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Consolidated Annual Performance and Evaluation Report (CAPER)

2019

For Submission to HUD

Community Development Block Grant
and
HOME Investment Partnership Program

Prepared By:



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CR-00 – Executive Summary

In accordance with the Federal Regulations found in 24 CFR Part 570, the City of Wheeling, West Virginia has prepared this Consolidated Annual Performance and Evaluation Report (CAPER) for the period of July 1, 2019 through June 30, 2020. The CAPER describes the activities undertaken during this reporting period for funding from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant Program (CDBG) and the HOME Investment Partnerships Program (HOME). The projects/activities and accomplishments described in this CAPER principally benefit low- and moderate-income persons and the funding has been targeted to neighborhoods where there is the highest percentage of low- and moderate-income residents in the City of Wheeling and for persons who are low- and moderate-income in the Northern Panhandle HOME Consortium. The Northern Panhandle HOME Consortium consists of six (6) member jurisdictions: Ohio County, Marshall County, Hancock County, Brooke County, the City of Wheeling, and the City of Weirton. The following overall program narrative is based on the FY 2015-2019 Five Year Consolidated Plan and Annual Action Plans, as amended. This is the fifth CAPER for the FY 2015-2019 Five Year Consolidated Plan.

A listing of the active projects is found in CR-75 – IDIS Reports of the document. The CAPER meets three (3) basic purposes:

1. It provides HUD with the necessary information for the Department to meet its statutory requirement to assess each grantee's ability to carry out relevant CPD programs in compliance with all applicable rules and regulations.
2. It provides information necessary for HUD's Annual Report to Congress, also statutorily mandated.
3. It provides grantees with an opportunity to describe to citizens their successes in revitalizing deteriorated neighborhoods and meeting objectives stipulated in the Five-Year Consolidated Plan and Annual Action Plans.

The document provides information on how the funds received by the City and the Northern Panhandle HOME Consortium through the HUD programs were used, including an explanation on the leveraging and matching of funds.

The City of Wheeling continues to work cooperatively with the Northern Panhandle HOME Consortium, the Wheeling Housing Authority, Regional Economic Development Partnership, Greater Wheeling Coalition for the Homeless, West Virginia Economic Development Council, and a multitude of community-based organizations and neighborhood groups to develop and implement programs that best serve the needs of its residents. The Five-Year Consolidated Plan serves as the blueprint for these efforts and guides the City's activities in the most effective and efficient manner possible. The following narratives, charts, and statistical reports demonstrate that the City of Wheeling is dedicated to serving its residents, particularly those of low- and moderate-income.

The City of Wheeling’s FY 2019 Consolidated Annual Performance and Evaluation Report (CAPER) was made available for public display and comment at the Economic and Community Development Department Office, as well as on the City’s website (<http://www.wheelingwv.gov/>). The “Draft” CAPER was advertised in the *Wheeling Intelligencer* newspaper on Thursday, December 3, 2020 for the required 15-day public comment period, which began on Friday, December 4, 2020 and ended on Friday, December 18, 2020. The City held a public hearing on Thursday, December 17, 2020 at 12 p.m. in the Council Chambers located on the first floor of the City-County Building.

Grants Received

The City of Wheeling received the following grant amounts during the reporting period of July 1, 2019 through June 30, 2020:

	CDBG	HOME	Total
FY 2019 Entitlement Grants	\$ 1,163,231.00	\$ 318,343.00	\$ 1,481,574.00
Program Income	\$ 15,195.00	\$ 0.00	\$ 15,195.00
Total Funds Received	\$ 1,178,426.00	\$ 318,343.00	\$ 1,496,769.00

Table 1 – Grant Amounts for FY 2019

This chart only includes funds received during the July 1, 2019 through June 30, 2020 reporting period. Any previous program year’s grants are not included.

Funds Expended

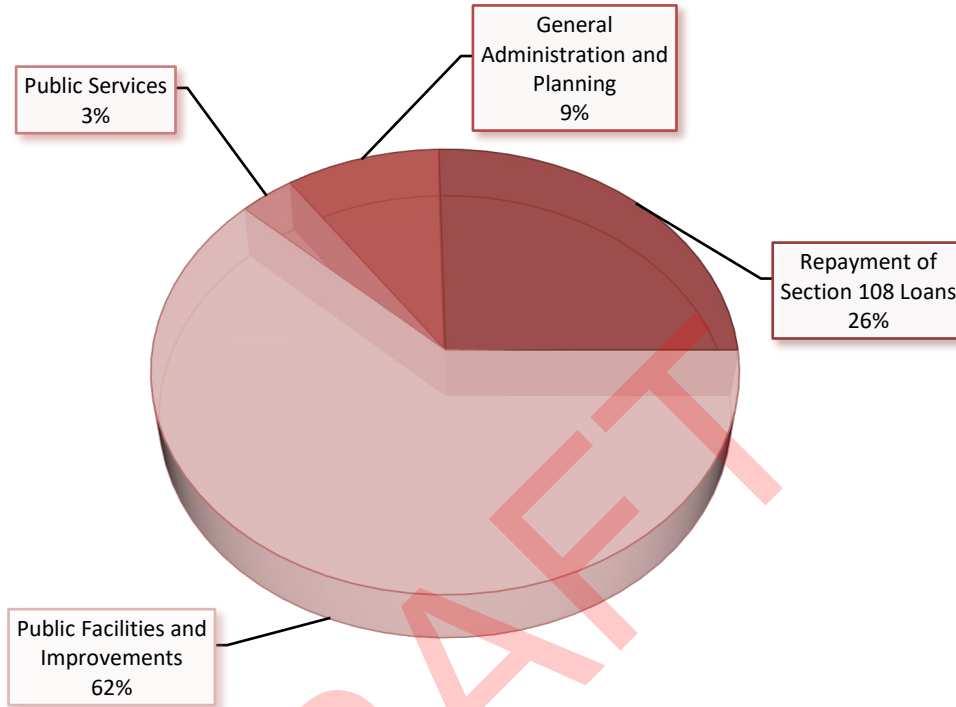
The funds shown in the following chart are funds that were expended during the reporting period of July 1, 2019 through June 30, 2020. These expenditures consist of previous program year funds that were not drawn down until this reporting period and also include any reprogrammed funds from previous years.

Funding Sources	Total Funds Expended
Community Development Block Grant (CDBG)	\$ 1,560,632.89
HOME Investment Partnership Grant (HOME)	\$ 358,850.64
Total	\$ 1,919,483.53

Table 2 – Total Funds Expended

The CDBG expenditures by type of activity are shown below.

Expenditure by Type of Activity



Type of Activity	Expenditure	Percentage
Public Facilities and Improvements	\$ 966,957.27	61.96%
Public Services	\$ 51,968.57	3.33%
General Administration and Planning	\$ 145,408.30	9.32%
Repayment of Section 108 Loans	\$ 396,298.75	25.39%
Total	\$ 1,560,632.89	100.00%

Table 3 – Expenditure by Type of Activity

Regulatory Caps and Set-Asides

The City of Wheeling’s program administration expenditures were within the regulatory cap for the CDBG and HOME programs as shown in the table below:

	CDBG	HOME
FY 2019 Entitlement Grant	\$ 1,163,231.00	\$ 318,343.00
FY 2019 Program Income	\$ 15,195.00	\$ 0.00
Administrative Cap Allowance	20%	10%
Maximum Allowable Expenditures	\$ 235,685.20	\$ 31,834.30
Total Administration Obligations	\$ 145,408.30	\$ 0.00
Administrative Percentage	12.34%	0.00%

Table 4 – Regulatory Caps and Set-Asides

The City of Wheeling’s FY 2019 CDBG program total administrative obligations were \$145,408.30, which is under the 20% cap for CDBG administrative expenditures. During this reporting period, the City of Wheeling did not spend any of its FY 2019 HOME program administrative funds. The City budgeted \$31,843 in FY 2019 for HOME Program for administrative obligations, which equals the 10% cap for HOME administrative expenditures. During this CAPER reporting period, \$20,165.56 of FY 2018 HOME funds was expended on administrative expenses, which is under the 10% cap for 2017 HOME administrative expenditures.

CDBG Public Service Activity Cap

	CDBG
FY 2019 Entitlement Grant	\$ 1,163,231.00
Prior Year Program Income	\$ 24,004.56
Public Service Cap Allowable	15%
Maximum Allowable Expenditures	\$ 178,085.33
Total Public Services Funds Obligated	\$ 51,968.57
Public Service Percentage	4.38%

Table 5 – CDBG Public Service Activity Caps

The City of Wheeling’s total public service obligations was \$51,968.57, which was 4.38% of the allowable expenditures and under the 15% cap for public services.

HOME CHDO Set-Aside

	CHDO Set-Aside
FY 2019 Entitlement Grant	\$ 318,343.00
CHDO Set-Aside Minimum CAP	15%
Minimum Allowable Set-Aside	\$ 47,751.45
Actual CHDO Programmed Set – Aside	\$ 47,752.00

Table 6 – HOME CHDO Set-Aside Amounts

The City of Wheeling and the Northern Panhandle HOME Consortium programmed \$47,752.00 in funds for CHDO Set-Aside, which is 15% of the allocation. During this CAPER reporting period, the City expended \$104,364.88 in previous allocations of CHDO funds.

Summary of Strategies and Goals

The City of Wheeling’s FY 2015-2019 Five Year Consolidated Plan established six (6) strategies to address the needs in the City of Wheeling and the Northern Panhandle HOME Consortium. The following Five-Year strategies and goals are:

HOUSING PRIORITY - (High Priority)

There is a need to improve the quality of the housing stock in the community and to 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, with the required housing counseling training.
- **HS-2 Housing Construction/Rehabilitation** - Increase the supply of decent, safe, sound, and accessible housing that is affordable to owners and renters in the City through new construction and rehabilitation.
- **HS-3 Fair Housing** - Promote fair housing choice through monitoring, education, and outreach.

HOMELESS PRIORITY - (Low Priority)

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

Goals/Strategies:

- **HO-1 Operation/Support** - Assist providers through the Continuum of Care in the operation of housing and support services for the homeless and persons at-risk of becoming homeless.
- **HO-2 Housing** - Support local agencies' efforts to provide emergency shelter, transitional housing, and permanent supportive housing.

OTHER SPECIAL NEEDS PRIORITY - (Low Priority)

There is a need for housing, services, and facilities for the elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, and persons with other special needs.

Goals/Strategies:

- **SN-1 Housing** - Increase the supply of affordable, decent, safe, sound, and accessible housing for the elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, and persons with other special needs through rehabilitation, new construction, and making reasonable accommodations to existing housing.
- **SN-2 Social Services** - Support social service programs and facilities for the elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, and persons with other special needs.

COMMUNITY DEVELOPMENT PRIORITY - (High Priority)

There is a need to improve the public and community facilities, infrastructure, public services, and the quality of life.

Goals/Strategies:

- **CD-1 Infrastructure** - Improve the City's infrastructure through rehabilitation, reconstruction, and new construction of streets, walks, curbs, ADA ramps, retaining walls, sewer, water, storm water management, bridges, bike trails, green infrastructure, etc.
- **CD-2 Community Facilities** - Improve the City's parks, recreational centers, and public and community facilities through rehabilitation and new construction.
- **CD-3 Public Services** - Improve and increase public safety, programs for the youth, the elderly, disabled, and target income population, feeding programs, and social/welfare programs throughout the City.
- **CD-4 Code Enforcement** - Undertake code enforcement activities to maintain the existing housing stock in the City.

- **CD-5 Clearance** - Remove and eliminate slum and blighting conditions through demolition of vacant and abandoned structures throughout the City.
- **CD-6 Architectural Barriers** - Remove architectural barriers and make public and community facilities accessible.
- **CD-7 Public Safety** - Improve public safety through upgrades to facilities, purchase of new equipment, crime prevention, community policing, and ability to respond to emergency situations.

ECONOMIC DEVELOPMENT PRIORITY – (Low Priority)

There is a need to increase employment, self-sufficiency, education, job training, technical assistance, and economic empowerment for residents of the City of Wheeling.

Goals/Strategies:

- **ED-1 Employment** - Support and encourage new job creation, job retention, employment, and job training services.
- **ED-2 Financial Assistance** - Support business and commercial growth through expansion and new development with technical assistance and low interest loan programs.
- **ED-3 Redevelopment Program** - Plan and promote the development and redevelopment of vacant commercial and industrial sites, and facilities, and the revitalization efforts in downtown.

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:

- **AM-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, environmental clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.

FY 2019 CDBG and HOME Budget

The chart below lists the FY 2019 CDBG activities that were funded:

Project ID Number	Project Title/Description	2018 CDBG Budget	2019 CDBG Expenditures
CD-19-01	Administration	\$ 232,646.00	\$ 0.00
CD-19-02	Section 108 Loan Payment	\$ 200,000.00	\$ 78,875.00
CD-19-03	Street Reconstruction	\$ 385,141.71	\$ 298,294.45
CD-19-04	Thermal Imaging Cameras FD	\$ 78,000.00	\$ 77,975.00
CD-19-05	Ladder Truck 1	\$ 250,000.00	\$ 250,000.00
CD-19-06	Catholic Charities Center	\$ 5,000.00	\$ 0.00
CD-19-07	Greater Wheeling Coalition for the Homeless	\$ 8,500.00	\$ 5,747.12
CD-19-08	Seeing Hand Association	\$ 5,000.00	\$ 1,908.10
CD-19-09	Soup Kitchen of Greater Wheeling	\$ 8,500.00	\$ 2,616.69
CD-19-10	Wheeling Health Right	\$ 22,500.00	\$ 22,500.00
CD-19-11	Human Rights Commission	\$ 5,000.00	\$ 0.00
CD-19-12	East Wheeling Pool Operations	\$ 15,000.00	\$ 0.00
CD-19-13	Nelson Jordan Center	\$ 33,000.00	\$ 0.00
CD-19-14	Citywide Playgrounds – Belle Isle and Grandview	\$ 90,000.00	\$ 0.00

The City spent \$737,916.36 of its FY 2019 CDBG allocation, which is 55.14% of the allocation. Additionally, during the 2019 CAPER reporting period, the City expended \$822,716.53 from previous fiscal years.

The chart below lists the FY 2019 HOME activities that were funded:

Project ID Number	Project Title/Description	2019 HOME Budget	2019 HOME Expenditures
HOME 18-16	HOME Administration	\$ 31,834.00	\$ 0.00
HOME 18-17	CHDO Set-A-Side	\$ 47,752.00	\$ 0.00
HOME 18-18	Northern Panhandle HOME Consortium – First-Time Homebuyer Program	\$ 238,757.00	\$ 89,024.79

The City spent \$89,024.79 of its FY 2019 HOME allocation, which is 27.97% of the allocation. Additionally, during the 2019 CAPER reporting period, the City expended \$269,825.85 from previous fiscal years.

Housing Performance Measurements

The table below lists the objectives and outcomes that the City accomplished through CDBG activities during this CAPER reporting period:

Objectives	Outcomes						Total by Objective	
	Availability/ Accessibility		Affordability		Sustainability			
	Units	\$	Units	\$	Units	\$	Units	\$
Suitable Living	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Decent Housing	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Economic Opportunity	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Total by Outcome	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00

Table 7 – CDBG Housing Performance

The chart below lists the objectives and outcomes that the City accomplished through HOME activities during this CAPER reporting period:

Objectives	Outcomes						Total by Objective	
	Availability/ Accessibility		Affordability		Sustainability			
	Units	\$	Units	\$	Units	\$	Units	\$
Suitable Living	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Decent Housing	0	\$0.00	27	\$ 357,179.20	0	\$0.00	27	\$ 357,179.20
Economic Opportunity	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Total by Outcome	0	\$0.00	27	\$ 357,179.20	0	\$0.00	27	\$ 357,179.20

Table 8 – HOME Housing Performance

The City of Wheeling met its National Objective requirement of principally benefitting low- and moderate-income persons. The number above represents the twenty-seven (27) first-time homebuyers assisted during this CAPER reporting period.

National Objectives

The City expended \$1,560,632.89 in CDBG funds during this CAPER reporting period. Included in this amount was \$145,408.30 for Planning and Administration and \$396,298.75 for Section 108 Repayments. This leaves a balance of \$1,018,925.84 that was expended for project activities. All of the \$1,018,925.84 was expended on activities that benefitted low- and moderate-income persons. This produces a Low/Mod Benefit Percentage of 100.00%. These funds were expended in the low/mod income areas or to benefit low/mod households for activities identified in the City's Five-Year Consolidated Plan.

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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

This was the City of Wheeling's fifth year of the FY 2015-2019 Five-Year Consolidated Plan designed to address the housing and non-housing needs of City residents. This year's CAPER reports on the actions and achievements the City accomplished in Fiscal Year 2019.

The CAPER for the City of Wheeling's FY 2019 Annual Action Plan includes the City's CDBG and HOME Programs and outlines which activities the City undertook during the program year beginning July 1, 2019 and ending June 30, 2020. The City of Wheeling's Economic and Community Development Department is the lead entity and administrator for the CDBG and HOME funds.

The CDBG Program and activities outlined in this FY 2019 CAPER principally benefited low- and moderate-income persons and funding was targeted to neighborhoods where there is the highest percentage of low- and moderate-income residents.

The City during this CAPER reporting period budgeted and expended FY 2019 CDBG and HOME funds on the following strategies:

- **Housing Strategy – HS** – Budget \$291,509.00, expended \$89,024.79
- **Homeless Strategy – HO** – Budget \$13,500.00, expended \$5,747.12
- **Special Needs – SN** – Budget \$0.00, expended \$0.00
- **Community Development Strategy – CD** – Budget \$887,142.00, expended \$653,294.24
- **Economic Development Strategy – ED** – Budget \$200,000.00, expended \$178,875.00
- **Administration and Management Strategy – AM** – Budget \$264,480.00, expended \$0.00

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the Consolidated Plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
AM-1 Overall Coordination	Administration, Planning, and Management	Other	Other	10	10	100.00%	2	2	100.00%
CD-1 Infrastructure	Non-Housing Community Development	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15,285	12,410	81.19%	3,400	0	0.00%
CD-2 Community Facilities	Non-Housing Community Development	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	280	1,296	462.86%			
CD-2 Community Facilities	Non-Housing Community Development	Other	Other	0	0		2	0	0.00%
CD-3 Public Services	Non-Housing Community Development	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	27,870	58,316	209.24%	5970	11,850	198.49%

Goal	Category	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
CD-3 Public Services	Non-Housing Community Development	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
CD-4 Code Enforcement	Non-Housing Community Development	Housing Code Enforcement/Forfeited Property Care	Household Housing Unit	0	1,518				
CD-5 Clearance	Non-Housing Community Development	Buildings Demolished	Buildings	0	25				
CD-6 Architectural Barriers	Non-Housing Community Development	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	10,000				
CD-6 Architectural Barriers	Non-Housing Community Development	Other	Other	2	1	50.00%			
CD-7 Public Safety	Non-Housing Community Development	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	14,165		0	9,900	
CD-7 Public Safety	Non-Housing Community Development	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	25,525	5,410	21.19%	10,750	0	0.00%

Goal	Category	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
ED-1 Employment	Economic Development	Jobs created/retained	Jobs	0	0				
ED-2 Financial Assistance	Economic Development	Facade treatment/business building rehabilitation	Business	0	0				
ED-2 Financial Assistance	Economic Development	Businesses assisted	Businesses Assisted	5	4	80.00%	1	0	0.00%
ED-3 Redevelopment Program	Economic Development	Facade treatment/business building rehabilitation	Business	0	0				
HO-1 Operating/Support	Homeless	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5,000	916	18.32%	1,000	233	23.30%
HO-1 Operating/Support	Homeless	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
HO-2 Housing	Homeless	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	61		0	33	
HO-2 Housing	Homeless	Homeless Person Overnight Shelter	Persons Assisted	155	104	67.10%	31	0	0.00%

Goal	Category	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
HO-2 Housing	Homeless	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
HS-1 Homeownership	Affordable Housing	Homeowner Housing Added	Household Housing Unit	56	124	221.43%	0	25	
HS-1 Homeownership	Affordable Housing	Direct Financial Assistance to Homebuyers	Households Assisted	56	73	130.36%	23	0	0.00%
HS-1 Homeownership	Affordable Housing	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0				
HS-2 Housing Construction/Rehabilitation	Affordable Housing	Rental units constructed	Household Housing Unit	2	0	0.00%			
HS-2 Housing Construction/Rehabilitation	Affordable Housing	Rental units rehabilitated	Household Housing Unit	3	2	66.67%	1	1	100.00%
HS-3 Fair Housing	Affordable Housing	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	2		0	2	
HS-3 Fair Housing	Affordable Housing	Other	Other	5	5	100.00%	1	1	100.00%
SN-1 Housing	Non-Homeless Special Needs	Rental units rehabilitated	Household Housing Unit	0	0				
SN-1 Housing	Non-Homeless Special Needs	Homeowner Housing Rehabilitated	Household Housing Unit	0	1				

Goal	Category	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
SN-2 Social Services	Non-Homeless Special Needs	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	750	723	96.40%			

Table 9 – Accomplishments – Program Year & Strategic Plan to Date

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Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

During the FY 2019 CAPER reporting period, the City of Wheeling did not meet all of its goals for expected units of measurement. However, these activities are still in progress and the City should meet its goals in the FY 2020 CAPER reporting period.

During the FY 2019 CDBG and HOME Program Year, the City of Wheeling addressed the following strategies and specific objectives from its Five-Year Strategic Initiatives:

Housing Priority:

There is a need to improve the quality of the housing stock in the community and to 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, with the required housing counseling training.

- The City proposed to assist a total of twenty-four (24) qualified First-Time Homebuyers with deferred, forgivable loans for downpayment and closing cost assistance with the purchase of a home within the Northern Panhandle. During this CAPER reporting period, the City exceeded its goal by assisting twenty-seven (24) First-Time Homebuyers in the Northern Panhandle.

HS-2 Housing Construction/Rehabilitation - Increase the supply of decent, safe, sound, and accessible housing that is affordable to owners and renters in the City through new construction and rehabilitation.

- The City proposed to assist one (1) housing unit during this CAPER reporting period. The City did not complete any units during this CAPER reporting period. This will be completed in the FY 2019 CAPER reporting period. Habitat for Humanity, which is not a certified CHDO, broke ground in April 2016 for a single-family home on Wheeling Island that will be sold to a low/mod family; project was completed during this CAPER reporting period. CHANGE, Inc., a certified CHDO, used FY 2014, 2015, and 2016 HOME funds to undertake a CHDO project in Follansbee, WV. CHANGE, Inc. completed the rehabilitation of the unit during this CAPER period. This is a rental property managed by CHANGE, Inc. The Northern Panhandle HOME Consortium previously committed FYs 2017 and 2018 CHDO set-aside funds to the Greater Wheeling Coalition for the Homeless for rehabilitation of a single-family home in Triadelphia, WV, which will be sold to an eligible low-moderate income household. This project was underway during the reporting period and will be completed during the FY 2020 CAPER period.

HS-3 Fair Housing - Promote fair housing choice through monitoring, education, and outreach.

- The City proposed to use CDBG funds for office expenses for the Wheeling Human Rights Commission (HRC). Fair Housing Education and Outreach efforts were continued under an

agreement with Southwest PA Legal Services. Increasing visibility of the HRC remained a goal of the City. Six (6) Fair Housing billboards were placed in April.

- During FY 2019, three (3) housing complaint forms, two (2) employment complaint forms, and six (6) public accommodations complaint forms were received. The Human Rights Commission made determinations of No Probable Cause in one (1) housing complaint and one (1) public accommodations case and the cases were dismissed. One (1) public accommodations complaint remained in the process of investigation by the Human Rights Commission at the end of FY 2019.

Homeless Priority:

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

Goals/Strategies:

HO-1 Operation/Support - Assist providers through the Continuum of Care in the operation of housing and support services for the homeless and persons at-risk of becoming homeless.

- During this CAPER reporting period, the City proposed to serve 1,000 low income and homeless persons with meals, and the City served 233 persons with meals. The proposed accomplishment number of 1,000 was an overestimated number by the subrecipient.

HO-2 Housing - Support local agencies' efforts to provide emergency shelter, transitional housing, and permanent supportive housing.

- The City proposed to benefit 31 homeless persons living in a transitional facility during this CAPER reporting period, and the City served 33 persons.

Other Special Needs Priority:

There is a need for housing, services, and facilities for the elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, and persons with other special needs.

Goals/Strategies:

SN-1 Housing - Increase the supply of affordable, decent, safe, sound, and accessible housing for the elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, and persons with other special needs through rehabilitation, new construction, and making reasonable accommodations to existing housing.

- The City did not fund any activities with CDBG funds during this CAPER reporting period.

SN-2 Social Services - Support social service programs and facilities for the elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, and persons with other special needs.

- The City did fund Seeing Hand Association with CDBG funds during this CAPER reporting period, but the accomplishment data was included under CD-3.

Community Development Priority:

There is a need to improve the public and community facilities, infrastructure, public services, and the quality of life.

Goals/Strategies:

CD-1 Infrastructure - Improve the City's infrastructure through rehabilitation, reconstruction, and new construction of streets, walks, curbs, ADA ramps, retaining walls, sewer, water, storm water management, bridges, bike trails, green infrastructure, etc.

- During this CAPER reporting period, the City proposed to assist 3,400 low-income persons by completing a street reconstruction project. The City benefited 4,245 persons during this CAPER reporting period.

CD-2 Community Facilities - Improve the City's parks, recreational centers, and public and community facilities through rehabilitation and new construction.

- During this CAPER reporting period, the City proposed to serve persons through playground improvements. The City benefited 3,930 children during this CAPER reporting period.

CD-3 Public Services - Improve and increase public safety, programs for the youth, the elderly, disabled, and target income population, feeding programs, and social/welfare programs throughout the City.

- The City proposed to serve a total of persons through various public services during this CAPER reporting period. The City exceeded its goal during the FY 2019 CAPER reporting period by assisting 12,540 persons.

CD-4 Code Enforcement - Undertake code enforcement activities to maintain the existing housing stock in the City.

- The City of Wheeling's Code Enforcement Officers inspected 564 structures in low/mod areas during this CAPER reporting period.

CD-5 Clearance - Remove and eliminate slum and blighting conditions through demolition of vacant and abandoned structures throughout the City.

- The City did not fund any activities with CDBG funds during this CAPER reporting period. The City did demolish thirty-six (36) structures funded by General Funds.

CD-6 Architectural Barriers - Remove architectural barriers and make public and community facilities accessible.

- The City did not fund any activities during this CAPER reporting period.

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

- The City proposed to serve 5,325 low- and moderate-income people by purchasing a ladder truck for the Fire Department to serve low- and moderate-income neighborhoods close to Fire Station No. 1. The neighborhoods to be served are: C.T. 6; C.T. 4; C.T. 26, B.G. 1, 3, & 4; and C.T. 27. This is a multi-year activity with FY 2019 CDBG funds serving as the first of five payments.

Economic Development Priority:

There is a need to increase employment, self-sufficiency, education, job training, technical assistance, and economic empowerment for residents of the City of Wheeling.

Goals/Strategies:

ED-1 Employment - Support and encourage new job creation, job retention, employment, and job training services.

- The City did not fund any activities with CDBG funds during this CAPER reporting period.

ED-2 Financial Assistance - Support business and commercial growth through expansion and new development with technical assistance and low interest loan programs.

The City continued to repay the Section 108 Loan during this CAPER reporting period.

ED-3 Redevelopment Program - Plan and promote the development and redevelopment of vacant commercial and industrial sites, and facilities, and the revitalization efforts in downtown.

The City did not fund any activities with CDBG funds during this CAPER reporting period.

The US EPA had previously conducted a Targeted Brownfields Assessment (TBA) on the City-owned Robrecht Property, and therefore the City has a comprehensive Phase II Environmental Site Assessment Report, as well as an Analysis of Brownfields Cleanup Alternatives (ABCA) for the site. Previously, the City worked with the regional Brownfields Task Force and Belomar Regional Council on what became a successful regional proposal for a \$200,000 EPA Community-wide Brownfields Assessment Grant, announced in June 2019. One of the objectives within the proposal is to create a Remedial Action Plan (RAP) for the Robrecht Property, along with planned assessment for additional City sites. During the reporting period, the City of Wheeling was successful in using some of this funding to do a Site Disposition Study. Additionally, the City also applied for an EPA Brownfields Clean-up Grant on this site and expects to learn if that application was successful in May 2021. Having the aforementioned studies in hand, is favorable for obtaining such resources for cleanup. While the City's previous vision for the Robrecht site was a future commercial reuse, the City now intends to work with Wheeling Heritage to ready the site for reuse as a trailhead for the Heritage Trail with facilities for parking, seating and public art, as well as a kayak launch pad and improved connections to the trail. The City also received a TAP Grant for the planning for the end use of the site during the reporting period.

At the Penn Wheeling Closure site, during FY 2019, the City had conducted a new Phase I Environmental Site Assessment, to achieve All-Appropriate Inquiry liability protections under the Brownfields Law. Subsequently, the City purchased the property. The City is now moving forward with an agreement to

enter into the Voluntary Remediation Program and a site visit with WVDEP has already occurred. In the coming year the City is looking to have a work plan accepted and to move forward with an application for the DEP's revolving loan fund for environmental cleanup. The City will be demolishing the remaining buildings and still intends to use the site for a possible City of Wheeling Public Works complex.

The Old North Park Landfill site remains a part of the WVDEP's Landfill Closure Assistance Program (LCAP). Although the project was delayed for quite some time, it finally commenced in August 2017, under a contract with GAI for engineering services. An obstacle was encountered with obtaining right-of-way access to a 22-plus acre privately-owned adjacent property, but the Right of Entry was eventually secured and GAI was able to finish the subsurface drilling. The City has been advised by WVDEP that GAI is in the process of finalizing the design and applying to the US Army Corp of Engineers to relocate a stream adjacent to the property. Meanwhile, the City is working with another property owner to acquire additional land that will assist in widening the access to the landfill entrance. The final layout of the land will inevitably differ somewhat from the Conceptual Master Plan that was originally produced under the West Virginia Redevelopment Collaborative grant, however the ultimate goal remains that the LCAP will not only provide closure for the site, but will prepare it for recreational development by addressing assessment, cleanup, grading and preparation.

The City continues to remain active in its relationship with the Northern West Virginia Brownfields Assistance Center (NBAC).

Administration, Planning, & Management Priority:

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

Goals/Strategies:

AM-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, environmental clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.

- The City continued to use CDBG and HOME funds to pay for administrative and office expenses of the CDBG and HOME programs.

Greatest Needs

The greatest need for the City of Wheeling and the Northern Panhandle HOME Consortium is affordable housing. The Consortium used HOME funds to assist with this need and assisted twenty-four (24) low income households with downpayment and closing cost assistance to buy a home.

In addition, like all older communities there is a great need for infrastructure improvements. This was done through funding the Street Reconstruction.

The City of Wheeling has allocated 8.81% of its FY 2019 CDBG allocation to assist public service agencies in aiding the City's low- and moderate-income residents.

DRAFT

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME
White	8,469	47
Black or African American	2,254	15
Asian	650	0
American Indian or American Native	364	0
Native Hawaiian or Other Pacific Islander	8	0
Total	11,745	62
Hispanic	275	0
Not Hispanic	11,470	62

Table 10 – Table of Assistance to Racial and Ethnic Populations by Source of Funds

Narrative

The chart above reflects the total number of people in the households assisted.

The City of Wheeling’s CDBG program benefitted 8,469 (72.1%) White families, 2,254 (19.2%) Black or African American families, 650 (5.53%) Asian families, 364 (3.09%) American Indian or American Native family, and 8 (0.07%) Native Hawaiian or Other Pacific Islander family. Of the families assisted, 275 (2.34%) were Hispanic.

The City of Wheeling’s HOME program benefitted 47 (75.81%) White families, 15 (24.19%) Black or African American, and no Asian, American Indian or American Native, Native Hawaiian or Other Pacific Islander, or Hispanic families.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	FY 2019	\$1,338,288.00	\$1,560,632.89
HOME	FY 2019	\$318,343.00	\$358,850.64

Table 11 – Resources Made Available

Narrative

During the FY 2019 Program Year, the City of Wheeling received the above amounts of Federal Entitlement Grants. These funds were made available to the City after September 11, 2019 when the Acting HUD Director, Community Planning and Development Division signed the FY 2019 CDBG and HOME Grant Agreement. The City also received \$11,600.00 in CDBG program income in Housing Rehabilitation loan repayments. The City did not receive HOME program income from HOME recaptured funds during this CAPER reporting period.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	81%	81%	The City funded 14 projects during this CAPER reporting period in this Target Area with CDBG funds.
Northern Panhandle HOME Consortium	19%	19%	The HOME Consortium funded 3 projects during this CAPER reporting period in this Target Area with HOME funds.

Table 12 – Identify the geographic distribution and location of investments

Narrative

The City of Wheeling and the Northern Panhandle HOME Consortium has allocated its CDBG and HOME funds for FY 2019 to principally benefit low- and moderate-income persons. The City has a public benefit ratio of 100% of its funds, which principally benefits low- and moderate-income persons. In selecting projects for funding, the following criteria were used:

- The Public Facilities activities were either located in a low- and moderate-income census area or have a low- and moderate-income service area benefit or clientele.

- Acquisition and demolition of structures were either located in a low- and moderate-income census area or it falls under removal of slum and blight on a spot basis.
- The public services activities were 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 had an income eligibility criterion; therefore the income requirement restricts funds to low- and moderate-income households throughout the Northern Panhandle HOME Consortium.

The proposed activities under the FY 2019 CDBG Program Year were 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 were used for administration and for housing projects. The HOME Consortium funds were allocated to income eligible households to purchase an affordable house. All of the funds were used to benefit low- and moderate-income households (100%).

Leveraging:

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

In addition to its CDBG and HOME funds, \$4,640,191 in other public resources were expended during the CAPER reporting period by agencies in the City of Wheeling, which include:

- The City of Wheeling Police Department received \$93,641 from the U.S. Department of Justice under the Bulletproof Vest Partnership, Edward Byrne Memorial Justice Assistance Grant, and Law Enforcement Assistance Programs.
- The City of Wheeling received \$4,140,064 in Coronavirus Relief funds through the West Virginia Governor's Office.
- The City of Wheeling received \$207,771 from the U.S. Department of Transportation under Distracted Driving, Working Zone, Safe Communities, Occupant Protection, Traffic Records, and Impaired Driving programs or initiatives.
- The City of Wheeling received \$30,679 from the U.S. Department of Health and Human Services, through the CARES Act Provider Relief program.
- The City of Wheeling Police Department received \$58,661 from the Executive Office of the President through the High Intensity Drug Trafficking Areas Program.
- The City of Wheeling Fire Department received \$72,485 from the U.S. Department of Homeland Security under the SAFER Grant Program.

In addition, the Human Rights Commission was under an Agreement with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services for 2019, to provide 31 hours of Education and Outreach in the City of Wheeling which was reimbursable at a rate of \$75 per hour, up to \$2,325. The 2019 hours were met and exceeded. The 2020 Agreement is to provide 34 hours of Education and Outreach in the City of Wheeling, which is reimbursable at a rate of \$75 per hour, up to \$2,550.

The US EPA had previously conducted a Targeted Brownfields Assessment (TBA) on the City-owned Robrecht Property, and therefore the City has a comprehensive Phase II Environmental Site Assessment Report, as well as an Analysis of Brownfields Cleanup Alternatives (ABCA) for the site. Previously, the City worked with the regional Brownfields Task Force and Belomar Regional Council on what became a successful regional proposal for a \$200,000 EPA Community-wide Brownfields Assessment Grant, announced in June 2019. One of the objectives within the proposal is to create a Remedial Action Plan (RAP) for the Robrecht Property, along with planned assessment for additional City sites. During the reporting period, the City of Wheeling was successful in using some of this funding to do a Site Disposition Study. Additionally, the City also applied for an EPA Brownfields Clean-up Grant on this site and expects to learn if that application was successful in May 2021. Having the aforementioned studies in hand, is favorable for obtaining such resources for cleanup.

HOME MATCH

- The Northern Panhandle HOME Consortium had \$72,575.62 in HOME Match funds during this CAPER reporting period and has a total carryover of \$1,854,850.44 in excess HOME Match funds.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$ 1,853,902.07
2. Match contributed during current Federal fiscal year	\$ 72,575.62
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$ 1,926,477.69
4. Match liability for current Federal fiscal year	\$ 71,627.25
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$ 1,854,850.44

Table 13 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
City of Wheeling WH-248	08/08/2019	\$ 27,812.10						\$ 27,812.10
City of Wheeling WH-250	12/12/2019	\$ 25,400.00						\$ 25,400.00
City of Wheeling WH-251	02/28/2020		\$ 1,413.55					\$ 1,413.55
City of Wheeling WH-252	03/30/2020		\$ 3,000.00					\$ 3,000.00
City of Wheeling WH-253	04/13/2020		\$ 2,300.19					\$ 2,300.19
City of Wheeling WH-254	04/17/2020		\$ 100.30					\$ 100.30
City of Wheeling WH-255	06/30/2020		\$ 5,000.00					\$ 5,000.00
City of Weirton WR-H18-01	08/02/2019		\$ 2,304.48					\$ 2,304.48
Hancock Co. HC-FTHB-105	03/20/2020		\$ 2,595.00					\$ 2,595.00
Brooke Co. BC-FTHB-103	04/06/2020		\$ 1,500.00					\$ 1,500.00
Marshall Co. FTHB-18-008	03/09/2020		\$ 400.00					\$ 400.00
Marshall Co. FTHB-19-002	04/22/2020		\$ 400.00					\$ 400.00
Marshall Co. FTHB-19-003	04/30/2020		\$ 350.00					\$ 350.00
Subtotals		\$ 53,212.10	\$ 19,363.52					\$ 72,575.62

Table 14 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE Report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Table 15 – Program Income

DRAFT

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period

	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Number	0	0	0	0	0	0
Dollar Amount	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Table 16 – Minority Business Enterprises

	Total	Women Business Enterprises	Male Business Enterprises
Contracts			
Number	0	0	0
Amount	\$ 0.00	\$ 0.00	\$ 0.00
Sub-Contracts			
Number	0	0	0
Dollar Amount	\$ 0.00	\$ 0.00	\$ 0.00

Table 17 – Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted

	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Table 18 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition

Parcels Acquired	0
Businesses Displaced	0
Nonprofit Organizations Displaced	0
Households Temporarily Relocated, not Displaced	0

Table 19 – Relocation and Real Property Acquisition

Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Table 20 – Minority Property Enterprises

DRAFT

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	24	25
Number of special-needs households to be provided affordable housing units	0	0
Total	24	25

Table 21 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	1	1
Number of households supported through the acquisition of existing units	23	24
Total	24	25

Table 22 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

During the FY 2019 CDBG program year, the City of Wheeling did not 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 were open to the residents of the Consortium and used HOME funds.

During this CAPER reporting period, the City of Wheeling funded and completed the following projects:

- **City of Wheeling – First-Time Homebuyer Program** – HOME funds were used to provide deferred, forgivable loans to qualified first-time homebuyers who required downpayment and closing cost assistance with their purchase of a home within the City limits of Wheeling, West Virginia. Nine (9) households were assisted, utilizing \$87,884.00 in HOME funds.
- **City of Weirton – First-Time Homebuyer Program** – HOME funds were available to provide deferred, forgivable loans to qualified first-time homebuyers who required downpayment and closing cost assistance with their purchase of a home within the City limits of Weirton, West Virginia. Three (3) households were assisted, utilizing \$27,775.79 in HOME funds.
- **Hancock County – First-Time Homebuyer Program** – HOME funds were used to provide deferred, forgivable loans to qualified, first-time homebuyers who required downpayment and closing cost assistance with their purchase of a home within Hancock County, West Virginia. One (1) household were assisted, utilizing \$9,676.00 in HOME funds.
- **Brooke County – First-Time Homebuyer Program** – HOME funds were used to provide deferred, forgivable loans to qualified, first-time homebuyers who required downpayment and closing cost assistance with their purchase of a home within Brooke County, West Virginia. Three (3) households were assisted, utilizing \$30,078.00 in HOME funds.
- **Ohio County – First-Time Homebuyer Program** – HOME funds were available to provide deferred, forgivable loans to qualified, first-time homebuyers who required downpayment and closing cost assistance with their purchase of a home within Ohio County, West Virginia. No households were assisted utilizing HOME funds during the reporting period.
- **Marshall County – First-Time Homebuyer Program** – HOME funds were used to provide deferred, forgivable loans to qualified, first-time homebuyers who required downpayment and closing cost assistance with their purchase of a home within Marshall County, West Virginia. Eight (8) households were assisted, utilizing \$78,906.41 in HOME funds.
- **CHDO Set-Aside** – HOME funds were set aside to fund an eligible Community Housing Development Organization (CHDO) housing project. This amount equated to 15% of the HOME Program entitlement awarded to the (West Virginia) Northern Panhandle HOME Consortium for FY 2019. During the CAPER reporting period, \$104,364.88 in CHDO funds were expended and \$26,079.41 of committed CHDO funds were not spent. There were no new CHDO requests for designation nor were there any CHDO recertifications completed during the reporting period.

During FY 2019, the FY 2017 and FY 2018 CHDO funds were committed to a project in the amount of \$85,232 for the rehab of a single-family home for resale to a low- or moderate-income family. The City has funded an ongoing CHDO housing project utilizing FY 2014, FY 2015, and FY 2016 HOME funds during this CAPER reporting period. The project is now completed.

The City proposed to assist twenty-five (25) low-income households. During this CAPER reporting period, the City and the HOME Consortium assisted twenty-four (24) first-time homebuyers.

Discuss how these outcomes will impact future annual action plans.

The City of Wheeling continued to work towards achieving its goal of providing decent, safe, sound, and affordable housing for its low- and moderate-income residents. The City continued to provide funds for closing costs and downpayment assistance for first-time homebuyers and through funding the development of new housing. This year’s accomplishments were slightly over the yearly goal, but since this is the fifth year, the goal will not be adjusted.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	0	1
Low-income	0	8
Moderate-income	0	18
Total	0	27

Table 23 – Number of Persons Served

Narrative Information

During this CAPER reporting period, the City of Wheeling did not use its CDBG funds to assist with affordable housing. The City and the Northern Panhandle HOME Consortium used HOME funds to assist 27 households, of which 3.7% were Extremely Low-Income, 29.6% were Low-Income, and 66.7% were Moderate-Income.

The City of Wheeling used its limited CDBG and HOME funds to address its numerous housing and community development needs. The City of Wheeling has been working in cooperation with the non-profit housing providers to address the City’s affordable housing needs through the use of CDBG funds, HOME funds, and funds provided through the WV Housing Development Fund.

The City of Wheeling is the Participating Jurisdiction (PJ) for the Northern Panhandle HOME Consortium. The following cities and counties are members of the Northern Panhandle HOME Consortium: City of Wheeling; City of Weirton; Hancock County; Brooke County; Ohio County; and, Marshall County. The members of the Northern Panhandle HOME Consortium Council are representatives from the local participating governments and they meet regularly with their local elected officials and the non-profit housing provider agencies at least once a year to determine housing needs and how best to allocate HOME funds. The HOME funds the Consortium received during this CAPER reporting period were used to assist low-income families through its First-Time Homebuyer Program.

In FY 2019, the City of Wheeling provided CDBG, HOME, program income, and other funds that were used to develop or rehabilitate housing in the City. The results of the activities funded during the FY 2019 CAPER reporting period as required in HUD Table 2-A:

- **Production of new rental units** – FY 2019 = There were a total of 40 affordable family town homes built for rent in the LaBelle Greene II LIHTC project. Five Year Total = 218 units.
- **Production of new owner-occupied units** – FY 2019 = 0 units. Five Year Total = 4 units.
- **Homebuyer Training/Counseling** – FY 2019 = At least twenty-four (24) people received homebuyer education under HOME, as it is a requirement for eligibility under the First-Time Homebuyer program. To avoid duplication of reporting, the City only reports the households when they have closed on a house. Five Year Total = 125 households.
- **First-Time Homebuyers Assisted** – FY 2019 = 24 households were assisted. Five Year Total = 126 households.
- **Handicapped Accessible Rehabilitations** – FY 2019 = No units. Five Year Total = 4 units.
- **Housing Units Remediated or Abated for Lead Based Paint** – FY 2019 = No units. Five Year Total = 1 unit.
- **Fair Housing Education** – FY 2019 = 102 households were counseled. Five Year Total = 969 units.
- **Housing Units Inspected** – FY 2019 = A total of 564 units in low/mod areas were inspected for code compliance in the City. Five Year Total = 2,579.
- **Housing Units Demolished (Not CDBG)** – FY 2019 = 36 units. Five Year Total = 73 units.

DRAFT

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through: Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

DRAFT

CR-30 - Public Housing 91.220(h); 91.320(j)**Actions taken to address the needs of public housing**

The Wheeling Housing Authority (WHA) is the only municipal housing authority in Ohio County that is designated to oversee public housing. Wheeling Housing Authority has eight (8) public housing communities located in the City of Wheeling and consisting of a total of 631 public housing assisted units. There is a total of 94 units for family occupancy, 554 units for mixed populations (elderly or disabled), and 73 units for elderly occupancy. The Wheeling Housing Authority has a 96.5% overall occupancy rate for its public housing and tax credit developments. There were 365 individuals on the Public Housing waiting list as of June 30, 2019. The Housing Choice Voucher Program had a stable utilization of the available vouchers. The total baseline for Section 8 Housing Vouchers was 569 vouchers, and there were 481 in use. There were 137 individuals on the Housing Choice Voucher waiting list.

The Wheeling Housing Authority received \$1,110,368.00 under their HUD Capital Fund grant for FY 2019. The Housing Authority's FY 2020 Budget (1,110,368.00) was as follows:

- **Operations** = \$222,073.60
- **Administration** = \$111,036.80
- **General Capital Activity** = \$777,257.60
- **Total** = **\$1,110,368.00**

During the FY 2019 CAPER reporting period, the following improvements were made with Capital Funds: Playground Fencing added at Hil-Dar, Balcony concrete work (cleaning/repair) at Booker T. Washington Plaza and Riverview Towers, French Drain (Booker T. Washington Plaza), Replacement Windows started (Garden Park Terrace).

During FY 2019, 40 new affordable housing units became available at LaBelle Greene Phase II, a LIHTC funded project.

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

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

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

Family Self-Sufficiency Program - The Family Self-Sufficiency (FSS) Program is a voluntary program that helps families improve their economic situation, so they don't have to depend on public assistance. Each FSS participant creates a five-year plan that includes employment goals and identifies training and educational needs. A case manager works with the family to identify and secure the services they need to accomplish these goals. Goals can include things like GED attainment, job training, higher education, and employment. The Family Self-Sufficiency (FSS) Program had approximately 25.5 participants on average per month.

Youth Programs - Educational and recreational activities are available to Wheeling Housing Authority children on-site in partnership with area agencies and organizations. During the reporting period the Housing Authority received a small "Save the Children" grant to provide enhancement material such as books, fun learning activities, etc. to children in Hil-Dar during the COVID-19 pandemic.

Senior Programs - Recreational activities and health care service links are available at the elderly high rises, including a weekday lunch program at Garden Park Terrace Apartments in Warwood. The Wheeling Housing Authority received the ROSS Grant - Resident Opportunities and Supportive Services through the U.S. Department of Housing and Urban Development. The goal is to improve the quality of life in their high rises and to link residents with existing services in the community. A coordinator works to help residents get needed social services to maintain their independent living status. The coordinator also works with elected resident councils to plan activities and trips.

Actions taken to provide assistance to troubled PHAs

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

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

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 taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

Despite efforts made by the City and social service providers, a number of significant obstacles to meeting underserved needs remain. Because resources were scarce, funding became 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 proved 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 worked to address these obstacles through the agencies and programs funded in FY 2019. Some of the activities to address these obstacles included:

- **CD-19-02 Section 108 Loan Payment** – funds were used for the annual payment of a Section 108 Loan. The City is on schedule to pay off the balance of the loan by August 1, 2020.
- **CD-19-06 Catholic Charities Center**– used to provide meals to low income and homeless persons by Catholic Charities of the Diocese of Wheeling.

- **CD-19-07 Greater Wheeling Coalition for the Homeless** – funds were used for support services for homeless persons living in a transitional facility operated by the Greater Wheeling Coalition for the Homeless (GWCH).
- **CD-19-08 Seeing Hand Association** – funds were used for workshop and activity expenses for the visually impaired.
- **CD-19-09 Soup Kitchen of Greater Wheeling** – funds were used for preparation for the homeless, and for the very low-income.
- **CD-19-10 Wheeling Health Right** – to purchase pharmaceuticals for a free health clinic that serves the very low income and the homeless.
- **CD-19-12 East Wheeling Pool Operations** – funds were used to pay for a portion of the salaries for summer youth employees in the East Wheeling Neighborhood.
- **CD-19-13 Nelson Jordan Center** – funds were used for operational expenses for this recreational facility in the East Wheeling Neighborhood.
- **HOME-19-16 CHDO Set-Aside** – funds were set aside to fund an eligible Community Housing Development Organization (CHDO) housing project. This amount equates to 15% of the HOME Program entitlement awarded to the (West Virginia) Northern Panhandle HOME Consortium for FY 2019. Funds to be used for construction or rehabilitation of affordable housing.
- **HOME-19-17 Northern Panhandle HOME Consortium – First-Time Homebuyer Program** – HOME funds were used to provide deferred, forgivable loans to qualified First-Time homebuyers who require downpayment and closing cost assistance with their purchase and who wish to purchase a house within the Northern Panhandle HOME Consortium Area, which consists of the City of Wheeling, the City of Weirton, and Hancock, Brooke, Ohio, and Marshall Counties. The \$238,757.00 for the First-Time Homebuyer Program was awarded on a first-come, first-served basis to eligible homebuyers in the six (6) jurisdictions.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

For the City's and the HOME Consortium's First-Time Homebuyer Program, the City and the Consortium members continued to ensure that:

- Applicants for homeownership assistance received adequate information about lead-based paint requirements.
- Staff properly determined whether proposed projects were exempt from some or all lead based paint requirements.
- A proper visual assessment was performed to identify deteriorated paint in the dwelling unit, any common areas servicing the unit, and exterior surfaces of the building or soil.

- Prior to occupancy, properly qualified personnel performed paint stabilization and the dwelling pass a clearance exam in accordance with the standards established in 24 CFR Part 35.
- The home purchaser received the required lead-based paint pamphlet and notices.

For rehabilitation projects, the City and the HOME Consortium members continued to ensure that:

- Applicants for rehabilitation funding received the required lead-based paint information and understand their responsibilities.
- Staff determined whether proposed projects were exempt from some or all lead-based paint requirements.
- The level of federal rehabilitation assistance was properly calculated and the applicable lead-based paint requirements determined.
- Properly qualified personnel performed risk management, paint testing, lead hazard reduction, and clearance services when required.
- Required lead hazard reduction work and protective measures were 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 were provided to occupants and documented.
- Program documents established the rental property owner's responsibility to perform and document ongoing lead-based paint maintenance activities, when applicable.
- Program staff monitored owner compliance with ongoing lead-based paint maintenance activities, when applicable.

Lead reduction involved the implementation of a lead-based paint treatment program which was carried out in conjunction with the City of Wheeling's CDBG and HOME funded housing activities. The goal of the lead-based paint treatment program was the reduction of lead paint hazards. The City did not fund any rehabilitation activities during this CAPER reporting period with CDBG funds.

During this CAPER reporting period, the City did not abate any units of lead-based paint.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

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

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

During this CAPER reporting period, the City funded the following projects to help lift residents out of poverty:

- **CD-19-06 Catholic Charities Center**– used to provide meals to low income and homeless persons by Catholic Charities of the Diocese of Wheeling.
- **CD-19-07 Greater Wheeling Coalition for the Homeless** – funds were used for support services for homeless persons living in a transitional facility operated by the Greater Wheeling Coalition for the Homeless (GWCH).
- **CD-19-08 Seeing Hand Association** – funds were used for workshop and activity expenses for the visually impaired.
- **CD-19-09 Soup Kitchen of Greater Wheeling** – funds were used for preparation for the homeless, and for the very low-income.
- **CD-19-10 Wheeling Health Right** – to purchase pharmaceuticals for a free health clinic that serves the very low income and the homeless.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

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

Public Sector:

- **City of Wheeling** - The City's Department of Economic and Community Development (DECD) was responsible for the administration of the City's community development programs, the HOME Investment Partnership Program, and local programs that assist target income residents. The Department's responsibilities included managing and implementing the City's affordable housing policies, including the Consolidated Plan and related documents. Several other City Departments and Divisions were also involved, including Planning, Code Enforcement, Public Works, Police, Fire, Recreation, Water, and Sewer.
- **The Wheeling Housing Authority** - The Wheeling Housing Authority was one of the primary owners of affordable housing within the community. The Housing Authority also administered the Housing Choice (Section 8) Voucher Program. The City worked in close consultation with the

Housing Authority regarding affordable housing issues in Wheeling.

Non-Profit Agencies:

There were several non-profit agencies that served target income households in the greater Wheeling area. The City collaborated with these essential service providers. Some of them included:

- Greater Wheeling Coalition for the Homeless
- CHANGE, Inc.
- Catholic Charities
- Family Services
- Grow Ohio Valley
- Wheeling Health Right
- Soup Kitchen of Greater Wheeling, Inc.
- Wheeling Human Rights Commission
- Seeing Hands Association

Private Sector:

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

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City of Wheeling continued to be committed to its participation and coordination with the public housing authority and social service agencies. The City solicited applications for CDBG and HOME funds. In addition, the City sent out applications to a list of agencies, organizations, and housing providers that have previously applied or have expressed an interest in submitting an application. The applications were reviewed by the Department of Economic and Community Development to discuss any questions with the applicant. The City provided help and assistance to its public and private agencies that were funded.

Section 215 Affordable Housing

In FY 2016, La Belle Greene Phase I (40 units, all 2BR townhouses) was completed in Wheeling. In FY 2018, La Belle Greene Phase III (40 units, 26 are 2BR and 4 are 3BR townhouses) was completed. La Belle Greene Phase II (another 40 units) was completed in FY 2019. All are LIHTC funded.

Addressing “Worst Case” Housing and Housing for the Disabled

564 housing units were inspected for code compliance in the City of Wheeling during FY 2019. The City also has a Vacant Building Registration Program, which encourages code-deficient vacant properties to be repaired and returned to use.

The Northern Panhandle HOME Consortium previously committed FYs 2017 and 2018 CHDO set-aside funds to the Greater Wheeling Coalition for the Homeless for rehabilitation of a single-family home in Triadelphia, WV, which will be sold to an eligible low-moderate income household. This project was underway during the reporting period.

The Northern Panhandle HOME Consortium previously funded a project with FYs 2014, 2015 and 2016 CHDO set-aside funds to CHANGE, Inc. for rehabilitation of a four-bedroom single-family home in Follansbee, WV, which will be rented to an eligible low-moderate income household. The project was completed during the reporting period.

The City of Wheeling has two full-time code enforcement officers. 564 housing units were inspected for code compliance in the City of Wheeling during FY 2019. The City also has a Vacant Building Registration Program, which encourages code-deficient vacant properties to be repaired and returned to use.

The City addresses housing for persons with disabilities through referrals that are made to the WV Division of Rehabilitation Services for assistance with the removal of architectural barriers. Additionally, assistance may be available at the Northern WV Center for Independent Living (NWVCIL) and/or the West Virginia Assistive Technology System (WVATS) Center for Excellence in Disabilities at West Virginia University.

The City of Wheeling Building Inspections office distributes the pamphlet “Before you Build: What you Need to Know about Fair Housing” to developers of multifamily housing. In addition, inspections are done throughout the construction of projects to assure that all codes and accessibility provisions are being met.

The City of Wheeling funds the Wheeling Human Rights Commission, which distributes the “Tenants and Landlords in West Virginia: Rights and Responsibilities” handbook to inform renters, including the elderly and disabled, of their housing rights. The Wheeling HRC also distributes literature regarding disabilities as a protected class, and reasonable accommodations and modifications, and provides education and outreach regarding Fair Housing under its Agreement with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services.

Identify actions taken to overcome the effects of any impediments identified in the jurisdiction’s analysis of impediments to fair housing choice. 91.520(a)

To promote Fair Housing during this CAPER reporting period, the Wheeling City Council proclaimed April as “Fair Housing Month” on April 2, 2020. A copy of the 2020 proclamation is included at the end of this section. The City monitored and reviewed public policies for discriminatory practices and/or impacts on housing availability during this program year.

During Fiscal Year 2018, the City of Wheeling served 102 people with Fair Housing Education and Outreach programs. These programs were run by the Wheeling Human Rights Commission, the Fair Housing Law Center at Southwestern Pennsylvania Legal Services, the Northern Panhandle Continuum of Care, the Northern Panhandle HOME Consortium, and CHANGE, Inc. The activities were undertaken to promote fair housing during this CAPER reporting period:

- August 1, 2019: The Wheeling Human Rights Commission exhibited at the Youth Services Systems’ 12th Annual Celebrate Youth Festival. Thousands of families attended this Back to School resource festival, with more than 60 community resources providing valuable information to families. Fair Housing-related materials that were distributed, included 350 insulated foldable lunch bags printed with the HRC’s contact information and the Equal Housing Opportunity logo, as well as many leftover pencil cases and drawstring backpacks printed with the HRC’s contact information and the Equal Housing Opportunity logo. Additionally, many Fair Housing magnets, pamphlets and brochures, along with many various diversity booklets and copies of the Universal Declaration of Human Rights were distributed as well. 23 individuals signed in at the exhibit, which allowed for credit under the Education and Outreach grant with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services. (23)
- October 8, 2019: The Fair Housing Law Center at Southwestern Pennsylvania Legal Services provided Fair Housing Training to 15 individuals at the Northern Panhandle Continuum of Care meeting. (15)
- October 9, 2019: The Wheeling Human Rights Commission, through its Education and Outreach partnership with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services, exhibited and provided personal Fair Housing outreach and education during the Veterans Stand Down Resource Fair at West Virginia Northern Community College in Wheeling. Reportedly, 64 veterans attended the event. Fair Housing-related materials that were distributed, included insulated foldable lunch bags printed with the HRC’s contact information and the Equal Housing Opportunity logo, as well as many leftover pencil cases and drawstring backpacks printed with the HRC’s contact information and the Equal Housing Opportunity logo. Additionally, Fair Housing magnets, pamphlets and brochures, along with various diversity booklets and copies of the Universal Declaration of Human Rights were distributed as well. A door prize gift card was purchased and packaged with the HRC’s logo. 10 individuals signed in at the exhibit, which allowed for credit under the Education and Outreach grant with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services. (10)
- Ongoing: The Northern Panhandle HOME Consortium’s First-Time Homebuyer Program, administered by the City of Wheeling, requires applicants to attend homebuyer education. Most

applicants receive this training locally, through CHANGE, Inc. Fair Housing education is a part of CHANGE's curriculum and is now being provided under a partnership between CHANGE and the Fair Housing Law Center. Students are provided information such as the HUD brochures "Are you a Victim of Housing Discrimination?", "Filing a Housing Discrimination Complaint", and "Know the Signs of Housing Discrimination". During FY 2019, CHANGE, Inc. provided homebuyer education to 54 potential homebuyers. (54)

For additional Fair Housing Accomplishments see CR-80-Fair Housing in the attachment section of this CAPER.

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CITY OF WHEELING



CITY COUNTY BUILDING, 1500 CHAPLINE STREET
WHEELING, WEST VIRGINIA 26003

Glenn F. Elliott, Jr.
Mayor

PROCLAMATION

WHEREAS, the Fifty-Second Anniversary of the adoption of the Fair Housing Law by the United States Congress will occur during the month of April 2020; and

WHEREAS, the Fair Housing Law prohibits discrimination in the sale, rental or financing of residential housing based on race, color, religion, national origin, sex, disability or familial status; and

WHEREAS, the assistance fair housing legislation renders to citizens in their efforts to gain access to affordable housing is considerable, though perhaps intangible; and

WHEREAS, the commitment and effort of the public and the government must continue to assure such access to fair housing for all Americans; and

WHEREAS, the City of Wheeling historically has proven its support for the concept of, and the right to, fair housing.

NOW, THEREFORE I, Glenn F. Elliott, Jr., Mayor of the City of Wheeling, do hereby proclaim the month of April 2020 as

"FAIR HOUSING MONTH"

in the City of Wheeling, West Virginia, and urge all our citizens to join in our efforts to affirm fair housing opportunities for all people.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the City of Wheeling to be affixed hereto this 7th day of April, 2020.



Glenn F. Elliott, Jr., Mayor

Office 304-234-6401 Fax 304-234-6419 gelliott@wheelingwv.gov

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City of Wheeling's Department of Economic and Community Development has the primary responsibility for monitoring the City's Five-Year Consolidated Plan. The Department of Economic and Community Development maintained records on the progress toward meeting the goals and compliance with the statutory and regulatory requirements for each activity. The Economic and Community Development Department was responsible for the on-going monitoring of sub-recipients. The Department of Economic and Community Development personnel made on-site visits to inspect and monitor CDBG funded activities, including visits to sub-recipients.

For each activity authorized under the National Affordable Housing Act, the Department of Economic and Community Development established fiscal and management procedures that ensured program compliance and fund accountability. Additionally, the Department of Economic and Community Development ensured that the reports to the U.S. Department of Housing & Urban Development (HUD) were complete and accurate. The programs were subject to the Single Audit Act. For projects other than CDBG funded activities, a similar reporting format was used to monitor the progress of the Five-Year Consolidated Plan.

The City of Wheeling provided 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 received no complaints. Its policy is to respond within 15 days in writing to any written complaints or inquiries from citizens regarding the CDBG Program, its housing strategy, or its CAPER. This was enumerated in its Citizen Participation Plan.

The City of Wheeling and its sub-recipients complied 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 had written agreements with each of its subrecipients.

The City monitored its performance with meeting its goals and objectives with its Five-Year Consolidated Plan. The City reviewed its goals on an annual basis in the preparation of its CAPER and adjusted its goals as needed.

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

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

The public service agencies that received CDBG assistance during this CAPER reporting period were monitored on the following dates:

- **Greater Wheeling Coalition for the Homeless** – September of 2019 – There were no findings or concerns.
- **Seeing Hand Association** – September of 2019 – There were no findings or concerns.
- **Wheeling Health Right** – June of 2020 – There were no findings or concerns.

CHDOs are monitored as necessary for compliance. Periodic progress inspections are performed at CHDO project sites, sometimes as often as quarterly, as needed to review the project's progress. Quarterly progress reports are also required and made a part of the project file. In addition, and most importantly, all CHDO requests for reimbursement are very closely examined against the approved project budget and timeline, prior to approving any draw for funds to pay these requests.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City of Wheeling placed the CAPER document on public display for a period of 15 days beginning on Friday, December 4, 2020 through Friday, December 18, 2020. A Public Notice was published in the *Wheeling Intelligencer* on Thursday, December 3, 2020, a copy of which is attached in the Citizen Participation Section of this CAPER document.

The "Draft" FY 2019 CAPER was on display at the City of Wheeling's website: <https://www.wheelingwv.gov/departments/Economic-CommunityDevelopment> following locations in the City of Wheeling due to COVID-19 restrictions on public access to the Ohio County Public Library and the City-County Building.

The Public Hearing was held on Thursday December 17, 2019 at 12 p.m. in the Council Chambers located on the first floor of the City-County Building. The public hearing meeting minutes and sign-in sheet are attached in the Citizen Participation Section of this document.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City of Wheeling has not made any changes to the FY 2015-2019 Five Year Consolidated Plan and its program objectives during this reporting period.

Describe accomplishments and program outcomes during the last year.

During this CAPER reporting period, the City of Wheeling expended CDBG funds on the following activities:

- **Public Facilities and Improvements** - \$966,957.27, which is 61.96% of the total expenditures.
- **Public Services** - \$51,968.57, which is 3.33% of the total expenditures.
- **General Administration and Planning** - \$145,408.30, which is 9.32% of the total expenditures.
- **Repayment of Section 108 Loans** - \$396,298.75, which is 25.39% of the total expenditures.
- **Total: \$1,560,632.89**

The City of Wheeling Timeliness Ratio of unexpended funds as a percentage of the FY 2018 CDBG allocation was 1.03, which is under the maximum 1.5 ratio.

During this CAPER reporting period, the CDBG program targeted the following with its funds:

- **Percentage of Expenditures Assisting Low- and Moderate-Income Persons and Households Either Directly or On an Area Basis** – 100.00%
- **Percentage of Expenditures that Benefit Low- and Moderate-Income Areas** – 91.22%
- **Percentage of Expenditures that Aid in the Prevention or Elimination of Slum or Blight** – 0.00%
- **Percentage of Expenditures Addressing Urgent Needs** – 0.00%

During this CAPER reporting period, the income level beneficiaries data were the following:

- **Extremely Low Income (<=30%)** – 4.24%
- **Low Income (30-50%)** – 95.60%
- **Moderate Income (50-80%)** – 0.16%
- **Total Low- and Moderate-Income (<=80%)** – 100.00%
- **Non Low- and Moderate-Income (>80%)** – 0.00%

During this CAPER reporting period, the City had the following CDBG accomplishments:

- **Actual Jobs Created or Retained – 0**
- **Households Receiving Housing Assistance – 0**
- **Persons Assisted Directly, Primarily by Public Services and Public Facilities – 11,788**
- **Persons for Whom Services and Facilities were Available – 26,440**
- **Units Rehabilitated - Single Units – 0**
- **Units Rehabilitated - Multi Units Housing – 0**

During this CAPER reporting period, the City leveraged \$\$925,345.63 for CDBG Activities based off the PR54 CDBG Community Development Block Grant Performance Profile Report.

During this CAPER reporting period, all of the CDBG funds were used to meet a National Objective. The City did not fund any projects that involved displacement and/or relocation with CDBG funds. The City did not make any lump sum agreements during this CAPER reporting period. The City did not float-fund any activities.

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CR-50 - HOME 91.520(d)**Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

The Northern Panhandle HOME Consortium did not inspect any rental units during this CAPER reporting period. The City continued to examine/inspect CHANGE, Inc.'s project in Follansbee periodically and at completion during the reporting period. For all CHDO's, quarterly progress reports are required and made a part of the project file. All CHDO requests for reimbursement are very closely examined against the approved project budget and timeline, prior to approving any draw for funds to pay these requests.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

The Northern Panhandle HOME Consortium offers and manages and spent \$120.00 on a website with First-Time Homebuyer Program requirements. Information about the First Time Homebuyer program is made available at all the participating jurisdictions' HOME public needs hearings. Brochures continue to be disseminated to lenders, realtors, Family Resource Networks, public libraries, homebuyer education classes, fairs and festivals, and other groups and individuals, to promote the First Time Homebuyer Program. The program is also promoted through news releases and homebuyer education classes that are conducted by CHANGE, Inc., and a link to the Northern Panhandle HOME Consortium's website is provided by CHANGE, Inc. at the <https://www.ehomeamerica.org/> online homebuyer education site. CHANGE also links to the Northern Panhandle HOME website from their own website, as does the City of Wheeling. All participating lenders and realtors in the Northern Panhandle are emailed the updated HOME income limits and updated information about the program. The City has not undertaken strategic marketing because the program has an excellent track record and reputation and operates well based on formal and informal networking efforts by participating lenders, Realtors, jurisdictions, local housing providers, and program participants.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

The City and the Northern Panhandle HOME Consortium did not receive recaptured funds from the payoff of the City of Wheeling First-Time Homebuyer program in the FY 2019 CAPER reporting period. Any funds received from recaptured funds in the future will put back into the First-Time Homebuyer Program for closing cost and downpayment assistance for other first-time homebuyers.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

The City of Wheeling and the Northern Panhandle HOME Consortium used their HOME funds to address housing needs. The City and the Northern Panhandle HOME Consortium worked in cooperation with the non-profit housing providers to address the Consortium's affordable housing needs through the use of HOME funds, Low-Income Housing Tax Credits, and other State and Federal funds.

The City fostered and maintained affordable housing through the HOME Program – First-Time Homebuyer Program and the CHDO Set-Aside Program.

The City fostered and maintained affordable housing through the funding of the following activities:

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

The City proposed to assist a total of twenty-four (24) qualified First-Time Homebuyers with deferred, forgivable loans for downpayment and closing cost assistance with the purchase of a home within the Northern Panhandle. During this CAPER reporting period, the City assisted twenty-seven (24) First-Time Homebuyers.

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

The City proposed to assist one (1) housing unit during this CAPER reporting period. The City did not complete any units during this CAPER reporting period.

- **HS-3 Fair Housing** - Promote fair housing choice through monitoring, education, and outreach.

The City proposed to use CDBG funds for office expenses for the Wheeling Human Rights Commission (HRC). Fair Housing Education and Outreach efforts were continued under an agreement with Southwest PA Legal Services. Increasing visibility of the HRC remained a goal of the City. Six (6) Fair Housing billboards were placed in April.

During the CAPER reporting period, one (1) housing complaint based on disability and retaliation was received by the HRC office on September 16, 2019. Following investigation, the Human Rights Commission made a determination of No Probable Cause in the case, which was finalized on March 18, 2020 and the case was dismissed. Two (2) public accommodation complaints were investigated, with one being resolved in a determination of No Probable Cause, and the other

remaining investigation underway at the end of the reporting period. There were no outstanding cases from previous reporting periods.

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CR-55 - ESG 91.520(g)

The City of Wheeling does not receive an Emergency Solutions Grant (ESG) entitlement allocation. Therefore, agencies must apply to the State of West Virginia for ESG funds. Not Applicable.

DRAFT

CR-60 – HOPWA CAPER Report

The City of Wheeling does not receive a Housing Opportunities for People with AIDS (HOPWA) Grant as an entitlement community. Not Applicable.

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CR-65 – Loans and Other Receivables

The City of Wheeling had the following number of loans outstanding and principal balances owed as of the end of this CAPER reporting period:

Economic Development:

- Loans outstanding - 0
- Principal balance - \$0.00

Downtown Wheeling Façade Program:

- Loans outstanding - 0
- Principal balance - \$0.00

There were no properties acquired or improved by the City with CDBG funds during this reporting period.

DRAFT

CR-70 – Section 3 Report

The Section 3 Summary Reports for the CDBG and HOME Programs were submitted under separate cover in the SPEARs System for the City of Wheeling.

DRAFT

CR-75 – IDIS Reports

Attached are the following U.S. Department of Housing and Urban Development (HUD) Reports from IDIS for the period from July 1, 2019 through June 30, 2020.

Attached are the following IDIS reports:

- IDIS Report PR26 – CDBG Financial Summary

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Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2019
 WHEELING , WV

DATE: 12-02-20
 TIME: 11:52
 PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	1,163,231.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	15,195.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,178,426.00

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	1,018,925.84
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	1,018,925.84
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	145,408.30
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	396,298.75
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,560,632.89
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	(382,206.89)

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	1,018,925.84
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	1,018,925.84
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	51,968.57
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	51,968.57
32 ENTITLEMENT GRANT	1,163,231.00
33 PRIOR YEAR PROGRAM INCOME	24,004.56
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,187,235.56
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	4.38%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	145,408.30
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	145,408.30
42 ENTITLEMENT GRANT	1,163,231.00
43 CURRENT YEAR PROGRAM INCOME	15,195.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,178,426.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	12.34%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	6	1644	6309818	Jenson Playground	03F	LMA	\$964.80
2017	6	1644	6333058	Jenson Playground	03F	LMA	\$57,458.68
2017	6	1644	6341194	Jenson Playground	03F	LMA	\$7,979.34
2017	6	1644	6346942	Jenson Playground	03F	LMA	\$13,390.55
2017	7	1645	6301244	ADA Improvements to I-470 Ballfields	03F	LMC	\$45,823.50
2017	7	1645	6307794	ADA Improvements to I-470 Ballfields	03F	LMC	\$2,176.50
2018	5	1689	6324608	Fulton Playground	03F	LMA	\$29,836.00
2018	15	1735	6324608	East Wheeling Pool Operations	03F	LMA	\$15,000.00
					03F	Matrix Code	\$172,629.37
2017	5	1643	6293262	Henderson Street Slip Repair	03K	LMA	\$21,020.75
2018	6	1690	6284912	Street Construction	03K	LMA	\$147,037.70
2019	3	1724	6324608	Street Reconstruction	03K	LMA	\$62,067.14
2019	3	1724	6385772	Street Reconstruction	03K	LMA	\$236,227.31
					03K	Matrix Code	\$466,352.90
2019	4	1726	6363769	Thermal Imaging Cameras Fire Department	03O	LMA	\$77,975.00
2019	5	1727	6324608	Ladder Truck 1	03O	LMA	\$250,000.00
					03O	Matrix Code	\$327,975.00
2018	9	1693	6284912	Homeless Coalition	03T	LMC	\$707.98
2018	9	1693	6298079	Homeless Coalition	03T	LMC	\$477.79
2019	7	1729	6333058	Greater Wheeling Coalition for the Homeless	03T	LMC	\$220.51
2019	7	1729	6341194	Greater Wheeling Coalition for the Homeless	03T	LMC	\$487.10
2019	7	1729	6373938	Greater Wheeling Coalition for the Homeless	03T	LMC	\$1,971.70
2019	7	1729	6385772	Greater Wheeling Coalition for the Homeless	03T	LMC	\$3,067.81
					03T	Matrix Code	\$6,932.89
2018	10	1694	6307794	Seeing Hand Association	05B	LMC	\$1,040.80
2019	8	1730	6363769	Seeing Hand Association	05B	LMC	\$1,908.10
					05B	Matrix Code	\$2,948.90
2018	13	1697	6354348	Wheeling Police Department	05I	LMA	\$231.87
					05I	Matrix Code	\$231.87
2019	10	1732	6385772	Wheeling Health Right	05M	LMC	\$22,500.00
					05M	Matrix Code	\$22,500.00
2016	38	1616	6298079	Wheeling Human Rights Commission	05Z	LMC	\$1,668.68
2017	14	1652	6284912	Human Rights Commission	05Z	LMC	\$6.60
2017	14	1652	6298079	Human Rights Commission	05Z	LMC	\$753.13
2017	14	1652	6307794	Human Rights Commission	05Z	LMC	\$40.55
2017	14	1652	6315165	Human Rights Commission	05Z	LMC	\$15.50
2017	14	1652	6324608	Human Rights Commission	05Z	LMC	\$269.49
2017	14	1652	6333058	Human Rights Commission	05Z	LMC	\$56.52
2017	14	1652	6341194	Human Rights Commission	05Z	LMC	\$141.07
2017	14	1652	6353454	Human Rights Commission	05Z	LMC	\$17.68
2017	14	1652	6363769	Human Rights Commission	05Z	LMC	\$10.83
2017	14	1652	6373938	Human Rights Commission	05Z	LMC	\$3,014.95
2017	14	1652	6385772	Human Rights Commission	05Z	LMC	\$173.68
2017	15	1653	6284912	Police Department - Community Policing	05Z	LMA	\$1,004.09
2017	15	1653	6298079	Police Department - Community Policing	05Z	LMA	\$875.14
2017	15	1653	6388833	Police Department - Community Policing	05Z	LMA	\$525.95
2018	12	1696	6303403	Human Rights Commission	05Z	LMC	\$31.26



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	12	1696	6385772	Human Rights Commission	05Z	LMC	\$224.78
2018	14	1711	6284912	Nelson Jordan Center	05Z	LMA	\$1,883.88
2018	14	1711	6298079	Nelson Jordan Center	05Z	LMA	\$514.91
2018	14	1711	6315165	Nelson Jordan Center	05Z	LMA	\$799.78
2018	14	1711	6385772	Nelson Jordan Center	05Z	LMA	\$4,709.75
2019	9	1731	6341194	Soup Kitchen of Greater Wheeling	05Z	LMC	\$2,616.69
					05Z	Matrix Code	\$19,354.91
Total							\$1,018,925.84

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	9	1693	6284912	Homeless Coalition	03T	LMC	\$707.98
2018	9	1693	6298079	Homeless Coalition	03T	LMC	\$477.79
2019	7	1729	6333058	Greater Wheeling Coalition for the Homeless	03T	LMC	\$220.51
2019	7	1729	6341194	Greater Wheeling Coalition for the Homeless	03T	LMC	\$487.10
2019	7	1729	6373938	Greater Wheeling Coalition for the Homeless	03T	LMC	\$1,971.70
2019	7	1729	6385772	Greater Wheeling Coalition for the Homeless	03T	LMC	\$3,067.81
					03T	Matrix Code	\$6,932.89
2018	10	1694	6307794	Seeing Hand Association	05B	LMC	\$1,040.80
2019	8	1730	6363769	Seeing Hand Association	05B	LMC	\$1,908.10
					05B	Matrix Code	\$2,948.90
2018	13	1697	6354348	Wheeling Police Department	05I	LMA	\$231.87
					05I	Matrix Code	\$231.87
2019	10	1732	6385772	Wheeling Health Right	05M	LMC	\$22,500.00
					05M	Matrix Code	\$22,500.00
2016	38	1616	6298079	Wheeling Human Rights Commission	05Z	LMC	\$1,668.68
2017	14	1652	6284912	Human Rights Commission	05Z	LMC	\$6.60
2017	14	1652	6298079	Human Rights Commission	05Z	LMC	\$753.13
2017	14	1652	6307794	Human Rights Commission	05Z	LMC	\$40.55
2017	14	1652	6315165	Human Rights Commission	05Z	LMC	\$15.50
2017	14	1652	6324608	Human Rights Commission	05Z	LMC	\$269.49
2017	14	1652	6333058	Human Rights Commission	05Z	LMC	\$56.52
2017	14	1652	6341194	Human Rights Commission	05Z	LMC	\$141.07
2017	14	1652	6353454	Human Rights Commission	05Z	LMC	\$17.68
2017	14	1652	6363769	Human Rights Commission	05Z	LMC	\$10.83
2017	14	1652	6373938	Human Rights Commission	05Z	LMC	\$3,014.95
2017	14	1652	6385772	Human Rights Commission	05Z	LMC	\$173.68
2017	15	1653	6284912	Police Department - Community Policing	05Z	LMA	\$1,004.09
2017	15	1653	6298079	Police Department - Community Policing	05Z	LMA	\$875.14
2017	15	1653	6388833	Police Department - Community Policing	05Z	LMA	\$525.95
2018	12	1696	6303403	Human Rights Commission	05Z	LMC	\$31.26
2018	12	1696	6385772	Human Rights Commission	05Z	LMC	\$224.78
2018	14	1711	6284912	Nelson Jordan Center	05Z	LMA	\$1,883.88
2018	14	1711	6298079	Nelson Jordan Center	05Z	LMA	\$514.91
2018	14	1711	6315165	Nelson Jordan Center	05Z	LMA	\$799.78
2018	14	1711	6385772	Nelson Jordan Center	05Z	LMA	\$4,709.75
2019	9	1731	6341194	Soup Kitchen of Greater Wheeling	05Z	LMC	\$2,616.69
					05Z	Matrix Code	\$19,354.91
Total							\$51,968.57

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	1	1683	6284912	Administration	21A		\$6,950.06
2018	1	1683	6298079	Administration	21A		\$8,685.78
2018	1	1683	6303403	Administration	21A		\$1,901.26
2018	1	1683	6307794	Administration	21A		\$40.15
2018	1	1683	6315165	Administration	21A		\$1,591.75
2018	1	1683	6324608	Administration	21A		\$9,004.96
2018	1	1683	6333058	Administration	21A		\$1,641.14
2018	1	1683	6333592	Administration	21A		\$8,337.97
2018	1	1683	6341194	Administration	21A		\$64,544.79
2018	1	1683	6353454	Administration	21A		\$4,115.41
2018	1	1683	6363769	Administration	21A		\$17,466.96
2018	1	1683	6367937	Administration	21A		\$1,548.35
2018	1	1683	6373938	Administration	21A		\$10,791.53
2018	1	1683	6378114	Administration	21A		\$1,548.35
2018	1	1683	6385772	Administration	21A		\$7,239.84
					21A	Matrix Code	\$145,408.30
Total							\$145,408.30

DRAFT

CR-80 – Fair Housing

Affirmatively Furthering Fair Housing Overview:

The City of Wheeling prepared an Analysis of Impediments to Fair Housing Choice in 2015 to coincide with the City’s FY 2015-2019 Five Year Consolidated Plan. During this CAPER reporting period, the City conducted inspections with reports of work needed to be done to bring various properties up to standards. This process was done systematically and by complaint.

During this CAPER reporting period, the City had the following affordable housing accomplishments:

- 40 new affordable rental housing units were built as a part at LaBelle Greene II, a LIHTC funded development.
- 24 first-time homebuyers were assisted, 9 of which were in Wheeling.
- 24 people received homebuyer training.

Twenty-four (24) people received homebuyer education under the HOME Program, as it is a requirement for eligibility under the First-Time Homebuyer program. Other potential homebuyers also attended these homebuyer education classes. To avoid duplication of reporting, the City only reports the households assisted when they have closed on a house.

The chart below shows the demographic information for the homebuyer assistance program.

	Income Level (% of Area Median Income)								Total Households
	0-30%		30-50%		50-60%		60-80%		
	White	Minority	White	Minority	White	Minority	White	Minority	
Number of Households	0	1	4	0	2	1	13	3	24

Table 24 – Income Level of Homebuyer Assistance Program

To promote Fair Housing during this CAPER reporting period, the Wheeling City Council proclaimed April as “Fair Housing Month.” A copy of the 2019 proclamation is included at the end of this section.

During Fiscal Year 2019, the City of Wheeling served 102 people with Fair Housing Education and Outreach programs. These programs were run by the Wheeling Human Rights Commission, the Fair Housing Law Center at Southwestern Pennsylvania Legal Services, the Northern Panhandle Continuum of Care, the Northern Panhandle HOME Consortium, and CHANGE, Inc. The activities were undertaken to promote fair housing during this CAPER reporting period:

- August 1, 2019: The Wheeling Human Rights Commission exhibited at the Youth Services Systems’ 12th Annual Celebrate Youth Festival. Thousands of families attended this Back to School resource festival, with more than 60 community resources providing valuable information to families. Fair Housing-related materials that were distributed, included 350 insulated foldable lunch bags printed with the HRC’s contact information and the Equal Housing Opportunity logo, as well as

many leftover pencil cases and drawstring backpacks printed with the HRC's contact information and the Equal Housing Opportunity logo. Additionally, many Fair Housing magnets, pamphlets and brochures, along with many various diversity booklets and copies of the Universal Declaration of Human Rights were distributed as well. 23 individuals signed in at the exhibit, which allowed for credit under the Education and Outreach grant with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services. (23)

- October 8, 2019: The Fair Housing Law Center at Southwestern Pennsylvania Legal Services provided Fair Housing Training to 15 individuals at the Northern Panhandle Continuum of Care meeting. (15)
- October 9, 2019: The Wheeling Human Rights Commission, through its Education and Outreach partnership with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services, exhibited and provided personal Fair Housing outreach and education during the Veterans Stand Down Resource Fair at West Virginia Northern Community College in Wheeling. Reportedly, 64 veterans attended the event. Fair Housing-related materials that were distributed, included insulated foldable lunch bags printed with the HRC's contact information and the Equal Housing Opportunity logo, as well as many leftover pencil cases and drawstring backpacks printed with the HRC's contact information and the Equal Housing Opportunity logo. Additionally, Fair Housing magnets, pamphlets and brochures, along with various diversity booklets and copies of the Universal Declaration of Human Rights were distributed as well. A door prize gift card was purchased and packaged with the HRC's logo. 10 individuals signed in at the exhibit, which allowed for credit under the Education and Outreach grant with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services. (10)
- Ongoing: The Northern Panhandle HOME Consortium's First-Time Homebuyer Program, administered by the City of Wheeling, requires applicants to attend homebuyer education. Most applicants receive this training locally, through CHANGE, Inc. Fair Housing education is a part of CHANGE's curriculum and is now being provided under a partnership between CHANGE and the Fair Housing Law Center. Students are provided information such as the HUD brochures "Are you a Victim of Housing Discrimination?", "Filing a Housing Discrimination Complaint", and "Know the Signs of Housing Discrimination". During FY 2019, CHANGE, Inc. provided homebuyer education to 54 potential homebuyers. (54)

Wheeling Human Rights Commission:

During Fiscal Year 2019, the Wheeling Human Rights Commission (HRC) remained a division of the City of Wheeling Economic and Community Development Department (ECD), and therefore staffed on a full-time basis within that department. The HRC exists under an amended and re-enacted Human Rights Commission Ordinance, which was passed by the Wheeling City Council on December 20, 2016. The HRC has the authority to retain cases of discrimination in the City of Wheeling, or to refer them to the West Virginia Human Rights Commission. The Ordinance provides equal opportunity in the areas of employment, housing and public accommodations, to all persons without regard to race, religion, color,

national origin, ancestry, sex, age, blindness, disability, familial status, veteran status, sexual orientation or gender identity.

The ECD staff facilitates the regular monthly business meetings of the HRC, which are open to the public, and announced to the media/public at least ten days in advance. As a general rule, the HRC holds its regular business meetings on the third Tuesday of the month in the Wheeling City Council Chambers. However, due to the COVID-19 pandemic and the government Orders restricting gatherings, beginning March 2020 and beyond, meetings were either canceled or held virtually throughout the reporting period. When held virtually, meetings are livestreamed on the City of Wheeling's Facebook page, in order to maintain open meeting requirements. During the reporting period, eight regular business meetings, including two virtual meetings were held while four were canceled, specifically as follows:

- July 16, 2019 at 12:00pm
- August 20, 2019 at 8:30am
- September 17, 2019 at 8:30am
- October 15, 2019 (*Canceled due to a lack of a quorum*)
- November 19, 2019 at 8:30am
- December 17, 2019 (*Canceled due to a lack of a quorum*)
- January 21, 2020 at 8:30am
- February 18, 2020 at 8:30am
- March 17, 2020 (*Canceled due to COVID-19*)
- April 21, 2020 (*Canceled due to COVID-19*)
- May 19, 2020 at 12:00pm (Virtual Meeting)
- June 16, 2020 at 12:00pm (Virtual Meeting)

Aside from receiving and investigating complaints of discrimination, education and outreach continued to be an important function of the HRC in Fiscal Year 2019. During the prior reporting period, on June 10, 2019, the HRC had entered into a fifth partnership with the Fair Housing Law Center at Southwestern PA Legal Services (SWPALS), to provide 31 hours of Fair Housing education and outreach in the City of Wheeling over a one-year period from June 10, 2019 to June 9, 2020, for reimbursement of \$75 per hour, for a total of up to \$2,325.00. This Agreement was made possible by a Fair Housing Enforcement Initiative grant that the Fair Housing Law Center at SWPALS received from the United States Department of Housing and Urban Development. Expectations of the HRC are as follows: Educating protected class members and the agencies that serve them on fair housing rights and remedies; attending community outreach events to disseminate fair housing materials and identify victims of housing discrimination; disseminating print and electronic materials to protected class members and the agencies that serve them; facilitating landlord outreach; referring victims of housing discrimination to the Fair Housing Law Center; and attending monthly conference calls related to the Agreement. During the 2019 Agreement period, the HRC achieved 31.38 hours of education and outreach, exceeding its commitment of 31 hours.

Subsequently, on March 15, 2020, the Wheeling Human Rights Commission entered into a sixth partnership with the Fair Housing Law Center at SWPALS. The 2020 Agreement is to provide 34 hours of Fair Housing education and outreach in the City of Wheeling during a one-year period through March 14, 2021. The reimbursement remains at \$75 per hour, allowing for a total reimbursement of up to \$2,550.00 under the 2020 Agreement. The same expectations apply.

During FY 2019, the HRC exhausted the remaining supply of the “Tenants and Landlords in West Virginia: Rights and Responsibilities” booklet, which explains the respective legal rights of tenants and landlords, not only under the landlord-tenant laws in WV, but also in terms of the Fair Housing Act. This publication was previously provided to the HRC by the Council for Independent Living/Fair Housing Assistance Network (CIL/FHAN). The HRC had offered a valuable service to tenants and landlords in recent years, by distributing 1350 copies of the booklet in the Wheeling area since 2013, each of which contained the HRC’s contact information. Unfortunately, the FHAN, which had taken the lead on publishing this booklet, is no longer active. The remaining parties involved have refused to print additional copies until the document undergoes an update. The HRC continues follow up on this issue and inquire about access to additional copies of the existing or a revised publication.

Finally, as it is a responsibility of the HRC to promote equal human rights and inclusivity within the City of Wheeling, while striving to eliminate discrimination, during the reporting period there continued to be regular discussions and determination by the Commissioners to create further awareness of the existence of the HRC in the community. As a result of the HRC’s push to achieve visibility and interact with the residents of Wheeling, the HRC took the following measures and/or participated in the following activities during FY 2019:

- July 2019: The HRC sponsored the YWCA Wheeling’s Around the World Dinner (formerly the Multicultural Festival) at the “Dinner Mint Level” of \$500. The sponsorship paid for printed decorations and allowed the HRC to be listed in the program and all of the event promotions through the local news, radio, print and social media. More than 200 attended the event on July 19, 2019, and the HRC was represented by Commissioners in attendance.
- August 2019: The HRC invited the ACLU to offer their free Implicit Bias Training in Wheeling. The training, hosted by the ACLU of West Virginia and the ACLU of the WV Northern Panhandle, was held at the First State Capitol Building on August 16, 2019 at 6:00 pm. The HRC was represented by Commissioners who attended the training.
- August 2019: Three Commissioners, along with staff, represented the Human Rights Commission at the Youth Services Systems’ 12th Annual Celebrate Youth Festival on August 1, 2019. Thousands of families attended this Back to School resource festival, with more than 60 community resources providing valuable information to families. The HRC distributed 350 insulated foldable lunch bags printed with the HRC’s contact information and the Equal Housing Opportunity logo, as well as many leftover pencil cases and drawstring backpacks printed with the HRC’s contact information and the Equal Housing Opportunity logo. Additionally, many Fair Housing magnets, pamphlets

and brochures, along with many various diversity booklets and copies of the Universal Declaration of Human Rights were distributed as well.

- August 2019: The HRC was invited and represented by Commissioners in attendance at the ACLU of the WV Northern Panhandle picnic at Americo River Park in McMechen, WV, on August 17, 2019.
- August 2019: The HRC was invited and represented by Commissioners in attendance at the “Peace on the River Music Festival”, benefitting Ohio Valley Peace Radio Station, at Americo River Park in McMechen, WV, on August 24, 2019.
- August 2019: The HRC was represented at the Governor’s 16th Annual Civil Rights Day Awards Luncheon in Charleston, WV on August 28, 2019, as Commissioner Loma Nevels was honored by the WV Human Rights Commission at this event.
- September 2019: The HRC was invited and represented by Commissioners in attendance at the ACLU Constitution Trivia event at Tacoholix in Wheeling, on September 17, 2019.
- October 2019: A Commissioner, along with staff, represented the Human Rights Commission at the Veterans Stand Down Resource Fair at West Virginia Northern Community College’s Wheeling Campus on October 9, 2019. Reportedly, 64 veterans attended the event. The HRC distributed insulated foldable lunch bags printed with the HRC’s contact information and the Equal Housing Opportunity logo, as well as many leftover pencil cases and drawstring backpacks printed with the HRC’s contact information and the Equal Housing Opportunity logo. Additionally, Fair Housing magnets, pamphlets and brochures, along with various diversity booklets and copies of the Universal Declaration of Human Rights were distributed as well. A door prize gift card was purchased and packaged with the HRC’s logo.
- November 2019: The HRC partnered with Classrooms without Borders, ACLU of Wheeling, and Wheeling NAACP to offer a free public presentation, “Shannon Foley Martinez: An open discussion with a former violent white supremacist” at the YWCA Wheeling on Wednesday, November 13, 2019.
- November 2019: The HRC began discussions of offering an award to someone who supports and works for human rights. The award itself would be presented by the Mayor’s office, ideally during a future State of the City address. A committee of the HRC was formed to work on criteria and a format during the reporting period.
- December 2019: The HRC and the ACLU of the WV Northern Panhandle co-sponsored a local public screening of a documentary about the LGBT community, entitled “Outspoken” by filmmaker Emily Harger, on December 2, 2019 in the B&O Auditorium at WV Northern Community College. The “Outspoken” film was followed by a panel discussion. The HRC distributed copies of the HRC’s Ordinance, insulated foldable lunch bags printed with the HRC’s contact information

and the Equal Housing Opportunity logo, as well as drawstring backpacks printed with the HRC's contact information and the Equal Housing Opportunity logo. Additionally, Fair Housing magnets, pamphlets and brochures, along with various diversity booklets and copies of the Universal Declaration of Human Rights, were distributed as well. The event was promoted on news media, social media, at the Ohio County Public Library, and at WVNCC. There were 11 attendees. The HRC was represented by four Commissioners and staff in attendance.

- Winter 2019: The HRC was acknowledged in the in the Winter 2019 issue of In Wheeling Magazine: Wheeling Volunteers.
- November 2019 to January 2020; Staff served on the Martin Luther King, Jr. Celebration Committee for the events held during January 2020. The 2020 events included a concert and skits on January 12, the Ministerial Alliance's prayer service on January 15, the March for Justice, the Interfaith Prayer Service and the Community Banquet on January 19, and the MLK Awards Breakfast, the MLK Awards, and children's programming on January 20. The HRC was represented by at least two Commissioners who attended some of the events
- January 2020: The HRC asked to promote a public dialogue between Rabbi Joshua Lief from Temple Shalom, and Cultural Diversity and Community Outreach Director Ron Scott, Jr. from the Wheeling YWCA, on the state of Black/Jewish Relations at Temple Shalom on January 13, 2020. The HRC was invited and represented by Commissioners in attendance.
- February 2020: The HRC ran a display ad in the *Wheeling Intelligencer*, inviting the community to recognize and celebrate Black History Month, on February 4, 7, 13, 19, and 25, 2020. The ad also ran in the Sunday News-Register's Showtime Guide during the week of February 9, 2020.
- February 2020: As Relevant to the Amended HRC Ordinance, City Solicitor Rosemary Humway-Warmuth presented on a panel with Civil Rights Attorney Mark Dorosin and Andrew Schneider of Fairness West Virginia, at the free public symposium "Home Rule: A State and Local Law Symposium", at the WVU College of Law on February 27-28, 2020.
- February 2020: The HRC sent a letter to all WV Senators, in support of a bill that would add protections for the LGBTQ community to the WV Human Rights Commission's Ordinance. The letter was sent to all Senators, as well as the Editor of the Wheeling Newspaper.
- April 2020: The Wheeling City Council proclaimed the month of April 2020 as Fair Housing Month at their meeting on April 7, 2020. While there could be no public presentation of the Proclamation, due to COVID-19, the Proclamation was mentioned during the Council's virtual meeting on Facebook Live.
- April 2020: The HRC sponsored six Fair Housing Month Billboards, conveying the phone number of the HRC, and conveying the message "You have a Right to Fair Housing". The billboards contained the Equal Housing Opportunity Logo, and were located in and around areas that would

best benefit the low-moderate income communities of Wheeling, during the month of April 2020. The billboard image was also placed on the City's social media on April 9, 2020.

During the period of July 1, 2019 to June 30, 2020, three (3) housing complaint forms, two (2) employment complaint forms and six (6) public accommodations forms were issued by the HRC as a result of complaint-related inquiries. In turn, the following complaint activity occurred during FY 2019:

- One public accommodations complaint, on the basis of race and disability, was received on July 25, 2019. Following investigation, the Human Rights Commission made a determination of No Probable Cause in the case, which was finalized on December 4, 2019, and the case was dismissed.
- One public accommodations complaint, basis undetermined, was received on September 3, 2019. However, that case was reviewed by the City Solicitor and determined not to be a viable claim or allegations of discrimination that could be readily ascertained by the information supplied, and therefore the complaint was not accepted for investigation.
- One housing complaint, on the bases of disability and retaliation, was received on September 16, 2019. Following investigation, the Human Rights Commission made a determination of No Probable Cause in the case, which was finalized on March 18, 2020, and the case was dismissed.
- One public accommodations complaint, on the basis of disability, was received on October 22, 2019. However, that case was reviewed by the City Solicitor and determined not to be a viable claim or allegations of discrimination that could be readily ascertained by the information supplied, and therefore the complaint was not accepted for investigation.
- One public accommodations complaint, basis undetermined, was received on October 22, 2019. However, that case was reviewed by the City Solicitor and determined to be a complaint outside the HRC's jurisdiction, and therefore was not accepted by the HRC.
- One public accommodations complaint, based on disability, was received on June 18, 2020. This case remained in the process of investigation by the Human Rights Commission at the end of FY 2019.

Finally, during the reporting period, and as a result of full-time staffing of the HRC's office, the HRC tracked all inquiries, complaint-related and non-jurisdictional or non-complaint-related. As a service to the inquirers, the HRC made the following 76 referrals to outside agencies:

Legal Aid of WV (Wheeling office) – 16	Greater Wheeling Coalition for the Homeless – 2
West Virginia Human Rights Commission – 13	Catholic Charities – 2
Information Helpline – 7	US EEO Commission – 2
Southwestern PA Legal Services – 6	City of Wheeling Police Dept – 2
City of Wheeling Building Inspections – 4	Wheeling Housing Authority – 2
The House of the Carpenter – 3	Ohio County Health Department – 2

Salvation Army – 1	ACLU – 1
Altenheim Resource & Referral Agency – 1	First-Time Homebuyer Program – 1
YWCA – 1	St. Vincent de Paul Society – 1
Greater Wheeling Soup Kitchen – 1	Sophie Moses Free Store – 1
Ohio County Magistrate Court – 1	Ohio County Family Resource Network – 1
Disability Rights of WV – 1	Dept. of Labor, Wage & Hours Division – 1
Morgantown Human Rights Commission – 1	Senior Legal Aid – 1

FY 2015-2019 Analysis of Impediments to Fair Housing Choice:

The following actions were taken to address the impediments identified in the City of Wheeling's 2015 Analysis of Impediments to Fair Housing Choice:

Impediment 1: Housing Affordability

Decent, safe, sound, and affordable housing remains a high priority to ensure fair housing choice, quality of life, and attractive neighborhoods.

Goal: Maintain the supply of decent, safe, sound, and affordable housing targeted to lower income households, both renters and owners.

Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- **1-A:** Maintain the supply of available decent, safe, and affordable housing through assistance and support of the Community Housing Development Organizations (CHDOs), both locally and throughout the Consortium Area, to undertake rehabilitation and housing construction.

Accomplishments:

564 housing units were inspected for code compliance in the City of Wheeling, while 247 housing units were rehabilitated, and another 167 units are undergoing rehabilitation. This includes all 24 First-Time Homebuyer homes which are inspected throughout the Northern Panhandle HOME Consortium area prior to authorizing the purchase with HOME assistance.

During FY 2019, and 40 new affordable housing units became complete at LaBelle Greene Phase II, a LIHTC funded project.

The Northern Panhandle HOME Consortium previously funded a project with 2014, 2015 and 2016 CHDO set-aside funds to CHANGE, Inc. for rehabilitation of a four-bedroom single-family home in Follansbee, WV, which will be rented to an eligible low-moderate income household. The project became completed during FY 2019.

The Northern Panhandle HOME Consortium previously funded a project with FYs 2017 and 2018 CHDO set-aside funds to the Greater Wheeling Coalition for the Homeless for rehabilitation of a single-family home in Triadelphia, WV, which will be sold to an eligible low-moderate income household. The project was nearing completion but still underway at the end of FY 2019.

- **1-B:** Maintain homeownership opportunities for LMI households by promoting available housing, requiring housing counseling, as well as downpayment and closing cost assistance through the Northern Panhandle HOME Consortium.

Accomplishments:

The City of Wheeling and the Northern Panhandle HOME Consortium funded the First-Time Homebuyer Program which provides downpayment and closing cost assistance, in all the Northern Panhandle HOME jurisdictions. 24 homeowners (9 in Wheeling) received FTTHB assistance in the consortium, all of whom received homebuyer education (a required component to receive the assistance).

The Northern Panhandle HOME Consortium also previously committed FYs 2017 and 2018 CHDO set-aside funds to the Greater Wheeling Coalition for the Homeless for rehabilitation of a single-family home in Triadelphia, WV, which will be sold to an eligible low-moderate income household.

- **1-C:** Maintain and strengthen an effective property maintenance inspection and enforcement program in the City.

Accomplishments:

The City of Wheeling has two full-time code enforcement officers. 564 housing units were inspected for code compliance in the City of Wheeling during FY 2019. The City also has a Vacant Building Registration Program, which encourages code-deficient vacant properties to be repaired and returned to use.

- **1-D:** Promote programs for accessibility, weatherization, insulation, storm windows, energy audits, etc. to help reduce energy costs for LMI households that are cost overburdened.

Accomplishments:

Referrals are made to CHANGE, Inc. for weatherization/energy efficiency programs. In addition, referrals are made to Catholic Charities Neighborhood Center for the Energy Savers Program in the fall. House of Carpenter and Laughlin Memorial Chapel also provide limited repair assistance. Rural inquiries are referred to USDA Rural Development for options.

Impediment 2: Housing Accessibility

There appears to be an unmet need for housing that is accessible to the older population, and persons with disabilities.

Goal: Increase the supply of housing that meets the accessibility, visitability, and quality of life needs of the older population and persons with disabilities.

Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- **2-A:** Increase the supply of accessible owner-occupied housing by providing assistance to support the removal of architectural barriers.

Accomplishments:

Referrals are made to the WV Division of Rehabilitation Services for assistance with the removal of architectural barriers. Additionally, assistance may be available at the Northern WV Center for Independent Living (NWVCIL) and/or the West Virginia Assistive Technology System (WVATS) Center for Excellence in Disabilities at West Virginia University.

- **2-B:** Enforce building codes to ensure that new multifamily construction meets the accessibility provisions of the Fair Housing Act.

Accomplishments:

The City of Wheeling Building Inspections office makes available the pamphlet “Before you Build: What you Need to Know about Fair Housing” to developers of multifamily housing. In addition, inspections are done throughout the construction of projects to assure that all codes and accessibility provisions are being met.

- **2-C:** Promote education and awareness of the requirements for reasonable accommodations for persons with disabilities and the elderly in rental housing.

Accomplishments:

The City of Wheeling funds the Wheeling Human Rights Commission, which distributes the “Tenants and Landlords in West Virginia: Rights and Responsibilities” handbook in order to inform renters, including the elderly and disabled, of their housing rights (The HRC is currently seeking additional copies to distribute). The Wheeling HRC also distributes literature regarding disabilities as a protected class, and reasonable accommodations and modifications, and provides education and outreach regarding Fair Housing under its Agreement with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services.

Impediment 3: Fair Housing Education, Advocacy, Monitoring, and Enforcement

As in any community, there is a lack of awareness of the rights and responsibilities under the Fair Housing Act and a need to continually monitor and enforce the Fair Housing Act.

Goal: Increase the knowledge and awareness of the rights of individuals and the responsibilities of building owners in regard to the Fair Housing Act through educational advocacy, monitoring, and enforcement to eliminate discrimination in housing and providing fair housing choices for all individuals and families.

Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- **3-A:** Support educational and training programs concerning the rights and responsibilities covered by the Fair Housing Act.

Accomplishments:

The City of Wheeling funds the Wheeling Human Rights Commission, which conducts education and outreach regarding Human Rights and Fair Housing. The HRC entered an Agreement with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services to conduct 31 hours of Fair housing education and outreach in the City of Wheeling during a one-year period beginning June 10, 2019. The HRC achieved 31.38 hours under the 2019 Agreement. With some overlap of the agreement periods, the HRC entered an additional Agreement to conduct 34 hours of education and outreach in the City of Wheeling during a one-year period beginning March 15, 2020, which was in progress during the reporting period.

The City of Wheeling City Council proclaimed April as “Fair Housing Month” on April 7, 2020. While there could be no public presentation of the Proclamation, due to COVID-19, the Proclamation was mentioned during the Council’s virtual meeting on Facebook Live.

The HRC sponsored six Fair Housing Month Billboards, conveying the phone number of the HRC, and conveying the message “You have a Right to Fair Housing”. The billboards contained the Equal Housing Opportunity Logo, and were located in and around areas that would best benefit the low-moderate income communities of Wheeling, during the month of April 2020. The billboard image was also placed on the City’s social media on April 9, 2020.



Finally, the Northern Panhandle HOME Consortium’s First-Time Homebuyer Program requires applicants to attend homebuyer education. Most applicants receive this training locally, through CHANGE, Inc. which includes Fair Housing education as a part of its curriculum. Students are provided information such as HUD brochures “Are you a Victim of Housing Discrimination?”, “Filing a Housing Discrimination Complaint”, and “Know the Signs of Housing Discrimination.”

3-B: Support local and Consortium efforts to strengthen efficient and effective fair housing monitoring, investigation, testing, and enforcement strategies.

Accomplishments:

The Fair Housing Law Center at Southwestern Pennsylvania Legal Services is available as a resource to conduct Fair Housing Monitoring, Investigation, Testing and Enforcement in the

Northern Panhandle of WV. The City of Wheeling Human Rights Commission and the WV Human Rights Commission also investigate complaints of discrimination in housing.

- **3-C:** Support the delivery of fair housing advocacy services to at-risk groups and victims of housing discrimination.

Accomplishments:

City staff attends the Northern Panhandle Continuum of Care meetings and the Ohio County Family Resource Network meetings on a regular basis and offers the availability of Fair Housing training to the organizations represented, many of whom deal with at-risk populations. The Northern Panhandle Continuum of Care hosted a Fair Housing Training by the Fair Housing Law Center at Southwestern Pennsylvania Legal Services, at the October meeting of the Continuum of Care. The HRC also maintains a presence in the community as an exhibitor with Fair Housing related literature, while doing education and outreach at events, which included the Veterans Stand Down, and the Celebrate Youth Festival during the reporting period. These events are organized by entities which serve local at-risk populations and potential victims of housing discrimination.

- **3-D:** Promote the delivery of financial literacy counseling for LMI and minority households to combat predatory and subprime lending practices.

Accomplishments:

All applicants to the Northern Panhandle HOME Consortium's First-Time Homebuyer Program are required to attend homebuyer education. CHANGE, Inc. offers homebuyer education and financial workshops. The City staff is involved in the West Virginia Saves program and the Earned Income Tax Coalitions, who also promote financial literacy. All First-Time Homebuyer applicants are encouraged to utilize these resources.

Impediment 4: Accessibility of Public Facilities

The accessibility of public facilities remains a fundamental quality of life issue for most communities, especially for the older population, and persons with disabilities.

Goal: Maintain and continue to upgrade municipal facilities, public spaces, and subrecipient facilities to make them accessible to persons with disabilities.

Strategies: In order to meet this goal, the following activities and strategies should be undertaken:

- **4-A:** Continue to fund improvements and upgrades at public and community facilities to remove architectural barriers.

Accomplishments:

A sidewalk project was completed at the I-470 ballfields connecting the handicap viewing areas and parking areas designated for handicap parking. Fulton Playground was completed with new equipment and made ADA accessible. Jensen Playground basketball court was re-surfaced.

- **4-B:** Continue to monitor any accessibility constraints in the municipal facilities and managed public spaces utilizing both Federal and capital improvement funds to remove any potential architectural barriers.

Accomplishments:

The City funded playground improvements at Belle Isle and Grandview playgrounds in FY 2019. Playground improvements are reviewed to assure that they meet accessibility standards.

- **4-C:** Evaluate the accessibility constraints of all sub-recipient and allied organizational facilities and assist these organizations to obtain funds for capital improvements to remove any existing architectural barriers.

Accomplishments:

On site visits are made as part of routine monitoring of sub-recipients.

DRAFT

CITY OF WHEELING



CITY COUNTY BUILDING, 1500 CHAPLINE STREET
WHEELING, WEST VIRGINIA 26003

Glenn F. Elliott, Jr.
Mayor

PROCLAMATION

WHEREAS, the Fifty-Second Anniversary of the adoption of the Fair Housing Law by the United States Congress will occur during the month of April 2020; and

WHEREAS, the Fair Housing Law prohibits discrimination in the sale, rental or financing of residential housing based on race, color, religion, national origin, sex, disability or familial status; and

WHEREAS, the assistance fair housing legislation renders to citizens in their efforts to gain access to affordable housing is considerable, though perhaps intangible; and

WHEREAS, the commitment and effort of the public and the government must continue to assure such access to fair housing for all Americans; and

WHEREAS, the City of Wheeling historically has proven its support for the concept of, and the right to, fair housing.

NOW, THEREFORE I, Glenn F. Elliott, Jr., Mayor of the City of Wheeling, do hereby proclaim the month of April 2020 as

"FAIR HOUSING MONTH"

in the City of Wheeling, West Virginia, and urge all our citizens to join in our efforts to affirm fair housing opportunities for all people.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the City of Wheeling to be affixed hereto this 7th day of April, 2020.



Glenn F. Elliott, Jr., Mayor

Office 304-234-6401 Fax 304-234-6419 gelliott@wheelingwv.gov

CR-85 – Citizen Participation

The following notice was published in the December 3, 2020 editions of the *Wheeling Intelligencer* and *Wheeling News-Register*.

**CITY OF WHEELING, WEST VIRGINIA
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND
HOME INVESTMENT PARTNERSHIPS PROGRAM**

**FY 2019 CONSOLIDATED ANNUAL PERFORMANCE
AND EVALUATION REPORT (CAPER)
NOTICE OF PUBLIC HEARING AND DISPLAY OF THE CAPER**

In accordance with Title I of the National Affordable Housing Act of 1990, P.L. 101-625, the City of Wheeling has prepared its Fiscal Year 2019 Consolidated Annual Performance and Evaluation Report (CAPER) for its Community Development Block Grant Program (CDBG) and the HOME Investment Partnership Program (HOME). This Report describes the level of housing assistance and other community development activities designed to benefit low- and moderate-income persons and households through various Federal funding programs during Fiscal Year 2019 (July 1, 2019 through June 30, 2020).

The City will hold a public hearing on Thursday December 17, 2020 at 12 p.m., prevailing time in the Council Chambers located on the First Floor of the City-County Building, 1500 Chapline Street, Wheeling, West Virginia 26003. The City-County Building is accessible to persons with physical disabilities. If special arrangements are needed, please call the City of Wheeling's Economic and Community Development Department at 304-234-3701 or 711 for the hearing impaired.

The purpose of the public hearing will be to obtain citizens comments on the FY 2019 CAPER document. The City of Wheeling intends to submit the FY 2019 CAPER to the U.S. Department of Housing and Urban Development (HUD) on or before December 27, 2020. A copy of the FY 2019 CAPER is available for public inspection beginning Friday, December 4, 2020 through Friday, December 18, 2020 during normal business hours at the following location:

Economic and Community Development (ECD) Department
City-County Building, Room 305
1500 Chapline Street
Wheeling, West Virginia 26003

Also, the FY 2019 CAPER will be accessible at the City's Website: www.wheelingwv.gov

All interested persons are encouraged to review the FY 2019 CAPER. Comments on the CAPER will be considered until December 18, 2020. Written comments should be addressed to Ms. Nancy Prager, Director, Economic and Community Development Department, City-County Building, 1500 Chapline Street, Wheeling, West Virginia 26003 or via Fax at 304-234-3899 or via email to nprager@wheelingwv.gov.

*The Intelligencer
and
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December 3, 2020*