holmes shared that DHCD is also working with the administration on Executive Order 1 and Executive Order 3.

Unfinished Business There was no unfinished business to be discussed.

New Business There was no new business to be discussed.

Board Matters There were no new Board matters.

Future Meetings Mr. Malloy shared that the next meeting of the Board is scheduled for May 11, 2026.

Adjournment A motion was made by Mr. R. Jones and seconded by Mr. Johnson to adjourn the meeting. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Garrett, Goldberg, Goodman, Johnson, C. Jones, R. Jones, Neale, Osleger, Snell, Stosser, Trostle; NAYS: None). The meeting was adjourned at 10:36 a.m.

DRAFT

BOARD OF HOUSING AND COMMUNITY DEVELOPMENT

Statewide Fire Prevention Code Development Committee

August 28, 2023

10:45 a.m.

Tuckahoe Area Library

Henrico, VA

Members Present

Louie Berbert (BHCD)

Sean Farrell (BHCD)

J.M. Snell (BHCD)

Steve Sites (VFSB)

Members Absent

Keith Johnson (VFSB)

Call to Order

Mr. Louie Berbert, Chairman of the Statewide Fire Prevention Code Development Committee called the meeting to order.

Roll Call

The roll was called by Mr. Kyle Flanders of the Department of Housing and Community Development's (DHCD) Policy Office. Mr. Flanders reported that a quorum was present.

Approval of Minutes

A motion was made and properly seconded to approve the minutes of the December 12, 2022, meeting of the Committee; the motion passed.

Review of Final Regulations

A motion was made and properly seconded to recommend approval of the final regulations for the Statewide Fire Prevention Code to include the repeal of Chapter 51 and the promulgation of Chapter 52. The motion passed.

Other Business

There was no other business to be discussed.

Adjournment

Upon a motion duly made and seconded, the meeting was adjourned.

**Minutes of the
BOARD OF HOUSING AND COMMUNITY DEVELOPMENT
Codes and Standards Committee
April 16, 2025
10:00 AM
All-Virtual Meeting via Microsoft Teams**

Members Present

Louie Berbert
Sylvia Bryant
Cindy Davis
Bill Garrett
Jenna Goodman
Keith Johnson
Roger Jones, Chair
Tammy Neale
Hank Osleger
J.M. Snell, Vice Chair
Scott Stosser
Mark Trostle

Members Absent

Lynne Goldberg
Abigail Johnson

DHCD staff present for all or part of the meeting:

Justin Bell, Assistant Attorney General
Jeff Brown, Deputy Director of Building and Fire Regulations
Bryan Horn, Director
Trisha Lindsey, Policy and Legislative Services Director
Andrew Malloy, Sr. Policy Analyst
Sulaiman Safi, Board Coordinator
Chase Sawyer, Policy Manager
Todd Weinstein, Chief Deputy Director

Call to Order

Mr. Jones, Chair of the Codes and Standards Committee, called the meeting of the Committee to order at 10:02 a.m.

Roll Call

The roll was called by Mr. Sawyer. Mr. Sawyer reported that a quorum was present.

Public Comment

Mr. Jones opened the floor for public comment.

Mr. Andrew Clark, representing the Home Builders Association of Virginia, spoke in support of the proposed regulatory language addressing the issues with the NFPA 13R sprinkler requirements for Groups R-2 and R-3 buildings. He thanked DHCD and fire

services for convening and participating in the workgroup that developed the consensus language addressing this issue.

After seeing no additional speakers, Mr. Jones closed public comment.

Approval of Minutes

A motion was made by Ms. Neale and seconded by Mr. Trostle to approve the minutes of the March 10, 2025 meeting of the Codes and Standards Committee. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Garrett, Goodman, K. Johnson, Jones, Neale, Osleger, Snell, Stosser, Trostle; NAYS: None).

Emergency Regulatory
Action

Mr. Jeff Brown presented the proposed regulatory language addressing the State Building Code Technical Review Board's (TRB) request that the Board consider a solution to address an identified issue with the NFPA 13R sprinkler requirements. Mr. Brown reminded the Board that at the March 10, 2025 meeting, the Board directed staff to coordinate with relevant stakeholders and prepare the appropriate regulatory documents to address the TRB's request. Mr. Brown shared that the proposed regulatory language was created by a workgroup comprised of builders, fire service professionals, and code officials. Mr. Brown continued, sharing that the proposed changes received unanimous support from stakeholders and would resolve the identified issues surrounding the NFPA 13R sprinkler requirements in the 2021 Virginia Construction Code, specifically as they relate to overburdensome requirements on Groups R-2 and R-3 occupancy buildings.

A motion was made by Mr. Osleger and seconded by Mr. Johnson to recommend the Board of Housing and Community Development adopt the amended regulation as presented and authorize staff to proceed with the emergency regulatory process for the proposed changes to 13VAC5-63-240, making any non-substantial changes that may be identified during the administrative review process in order to complete the action as expeditiously as possible. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Garrett, Goodman, K. Johnson, Jones, Neale, Osleger, Snell, Stosser, Trostle; NAYS: None).

Other Business

There was no other business discussed.

Adjournment

A motion was made by Mr. Johnson and seconded by Mr. Stosser to adjourn the meeting of the Committee. The motion passed on a

unanimous voice vote (YEAS: Berbert, Bryant, Davis, Garrett, Goodman, K. Johnson, Jones, Neale, Osleger, Snell, Stosser, Trostle; NAYS: None). The meeting was adjourned at 10:10 a.m..

DRAFT



Abigail Spanberger
Governor

Carrie Chenery
Secretary of
Commerce and Trade

COMMONWEALTH of VIRGINIA

Tamarah Holmes, PhD
Director

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

Memorandum

To: Board of Housing and Community Development Members

From: DHCD Staff

Subject: Industrial Revitalization Fund Program Guidelines Update for FY2027

Date: April 30, 2026

The Industrial Revitalization Fund (IRF) program leverages local and private resources to achieve market-driven redevelopment of vacant and deteriorated industrial and commercial properties. The program is targeted toward vacant structures whose poor condition creates physical and economic blight to the surrounding area in which the structure is located. Only local governments (city, county, or town) or regional or local economic or industrial development authorities may apply for the funds.

The Board of Housing and Community Development is directed by State Code (§ 36-155) to develop guidelines for the administration of the IRF program. Enclosed for the Board's review and approval are the proposed FY2027 program guidelines.

Proposed changes from the FY2026 program guidelines to the FY2027 program guidelines include:

- Combining the two previously used manuals into a single grant manual and reorganizing information for clarity.
- Updating the scoring rubric that is used to rank applications.
- Reducing the required commercial component of a mixed-use eligible project from 30% to 25% - allowing projects with a larger housing component while maintaining commercial requirement.
- Increasing the project completion timeframe from 18 to 24 months – more realistic for current construction timelines.
- Adds questions in application to better track specific program impacts

Enclosure





INDUSTRIAL REVITALIZATION FUND

FY2027 GRANT MANUAL

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Introduction, Availability of Funds, Award Amounts

Introduction

For the purposes of the Industrial Revitalization Fund (IRF) program, the term “industrial” is considered to mean any structure significant to the community due to size, location, and/or economic importance. These structures are no longer suited for their former purpose, are classified as derelict structures, and their current condition is a substantial deterrent for future economic opportunity in the surrounding area and region.

Localities frequently lack the resources needed to attract sufficient private investment for the timely redevelopment of these structures. This is especially true in distressed areas. Therefore, IRF awards are meant to leverage local and private resources to achieve market-driven redevelopment of these structures, creating a catalyst for long-term employment opportunities and ongoing physical and economic revitalization. Eligible properties and structures must be vacant and blighted and may be redeveloped for any eligible market-driven purpose, regardless of the original use.

The intent of the IRF program is to provide gap financing for projects once all other sources of funding have been exhausted.

Availability of Funds and Award Amounts

The FY '27 funding is a \$2.6 million allocation to replenish the Virginia Derelict Structures Fund (DSF) established under §36-152 of the Code of Virginia. The Virginia Department of Housing & Community Development (DCHD) administers these funds under the Industrial Revitalization Fund (IRF) Program.

The maximum award is up to \$1,000,000 per project; however, an applicant may apply for less. IRF awards are intended to provide gap funding and shall not be used as a substitute for other funds the applicant has already committed to a project. IRF awards require at least a 1 to 1 match of IRF dollars.



Funding Priorities

The IRF program prioritizes projects that catalyze redevelopment, stimulate private investment, and advance local and regional economic development strategies. Projects must address significant blight, demonstrate readiness, and show clear end-use and economic impacts. Higher priority is given to projects that align with the needs of distressed communities.

Funding Priority	Description
Blight Reduction	Addresses significant physical deterioration and removes barriers to private investment, prioritizing adaptive reuse over demolition.
Economic Impact	Projected economic impact, such as private leverage, job creation, entrepreneurial activity, and increased tax revenues, with a clear methodology.
Project Readiness	Final plans, primary financing, procurement compliance, and end-user commitments are in place, enabling near-term implementation.
Project End Use	Identified end use with demonstrated viability within 24 months; includes agreements, proformas, management plans, and sustainability documentation.
Strategic Alignment	Project supports documented local/regional economic development strategies and accelerates existing revitalization efforts.
Economic Distress	Project locality demonstrates high unemployment, fiscal stress, or poverty as defined by the IRF Distress Scores (Appendix E)

Eligibility

Eligible Applicants

Eligible applicants include cities, counties, towns, and regional or local economic or industrial development authorities. Localities may apply directly for publicly owned properties or on behalf of private or nonprofit owners for privately owned sites. Applications must demonstrate the capacity to meet award requirements. Localities may designate an EDA or redevelopment authority as the administrative agent for implementation, monitoring, and contract management.

Eligible Applicant Requirements

- The applicant must be a unit of local government or a regional/local EDA/IDA.
- Applications on behalf of private owners require documentation of ownership and authorization.

- Projects involving acquisition by the locality require evidence of a purchase option, contract, or equivalent control.
- Applicants must demonstrate authority to accept and administer state funds and execute deed restrictions.

Eligible Properties and Use of Funds

Projects must meet IRF eligibility conditions, including evidence of blight, market-driven end use, capacity to complete within 24 months of contract execution, and ability to execute a contract within six months of grant award. Applicants must demonstrate that IRF funds fill a financing gap and are not supplanting previously committed funding.

A blighted property is defined in §36-3 of the Code of Virginia as a structure that endangers public health, safety, or welfare due to deterioration or a violation of standards. Projects should target vacant, deteriorated properties, creating negative economic and physical conditions in the surrounding area. Multiple adjacent properties may be submitted in one application if they share a redevelopment purpose or impact.

Mixed-use redevelopment of properties is eligible when at least 25% of the usable floor area or revenue derives from commercial, industrial, or office uses. **IRF is not intended to support greenfield development unless coordinated with a qualifying blighted property.**

Eligible Property Types	Ineligible Property Types
Vacant deteriorated buildings	Greenfield development
Blighted commercial/industrial structures	Properties without a redevelopment plan
Mixed-use buildings (minimum of 25% commercial/industrial or up to 75% residential)	Properties lacking blight evidence
Multiple adjacent blighted parcels	New construction unrelated to the blighted property

The IRF program permits acquisition, rehabilitation, repair, stabilization, demolition, removal, and other physical activities. **Grant administration is not eligible.** For acquisition, DHCD limits participation to fair market value. Demolition should be used only when redevelopment is infeasible or there is a safety threat. **IRF funds cannot be used solely for demolition or acquisition.**

IRF does not support site remediation activities, which should be directed to DEQ programs. Relocation of existing Virginia businesses is generally discouraged unless clearly tied to a regional strategy and to net-new economic impact.

Eligible Use of Funds	Ineligible Use of Funds
Acquisition (up to FMV)	Grant administration
Rehabilitation and stabilization	Site remediation (DEQ provides alternatives)
Demolition (safety threat or no reuse potential)	Relocation of existing VA businesses
Removal of unsafe structures	Activities not tied to the IRF project site

Match Requirements

The IRF program requires a minimum 1:1 local match that must be directly tied to physical improvements on the property. Match may include local, state, federal, or private funds spent on or after July 1, 2025. Up to 5% of the match may be documented administrative costs.

Match must support costs related to the IRF project site and cannot replace funding already committed by the applicant or developer. All match sources must be fully documented with invoices, bank statements, or commitment Letters.

Eligible Match Items	Ineligible Match Items
Acquisition costs (FMV or purchase price)	State or local taxes
Construction-related soft costs (engineering, design, architectural)	DEQ-funded environmental remediation
Machinery & Tools taxable by locality	Interest or principal on existing debt
Permit, inspection, and dumping fees	Business personal property (FF&E)
Admin costs up to 5%	

Award Structures

The IRF program uses two award structures: Grant and Grant-to-Loan. DHCD reserves the authority to modify the requested structure based on project characteristics, readiness, financing, and ownership. In all cases, the project must demonstrate a secured path to full financing through formal letters of interest, term sheets, commitment letters, or equivalent documentation.

IRF Grant

IRF grants are issued when the property is publicly owned, pending local government purchase at the time of application, or owned by a nonprofit tax-exempt entity who is developing the property for a public use. When a locality intends to lease the IRF-funded property to a for-profit tenant, a market-rate lease is required. If the locality later sells the property to a for-profit entity, DHCD may require prorated repayment of grant funds based on the remaining years of the 10-year deed covenant.

IRF Grant to Loan

Grant to Loan structures apply when the property and end use will remain in private, for-profit ownership. DHCD issues funding as a grant to the locality or EDA, which then issues a loan to the developer. Standard terms include:

- Interest rate: Prime minus 2% (floor of 5%).
- Amortization up to 20 years.
- Environmental review completion prior to closing.
- Execution of a detailed performance agreement.
- **No forgivable loans permitted.**

- Use of Locus for loan administration if the locality is unable/unwilling to administer the loan, with a 1% commitment fee (half due at performance agreement, half at closing).

Loans under this grant structure cannot close until primary financing closes or lender commitment letters are issued. **Projects must be ready to execute a contract within six months of the announced award date.** Failure to close within six months of award will result in the award being rescinded, unless DHCD grants an extension for delays beyond the grant awardee's control. **DHCD must approve all loan documents.**

Submission Requirements

Applications must be submitted through DHCD’s Centralized Application Management System (CAMS) by July 31, 2026. You can access CAMS using the following link:

<https://dmz1.dhcd.virginia.gov/camsportal/Login.aspx>

Applicants must complete all required sections, including project description, budget, sources and uses, match verification, narratives tied to funding priorities, and attach required documentation. Detailed submission instructions start on Page 10.

Submission requirements reflect IRF’s emphasis on readiness, transparency, and documentation demonstrating the capacity to complete the project within required timeframes. Required attachments include Local Assurances, Governing Body Resolution, and Photographs showing interior and exterior blight conditions.

CAMS Submission Item	Description & Required Documentation
Project Summary	Completed Appendix A with full project description.
Project Status Sheet	Completed Appendix B, capturing ownership, zoning, planning, and obstacles.
Budget & Sources/Uses	Excel template in Appendix C with attached documentation for each secured match source.
Funding Priority Narratives	Detailed responses describing alignment, blight, readiness, end-use viability, economic impact, and distress.
Local Assurances	Signed by the Chief Administrative Officer confirming accuracy and blight eligibility. (Appendix E)
Resolution	Governing body authorization specifying IRF request and match amount(s). (Appendix E)
Photographs	10+ labeled photographs showing interior/exterior deterioration and context.
Optional Attachments	Proformas, business plans, developer resumes, financial statements, appraisals, feasibility studies, LOIs, Phase II reports.

Scoring

IRF scoring evaluates blight reduction, economic impact, a project's readiness, end-use plan, strategic alignment, and the level of the community's economic distress. Reviewers apply a standardized scoring system to ensure consistency and fairness. Strong applications demonstrate readiness to proceed immediately, provide clear evidence of financing gaps, and show broad community support.

The scoring rubric below elaborates on criteria for strong, moderate, and weak responses, providing applicants with clearer expectations for competitive submissions.

Category	Excellent	Good	Fair	Poor
Economic Impact (30%)	High outcome creation, major long-term growth	Moderate outcome creation, clear positive impact	Limited impact, modest benefits, weak evidence	Minimal impact, unsubstantiated benefits
Project Readiness (25%)	Fully ready, all tasks complete, funding secured, strong private leverage	Mostly ready, minor gaps, reasonable timeline, reasonable leverage	Several items pending, funding uncertain	Not ready, no funding/site control
Project End Use (20%)	Strong public benefit, sustainable, clear demand	Local benefit, sustainable, moderate support	Benefit limited, demand unclear	Weak benefit, unsustainable use
Strategic Alignment (15%)	Advances multiple plan goals, strong support	Aligns with one major goal, partner support	Limited alignment, minimal evidence	No alignment or support
Economic Distress (10%)	Highly distressed area, strong data	Moderate distress, stabilizing effect	Light distress, modest benefit	No distress, limited benefit
Other Considerations (5%)	Mixed-use project that includes housing units			

Contracts & Post-Award Reporting Requirements

All IRF award recipients must execute a contract that outlines the project's economic outcomes, use restrictions, match requirements, and reporting expectations. The agreement is legally binding and ensures compliance with IRF program rules.

All funded projects—grant or grant-to-loan—must record a 10-year deed covenant or lien requiring DHCD approval before any sale or change in end use. If the property is sold to a private entity or the use changes within the 10-year period, prorated repayment may be required based on the number of years remaining. The covenant ensures long-term compliance and stability of anticipated economic benefits.

All projects must be completed within 24 months of contract execution or loan closing. All expenditures must be completed by the project completion date, and reimbursement submitted within 90 days of project completion.

DHCD reserves the right to rescind funding if significant changes occur to the project scope, timeline, financing structure, or expected community outcomes after submission. Applicants must notify DHCD immediately and provide updated documentation. Updated documentation may include: revised project description, updated sources and uses, pro-forma, commitment letters, management plans, or operational agreements.

Timeline

Register your Organization in CAMS	ASAP
Application Submittal Deadline	July 31, 2026
Application Review	August 2026
Anticipated Award Announcement	Sept-Oct 2026

Contact Information

Virginia Department of Housing and Community Development

600 East Main Street, Suite 300
Richmond, Virginia 23219
(804) 371-7000
realestate@dhcd.virginia.gov

Glossary

Blighted Property: Defined in §36-3 as property endangering health, safety, or welfare due to deterioration or code violations.

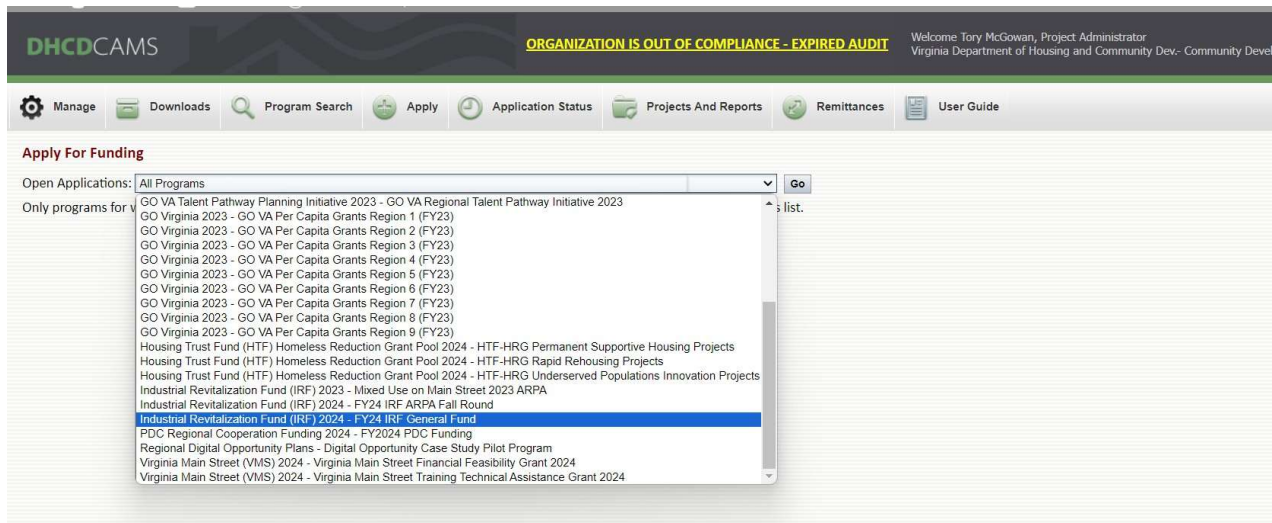
End-Use: The future operating purpose of the redeveloped property.

Market-Driven: Supported by demonstrated demand and viable operations.

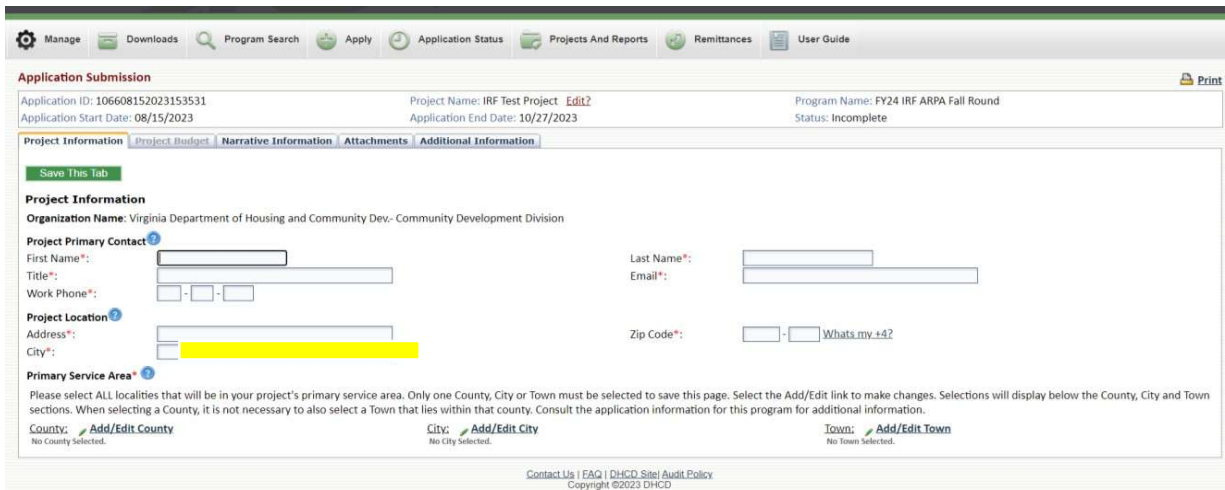
Shovel-Ready: Project has plans, financing, procurement, and commitments in place.

Application Submission Instructions

1. Visit <https://dmz1.dhcd.virginia.gov/camsportal/Login.aspx> DHCD recommends accessing CAMS through the **Google Chrome** browser. If using Internet Explorer, please make sure you are using the most up-to-date version of the browser available.
2. If your locality or organization is not currently in CAMS, a profile request can be made by going to the CAMS site and selecting the **“Registration”** option. In order to register your organization, you will need your organizations DUNS number and FEIN number. Please allow up to five business days for DHCD to process and approve your registration request.
3. Click **Applications and Programs** and then select the **Apply** option.
4. Select **FY27 IRF** from the dropdown menu. A description of the program will appear. Click the **Apply** button next to the pencil icon to begin the application.



5. Click **Project Information** and start completing the application. In the **Project Location** section, please put the address of the subject property for the application, and **NOT the address of the organization.**



Project and Budget Information

Complete the **Project Budget** and discuss the funding for the proposed project in the budget narrative section. Identify ALL activities that need to be undertaken in order to return the property to a viable economic use. In the case of activities whose costs will be paid for by funds other than IRF, use the “*Other*” category. In the narrative, please list the specific source of non-IRF funds. You will be able to discuss these activities and other sources of funding in more detail and attach funding documentation later in the application.

The screenshot displays the DHCD CAMS application submission interface. At the top, there is a navigation bar with the DHCD CAMS logo, a warning message "ORGANIZATION IS OUT OF COMPLIANCE - EXPIRED AUDIT", and a welcome message for Tory McGowan, Project Administrator. Below the navigation bar, there are tabs for "Application Submission", "Project Information", "Project Budget", "Narrative Information", "Attachments", and "Additional Information". The "Project Budget" tab is active, showing a table with columns for "Cost/Activity Category", "DHCD Request", "Other Funding", and "Total". The table contains two rows: "Building Construction/Renovation" and "Acquisition". A dropdown menu is open for the "Building Construction/Renovation" row, showing options like "Acquisition", "Architectural and Engineering Fees", "Building Construction/Renovation", "Clearance and Demolition", "Inspection", "Legal Expenses", "Other Direct Costs", and "Other".

Cost/Activity Category	DHCD Request	Other Funding	Total
<input type="checkbox"/> Building Construction/Renovation	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Acquisition	\$0.00	\$0.00	\$0.00

Narrative Information

Project Overview: Please complete the **Project Summary Sheet (Appendix A)** and provide a brief description of the project. Discuss the overall project from start to finish, including the intended end-use and the specific activities to be undertaken with the IRF funds and associated match. Indicate if the IRF project is the project in its entirety or a phase of a larger project.

The following questions relate to Funding Priority 1 (Blight Reduction):

1. Discuss the rationale for the selection of the targeted property versus other vacant and deteriorated properties in the locality. Why is this project the highest community priority?
2. Discuss how this property was determined to be blighted and describe the derelict elements of the building. Discuss the negative impact that the property, in its current condition, has had on other investment and job creation in the surrounding area. Include in the attachments photographs of the property to demonstrate the derelict condition of the exterior and interior.

The character count for text is 6000 characters for each question in the Narrative Information tab. If you are copying text into the reporting box, please use UNFORMATTED TEXT, avoiding bullets and variable spacing and fonts. This can be done by right-clicking in the narrative block and selecting "Paste as plain text". Remember to save your work frequently as the system will time out after 60 minutes.

3. What is the total square footage of the building to be rehabilitated?
4. What is the current assessed value of the property?

The following questions relate to Funding Priority 2 (Economic Impact):

5. Please indicate the primary community economic impact of this project, including net new full-time and part-time jobs (not including construction jobs), new businesses, and leveraged private investment. Describe the methodology used to calculate these measures.
6. Please describe the secondary community economic impact of this project, such as increased local sales, meals, or lodging tax revenues, increased export or non-export (tourism) revenues, increased daily and/or overnight visitors, and availability of commercial square footage or residential units. Describe the methodology used to calculate these measures.
7. Please describe any additional impact of this project, including non-economic outcomes such as access to services or resources, workforce development, and quality of life improvements. Describe the methodology used to identify these outcomes and quantify the impact where possible.

The following questions relate to Funding Priority 3 (Project Readiness):

8. **Project Status:** Please complete the **project status sheet (Appendix A)**. Provide a brief narrative discussing ownership of the property, what has been done to date and any potential obstacles to completion.
9. **Developer:** If a Developer has already been identified, discuss the developer's experience and capacity. If the local government will act as the Developer include similar information. If a Developer has not been identified, discuss the process and timeline for securing one.
10. **Sources & Uses:** The intent of the IRF money is to help fill a financing gap that has prevented the re-use and/or redevelopment of vacant and blighted industrial property. As such, applicants for General Fund IRF and ARPA IRF requests in excess of \$1 million are required to provide at least a 100 percent local match (from private or public sources). **Include all sources of equity in the project, including cash on hand, Historic Tax Credits, New Market Tax Credits, and Opportunity Zone investments.**
11. Please indicate the minimum amount of IRF funding that this project needs to be viable if DHCD is not able to provide the full request. Please provide justification for the lesser amount and any documentation that you may have for that justification.

Please complete the **Sources & Uses tables (Appendix C)** and include documentation of all secured matching funds as an attachment. Describe why IRF assistance is necessary to complete the project. Local match must either be cash or documented costs that are directly associated with the work being done on the property where IRF funds are expended. Local match may also include federal (including CDBG), local or private funds spent on or after July 1, 2025, on activities directly related to the targeted project.

The following questions relate to Funding Priority 4 (Project End Use):

12. Discuss the end-use of the property, including evidence of its economic viability. Cite and include relevant sections of market research, pro-forma, or other economic viability research. Please include a copy of the end-use business plan, if available. Will this be used to secure primary or other financing? Will it need adjustments to ensure it is suitable to a lender's needs?
13. Discuss how end-users will be recruited and discuss interest or commitments to-date from possible end-users. If an end-user has been identified, include any leases/agreements/commitment letters as an attachment.
14. Provide the anticipated operating budget once project is stabilized. What are the sources of revenue that will support the operation of this facility? Discuss how the facility will be managed upon completion. If it is the applicant's intention to secure IRF funding as a grant/loan, please explain the intended benefits and reasoning of this structure for your locality.

The following questions relate to Funding Priority 5 (Strategic Alignment):

15. **Development Strategies:** Discuss any local or regional economic development strategies or plans and explain how this project ties in with those identified goals & outcomes.
16. **Local Development:** List any public or private investments or initiatives that have or will contribute to or benefit from the success of the IRF project.

The following question relates to Funding Priority 6 (Economic Distress):

17. Please list your locality's distress score based on the **Distress Score Calculations (Appendix D)**. If you are a Town that wishes to calculate a distress score that is different from the County, contact DHCD for a calculator, upon request.

Other Considerations:

Five percent in additional points can be attained if the project is a mixed-use project. For mixed-use projects, please indicate the number of residential units the project proposes to create.

Attachments

Required Attachments:

- **Resolution:** The governing body of the locality must authorize the application for Industrial Revitalization Funds for the specific property (address will be sufficient) and documenting the **specific dollar amount in IRF matching funds** from the locality and other sources. If the locality is applying on behalf of a non-profit or private for-profit entity, the resolution should document the specific match amount and indicate that it is the responsibility of that entity to produce the match. An example is included in **Appendix E**.
- **Local Assurances:** The *Chief Administrative Officer* for the locality must sign to certify that the information in this application is accurate and correct and that the property meets the eligible definition of "blighted". An example is included in **Appendix E**.

- **Photographs:** Include images of each subject property. Be sure to include enough images that show the condition of the building or approximately 10 images. Please label the images with a description. Photographs should include the following:
 - Façade and every other face that shows deterioration.
 - Interior condition.
 - Situation shot to show the structure in the context of the property or within a block or street front.
- **Procurement Policy:** Attach the end user organization’s current procurement policy and include any additional information regarding the procurement process if a contractor has already been selected for the project.

Additional Attachments:

Please attach the following optional attachments if available. The more information provided at the time of application, the greater the evidence that the project is “ready to proceed.” In addition, the more information provided upfront, the sooner the project can get underway if awarded funding. DHCD may require or request further information.

- Project proforma should include requested amount of IRF funding and underlying assumptions. Use loan assumptions found on page 6.
- End use business plan
- Resume on developer/principals
- Financial statements within last 12 months on project principals and global cash flow statement on R/E holdings
- Latest market feasibility study/feasibility study showing demand for new use
- Proof of recent Phase II environmental study
- Proof of property re-zoning or specific timeline by which that will be accomplished
- Letters of interest/term sheets from primary funder(s)
- Property Appraisal or other documentation of purchase price/property value
- Documentation of procurement process followed to select developer (if developer is an entity other than locality applying for grant)
- Locality’s procurement guidelines (if developer is an entity other than locality applying for grant)

Additional Information

This tab is available to enter optional comments regarding your application that you may feel is important that was not answered in other portions of the application.

Application Checklist		
Checklist Item	Description	Status
Project Summary Sheet	Appendix A completed	
Project Status Sheet	Appendix B completed	
Budget & Sources/Uses	Excel table + documentation	
Narratives	All priority-related questions answered	
Local Assurances	Signed by CAO (Appendix E)	
Resolution	Adopted by the governing body (Appendix E)	
Photographs	10+ labeled images	
Optional Attachments	Proformas, feasibility, Phase II, zoning, LOIs	

Scoring

Funds will be allocated through a competitive process that will give greater priority to projects leading to the efficient and immediate redevelopment and/or reuse of abandoned “industrial” structures. Applications will be evaluated according to a scoring system and projects will be selected for funding on the basis of the higher scores in descending order until all funds are allocated. Scoring criteria and point allocation will be as follows:

Blight Reduction	
Economic Impact	30%
Readiness	25%
End-Use Plans	20%
Relationship to Economic Development Strategy	15%
Distress	10%
TOTAL	100%
Other Considerations	5%

A strong application will be able to document that the project is **ready to go but could not be finished without the injection of the IRF funds.**

Appendix A: Project Summary Sheet

Project Name:	
Locality Applying:	
Property Address:	
Year Built:	
Original Use of Property:	
Property Size SF:	
Vacant Since:	
Owner:	
Developer:	
End User:	
Total Project Budget:	
IRF Funding Request:	
Total Matching Fund Proposed:	
Total Additional Non-Match Eligible Leverage Funding:	
Intended Use of IRF Funds:	
Intended Use of Property:	
Anticipated # of Jobs to be Created Once Open:	
Current Total Assessment Value:	
Current Condition of Property:	
Estimated new local tax revenues generated annually once open (if applicable):	
Estimated new state tax revenues generated annually once open (if applicable):	

Appendix B: Project Status Sheet

<p>Activities completed so far to prepare for Development:</p>	
<p>Current Zoning & any needed changes:</p>	
<p>Will New Market or Historic Tax Credits be used? If so, please provide the status.</p>	
<p>Does the project require other financing? If so, please provide a summary and status.</p>	
<p>Is the project design finalized? What steps remain?</p>	

Appendix D: IRF Distress Scores

FY2027 pre-calculated IRF Distress Scores for cities and counties are provided by DHCD.

Highly Distressed = 100 Application Points			
Bristol City	Greensville County	Norfolk City	Scott County
Brunswick County	Hampton City	Norton City	Smyth County
Buchanan County	Harrisonburg City	Nottoway County	Sussex County
Buena Vista City	Hopewell City	Petersburg City	Tazewell County
Covington City	Lee County	Portsmouth County	Waynesboro City
Danville City	Lexington City	Prince Edward County	Williamsburg City
Dickenson County	Lunenburg County	Radford City	Wise County
Emporia City	Lynchburg City	Richmond City	
Franklin City	Martinsville City	Roanoke City	
Galax City	Newport News City	Russell County	
Above Average = 60 Application Points			
Accomack County	Charlottesville City	Halifax County	Pulaski County
Alleghany County	Colonial Heights City	Henry County	Richmond County
Amherst County	Craig County	Mecklenburg County	Salem City
Appomattox County	Cumberland County	Montgomery County	Southampton County
Bland County	Dinwiddie County	Northampton County	Staunton City
Buckingham County	Essex County	Page County	Suffolk City
Campbell County	Fredericksburg City	Patrick County	Westmoreland County
Carroll County	Giles County	Pittsylvania County	Winchester City
Charlotte County	Grayson County	Prince George County	Wythe County
At Risk = 30 Application Points			
Amelia County	Floyd County	Manassas City	Rockbridge County
Augusta County	Franklin County	Manassas Park City	Rockingham County
Bath County	Gloucester County	Mathews County	Shenandoah County
Bedford County	Highland County	Middlesex County	Surry County
Caroline County	Isle of Wight County	Nelson County	Virginia Beach City
Charles City County	King and Queen County	Northumberland County	Warren County
Chesapeake City	Lancaster County	Orange County	Washington County
Culpeper County	Louisa County	Roanoke County	
Not Distressed = 0 Application Points			
Albemarle County	Falls Church City	Henrico County	Poquoson City
Alexandria City	Fauquier County	James City County	Powhatan County
Arlington County	Fluvanna County	King George County	Prince William County
Botetourt County	Frederick County	King William County	Rappahannock County
Clarke County	Goochland County	Loudoun County	Spotsylvania County
Fairfax City	Greene County	Madison County	Stafford County
Fairfax County	Hanover County	New Kent County	York County

Appendix E: Sample Resolution and Local Certification

Includes certification of accuracy, blight determination, match responsibility, and governing body authorization for the request.

SAMPLE LOCAL RESOLUTION

Be it resolved that LOCALITY NAME wishes to apply for AMOUNT of Industrial Revitalization Funds for PROJECT TITLE for PROPOSED END USE.

Whereas, LIST AMOUNTS AND SOURCES OF OTHER FUNDS will also be expended on this project, it is projected that NUMBER AND TYPE OF BENEFICIARIES will result from the implementation of the project.

Be it further resolved that CHIEF ADMINISTRATIVE OFFICIAL is hereby authorized to sign and submit appropriate documents for the submittal of this Industrial Revitalization Fund proposal.

Adopted, DATE.

Signed:
CHIEF ELECTED OFFICIAL

Attest:
CLERK

SAMPLE LOCAL CERTIFICATION

The applicant hereby assures and certifies that:

It possesses legal authority to apply for the IRF program and to execute the proposed program.

The property for which the application is made meets the definition of "blighted property" according to the Code of Virginia § 36-3.

Its governing body has duly adopted or passed as an official act a resolution, motion, or similar action authorizing the filing of the application including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

That the information contained in the IRF application is true and correct. Chief Administrative Official:

Name & Title _____

Date _____