



**Glenn F. Elliott, Jr.**  
Honorable Mayor

**City Council:**

Chad Thalman, 1<sup>st</sup> Ward

Ben Seidler, 2<sup>nd</sup> Ward

Rosemary Ketchum, 3<sup>rd</sup> Ward

Jerry Sklavounakis, 4<sup>th</sup> Ward

Ty Thorngate, 5<sup>th</sup> Ward

Dave Palmer, 6<sup>th</sup> Ward

**Robert Herron**  
City Manager

**Nancy Prager**  
Director

Economic and Community  
Development Department  
1500 Chapline Street  
Wheeling, WV 26003  
304-234-3701

**DRAFT**

**City of Wheeling,  
West Virginia**

**FY 2021  
Annual Action Plan**

**For Submission to HUD**

Community Development Block Grant  
and  
HOME Investment Partnership Program

Prepared By:





## Executive Summary

### AP-05 Executive Summary - 91.200(c), 91.220(b)

#### 1. Introduction

The City of Wheeling, West Virginia is an entitlement community under the U.S. Department of Housing & Urban Development's (HUD) Community Development Block Grant (CDBG) Program. In addition, the City of Wheeling is the Participating Jurisdiction (PJ) for the Northern Panhandle HOME Consortium of West Virginia. In compliance with the HUD regulations, the City of Wheeling has prepared this FY 2021 Annual Action Plan for the period of July 1, 2021 through June 30, 2022. This Annual Action Plan is a strategic plan for the implementation of the City's Federal Programs for housing, community, and economic development within the City of Wheeling. In addition, as the PJ for the HOME Consortium, this Annual Action Plan includes the HOME Program for the City of Weirton, Hancock County, Brooke County, Ohio County, and Marshall County that comprise the Northern Panhandle HOME Consortium.

The Annual Action Plan establishes the City's and HOME Consortium's goals for the next year and outlines the specific initiatives the City will undertake to address the needs and goals by promoting the rehabilitation and construction of decent, safe, and sanitary housing, creating a suitable living environment, removing slums and blighting conditions, promoting fair housing, promoting homeownership, improving public services, expanding economic opportunities, and principally benefitting low- and moderate-income persons.

The FY 2021 Annual Action Plan does not incorporate the Wheeling Housing Authority's Comprehensive Grant process into this consolidated planning and application process but does require the participation of the public housing authority in the development of this plan.

**Available Funds:**

The following financial resources are included in the FY 2021 Annual Action Plan which anticipates funding to be received to address the priority needs and goals identified in the City of Wheeling's FY 2020-2024 Five Year Consolidated Plan. The City of Wheeling will receive the following Federal funds during the FY 2021 program year:

- FY 2021 CDBG Allocation - \$1,169,081.00
- FY 2021 HOME Allocation - \$305,207.00
- **Total Funds: \$1,474,288.00**

**FY 2021 CDBG and HOME Budget:**

The City of Wheeling and the Northern Panhandle HOME Consortium propose to undertake the following activities with the FY 2021 CDBG and HOME funds:

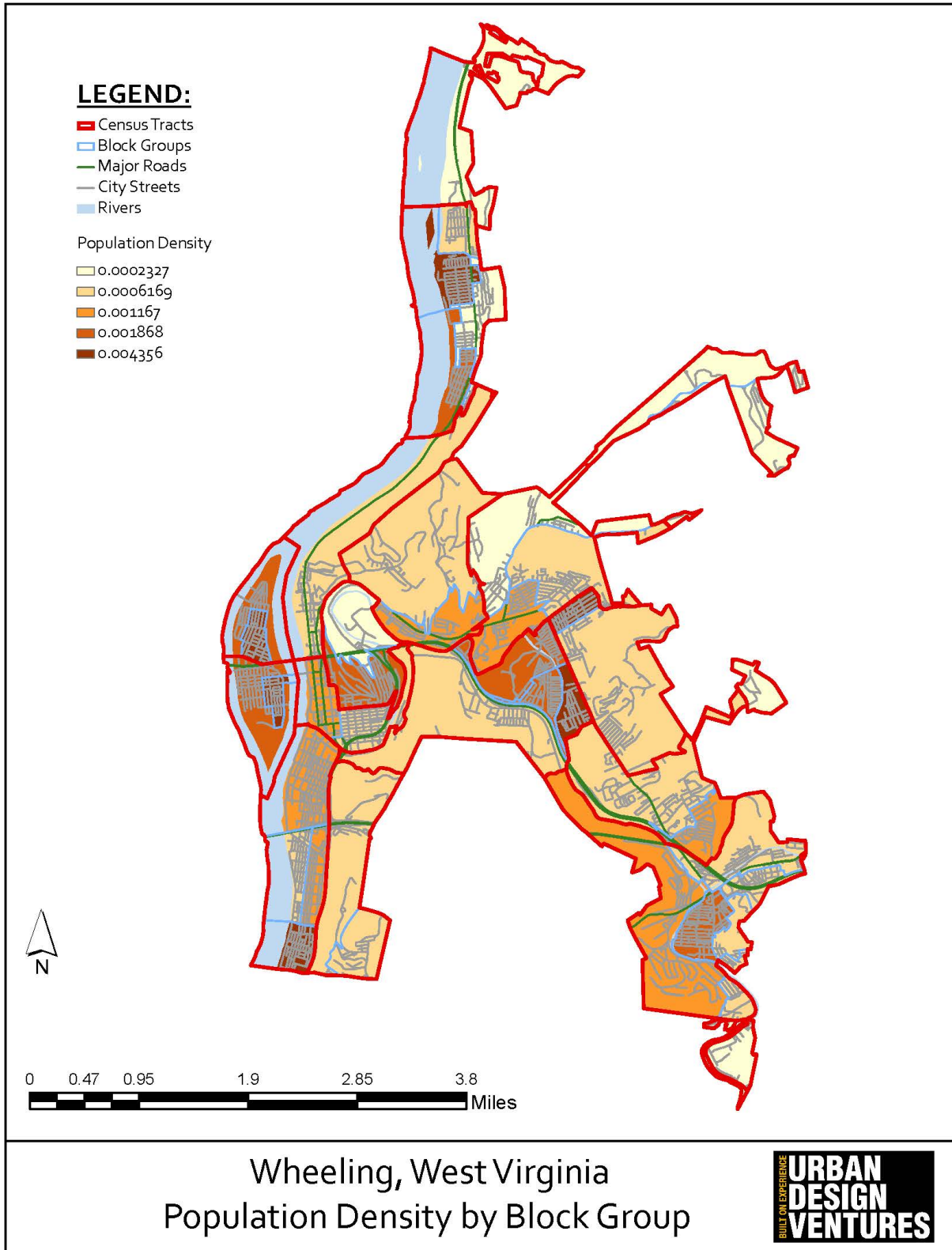
- **CD-21-01 Administration** - \$233,816.00
- **CD-21-02 Ladder Truck 1** - \$250,000.00
- **CD-21-03 Grandview Pool Improvements** - \$150,000.00
- **CD-21-04 Youth Service Systems** - \$10,560.00
- **CD-21-05 Robrecht Site** - \$121,000.00
- **CD-21-06 37<sup>th</sup> Street Storm Sewer Separation Project** - \$272,705.00
- **CD-21-07 Catholic Charities Center** - \$10,000.00
- **CD-21-08 Family Service** - \$5,000.00
- **CD-21-09 Greater Wheeling Coalition for the Homeless** - \$8,500.00
- **CD-21-10 House of the Carpenter** - \$5,000.00
- **CD-21-11 Information Helpline** - \$5,000.00
- **CD-21-12 Seeing Hand Association** - \$5,000.00
- **CD-21-13 Soup Kitchen of Greater Wheeling** - \$10,000.00
- **CD-21-14 Wheeling Health Right** - \$25,000.00
- **CD-21-15 YMCA** - \$4,500.00
- **CD-21-16 Human Rights Commission** - \$5,000.00
- **CD-21-17 East Wheeling Pool Operations** - \$15,000.00
- **CD-21-18 Nelson Jordan Center** - \$33,000.00
- **HOME-21-19 HOME Administration** - \$30,520.00
- **HOME-21-20 CHDO Set-Aside** - \$45,782.00
- **HOME-21-21 Northern Panhandle HOME Consortium - First Time Homebuyer Program** - \$228,905.00

**Total Funds: \$1,474,288.00**

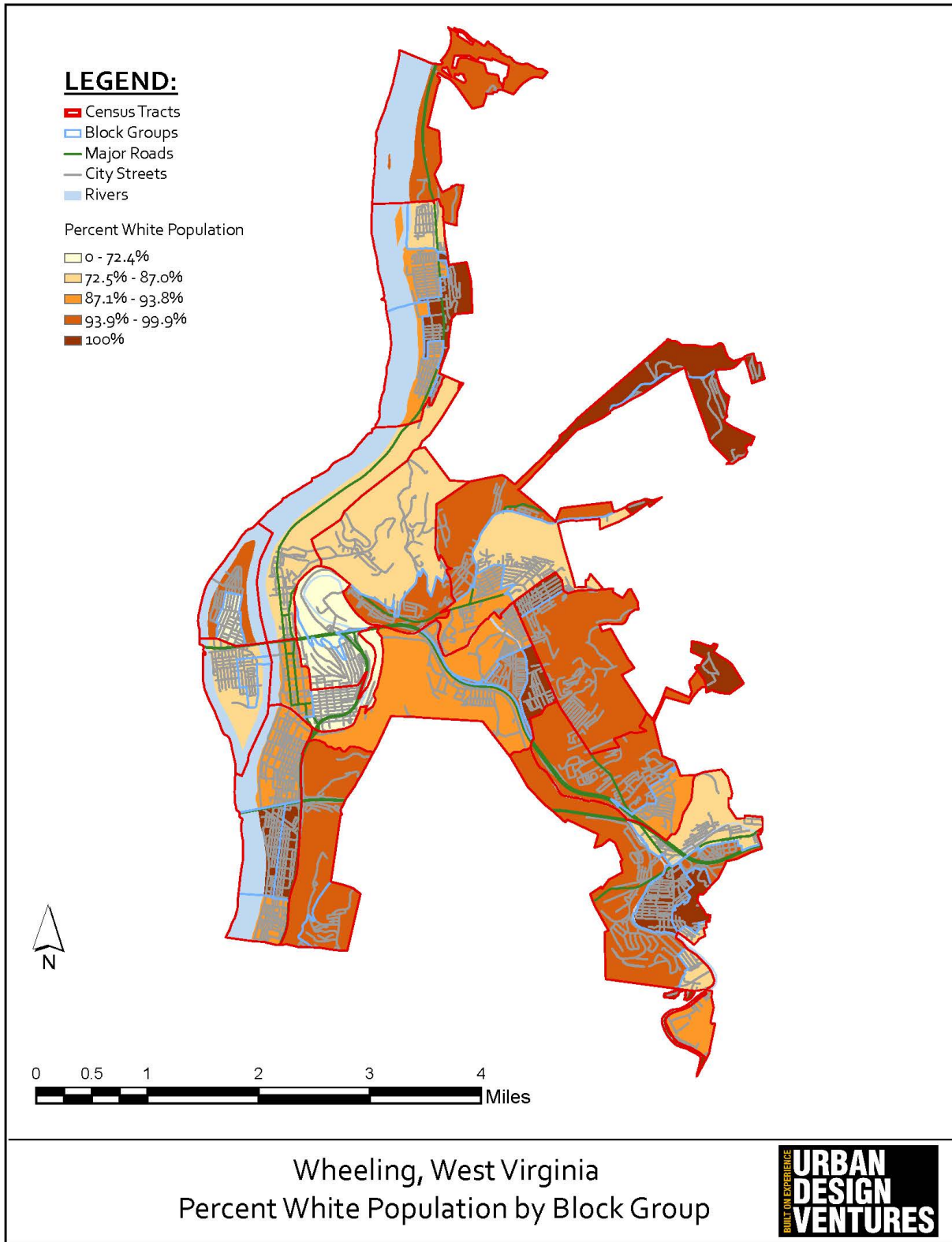
**Maps:**

Below are the following maps which illustrate the demographic characteristics of the City of Wheeling:

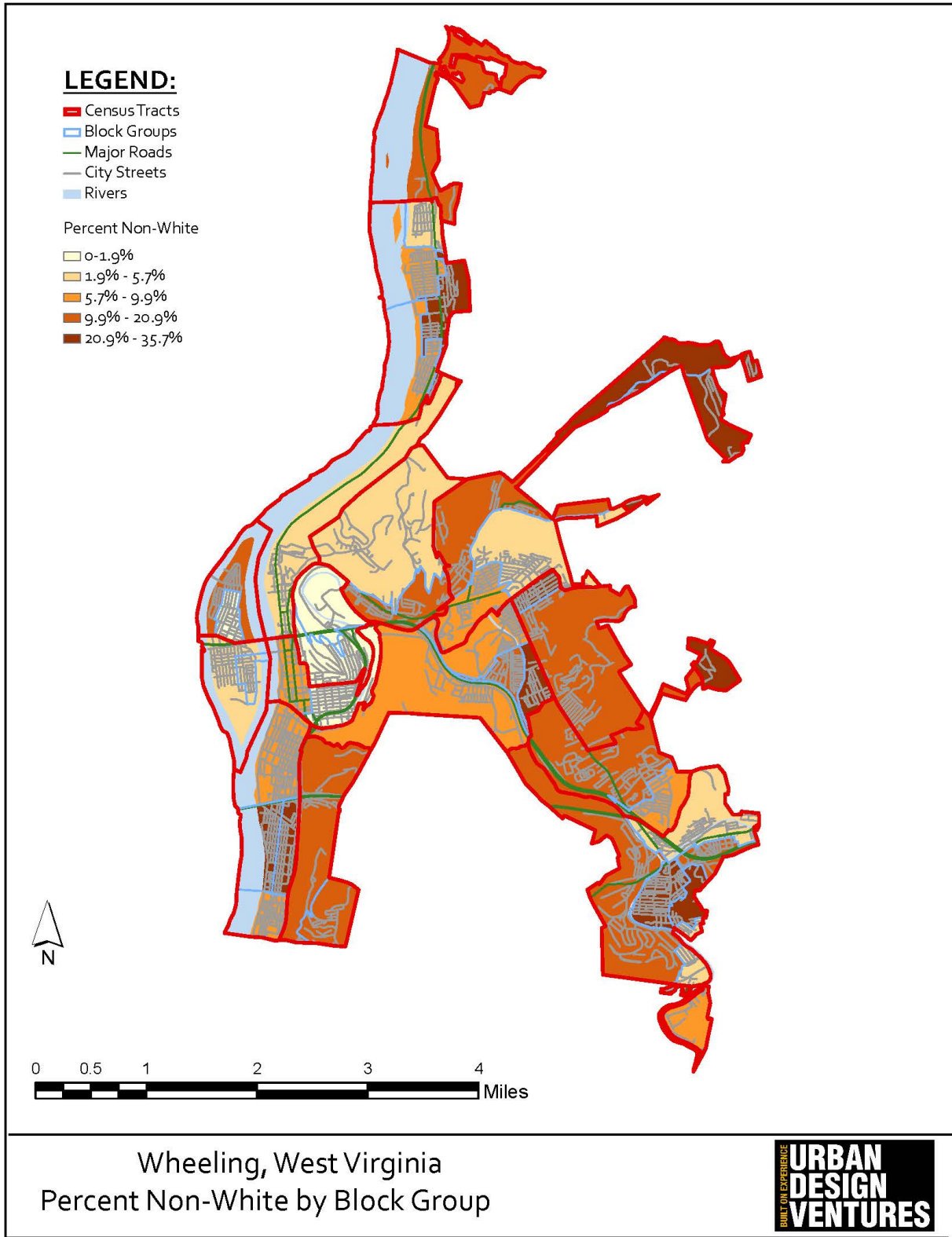
- Population Density by Census Tract
- Percent White Population by Census Tract
- Percent Minority Population by Census Tract
- Percent Population Age 65+ by Census Tract
- Housing Unit Density by Block Points & Census Tracts
- Percent Owner-Occupied Housing Units by Census Tract
- Percent Renter-Occupied Housing Units by Census Tract
- Percent Vacant Housing Units by Census Tract
- Low/Moderate Income Percentage by Block Group
- Low/Moderate Income with Minority Percentage by Block Group
- Commercial Hot Spots



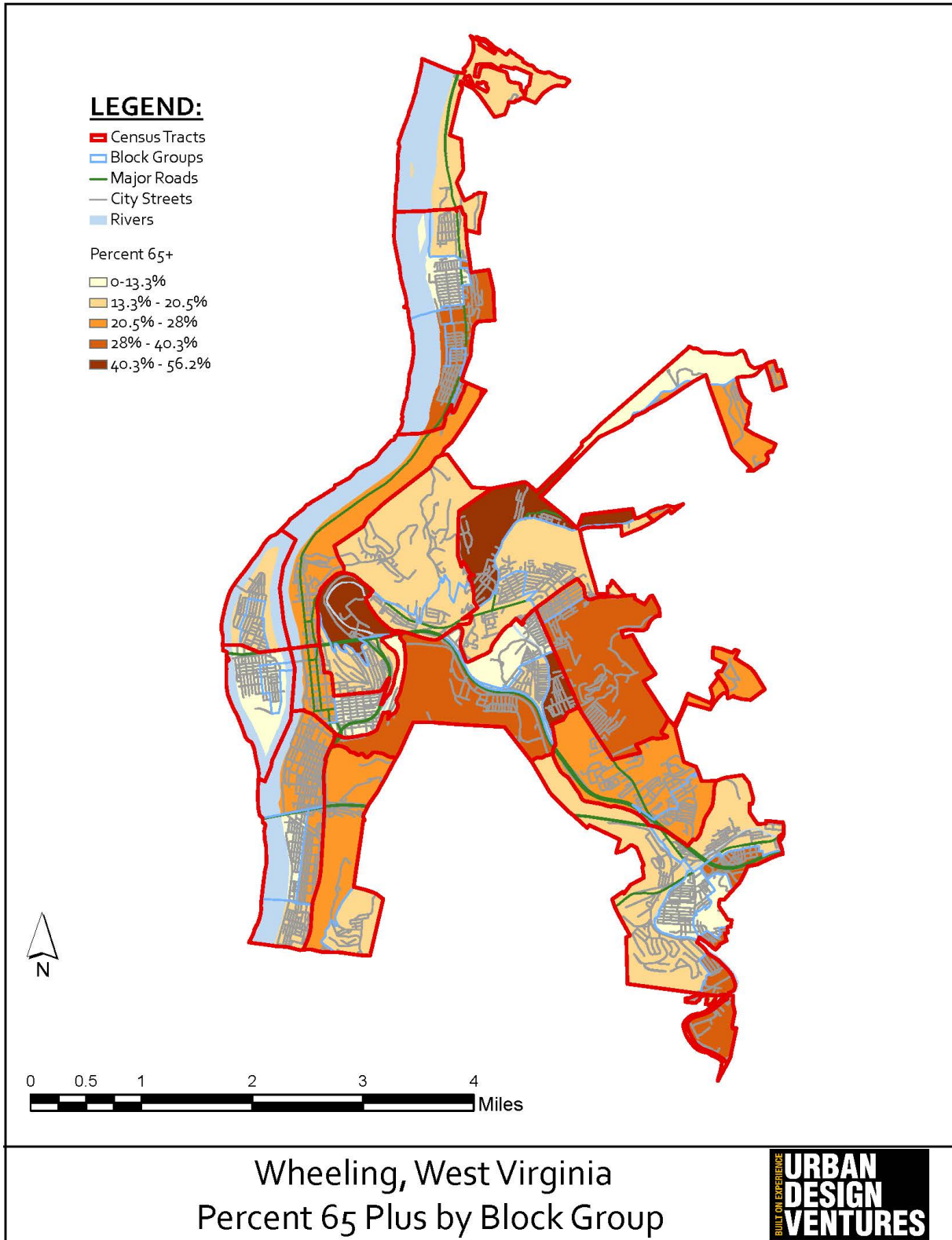
Population Density by Block Group



**Percent White Population by Block Group**

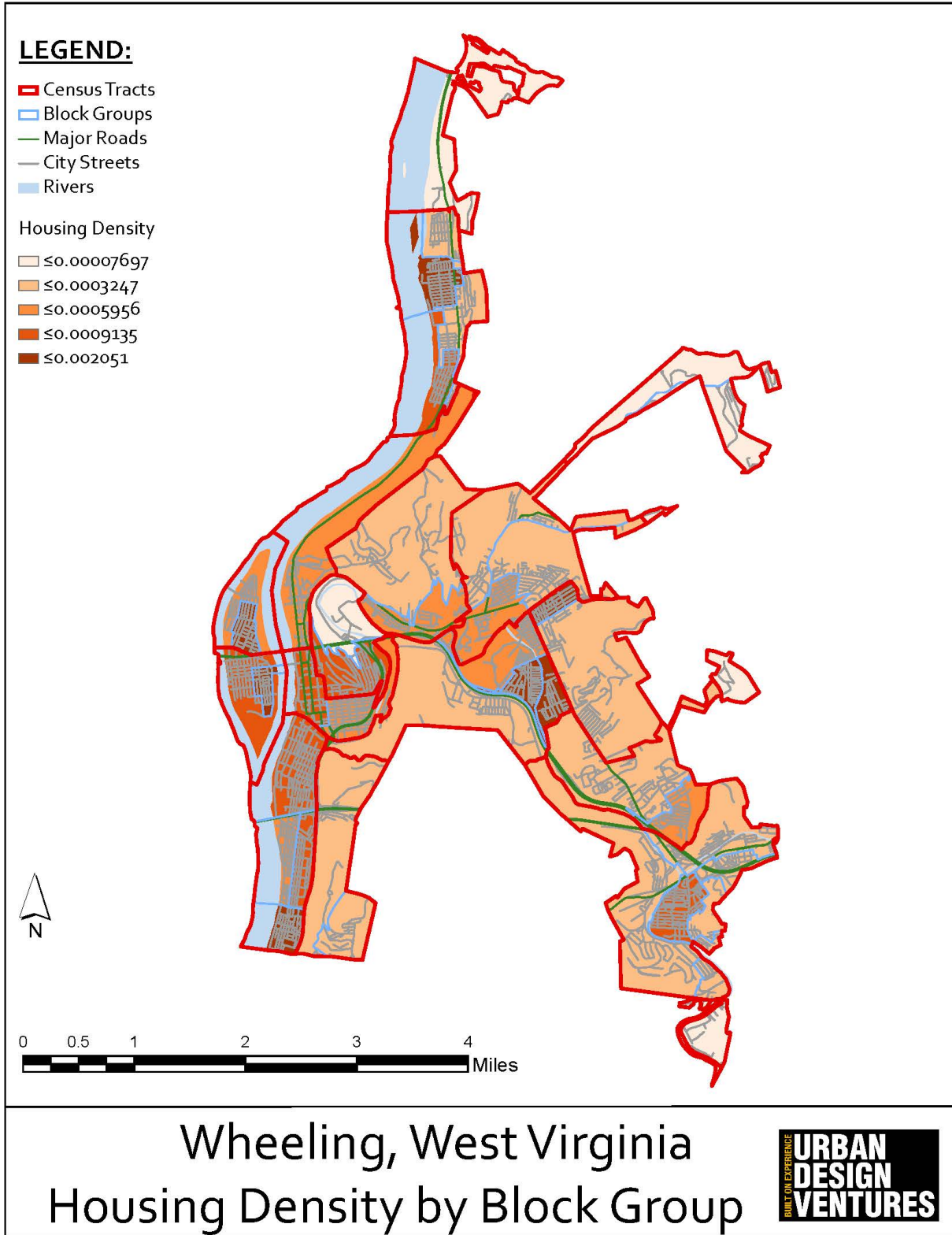


**Percent Minority Population by Block Group**

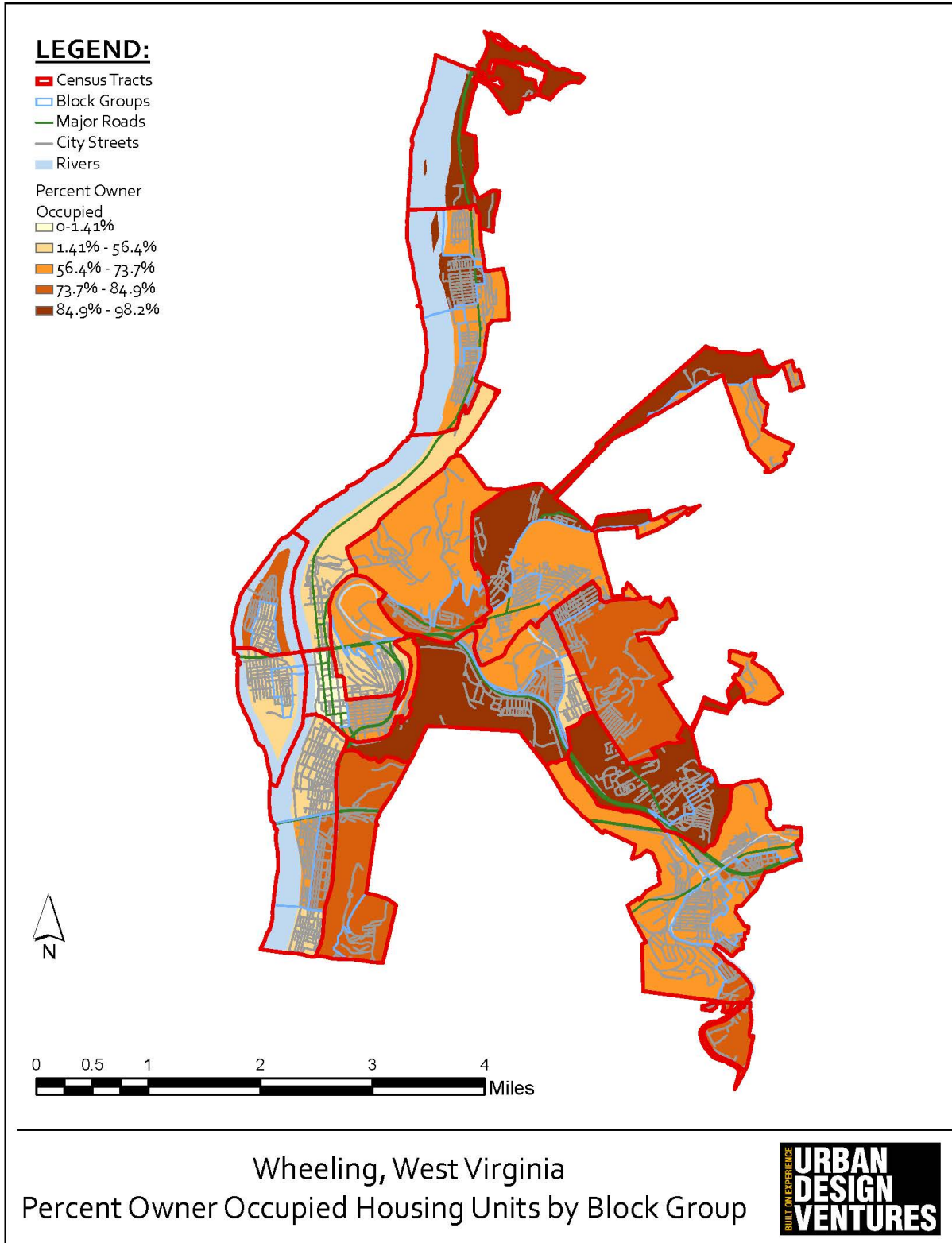


Percent Population Age 65+ by Block Group

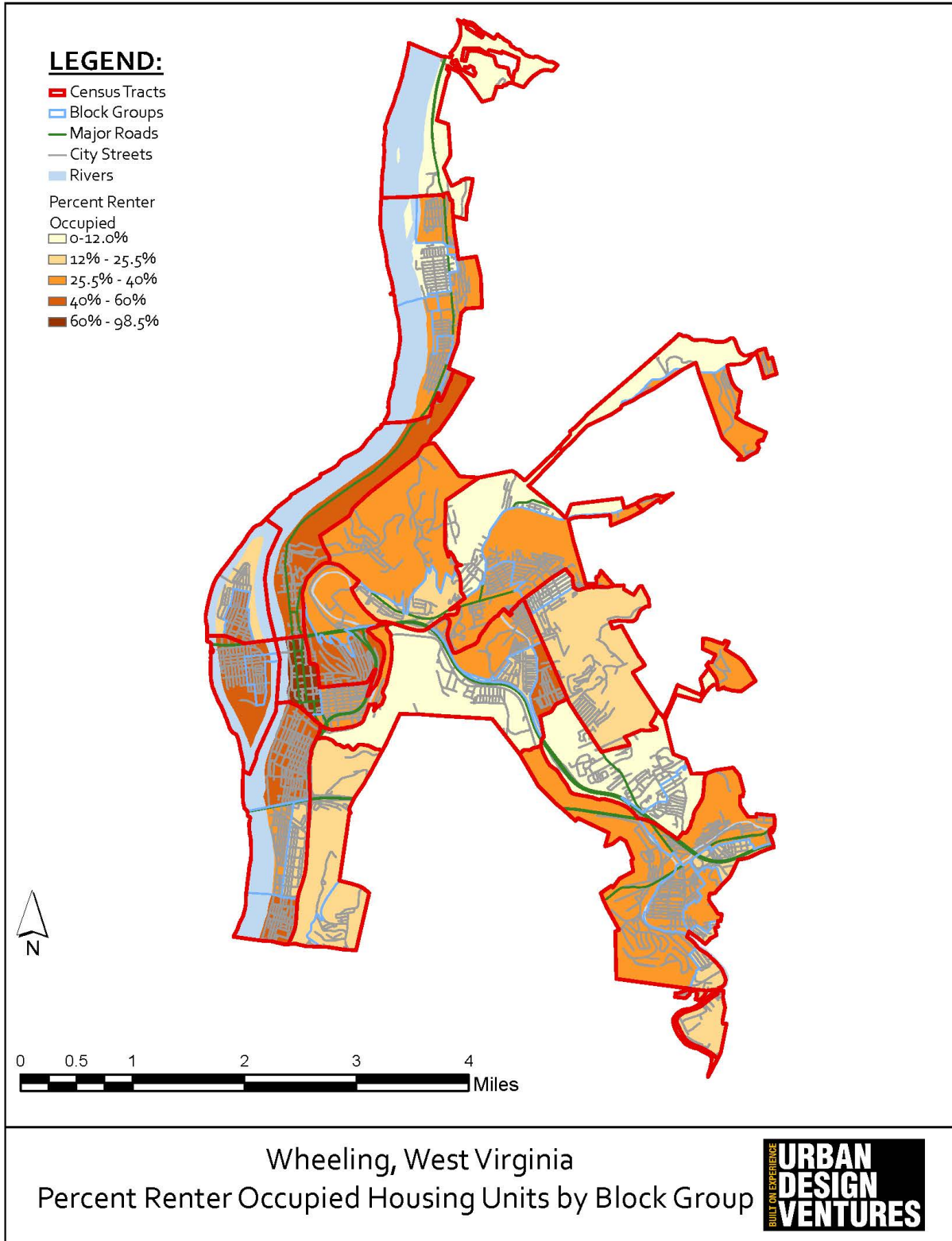




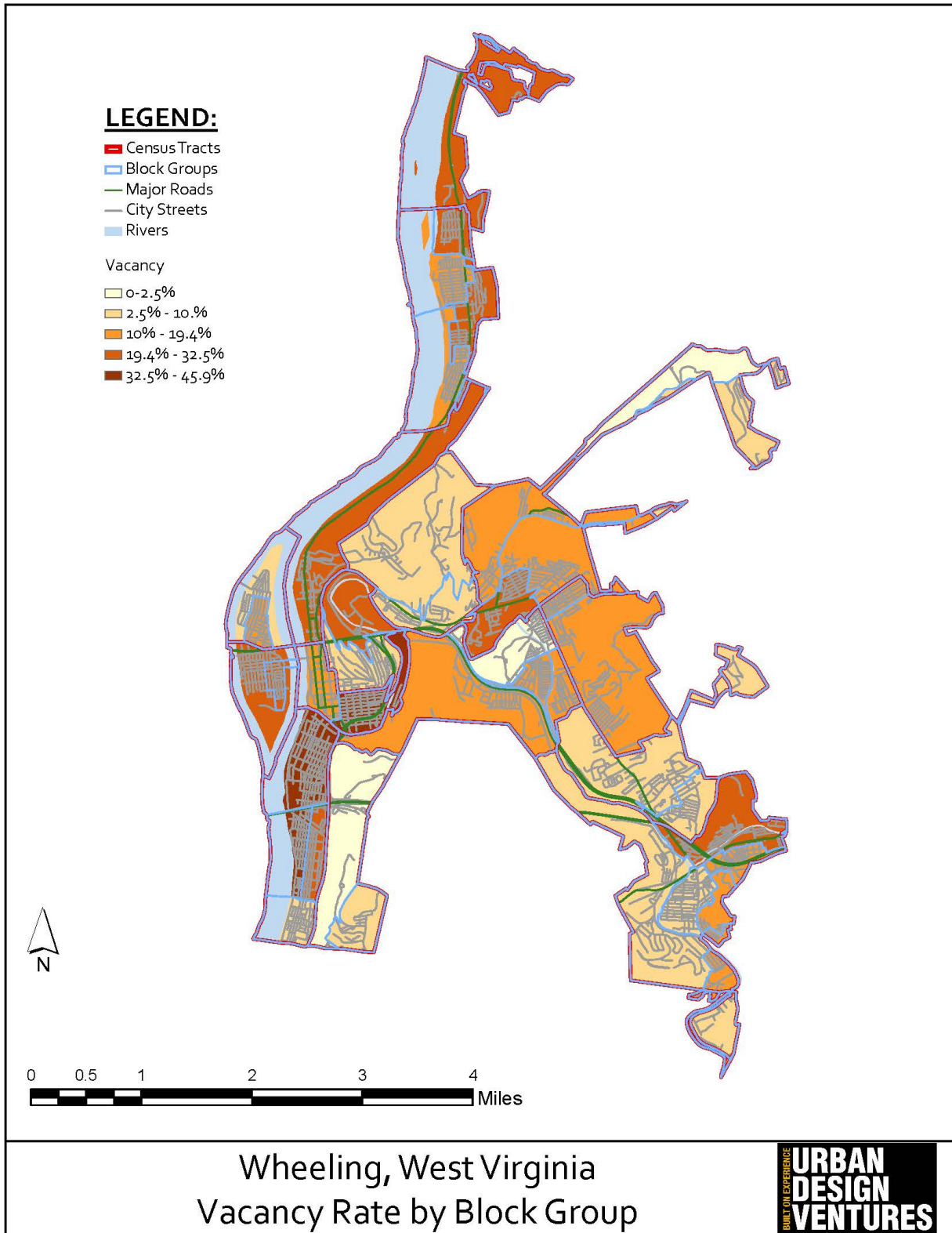
**Total Housing Units by Block Points**



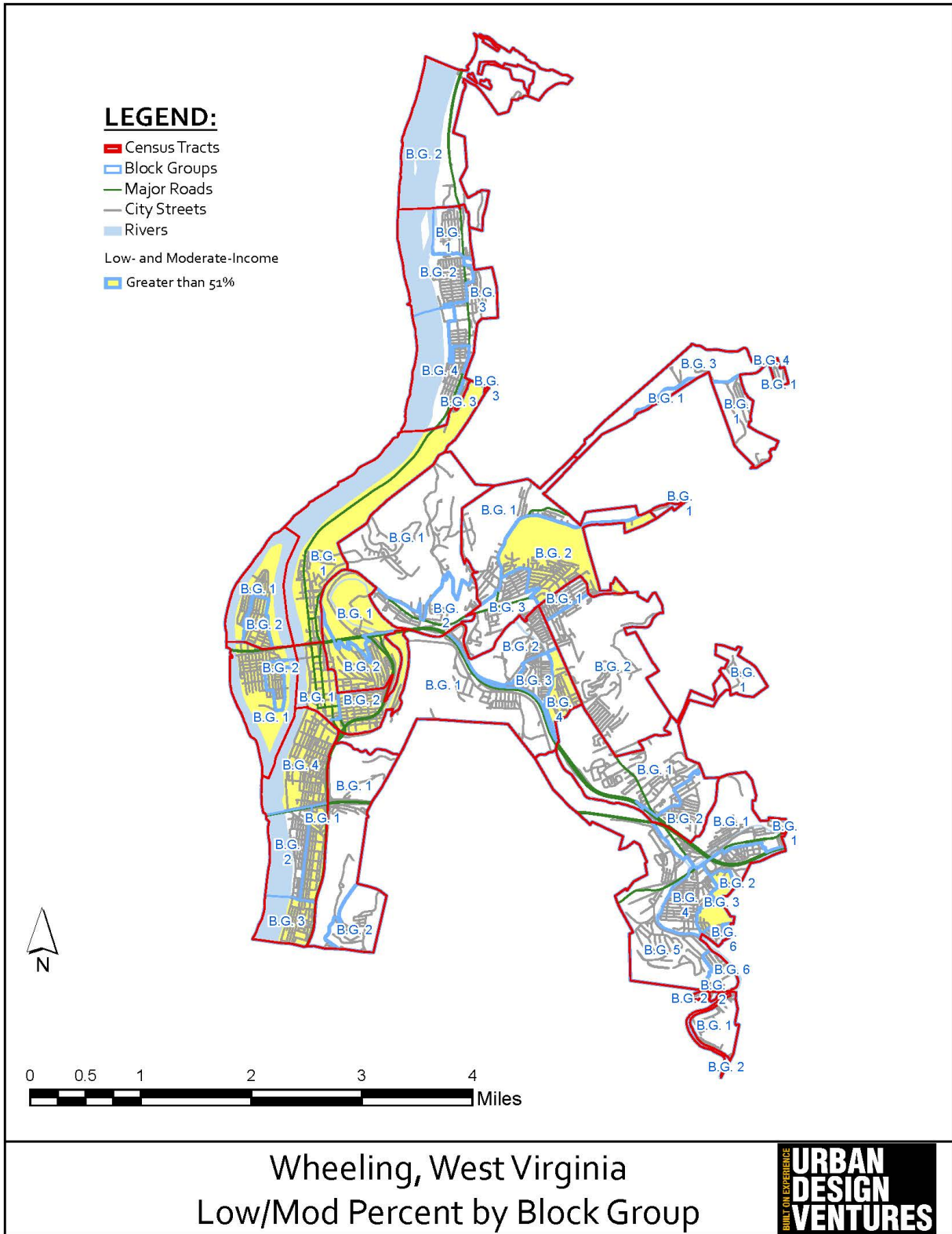
Percent Owner-Occupied Housing Units by Block Group



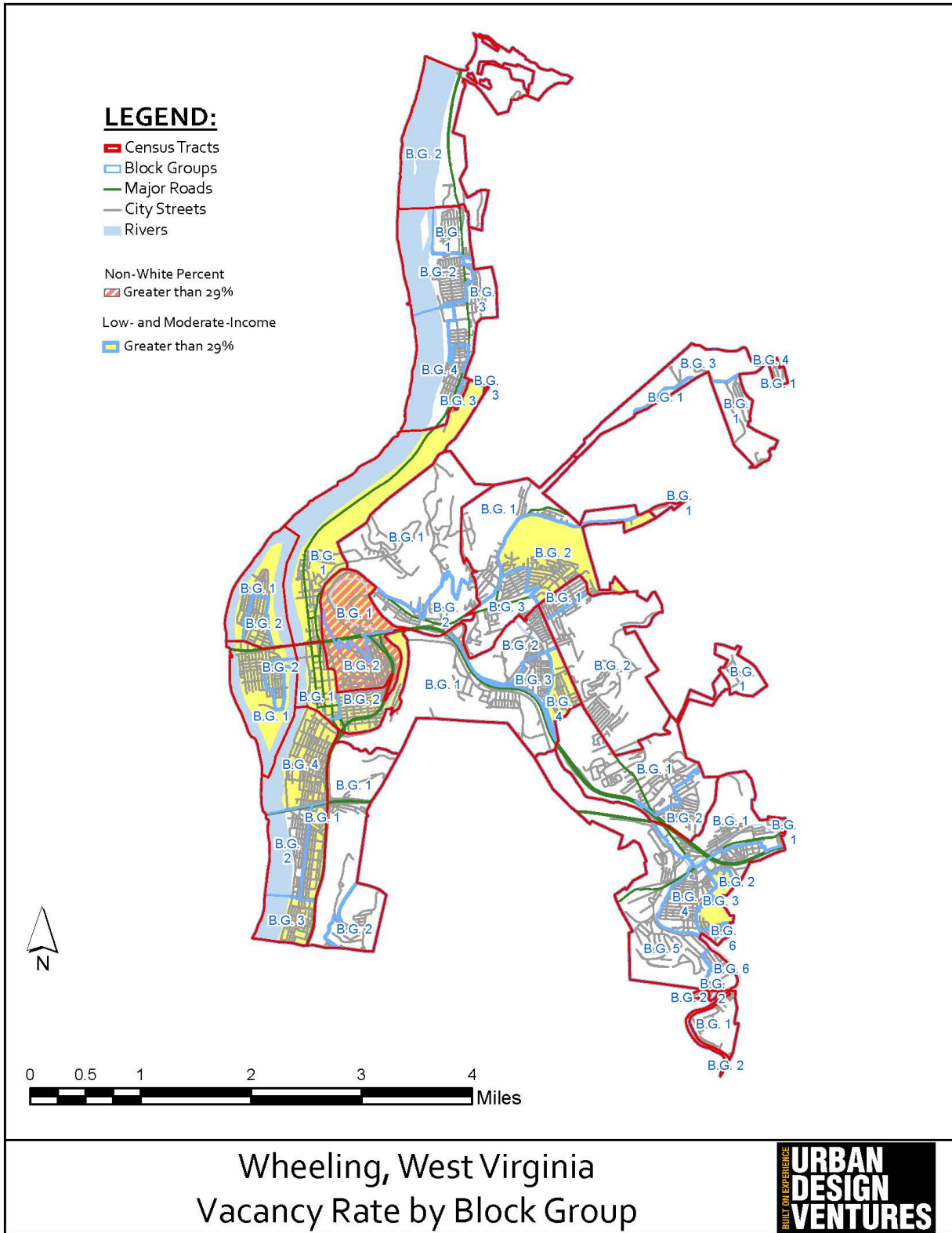
**Percent Renter-Occupied Housing Units by Block Group**



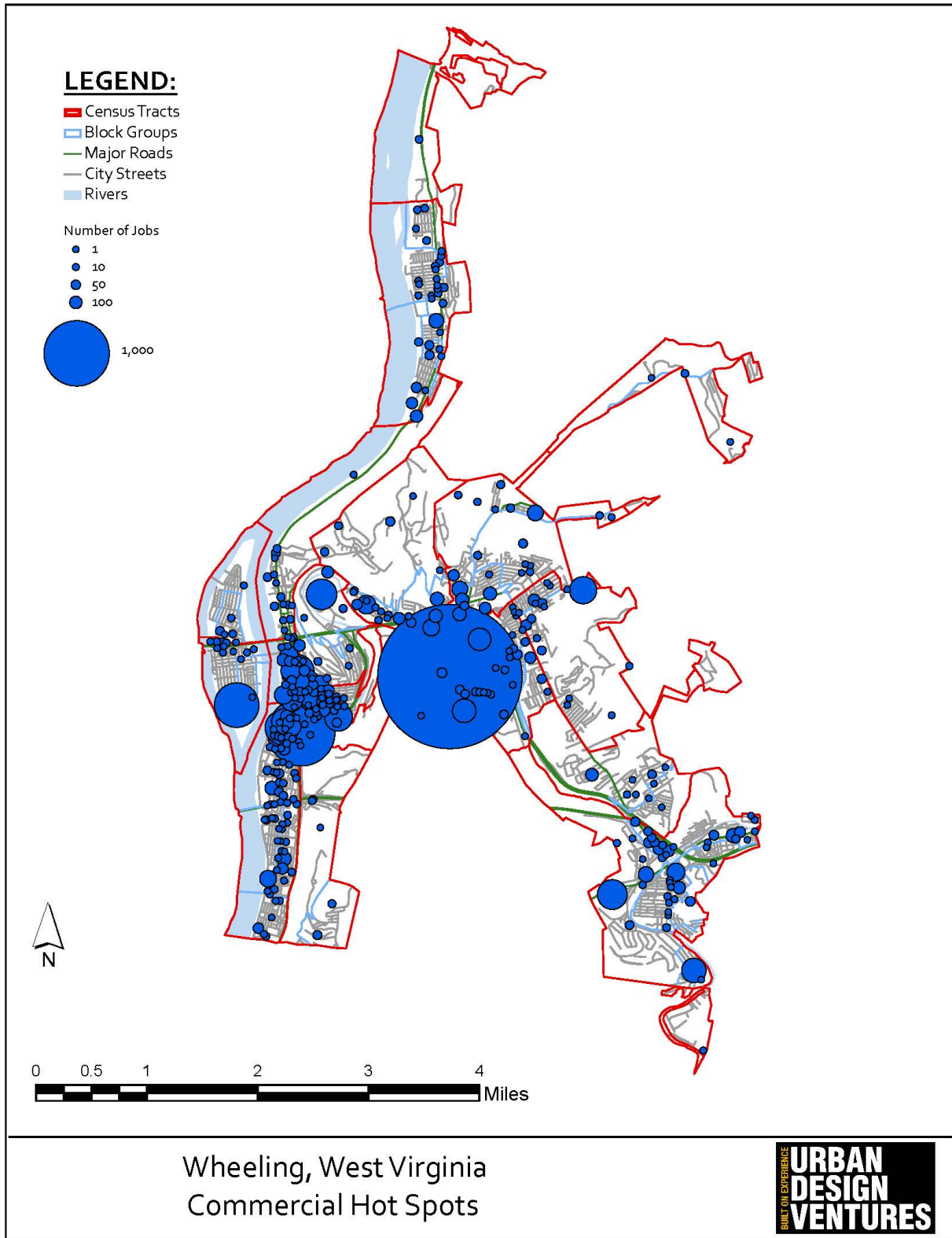
Percent Vacant Housing Units by Block Group



Low/Moderate Income Percentage by Block Group



Low/Moderate Income with Minority Percentage by Block Group



**Commercial Hotspots**

## 2. Summarize the objectives and outcomes identified in the Plan

*This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.*

The goal of the City of Wheeling is to improve the quality of life for City residents by funding infrastructure improvements, economic development, public services, and housing. During the FY 2021 Program Year, the City proposes to address the following priority need categories identified in its FY 2020-2024 Five-Year Consolidated Plan:

### **HOUSING PRIORITY - (High priority)**

There is a need to improve the quality of the housing stock in the City and increase the supply of affordable, decent, safe, sound, and accessible housing for homeowners, renters, and homebuyers.

#### **Goals/Strategies:**

**HS-1 Homeownership** - Assist low- and moderate-income households to become homeowners by providing down payment assistance, closing cost assistance, and requiring housing counseling training.

- **Northern Panhandle HOME Consortium - First Time Homebuyer Program** – HOME funds will be used to provide deferred, forgivable loans to qualified first time homebuyers who require downpayment and closing cost assistance with their purchase and who wish to purchase a house within the Northern Panhandle HOME Consortium Area, which consists of the City of Wheeling, the City of Weirton, and Hancock, Brooke, Ohio, and Marshall Counties. The \$228,905 for the First Time Homebuyer Program will be awarded on a first come, first served basis to eligible homebuyers in the six (6) jurisdictions.

**HS-2 Housing Construction/Rehabilitation** - Support and promote the development of decent, safe, sound, and accessible housing that is affordable to owners and renters in the City and the HOME Consortium through new construction and rehabilitation.

- **CHDO Set-Aside** – HOME funds will be set aside to fund an eligible Community Housing Development Organization (CHDO) housing project. This amount equates to 15% of the HOME Program entitlement awarded to the (West Virginia) Northern Panhandle HOME Consortium for FY 2021. Funds to be used for construction or rehabilitation of affordable housing.



**HOMELESS PRIORITY - (Low priority)**

There is a need for housing and support services for homeless persons and persons who are at-risk of becoming homeless.

**Goals/Strategies:**

**HMS-2 Housing** - Support the local agencies' efforts to provide emergency shelter, transitional housing, and permanent supportive housing to persons experiencing homelessness.

- **Greater Wheeling Coalition for the Homeless** – CDBG funds will be used for support services for homeless persons living in a transitional facility operated by the Greater Wheeling Coalition for the Homeless (GWCH).

**HMS-3 Prevention and Re-Housing** - Support the prevention of homelessness through anti-eviction activities and programs for rapid re-housing.

- **Information Helpline** – CDBG funds will be used to provide a rent and utility assistance.

**COMMUNITY DEVELOPMENT PRIORITY - (High Priority)**

There is a need to improve the City's public and community facilities, its infrastructure, public services, public safety, and the removal of slum/blighting conditions.

**Goals/Strategies:**

**CDS-1 Infrastructure** - Improve the City's infrastructure through rehabilitation, reconstruction, and new construction of streets, sidewalks, slopes, curbs, ADA curb cuts, retaining walls, sanitary sewers, water lines, storm water management, bridges, etc.

- **37<sup>th</sup> Street Storm Sewer Separation Project** – CDBG funds will be used to construct a 42-inch storm sewer and related manholes and inlets for the purpose of separating storm and sanitary sewer systems within the project area.

**CDS-2 Community Facilities** - Improve the City's parks, recreational centers, bike trails, green infrastructure, as well as public and community facilities through rehabilitation and new construction.

- **Grandview Pool** – CDBG funds will be used for the installation of a new splash pad.
- **Youth Service** – CDBG funds will be used for boiler repair at the main building of the Youth Services System, Inc.

**CDS-3 Public Services** - Improve and increase public safety, provide programs for the youth, the elderly, disabled, and low- and moderate-income persons, recreational passes, transportation services, and social/welfare programs throughout the City.

- **House of the Carpenter** – CDBG funds will be used to purchase materials and supplies for youth programming on Wheeling Island.
- **Seeing Hand Association** – CDBG funds will be used for workshop and activity expenses for the visually impaired.
- **Wheeling Health Right** – CDBG funds will be used to purchase pharmaceuticals for a free health clinic that serves the very low-income and the homeless.
- **YMCA** – CDBG funds will be used to provide memberships for low- to moderate-income individuals.
- **East Wheeling Pool Operations** – CDBG funds will be used to pay for a portion of the salaries for summer youth employees in the East Wheeling Neighborhood.
- **Nelson Jordan Center** – CDBG funds will be used for operational expenses for this recreational facility in the East Wheeling Neighborhood.

**CDS-4 Clearance/Demolition** - Remove and eliminate slum and blighting conditions through demolition of vacant and abandoned structures throughout the City.

- **Robrecht Site** – The City of Wheeling owns a 3-acre site along the Ohio River south of the confluence of Wheeling Creek in the Center Wheeling Neighborhood. This is a former railroad yard and industrial site. The structures were previously removed from the site. The City had a Phase I and Phase II Environmental Assessment prepared for the site. The site was also declared a slum and blighted area by the Wheeling City Council. The City proposes to use \$121,000 of FY 2021 CDBG funds for capping and remediation measures. Once the site is cleaned-up, the City will develop a park and recreational facility, that will be an extension of the adjacent Wheeling Heritage Trail.

**CDS-5 Food Programs** - Provide assistance for food and nutritional programs to address the needs of the unemployed, underemployed, and homeless.

- **Catholic Charities** – CDBG funds will be used to provide meals to low income and homeless persons by Catholic Charities of the Diocese of Wheeling.
- **Family Service** – CDBG funds will be used to replace kitchen equipment used to provide meals to low income and homeless persons by Family Service – Upper Ohio Valley.
- **Soup Kitchen of Greater Wheeling** - CDBG funding to acquire food for preparation for the homeless, and for the very low-income.

**CDS-7 Public Safety** - Improve public safety through upgrades to facilities, purchase of new equipment, fire equipment, crime prevention, community policing, and ability to quickly respond to emergency situations.

- **Ladder Truck 1** – CDBG funds will be used to purchase a ladder truck to serve low- and moderate-income neighborhoods to be housed in Fire Station No. 1. This is the 3<sup>rd</sup> of 5 payments for the ladder trucks. (Multi-year Activity)

### **ADMINISTRATION, PLANNING, AND MANAGEMENT PRIORITY – (High Priority)**

There is a continuing need for planning, administration, management, and oversight of Federal, state, and local funded programs.

#### **Goals/Strategies:**

**AMS-1 Overall Coordination** - Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning services for special studies, annual action plans, five year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports, environmental reviews and clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.

- **Administration** – CDBG funds will be used for administration, management, planning, and office expenses.
- **HOME Administration** – HOME funds will be used for the staff and administrative expenses related to the housing programs for the (West Virginia) Northern Panhandle HOME Consortium.

**AMS-3 Fair Housing** - Provide funds for training, education, outreach, testing, and monitoring to affirmatively further fair housing in the City of Wheeling and the HOME Consortium.

- **Human Rights Commission** – CDBG funds will be used for office expenses as related to the HRC's efforts to eliminate discrimination in employment, public accommodations, and housing.

### **3. Evaluation of past performance**

*This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.*

The City of Wheeling has a good performance record with HUD. The City regularly meets the performance standards established by HUD. Each year the City prepares its Consolidated Annual Performance and Evaluation Report (CAPER). This report is submitted within ninety (90) days after the start of the new program year. Copies of the CAPER are available for review at the City of Wheeling's Department of Economic and Community Development.

The most recent CAPER is the FY 2019 CAPER which was the fifth CAPER for the FY 2015-2019 Five-Year Consolidated Plan. In the FY 2019 CAPER, the City of Wheeling expended 100.00% of its CDBG funds to benefit low- and moderate-income persons. The City expended 6.95% of its funds

during the FY 2019 CAPER period on public service, which is below the statutory maximum of 15%. The City expended 19.74% of its funds during that CAPER period on Planning and Administration, which is below the statutory maximum of 20%. The City has met the required 1.5 maximum drawdown ratio with a drawdown ratio of 1.03. The City will begin to prepare its FY 2020 CAPER, which will be completed after submission of this FY 2021 Annual Action Plan. The FY 2020 CAPER will be submitted to HUD on or before September 30, 2021.

The HOME program is also being administered in a timely manner and in accordance with applicable activity limitations and match requirements. The Northern Panhandle HOME Consortium during the FY 2019 CAPER period generated \$72,575.62 in match funding, which brings the total excess match to \$1,854,850.44 for the HOME Program as of the end of June 2020.

#### **4. Summary of Citizen Participation Process and consultation process**

##### *Summary from citizen participation section of plan.*

The City of Wheeling has followed its Citizen Participation Plan in the planning and preparation of the FY 2021 Annual Action Plan. The City held its first public hearing on the needs of the community and its residents on February 17, 2021. This provided the residents, agencies, and organizations with the opportunity to discuss the City's CDBG and HOME Programs and to provide suggestions for priorities and activities for future CDBG and HOME Programs.

The City's Economic and Community Development Department advertises that applications for CDBG and HOME funds are available, and sends out application packets upon request. The City also publishes public hearing notices concerning the CDBG and HOME Programs. HOME Program RFPs were sent to agencies that have participated in the HOME Program in the past, and other potentially interested parties and CHDOs.

A copy of the "Draft FY 2021 Annual Action Plan" was placed on public display for review by the general public, agencies, and organizations in the community. A newspaper notice announcing that this document was placed on public display was published in the "Intelligencer" a newspaper of general circulation in the area on Wednesday, March 31, 2021. The "Draft FY 2021 Annual Action Plan" was on public display on the City's website, [www.wheelingwv.gov](http://www.wheelingwv.gov), and at the offices of the Economic and Community Development Department, City-County Building, Room 305, 1500 Chapline Street, Wheeling, West Virginia 26003.

The Second Public Hearing was scheduled for Tuesday, April 20, 2021. Citizen participation, including the newspaper notices, the sign-in sheets, and the summary of the minutes from the public hearings, are included in the Citizen Participation Section.

The following schedule was used in the preparation of the Annual Action Plan:

- **Publish a Notice that States FY 2021 CDBG Applications are Available** – February 3, 2021
- **Publish First Public Hearing in the Newspaper** – February 3, 2021
- **First Public Hearing for CDBG/HOME** – February 17, 2021
- **FY 2021 CDBG Funding Applications Due** – February 26, 2021
- **Publish Second Public Hearing Notice and that the Draft Plan is on Display** – March 31, 2021
- **Annual Action Plan goes on Display** – April 1, 2021
- **Second Public Hearing for CDBG/HOME** – April 20, 2021
- **End of Annual Action Plan on Display** – May 3, 2021
- **City Council Adoption of the FY 2021 Annual Action Plan** – May 4, 2021
- **Annual Action Plan submitted to HUD Pittsburgh Office** – on or before May 15, 2021
- **Program Year Begins** – July 1, 2021

A more detailed analysis and description of the citizen participation process is contained in the Citizen Participation Section of this Plan.

#### **5. Summary of public comments**

*This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.*

The City of Wheeling held its First Public Hearing on Wednesday, February 17, 2021 at 12 p.m. There were no citizens in attendance and no comments were received at the first public hearing.

The FY 2021 Annual Action Plan was placed on public display, and a Second Public Hearing was scheduled for Tuesday, April 20, 2021. There were no citizens in attendance and no comments were received at the second public hearing.

The Citizen Participation Section of the Plan includes the newspaper ads, sign-in sheets, and the summary of the minutes from the public hearings.

#### **6. Summary of comments or views not accepted and the reasons for not accepting them**

All comments and suggestions that were received to date, have been accepted and incorporated into the planning document.

#### **7. Summary**

The main goals of the FY 2021 Annual Action Plan are to improve the living conditions of the residents of the City of Wheeling and the Northern Panhandle HOME Consortium through improving the housing conditions in the City and the Consortium, creating a suitable and sustainable living environment for all residents, and addressing the community and economic development needs of the City residents.

The Annual Action Plan process requires that the City and the Northern Panhandle HOME Consortium prepare in a single document its priorities, goals, and strategies to address the needs for housing, homeless, other special needs, community development, economic development, and administration and planning. The City and the Northern Panhandle HOME Consortium is using the Five-Year Consolidated Plan priorities to allocate its CDBG and HOME funds over the five (5) year period to provide direction to its partners, participating agencies, and stakeholder organizations to address the housing/community development needs of the low- and moderate-income residents. HUD will continue to evaluate the City's and the HOME Consortium's performance based on the goals established in the Five-Year Consolidated Plan.

During the FY 2021 Program Year, the City of Wheeling will receive the following Federal financial resources:

- FY 2021 CDBG Allocation - \$1,169,081.00
- FY 2021 HOME Allocation - \$305,207.00
- **Total Funds: \$1,474,288.00**

During the FY 2021 CDBG and HOME Program Year, the City of Wheeling proposes to address the following goals and strategies from its Five-Year Consolidated Plan:

- HS-1 Homeownership
- HS-2 Housing Construction/Rehabilitation
- HMS-2 Housing
- HMS-3 Prevention and Re-Housing
- CDS-1 Infrastructure
- CDS-2 Community Facilities
- CDS-3 Public Services
- CDS-4 Clearance/Demolition
- CDS-5 Food Programs
- CDS-7 Public Safety
- AMS-1 Overall Coordination
- AMS-3 Fair Housing

A "draft" of the FY 2021 Annual Action Plan was placed on public display on the City's website at: <http://www.wheelingwv.gov> and at the Economic and Community Development Department offices located at the City-County Building, Room 305, 1500 Chapline Street, Wheeling, West Virginia 26003. The display period started on Thursday, April 1, 2021 through Monday, May 3, 2021 for a 30-day display period. A second public hearing was held on Tuesday, April 20, 2021 to discuss the proposed activities and solicit citizen comments on the "draft" FY 2021 Annual Action Plan. City Council held a regular meeting on May 4, 2021, during which they reviewed and approved the FY 2021 Annual Action Plan. The City of Wheeling will submit the FY 2021 Annual Action Plan to the U.S. Department of Housing and Urban Development's Pittsburgh Office on or before Saturday, May 15, 2021.

**PR-05 Lead & Responsible Agencies - 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

*The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.*

Agency Role	Name	Department/Agency
CDBG Administrator	Wheeling	Economic and Community Development Department
HOME Administrator	Wheeling	Economic and Community Development Department

**Table 1 – Responsible Agencies**

**Narrative**

The administering lead agency is the City of Wheeling’s Economic and Community Development Department for the CDBG and HOME Programs. The Economic and Community Development Department of Wheeling prepares the Five-Year Consolidated Plan, Annual Action Plans, ERRs, and the Consolidated Performance and Annual Evaluation Reports (CAPER), processes pay requests, prepares subrecipient contracts, monitors subrecipients, and performs oversight of the programs on a day-to-day basis. In addition, the City has a private planning consulting firm available to assist the City on an as needed basis.

**Consolidated Plan Public Contact Information**

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 Website: <http://www.wheelingwv.gov>

**AP-10 Consultation - 91.100, 91.200(b), 91.215(l)****1. Introduction**

While preparing the FY 2021 Annual Action Plan, the City of Wheeling consulted with the Wheeling Housing Authority, social services and housing agencies, and the Greater Wheeling Coalition for the Homeless. Input from public hearings and funding requests were used to develop the FY 2021 Annual Action Plan.

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).**

The City of Wheeling consults and works with the following agencies to enhance coordination:

- **Wheeling Housing Authority** – administers the Section 8 Housing Choice Vouchers, public housing communities, and scattered site housing.
- **Social Services Agencies** – provide services to low- and moderate-income persons.
- **Housing Providers** – administer housing rehabilitation and develops affordable housing to improve housing options for low- and moderate-income families and individuals.
- **Greater Wheeling Coalition for the Homeless** – oversees the Continuum of Care for the Northern Panhandle Region. More than 40 non-profits and service providers belong to the Northern Panhandle CoC (NPCoC), helping to design the local strategic plan by contributing ideas such as regional committees representing the entire geographic area. Members include Salvation Army-Wheeling, the YWCA, Northwood Health Systems and Catholic Charities.

As part of the CDBG and HOME application planning process, local agencies and organizations are invited to submit proposals for CDBG and HOME funds for eligible activities. These groups participate in the planning process by attending the public hearings and informational meetings.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Greater Wheeling Coalition for the Homeless works with the City of Wheeling on the development of the Consolidated Plan, providing information on the local response to homelessness used in the annual CAPER. As a recipient of CDBG funding from the City of Wheeling, the Coalition provides information as part of an annual request for support of the Transitional Housing Program. The Northern Panhandle Continuum of Care, or NPCOC, has a strong relationship with the mental health and drug courts in this region. This year, one of the quarterly meetings of the NPCOC focused exclusively on the homeless and health care. Quarterly provider



meetings are held as a sub-subcommittee of the NPCOC, which involves social service providers including emergency shelter, rapid rehousing, prevention, supportive housing and SSVF (Supportive Services for Veteran Families). Some of the providers who participate are from the Weirton Area.

Transitional shelter housing is provided based on admission, which takes into account both the need and the ability of the applicant. The recent closure of the Salvation Army has altered the policies of transitional housing in the NPCOC. Women and families are now allowed to be moved directly into transitional housing from intake, whereas before, a family was required to wait 21 days at the Salvation Army.

Chronically homeless (CH) can enter Permanent Housing for People with Disabilities or permanent supportive housing. However, many prefer not to. In some cases, when income is sufficient and an affordable unit is secured in private market. The CH are housed using RRH and provided services through a Behavioral Health Community Engagement grant. However, housing the CH without support services in the community typically nets unfavorable results.

Veteran services have never been more comprehensive, with three Supportive Services for Veteran Families (SSVF) programs in the region providing case management support and referral to community resources, as well as short-term rental assistance for RRH and homelessness prevention. However, the relationship with the closest VA, the Pittsburgh VA hospital, is weak, and there are zero per diem or VA supportive housing programs.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

There are three organizations in the NPCoC who utilize ESG funding. These organizations include the Greater Wheeling Coalition for the Homeless, YWCA Wheeling, and CHANGE, Inc. GWCH utilizes ESG funding to assist individuals and families at imminent risk and experiencing literal homelessness address the barriers which have led to their homelessness and locate and obtain permanent housing. This is accomplished by utilizing Homelessness Prevention (HP) and Rapid Re-Housing (RRH) ESG program components. GWCH serves all persons who are experiencing homelessness in the five-county region of the Northern Panhandle of West Virginia. The YWCA Wheeling utilizes ESG to provide Street Outreach, Emergency Shelter, HP, and RRH for women experiencing domestic violence. CHANGE, Inc. utilizes ESG to provide their domestic violence emergency shelter.

The NPCoC consults with its ESG recipients as well as the West Virginia Community Development Office (WVCAD) to determine the recipients, allocation, and planning of ESG funds. The NPCoC shares its performance and evaluation data with participating agencies and local shelters to

determine outcomes. The NPCoC shares its ESG performance and evaluation reports at its semi-annual Board of Directors meetings.

The Point in Time Count, or PITC, for the entire five-county Northern Panhandle region is conducted by Coalition staff and community volunteers during the last 10 days of January each year. This year, survey data was collected for seven days by conducting public places counts using a dedicated survey tool designed to meet the data collection requirements of the PITC. Information from these surveys is used to develop a 14-digit identifier and responses to all questions are entered into an Excel spreadsheet to ensure de-duplication and aid in tabulation. Given other duties and the timeline for data submission developed by HUD, this process takes several months to complete. Once all PITC data is compiled, results are submitted to HUD via the Homeless Data Exchange or HDX and used to produce a narrative report for members of the Northern Panhandle Continuum of Care. When copies of the spreadsheet are circulated to NPCOC members, the client identifier codes are removed to ensure no privacy concerns arise.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

1.	Agency/Group/Organization	Greater Wheeling Coalition for the Homeless
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Regional organization Planning organization Correctional Institutions

	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment                  Homeless Needs - Chronically homeless                  Homeless Needs - Families with children                  Homelessness Needs - Veterans                  Homelessness Needs - Unaccompanied youth                  Homelessness Strategy                  Anti-poverty Strategy</p>
	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Greater Wheeling Coalition for the Homeless (GWCH) was contacted and the agency presented the homeless needs in the region, Point-In-Time Survey results, and 2020 CoC funding amounts. They also provided input from the Continuum of Care's consultation with health service agencies, publicly funded institutions that may discharge persons into homelessness, such as health-care facilities, mental health facilities, foster care and other youth facilities, and along with corrections programs and institutional discharge.</p> <p>Greater Wheeling Coalition for the Homeless submitted a funding request to provide supportive services for homeless persons living in a transitional facility operated by the GWCH, and they will be funded in FY 2021.</p>
<p><b>2.</b></p>	<p><b>Agency/Group/Organization</b></p> <p><b>Agency/Group/Organization Type</b></p>	<p><b>CHANGE, Inc.</b></p> <p>Services - Housing                  Services-Children                  Services-Elderly Persons                  Services-Persons with Disabilities                  Services-Persons with HIV/AIDS                  Services-Victims of Domestic Violence                  Services-homeless                  Services-Health                  Services-Education                  Services-Employment                  Service-Fair Housing                  Services - Victims                  Health Agency                  Publicly Funded Institution/System of Care                  Regional organization                  Business and Civic Leaders</p>

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided information on housing and community development needs.
<b>3.</b>	<b>Agency/Group/Organization</b>	<b>Wheeling Housing Authority</b>
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided information on housing and community development needs and the amount of their Capital Fund Grant.
<b>4.</b>	<b>Agency/Group/Organization</b>	<b>Wheeling Human Rights Commission</b>
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Fair Housing

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Wheeling Human Rights Commission (HRC) contributed information about fair housing needs in the City of Wheeling, and they will be funded in FY 2021.
<b>5.</b>	<b>Agency/Group/Organization</b>	<b>Catholic Charities</b>
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services - Victims Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Catholic Charities submitted a funding request for a meal service for the homeless, and they will be funded in FY 2021.
<b>6.</b>	<b>Agency/Group/Organization</b>	<b>City of Wheeling</b>
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing Other government - Local Planning organization Grantee Department

	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment                      Non-Homeless Special Needs                      Market Analysis                      Economic Development                      Anti-poverty Strategy                      Lead-based Paint Strategy                      Community Development</p>
	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The Wheeling Recreation Department submitted a funding request for salaries for summer youth employees at the East Wheeling Pool and playground improvements, which they will be funded in FY 2021.</p>
7.	<p><b>Agency/Group/Organization</b></p>	<p><b>Seeing Hand Association</b></p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Elderly Persons                      Services-Persons with Disabilities</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs                      Community Development</p>
	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The Seeing Hand Association submitted a funding request for workshop and activity expenses, and they will be funded in FY 2021.</p>
8.	<p><b>Agency/Group/Organization</b></p>	<p><b>Wheeling Health Right</b></p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Health                      Health Agency                      Publicly Funded Institution/System of Care</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs                      Community Development</p>
	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Wheeling Health Right submitted a funding request for pharmaceuticals, and they will be funded in FY 2021.</p>

<b>9.</b>	<b>Agency/Group/Organization</b>	<b>Soup Kitchen of Greater Wheeling</b>
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services - Victims Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Soup Kitchen of Greater Wheeling submitted a funding request to assist the organization to acquire food to be prepared for the homeless and very low-income households, and they will be funded in FY 2021.
<b>10.</b>	<b>Agency/Group/Organization</b>	<b>Nelson Jordan Center</b>
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Health Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Nelson Jordan Center submitted a funding request for operations, and they will be funded in FY 2021.

11.	<b>Agency/Group/Organization</b>	<b>Northern Panhandle HOME Consortium</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Service-Fair Housing Other government - County Other government - Local Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Northern Panhandle HOME Consortium requested funds for the City of Wheeling's and the City of Weirton's, and Hancock, Brooke, Ohio, and Marshall Counties' First Time Homebuyer Programs, and they will be funded in FY 2021.
12.	<b>Agency/Group/Organization</b>	<b>West Virginia Department of Health and Human Resources</b>
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Other government - State Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Lead-Based Paint Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Wheeling reviewed the Blood Lead Level Screening Plan provided through the West Virginia Department of Health and Human Resources - West Virginia Childhood Lead Poisoning Prevention Program (CLPPP).
13.	<b>Agency/Group/Organization</b>	<b>U.S. Centers for Disease Control and Prevention</b>
	<b>Agency/Group/Organization Type</b>	Services - Health Health Agency Other Government - Federal Planning Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Lead-Based Paint Strategy



<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Wheeling reviewed the Blood Lead Level testing data provided through the Centers for Disease Control and Prevention - Childhood Lead Poisoning Prevention Program.
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**Table 2 – Agencies, groups, organizations who participated**

**Identify any Agency Types not consulted and provide rationale for not consulting**

All agency types were consulted during the planning process. Agencies and organizations attended the public hearings or were contacted by telephone or email for interviews or additional input.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
<b>Continuum of Care</b>	Greater Wheeling Coalition for the Homeless	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.
<b>Public Housing Five-Year Plan and Annual Action Plan</b>	Wheeling Housing Authority	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.
<b>City of Wheeling Comprehensive Plan</b>	City of Wheeling Building and Planning Department	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.
<b>Analysis of Impediments to Fair Housing Choice</b>	City of Wheeling Economic and Community Development	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.
<b>City of Weirton Five-Year Consolidated Plan</b>	City of Weirton	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.
<b>City of Weirton FY 2021 Annual Action Plan</b>	City of Weirton	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.
<b>Blood Lead Level Screening Plan</b>	West Virginia Department of Health and Human Resources	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative**

The City of Wheeling has consulted and coordinated with various agencies and organizations, city-wide, county-wide, and state-wide. A culmination of these efforts has resulted in the development of the City's FY 2021 Annual Action Plan.

The Economic and Community Development Department coordinates with the other City departments and commissions. CDBG projects are coordinated with the Planning Commission, the Board of Zoning Appeals, Building and Planning Department, the Public Works Department, the Park Commission, the Recreation Department, the Police Department, the Fire Department, and various social service organizations. Development policies are promoted by the City Manager with approval and oversight by the Mayor and City Council. The City works closely with the City of Weirton and the Ohio, Brooke, Marshall and Hancock County Commissioners and County staff to address projects and activities that extend beyond the City limits through the HOME Program. The Cities and the Counties have a good working relationship.

The City of Wheeling is a member of the Northern Panhandle Continuum of Care (NPCoC), which is administered by the Greater Wheeling Coalition for the Homeless. As part of the Northern Panhandle HOME Consortium and the Northern Panhandle Continuum of Care, the City of Wheeling ensures the needs of the area are adequately addressed through the regional approach of these partnerships.

In addition, the City has worked with and received funding from the State of West Virginia Economic Development Council for community and economic development projects.

**AP-12 Participation - 91.401, 91.105, 91.200(c)**

**1. Summary of citizen participation process/Efforts made to broaden citizen participation**

*Summarize citizen participation process and how it impacted goal-setting*

The FY 2021 Annual Action Plan has many components which try to reach out and encourage citizen participation. These components are the following: request for funding proposals (RFPs) from agencies/organizations; meetings with agencies/organizations on how to complete the RFP; and a needs hearing and a hearing to gather public comments on the draft plan when it was on public display were held. Through the citizen participation process, the City uses citizen input to develop how the plan will serve the low- and moderate-income population to reach the goals set forth in the Five-Year Consolidated Plan.

The City has followed its approved Citizens Participation Plan to develop its Annual Action Plan.

**Citizen Participation Outreach**

#	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1.	<b>Newspaper Ad #1</b>	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies / Organizations	The needs public hearing was published on Wednesday, February 3, 2021 in the "Intelligencer."	None.	None.	Not Applicable.
2.	<b>Public Meeting #1</b>	Minorities	The City had its First Public Hearing on	No one attended the first public hearing, and	None.	Not Applicable.

		<p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Agencies / Organizations</p>	<p>February 17, 2021 to discuss the needs over the next year and the FY 2021 Budget. No one attended the first public hearing and there were no comments.</p>	<p>there were no comments.</p>		
3.	<b>Non-profit Funding Requests</b>	<p>Agencies / Organizations</p>	<p>The City published a notice in the local newspaper on Wednesday, February 3, 2021, that non-profit funding applications were available for pickup at the Economic and Community Development Office starting Wednesday, February 3, 2021. The notice advised the public that funding applications were due by 4:00 PM on Friday, February 26, 2021.</p>	<p>The City received ten (10) funding requests of which ten (10) were funded.</p>	<p>The City staff reviewed the funding requests, determined eligibility, and submitted their recommendations to Council for final approval.</p>	<p>Not Applicable.</p>
4.	<b>Newspaper Ad #2</b>	<p>Minorities</p> <p>Persons with disabilities</p>	<p>The second public hearing was published on Wednesday, March 30,</p>	<p>None.</p>	<p>None.</p>	<p>Not Applicable.</p>

		<p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Agencies / Organizations</p>	<p>2021 in the "Intelligencer."</p>			
5.	<b>Public Meeting #2</b>	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Agencies / Organizations</p>	<p>The City scheduled its Second Public Hearing on Tuesday, April 20, 2021 to discuss the Draft FY 2021 Annual Action Plan.</p>		None.	Not Applicable.
6.	<b>Internet Outreach</b>	<p>Non-targeted/broad community</p>	None.	None.	None.	<a href="http://www.wheelingwv.gov/">http://www.wheelingwv.gov/</a>

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

The City of Wheeling will receive \$1,169,081 in FY 2021 CDBG and \$305,207 in FY 2021 HOME funds.

The program year begins July 1, 2021 through June 30, 2021. These funds will be used to address the following priority needs:

- Housing
- Homeless
- Community Development
- Economic Development
- Administration, Planning, and Management

The accomplishments of these projects/activities will be reported in the FY 2021 Consolidated Annual Performance and Evaluation Report (CAPER).

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
<b>CDBG</b>	public - Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$1,169,081	\$0	\$0	\$1,169,081	\$3,566,623	During the FY 2021 CDBG Program Year, the City will fund 21 projects/activities.
<b>HOME</b>	public - Federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	\$305,207	\$0	\$0	\$305,207	\$982,133	During the FY 2021 HOME Program Year, the Northern Panhandle HOME Consortium will fund 3 projects.

**Table 1 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The following financial resources may be available for FY 2021, including anticipated funds to address the priority needs and specific objectives identified in the City of Wheeling's Five-Year Consolidated Plan and Strategy.

**Wheeling Housing Authority:** The Wheeling Housing Authority (WHA) receives funds for the Section 8 Housing Choice Voucher Program and Public Housing Capital funds to undertake physical improvements. In addition, the WHA receives operating subsidies to offset the operating deficits associated with public housing units and to carry out maintenance. The Wheeling Housing Authority anticipates that it will receive approximately \$1,110,368 under their HUD Capital Fund grant for FY 2021, although the contracts have not been issued yet. Wheeling Housing Authority proposed various activities to improve the overall living environment in the Authority's public housing communities, including funds for: resurfacing a parking lot, replacing a roof, replacing windows, cleaning exteriors, and repairing concrete.

**Northern Panhandle HOME Consortium:** The Northern Panhandle HOME Consortium, administered by the City of Wheeling, will receive \$305,207 in FY 2021 HOME funds. HOME funds will be used to provide deferred, forgivable loans to qualified first-time homebuyers who require downpayment and closing cost assistance with their purchase and who wish to purchase a house within the Northern Panhandle HOME Consortium Area, which consists of the City of Wheeling, the City of Weirton, and Hancock, Brooke, Ohio, and Marshall Counties. The \$228,905 for the First Time Homebuyer Program will be awarded on a first come, first served basis to eligible homebuyers in the six (6) jurisdictions. There will be \$45,782 available for CHDO activities and the balance will be used for administration.

**SuperNOFA:** The Northern Panhandle Continuum of Care successfully applied for funding under the HUD SuperNOFA for FY 2019 for supportive housing services, and new housing for both the homeless and very low-income population. The NPCoC received a total of \$403,829 in funding from the FY 2018 CoC Program NOFA.

**Other Resources:** The City of Wheeling will leverage public and private financial resources to address the needs identified in the City's Five-Year Consolidated Plan, some of which will be implemented under the FY 2021 Annual Action Plan. The State of West Virginia Community Partnership has allocated funds to the City of Wheeling in the past but has not allocated any funds for July 1, 2021 - June 30, 2022 as of yet.

In addition to the entitlement funds, the City of Wheeling anticipates the following Federal resources may be available to local non-profit organizations to undertake the housing strategies identified in the Five-Year Consolidated Plan.

- Home Equity Conversion Mortgage (HECM) Program



- FHA Title I
- FHA 203(k) Mortgage Insurance Program
- Low Income Housing Preservation Program
- Supportive Housing Program
- Housing Opportunities for Persons with AIDS Program (HOPWA)
- Low-Income Housing Tax Credit Program (LIHTC)
- Section 8 Rental Assistance Program
- Shelter Plus Care
- Supplemental Assistance to Facilities to Assist the Homeless (SAFAH)
- Safe Havens Demonstration Program
- Land or Property Resources
- Public Housing Development
- EPA Brownfields Assessment and/or Cleanup grants

**If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

Not applicable. The City has not acquired or improved any land, property, or buildings with CDBG funds that are available for sale.

**Discussion**

Private and non-federal resources that may be available to the City of Wheeling in FY 2021 to address needs identified in the FY 2020-2024 Five Year Consolidated Plan are listed below.

- **West Virginia Housing Development Fund Home Purchase Programs** – The West Virginia Housing Development Fund is a public body corporate and governmental instrumentality of the State of West Virginia established to increase the supply of residential housing for persons and families of low- and moderate-income, and to provide construction and permanent mortgage financing to public and private sponsors of such housing. Through June 30, 2020, the Housing Development Fund has provided assistance for more than 124,000 housing

units since it began operation in 1969 and has 13 bond issues totaling \$333,040,000 par amount outstanding under its bond resolutions. The West Virginia Housing Development Fund is an Equal Housing Opportunity Lender.

- **West Virginia Neighborhood Investment Program** – The West Virginia Neighborhood Investment Program Act (W. Va. Code § 11-13J) provides credit to individuals and private sector businesses which make eligible contributions to community based nonprofit organizations that establish projects to assist neighborhoods and local communities. These projects provide services such as health care, counseling, emergency assistance, crime prevention, education, housing, job training and physical and environmental improvements.
- **West Virginia Division of Rehabilitation Services** – The Division of Rehabilitation Services will provide funds to make housing units accessible if such improvements will assist persons with disabilities in an employment situation.
- **Federal Home Loan Bank of Pittsburgh – First Front Door Program** – Through participating lenders in their network, the FHLBank Pittsburgh provides grants up to \$5,000 for downpayment and closing costs to first time homebuyers that are at or below 80% of AMI.
- **The Laughlin Plan** – WesBanco Trust and Investment Services administers the late philanthropist’s gift, The Laughlin Plan, which offers interest-free mortgage loans to qualifying families with one or more dependent children in Ohio County, West Virginia.
- **Financial Institutions** – Several local financial institutions have developed flexible underwriting criteria to encourage homeownership.

### Annual Goals and Objectives

#### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

##### Goals Summary Information

#	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1.	HS-1 Homeownership	2020	2024	Affordable Housing	Citywide Northern Panhandle HOME Consortium	Housing Priority	HOME: \$228,905	Direct Financial Assistance to Homebuyers: 22 Households Assisted.
2.	HS-2 Housing Construction/Rehabilitation	2020	2024	Affordable Housing	Citywide Northern Panhandle HOME Consortium	Housing Priority	HOME: \$45,782	Rental units rehabilitated: 1 Household Housing Unit.
3.	HMS-2 Housing	2020	2024	Homeless	Citywide	Homeless Priority	CDBG: \$8,500	31 people
4.	HMS-3 Prevention and Re-Housing	2020	2024	Homeless	Citywide	Homeless Priority	CDBG: \$5,000	250 people
5.	CDS-1 Infrastructure	2020	2024	Non-Housing Community Development	Citywide	Community Development Priority	CDBG: \$272,705	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1,525 Persons Assisted.
6.	CDS-2 Community Facilities	2020	2024	Non-Housing Community Development	Citywide	Community Development Priority	CDBG: \$160,560	2 public facilities

#	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7.	<b>CDS-3 Public Services</b>	2020	2024	Non-Housing Community Development	Citywide	Community Development Priority	CDBG: \$106,000	Public service activities other than Low/Moderate Income Housing Benefit: 5,700 Persons Assisted.
8.	<b>CDS-4 Clearance/Demolition</b>	2020	2024	Non-Housing Community Development	Citywide	Community Development Priority	CDBG: \$121,000	1 public facility
9.	<b>CDS-5 Food Programs</b>	2020	2024	Non-Housing Community Development	Citywide	Community Development Priority	CDBG: \$25,000	1,850 persons
10.	<b>CDS-7 Public Safety</b>	2020	2024	Non-Housing Community Development	Citywide	Community Development Priority	CDBG: \$250,000	Public service activities other than Low/Moderate Income Housing Benefit: 5,325 Persons Assisted.
11.	<b>AMS-1 Overall Coordination</b>	2020	2024	Administration, Planning, and Management	Citywide; Northern Panhandle HOME Consortium	Administration, Planning, and Management Priority	CDBG: \$233,816 HOME: \$30,520	Other: 2 Other
12.	<b>AMS-3 Fair Housing</b>	202	2024	Administration, Planning, and Management	Citywide; Northern Panhandle HOME Consortium	Administration, Planning, and Management Priority	CDBG: \$5,000	Other: 1 Other

**Table 2 – Goals Summary**

**Goal Descriptions**

1.	<b>Goal Name</b>	<b>HS-1 Homeownership</b>
	<b>Goal Description</b>	Assist low- and moderate-income households to become homeowners by providing down payment assistance, closing cost assistance, and requiring housing counseling training.
2.	<b>Goal Name</b>	<b>HS-2 Housing Construction/Rehabilitation</b>
	<b>Goal Description</b>	Support and promote the development of decent, safe, sound, and accessible housing that is affordable to owners and renters in the City and the HOME Consortium through new construction and rehabilitation.
3.	<b>Goal Name</b>	<b>HMS-2 Housing</b>
	<b>Goal Description</b>	Support the local agencies' efforts to provide emergency shelter, transitional housing, and permanent supportive housing to persons experiencing homelessness.
4.	<b>Goal Name</b>	<b>HMS-3 Prevention and Re-Housing</b>
	<b>Goal Description</b>	Support the prevention of homelessness through anti-eviction activities and programs for rapid re-housing.
5.	<b>Goal Name</b>	<b>CDS-1 Infrastructure</b>
	<b>Goal Description</b>	Improve the City's infrastructure through rehabilitation, reconstruction, and new construction of streets, sidewalks, slopes, curbs, ADA curb cuts, retaining walls, sanitary sewers, water lines, storm water management, bridges, etc.
6.	<b>Goal Name</b>	<b>CDS-2 Community Facilities</b>
	<b>Goal Description</b>	Improve the City's parks, recreational centers, bike trails, green infrastructure, as well as public and community facilities through rehabilitation and new construction.
7.	<b>Goal Name</b>	<b>CDS-3 Public Services</b>
	<b>Goal Description</b>	Improve and increase public safety, provide programs for the youth, the elderly, disabled, and low- and moderate-income persons, recreational passes, transportation services, and social/welfare programs throughout the City.
8.	<b>Goal Name</b>	<b>CDS-4 Clearance/Demolition</b>
	<b>Goal Description</b>	Remove and eliminate slum and blighting conditions through demolition of vacant and abandoned structures throughout the City.

9.	<b>Goal Name</b>	<b>CDS-5 Food Programs</b>
	<b>Goal Description</b>	Provide assistance for food and nutritional programs to address the needs of the unemployed, underemployed, and homeless.
10.	<b>Goal Name</b>	<b>CDS-7 Public Safety</b>
	<b>Goal Description</b>	Improve public safety through upgrades to facilities, purchase of new equipment, fire equipment, crime prevention, community policing, and ability to quickly respond to emergency situations.
11.	<b>Goal Name</b>	<b>AMS-1 Overall Coordination</b>
	<b>Goal Description</b>	Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning services for special studies, annual action plans, five year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports, environmental reviews and clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.
12.	<b>Goal Name</b>	<b>AMS-3 Fair Housing</b>
	<b>Goal Description</b>	Provide funds for training, education, outreach, testing, and monitoring to affirmatively further fair housing in the City of Wheeling and the HOME Consortium.

**Table 3 – Goal Descriptions**

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

The City of Wheeling proposes to assist the following:

- **Extremely Low-Income** - 1 family
- **Low-Income** - 7 families
- **Moderate-Income** - 13 families

**AP-35 Projects - 91.420, 91.220(d)**

**Introduction**

The City of Wheeling proposes to undertake the following activities with the FY 2021 CDBG and HOME funds:

#	Project Name
1.	CDBG Administration
2.	Ladder Truck 1
3.	Grandview Pool Improvements
4.	Youth Service Systems
5.	Robrecht Site
6.	37 <sup>th</sup> Street Storm Sewer Separation Project
7.	Catholic Charities
8.	Family Service
9.	Greater Wheeling Coalition for the Homeless
10.	House of the Carpenter
11.	Information Helpline
12.	Seeing Hand Association
13.	Soup Kitchen of Greater Wheeling
14.	Wheeling Health Right
15.	YMCA
16.	Human Rights Commission
17.	East Wheeling Pool Operations
18.	Nelson Jordan Center
19.	HOME Administration
20.	HOME CHDO Set Aside
21.	Northern Panhandle HOME Consortium - First Time Homebuyer Program

**Table 3 – Project Information**

**Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

The City of Wheeling and the Northern Panhandle HOME Consortium has allocated its CDBG and HOME funds for FY 2021 to principally benefit low- and moderate-income persons.

- The public facilities activities are either located in a low- and moderate-income census area or have a low- and moderate-income service area benefit or clientele.

- The public services activities are for social service organizations whose clientele qualify under the presumed benefit category of the regulations or who principally serve low-income persons.
- The First Time Homebuyer Program has an income eligibility criterion; therefore, the income requirement restricts funds to low- and moderate-income households throughout the Northern Panhandle HOME Consortium.
- CHDO set aside funds for the development of affordable housing.

The proposed activities under the FY 2021 CDBG Program Year are located in areas with the highest percentages of low- and moderate-income persons and those block groups with a percentage of minority persons above the average for the City of Wheeling.

The HOME funds will be used for administration and for housing projects. These funds will be targeted to low- and moderate-income persons and projects designed to provide affordable housing to low- and moderate-income persons.

DRAFT



## AP-38 Project Summary

### Project Summary Information

1.	<b>Project Name</b>	<b>Administration</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	AMS-1 Overall Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Priority
	<b>Funding</b>	CDBG: \$233,816
	<b>Description</b>	CDBG funds will be used for administration, management, planning, and office expenses.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	26,605 People
	<b>Location Description</b>	1500 Chapline Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The project matrix code is 21A – General Program Administration 570.206.
2.	<b>Project Name</b>	<b>Ladder Truck 1</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-7 Public Safety
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$250,000
	<b>Description</b>	CDBG funds will be used to purchase a ladder truck to serve low- and moderate-income neighborhoods to be housed in fire station # 1. This is the 1 <sup>st</sup> of 5 payments for the ladder trucks. (Multi-year Activity)
	<b>Target Date</b>	6/30/2022

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5,325 people
	<b>Location Description</b>	2126 Market Street, Wheeling WV, 26003; Service Area: C.T. 6; C.T. 4; C.T. 26, B.G. 1, 3, & 4; and C.T. 27
	<b>Planned Activities</b>	The national objective is Low/Mod Area Benefit (LMA). The matrix code is 03O – Fire Station/Equipment 570.201(c).
<b>3.</b>	<b>Project Name</b>	<b>Grandview Pool Improvements</b>
	<b>Target Area</b>	Low/Mod Areas
	<b>Goals Supported</b>	CDS-2 Community Facilities
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$150,000
	<b>Description</b>	CDBG funds will be used to install a new splash pad.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 public facility
	<b>Location Description</b>	Grandview Park, 790 Grandview Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Area Benefit (LMA). The matrix code is 03F Parks, Recreational Facilities.

4.	<b>Project Name</b>	<b>Youth Service System</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-2 Community Facilities
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$10,560
	<b>Description</b>	CDBG funds will be used to repair the boiler in the main building.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 public facility
	<b>Location Description</b>	87 15 <sup>th</sup> Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective Low/Mod Clientele Benefit (LMC). The matrix code is 05D Youth Services.
5.	<b>Project Name</b>	<b>Robrecht Site</b>
	<b>Target Area</b>	Low/Mod Areas
	<b>Goals Supported</b>	CDS-4 Clearance/Demolition
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$121,000
	<b>Description</b>	The City of Wheeling owns a 3-acre site along the Ohio River south of the confluence of Wheeling Creek in the Center Wheeling Neighborhood. This is a former railroad yard and industrial site. The structures were previously removed from the site. The City had a Phase I and Phase II Environmental Assessment prepared for the site. The site was also declared a slum and blighted area by the Wheeling City Council. The City proposes to use \$121,000 of FY 2021 CDBG funds for capping and remediation measures. Once the site is

		cleaned-up, the City will develop a park and recreational facility, that will be an extension of the adjacent Wheeling Heritage Trail.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 public facility
	<b>Location Description</b>	1905 Main Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Elimination of Slum and Blight (SBA) The matrix code is 04A Cleanup of Contaminated Sites.
6.	<b>Project Name</b>	<b>Storm Sewer Separation Project 37th Street</b>
	<b>Target Area</b>	Low/Mod Areas
	<b>Goals Supported</b>	CDS-1 Infrastructure
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$272,705
	<b>Description</b>	CDBG funds will be used to construct a 42-inch storm sewer and related manholes and inlets for the purpose of separating storm and sanitary sewer systems within the project area.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1,525 people
	<b>Location Description</b>	37th Street in South Wheeling between an Outfall on the bank of the Ohio River and "Alley F" east of Jacob Street.
	<b>Planned Activities</b>	The national objective is Low/Mod Area Benefit (LMA). The matrix code is 03J Water/Sewer Improvements.

<b>7.</b>	<b>Project Name</b>	<b>Catholic Charities Center</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-5 Food Programs
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	CDBG funds will be used to provide meals to low income and homeless persons.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1,000 people
	<b>Location Description</b>	125 18th Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The matrix code is 05W – Food Banks.
<b>8.</b>	<b>Project Name</b>	<b>Family Service</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-5 Food Programs
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	CDBG funds will be used to purchase kitchen equipment used to provide meals to low income and homeless persons by Catholic Charities of the Diocese of Wheeling.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will</b>	450 people

	<b>benefit from the proposed activities</b>	
	<b>Location Description</b>	2200 Main Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The matrix code is 05W – Food Banks.
9.	<b>Project Name</b>	<b>Greater Wheeling Coalition for the Homeless</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	HMS-2 Housing
	<b>Needs Addressed</b>	Homeless Priority
	<b>Funding</b>	CDBG: \$8,500
	<b>Description</b>	CDBG funds will be used for support services for homeless persons living in a transitional facility operated by the Greater Wheeling Coalition for the Homeless (GWCH).
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	31 people
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The matrix code is 03T - Operating Costs of Homeless/AIDS Patients Programs.
10.	<b>Project Name</b>	<b>House of the Carpenter</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$5,000

	<b>Description</b>	CDBG funds will be used to purchase materials and supplies for youth programming on Wheeling Island.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	500 people
	<b>Location Description</b>	200 South Front Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The matrix code is 05D Youth Services.
<b>11.</b>	<b>Project Name</b>	<b>Information Helpline</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	HMS-3 Prevention and Re-Housing
	<b>Needs Addressed</b>	Homeless Priority
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	CDBG funds will be used to provide a rent and utility assistance.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	250 people
	<b>Location Description</b>	1035 Chapline Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The matrix code is 05Q Subsistence Payments.
<b>12.</b>	<b>Project Name</b>	<b>Seeing Hand Association</b>
	<b>Target Area</b>	Citywide

	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	CDBG funds will be used for workshop and activity expenses for the visually impaired.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	170 people
	<b>Location Description</b>	750 Main Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The matrix code is 05Z Other Public Services Not Listed in 03T and 05A-05Y.
<b>13.</b>	<b>Project Name</b>	<b>Soup Kitchen of Greater Wheeling</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-5 Food Programs
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	CDBG funding to acquire food for preparation for the homeless, and for the very low-income.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	400 people
	<b>Location Description</b>	1610 Eoff Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC).



		The matrix code is 05W Food Banks.
14.	<b>Project Name</b>	<b>Wheeling Health Right</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	CDBG funds will be used to purchase pharmaceuticals for a free health clinic that serves the very low-income and the homeless.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5,000 people
	<b>Location Description</b>	99 Main Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The matrix code is 05M - Health Services.
15.	<b>Project Name</b>	<b>YMCA</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$4,000
	<b>Description</b>	CDBG funds will be used to provide memberships to individuals or families who meet low- to moderate income guidelines.
	<b>Target Date</b>	6/30/2022

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30 people
	<b>Location Description</b>	55 Lounez Avenue, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The matrix code is 05 Other Public Services 570.201 (e).
16.	<b>Project Name</b>	<b>Human Rights Commission</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	AMS-3 Fair Housing
	<b>Needs Addressed</b>	Administration, Planning, and Management Priority
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	CDBG funds will be used for office expenses as related to the HRC's efforts to eliminate discrimination in employment, public accommodations, and housing.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 organization
	<b>Location Description</b>	1500 Chapline Street, Wheeling, WV 26003.
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The matrix code is 05J Fair Housing Activities (Subject to Public Service Cap).
17.	<b>Project Name</b>	<b>East Wheeling Pool Operations</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-3 Public Services

	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	CDBG funds will be used to pay for a portion of the salaries for summer youth employees in the East Wheeling Neighborhood.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	300 people
	<b>Location Description</b>	East Wheeling; C.T. 7.
	<b>Planned Activities</b>	The national objective is Low/Mod Area Benefit (LMA). The matrix code is 03F - Parks, Recreational Facilities.
<b>18.</b>	<b>Project Name</b>	<b>Nelson Jordan Center</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	CDBG: \$33,000
	<b>Description</b>	CDBG funds will be used for operational expenses for this recreational facility in the East Wheeling Neighborhood.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 people
	<b>Location Description</b>	12th & Jacob Streets, Wheeling, WV, 26003; C.T. 27, B.G. 1.
	<b>Planned Activities</b>	The national objective is Low/Mod Area Benefit (LMA).

		The matrix code is 05Z Other Public Services Not Listed in 03T and 05A-05Y.
19.	<b>Project Name</b>	<b>HOME Administration</b>
	<b>Target Area</b>	Northern Panhandle HOME Consortium
	<b>Goals Supported</b>	AM-1 Overall Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Priority
	<b>Funding</b>	HOME: \$30,520
	<b>Description</b>	HOME funds will be used for the administrative expenses related to the housing programs for the (West Virginia) Northern Panhandle HOME Consortium.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number/type of families that will benefit from the proposed activities</b>	1 organization
	<b>Location Description</b>	Consortium-wide
	<b>Planned Activities</b>	The matrix code is 19A - Admin/Planning Costs of PJ (not part of 5% Admin cap).
20.	<b>Project Name</b>	<b>CHDO Set-Aside</b>
	<b>Target Area</b>	Northern Panhandle HOME Consortium
	<b>Goals Supported</b>	HS-2 Housing Construction/Rehabilitation
	<b>Needs Addressed</b>	Housing Priority
	<b>Funding</b>	HOME: \$45,782
	<b>Description</b>	HOME funds will be set aside to fund an eligible Community Housing Development Organization (CHDO) housing project. This amount equates to 15% of the HOME Program entitlement awarded to the (West Virginia) Northern Panhandle HOME Consortium for FY 2019. Funds to be used for construction or rehabilitation of affordable housing.
	<b>Target Date</b>	6/30/2022

	<b>Estimate the number/type of families that will benefit from the proposed activities</b>	1 Organization
	<b>Location Description</b>	Consortium-wide
	<b>Planned Activities</b>	The national objective is Low/Mod Housing Benefit (LMH). The matrix code is 12 - Construction of Housing.
<b>21.</b>	<b>Project Name</b>	<b>Northern Panhandle HOME Consortium - First Time Homebuyer Program</b>
	<b>Target Area</b>	Northern Panhandle HOME Consortium
	<b>Goals Supported</b>	HS-1 Homeownership
	<b>Needs Addressed</b>	Housing Priority
	<b>Funding</b>	HOME: \$228,905
	<b>Description</b>	HOME funds will be used to provide deferred, forgivable loans to qualified first time homebuyers who require downpayment and closing cost assistance with their purchase and who wish to purchase a house within the Northern Panhandle HOME Consortium Area, which consists of the City of Wheeling, the City of Weirton, and Hancock, Brooke, Ohio, and Marshall Counties. The \$238,757 for the First Time Homebuyer Program will be awarded on a first come, first served basis to eligible homebuyers in the six (6) jurisdictions.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	22 Households
	<b>Location Description</b>	Consortium-wide
	<b>Planned Activities</b>	The national objective is Low/Mod Housing Benefit (LMH). The matrix code is 13 - Direct Homeownership Assistance.

**Table 4 – Project Summary**

## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The following information provides a profile of the population age, and racial/ethnic composition of the City of Wheeling. This information was obtained from the U.S. Census Bureau American Factfinder website, <http://data.census.gov>. The 2013-2017 American Community Survey 5-Year Estimates were used to analyze the social, economic, housing, and general demographic characteristics of the City of Wheeling. The 5-year estimates are the most recent data available for the City.

#### **Population:**

- The 2010 Census reports a population of 26,993 people, or a decrease of 2,493 people since the 2010 Census.
- In 2017, the City's male population was 13,209, or 48.0% of the total population and the City's female population was 14,312, or 52.0% of the population.

#### **Age:**

- Median age in the City of Wheeling was 45 years, compared to 43.5 years in Ohio County and 42.2 years for West Virginia.
- Youth under the age of 18 accounted for 19.3% of the City's population.
- Seniors age 65 or over make up 22.5% of the City's population. This is above Ohio County's percentage of 20.2% of the population and the State's 18.3% of the population.

#### **Race/Ethnicity:**

- 90.9% are White
- 5.9% are Black or African American
- 1.1% are Hispanic or Latino

#### **Income Profile:**

The Median Family Household Income for a family of four is \$68,900 in the Wheeling, WV-OH Metropolitan Statistical Area according to HUD's FY 2020 Income Limits. The following is a summary of income statistics for the City of Wheeling:

- According to the 2013-2017 American Community Survey, median household income in the City of Wheeling was \$41,171 which was lower than Ohio County (\$45,777) and the State of West Virginia (\$44,061).
- 43.8% of households with earnings received Social Security income.
- 3.6% received public assistance.
- 22.5% received retirement income.
- 28.3% of female-headed households were living in poverty.
- 20.5% of all youth under 18 years of age were living in poverty.

**Low/Mod Income Profile:**

The low- and moderate-income profile for the City of Wheeling is a measurement of the area’s needs. Wheeling has an overall low- and moderate-income percentage of 43.45%.

**Economic Profile:**

- 35.4% of the employed civilian population had occupations classified as management, professional, or related.
- 25.1% of the employed civilian population had occupations classified as sales and office.
- 21.4% were in the service sector.
- The education, health, and social service industry represented 28.6% of those employed.
- 81.1% of workers were considered in private wage and salary workers class.
- 3.7% of workers were considered in the self-employed workers in own not incorporated business.

According to the U.S. Labor Department, the preliminary unemployment rate for Wheeling, WV-OH in March 2020 was 5.0%, compared to 6.0% for the State of West Virginia, and a national unemployment rate of 4.4%.

**Geographic Distribution**

Target Area	Percentage of Funds
Citywide	70%
Low/Mod Areas	30%
Northern Panhandle HOME Consortium	10%

Table 5 - Geographic Distribution

**Rationale for the priorities for allocating investments geographically**

The City of Wheeling has allocated its CDBG funds to those geographic areas whose populations are over 51% low and moderate income. At least 70% of all the City’s CDBG funds that are budgeted for activities will principally benefit low- and moderate-income persons.

The following guidelines for allocating CDBG and HOME funds will be used by the City for the FY 2021 Program Year:

- The Public Facilities activities are either located in a low- and moderate-income census area or have a low- and moderate-income service area benefit or clientele.
- Acquisition and demolition of structures are either located in a low- and moderate-income census area or it falls under removal of slum and blight on a spot basis.

- The public services activities are for social service organizations whose clientele qualify under the presumed benefit category of the regulations or who principally serve low-income persons.
- The First Time Homebuyer Program has an income eligibility criterion; therefore the income requirement restricts funds to low- and moderate-income households throughout the Northern Panhandle HOME Consortium.

The proposed activities under the FY 2021 CDBG Program Year are located in areas with the highest percentages of low- and moderate-income persons and those block groups with a percentage of minority persons above the average for the City of Wheeling.

The HOME funds will be used for administration and for housing projects. The HOME Consortium funds will be allocated to income eligible households to purchase an affordable house. All of the HOME funds will principally benefit low- and moderate-income persons (100%).

The proposed activities and projects for FY 2021 are located in areas of the City with the highest percentages of low- and moderate-income persons, and those block groups with a higher-than-average percentage of minority persons. The following census tracts and block groups have at least 51% of the households with low- and moderate-incomes:

- C.T. 4, B.G. 1 (67.73% Low/Mod Population)
- C.T. 5, B.G. 1 & 2 (53.85% and 54.05% Low/Mod Population)
- C.T. 6, B.G. 1 & 2 (59.72% and 65.52% Low/Mod Population)
- C.T. 7, B.G. 1 & 2 (61.54% and 63.48% Low/Mod Population)
- C.T. 14, B.G. 4 (61.54% Low/Mod Population)
- C.T. 26, B.G. 1,3 & 4 (61.54%, 69.75%, and 54.23% Low/Mod Population)
- C.T. 27, B.G. 1 & 2 (84.85% and 73.31% Low/Mod Population)

Under the FY 2021 CDBG Program, the City of Wheeling will receive a grant in the amount of \$1,169,081. The City will budget \$233,816 for planning and administration. Of the remaining balance of CDBG funds (\$935,265), \$814,265 (87%) will be allocated to activities which principally benefit low- and moderate-income persons and \$121,000 (13%) will be allocated to the removal of slum and blight (13%) in FY 2021.

Despite the efforts of the City and social service providers, a number of significant obstacles to meeting underserved needs remain. Because resources are scarce, funding becomes the greatest obstacle. Insufficient funds hinder maintenance and limit the availability of funding to many worthy public service programs, activities, and agencies. Planning and effective use of these limited resources will prove critical in addressing Wheeling's needs and improving the quality of life of its residents. The following obstacles need to be overcome in order to meet underserved needs:

- High unemployment rate and loss of household income
- Lack of decent, safe, and affordable rental housing
- High cost of housing



- Aging population
- Increased number of disabled persons needing housing
- Low wages
- Increased number of vacant and abandoned properties
- Increase in drug and alcohol abuse
- High percentage of households with earnings receive SSI
- Housing insecurity due to pandemic-related economic challenges
- Food insecurity due to pandemic-related economic challenges

## Discussion

The geographic locations and the public benefit for the FY 2021 CDBG and HOME Activities/Projects are as follows:

- **CD-21-01 Administration** - Citywide
- **CD-21-02 Ladder Truck 1** - Low/Mod Area Benefit (LMA)
- **CD-21-03 Grandview Pool Improvements** - Low/Mod Area Benefit (LMA)
- **CD-21-04 Youth Service Systems** - Low/Mod Clientele Benefit (LMC)
- **CD-21-05 Robrecht Site** – Elimination of Slum and Blight (SBA)
- **CD-21-06 37<sup>th</sup> Street Storm Sewer Separation Project** - Low/Mod Area Benefit (LMA)
- **CD-21-07 Catholic Charities Center** - Low/Mod Clientele Benefit (LMC)
- **CD-21-08 Family Service** - Low/Mod Clientele Benefit (LMC)
- **CD-21-09 Greater Wheeling Coalition for the Homeless** - Low/Mod Clientele Benefit (LMC)
- **CD-21-10 House of the Carpenter** - Low/Mod Clientele Benefit (LMC)
- **CD-21-11 Information Helpline** - Low/Mod Clientele Benefit (LMC)
- **CD-21-12 Seeing Hand Association** - Low/Mod Clientele Benefit (LMC)
- **CD-21-13 Soup Kitchen of Greater Wheeling** - Low/Mod Clientele Benefit (LMC)
- **CD-21-14 Wheeling Health Right** - Low/Mod Clientele Benefit (LMC)
- **CD-21-15 YMCA** - Low/Mod Clientele Benefit (LMC)
- **CD-21-16 Human Rights Commission** - Low/Mod Clientele Benefit (LMC)
- **CD-21-17 East Wheeling Pool Operations** - Low/Mod Area Benefit (LMA)
- **CD-21-18 Nelson Jordan Center** - Low/Mod Area Benefit (LMA)
- **HOME-21-19 HOME Administration** - Consortium-wide
- **HOME-21-20 CHDO Set-Aside** - Low/Mod Housing Benefit (LMH)
- **HOME-21-21 Northern Panhandle HOME Consortium - First Time Homebuyer Program** - Low/Mod Housing Benefit (LMH)

## Affordable Housing

### AP-55 Affordable Housing - 91.420, 91.220(g)

#### Introduction

The one year goals for affordable housing in the City of Wheeling and the Northern Panhandle HOME Consortium for FY 2021 are as follows:

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	23
Special-Needs	0
<b>Total</b>	<b>23</b>

**Table 6 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households to be Supported	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	1
Acquisition of Existing Units	22
<b>Total</b>	<b>23</b>

**Table 7 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

During the FY 2021 CDBG program year, the City of Wheeling does not plan to fund any projects that will construct new units, the acquisition of existing units or provide any rental assistance with CDBG funds. All the affordable housing projects are open to the residents of the Consortium and will use HOME funds.

The City of Wheeling will fund the following projects with 2021 HOME funds:

- Northern Panhandle HOME Consortium - First Time Homebuyer Program** – HOME funds will be used to provide deferred, forgivable loans to qualified first time homebuyers who require downpayment and closing cost assistance with their purchase and who wish to purchase a house within the Northern Panhandle HOME Consortium Area, which consists of the City of Wheeling, the City of Weirton, and Hancock, Brooke, Ohio, and Marshall Counties. The \$228,905 for the First Time Homebuyer Program will be awarded on a first come, first served basis to eligible homeowners in the six (6) jurisdictions. The HOME Consortium plans to assist twenty-two (22) households in the Consortium in FY 2021.

- **CHDO Set-Aside** – HOME funds will be set aside to fund an eligible Community Housing Development Organization (CHDO) housing project. This amount equates to 15% of the HOME Program entitlement awarded to the (West Virginia) Northern Panhandle HOME Consortium for FY 2021. The HOME Consortium plans to assist one (1) household in the Consortium in FY 2021.

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## **AP-60 Public Housing - 91.420, 91.220(h)**

### **Introduction**

The Wheeling Housing Authority (WHA) is the only municipal housing authority in Ohio County that is designated to oversee public housing.

### **Actions planned during the next year to address the needs to public housing**

Each year the Wheeling Housing Authority (WHA) receives an allocation of funds from HUD under the Capital Fund Program to undertake physical improvements. In addition, the WHA receives operating subsidies to offset the operating deficits associated with public housing units and to carry out maintenance. Wheeling Housing Authority proposed various activities to improve the overall living environment in the Authority's public housing communities. It is anticipated that these funds will be used for the following activities:

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

The Wheeling Housing Authority has an active Resident Advisory Board which provides feedback on the Housing Authority's plans and policies. The Housing Authority also appoints a public housing resident to the Housing Authority Board. Although the Housing Authority does not have a homeownership program, it refers interested tenants to the City of Wheeling for the First Time Homebuyer Program.

The Resident Services Department is important at the Wheeling Housing Authority. The department offers many activities and community services for the residents of the public housing communities. WHA contracts with local social service providers and community agencies to provide recreational and educational programs for their youth and families. They also provide recreational activities and health care service links for the elderly.

**Family Self-Sufficiency Program** - The Family Self-Sufficiency (FSS) Program is a voluntary program that helps families improve their economic situation, so they don't have to depend on public assistance. Each FSS participant creates a five-year plan that includes employment goals and identifies training and educational needs. A case manager works with the family to identify and secure the services they need to accomplish these goals. Goals can include things like GED attainment, job training, higher education, and employment. The Family Self-Sufficiency (FSS) Program has approximately 24 participants on average per month.

**Youth Programs** - Educational and recreational activities are available to Wheeling Housing Authority children on-site in partnership with area agencies and organizations. The WHA has a summer youth program for children at the Hildar community.

**Senior Programs** - Recreational activities and health care service links are available at the elderly high rises, including a weekday lunch program at Garden Park Terrace Apartments in Warwood. The Wheeling

Housing Authority received the ROSS Grant - Resident Opportunities and Supportive Services through the U.S. Department of Housing and Urban Development. The goal is to improve the quality of life in their high rises and to link residents with existing services in the community. A coordinator works to help residents get needed social services to maintain their independent living status. The coordinator also works with elected resident councils to plan activities and trips.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance.**

Wheeling Housing Authority is not designated as "troubled" by HUD and is maintaining their "high performer" status according to HUD guidelines and standards.

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## **AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)**

### **Introduction**

Since inception in 1995, the Northern Panhandle Continuum of Care (NPCoC) has been a group comprised of local organizations, non-profits, social service providers, and community members working together to develop solutions to homelessness in the Northern Panhandle of West Virginia. The NPCoC's efforts focus on each stage of a homeless person's transition from life on the streets to stable, permanent housing. Since inception, the NPCoC has functioned as a grass-roots, proactive resolution body, as opposed to a fund-seeking entity.

The NPCoC has a total membership of more than 40 organizations, including representation from city governments, local law enforcement, hospitals, faith communities, mental health and substance abuse providers, affordable housing developers, advocates for youth, domestic violence and human trafficking survivors, LGBT populations, Veterans, public school homeless liaisons and street outreach teams. The diverse composition of the group allows members to leverage their unique strengths on behalf of the group's planning process by offering access to a wide array of factual data, expertise and varied perspectives on issues related to homelessness.

The Greater Wheeling Coalition for the Homeless (the Coalition) is the lead agency and administrative body of the NPCoC. As the lead agency, the Coalition is responsible for conducting all federally-required activities and reporting of the NPCoC. The Coalition is responsible for organizing and conducting the annual Point In Time Count of local homeless people, administering the regional Homelessness Management Information System (HMIS) required by state and Federal funding sources, participating in local street outreach efforts, and conducting presentations local community partners in an effort to highlight the services and shelter programs available in the region.

In addition to these responsibilities, the Coalition coordinates monthly Provider Committee meetings of the NPCoC. The Provider Committee is comprised of local provider organizations of homeless services, including emergency shelters, outreach committees, domestic violence providers, youth providers, and drop-in centers. The Provider Committee utilizes a community-wide list of all known persons experiencing homelessness to prioritize their placement into the best housing option available based on their level of need.

The Provider Committee meetings also offer an opportunity to share best practices and other techniques intended to improve efforts to engage homeless individuals and families. These include review of updates to Federal Regulations and evaluation of progress toward meeting established performance measures, such as reducing recidivism rates and the length of time of homelessness, working with clients and community resources to increase the income of people who are homeless, and achieving physical and mental health stability for people with disabilities or addictions.

While the NPCoC has a total membership of more than 40 organizations, the Coalition is currently the only agency which applies for funding through HUD's Continuum of Care Program. Being a sole applicant

enables the use of CoC-wide in-kind dollar match, which is solidified through the NPCoC Community Strategic Plan to End Homelessness.

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including: Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

In 2014, the NPCoC held membership meetings to offer individuals and organizations the opportunity to provide comments and feedback to the draft of the NPCoC's five-year strategic plan for the Northern Panhandle of West Virginia. In 2015, the NPCoC formally adopted the NPCoC Community Strategic Plan to End Homelessness, which is a five-year plan detailing the strategies, objectives, and action steps geared to ensuring there is safe, affordable housing for everyone in the region. Specific goals identified for success in outreaching to individuals and families in the community and providing them with an assessment of their individual's needs were included in the NPCoC Community Strategic Plan to End Homelessness as: formalizing committee structures to ensure 100 percent of the region is covered by outreach; and defining the best Coordinated Entry System, covering the entire service area, so a homeless individuals or family can present at any provider using the Homeless Management Information System (HMIS) and is assessed with universal tools.

Based on long-standing experience serving the local homeless population, regular contact with people experiencing homelessness has been identified as one of the most successful methods for ensuring progress in stability and independence, as well as reducing recidivism. To carry out strategies and action steps listed in the NPCoC Community Strategic Plan to End Homelessness related to outreach, members of the NPCoC have continued to work toward developing regional committees able to provide representation of both the northern and southern regions, which will provide regular updates on all five counties in the Northern Panhandle of West Virginia. By reporting on local needs and progress toward ending homelessness, the NPCoC is taking an active approach to better coordinate services and address unmet needs.

Additionally, the NPCoC has two major groups conducting outreach. The Coalition currently uses a three-pronged approach to outreach, connecting weekly with homeless clients, community partners, and landlords. Coalition case managers and community engagement specialists focus their street outreach efforts on connecting the unsheltered and sheltered homeless population to permanent housing through a referral to Centralized Intake and Assessment. Additionally, the Director of the Ohio County Health Department developed Project HOPE, a medical-based outreach team of nurses, community members, and volunteers who visit identified homeless campsites twice a month in an effort to engage unsheltered homeless persons and provide medical/mental health screenings. During winter months, both outreach teams conduct regular visits to the seasonal Winter Freeze Shelter, operated by Youth Services System in Wheeling. Regular referrals between these outreach groups occur to ensure the homeless population is connected to both their housing and medical needs, and all persons experiencing homelessness are

referred to Centralized Intake and Assessment.

Coalition staff conduct Centralized Intake and Assessment using an HMIS assessment and evidence-based practices to determine the most appropriate program available to meet the needs of each applicant. This includes diversion to family and friends if possible, and screening for placement in local emergency shelters, as well as other supportive services and housing programs. Coalition staff develop Individual Service Plans and Housing Plans, which include assistance with housing search and placement. Prioritization of placement into housing occurs during monthly Provider Committee meetings.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Members of the NPCoC include several emergency shelter providers such as the Salvation Army of Wheeling, the YWCA, Northwood Health Systems, Catholic Charities, and Youth Services System. In addition, the Coalition operates two transitional housing facilities, one for families with children, and one for adults without children. The eight units available in this program are in high demand and are consistently utilized, with a remarkable rate of effectiveness in helping people to gain the stability needed to achieve and maintain independent housing.

In addition to the Coalition's Emergency Solutions Grant HMIS funding, additional end user organizations of HMIS contribute to the costs of the HMIS system through annual agreements. The NPCoC's HMIS ServicePoint is utilized by two Supportive Services for Veterans Families programs and one Runaway Homeless Youth program. Annual agreements are set forth to support HMIS costs and adhere to the required HMIS component of all CoC-, ESG-, and VA-funded homeless assistance programs.

The Coalition also provides improved access and coverage to communities in the region aside from emergency shelter services and transitional housing by offering temporary rental assistance through the Emergency Solutions Grants and Supportive Services for Veteran Families programs. In addition to utilizing existing housing capacity, these programs allow people to remain in their home community where they are more likely to have the familiarity and support network necessary to reduce the likelihood of returning to homelessness.

### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The Coalition has developed and offers twelve diverse supportive service and housing programs which allows individuals and families to present at Centralized Intake and Assessment and receive a wide-range



of assistance under one roof, providing full continuity of care. These programs and services include: outreach and engagement; diversion; referrals to emergency shelter; placement in Transitional Housing for families and singles; Permanent Supportive Housing for single adults with disabilities; three distinct rental assistance programs for those at imminent risk or experiencing homelessness; post-housing supportive services; and, most recently, in-house clinical level services with a therapist. These programs and services provide assistance to all homeless populations, including those who are chronically homeless, individuals and families, Veterans and their families, and unaccompanied youth.

With access to a diverse group of supportive service, shelter, and housing programs, the Coalition can offer, through the NPCoC's Coordinated Entry System, tailored-housing solutions to meet the needs of individuals and families in ending their homelessness. For example, the Coalition offers a Housing Opportunities for People With HIV/AIDS (HOPWA) program which provides tailored housing and supportive service program components to those living with HIV/AIDS who are experiencing a housing crisis. Likewise, the SSVF program provides Veterans and their families with access to rapid re-housing and homelessness prevention programs tailored to their individual needs, including connection to VA benefits and health coverage. This system of programs, as evidenced in the NPCoC Community Strategic Plan to End Homelessness, works towards accelerating the process for referrals to housing and exit from emergency shelter or the streets. NPCoC Provider Committee meetings also assist in reducing the length of time homeless by prioritizing households' placement into the most appropriate housing solution available.

Assisting the homeless population in facilitating access to affordable housing is achieved through the Coalition's outreach of policy of connecting weekly with landlords. The Coalition has a contact list of roughly 60 landlords who are willing to participate in rental assistance programs offered by the Coalition. Additionally, the Coalition assists each household with an Individualized Service Plan and Housing Plan, which include assistance with housing search and placement. Public housing is often the most affordable, long-term housing available for the homeless population.

To prevent individuals and families who were recently homeless from becoming homeless again, the Coalition offers community engagement and post-housing stabilization programs, including the Bureau of Behavioral Health and Human Resources' Community Engagement Specialist program and the state-wide Collaborative Agreements to Benefit Homeless Individuals (CABHI) program. The Coalition's CABHI program focuses on serving individuals who are chronically homeless, Veterans, families and children, and unaccompanied youth. The Coalition's Community Engagement Specialist program is one of three offered in the Northern Panhandle of West Virginia, focused specifically on serving the homeless population. Northwood Health Systems and Health Ways, who are NPCoC members, also offer the Community Engagement Specialist program, focusing on serving those who have mental health issues, substance use disorders, and co-occurring disorders not experiencing homelessness.

Once housing is secured, the Coalition uses these post-housing programs to ensure people with mental health issues, substance abuse disorders, and co-occurring disorders maintain housing and reduce hospitalization by providing a high level of direct care. This direct care includes case management and

community engagement assistance with transportation to medical appointments, monitoring of medication, routine socialization, and connection to all necessary community resources for housing stability.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

Since 2007, members of the NPCoC have regularly reviewed all discharge planning protocols and worked with specific stakeholders, including two local hospitals, to ensure there are adequate procedures for ensuring people who are institutionalized are not discharged and become homeless. According to the West Virginia Division of Health Legislative Rule, hospitals must have a discharge planning process for post-hospital services. Locally, most patients often return to their prior living situation upon discharge from hospitals and health care facilities. However, when Centralized Intake and Assessment identifies recently discharged clients who do not have access to shelter or a support network such as friends and family, Coalition staff contact the hospital discharge planner to learn if an individual plan was developed.

When no discharge plan is in place, or clients are unable to care for themselves, staff provide referral to resources such as personal care homes and assisted living facilities, in addition to direct support, including assistance with an application for public housing, searches for private market housing, and referral to local social service and mainstream benefit providers. Specific destinations for people discharged from health care facilities include private market apartments, the homes of family and friends, or state- and locally-funded housing options.

In lieu of a state plan for clients afflicted with a mental illness, the NPCoC independently addresses discharge planning procedures on a local level through member coordination with comprehensive behavioral health centers in the region. As NPCoC lead, the Coalition recently hosted its April 2019 general membership meeting which included a training focus on discharge planning standards. While most mental health patients return to the care of family and friends upon discharge, some clients of state hospitals or diversion facilities lack a support system capable or willing to provide even short-term shelter. The development and implementation of innovative service models, such as Community Engagement Specialists, allow Coalition staff to take an active role in discharge planning, the scheduling of medical appointments, assistance with housing placement, and on-going monitoring and maintenance care. When necessary, Coalition staff contact a mental health liaison, as well as family or friends to make shelter arrangements. Specific destinations when discharged from mental health facilities include: private market rate apartments, family/friends' homes, or state/local-funded housing options such as Northwood Health Systems.

## Discussion

The Coalition, Northwood Health Systems, and Health Ways, Inc. all use state Behavioral Health funds to provide community engagement services to assist people with a serious mental illness who are frequently hospitalized. By providing targeted assistance to these clients, Community Engagement Specialists help them to maintain stability in the community by providing diversion from hospitalization, or upon release from a healthcare facility. The Coalition strictly focuses their services to homeless people who meet the eligibility for this program. Facilities or other organizations can refer a person to the Coalition for centralized intake and assessment. If the client is not homeless but meets the criteria for care, Northwood Health Systems and Health Ways, Inc. use their Community Engagement Specialist program to provide assistance in order to maintain housing via supportive care and homelessness prevention services.

During Centralized Intake and Assessment, the Coalition uses diversion techniques by asking potential clients to carefully consider whether there are any other housing options available, in order to help them avoid entering the homeless support system. For example, if there a family or a friend who can provide shelter until the person can get back on their feet. Diversion can successfully reduce the number of people who require assistance and reserve the use of scarce shelter resources for those who need them the most.

In addition to helping people avoid entering the shelter system, the Coalition has a modest amount of homelessness prevention assistance available through sources such as the state's Emergency Solutions Grants and the U.S. Department of Veterans Affairs' Supportive Services for Veteran Families programs to assist people who are at imminent risk of becoming homeless. Unfortunately, prevention funding from these sources is extremely limited. As a result, the Coalition uses a high scoring threshold to qualify for this assistance and targets people living in rural areas where no emergency shelter beds are available.

## **AP-75 Barriers to affordable housing - 91.420, 91.220(j)**

### **Introduction**

The City of Wheeling prepared a new Analysis of Impediments to Fair Housing Choice (AI) for the five-year period of 2020-2024. The AI is being submitted at the same time as the FY 2020-2024 Five Year Consolidated Plan and FY 2020 Annual Action Plan in IDIS.

The Barriers to affordable housing in Wheeling can be categorized, primarily, as either public policy issues or economic issues. Public policies establish practices implemented by municipal agencies or departments that can impede housing choice, increase housing costs, severely limit housing opportunities, or a combination thereof. The impact of public policy on affordable housing in the City can be intentional or inadvertent. Recognition of the impact of public policy on affordable housing is required to ameliorate its negative results.

The FY 2020 Analysis of Impediments identified the following impediments to fair housing:

- **Impediment 1: Housing Affordability** - Decent, safe, sanitary, and affordable housing remains a problem in finding fair housing choice as well as the quality of life and attractive neighborhoods.
- **Impediment 2: Housing Accessibility** - There is a lack of housing that is accessible to the older population, and persons with disabilities which limits their choice of housing.
- **Impediment 3: Fair Housing Education, Advocacy, Monitoring, and Enforcement** - There is a lack of awareness of tenant rights and landlord responsibilities under the Fair Housing Act, and a need to continually monitor and enforce the Fair Housing Act.
- **Impediment 4: Cost Burden** - Both homeowners and renters are cost burdened by the monthly cost of housing which affects fair housing choice.
- **Impediment 5: Income vs. Housing Choice** - There is a lack of economic and job opportunities in the City of Wheeling and the HOME Consortium area which prevents low-income households from increasing their income and ability to choose to live outside areas of concentrated poverty.
- **Impediment 6: Impacted Areas** - There are specific areas in the City of Wheeling where there is a concentration of low-income households and minorities.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The City of Wheeling in its most recent Analysis of Impediments to Fair Housing Choice did not identify any negative effects of its public policies that serve as barriers to affordable housing. The City had previously revised and updated its Zoning Ordinance and Land Development and Use Controls. These documents are consistent with the Fair Housing Act, Section 504, and the Americans with Disabilities Act. There are no other public policies that restrict fair housing.

**Discussion**

The City has prepared a new Analysis of Impediments to Fair Housing Choice for 2020. The City is committed to affirmatively furthering fair housing.

During its FY 2021 CDBG and HOME Program Year the City proposes to fund activities/projects that affirmatively further fair housing. This includes:

- Assistance with rehabilitation costs for lower income owner-occupied and renter-occupied housing through the support of the Northern Panhandle HOME Consortium's CHDOs.
- Funds for downpayment assistance and closing costs for low-income homebuyers.
- Funds for education, outreach, and trainings through the Human Rights Commission.

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## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

The City of Wheeling has developed the following actions planned to: address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based hazards, reduce the number of poverty-level families, develop institutional structures, and enhance coordination between public and private housing and social service agencies.

### **Actions planned to address obstacles to meeting underserved needs**

Despite efforts made by the City and social service providers, a number of significant obstacles to meeting underserved needs remain. Because resources are scarce, funding becomes the greatest obstacle. Insufficient funds hinder maintenance and limit the availability of funding to the many worthy public service programs, activities, and agencies. Planning and effective use of these limited resources will prove critical in addressing Wheeling's needs and improving the quality of life of its residents. The following obstacles need to be overcome in order to meet underserved needs:

- High unemployment rate and loss of household income
- Lack of decent, sound, and affordable rental housing
- High cost of housing
- Aging population
- Low wages in the service and retail sectors
- Job training programs for the disabled
- Increase in the number of disabled persons needing housing
- Increase in the number of vacant and abandoned properties
- Lack of public transportation
- Increase in drug and alcohol abuse
- ADA improvement
- Programs for the youth and the elderly

The City of Wheeling will work to address these obstacles through the agencies and programs to be funded in FY 2021. Some of the activities to address these obstacles include:

- CD-21-04 Youth Service Systems
- CD-21-07 Catholic Charities Center
- CD-21-08 Family Service
- CD-21-09 Greater Wheeling Coalition for the Homeless
- CD-21-10 House of the Carpenter
- CD-21-11 Information Helpline
- CD-21-12 Seeing Hand Association
- CD-21-13 Soup Kitchen of Greater Wheeling
- CD-21-14 Wheeling Health Right

- CD-21-15 YMCA
- CD-21-16 Human Rights Commission
- CD-21-17 East Wheeling Pool Operations
- CD-21-18 Nelson Jordan Center
- HOME-21-20 CHDO Set-Aside
- HOME-21-21 Northern Panhandle HOME Consortium - First Time Homebuyer Program

### **Actions planned to foster and maintain affordable housing**

The City of Wheeling and the Northern Panhandle HOME Consortium are proposing the following goals and strategies to foster and maintain affordable housing:

- **HS-1 Homeownership** – Assist low- and moderate-income households to become homeowners by providing down payment assistance, closing cost assistance, and requiring housing counseling training.
- **HS-2 Housing Construction/Rehabilitation** – Support and promote the development of decent, safe, sound, and accessible housing that is affordable to owners and renters in the City and the HOME Consortium through new construction and rehabilitation.
- **HMS-2 Housing** – Support the local agencies' efforts to provide emergency shelter, transitional housing, and permanent supportive housing to persons experiencing homelessness.
- **HMS-3 Prevention and Re-Housing** – Support the prevention of homelessness through anti-eviction activities and programs for rapid re-housing.
- **AMS-3 Fair Housing** – Provide funds for training, education, outreach, testing, and monitoring to affirmatively further fair housing in the City of Wheeling and the HOME Consortium.

The City of Wheeling and the Northern Panhandle HOME Consortium, during the FY 2021 program year propose to fund the following project to foster and maintain affordable housing:

- CD-21-09 Greater Wheeling Coalition for the Homeless
- CD-21-16 Human Rights Commission
- HOME-21-20 CHDO Set-Aside
- HOME-21-21 Northern Panhandle HOME Consortium - First Time Homebuyer Program

### **Actions planned to reduce lead-based paint hazards**

For the City's and the HOME Consortium First Time Homeownership Program, the City and the Consortium member will continue to ensure that:

- Applicants for homeownership assistance receive adequate information about lead based paint requirements.
- Staff properly determines whether proposed projects are exempt from some or all lead based paint requirements.

- A proper visual assessment is performed to identify deteriorated paint in the dwelling unit, any common areas servicing the unit, and exterior surfaces of the building or soils.
- Prior to occupancy, properly qualified personnel perform paint stabilization and the dwelling passes a clearance exam in accordance with the standards established in 24 CFR Part 35.
- The home purchaser receives the required lead based paint pamphlet and notices.

If the City or the HOME Consortium members funds any rehabilitation projects, the City and the HOME Consortium member will to ensure that:

- Applicants for rehabilitation funding receive the required lead-based paint information and understand their responsibilities.
- Staff properly determines whether proposed projects are exempt from some or all lead based paint safety requirements.
- The level of federal rehabilitation assistance is properly calculated and the applicable lead based paint requirements determined.
- Properly qualified contractor perform risk management, paint testing, lead hazard reduction, and clearance services when required.
- Required lead hazard reduction work and protective measures are incorporated into project rehabilitation specifications.
- Risk assessment, paint testing, lead hazard reduction, and clearance work are performed in accordance with the applicable standards established in 24 CFR Part 35.
- Required notices regarding lead based paint evaluation, presumption, and hazard reduction are provided to occupants and documented.
- Program documents establish the rental property owner's responsibility to perform and document ongoing lead based paint maintenance activities, when applicable.
- Program staff monitors owner compliance with ongoing lead based paint maintenance activities, when applicable.

### **Actions planned to reduce the number of poverty-level families**

According to the 2013-2017 American Community Survey, 15.5% of the residents of Wheeling are living in poverty, and 28.3% of female-headed households were living in poverty. Of female-headed households with children under the age of 18, 43.3% were living below the poverty level, and of the female-headed households with children under the age of 5, 52.7% are living in poverty. There were 9.0% of all families living in poverty.

The City's anti-poverty strategy is based on attracting a range of businesses and supporting work force development including job-training services for low-income residents. In addition, the City's strategy is to provide supportive services for low income residents.

The City of Wheeling, during FY 2021 program year will fund the following:

- CD-21-07 Catholic Charities Center



- CD-21-08 Family Service
- CD-21-09 Greater Wheeling Coalition for the Homeless
- CD-21-10 House of the Carpenter
- CD-21-12 Seeing Hand Association
- CD-21-13 Soup Kitchen of Greater Wheeling
- CD-21-14 Wheeling Health Right

### **Actions planned to develop institutional structure**

Effective implementation of the Five-Year Consolidated Plan and Annual Action Plan involves a variety of agencies both in the community and in the region. Coordination and collaboration between agencies is important to ensuring that the needs in the community are addressed. The key agencies that are involved in the implementation of the Plan as well as additional resources that may be available are described below.

#### **Public Sector:**

- ***City of Wheeling*** - The City's Department of Economic and Community Development (DECD) will be responsible for the administration of the City's community development programs, including some of the local programs that assist target income residents. The Department's responsibilities will include managing and implementing the City's affordable housing policies, including the Consolidated Plan and related documents. Several other City Departments and Divisions will also be involved, including Planning, Code Enforcement, Public Works, Police, Fire, Recreation, Water, and Sewer.
- ***The Wheeling Housing Authority*** - The Wheeling Housing Authority is one of the primary owners of affordable housing within the community. The Housing Authority also administers the Housing Choice (Section 8) Voucher Program. The City will continue to work in close consultation with the Housing Authority regarding affordable housing issues in Wheeling.

#### **Non-Profit Agencies:**

There are several non-profit agencies that serve target income households in the greater Wheeling area. The City will collaborate with these essential service providers. Some of them include:

- Greater Wheeling Coalition for the Homeless
- YWCA Wheeling
- CHANGE, Inc.
- Catholic Charities
- Family Services
- House of the Carpenter
- Laughlin Chapel
- Wheeling Health Right

- Soup Kitchen of Greater Wheeling, Inc.
- Light House
- Wheeling Human Rights Commission
- Seeing Hand Association
- Northern West Virginia Center for Independent Living

**Private Sector:**

The private sector is an important collaborator in the services and programs associated with the Consolidated Plan. The private sector brings additional resources and expertise that can be used to supplement existing services or fill gaps in the system. Lenders, affordable housing developers, business and economic development organizations, and private service providers offer a variety of assistance to residents such as health care, small business assistance, home loan programs, and assisted housing, among others. The City will work closely with these agencies to meet Consolidated Plan goals and objectives. Funds for affordable housing are also provided through the Federal Home Loan Bank of Pittsburgh through its member banks.

**Actions planned to enhance coordination between public and private housing and social service agencies**

The City of Wheeling is committed to continuing its participation and coordination with public, housing, and social service agencies. The City solicits application for CDBG and HOME funds. Upon request, the City sends out applications to agencies, organizations, and housing providers that have expressed an interest in submitting an application. Additionally, the City solicits applications for recipients of CHDO funds. The public service applications are reviewed by the Department of Economic and Community Development and the City Manager to discuss any questions with the applicant. CHDO applications are reviewed by the Department, the Northern Panhandle HOME Consortium members, and the City's consultants. The City provides help and assistance to its public and private agencies that they fund.

**Discussion****Monitoring:**

The City of Wheeling's Department of Economic and Community Development (DECD) will have the primary responsibility for monitoring the City's Five-Year Consolidated Plan. DECD will maintain records on the progress toward meeting the goals and compliance with the statutory and regulatory requirements for each activity. DECD will be responsible for the on-going monitoring of subrecipients. DECD personnel will make on-site visits to inspect and monitor CDBG funded activities, including visits to subrecipients.

For each activity authorized under the National Affordable Housing Act, DECD has established fiscal and management procedures that will ensure program compliance and fund accountability. Additionally, DECD will ensure that the reports to the U.S. Department of Housing & Urban Development (HUD) are complete and accurate. The programs are subject to the Single Audit Act.

For projects, other than CDBG funded activities, a similar reporting format will be used to monitor the progress of the Consolidated Plan.

The City of Wheeling will provide citizens with reasonable notice of, and the opportunity to comment on its Annual Action Plan, its performance under previously funded CDBG Program Years, and substantial amendments to the Five-Year Consolidated Plan and Annual Action Plans. The City of Wheeling will respond within 15 days in writing to any written complaints or inquiries from citizens regarding the CDBG Program, its housing strategy, or CAPERs. This is enumerated in the City's Citizen Participation Plan.

The City of Wheeling and its subrecipients will comply with the requirements and standards of 2 CFR Part 225, which is the cost principles for state and local governments and their subrecipients. In addition, the City will have written agreements with each of its subrecipients.

The City will monitor its performance with meeting its goals and objectives with its Five-Year Consolidated Plan. It will review its goals on an annual basis in the preparation of its CAPER and will adjust its goals as needed.

The City does not have a timeliness of expenditures problem. The City abides by the Federal cost principles and expenditures.

In the expenditures of CDBG funds for housing construction or project improvements, the City's inspectors will make periodic on-site inspections to ensure compliance with state and local housing codes. The City also requires submittal of architectural drawings, a site plan, and specifications for this work. These will be reviewed prior to the issuance of building permits and the distribution of CDBG funds.

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

The City of Wheeling and the Northern Panhandle HOME Consortium receive an annual allocation of CDBG and HOME funds. Since the City receives these Federal allocations, the questions below have been completed, as they are applicable.

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

*Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.*

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$0.00
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	\$0.00
3. The amount of surplus funds from urban renewal settlements	\$0.00
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	\$0.00
5. The amount of income from float-funded activities	\$0.00
<b>Total Program Income</b>	<b>\$0.00</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	\$0.00
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	87.0%

**HOME Investment Partnership Program (HOME)  
Reference 24 CFR 91.220(l)(2)**

**1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:**

The Northern Panhandle HOME Consortium does not intend to use any other forms of investment other than those described in 24 CFR 92.205(b). Not Applicable.

**2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 24 CFR 92.254, is as follows:**

See Resale/Recapture Policy in the Appendix.

**3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:**

See Resale/Recapture Policy in the Appendix.

**4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:**

The Northern Panhandle HOME Consortium does not intend to refinance any existing debt for multifamily housing that will be rehabilitated with HOME Funds. Not Applicable.

## **Discussion**

### **Northern Panhandle HOME Consortium:**

The Northern Panhandle HOME Consortium, administered by the City of Wheeling, will receive \$305,207 under FY 2021 HOME funds. Those funds are budgeted as follows:

- **Administration** - \$30,520.00 (10%)
- **CHDO Set-Aside** - \$45,782.00 (15%)
- **First Time Homebuyer Program** - \$228,905.00 (75%)

**Total: \$305,207.00**

### **HOME Program Income:**

The Northern Panhandle HOME Consortium does not expect to receive any additional HOME program income during this program year.

**HOME Match:**

The Northern Panhandle HOME Consortium has excess HOME Match funds from previous years in the amount of \$1,854,850.44 as reported in the FY 2019 CAPER. The Northern Panhandle HOME Consortium will have additional HOME Match from WVHDF bond funds, Federal Home Loan Bank, and other private funds during this program year.

**CHDO Organizations:**

The Northern Panhandle HOME Consortium currently has two (2) active CHDO organizations, which are: CHANGE, Inc. and the Greater Wheeling Coalition for the Homeless. They are eligible for recertification every time they submit an application for new funding.

**CDBG Program Income:**

The City of Wheeling does not anticipate that it will receive any Program Income during this program year.

**CDBG Percentage:**

- Administrative Percentage: 20.0%
- Public Service Percentage: 8.8%
- Low- and Moderate-Income Percentage: 87.0%
- Slum and Blight Activities: 13.0%

**HOME Percentage:**

- Administrative Percentage: 10.0%
- CHDO Set-Aside: 15.0%