

# 3774 - City of Franklin Resilience Plan and Staff funding CFPF

## Application Details

Funding Opportunity:	3292-Virginia Community Flood Preparedness Fund - Capacity Building/Planning Grants - CY25 Round 6
Funding Opportunity Due Date:	Dec 1, 2025 11:59 PM
Program Area:	Virginia Community Flood Preparedness Fund
Status:	Under Review
Stage:	Final Application
Initial Submit Date:	Dec 1, 2025 5:49 PM
Initially Submitted By:	Joseph Carter
Last Submit Date:	
Last Submitted By:	

## Contact Information

### Primary Contact Information

Active User*:	Yes
Type:	External User
Name*:	Mr. Joseph Middle Name Carter Salutation First Name Last Name
Title:	Director of Community Development
Email*:	<a href="mailto:jcarter@franklinva.gov">jcarter@franklinva.gov</a>
Address*:	207 West Second Avenue
	Franklin Virginia 23851 City State/Province Postal Code/Zip
Phone*:	804-562-8681 Ext. Phone ###-###-####
Fax:	###-###-####
Comments:	

### Organization Information

Status*:	Approved
Name*:	City of Franklin
Organization Type*:	City Government
Tax ID*:	54-6001284
Unique Entity Identifier (UEI)*:	GK27KZJ32MK6
Organization Website:	<a href="https://www.franklinva.com/">https://www.franklinva.com/</a>

**Address\*:** 207 West Second Avenue

Franklin Virginia 23851-  
City State/Province Postal Code/Zip

**Phone\*:** (757) 562-8500 Ext.  
### ### #####

**Fax:** ### ### #####

**Benefactor:**

**Vendor ID:**

**Comments:**

## VCFPF Applicant Information

### *Project Description*

**Name of Local Government\*:** City of Franklin

Your locality's CID number can be found at the following link: [Community Status Book Report](#)

**NFIP/DCR Community Identification Number (CID)\*:** 510060

If a state or federally recognized Indian tribe,

**Name of Tribe:**

**Authorized Individual\*:** Lincoln Saunders  
First Name Last Name

**Mailing Address\*:** 207 West Second Avenue  
Address Line 1  
Address Line 2

Franklin Virginia 23851  
City State Zip Code

**Telephone Number\*:** 757-562-8500

**Cell Phone Number\*:** 804-928-8483

**Email\*:** [lsaunders@franklinva.gov](mailto:lsaunders@franklinva.gov)

Is the contact person different than the authorized individual?

**Contact Person\*:** Yes

**Contact:** Joseph Carter  
First Name Last Name

207 West Second Avenue  
Address Line 1  
Address Line 2

Franklin Virginia 23851  
City State Zip Code

**Telephone Number:** 804-562-8681

**Cell Phone Number:** 434-563-9739

**Email Address:** [jcarter@franklinva.gov](mailto:jcarter@franklinva.gov)

Enter a description of the project for which you are applying to this funding opportunity

### **Project Description\*:**

City of Franklin has prepared this Virginia Community Flood Preparedness Fund (VCFPF) application package to request funds for the development of a City resilience plan and training necessary to develop 3 credentialed Association of State Floodplain Managers (ASFPM)

Certified Floodplain Managers. The City intends to apply for additional grants and projects at a later date.  
Low-income geographic area means any locality, or community within a locality, that has a median household income that is not greater than 80 percent of the local median household income, or any area in the Commonwealth designated as a qualified opportunity zone by the U.S. Secretary of the Treasury via his delegation of authority to the Internal Revenue Service. A project of any size within a low-income geographic area will be considered.

Is the proposal in this application intended to benefit a low-income geographic area as defined above?

**Benefit a low-income geographic area\*:** Yes

Information regarding your census block(s) can be found at [census.gov](https://census.gov)

**Census Block(s) Where Project will Occur\*:** 51620090100 and 51620090200

**Is Project Located in an NFIP Participating Community?\*** Yes

**Is Project Located in a Special Flood Hazard Area?\*** Yes

**Flood Zone(s) (if applicable):** AE, X

**Flood Insurance Rate Map Number(s) (if applicable):** 510060IND1A soon to be 510060IND0B

## Eligibility - Round 4

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### Eligibility

Is the applicant a local government (including counties, cities, towns, municipal corporations, authorities, districts, commissions, or political subdivisions created by the General Assembly or pursuant to the Constitution or laws of the Commonwealth, or any combination of these)?

**Local Government\*:** Yes  
Yes - Eligible for consideration  
No - Not eligible for consideration

If the applicant is not a town, city, or county, are letters of support from all affected local governments included in this application?

**Letters of Support\*:** N/A  
Yes - Eligible for consideration  
No - Not eligible for consideration

Has this or any portion of this project been included in any application or program previously funded by the Department?

**Previously Funded\*:** No  
Yes - Not eligible for consideration  
No - Eligible for consideration

Has the applicant provided evidence of an ability to provide the required matching funds?

**Evidence of Match Funds\*:** Yes  
Yes - Eligible for consideration  
No - Not eligible for consideration  
N/A - Match not required

## Scoring Criteria for Capacity Building & Planning - Round 4

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### Scoring

**Eligible Capacity Building and Planning Activities (Select all that apply) ? Maximum 100 points. To make multiple selections, Hold CTRL and click the desired items.**

#### Capacity Building and Planning\*:

Development of a new resilience plan, Goal planning, implementation, and evaluation, Long-term maintenance strategy, Other proposals that will significantly improve protection from flooding on a statewide or regional basis, Resource assessments, planning, strategies, and development

**Is the project area socially vulnerable?** (based on [ADAPT Virginia's Social Vulnerability Index Score](#))

#### Social Vulnerability Scoring:

Very High Social Vulnerability (More than 1.5)  
High Social Vulnerability (1.0 to 1.5)  
Moderate Social Vulnerability (0.0 to 1.0)  
Low Social Vulnerability (-1.0 to 0.0)  
Very Low Social Vulnerability (Less than -1.0)

**Socially Vulnerable\*:** Very High Social Vulnerability

Is the proposed project part of an effort to join or remedy the community's probation or suspension from the NRP?

**NFIP\*:** No

Is the proposed project in a low-income geographic area as defined below?

"Low-income geographic area" means any locality, or community within a locality, that has a median household income that is not greater than 80 percent of the local median household income, or any area in the Commonwealth designated as a qualified opportunity zone by the U.S. Secretary of the Treasury via his delegation of authority to the Internal Revenue Service. A project of any size within a low-income geographic area will be considered.

**Low-Income Geographic Area\*:** Yes

Does this project provide ?community scale? benefits?

**Community Scale Benefits\*:** More than one census block

**Comments:**

The City's downtown is split by 2 census blocks. Multiple census blocks will be served by the Plan.  
City is already in NFIP and a CRS participant.  
Currently updating FIRMs.

## Scope of Work and Budget Narrative - Capacity Building and Planning - Round 4

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### Scope of Work - General Information

**Upload your Scope of Work**

Please refer to Part IV, Section B. of the grant manual for guidance on how to create your scope of work

**Scope of Work Attachment\*:** [FRANKLIN CFPF Application Scope of Work w Cost Est..pdf](#)

**Comments:**

Scope of Work attachment with cost estimate

### Budget Narrative

**Budget Narrative Attachment\*:** [FRANKLIN CFPF Budget Narrative.pdf](#)

**Comments:**

Budget narrative

## Scope of Work Supporting Information - Capacity Building and Planning

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### Scope of Work Supporting Information

**Describe identified resource needs including financial, human, technical assistance, and training needs**

**Resource need identification\*:**

The City of Franklin is submitting this grant application to the Virginia Community Flood Preparedness Fund in the Capacity Building and Planning category. Specifically, the City is requesting funding for two specific items: Staff Training and Resilience Plan Development.

The City currently does not have a Certified Floodplain Manager or a Resilience Plan. As a low income community, the City is in great need of all identified resources: financial, technical assistance, training, and staff. THE City is seeking funding to have three (3) City of Franklin Community Development employees take the Association of State Floodplain Management (ASFPM) Certified Floodplain Manager (CFM) Exam to gain the training needed for floodplain issues.

In addition, the development of a Resilience Plan will inform policy decisions, project funding, and increase public confidence in the City's ability to prepare and mitigate flood risk for residents, business owners, and investment opportunities.

**Describe the plan for developing, increasing, or strengthening knowledge, skills and abilities of existing or new staff. This may include training of existing staff, hiring personnel, contracting consultants or advisors**

**Development of Existing or New Staff\*:**

The City currently does not have a Certified Floodplain Manager. To address this deficiency, the City is requesting funding to have three (3) City of Franklin Community Development employees take the Association of State Floodplain Management (ASFPM) Certified Floodplain Manager (CFM) Exam and to fund the yearly ASFPM dues for the first 3 years as well as the first Biennial CFM Certification Renewal Fee for each employee. In reviewing the exam fees on the ASFPM website, it is more cost-effective to take the CFM Exam as a member, in order to receive the discounted rate. An analysis of the financial costs associated with staff training are shown in Table 2, in Section D. Budget Narrative. Three staff members with positions in Community Development oversee the development process: Director, Building Official, and Planner/Environmental Specialist . The staff

members will take the test and earn their CFM Certification in the third quarter of 2026.

**Where capacity is limited by funding, what strategies will be developed to increase resources in the local government? (This may include work with non-governmental organization, or applying for grants, loans, or other funding sources)**

**Resource Development Strategies\*:**

The City will apply for grants to support staffing needs, and contract with consultants to provide the expertise needed for the resilience plan.

The City currently has a downtown tax district that could be used to provide City Match for any future infrastructure projects that support the downtown area.

The City will explore Local Flood Resilience Funding Programs.

**Describe policy management and/or development plans**

**Policy management and/or development\*:**

The City currently does not have a Resilience Plan. A Resilience Plan will provide many benefits to the City of Franklin and its residents, including the following:

The Resilience Plan will include an assessment of the City for the following conditions:

- areas of the city that are at risk of flooding or may be vulnerable in the future due to sea level rise and climate change. These areas may be at risk due to proximity to a waterbody, low elevation, undersized/absent stormwater infrastructure, high water table, etc.

- ? low-income geographic areas that are more vulnerable to flooding due to low income, lack of vehicle access, etc.

- any critical facilities such as hospitals or critical infrastructure such as water resources and sewage pump stations that are particularly vulnerable to flooding impacts.

- The Resilience Plan will identify potential projects within areas of the City that are vulnerable to flooding based on the above assessment. Nature-based infrastructure projects will be encouraged where feasible, and projects will be focused in very highly vulnerable low-income geographic areas. KHA will identify potential projects to alleviate flooding.

- The Resilience Plan will enable the City to apply for project grants from the Community Flood Preparedness Fund to help fund projects detailed in the plan.

- The Resilience Plan is expected to increase public confidence in the City's ability to mitigate flooding issues and in its ability to plan for future impacts of sea level rise and climate change and respond to flood hazards. The Resilience Plan will be available to the public on the City's website and will be updated as necessary.

- The Resilience Plan will include strategies for responding to natural hazards that may cause flooding such as hurricanes or other severe weather events to allow the City to more quickly and effectively assist citizens during these events.

- The Resilience Plan will serve as a reference for multiple City Departments (Public Works, Public Utilities, Planning and Community Development, Parks and Recreation, Economic Development, Fire-Rescue, et al.) for future planning and development considerations.

Success will be measured in the production of a Resilience Plan that meets the above-mentioned needs of the City, and inform policy decisions and project funding over the long-term.

**Describe plans for stakeholder identification, outreach, and education strategies**

**Stakeholder identification, outreach, and education strategies\*:**

There are numerous stakeholders involved with creating a Resilience Plan. These stakeholders include: City executive leadership, City employees, citizens, business and public agency leaders, students and teachers, youth in the community, neighborhood associations, regional colleagues and partners, and many others. In order to engage all stakeholders during the Resilience Plan process, the City proposes to host a 30-day online public input period, to receive stakeholder input. This information will be reviewed by City staff and shared with KHA for consideration in Resilience Plan development.

Several City departments also have interests and needs in Resilience Plan development. These departments include but are not limited to City Manager, Fire - Rescue (EMS), Police, Community Development, Public Works & Utilities, Franklin Power & Light, Parks and Recreation, and Schools. There are also non-governmental agencies that have interests in the development of the Resilience Plan that include the Franklin - Southampton Co. Business Center, a non-profit agency promoting business development in the City and County, the Franklin Southampton Co. Chamber of Commerce, and the various businesses located in downtown Franklin. While Community Development will be the lead department overseeing the Resilience Plan development, representatives from other City departments will be engaged during Resilience Plan development to discuss their departmental needs and documentation related to the Resilience Plan.

## Budget

## Budget Summary

### Grant Matching Requirement\*:

LOW INCOME - Planning and Capacity Building - Fund 90%/Match 10%

\*Match requirements for Planning and Capacity Building in low-income geographic areas will not require match for applications requesting less than \$3,000.

Is a match waiver being requested?

#### Match Waiver Request

Yes

Note: only low-income communities are eligible for a match waiver.

\*,

I certify that my project is in a low-income geographic area:

Yes

#### Total Project Amount (Request + Match)\*:

\$302,400.00

\*\*This amount should equal the sum of your request and match figures

#### REQUIRED Match Percentage Amount:

\$30,240.00

## BUDGET TOTALS

Before submitting your application be sure that you meet the match requirements for your project type.

#### Match Percentage:

10.00%

Verify that your match percentage matches your required match percentage amount above.

#### Total Requested Fund Amount:

\$272,160.00

#### Total Match Amount:

\$30,240.00

#### TOTAL:

\$302,400.00

### Personnel

Description	Requested Fund Amount	Match Amount	Match Source
Floodplain Manager Certification Training	\$2,160.00	\$240.00	Department training budget
	\$2,160.00	\$240.00	

### Fringe Benefits

Description	Requested Fund Amount	Match Amount	Match Source
No Data for Table			

### Travel

Description	Requested Fund Amount	Match Amount	Match Source
No Data for Table			

### Equipment

Description	Requested Fund Amount	Match Amount	Match Source
No Data for Table			

### Supplies

Description	Requested Fund Amount	Match Amount	Match Source
No Data for Table			

### Construction

Description	Requested Fund Amount	Match Amount	Match Source
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No Data for Table

### Contracts

Description	Requested Fund Amount	Match Amount	Match Source
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Contract Consultant for Development of Resilience Plan	\$270,000.00	\$30,000.00	Department Professional Services Fund
	\$270,000.00	\$30,000.00	

### Pre-Award and Startup Costs

Description	Requested Fund Amount	Match Amount	Match Source
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No Data for Table

### Other Direct Costs

Description	Requested Fun Amount	Match Amount	Match Source
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No Data for Table

## Supporting Documentation - General

### Supporting Documentation

Named Attachment	Required	Description	File Name	Type	Size	Upload Date
Detailed map of the project area(s) (Projects/Studies)						
FIRMette of the project area(s) (Projects/Studies)						
Historic flood damage data and/or images (Projects/Studies)						
A link to or a copy of the current floodplain ordinance		link to current floodplain ord.	<a href="#">CFPF APP. Links .pdf</a>	pdf	114 KB	12/01/2025 12:41 PM
Maintenance and management plan for project						
A link to or a copy of the current hazard mitigation plan		Link to Regional Haz. Mt. Plan	<a href="#">CFPF APP. Links .pdf</a>	pdf	114 KB	12/01/2025 12:42 PM
A link to or a copy of the current comprehensive plan		Link to Comp. Plan	<a href="#">CFPF APP. Links .pdf</a>	pdf	114 KB	12/01/2025 12:42 PM
Social vulnerability index score(s) for the project area		Description and image of social vulnerability of Franklin from DCR website. VFRIS	<a href="#">CFPF APP. Links .pdf</a>	pdf	114 KB	12/01/2025 12:43 PM
Authorization to request funding from the Fund from governing body or chief executive of the local government		Letter of Authorization	<a href="#">City Manager Letter of authorization for CFPF LETTERHEAD.pdf</a>	pdf	100 KB	12/01/2025 05:28 PM
Signed pledge agreement from each contributing organization						
Maintenance Plan						
Benefit-cost analysis must be submitted with project applications over \$2,000,000. in lieu of using the FEMA benefit-cost analysis tool, applicants may submit a narrative to describe in detail the cost benefits and value. The narrative must explicitly indicate the risk reduction benefits of a flood mitigation project and compares those benefits to its cost-effectiveness.						
Benefit Cost Analysis						

Other Relevant Attachments

Historical flood data with images

[Franklin historical-floods w images.pdf](#)

pdf 439 KB 12/01/2025 04:07 PM

Letters of Support

Description	File Name	Type	Size	Upload Date
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No files attached.