



# Department of Virginia Housing and Community Development

**IRF How-To-Apply  
FY26 Grant Cycle**

**March 20, 2025, Webinar**



**VIRGINIA DEPARTMENT OF HOUSING  
AND COMMUNITY DEVELOPMENT**  
*Partners for Better Communities*



# INDUSTRIAL REVITALIZATION FUND FY26

## AGENDA

IRF OVERVIEW

ELIGIBLE APPLICANTS

SCORING & AWARDS

APPLICATIONS

QUESTION & ANSWER



# INDUSTRIAL REVITALIZATION FUND

The intent of the IRF program is to fund **shovel-ready projects** that will act as a catalyst to **spark additional private investment and job creation** in distressed areas that have been targeted for economic development and community revitalization as part of a larger economic restructuring or economic development strategy.

## SINCE ITS INCEPTION IN 2012, THE IRF PROGRAM HAS



Assisted in over 125  
projects across Virginia



Generating over  
\$280 million in public  
& private investment



Resulting in the creation  
of more than 1,600 jobs



# Industrial Revitalization Fund (IRF) Snapshot



**WHAT** : Funding for the rehabilitation of large-scale derelict structures no longer suited for their original purpose

**WHY** : To catalyze revitalization by eliminating blight through market-driven redevelopment

**HOW** : Grants or Loans of up to \$1,000,000 with a 1:1 match required

**WHEN** : Awarded Annually, with Spring 2025 Application Deadline

**WHO** : Local Government applicants (can be on behalf of non-profit or for-profit)



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# FY26 TIMELINE

Applications for the FY26 IRF round of funding will open in CAMS on **April 1, 2025**. The grant deadline will be on **May 31, 2025**.



- March 20, 2025:** IRF Grant How to Apply Webinar
- April 1, 2025:** IRF Grant Applications Open in CAMS
- May 31, 2025:** IRF Grant Application Deadline
- Summer 2025:** IRF Grant Awards Announced (est.)
- Summer/Fall 2025:** IRF Awardee Contract Negotiations, projects then have 18 months to use IRF funding once contract is signed





# ELIGIBLE PROPERTIES

The program is targeted toward **vacant and deteriorated** properties whose poor condition creates a notion of physical and economic blight in the surrounding area and is a deterrent to surrounding development.

## FORMER USES

- Manufacturing
- Department Stores
- Warehousing
- Theaters
- Hotels
- Transportation
- Shopping Centers
- Power Production
- School Buildings
- Residential



## INELIGIBLE

- Greenfield Sites
- Scattered Sites

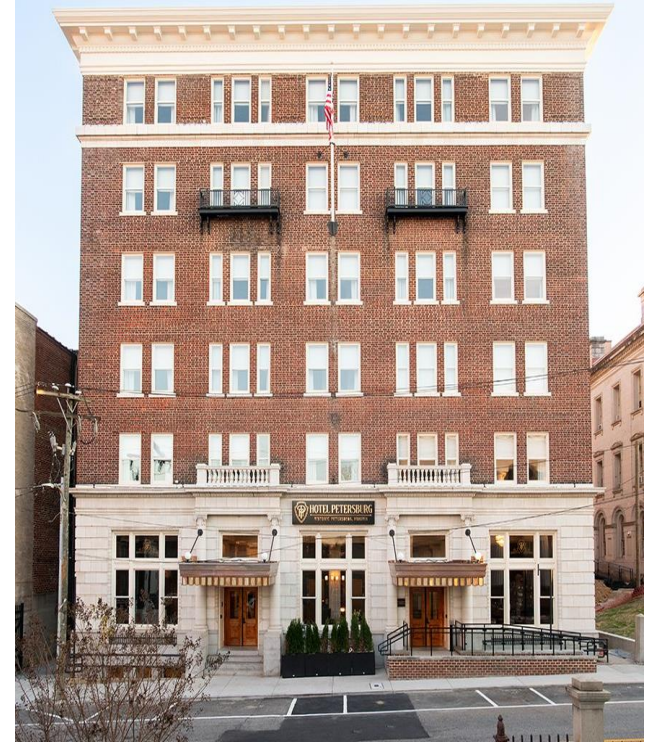


# ELIGIBLE END USES

Hotels  
Retail  
Community center  
Museum  
Event space  
Restaurant  
Brewery  
Theater  
Shared workspaces

Business incubator  
Childcare centers  
Manufacturing  
Tech centers  
Community kitchens  
Food service  
Art studios  
Mixed use\*

\*For mixed use, at least 30% of the total sq ft must be allocated to commercial use





# ALLOWABLE ACTIVITIES



The IRF program is flexibly designed so that funds can be used for a wide variety of revitalization and redevelopment activities such as **acquisition, rehabilitation, or repair** (including securing and stabilizing for subsequent reuse) of specific structures, as well as **demolition, removal, and other physical activities**.

Funds may not be used solely for acquisition or demolition unless it can be demonstrated that the locality has committed other **redevelopment funds to the property**, and there is a market-based redevelopment plan outlining reuse options, target markets/niches, and a property marketing strategy including the entity responsible for implementation. Generally, demolition should be used only in circumstances where the size or location of a building precludes any significant redevelopment potential or in cases where there is an imminent safety threat.



**Grant administration is not an eligible activity for IRF**





# ELIGIBLE APPLICANTS

Only **local governments** (cities, counties, or towns), and **regional or local economic or industrial development authorities** may submit applications for IRF Planning Grants.

A unit of local government may apply directly for funding to use on publicly owned property **OR** on behalf of a for-profit or non-profit entity for privately owned property.



Localities may designate a redevelopment authority or another similar organization as an agent for project implementation and administration.

## GRANTS



- The property is publicly owned
- A privately owned property has an option agreement or contract in place for purchase by a local government at the time of the application
- The private property is owned by a not-for-profit, tax-exempt entity

## LOANS



- The property is owned by a private, for-profit entity & the end-use will be owned by a private, for-profit business
- IRF Grant/Loans may be funded as a grant to the applicant local government (or local Development Authority), who will in turn make a loan to the for-profit entity.



## LOCALITY RESPONSIBILITY

1

A locality may submit **one application** per funding round; therefore, localities must identify and authorize the projects that will have the most meaningful impact on local community revitalization and economic development efforts.



As such, **a resolution** from the local governing body authorizing the request for funding is an application requirement.

## LOAN STRUCTURE

IRF Grant/Loans may be funded as a grant to the applicant local government (or local Development Authority), who will in turn make a loan to the for-profit entity. The following standard terms and conditions will apply to all projects unless DHCD determines that a regionally significant project requires more favorable terms. The terms of the loan must be agreed to by DHCD.

- **Interest Rate:** Prime Rate -1% (minimum of 5%)
- **Amortization:** Up to 20 Years (negotiated on a project-by-project basis)
- DHCD will require an executed performance agreement with the developer



# MATCH

To demonstrate project viability and the applicant's commitment, applicants are **required to provide a 100 percent (1:1) match from private or public sources.**

The match must either be cash or documented costs that are **directly associated with the improvements to the property where IRF funds are expended.**

Local match may include federal (CDBG or other), state, local, and private funds spent on activities directly related to the targeted project **within the last full fiscal year (July 1, 2024).**



## ELIGIBLE MATCH

- Acquisition costs
- Documented costs directly associated with physical activities on the IRF project site
- Construction-related soft costs such as engineering, design or architectural activities
- Investments into Machinery & Tools
- Public notices, permit or dumping fees and inspections costs (or waivers of such) directly related to physical activities
- No more than five percent (5%) local match will be accepted as in-kind or cash for out-of-pocket administrative costs

## INELIGIBLE MATCH

- State or local taxes
- Site remediation funded by DEQ
- Interest or principal payments on current debt on the property
- Investments in Business Personal/Tangible Property (Furniture, Fixtures, and Equipment)



# FUNDING PRIORITIES



**Relationship to a local or regional economic development strategy**



**Project with a clear end use**



**High degree of blight and deterioration to be addressed**



**End use has clear & significant community economic impact**



**Project readiness**



**High economic distress in project locality**



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# 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. Projects scoring highest will be selected for funding first. Projects will be awarded funds in descending order until all funds are allocated. In no case will applications scoring below 70% be approved.

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

Projects that act as a catalyst to spark additional private investment and job creation in distressed areas that have been targeted for development and community revitalization will be considered strongly.

Due to the competitive nature of IRF awards, any projects that cannot meet this criteria may score lower on an application.

This round of IRF applications will require a 1:1 match, **regardless** of amount requested.



# SCORING

Relationship to Economic Development Strategy	10%
Readiness	30%
End Use Plans	15%
Economic Impact	25%
Distress	15%
Match	5%
<b>Total</b>	<b>100%</b>



# APPLICATION PROCESS

## 1

### REGISTER YOUR ORGANIZATION IN CAMS

Applications for IRF funding must be submitted through DHCD's Centralized Application Management System (CAMS).

You can access CAMS using the following link:

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

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 organization's UEI number and FEIN number.



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# APPLICATION PROCESS

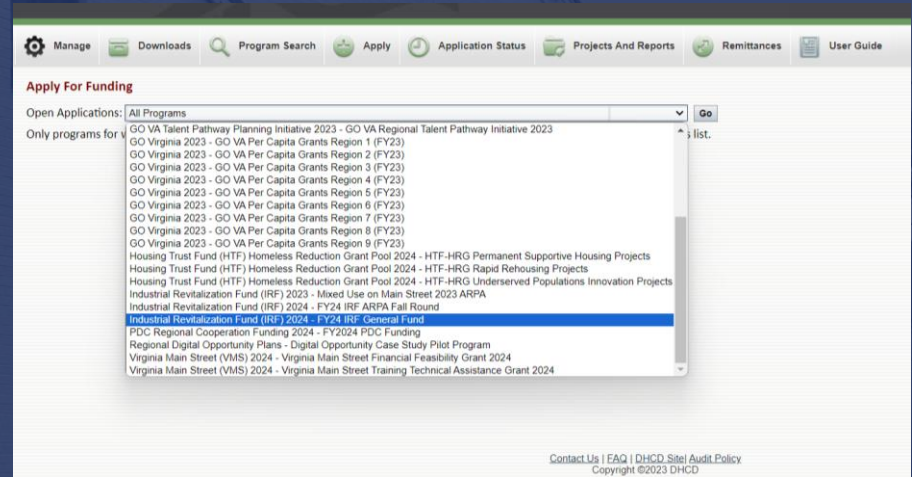
## 2 START APPLICATION IN CAMS

The IRF application will open in CAMS on **April 1, 2025**.

Once your organization has been registered, you may log in with your username and password and select the **“Applications and Programs”** option. From this page, select the **“Apply”** option and select **“FY25 IRF”** from the dropdown menu. A description of the program will appear. Click the **“Apply”** button next to the pencil icon to begin an application.

As you complete the application, **be sure to save each page**. You have the option to close out of CAMS and return to the application at any time until the application is submitted, or the deadline has passed.

You have until midnight on **May 31, 2025**, to complete your application. Note that DHCD staff will not be available for support after 4PM, Friday, May 30.



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# PROJECT BUDGET



Complete the **Project Budget** tab 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 in which 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.

The screenshot shows a web application interface for managing project budgets. At the top, there is a navigation bar with icons for Manage, Downloads, Program Search, Apply, Application Status, Projects And Reports, Remittances, and User Guide. Below this is the 'Application Submission' section, which includes fields for Application ID (103708152023160712), Application Start Date (08/15/2023), Project Name (IRF Test Project), Application End Date (10/27/2023), and Program Name (FY24 IRF General Fund). The 'Project Budget' tab is selected, and a 'Save This Tab' button is visible. The 'Project Budget Information' section prompts the user to enter a total request of \$0.00. A table lists cost/activity categories with columns for DHCD Request, Other Funding, and Total. A dropdown menu is open, 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
Building Construction/Renovation	\$0.00	\$0.00	\$0.00
Acquisition	\$0.00	\$0.00	\$0.00
Architectural and Engineering Fees	\$0.00	\$0.00	\$0.00
Building Construction/Renovation	\$0.00	\$0.00	\$0.00
Clearance and Demolition			
Inspection			
Legal Expenses			
Other Direct Costs			
Other			



# PROJECT OVERVIEW

Introduce us to your project!  
Please complete the summary sheet and provide a brief description of the project here.



## PROJECT SUMMARY SHEET

Project Name	Rehabilitation of the Carver Hotel
Locality Applying	Town of Kingston
Property Address	262 West Main Street, Kingston, VA 22488
Year Built	1921
Original Use of Property	Hotel
Property Size SF	3,620 SF
Vacant Since	2005
Owner	Town of Kingston
Developer	Waring Mitchell LLC
End User	Mystery Hospitality LLC
Total Project Budget	\$5,350,000
IRF Request (\$600,000 Max)	\$600,000
Intended Use of IRF Funds	For construction and renovation of the hotel rooms, including a new HVAC system, electrical work, roof repairs, and painting
Intended Use of Property	12 room boutique hotel with lobby and café on the ground floor
Approx. # of Jobs to be Created	5 full-time and 10 part-time positions
Current Condition of Property	Visibly derelict, with broken windows, roof collapsing in one corner



# Questions Relating to Local Strategies

*Clear relationship to a local or regional economic development strategy*



**Development Strategies:** Discuss any local or regional economic development strategies or plans and explain how this project ties in with those identified goals & outcomes.

**Local Development:** Discuss any recent or upcoming public or private investments that will contribute to, or benefit from, the success of this IRF project.





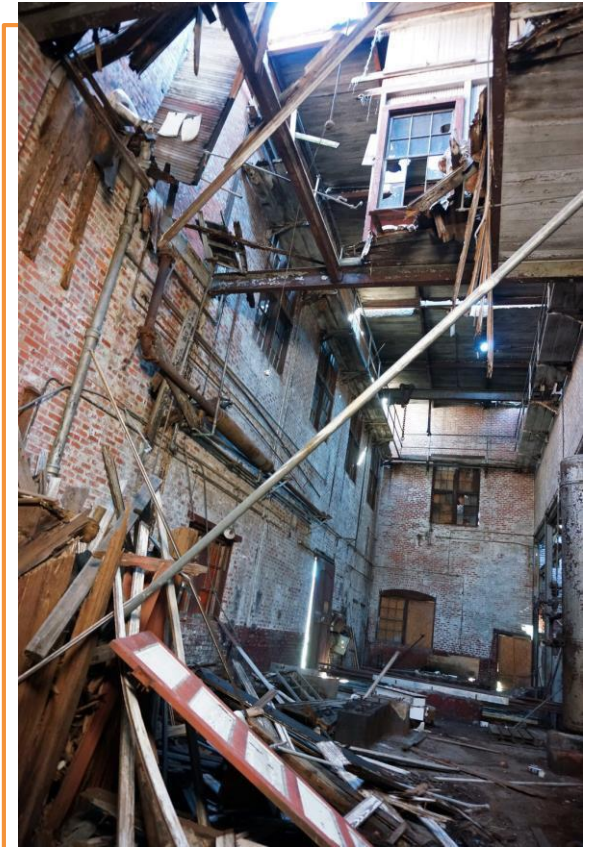
# Questions Relating to Blight and Vacancy

*High degree of blight & deterioration to be addressed*



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?

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.



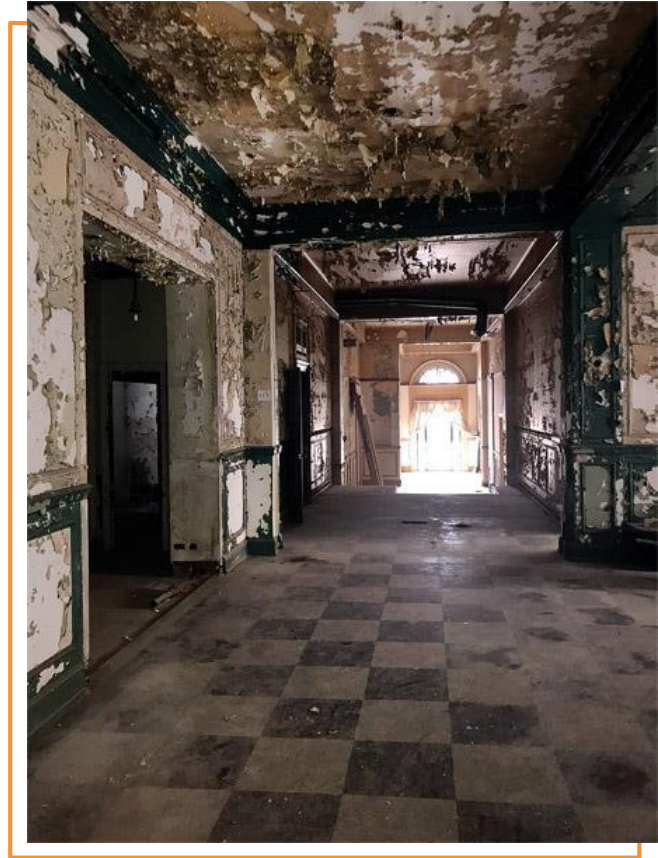


# Questions Relating to Project Readiness

## *Project Readiness*

List any public or private investments or initiatives during the following timeframes, that have or will contribute to or benefit from the success of the IRF project:

- a. Within the past two years
- b. Currently underway
- c. Within next two years

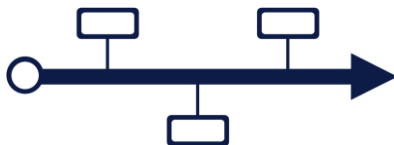




# Questions Relating to Project Status

## Project Readiness

**Project Status:** Please complete the project status chart. Provide a brief narrative here discussing ownership of the property, what has been done to date and any potential obstacles to completion.



## IRF PROJECT STATUS SHEET

Activities Completed So Far to Prepare for Development	
Current Zoning & Any Needed Changes	
Will New Market or Historic Tax Credits Be Used? If so, please provide the status	
Does the Project Require Financing? Please provide summary and status if so.	
Is the Project Design Finalized? What steps remain?	



# Questions Relating to Stakeholders

## Project Readiness

**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.

**Matching Funds:** Please complete the matching funds chart and include documentation of all secured matching funds as an attachment. Describe here why IRF assistance is absolutely necessary to complete the project.



## MATCH FUNDING CHART

MATCHING FUNDS			
<i>Directions: Please list the budget categories, description of uses, type of match, sources associated with the required matching funds, and if documentation was submitted.</i>			
Budget Category (Dropdown)	Description of Uses of Matching Funds	Amount (\$)	Type of Match (Dropdown)



## Questions Relating to End Use

*Project with a clear & impactful end use*



Discuss the end-use of the property, including evidence of its economic viability. Cite and include relevant sections of market research, proformas, or other economic data. Please include a copy of the end-use business plan, if available.

Discuss how end-users will be identified, and discuss interest or commitments from possible end-users.

Provide the anticipated operating budget once project is stabilized. Discuss how the facility will be managed upon completion.







## Questions Relating to Economic Impact

*Project with a clear & impactful end use*

Please indicate the **primary community economic impact of this project**, including net new full-time and part-time jobs, new businesses, and leveraged private investment.

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.

Please describe **any additional impact of this project**, such as access to services or resources, workforce development, and quality of life improvements.





# Questions Relating to Economic Distress

*High economic distress in project locality*

Referencing **Appendix D** of the Application Instruction Manual, please list your locality's distress score.

Distress levels are based on Fiscal Stress, Unemployment, and Poverty calculations.

Highly Distressed = 150 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 = 100 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



# Extra Credit



*Complete this chart for potential bonus points*



## EXTRA CREDIT CHART

<p>Is this project in a revenue sharing district and/or has it been cited in a formal regional development strategy? Please describe.</p>	
<p>Is this project eligible for local real property tax abatement or other local incentives to encourage property reinvestment? Please describe.</p>	
<p>Is this project located within an Enterprise Zone?</p>	
<p>Is this project located in a current CDBG project area?</p>	
<p>Is this project located within a special district? Special districts include: Designated Main Street districts; local, state or federal historic districts; redevelopment or blight removal districts; technology zones; tourism zones; opportunity zones; etc.</p>	
<p>Does your project have committed leverage funding in excess of a 1:1 match? What is the ratio of committed leverage funding to IRF request (total commitment divided by IRF request)?</p>	
<p>Is your project committed to including SWAM certified contractors/sub-contractors through solicitation during the bidding &amp; procurement process?</p>	



## ATTACHMENTS

**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”.

**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 come up with the match, as appropriate.

**Photographs:** Photos of the entire property, inside and out, to show its current state

**Additional Project Info:** Pro forma, business plans, etc.



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.



## Culpeper County – Carver Food Enterprise Center



- \$470k IRF award
- Originally was GW Carver HS, built in 1948
- Public end use
- Community kitchen, food business incubator, job training
- Opened September 2023
- 6200 sq ft



# Hopewell – Lamb Arts

- \$850k IRF award – interior buildout, façade, electrical
- Non-profit 501c3
- Built ca. 1920
- Previous use: retail, salon, market.
- End use: public art space, community gathering space
- Opened November 2024



## Botetourt County – Factory Flats

- \$450k IRF award
- Original use: tire factory
- Built ca. 1906
- Private owner/end user
- End use: 3k sq ft retail/brewery operation
- Opened Summer 2024



# ■ Cape Charles – Rosenwald School Restoration

- Non-Profit end user
- Former use: school
- Built 1928
- \$1.5m IRF award: interior renovation, windows, landscaping
- Opening Spring 2025
- End use: community gathering space, event space





## Galax – God's Storehouse

- Opened Fall 2024
- \$1.2m IRF award: reno, clearance, construction
- Non-Profit end user
- Former grocery market
- End use: community meal services, food distribution, recovery counseling, educational programming, culinary training, business incubator







# Q & A



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# IRF RESOURCES

Program Materials are saved online:

<https://www.dhcd.virginia.gov/irf>

Today's recording and updated materials will be added this week

## CONTACTS

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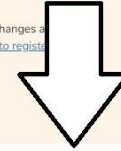
### CONTACT:

[realestate@dhcd.virginia.gov](mailto:realestate@dhcd.virginia.gov)

The Industrial Revitalization Fund (IRF) 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. Eligible properties include those formerly used for manufacturing, warehousing, mining, transportation and power production, as well as large-scale white elephant structures, such as department stores, theaters, hotels and shopping centers. Structures whose proposed end use will be solely residential are not eligible.

The next round of funding for FY26 IRF implementation grants will open on April 1, 2025, and applications will be due on May 31, 2025.

We will be conducting a How To Apply webinar on March 20, 2025 that will discuss changes and guidance on application submissions for this upcoming round of funding. [Click here to to register for webinar.](#)



### ELIGIBILITY

Only local governments (city, county or town) or regional or local economic or industrial development authorities may apply for the funds. However, localities may designate a redevelopment authority or other similar organization as the designated agent for implementation and administration of activities. Eligible applicants may

### RESOURCES

- [FY25 IRF How to Apply Webinar Recording](#)
- [FY25 IRF Program Guidelines](#)
- [FY25 IRF Application Instruction Manual](#)
- [FY25 IRF How to Apply Presentation](#)

### HELPFUL LINKS

- [CAMS](#)
- [Industrial Revitalization Fund Annual Report](#)



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# THANK YOU



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