



# City of Wheeling, West Virginia

**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

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City Manager

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## FY 2024 Annual Action Plan

For Submission to HUD

Community Development Block Grant  
and  
HOME Investment Partnership Program

Prepared By:



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## 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 2024 Annual Action Plan for the period of July 1, 2024 through June 30, 2025. 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. This is the fifth Annual Action Plan under the City's FY 2020 - FY 2024 Five-Year Consolidated Plan. 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 2024 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 2024 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 2024 program year:

- FY 2024 CDBG Allocation - \$1,139,554.00
- FY 2024 HOME Allocation - \$302,232.00
- **Total Funds: \$1,441,786.00**

**FY 2024 CDBG and HOME Budget:**

The City of Wheeling and the Northern Panhandle HOME Consortium propose to undertake the following activities with the FY 2024 CDBG and HOME funds:

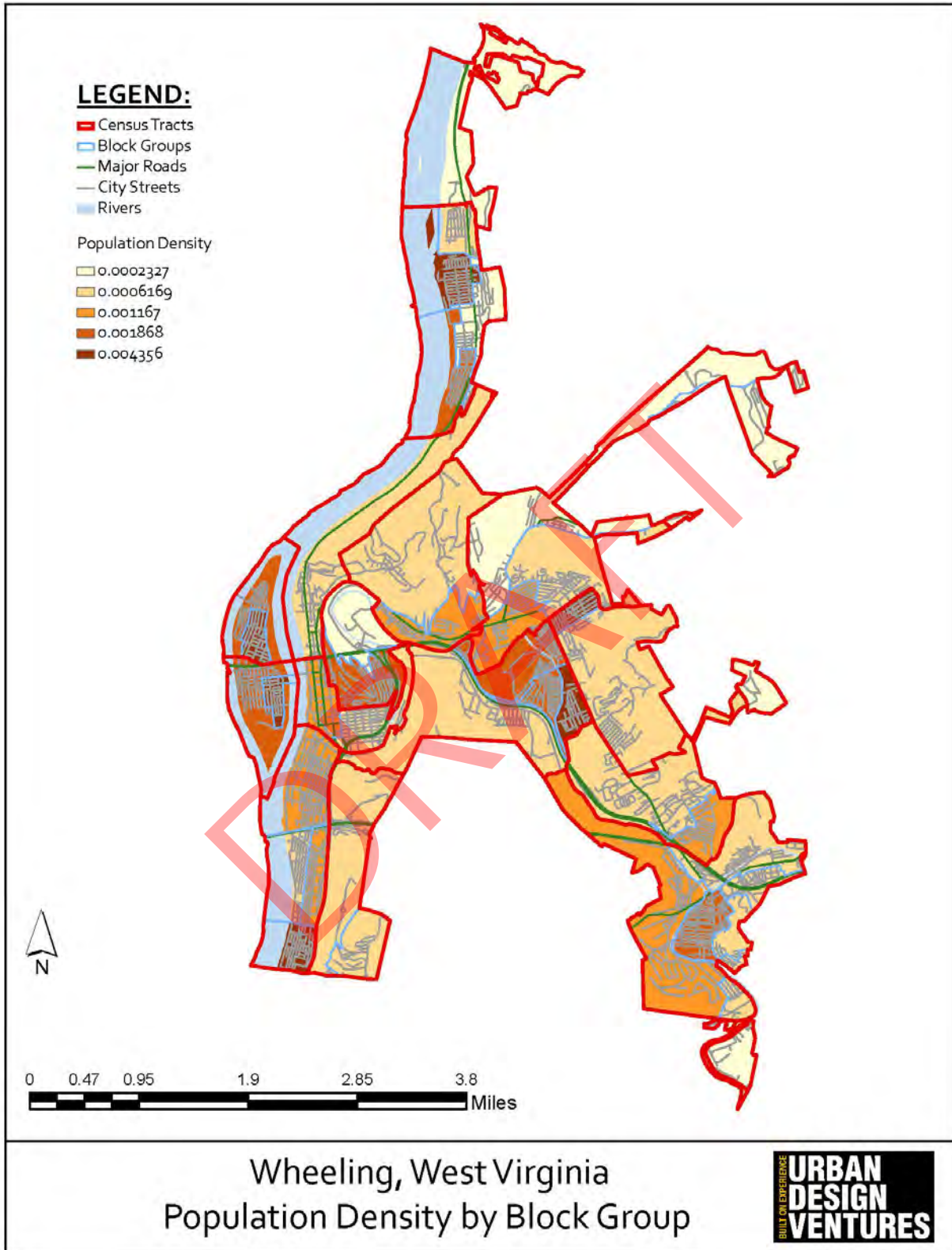
- **CD-24-01 CDBG Administration** - \$227,910.00
- **CD-24-02 Street Reconstruction** - \$250,000.00
- **CD-24-03 Hillside Stabilization and Restoration** - \$516,074.00
- **CD-24-04 Laughlin Community Center** - \$20,570.00
- **CD-24-05 Catholic Charities** - \$10,000.00
- **CD-24-06 Family Service** - \$10,000.00
- **CD-24-07 House of the Carpenter** - \$5,000.00
- **CD-24-08 King's Daughters Childcare Center** - \$25,000.00
- **CD-24-09 NAMI** - \$25,000.00
- **CD-24-10 Seeing Hand Association** - \$5,000.00
- **CD-24-11 The Soup Kitchen** - \$10,000.00
- **CD-24-12 Wheeling Health Right** - \$25,000.00
- **CD-24-13 Wheeling YMCA** - \$5,000.00
- **CD-24-14 Human Rights Commission** - \$5,000.00
- **HOME-24-15 HOME Administration** - \$30,223.00
- **HOME-24-16 CHDO Set-Aside** - \$45,335.00
- **HOME-24-17 Northern Panhandle HOME Consortium** - First Time Homebuyer Program - \$226,674.00
- **Total Funds: \$1,441,786.00**

**Maps:**

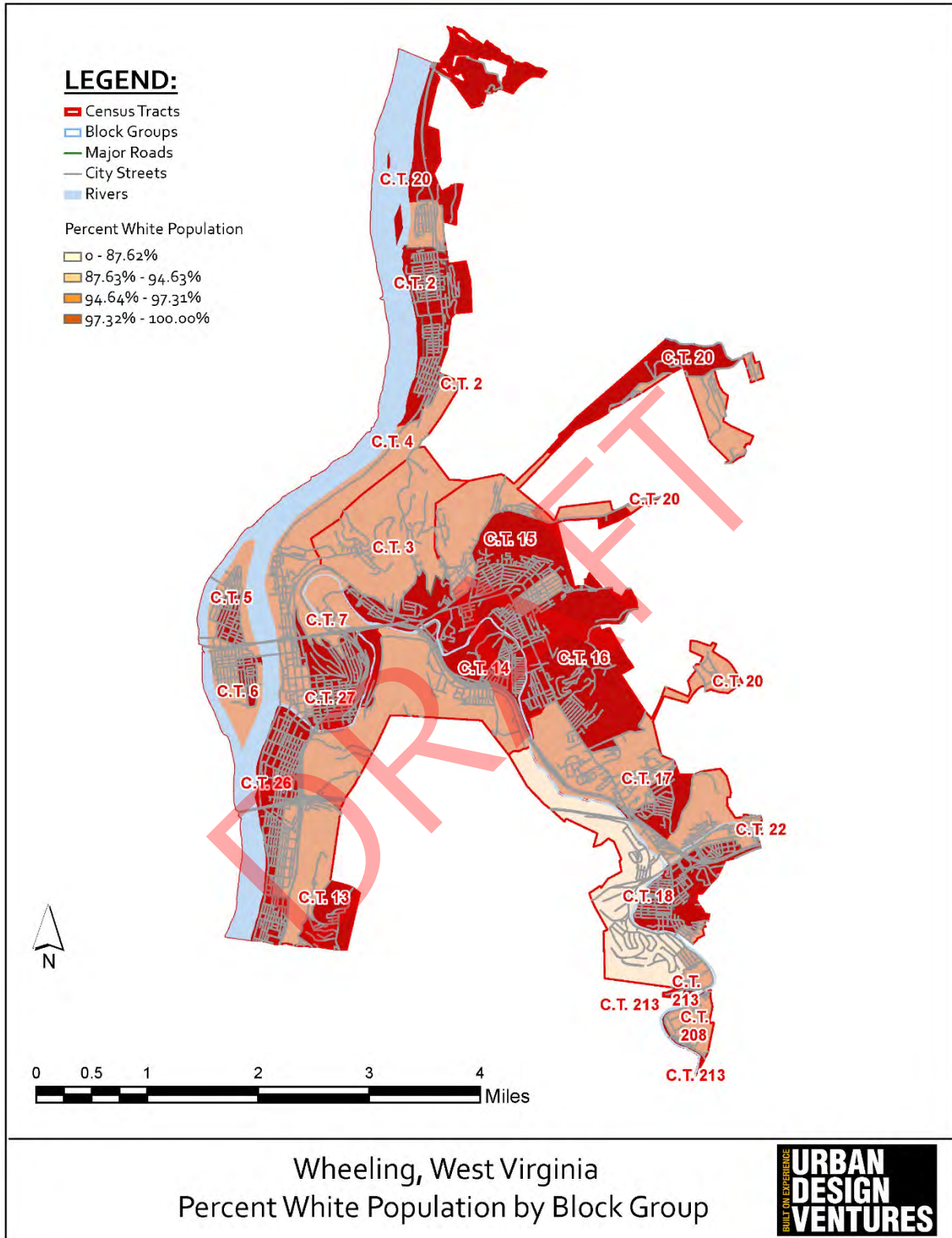
Below are the following maps which illustrate the demographic characteristics of the City of Wheeling:

- Population Density by Block Group
- Percent White Population by Block Group
- Percent Minority Population by Block Group
- Percent Population Age 65+ by Block Group
- Housing Unit Density by Block Group
- 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 Hot Spots

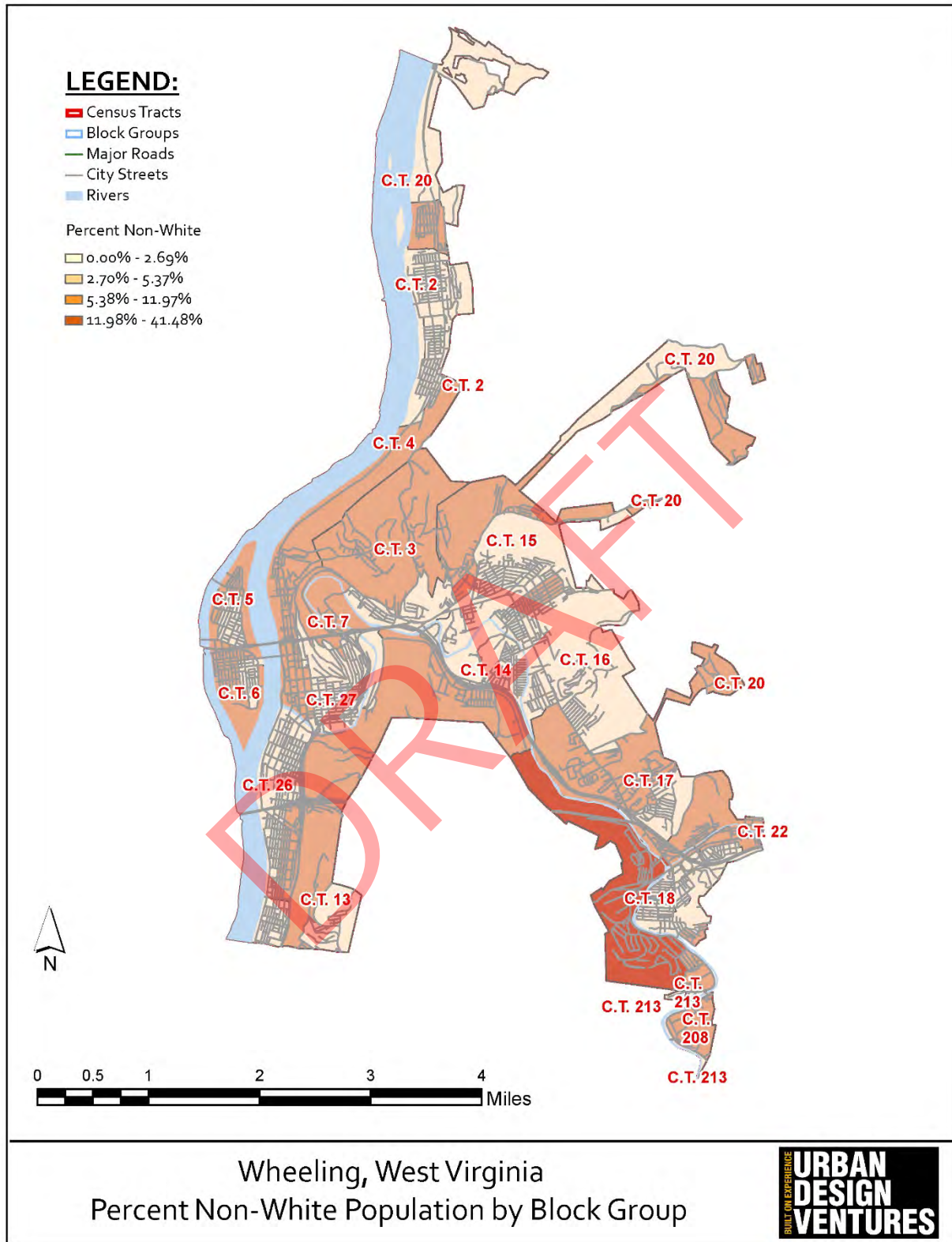
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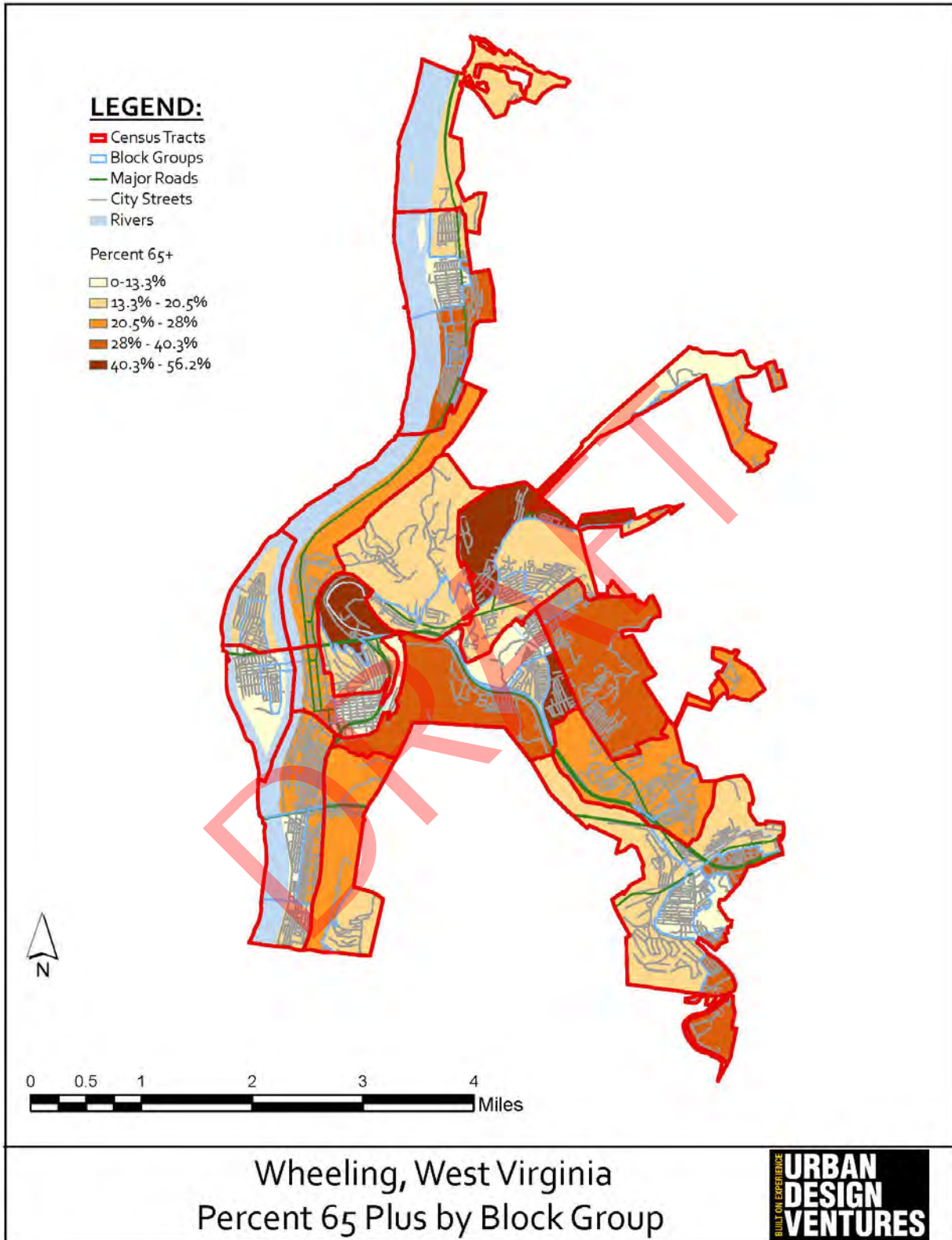
**Population Density by Census Tract**



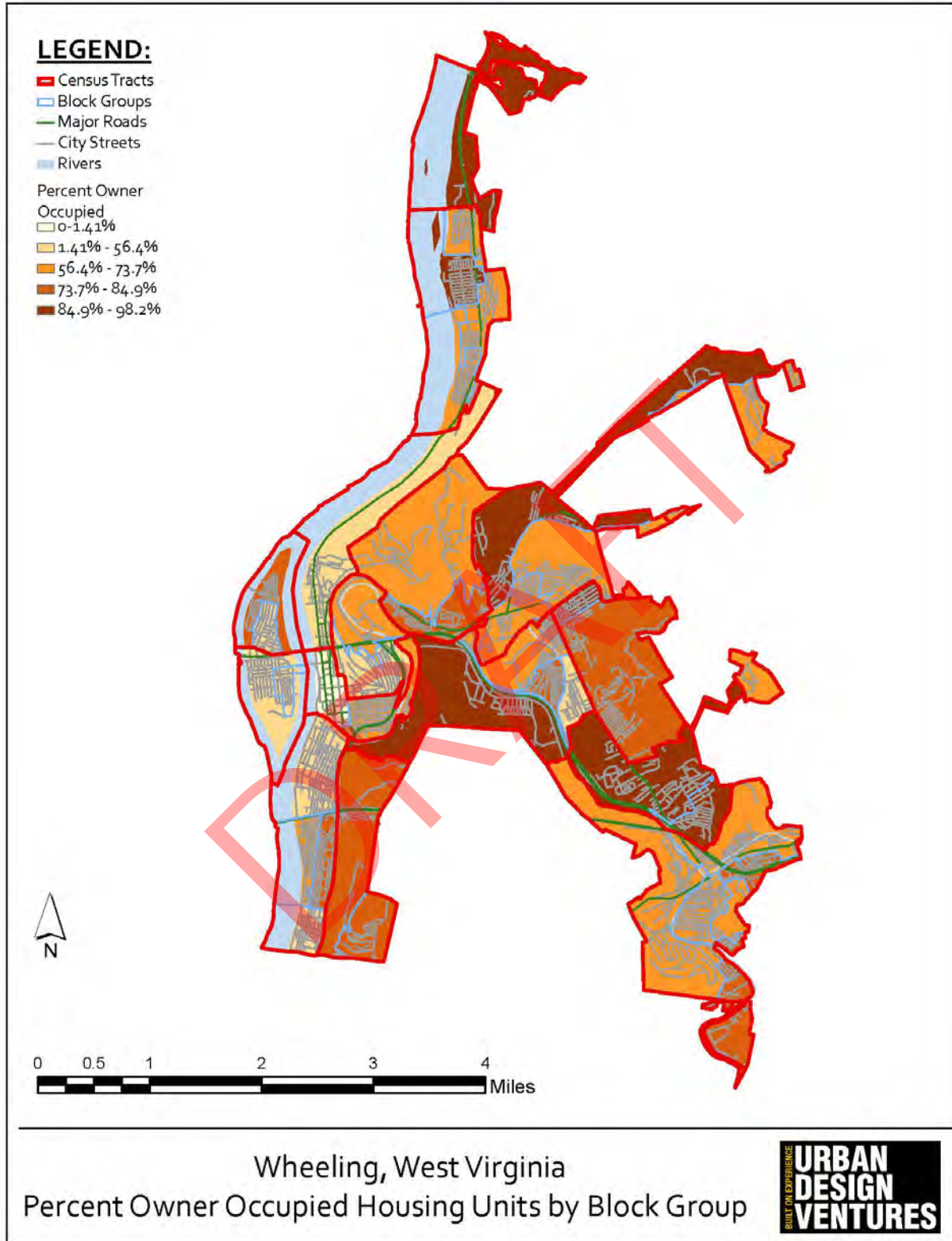
**Percent White Population by Census Tract**



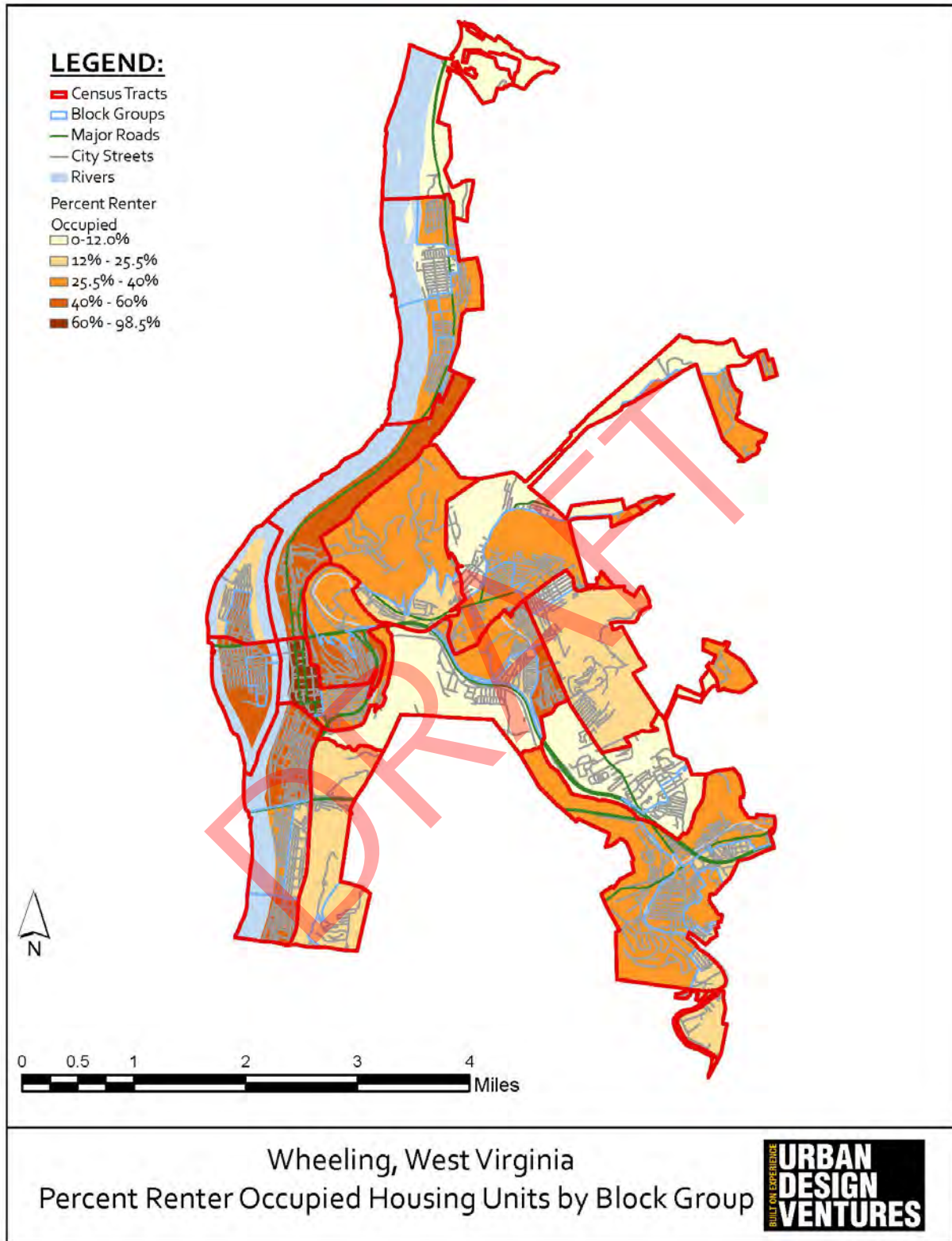
Percent Minority Population by Census Tract



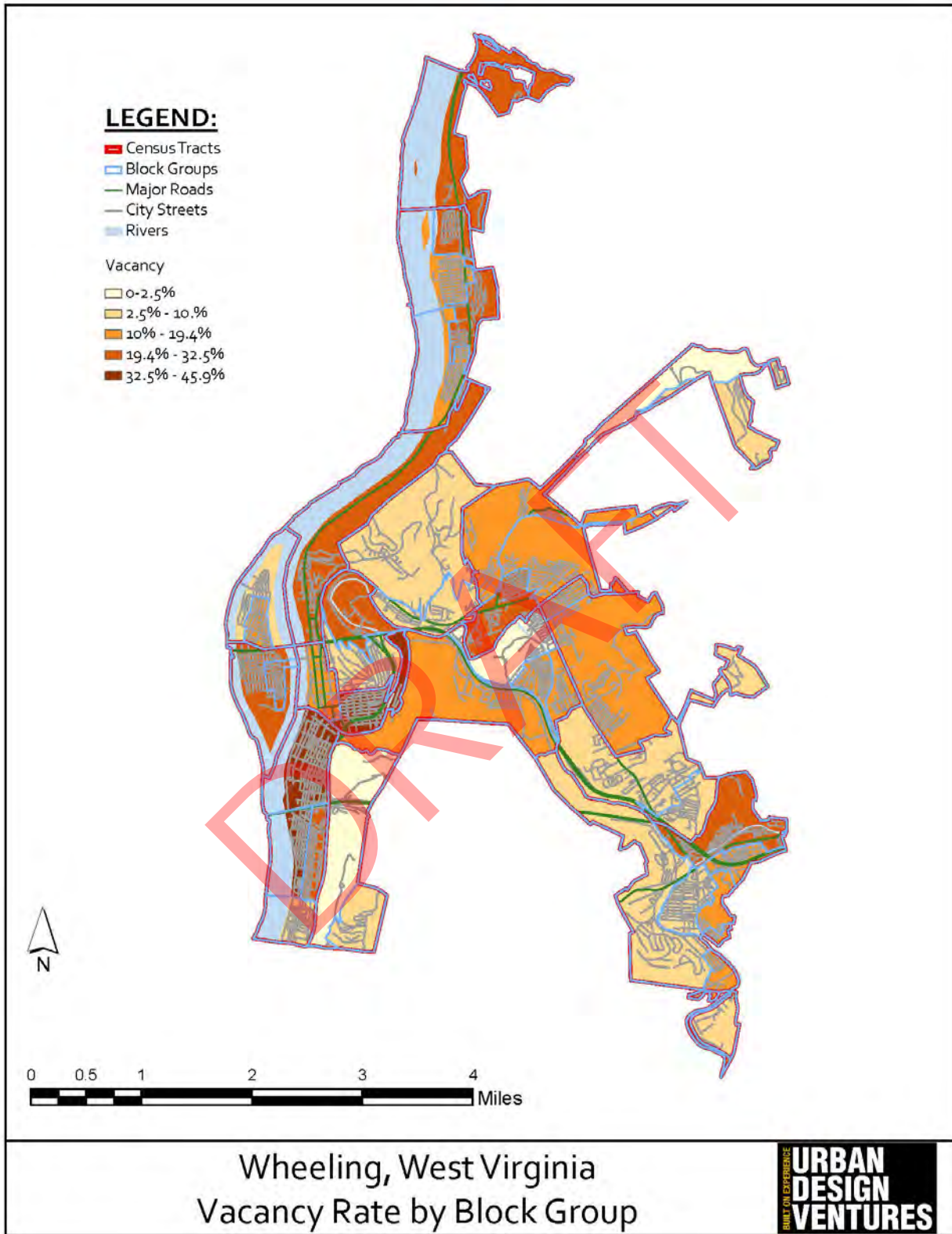
Percent Population Age 65+ by Census Tract



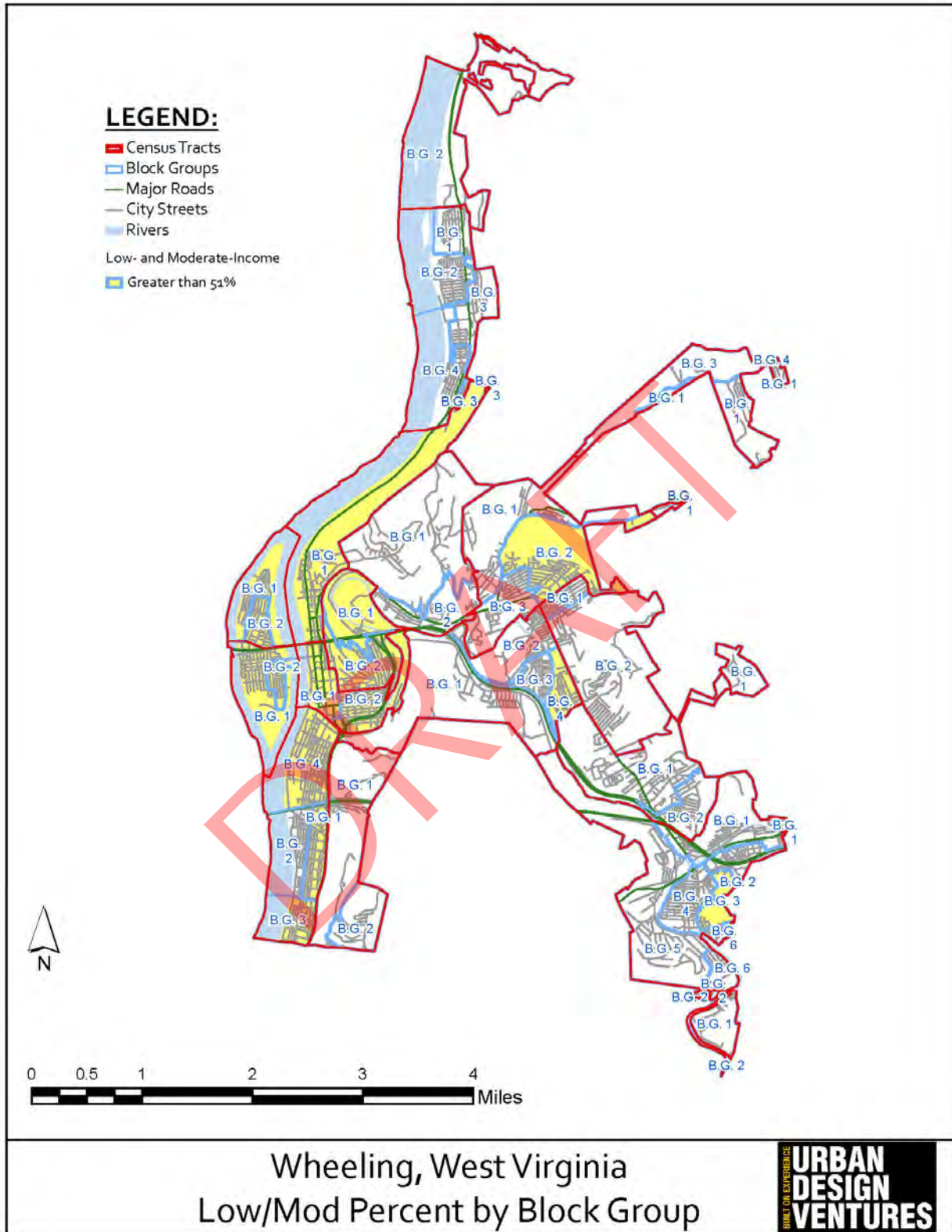
**Percent Owner-Occupied Housing Units by Census Tract**



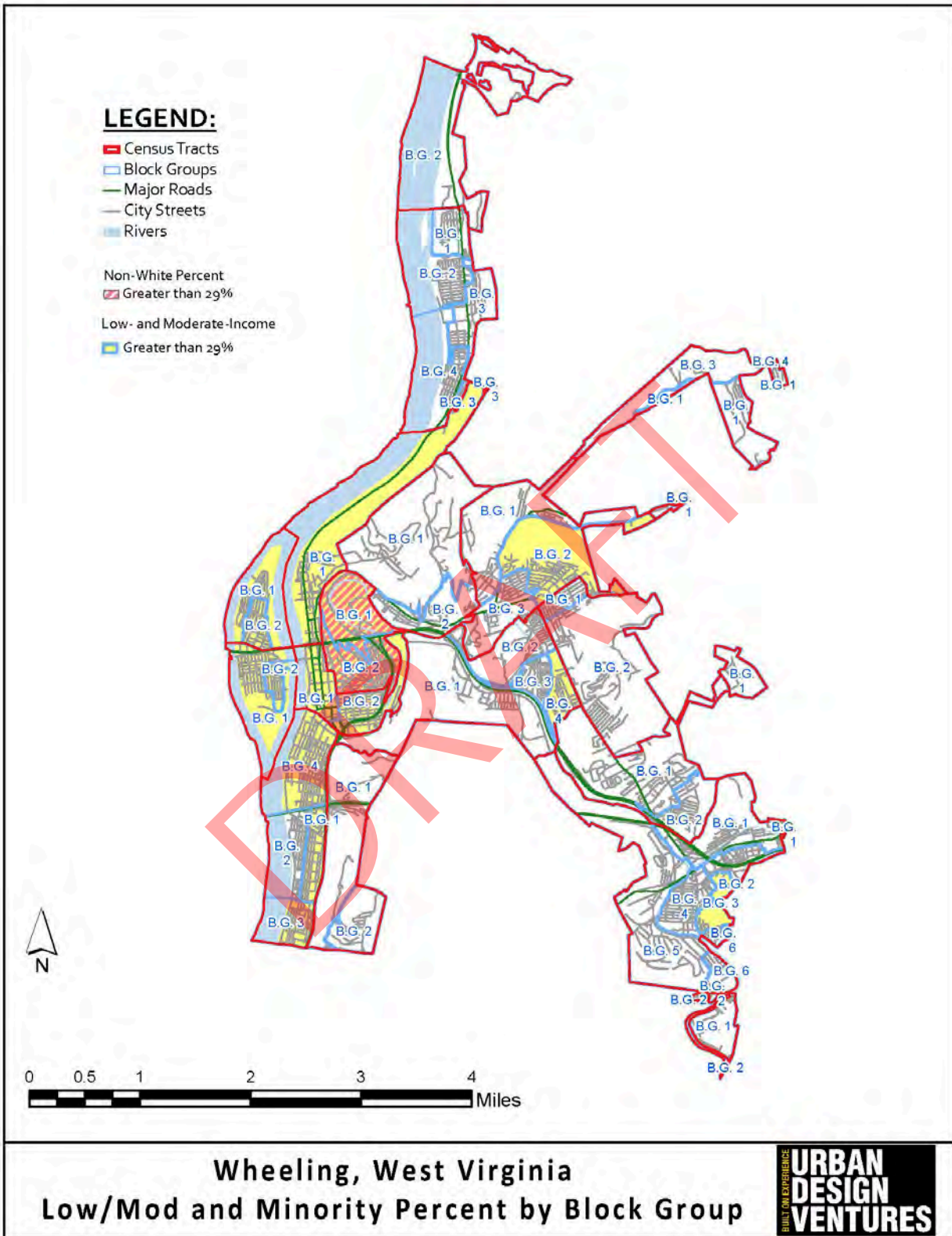
**Percent Renter-Occupied Housing Units by Census Tract**



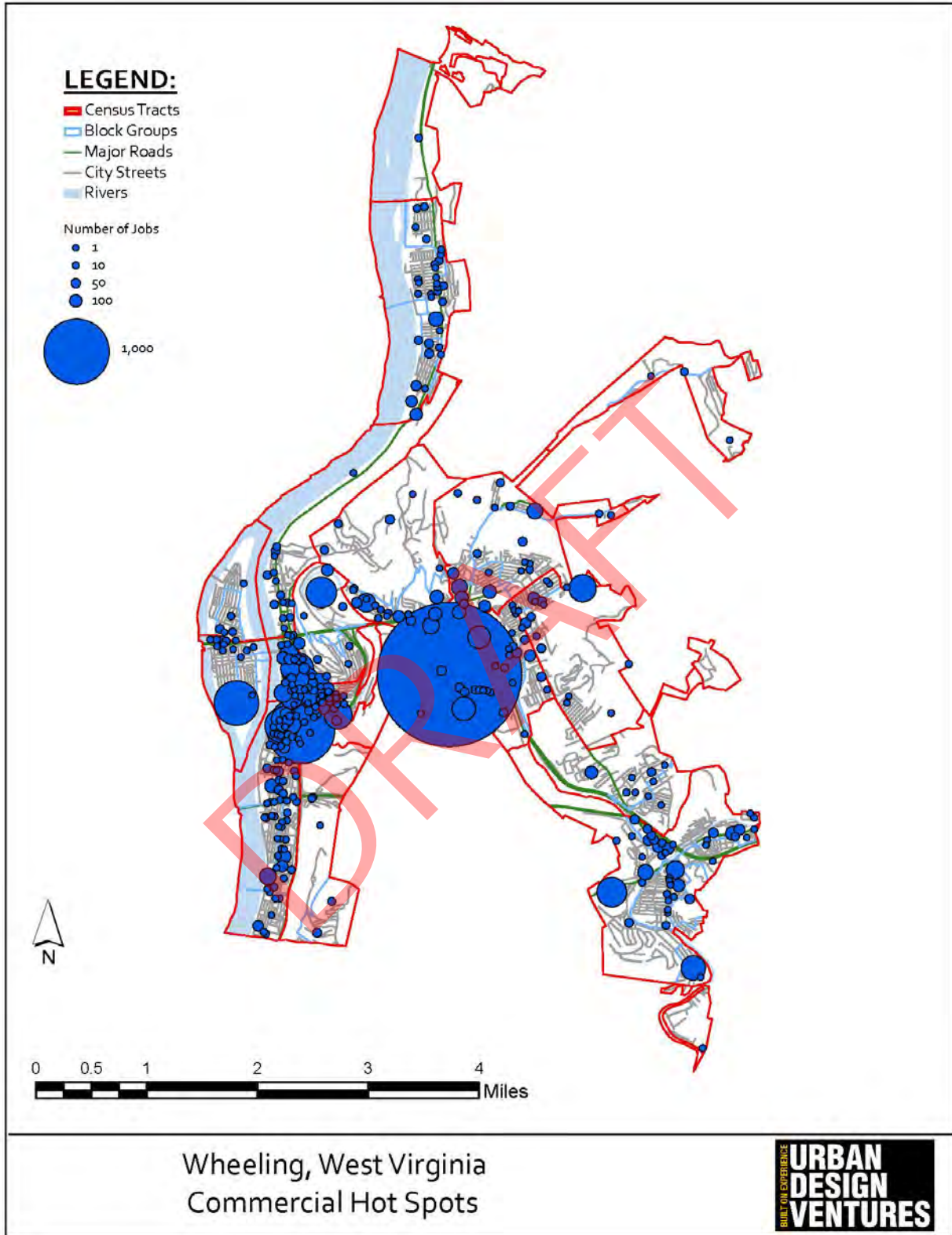
Percent Vacant Housing Units by Census Tract



Low/Moderate Income Percentage by Block Group



Low/Moderate Income with Minority Percentage by Block Group



**Commercial 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 2024 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 \$226,674 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 2024. Funds to be used for construction or rehabilitation of affordable housing.

### **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.

- **Street Reconstruction** - CDBG funds will be used for the improvement and reconstruction of streets in low- to moderate-income service areas including, but not limited to, grade adjustments for manholes and inlets, milling and removal of asphalt, as-needed repair of base and sub-base, paving of new binder and wearing courses, installation of accessible curb ramps where needed, and related design, engineering, and inspections as needed.
- **Hillside Stabilization and Restoration** - CDBG funds will be used to address active or at-risk landslide prone areas that jeopardize the public health, safety, and welfare of low- to moderate-income service areas through stabilization including, but not limited to, excavation, slope geometry modification, installation of support structures, drainage, etc., restoration activities, and related design, engineering, and inspections as needed.

**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.

- **Laughlin Community Center** - CDBG funds will be used to replace the smoke detection and alarm system, install additional pull stations and horns/strobes, and install Knox Box.

**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 support summer and winter break reading programs by assisting in the purchase of related materials for low- to moderate-income youth participants.
- **King's Daughters Childcare Center** - CDBG funds will be used to assist with the purchase of furniture for the additional early childhood education program classrooms.
- **NAMI** - CDBG funds will be used to assist with the purchase of vans for transporting clients served by the Wheeling Drop-In Center.
- **Seeing Hand Association** - CDBG funds will be used to assist with workshop and activity expenses for persons with visual impairments.
- **Wheeling Health Right** - CDBG funds will be used to assist in purchasing pharmaceuticals for a free health clinic that serves the very low-income and the homeless.
- **Wheeling YMCA** - CDBG funds will be used to assist in providing scholarships for membership and discounted health and wellness program fees for low- to moderate-income residents.

**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 support the Home-delivered Meals Program by assisting in the purchase of food, containers, paper products, disposables, gasoline, etc. to prepare, provide, and deliver meals for the very low-income population.
- **Family Service** - CDBG funds will be used to support the Senior Nutrition Program by assisting in the purchase of food, containers, paper products, disposables, gasoline, etc. to prepare, provide, and deliver meals for the very low-income population.
- **The Soup Kitchen** - CDBG funds will be used to support the feeding program by assisting in the purchase of food and food containers to prepare and provide meals for the homeless and very low-income.

#### **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 2022 CAPER which was the third CAPER for the FY 2020-2024 Five-Year Consolidated Plan. In the FY 2022 CAPER, the City of Wheeling expended 100.00% of its CDBG funds to benefit low- and moderate-income persons. The City expended 13.11% of its funds during the FY 2022 CAPER period on public services, which is below the statutory maximum of 15%. The City expended 20.84% of its funds during that CAPER period on Planning and Administration, which is above the statutory maximum of 20%. The City was above the required 1.5 maximum drawdown ratio with a drawdown ratio of 1.66. The City will begin to prepare its FY 2023 CAPER, which will be completed after submission of this FY 2024 Annual Action Plan. The FY 2023 CAPER will be submitted to HUD on or before September 30, 2024.

The HOME program is also being administered in accordance with applicable activity limitations and match requirements. During the FY 2022 CAPER period, the Northern Panhandle HOME Consortium generated \$3,000.00 in match funding, which brings the total excess match to \$2,164,091.99 for the HOME Program as of the end of June 2023.

#### **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 2024 Annual Action Plan. The City held its first public hearing on the needs of the community and its residents on February 6, 2024. This provided residents, agencies, and organizations 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.

A copy of the "Draft FY 2024 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" and "Wheeling News-Register," newspapers of general circulation in the area, on Thursday, May 30, 2023. The "Draft FY 2024 Annual Action Plan" was on public display on the City's website, [www.wheelingwv.gov](http://www.wheelingwv.gov), at the offices of the Economic and Community Development Department, City-County Building, Room 305, 1500 Chapline Street, Wheeling, West Virginia 26003, and at the Ohio County Public Library, 52 Sixteenth Street, Wheeling, WV 26003.

The Second Public Hearing was scheduled for Tuesday, June 18, 2024. 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 stated FY 2024 CDBG Applications are Available** - January 18, 2024
- **Publish First Public Hearing in the Newspaper** - January 18, 2024
- **First Public Hearing for CDBG/HOME** - February 6, 2024
- **FY 2023 CDBG Funding Applications Due** - February 22, 2024
- **Publish Second Public Hearing Notice and that the Draft Plan is on Display** - May 30, 2024
- **Annual Action Plan goes on Display** - May 31, 2024
- **Second Public Hearing for CDBG/HOME** - June 18, 2024
- **End of Annual Action Plan on Display** - July 1, 2024
- **Program Year Begins** - July 1, 2024
- **City Council Adoption of the FY 2024 Annual Action Plan** - July 2, 2024
- **Annual Action Plan submitted to HUD Pittsburgh Office** - on or before July 12, 2024

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 Tuesday, February 6, 2024 at noon. No one attended the hearing nor did the City receive any comments.

The FY 2024 Annual Action Plan was placed on public display, and a Second Public Hearing was held on June 18, 2024 at noon.

Additionally, Northern Panhandle HOME Consortium members held the following HOME funds public hearings:

- **City of Weirton** - February 27, 2023 at 11 a.m.
- **Hancock County** – February 22, 2024 at 2:30 p.m.
- **Brooke County** – February 27, 2024 at 10:30 a.m.

- **Ohio County** - March 19, 2023 at 6:00 p.m.
- **Marshall County** - March 19, 2024 at 9:00 a.m.

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 2024 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 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 2024 Program Year, the City of Wheeling will receive the following Federal financial resources:

- FY 2024 CDBG Allocation - \$1,139,554.00
- FY 2024 HOME Allocation - \$302,232.00
- **Total Funds: \$1,441,786.00**

During the FY 2024 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
- CDS-1 Infrastructure

- CDS-2 Community Facilities
- CDS-3 Public Services
- CDS-5 Food Programs
- AMS-1 Overall Coordination
- AMS-3 Fair Housing

A “draft” of the FY 2024 Annual Action Plan was placed on public display on the City’s website at: <http://www.wheelingwv.gov>, at the Economic and Community Development Department offices located at the City-County Building, Room 305, 1500 Chapline Street, Wheeling, West Virginia 26003, and at the Ohio County Public Library, 52 Sixteenth Street, Wheeling, WV 26003. The display period started on May 31, 2024 through July 1, 2024 for a 30-day display period. A second public hearing was held on June 18, 2024 to discuss the proposed activities and solicit citizen comments on the “draft” FY 2024 Annual Action Plan. City Council held a regular meeting on July 2, 2024 during which they reviewed and approved the FY 2024 Annual Action Plan. The City of Wheeling will submit the FY 2024 Annual Action Plan to the U.S. Department of Housing and Urban Development’s Pittsburgh Office on or before July 12, 2024.

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**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 Annual Performance and 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 2024 Annual Action Plan, the City of Wheeling consulted with the Wheeling Housing Authority and social services and housing agencies. Input from public hearings and funding requests were used to develop the FY 2024 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 Voucher Program, public housing communities, and scattered site housing.
- **Social Services Agencies** – provide services to low- and moderate-income persons.
- **Housing Providers** – administers housing rehabilitation and develops affordable housing to improve housing options for low- and moderate-income families and individuals.
- **Northern Panhandle Continuum of Care** – the City of Wheeling currently serves as the lead agency for the Northern Panhandle Continuum of Care (NPCoC). The NPCoC is a grassroots partnership of more than 30 non-profits and service providers in Brooke, Hancock, Ohio, Marshall and Wetzel counties of West Virginia working to address the needs of people who are homeless.

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.**

Within the five (5) counties included in the Northern Panhandle Continuum of Care (NPCoC), there are three separate agencies whose sole mission is to serve those at risk of homelessness and the homeless population that meet the subpopulation requirements as set forth by HUD. CHANGE, Inc., Helping Heroes, and the YWCA are drive to meet the unique needs of homeless subpopulations fitting the definition of homelessness. The YWCA and CHANGE, Inc. primarily serve domestic violence victims, young adults and children impacted by homelessness while Helping Heroes serves Veterans. Each agency rises to the coordination standards set forth by funding requirements and NPCoC policies, procedures, and best practices.

**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**

The NPCoC continues to implement its strategic planning initiatives in determining ESG funding allocations. Agencies that receive ESG funding are subject to stringent qualification measures and standards that must be upheld. Performance standards are measured through a best practice lens that evaluates all facets of agencies within the NPCoC. The City of Wheeling, as the lead agency, acts as an advisor and facilitator for these agencies. The lead agency hosts monthly provider meetings, as well as quarterly general membership meetings. Provider meetings are focused on sharing current knowledge and understanding of housing availability and barriers to housing facing residents experiencing homelessness. General membership meetings are open to all community members and are focused on identifying and exploring evolving collaborative opportunities, providing constructive feedback, reporting updates on funding sources, evaluating needs, and sharing best practices.

The Homeless Management Information System (HMIS) continues to be a valuable tool for those utilizing Coordinated Entry Services across the NPCoC. HMIS is actively used by all provider members and agencies throughout the NPCoC. West Virginia Coalition to End Homelessness (WVCEH) offers essential technical assistance and partnerships with agencies accessing HMIS.

**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                  Community Development Strategy</p>
	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Greater Wheeling Coalition for the Homeless did not apply for CDBG funding in FY 2024.</p>
<p><b>2.</b></p>	<p><b>Agency/Group/Organization</b></p>	<p><b>CHANGE, Inc.</b></p>
	<p><b>Agency/Group/Organization Type</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                  Civic Leaders</p>
	<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                  Non-Homeless Special Needs                  Market Analysis                  Economic Development                  Lead-based Paint Strategy                  Anti-poverty Strategy                  Community Development Strategy</p>
	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated</b></p>	<p>Provided information on housing and community development needs.</p>

	<b>outcomes of the consultation or areas for improved coordination?</b>	
<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 Anti-poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided information on housing and community development needs and public housing and Section 8 Housing Choice Voucher inventory and programming information.
<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>Briefly describe how the Agency/Group/Organization was consulted. 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 is funded in FY 2024.
<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

		<p>Non-Homeless Special Needs                  Anti-Poverty Strategy                  Community Development Strategy</p>
	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Catholic Charities submitted a funding request to assist with its food program and is funded in FY 2024.</p>
6.	<p>Agency/Group/Organization</p>	<p>City of Wheeling</p>
	<p>Agency/Group/Organization Type</p>	<p>Housing                  Services-Housing                  Services-Health                  Services-Employment                  Services-Fair Housing                  Agency-Managing Flood Prone Areas                  Agency-Management of Public Land or Water Resources                  Agency-Emergency Management                  Other government-Local                  Planning organization                  Civic Leaders                  Recreational Programs                  Grantee Department</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment                  Public Housing Needs                  Homeless Needs-Chronically homeless                  Homeless Needs-Families with children                  Homelessness Needs-Veterans                  Homelessness Needs-Unaccompanied youth                  Homelessness Strategy                  Non-Homeless Special Needs                  Market Analysis                  Economic Development                  Lead-based Paint Strategy                  Anti-poverty Strategy                  Community Development Strategy</p>
	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Provided information on housing and community development needs.</p>
7.	<p>Agency/Group/Organization</p>	<p>Seeing Hand Association</p>
	<p>Agency/Group/Organization Type</p>	<p>Services-Elderly Persons                  Services-Persons with Disabilities</p>

	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Economic Development Anti-poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Seeing Hand Association submitted a funding request to assist with workshop and activity expenses for persons with visual impairments and is funded in FY 2024.
8.	<b>Agency/Group/Organization</b>	<b>Wheeling Health Right</b>
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Publicly Funded Institution/System of Care
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Wheeling Health Right submitted a funding request to purchase pharmaceuticals for a free health clinic that serves the very low-income and the homeless and is funded in FY 2024.
9.	<b>Agency/Group/Organization</b>	<b>The Soup Kitchen</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 Anti-Poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. 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 with its food program and is funded in FY 2024.

10.	<b>Agency/Group/Organization</b>	<b>Family Service</b>
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Family Service submitted a funding request to assist with its food program and is funded in FY 2024.
11.	<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 Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided information on youth and health services and community development needs.
12.	<b>Agency/Group/Organization</b>	<b>House of the Carpenter</b>
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-Poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	House of the Carpenter submitted a funding request to assist with youth summer and winter break reading programs and is funded in FY 2024.
13.	<b>Agency/Group/Organization</b>	<b>King's Daughters Childcare Center</b>
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was</b>	King's Daughters submitted a funding request to assist with the purchase of furniture for the additional early

	<b>consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	childhood education program classrooms and is funded in FY 2024.
14.	<b>Agency/Group/Organization</b>	<b>NAMI</b>
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	NAMI submitted a funding request to assist to purchase vans for transporting clients served by the Drop-In Center and is funded in FY 2024.
15.	<b>Agency/Group/Organization</b>	<b>Wheeling YMCA</b>
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Health Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Wheeling YMCA submitted a funding request to assist in providing scholarships for membership and discounted health and wellness program fees for low- to moderate-income residents and is funded in FY 2024.
16.	<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 Fair Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. 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 is funded in FY 2024.
17.	<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 Anti-Poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. 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).
18.	<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>Briefly describe how the Agency/Group/Organization was consulted. 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.
19.	<b>Agency/Group/Organization</b>	<b>Xfinity/Comcast</b>
	<b>Agency/Group/Organization Type</b>	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	<b>What section of the Plan was addressed by Consultation?</b>	Broadband Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Xfinity/Comcast was consulted to discuss the City's broadband needs.
20.	<b>Agency/Group/Organization</b>	<b>CityNet</b>
	<b>Agency/Group/Organization Type</b>	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	<b>What section of the Plan was addressed by Consultation?</b>	Broadband Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CityNet was consulted to discuss the City's broadband needs.
21.	<b>Agency/Group/Organization</b>	Zayo
	<b>Agency/Group/Organization Type</b>	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	<b>What section of the Plan was addressed by Consultation?</b>	Broadband Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Zayo was consulted to discuss the City's broadband needs.

**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**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
<b>Continuum of Care</b>	City of Wheeling	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.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
<b>City of Weirton FY 2024 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.
<b>WV Broadband Equity Access and Deployment (BEAD) Five-Year Action Plan</b>	West Virginia Broadband Enhancement Council	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.
<b>Region 10 Hazard Mitigation Plan 2017 Update</b>	Belomar Regional Council	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, regional-wide, and state-wide. The culmination of these efforts has resulted in the development of the City’s FY 2024 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, Hancock, Brooke, and Marshall County Commissions 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 and currently the lead agency for the Northern Panhandle Continuum of Care (NPCoC). 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 2024 Annual Action Plan has many components that 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.	Newspaper Ad #1	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies / Organizations	The needs public hearing was published on 18 JAN 2024 in the "Intelligencer" and the "Wheeling News-Register."	None.	None.	Not Applicable.
2.	Public Hearing #1	Minorities Persons with disabilities	The City had its First Public Hearing on 06 FEB 2024 to discuss the needs	No one was present and no public	None.	Not Applicable.

		Non-targeted/broad community Residents of Public and Assisted Housing Agencies / Organizations	over the next year and the FY 2024 Budget. No one appeared at the public hearing.	comments were provided.		
3.	<b>Non-profit Funding Requests</b>	Agencies / Organizations	The City published a notice in the local newspaper on 18 JAN 2024, that non-profit funding applications were available for pickup at the Economic and Community Development Office starting 22 JAN 2024. The notice advised the public that funding applications were due by 4:00 p.m. on 22 FEB 2024.	The City received 11 funding requests, of which 10 were funded.	The City staff reviewed the funding requests, determined eligibility, and submitted their recommendations to Council for final approval.	Not Applicable.
4.	<b>Newspaper Ad #2</b>	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies / Organizations	The second public hearing was published on 30 MAY 2024 in the "Intelligencer" and the "Wheeling News-Register."	None.	None.	Not Applicable.

5.	<b>Public Hearing #2</b>	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies / Organizations	The City had its Second Public Hearing on 18 JUN 2024 to discuss the Draft FY 2024 Annual Action Plan.		None.	Not Applicable.
6.	<b>Internet Outreach</b>	Non-targeted/broad community	None.	None.	None.	<a href="http://www.wheelingwv.gov/">http://www.wheelingwv.gov/</a>

**Table 4 – Citizen Participation Outreach**

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## Expected Resources

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

#### Introduction

The City of Wheeling will receive \$1,139,554.00 in FY 2024 CDBG funds and \$302,232.00 in FY 2024 HOME funds.

The program year begins July 1, 2024, through June 30, 2025. These funds will be used to address the following priority needs:

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

The accomplishments of these projects/activities will be reported in the FY 2024 Consolidated Annual Performance and Evaluation Report (CAPER).

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**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 4				Expected Amount Available Reminder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - Federal	Acquisition	\$1,139,554	\$0	\$0	\$1,139,554	\$1,139,554	During the FY 2024 CDBG Program Year, the City will fund 14 projects/activities.
		Admin and Planning						
		Economic Development						
		Housing						
		Public Improvements						
Public Services								
HOME	public - Federal	Acquisition	\$302,232	\$0	\$0	\$302,232	\$302,232	During the FY 2024 HOME Program Year, the Northern Panhandle HOME Consortium will fund 3 projects.
		Homebuyer assistance						
		Homeowner rehab						
		Multifamily rental new construction						
		Multifamily rental rehab						
		New construction for ownership						
		TBRA						

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 2024, 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 anticipates receiving \$2,303,773 in operating subsidies for FY 2024 to offset the operating deficits associated with public housing units and to carry out maintenance. The Wheeling Housing Authority anticipates receiving approximately \$1,616,306 under their HUD Capital Fund grant for FY 2024, 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.

**Northern Panhandle HOME Consortium:** The Northern Panhandle HOME Consortium, administered by the City of Wheeling, will receive \$302,232 in FY 2024 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 \$226,674 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 \$45,335 available for CHDO activities and the balance will be used for administration.

**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 2024 Annual Action Plan.

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.

- Economic Development Initiative (EDI) Community Project Funding (CPF)/Congressionally Directed Spending
- 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 2024 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 (WVHDF) 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. The WVHDF reports that it has issued more than \$4.5 billion in bonds and has financed more than 165,000 housing units since it began operation in 1969. 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 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.

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## 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	2024	2025	Affordable Housing	Citywide Northern Panhandle HOME Consortium	Housing Priority	HOME: \$226,674	Direct Financial Assistance to Homebuyers: 22 households assisted.
2.	HS-2 Housing Construction/Rehabilitation	2024	2025	Affordable Housing	Citywide Northern Panhandle HOME Consortium	Housing Priority	HOME: \$45,335	Rental units rehabilitated: 1 household housing unit.
3.	CDS-1 Infrastructure	2024	2025	Non-Housing Community Development	Citywide	Community Development Priority	CDBG: \$766,074	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3,800 Persons Assisted
4.	CDS-2 Community Facilities	2024	2025	Non-Housing Community Development	Citywide	Community Development Priority	CDBG: \$20,570	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
5.	CDS-3 Public Services	2024	2025	Non-Housing Community Development	Citywide	Community Development Priority	CDBG: \$90,000	Public service activities other than Low/Moderate Income Housing Benefit: 5,510 people.

#	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6.	<b>CDS-5 Food Programs</b>	2024	2025	Non-Housing Community Development	Citywide	Community Development Priority	CDBG: \$30,000	Public service activities other than Low/Moderate Income Housing Benefit: 1,050 persons
7.	<b>AMS-1 Overall Coordination</b>	2024	2025	Administration, Planning, and Management	Citywide; Northern Panhandle HOME Consortium	Administration, Planning, and Management Priority	CDBG: \$227,910 HOME: \$30,223	Other: 2 Other
8.	<b>AMS-3 Fair Housing</b>	2024	2025	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>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.

4.	Goal Name	<b>CDS-2 Community Facilities</b>
	Goal Description	Improve the City's parks, recreational centers, bike trails, green infrastructure, as well as public and community facilities through rehabilitation and new construction.
5.	Goal Name	<b>CDS-3 Public Services</b>
	Goal Description	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.
6.	Goal Name	<b>CDS-5 Food Programs</b>
	Goal Description	Provide assistance for food and nutritional programs to address the needs of the unemployed, underemployed, and homeless.
7.	Goal Name	<b>AMS-1 Overall Coordination</b>
	Goal Description	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.
8.	Goal Name	<b>AMS-3 Fair Housing</b>
	Goal Description	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** - 5 families
- **Moderate-Income** - 17 families

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

**Introduction**

The City of Wheeling proposes to undertake the following activities with the FY 2024 CDBG and HOME funds:

#	Project Name
1.	CDBG Administration
2.	Street Reconstruction
3.	Hillside Stabilization and Restoration
4.	Laughlin Community Center
5.	Catholic Charities
6.	Family Service
7.	House of the Carpenter
8.	King’s Daughters Childcare Center
9.	NAMI
10.	Seeing Hand Association
11.	Soup Kitchen of Greater Wheeling
12.	Wheeling Health Right
13.	CD-24-13 Wheeling YMCA
14.	Human Rights Commission
15.	HOME Administration
16.	HOME CHDO Set Aside
17.	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 2024 to principally benefit low- and moderate-income persons.

- The infrastructure activities serve low- to moderate-income service areas.
- The community facility activity principally serves low-income clientele.

- The public service and food program 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 2024 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>CDBG Administration</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	AMS-1 Overall Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Strategy
	<b>Funding</b>	CDBG: \$227,910
	<b>Description</b>	CDBG funds will be used for administration, management, planning, and office expenses.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	27,052 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>Street Reconstruction</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-1 Infrastructure
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$250,000

	<b>Description</b>	CDBG funds will be used for the improvement and reconstruction of streets in low- to moderate-income service areas including, but not limited to, grade adjustments for manholes and inlets, milling and removal of asphalt, as-needed repair of base and sub-base, paving of new binder and wearing courses, installation of accessible curb ramps where needed, and related design, engineering, and inspections as needed.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3,000 people
	<b>Location Description</b>	C.T. 4, B.G. 1; C.T. 5, B.G. 1 & 2; C.T. 6, B.G. 1 & 2; C.T. 7, B.G. 1 & 2; C.T. 14, B.G. 4; C.T. 26, B.G. 1,3 & 4; C.T. 27, B.G. 1 & 2
	<b>Planned Activities</b>	The national objective is Low/Mod Income Area Benefit (LMA). The project matrix code is 03K, Street Improvements [570.201(c)].
<b>3.</b>	<b>Project Name</b>	<b>Hillside Stabilization and Restoration</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-1 Infrastructure
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$516,074
	<b>Description</b>	CDBG funds will be used to address active or at-risk landslide prone areas that jeopardize the public health, safety, and welfare of low- to moderate-income service areas through stabilization including, but not limited to, excavation, slope geometry modification, installation of support structures, drainage, etc., restoration activities, and related design, engineering, and inspections as needed.
	<b>Target Date</b>	6/30/2025

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	800 people
	<b>Location Description</b>	C.T. 4, B.G. 1; C.T. 5, B.G. 1 & 2; C.T. 6, B.G. 1 & 2; C.T. 7, B.G. 1 & 2; C.T. 14, B.G. 4; C.T. 26, B.G. 1,3 & 4; C.T. 27, B.G. 1 & 2
	<b>Planned Activities</b>	The national objective is Low/Mod Income Area Benefit (LMA). The project matrix code is 03Z, Other Public Improvements Not Listed in 03-A-03T (retaining walls, etc.) [570.201(c)].
<b>4.</b>	<b>Project Name</b>	<b>Laughlin Community Center</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-2 Community Facilities
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$20,570
	<b>Description</b>	CDBG funds will be used to replace the smoke detection and alarm system, install additional pull stations and horns/strobes, and install Knox Box.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 people
	<b>Location Description</b>	129 Eighteenth Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The project matrix code is 03M Childcare Centers {570.201(c)}.

<b>5.</b>	<b>Project Name</b>	<b>Catholic Charities</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-5 Food Programs
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	CDBG funds will be used to support the Home-delivered Meals Program by assisting in the purchase of food, containers, paper products, disposables, gasoline, etc. to prepare, provide, and deliver meals for the very low-income population.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	208 people
	<b>Location Description</b>	2000 Main Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The project matrix code is 05W – Food Banks [570.201(e)].
<b>6.</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 Strategy
	<b>Funding</b>	CDBG: \$10,000

	<b>Description</b>	CDBG funds will be used to support the Senior Nutrition Program by assisting in the purchase of food, containers, paper products, disposables, gasoline, etc. to prepare, provide, and deliver meals for the very low-income population.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	450 people
	<b>Location Description</b>	2200 Main Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The project matrix code is 05W – Food Banks [570.201(e)].
<b>7.</b>	<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 Strategy
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	CDBG funds will be used to support summer and winter break reading programs by assisting in the purchase of related materials for low- to moderate-income youth participants.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	250 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 [570.201(e)].
<b>8.</b>	<b>Project Name</b>	<b>King’s Daughters Childcare Center</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	CDBG funds will be used to assist with the purchase of furniture for the additional early childhood education program classrooms.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 people
	<b>Location Description</b>	61 Thirteenth Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The project matrix code is 03M Childcare Centers [570.201(e)].
<b>9.</b>	<b>Project Name</b>	<b>NAMI</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$25,000

	<b>Description</b>	CDBG funds will be used to assist with the purchase of vans for transporting clients served by the Wheeling Drop-In Center.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number/type of families that will benefit from the proposed activities</b>	70 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 project matrix code is 03O Mental Health Services [570.201(e)].
<b>10.</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 Strategy
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	CDBG funds will be used to assist with workshop and activity expenses for persons with visual impairments.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number/type of families that will benefit from the proposed activities</b>	70 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 project matrix code is 05Z Other Public Services Not Listed in 03T and 05A-05Y [570.201(e)].
<b>11.</b>	<b>Project Name</b>	<b>The Soup Kitchen</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-5 Food Programs
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	CDBG funds will be used to support the feeding program by assisting in the purchase of food and food containers to prepare and provide meals for the homeless and very low-income.
	<b>Target Date</b>	6/30/2025
	<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 project matrix code is 05W Food Banks [570.201(e)].
<b>12.</b>	<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 Strategy
	<b>Funding</b>	CDBG: \$25,000

	<b>Description</b>	CDBG funds will be used to assist in purchasing pharmaceuticals for a free health clinic that serves the very low-income and the homeless.
	<b>Target Date</b>	6/30/2025
	<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 project matrix code is 05M - Health Services [570.201(e)].
<b>13.</b>	<b>Project Name</b>	<b>Wheeling YMCA</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	CDBG funds will be used to assist in providing scholarships for membership and discounted health and wellness program fees for low- to moderate-income residents.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	20 households
	<b>Location Description</b>	55 Lounez Avenue, Wheeling, WV 26003

	<b>Planned Activities</b>	The national objective is Low/Mod Income Clientele Benefit (LMC). The project matrix code is 05Z Other Public Services [570.201(e)].
14.	<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 Strategy
	<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>	6/30/2025
	<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 project matrix code is 21D Fair Housing Activities (subject to Admin Cap).
15.	<b>Project Name</b>	<b>HOME Administration</b>
	<b>Target Area</b>	Northern Panhandle HOME Consortium
	<b>Goals Supported</b>	AMS-1 Overall Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Strategy
	<b>Funding</b>	HOME: \$30,223

	<b>Description</b>	HOME funds will be used for the staff and administrative expenses related to the housing programs for the (West Virginia) Northern Panhandle HOME Consortium.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 organization
	<b>Location Description</b>	Consortium-wide
	<b>Planned Activities</b>	The project matrix code is 21A, General Program Administration [570.206(c)].
16.	<b>Project Name</b>	<b>CHDO Set-Aside</b>
	<b>Target Area</b>	Northern Panhandle HOME Consortium
	<b>Goals Supported</b>	HSS-2 Housing Construction/Rehabilitation
	<b>Needs Addressed</b>	Housing Strategy
	<b>Funding</b>	HOME: \$45,335
	<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 2024. Funds to be used for construction or rehabilitation of affordable housing.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and 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 project matrix code is 12 - Construction of Housing [570.201(m)].
<b>17.</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>	HSS-1 Homeownership
	<b>Needs Addressed</b>	Housing Strategy
	<b>Funding</b>	HOME: \$226,674
	<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 \$226,674 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>	6/30/2025
	<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 project matrix code is 13B - Homeownership Assistance - excluding Housing Counseling under 24 CFR 5.100.

**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 2022 American Community Survey 5-Year Estimates (ACS) 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 2022 ACS reports a population of 26,900 people, or a decrease of 1,961 people since the 2010 Census.
- In 2020, the City's male population was 12,779, or 47.51% of the total population and the City's female population was 14,121, or 52.49% of the population.

#### Age:

- Median age in the City of Wheeling was 45 years, compared to 43.1 years in Ohio County and 42.6 years for West Virginia.
- Youth under the age of 18 accounted for 19.5% of the City's population.
- Seniors aged 65 or over make up 24.3% of the City's population. This is above Ohio County's percentage of 22.2% of the population and the State's 20.4% of the population.

#### Race/Ethnicity:

- 90.31% are White
- 4.3% are Black or African American
- 0.51% are Asian
- 4.38% are Two or More Races
- 1.08% are Hispanic or Latino

#### Income Profile:

The Median Family Household Income for a family of four is \$80,600 in the Wheeling, WV-OH Metropolitan Statistical Area according to HUD's FY 2024 Income Limits. The following is a summary of income statistics for the City of Wheeling, according to the 2022 ACS:

- The median household income in the City of Wheeling was \$46,516 which was lower than Ohio County (\$55,521) and the State of West Virginia (\$55,217).
- 35.92% of households with earnings received Social Security income.

- 2.01% received public assistance.
- 30.16% received retirement income.
- 26% of female-headed households with children were living in poverty.
- 21.5% of all youth under 18 years of age were living in poverty.

**Economic Profile:**

- 35.6% of the employed civilian population had occupations classified as management, business, science, and arts.
- 22.5% of the employed civilian population had occupations classified as sales and office.
- 18.5% were in the service sector.
- The education, health, and social service industry represented 28% of those employed.
- 82.6% of workers were considered private wage and salary workers’ class.
- 3.9% of workers were considered self-employed workers in own not incorporated business.

According to the U.S. Labor Department, the unemployment rate for Wheeling, WV-OH in February 2024 was 5.6%, compared to 4.3% for the State of West Virginia (March 2024), and a national unemployment rate of 3.9% (May 2024). Wheeling’s unemployment rate increased from the November 2023 rate of 3.7%.

**Geographic Distribution**

Target Area	Percentage of Funds
Citywide	80%
Low/Mod Areas	0%
Northern Panhandle HOME Consortium	20%

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 2024 Program Year:

- The infrastructure activities serve low- to moderate-income service areas.
- The community facility activity principally serves low-income clientele.

- The public service and food program 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 2024 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 2024 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 2024 CDBG Program, the City of Wheeling will receive a grant in the amount of \$1,139,554. The City will budget \$227,910 for planning and administration. One hundred percent (100%) of the remaining balance of CDBG funds (\$911,644) will be allocated to activities which principally benefit low- and moderate-income persons in FY 2024.

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

### Discussion

The geographic locations and the public benefit for the FY 2024 CDBG and HOME Activities/Projects are as follows:

- **CD-24-01 Administration** - Citywide
- **CD-24-02 Street Reconstruction** - Low/Mod Area Benefit (LMA)
- **CD-24-03 Hillside Stabilization and Restoration** - Low/Mod Area Benefit (LMA)
- **CD-24-04 Laughlin Community Center** - Low/Mod Clientele Benefit (LMC)
- **CD-24-05 Catholic Charities** - Low/Mod Clientele Benefit (LMC)
- **CD-24-06 Family Service** - Low/Mod Clientele Benefit (LMC)
- **CD-24-07 House of the Carpenter** - Low/Mod Clientele Benefit (LMC)
- **CD-24-08 King's Daughters Childcare Center** - Low/Mod Clientele Benefit (LMC)
- **CD-24-09 NAMI** - Low/Mod Clientele Benefit (LMC)
- **CD-24-10 Seeing Hand Association** - Low/Mod Clientele Benefit (LMC)
- **CD-24-11 Soup Kitchen of Greater Wheeling** - Low/Mod Clientele Benefit (LMC)
- **CD-24-12 Wheeling Health Right** - Low/Mod Clientele Benefit (LMC)
- **CD-24-13 Wheeling YMCA** - Low/Mod Clientele Benefit (LMC)
- **CD-24-14 Human Rights Commission** - Low/Mod Clientele Benefit (LMC)
- **HOME-24-15 HOME Administration** - Consortium-wide
- **HOME-24-16 CHDO Set-Aside** - Low/Mod Housing Benefit (LMH)
- **HOME-24-17 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 2024 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 2024 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 2024 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 \$226,674 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 2024.

- **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 2024. The HOME Consortium plans to assist one (1) household in the Consortium in FY 2024.

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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. WHA has eight (8) public housing communities located in the City of Wheeling consisting of a total of 644 public housing assisted units, of which 570 units are general occupancy / mixed population (elderly or disabled) units, 148 units are occupied by families (2 or more occupants), and 74 units are exclusively for elderly occupancy. WHA has a 91.2% overall occupancy rate for its housing developments, and a 98.1% occupancy rate for its tax credit properties with Housing Assistance. There are 224 individuals on the Public Housing waiting list. The Section 8 Housing Choice Voucher (HCV) Program has a stable utilization of available vouchers. The total baseline for the HCV Program is 573 vouchers. There are 410 individuals on the HCV waiting list. Both public housing and voucher waiting lists are open.

### **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. The Wheeling Housing Authority anticipates receiving approximately \$1,616,306 under their HUD Capital Fund grant for FY 2024 and \$2,303,773 in operating subsidies in FY 2024. Wheeling Housing Authority proposed various activities to improve the overall living environment in the Authority's public housing communities.

Additionally, WHA is not required to convert to tenant-based assistance, nor are they using the project-based voucher program, but they are exploring the possibility of participating in the Rental Assistance Demonstration program due to funding cuts. WHA may solicit proposals from developers and owners for project-based vouchers. WHA does not have a homeownership program currently, and has not applied, nor has any plans to apply for a homeownership program.

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

WHA 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 or Housing Choice Voucher recipient to the Housing Authority Board. WHA provides information to residents and solicits input into its Annual Plan development through local advertisements. 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 including Summer Nutrition Program, BRE Literacy Program, and general enrichment programs for youth.

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 25 participants on average per month. The FSS Program is offered at the Hil-Dar community. The Housing Authority is working to implement HUD's FSS Program changes over the next year or two.

**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 Hil-Dar community that is offered agency-wide.

**Senior Programs.** The ROSS Coordinator (which is Resident Opportunity Supportive Services) works to bring programming to four (4) age-restricted high-rises. This includes health and wellness programs, activities, referral services, and resident retention programs to assist the tenants in living independently and successfully.

**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 "standard performer" status according to HUD guidelines and standards.

**Discussion**

Not Applicable.

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

### **Introduction**

Since inception in 1995, the Northern Panhandle Continuum of Care's (NPCoC) efforts have focused on each stage of a homeless person's transition from life on the streets to stable, permanent housing. The NPCoC has functioned as grassroots, proactive resolution body. The NPCoC has a total membership of more than 30 organizations, including representation from city governments, local law enforcement, hospitals, faith communities, mental health and substance abuse providers, affordable housing developers, Veterans, advocates for youth, domestic violence and human trafficking survivors, LGBTQ populations, public school homeless liaisons, and street outreach teams.

The City of Wheeling is the NPCoC's lead agency and employs the NPCoC Administrative Director. The NPCoC Executive Board and the lead agency, the City of Wheeling, are responsible for conducting all federally required activities to end homelessness, including reporting, organizing, and conducting the annual Point-In-Time Count of the local homeless population. All NPCoC partner providers and agencies work in collaboration to strengthen communication and highlight available services and shelter programs within the region.

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

The NPCoC works closely with agencies and providers to implement the strategic plan to end homelessness within the greater Northern Panhandle community. The first and arguably most essential emphasis of the strategic plan is to engage and empower street outreach groups that identify at-risk individuals and those who are homeless. The second focus of the strategic plan is to facilitate Coordinated Entry through the Homeless Management Information System (HMIS) for individuals by implementing access points. Access points exist at community agencies and with street outreach providers. This is a crucial component of ending homelessness. Once Coordinated Entry is accessed, individuals can begin to achieve the actionable elements of the strategic plan to move the individual from homelessness to housing. Utilizing this simple yet effective course of ending homelessness offers providers and agencies a consistent and standardized way to effectively work with people experiencing homelessness and housing insecurity who reside on the street, in camps, or in unsheltered areas to permanent housing.

Due to the recent transition of the NPCoC Lead agency from the Greater Wheeling Homeless Coalition to the City of Wheeling within the last year, utilizing a well-defined and standardized strategic plan for ending homelessness throughout the coming year will prove to be effective.

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

Emergency shelter providers located in the NPCoC include the Salvation Army of Wheeling, the YWCA Wheeling, Northwood Health Systems, CHANGE, Inc., and Catholic Charities' seasonal Winter Freeze

Shelter. Each shelter serves a targeted segment of the population. Salvation Army serves adult males; YWCA primarily serves adult females and their children, survivors of domestic violence, and human trafficking; Northwood Health Systems serves adult males and females; and, CHANGE, Inc. serves adult survivors of domestic violence. Transitional Housing Programs currently available in the NPCoC region include Helping Heroes serves veterans; YWCA Wheeling serves women in recovery, domestic violence victims and their children, and human trafficking victims; Northwood Health Systems provides case-managed housing; Youth Services System serves persons in recovery and youth; and, Catholic Charities serves one family with children.

**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**

Mitigating factors that contribute to re-experiencing homelessness after gaining housing is essential. The NPCoC includes many unique and creative providers and agencies that work to address these barriers through case management, recovery, and overcoming common and individualized challenges that contribute to an individual's inability to secure and maintain adequate housing. Supportive services are robust within the five-county area and include assistance with ID access if it has been lost or stolen, transportation, utility assistance, life skills training, budgeting, job preparation, home management, drug and alcohol recovery referral and services, etc.

The NPCoC engages the agencies and providers that offer supportive services to individuals who are overcoming homelessness. The City of Wheeling, as NPCoC's Lead Agency, understands that coordinated supportive services are a critical component to achieving successful outcomes in rehousing and permanent housing security.

**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.**

The NPCoC has provided comprehensive education to its membership on proper discharge planning standards during regular NPCoC membership meetings using guidance from HUD and its partners. In lieu of a State plan for clients afflicted with a mental illness, the NPCoC independently addresses discharge planning procedures locally through member coordination with comprehensive behavioral health centers in the region.

**Discussion**

State Behavioral Health funds provide community engagement services to assist people with serious mental illness who are frequently hospitalized. NPCoC and the City, as the Lead Agency assists when needed. Community Engagement Specialists help these individuals maintain stability in the community by providing diversion from hospitalization or upon release from a healthcare facility. Facilities or other organizations can refer a person to any homeless service provider. If the client is not homeless but meets the criteria for care, Northwood Health Systems and Health Ways, Inc. use their CES programs to assist the client in maintaining housing via supportive care and homelessness prevention services.

DRAFT

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

### Introduction

The City of Wheeling prepared an Analysis of Impediments to Fair Housing Choice (AI) for the five-year period of 2020-2024. The AI was 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**

In its most recent Analysis of Impediments to Fair Housing Choice, the City of Wheeling 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 Analysis of Impediments to Fair Housing Choice for 2020. The City is committed to affirmatively furthering fair housing.

During its FY 2024 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 training through the Human Rights Commission.

DRAFT

## **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 2024. Some of the activities to address these obstacles include:

- CD-24-04 Laughlin Community Center
- CD-24-05 Catholic Charities
- CD-24-06 Family Service
- CD-24-07 House of the Carpenter
- CD-24-08 King's Daughters Childcare Center

- CD-24-09 NAMI
- CD-24-10 Seeing Hand Association
- CD-24-11 The Soup Kitchen
- CD-24-12 Wheeling Health Right
- CD-24-13 Wheeling YMCA
- CD-24-14 Human Rights Commission
- HOME-24-16 CHDO Set-Aside
- HOME-24-17 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.
- **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 2024 program year propose to fund the following project to foster and maintain affordable housing:

- CD-24-14 Human Rights Commission
- HOME-24-16 CHDO Set-Aside
- HOME-24-17 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 determine 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 members will ensure that:

- Applicants for rehabilitation funding receive the required lead-based paint information and understand their responsibilities.
- Staff properly determine 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 contractors 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 American Community Survey 2022 ACS 5-Year Estimate, the following poverty status was identified over the past 12 months:

- 18.2% of Wheeling residents were living in poverty (Table S1701).
- 12% of all Wheeling families were living in poverty (Table S1702)
- 20.5% of all Wheeling families with related children of householder under 18 years of age were living in poverty (Table S1702)
- 7.18% of all Wheeling families received Supplemental Security Income (SSI) and/or cash public assistance income (Table S1702)
- 11.8% of all Wheeling families were female-headed households, 37.7% of which received food stamps/SNAP (Table S2201)

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 2024 program year will fund the following:

- CD-24-05 Catholic Charities
- CD-24-06 Family Service
- CD-24-07 House of the Carpenter
- CD-24-10 Seeing Hand Association
- CD-24-11 The Soup Kitchen
- CD-24-12 Wheeling Health Right
- CD-24-14 NAMI

### **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 are 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:

- Catholic Charities

- CHANGE, Inc.
- Family Service
- Greater Wheeling Coalition for the Homeless
- Helping Heroes
- House of the Carpenter
- Information Helpline
- Laughlin Chapel
- Light House
- Northern West Virginia Center for Independent Living
- Seeing Hand Association
- The Soup Kitchn
- Wheeling Health Right
- Wheeling Human Rights Commission
- Wheeling YMCA
- YWCA Wheeling

**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 healthcare, 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 applications 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 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 in 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 will receive an annual allocation of CDBG and HOME funds under HUD's Federal Fiscal Year October 1, 2023 through September 30, 2024. 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.	100%

**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 \$302,232 under FY 2024 HOME funds. Those funds are budgeted as follows:

- **Administration** - \$30,223 (10%)
- **CHDO Set-Aside** - \$45,335 (15%)
- **First Time Homebuyer Program** - \$226,674 (75%)

**Total: \$302,232**

### 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 \$2,164,091.99 as reported in the FY 2022 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: 10.5%
- Low- and Moderate-Income Percentage: 100%
- Slum and Blight Activities: 0.0%

**HOME Percentage:**

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

The City of Wheeling and the Northern Panhandle HOME Consortium solicits applications for HOME CHDO funds; applications are sent out to a list of agencies, organizations, and housing providers that have previously submitted an application or which have expressed an interest in submitting an application. The application is reviewed by the City and the HOME Consortium Board and any questions are discussed with the applicant.

The Northern Panhandle HOME Consortium does not limit beneficiaries or provide preference to any segment of the low/mod income population.

Information on the First-Time Homebuyer program is available on the City's website, which is continuously updated. Applications are available and are accepted on a first-come first-served basis. Furthermore, City staff provides information throughout the HOME Consortium area. This includes information pamphlets and workshops with realtors, mortgage lenders, and potential applicants. Using the most current HOME and Housing Trust Fund Homeownership Sales Price Limits (95% Value Limits) the consortium verifies, the home selected by an income eligible applicant, the initial purchase price or after-rehabilitation value of homeownership units assisted with HOME funds do not exceed 95 percent of the area median purchase price for single family housing, as determined by HUD.