

## 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, 2020 through June 30, 2021. 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 2020-2024 Five Year Consolidated Plan and Annual Action Plans, as amended. This is the first CAPER for the FY 2020-2024 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 2020 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, September 2, 2021 for the required 15-day public comment period, which began on Friday, September 3, 2021 and ended on Friday, September 17, 2021. The City held a public hearing on Thursday, September 16, 2021 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, 2020 through June 30, 2021:

	CDBG	CDBG-CV	HOME	Total
<b>FY 2020 Entitlement Grants</b>	\$ 1,183,813.00	\$ 867,511.00	\$ 321,772.00	\$ 2,373,096.00
<b>Program Income</b>	\$ 3,600.00	\$ 0.00	\$ 0.00	\$ 3,600.00
<b>Total Funds Received</b>	\$ 1,187,413.00	\$ 867,511.00	\$ 321,772.00	\$ 2,376,696.00

**Table 1 – Grant Amounts for FY 2020**

This chart only includes funds received during the July 1, 2020 through June 30, 2021 reporting period. Any previous program year’s grants are not included.

**Funds Expended**

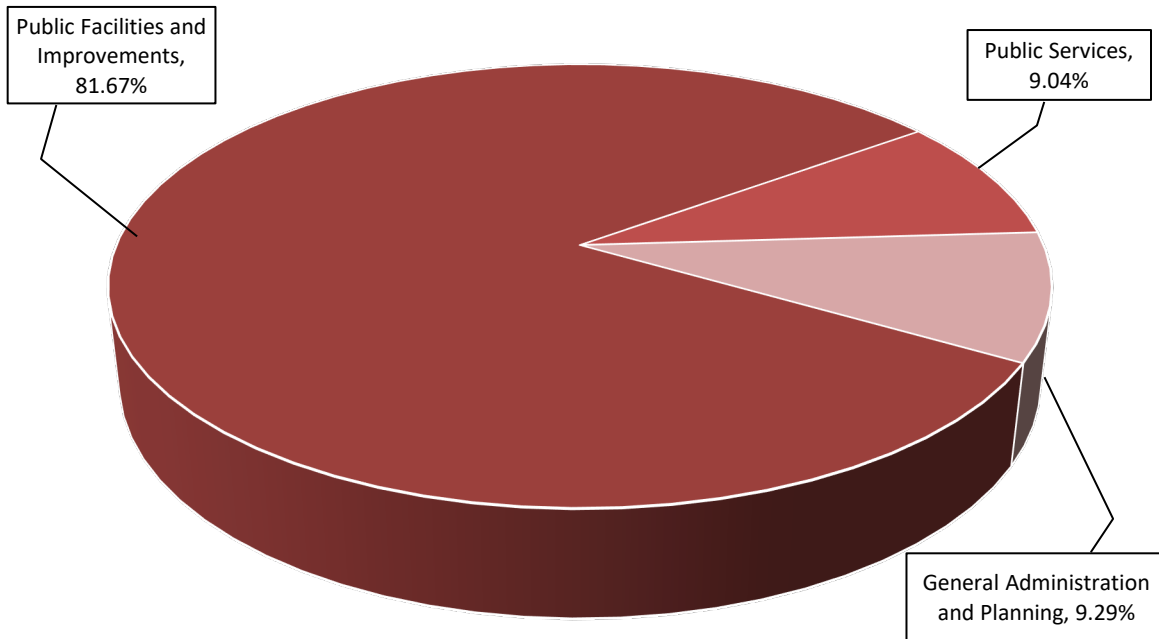
The funds shown in the following chart are funds that were expended during the reporting period of July 1, 2020 through June 30, 2021. These expenditures consist of previous program year funds that were not drawn down until this reporting period and also include any reprogrammed funds from previous years.

Funding Sources	Total Funds Expended
Community Development Block Grant (CDBG)	\$ 816,793.01
Community Development Block Grant-CV (CDBG-CV)	\$ 263,766.88
HOME Investment Partnership Grant (HOME)	\$ 361,538.84
<b>Total</b>	\$ 1,442,098.73

**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	\$ 667,036.71	81.67%
Public Services	\$ 73,841.19	9.04%
General Administration and Planning	\$ 75,915.11	9.29%
<b>Total</b>	<b>\$ 816,793.01</b>	<b>100.00%</b>

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
<b>FY 2020 Entitlement Grant</b>	\$ 1,183,813.00	\$ 321,772.00
<b>FY 2020 Program Income</b>	\$ 3,600.00	\$ 0.00

<b>Administrative Cap Allowance</b>	20%	10%
<b>Maximum Allowable Expenditures</b>	\$ 237,482.60	\$ 32,177.20
<b>Total Administration Obligations</b>	\$ 236,785.00	\$ 32,183.00
<b>Administrative Percentage</b>	<b>20%</b>	<b>10%</b>

**Table 4 – Regulatory Caps and Set-Asides**

The City of Wheeling’s FY 2020 CDBG program total administrative obligations were \$236,785, 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 2020 HOME program administrative funds. The City budgeted \$32,183.00 in FY 2020 for HOME Program for administrative obligations, which equals the 10% cap for HOME administrative expenditures. During this CAPER reporting period, \$3,097.79 of FY 2018 HOME funds and \$11,1863.20 of FY 2019 HOME funds was expended on administrative expenses, which is under the 10% cap for 2020 HOME administrative expenditures.

**CDBG Public Service Activity Cap**

	<b>CDBG</b>
<b>FY 2020 Entitlement Grant</b>	\$ 1,183,813.00
<b>Prior Year Program Income</b>	\$ 15,195.00
<b>Public Service Cap Allowable</b>	15%
<b>Maximum Allowable Expenditures</b>	\$ 179,851.20
<b>Total Public Services Funds Obligated</b>	\$ 116,000.00
<b>Public Service Percentage</b>	<b>9.80%</b>

**Table 5 – CDBG Public Service Activity Caps**

The City of Wheeling’s total public service obligations was \$116,000, which was 9.80% of the allowable expenditures and under the 15% cap for public services.

**HOME CHDO Set-Aside**

	<b>CHDO Set-Aside</b>
<b>FY 2020 Entitlement Grant</b>	\$ 321,772.00
<b>CHDO Set-Aside Minimum CAP</b>	15%
<b>Minimum Allowable Set-Aside</b>	\$ 48,265.80
<b>Actual CHDO Programmed Set – Aside</b>	<b>\$ 48,276.00</b>

**Table 6 – HOME CHDO Set-Aside Amounts**

The City of Wheeling and the Northern Panhandle HOME Consortium programmed \$48,276.00 in funds for CHDO Set-Aside, which is 15% of the allocation. During this CAPER reporting period, the City expended \$25,979.41 in previous allocations of CHDO funds.

**Summary of Strategies and Goals**

The City of Wheeling’s FY 2020-2024 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 STRATEGY - (High priority)**

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

**Goal:** Increase the supply of decent, safe, sound, accessible, and affordable housing for low- and moderate-income households in the City of Wheeling and throughout the Northern Panhandle HOME Consortium.

**Objectives:** The following objectives will be utilized as the City’s strategy to reach its goal.

- **HS-1 Homeownership** - Assist low- and moderate-income households to become homeowners by providing down payment assistance, closing cost assistance, and requiring housing counseling training.
- **HS-2 Housing Construction/Rehabilitation** - Support and promote the development of decent, safe, sound, and accessible housing that is affordable to owners and renters in the City and the HOME Consortium through new construction and rehabilitation.
- **HS-3 Neighborhood Revitalization** - Promote and support the revitalization of residential neighborhoods throughout the City and the HOME Consortium with new investment which will

improve the existing housing stock, construct affordable housing, and remove blighting conditions.

- **HS-4 Rental Assistance** - Provide for utilities, deposits, and rental fees for low-income households who are faced with the threat of eviction and who are at-risk of becoming homeless.

#### **HOMELESS STRATEGY - (Low priority)**

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

**Goal:** Improve the living conditions and support services to address the needs of the homeless and persons who are at-risk of becoming homeless.

**Objectives:** The following objectives will be utilized as the City's strategy to reach its goal.

- **HMS-1 Operation/Support** - Promote and assist service providers through the Continuum of Care in the operation of housing and support services for the homeless and persons who are at-risk of becoming homeless.
- **HMS-2 Housing** - Support the local agencies' efforts to provide emergency shelter, transitional housing, and permanent supportive housing to persons experiencing homelessness.
- **HMS-3 Prevention and Re-Housing** - Support the prevention of homelessness through anti-eviction activities and programs for rapid re-housing.
- **HMS-4 Permanent Housing** - Support the development of permanent supportive housing for homeless individuals and families.

#### **OTHER SPECIAL NEEDS STRATEGY - (Low Priority)**

**Priority Need:** There is a need for housing, support services, and facilities for the elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, persons with alcohol/drug dependency, persons with developmental delays, and persons with other special needs.

**Goal:** Improve the quality of life, support services and provide housing opportunities for the special needs population in the City.

**Objectives:** The following objectives will be utilized as the City's strategy to reach its goal.

- **SNS-1 Housing** - Provide funds to increase the supply of decent, safe, sound, accessible, and affordable housing for the elderly, frail elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, persons with alcohol/drug dependency, persons with developmental delays, and persons with other special needs through rehabilitation, new construction, and making reasonable accommodations to existing housing.
- **SNS-2 Social Services** - Provide support social service programs and facilities for the elderly, frail elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, persons

with alcohol/drug dependency, persons with developmental delays, and persons with other special needs.

### **COMMUNITY DEVELOPMENT STRATEGY - (High Priority)**

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

**Goal:** Sustain the quality of life for the residents of Wheeling.

**Objectives:** The following objectives will be utilized as the City's strategy to reach its goal.

- **CDS-1 Infrastructure** - Improve the City's infrastructure through rehabilitation, reconstruction, and new construction of streets, sidewalks, slopes, curbs, ADA curb cuts, retaining walls, sanitary sewers, water lines, storm water management, bridges, etc.
- **CDS-2 Community Facilities** - Improve the City's parks, recreational centers, bike trails, green infrastructure, as well as public and community facilities through rehabilitation and new construction.
- **CDS-3 Public Services** - Improve and increase public safety, provide programs for the youth, the elderly, disabled, and low- and moderate-income persons, recreational passes, transportation services, and social/welfare programs throughout the City.
- **CDS-4 Clearance/Demolition** - Remove and eliminate slum and blighting conditions through demolition of vacant and abandoned structures throughout the City.
- **CDS-5 Food Programs** - Provide assistance for food and nutritional programs to address the needs of the unemployed, underemployed, and homeless.
- **CDS-6 Architectural Barriers** - Remove architectural barriers and make public and community facilities accessible to persons with physical disabilities.
- **CDS-7 Public Safety** - Improve public safety through upgrades to facilities, purchase of new equipment, fire equipment, crime prevention, community policing, and ability to quickly respond to emergency situations.

### **ECONOMIC DEVELOPMENT STRATEGY – (Low Priority)**

**Priority Need:** 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:** Increase the employment opportunities through new or expansion of businesses and industry.

**Objectives:** The following objectives will be utilized as the City's strategy to reach its goal.

- **EDS-1 Employment** - Support and encourage new job creation, job retention, workforce development, and job training services.

- **EDS-2 Financial Assistance** - Support the expansion, growth and new development of business and commercial enterprises through technical assistance programs, low interest financing and a façade improvement program.
- **EDS-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 STRATEGY – (High Priority)**

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

**Goals:** Improve the administration, planning, and management capacity to address the needs of the City and better utilize Federal grants and loans.

**Objectives:** The following objectives will be utilized as the City’s strategy to reach its goal.

- **AMS-1 Overall Coordination** - Provide program management and oversight for the successful administration of Federal, state, and local funded programs, including planning services for special studies, annual action plans, five year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports, environmental reviews and clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.
- **AMS-2 Special Studies/Management** - Provide and promote funds to assist with the development of special studies, plans, and management activities related to these activities.
- **AMS-3 Fair Housing** - Provide funds for training, education, outreach, testing, and monitoring to affirmatively further fair housing in the City of Wheeling and the HOME Consortium.

**FY 2020 CDBG and HOME Budget**

The chart below lists the FY 2020 CDBG and FY 2020 CDBG-CV activities that were funded:

Project ID Number	Project Title/Description	2020 CDBG Budget	2020 CDBG Expenditures
CD-20-01	Administration	\$ 236,785.00	\$ 0.00
CD-20-02	Street Reconstruction	\$ 150,000.00	\$ 0.00
CD-20-03	Pulaski Playground Improvements	\$ 50,000.00	\$ 0.00
CD-20-04	Ladder Truck 1	\$ 250,000.00	\$ 250,000.00
CD-20-05	Storm Sewer Separation Project 37 <sup>th</sup> Street	\$ 376,141.00	\$ 376,141.00
CD-20-06	Catholic Charities Center	\$ 10,000.00	\$ 0.00
CD-20-07	Family Services	\$ 5,000.00	\$ 5,000.00



<b>CD-20-08</b>	Greater Wheeling Coalition for the Homeless	\$ 8,500.00	\$ 3,409.12
<b>CD-20-09</b>	Seeing Hand Association	\$ 5,000.00	\$ 1,920.72
<b>CD-20-10</b>	Soup Kitchen of Greater Wheeling	\$ 10,000.00	\$ 0.00
<b>CD-20-11</b>	Wheeling Health Right	\$ 25,000.00	\$ 0.00
<b>CD-20-12</b>	YMCA	\$ 4,500.00	\$ 4,500.00
<b>CD-20-13</b>	Human Rights Commission	\$ 5,000.00	\$ 0.00
<b>CD-20-14</b>	East Wheeling Pool Operations	\$ 15,000.00	\$ 0.00
<b>CD-20-15</b>	Nelson Jordan Center	\$ 33,000.00	\$ 0.00
<b>CV-20-19</b>	CV-Administration	\$ 100,000.00	\$ 1,985.87
<b>CV-20-20</b>	CV-Catholic Charities Center	\$ 175,000.00	\$ 0.00
<b>CV-20-21</b>	CV-Elmhurst House of Friendship	\$ 47,000.00	\$ 47,000.00
<b>CV-20-22</b>	CV-Family Service	\$ 200,000.00	\$ 106,281.25
<b>CV-20-23</b>	CV-Greater Wheeling Coalition for the Homeless	\$ 133,000.00	\$ 15,136.05
<b>CV-20-24</b>	CV North Wheeling Community Youth Center	\$ 20,000.00	\$ 3,544.35
<b>CV-20-25</b>	CV Soup Kitchen of Greater Morgantown	\$ 130,000.00	\$ 0.00
<b>CV-20-26</b>	CV Wheeling Health Right	\$ 41,511.00	\$ 0.00
<b>CV-20-27</b>	CV Youth Service Systems	\$ 21,000.00	\$ 7,982.52

The City spent \$640,970.84 of its FY 2020 CDBG allocation, which is 54.14% of the allocation. The City spent \$263,766.88 of its FY 2020 CDBG-CV allocation. Additionally, during the 2020 CAPER reporting period, the City expended \$175,822.17 from previous fiscal years.

The chart below lists the FY 2020 HOME activities that were funded:

<b>Project ID Number</b>	<b>Project Title/Description</b>	<b>2020 HOME Budget</b>	<b>2020 HOME Expenditures</b>
<b>CD-20-16</b>	HOME Administration	\$ 32,183.00	\$ 0.00
<b>CD-20-17</b>	CHDO Set-Aside	\$ 48,276.00	\$ 0.00
<b>CD-20-18</b>	First Time Homebuyer Program	\$ 241,376.00	\$ 154,044.27

The City spent \$154,044.27 of its FY 2020 HOME allocation, which is 47.86% of the allocation. Additionally, during the FY 2020 CAPER reporting period, the City expended \$207,494.57 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
<b>Total by Outcome</b>	<b>0</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>

**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	24	\$ 357,179.20	0	\$0.00	24	\$ 357,179.20
Economic Opportunity	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
<b>Total by Outcome</b>	<b>0</b>	<b>\$0.00</b>	<b>24</b>	<b>\$ 357,179.20</b>	<b>0</b>	<b>\$0.00</b>	<b>24</b>	<b>\$ 357,179.20</b>

**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-four (24) first-time homebuyers assisted during this CAPER reporting period.

**National Objectives**

The City expended \$816,793.01 in CDBG funds during this CAPER reporting period. Included in this amount was \$75,915.11 for Planning and Administration. This leaves a balance of \$740,877.90 that was expended for project activities. All of the \$816,793.01 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.

## 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 first year of the FY 2020-2024 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 2020.

The CAPER for the City of Wheeling's FY 2020 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, 2020 and ending June 30, 2021. 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 2020 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 2020 CDBG and HOME funds on the following strategies:

- **Housing Strategy – HS** – Budget \$289,652.00, expended \$154,044.27
- **Homeless Strategy – HMS** – Budget \$18,500.00, expended \$3,409.12
- **Other Special Needs – SNS** – Budget \$10,000.00, expended \$6,920.72
- **Community Development Strategy – CDS** – Budget \$913,641.00, expended \$630,641
- **Economic Development Strategy – EDS** – Budget \$0.00, expended \$0.00
- **Administration and Management Strategy – AMS** – Budget \$273,968.00, 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	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
AMS-1 Overall Coordination	Administration, Planning, and Management	CDBG: \$236,785 / HOME: \$32,183	Other	Other	10	2	20.00%	2	2	10.00%
AMS-2 Special Studies/ Management	Administration, Planning, and Management	CDBG: \$	Other	Other	0	0				
AMS-3 Fair Housing	Administration, Planning, and Management	CDBG: \$5,000 / HOME: \$	Other	Other	5	1	20.00%	1	1	100.00%
CDS-1 Infrastructure	Non-Housing Community Development	CDBG: \$526,141	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	24,625	455	1.85%	4,925	455	9.24%

CDS-2 Community Facilities	Non-Housing Community Development	CDBG: \$50,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		761	0	0.00%
CDS-2 Community Facilities	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3,825	0	0.00%			
CDS-2 Community Facilities	Non-Housing Community Development	CDBG: \$	Other	Other	5	0	0.00%	1	0	0.00%
CDS-3 Public Services	Non-Housing Community Development	CDBG: \$77,500	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	27,215	8,588	31.56%	5,443	8,588	157.78%
CDS-3 Public Services	Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
CDS-4 Clearance/ Demolition	Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	0	0				

CDS-5 Food Programs	Non-Housing Community Development	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2,000	400	20.00%	400	400	100.00%
CDS-5 Food Programs	Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
CDS-6 Architectural Barriers	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
CDS-6 Architectural Barriers	Non-Housing Community Development	CDBG: \$	Other	Other	0	0				
CDS-7 Public Safety	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	4,950		0	4,950	

CDS-7 Public Safety	Non-Housing Community Development	CDBG: \$250,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	7,625	0	0.00%	5,325	0	0.00%
EDS-1 Employment	Economic Development	CDBG: \$	Jobs created/retained	Jobs	0	0				
EDS-2 Financial Assistance	Economic Development	CDBG: \$	Businesses assisted	Businesses Assisted	0	0				
EDS-3 Redevelopment Program	Economic Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	0	0				
HMS-1 Operating/Support	Homeless	CDBG: \$18,500	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5,000	0	0.00%	1,031	0	0.00%
HMS-2 Housing	Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0				
HMS-3 Prevention and Re-Housing	Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	0	0				
HMS-4 Permanent Housing	Homeless	CDBG: \$	Rental units constructed	Household Housing Unit	0	0				



HS-1 Homeownership	Affordable Housing	HOME: \$	Homeowner Housing Added	Household Housing Unit	0	16	100.00%	0	16	100.00%
HS-1 Homeownership	Affordable Housing	HOME: \$241,376	Direct Financial Assistance to Homebuyers	Households Assisted	120	33	27.50%	24	33	137.50%
HS-2 Housing Construction/Rehabilitation	Affordable Housing	HOME: \$	Rental units constructed	Household Housing Unit	2	0	0.00%			
HS-2 Housing Construction/Rehabilitation	Affordable Housing	HOME: \$48,276	Rental units rehabilitated	Household Housing Unit	3	0	0.00%	1	0	0.00%
HS-3 Neighborhood Revitalization	Affordable Housing	CDBG: \$	Other	Other	0	0				
HS-4 Rental Assistance	Affordable Housing	CDBG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0				
SNS-1 Housing	Non-Homeless Special Needs	CDBG: \$	Rental units rehabilitated	Household Housing Unit	0	0				
SNS-1 Housing	Non-Homeless Special Needs	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0				

SNS-2 Social Services	Non-Homeless Special Needs	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1,600	393	24.56%	320	393	122.81%
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**Table 9 – Accomplishments – Program Year & Strategic Plan to Date**

**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 2020 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 2020 CDBG and HOME Program Year, the City of Wheeling addressed the following strategies and specific objectives from its Five-Year Strategic Initiatives:

**HOUSING STRATEGY - (High priority)**

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

**Goal:** Increase the supply of decent, safe, sound, accessible, and affordable housing for low- and moderate-income households in the City of Wheeling and throughout the Northern Panhandle HOME Consortium.

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

- 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 met its goal by assisting thirty-three (33) First-Time Homebuyers in the Northern Panhandle.

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

- The City proposed to assist one (1) housing unit during this CAPER reporting period. 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.

**HOMELESS STRATEGY - (Low priority)**

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

**Goal:** Improve the living conditions and support services to address the needs of the homeless and persons who are at-risk of becoming homeless.

**HMS-1 Operation/Support** - Promote and assist service providers through the Continuum of Care in the operation of housing and support services for the homeless and persons who are 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 404 persons with meals. The proposed accomplishment number of 1,000 was an overestimated number by the subrecipient.

**OTHER SPECIAL NEEDS STRATEGY - (Low Priority)**

**Priority Need:** There is a need for housing, support services, and facilities for the elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, persons with alcohol/drug dependency, persons with developmental delays, and persons with other special needs.

**Goal:** Improve the quality of life, support services and provide housing opportunities for the special needs population in the City.

**SNS-2 Social Services** - Provide support social service programs and facilities for the elderly, frail elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, persons with alcohol/drug dependency, persons with developmental delays, and persons with other special needs.

- The City proposed to benefit 150 people and 170 people, respectively, by funding Family Service and Seeing Hand Association with CDBG funds during this CAPER reporting period, and the City served 393 persons.

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

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

**Goal:** Sustain the quality of life for the residents of Wheeling.

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

- During this CAPER reporting period, the City proposed to assist 3,400 low-income persons by completing a street reconstruction project and 1,525 low-income persons by completing a sewer separation project. The City benefited 455 persons during this CAPER reporting period. The streets reconstruction project will be completed during the FY 2021 CAPER reporting period.

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

- During this CAPER reporting period, the City proposed to renovate one (1) playground. The project is still ongoing and were not completed during this reporting period. The project will be completed during the FY 2021 CAPER reporting period.

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

- The City proposed to serve a total of 5,458 persons through various public services during this CAPER reporting period. The City exceeded its goal during the FY 2020 CAPER reporting period by assisting 15,449 persons.

**CDS-4 Clearance/Demolition**- 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 forty-four (44) structures funded by General Funds.

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

- The City proposed to serve a total of 400 persons during this CAPER reporting period. The City met this goal during the FY 2020 CAPER reporting period by assisting 400 persons.

**CDS-6 Architectural Barriers** - Remove architectural barriers and make public and community facilities accessible to persons with physical disabilities.

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

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

- 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 2020 CDBG funds serving as the second of five payments.

### **ECONOMIC DEVELOPMENT STRATEGY – (Low Priority)**

**Priority Need:** 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:** Increase the employment opportunities through new or expansion of businesses and industry.

**EDS-1 Employment** - Support and encourage new job creation, job retention, workforce development, and job training services.

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

**EDS-2 Financial Assistance** - Support the expansion, growth and new development of business and commercial enterprises through technical assistance programs, low interest financing and a façade improvement program.

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

**EDS-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.

As reported previously, a Targeted Brownfields Assessment (TBA) was conducted by US EPA at the Robrecht Property, and therefore the City had a Phase II Environmental Site Assessment Report, as well as an Analysis of Brownfields Cleanup Alternatives (ABCA) for the site. Belomar Regional Council was awarded a \$200,000 EPA Community-wide Brownfields Assessment Grant in June 2019, and one of the objectives for that project was to create a Remedial Action Plan (RAP) for the Robrecht Property. Belomar also used this funding to complete a Site Disposition Study. Subsequently, a concept was developed for the reuse of the site. The reuse strategy proposed for the Robrecht site is a combined cleanup-redevelopment that allows for remedial capping of contaminants with clean fill and hardscape (parking lots, sidewalks and trails) to support future use as a downtown park and trailhead for the Wheeling Heritage Trail. The site reuse will provide 117 parking spaces including three ADA van-accessible parking spaces and four ADA parking spaces, and utilize the existing abandoned railroad spans over the Wheeling Creek as a unique waterside park which can be serve as a community landmark as well as provide outdoor seating and a prime location for view of the creek and river. The City applied for a \$359,953 EPA Brownfields Clean-up Grant on this site in October 2020, and learned in May 2021 that the application was successful. The City is additionally using a TAP Grant for the planning for the end use of the site during the reporting period, and future 2021 CDBG funds in the amount of \$121,000 have been budgeted for the remediation.

Also reported previously, in August 2019 the City conducted a Phase I Environmental Site Assessment of the Penn Wheeling Closure property, with a foresight of purchasing the site, and as necessary to achieve All-Appropriate Inquiry liability protections under the Brownfields Law. In July 2020, the City secured an updated Phase I as necessary, and subsequently acquired the property for \$150,000 in September 2020. The property has since been entered into the WV Voluntary Remediation Program, and in the coming year a remedial work plan will be submitted for WV DEP's approval. During the CAPER period, the City of Wheeling applied to the WV DEP's Brownfields Cleanup Revolving Loan Fund (RLF) for the environmental cleanup. The City will receive a \$212,500 RLF grant (called a "subgrant), and a \$212,250 loan at 1.5%-interest, which will be used, along with required City investment to do remediation planning, abate asbestos, manage lead paint, demolish the buildings, along with additional cleanup of

the site under the DEP's Voluntary Remediation Program, potentially for a City of Wheeling Public Works complex or another economic reuse.

For years now, the Old North Park Landfill site has been a part of the WV DEP's Landfill Closure Assistance Program (LCAP). With initial project delays, the LCAP project 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 by the end of FY 2018, the Right of Entry had been secured and GAI finished the subsurface drilling. Most recently, in FY 2020, GAI applied to the US Army Corp of Engineers to divert a small stream that is adjacent to the property, and is awaiting a reply. Meanwhile, the City is working with another property owner to acquire additional land that will assist in widening the access to the landfill entrance. Although the final layout of the land will differ from the Conceptual Master Plan that was originally produced under the West Virginia Redevelopment Collaborative grant, 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.

Finally, The City continues to remain an active member of the Regional Brownfields Task Force, and also maintains a good working relationship with the Northern West Virginia Brownfields Assistance Center (NBAC).

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

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

**Goals:** Improve the administration, planning, and management capacity to address the needs of the City and better utilize Federal grants and loans.

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

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

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

- The City continued to use CDBG and HOME funds to pay for administrative and office expenses as related to the HRC's efforts to eliminate discrimination in employment, public accommodations, and housing.

**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 thirty-three (33) 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 9.8% of its FY 2020 CDBG allocation to assist public service agencies in aiding the City's low- and moderate-income residents.



**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)**

	<b>CDBG</b>	<b>HOME</b>
White	17,068	57
Black or African American	716	4
Asian	2	0
American Indian or American Native	36	0
Native Hawaiian or Other Pacific Islander	116	0
<b>Total</b>	<b>17,938</b>	<b>61</b>
Hispanic	73	0
Not Hispanic	17,865	61

**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 17,068 (95.1%) White families, 716 (4.0%) Black or African American families, 2 (0.0001%) Asian families, 36 (0.002%) American Indian or American Native family, and 116 (0.6%) Native Hawaiian or Other Pacific Islander family. Of the families assisted, 73 (0.4%) were Hispanic.

The City of Wheeling’s HOME program benefitted 57 (93.4%) White families, 4 (6.6%) 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 2020	\$ 1,183,813.00	\$ 816,793.01
HOME	FY 2020	\$ 321,772.00	\$ 361,538.84

**Table 11 – Resources Made Available**

**Narrative**

During the FY 2020 Program Year, the City of Wheeling received the above amounts of Federal Entitlement Grants. These funds were made available to the City after September 18, 2020 when the Acting HUD Director, Community Planning and Development Division signed the FY 2020 CDBG and HOME Grant Agreement. The City also received \$3,600.00 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	21%	21%	The City funded 3 projects during this CAPER reporting period in this Target Area with CDBG funds.
Low/Mod Areas	58%	58%	The City funded 12 projects during this CAPER reporting period in this Target Area with CDBG funds.
Northern Panhandle HOME Consortium	21%	21%	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 2020 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 2020 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, \$8,816,142 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 \$29,283 from the U.S. Department of Justice under the Equitable Sharing Program, Edward Byrne Memorial Justice Assistance Grant, and Law Enforcement Assistance Programs.
- The City of Wheeling received \$8,313,291 in Coronavirus Relief funds through the West Virginia Governor's Office.
- The City of Wheeling received \$113,223 from the U.S. Department of Transportation under Highway Planning and Construction, State and Community Highway Safety, and National Priority Safety Programs or initiatives.

- The City of Wheeling received \$28,951 from the U.S. Department of Interior, through the Historic Preservation Fund.
- The City of Wheeling Police Department received \$37,071 from the Executive Office of the President through the High Intensity Drug Trafficking Areas Program.
- The City of Wheeling Fire Department received \$294,323 from the U.S. Department of Homeland Security under the Emergency Protective Measures and SAFER Grant Programs.

In addition, the Human Rights Commission was under an Agreement with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services for 2020, to provide 34 hours of Education and Outreach in the City of Wheeling which was reimbursable at a rate of \$75 per hour, up to \$2,550. The HRC successfully met its commitment of 34 hours, however, during FY 2020, all of the regularly attended community events were canceled due to COVID-19. Commissioners and staff were educated with a virtual Fair Housing training in December 2020, and their time was allowed towards meeting the committed hours. The 2021 Agreement is to provide 35 hours of Education and Outreach in the City of Wheeling, which is reimbursable at a rate of \$75 per hour, up to \$2,625.

During this CAPER period, various Northern Panhandle Continuum of Care (NPCoC) organizations including GWCH, CHANGE, Inc., YWCA of Wheeling, Helping Heroes, Youth Services System, Salvation Army of Wheeling, and Catholic Charities obtained the following federal funds to serve the local homeless population:

- **Continuum of Care (CoC) Program** – The U.S. Department of Housing and Urban Development renewed CoC funding in the amount of \$431,113 for three local projects serving people who are homeless in the Northern Panhandle region. These projects were Supportive Services Only (SSO), Residential Housing (RH), and Planning. SSO provides services to people who are living in emergency shelters or in the streets. RH provides 18 units of permanent supportive housing for people who have a disability with a priority for those experiencing chronic homelessness. Planning funds cover some of the costs associated with serving as the Collaborative Applicant of the Northern Panhandle Continuum of Care, such as organizing and participating in the annual Point In Time Count (PITC).
- **Emergency Solutions Grant (ESG)** – The West Virginia Community Advancement and Development (WVCAD) division of the West Virginia Development Office (WVDO) awarded GWCH, YWCA of Wheeling, YSS, Catholic Charities, Helping Heroes, and CHANGE, Inc. funding to serve people who are homeless or at-risk of becoming homeless. This funding provides street outreach, emergency shelter, rapid re-housing, homelessness prevention, and Homeless Management Information System (HMIS) assistance. A portion of funds are dedicated to victims of domestic violence in need of shelter and rapid re-housing. Two of the six agencies, GWCH and YWCA, reported their total funding received as part of the CAPER request, for a combined total of \$1,266,812. This total reflects regular Fiscal Year funding and additional funding for COVID-19 response.
- **Supportive Services for Veteran Families (SSVF)** – The U.S. Department of Veteran Affairs (VA) awarded GWCH, CHANGE, Inc., and Helping Heroes funding to provide rental assistance and supportive services to Veterans of the U.S. Armed Forces and their families. This funding is used

to identify and assist local homeless Veterans and their families in the Northern Panhandle of West Virginia who are homeless or at-risk of becoming homeless access needed homeless services. Two of the three agencies, GWCH and Helping Heroes, reported their total funding received as part of the CAPER request, for a total of \$607,684. This total reflects additional funding for COVID-19 response.

- **Housing Opportunities for People With AIDS (HOPWA)** – The West Virginia Community Advancement and Development (WVCAD) division of the West Virginia Development Office (WVDO) awarded \$45,420 to serve people at-risk of becoming homeless with supportive services and financial assistance. These funds provide financial assistance to people who are at-risk of losing their housing due to their HIV/AIDS diagnosis. This total reflects additional funding for COVID-19 response.
- **Projects for Assistance in Transition from Homelessness (PATH)** – The West Virginia Department of Health and Human Resources and the Bureau for Behavioral Health and Health Facilities awarded \$63,724 to provide outreach and engagement to individuals with a serious mental illness, or to individuals with both a serious mental illness with co-occurring substance abuse disorders.
- **Emergency Food and Shelter Program (EFSP)** – The United Way awarded \$9,370 to support the operational costs of GWCH’s Transitional Shelter program and \$4,900 to the Salvation Army of Wheeling for their emergency shelter facility.
- **Children’s Homeless Outreach Program (CHOP)** – The YWCA of Charleston awarded \$2,535 to provide supportive services to children in families who are experiencing homelessness.
- **Basic Center Grant (BCG)** – The U.S. Department of Housing and Urban Development awarded \$189,565.46 to serve youth who are runaway or homeless from northern panhandle counties. Youth are provided shelter, assessment/evaluation, referred to medical care and substance abuse and/or mental health counseling, assistance with advancing education and employment skill education, life skill education, connection to caring adults, and aftercare planning to assure safe discharges with necessary treatment and supports.
- **Runaway Homeless Youth and Transitional Living Program (RHY/TL)** – The U.S. Department of Housing and Urban Development awarded \$206,530.19 to the RHY TL Program which links youth/young adults between ages 17-24 to safe/stable housing. The program serves youth/young adults who are runaway or homeless from northern panhandle counties. Youth are provided shelter or connection to safe housing, assessment/evaluation, referred to medical care and substance abuse and/or mental health counseling, assistance with advancing education and employment skill education, life skill education, connection to caring adults, and aftercare planning to assure safe discharges with necessary treatment and supports.
- **INvestments Supporting Partnerships in Recovery Ecosystem (INSPIRE) Initiative** – The Appalachian Regional Commission (ARC) awarded \$500,000 under INSPIRE to support an employment program assisting persons who are experiencing homelessness and living with a substance use disorder.

As reported previously, a Targeted Brownfields Assessment (TBA) was conducted by US EPA at the Robrecht Property, and therefore the City had a Phase II Environmental Site Assessment Report, as well as an Analysis of Brownfields Cleanup Alternatives (ABCA) for the site. Belomar Regional Council was awarded a \$200,000 EPA Community-wide Brownfields Assessment Grant in June 2019, and one of the objectives for that project was to create a Remedial Action Plan (RAP) for the Robrecht Property. Belomar also used this funding to complete a Site Disposition Study. Subsequently, a concept was developed for the reuse of the site. The reuse strategy proposed for the Robrecht site is a combined cleanup-redevelopment that allows for remedial capping of contaminants with clean fill and hardscape (parking lots, sidewalks and trails) to support future use as a downtown park and trailhead for the Wheeling Heritage Trail. The site reuse will provide 117 parking spaces including three ADA van-accessible parking spaces and four ADA parking spaces, and utilize the existing abandoned railroad spans over the Wheeling Creek as a unique waterside park which can be serve as a community landmark as well as provide outdoor seating and a prime location for view of the creek and river. The City applied for a \$359,953 EPA Brownfields Clean-up Grant on this site in October 2020, and learned in May 2021 that the application was successful. The City is additionally using a TAP Grant for the planning for the end use of the site during the reporting period, and future 2021 CDBG funds in the amount of \$121,000 have been budgeted for the remediation.

**HOME MATCH**

- The Northern Panhandle HOME Consortium had \$141,681.61 in HOME Match funds during this CAPER reporting period and has a total carryover of \$1,920,137.92 in excess HOME Match funds.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	\$ 1,854,850.44
2. Match contributed during current Federal fiscal year	\$ 141,681.61
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$ 1,996,532.05
4. Match liability for current Federal fiscal year	\$ 76,394.13
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$ 1,920,137.92

**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-256	07/31/2020							\$ 42,937.34
City of Wheeling WH-257	80/26/2020							\$ 741.68
City of Wheeling WH-258	09/18/2020							\$ 67,398.29
City of Wheeling WH-259	10/21/2020							\$ 2,157.86
City of Wheeling WH-260	10/29/2020							\$ 3,000.00
City of Wheeling WH-261	10/29/2020							\$ 1,552.67
City of Wheeling WH-262	11/25/2020							\$ 3,125.00
City of Wheeling WH-263	01/22/2021							\$ 375.00
City of Wheeling WH-266	04/09/2021							\$ 2,041.69
City of Wheeling WH-267	03/30/2021							\$ 2,000.00
City of Wheeling WH-270	05/10/2021							\$ 3,000.00
City of Wheeling WH-272	05/21/2021							\$ 5,000.00
City of Wheeling WH-274	06/11/2021							\$ 5,000.00
City of Wheeling WH-275	06/25/2021							\$ 167.00
Brooke Co.-FTHB 104	09/25/2020							\$ 108.04
Hancock Co. FTHB-107	06/18/21							\$ 55.00
Ohio Co. OC-083	07/24/2020							\$ 2,000.00
Ohio Co. OC-084	10/16/2020							\$ 1,021.25
<b>Subtotals</b>								<b>\$ 72,575.62</b>

**Table 14 – Match Contribution for the Federal Fiscal Year**

**HOME MBE/WBE Report**

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

**Table 15 – Program Income**



**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	
<b>Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>Sub-Contracts</b>						
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
<b>Contracts</b>			
Number	0	0	0
Amount	\$ 0.00	\$ 0.00	\$ 0.00
<b>Sub-Contracts</b>			
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**

**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	25	33
Number of special-needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>25</b>	<b>33</b>

**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	1	0
Number of households supported through the rehab of existing units	0	0
Number of households supported through the acquisition of existing units	24	33
<b>Total</b>	<b>25</b>	<b>33</b>

**Table 22 – Number of Households Supported**

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

During the FY 2020 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. Twenty (20) households were assisted, utilizing \$194,229.51 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. One (1) household was assisted, utilizing \$8,526.00 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. Two (2) households were assisted, utilizing \$20,030.14 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. Two (2) households were assisted, utilizing \$20,002.85 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. Three (3) households were assisted, utilizing \$30,078.00 in HOME funds.
- **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. Five (5) households were assisted, utilizing \$48,408.94 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 2020. During the CAPER reporting period, \$25,979.41 in CHDO funds were expended. 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 and is be marketed to be sold to a low and moderate income household.

The City proposed to assist twenty-four (24) low-income households. During this CAPER reporting period, the City and the HOME Consortium assisted thirty-three (33) 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.

*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	10
Moderate-income	0	22
<b>Total</b>	<b>0</b>	<b>33</b>

**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 33 households, of which 3.03% were Extremely Low-Income, 30.3% were Low-Income, and 66.67% 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 using 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 2020, 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 2020 CAPER reporting period as required in HUD Table 2-A:

- **Production of new rental units** – FY 2020 = 0 units. Five Year Total = 0 units.
- **Production of new owner-occupied units** – FY 2020 = 0 units. Five Year Total = 0 units.
- **Homebuyer Training/Counseling** – FY 2020 = At least thirty-three (33) 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 = 33 households.

- **First-Time Homebuyers Assisted** – FY 2020 = 33 households were assisted. Five Year Total = 33 households.
- **Handicapped Accessible Rehabilitations** – FY 2020 = No units. Five Year Total = 0 units.
- **Housing Units Remediated or Abated for Lead Based Paint** – FY 2020 = No units. Five Year Total = 0 units.
- **Fair Housing Education** – FY 2020 = 91 households were counseled. Five Year Total = 91 households.
- **Housing Units Inspected** – FY 2020 = A total of 945 units in low/mod areas were inspected for code compliance in the City. Five Year Total = 945.
- **Housing Units Demolished (Not CDBG)** – FY 2020 = 44 units. Five Year Total = 44 units.

**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**

In 2014, the NPCoC held membership meetings to solicit feedback from individuals and organizations to draft the NPCoC's five-year strategic plan for the Northern Panhandle of West Virginia. In 2015, the NPCoC formally adopted the NPCoC Community Strategic Plan to End Homelessness, a five-year plan describing the strategies, objectives, and action steps necessary to permanently resolve homelessness experienced by individuals and families throughout the region. Specific goals were included in the plan for successful outreach to individuals and families experiencing homelessness in the community and the means by which to provide households an assessment of their needs and linkage to appropriate services and programs. Goals include formalizing committee structures to ensure 100 percent of the region is covered by outreach and defining the best Coordinated Entry System, covering the entire service area, so a homeless individual or family can present at any provider using the Homeless Management Information System (HMIS) and be assessed with universal tools.

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

Additionally, the NPCoC has two major groups conducting outreach. As lead agency of the NPCoC, GWCH currently uses a four-pronged approach to outreach, connecting weekly with homeless clients, community partners, landlords, and employers. Direct service staff at GWCH focus their street outreach efforts on connecting the unsheltered and sheltered homeless population to permanent housing through a referral to Centralized Intake and Assessment where needs are evaluated using a standardized assessment and linkage to resources are readily available. The Director of the Ohio County Health Department also developed Project HOPE, a medical-based outreach team of nurses, community members, and volunteers who visit identified homeless campsites to engage the unsheltered homeless population and offer medical/mental health screenings. During winter months, both outreach teams conduct regular visits to the seasonal Winter Freeze Shelter, operated by YSS, in Wheeling, WV. Regular referrals between these outreach groups occur to ensure the homeless population is connected to both their housing and medical needs, and all persons experiencing homelessness are referred to GWCH for Centralized Intake and Assessment.

In 2017, HUD required CoCs to develop a local Coordinated Entry System to ensure assessments of an individual's needs for homeless services were standardized. While the NPCoC has been operating a Coordinated Entry System since its inception in 1995, the NPCoC formalized policies and procedures of the NPCoC's Coordinated Entry System in 2018 with the approval of the NPCoC Board of Directors. In 2018, GWCH was defined as the single access point of the NPCoC's Coordinated Entry System, providing daily Centralized Intake and Assessment. In 2019, the YWCA of Wheeling was added as a second access point to the NPCoC's Coordinated Entry System. The NPCoC's Coordinated Entry System is now classified as a multisite, centralized access system, meaning there are multiple access points that provide entry into the system for separate homeless subpopulations. GWCH is the NPCoC's Coordinated Entry System access point for adults without children, adults accompanied by children, unaccompanied youth, persons at risk of homelessness, and households who have a history of fleeing, or attempting to flee, domestic violence or other dangerous/life-threatening conditions when safety is no longer at imminent or immediate risk of danger, while the YWCA of Wheeling is the access point for households fleeing, or attempting to flee, domestic violence or other dangerous/life-threatening condition when safety is at imminent or immediate risk of danger.

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

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

Emergency shelter providers located in the NPCoC include the Salvation Army of Wheeling, the YWCA of Wheeling, Northwood Health Systems, Catholic Charities, YSS, Helping Heroes, and GWCH. In late 2019, the Salvation Army of Wheeling temporarily closed their shelter facility to complete necessary renovations. Upon reopening, the Salvation Army of Wheeling reduced their number of available beds from 35 to 12 and announced they would be returning to their roots of exclusively serving men since the facility was never physically structured to accommodate female adults and families with children. In response, GWCH formally repurposed its non-congregate shelter facility, Transitional Housing, in 2020 and renamed it Transitional Shelter to fill the community-wide need for emergency shelter beds for families with children.

GWCH's Transitional Shelter continues to serve families with children and single adults/couples without children as an emergency shelter. GWCH's Transitional Shelter facilities are the only shelter facilities in the region that adhere HUD's Equal Access Rule and do not separate people based on their household composition or gender. The eight units available in this program are in high demand and are consistently utilized with a remarkable rate of effectiveness in helping people to gain the stability needed to achieve and maintain independent housing. From the program's inception in 2001 to its end in 2020 as Transitional Housing, only 7% of the households served have returned to homelessness, demonstrating a 93% success rate in ending homelessness permanently. Despite the successfulness of this project, the



State of West Virginia decided to eliminate the funding of all Transitional Housing programs from the Emergency Solutions Grant (ESG) program in 2014. Additionally, during the FY2015 CoC Competition, the Transitional Housing and HMIS projects both lost funding and are no longer eligible for renewal.

The loss of HUD's HMIS funding also represents a significant hardship, as this was the only source of HUD funding for the federally mandated reporting system, which is a required component of all CoC-, ESG- and VA-funded homeless assistance programs. When GWCH agreed to switch HMIS providers and join the statewide Mediware Information Systems' HMIS ServicePoint in 2012, state funding agencies agreed to support the increase in HMIS expenses associated with this change. The ESG program provided GWCH \$34,900 in HMIS funding during the CAPER period, which represents a slight increase from the previous year.

In addition to GWCH's HMIS funding through ESG, additional end user organizations of HMIS contribute to the costs of the HMIS system through annual agreements. The NPCoC's HMIS ServicePoint is utilized by two SSVF programs and one RHY program. Annual agreements are set forth to support HMIS costs and adhere to the required HMIS component of all CoC-, ESG-, and VA-funded homeless assistance programs.

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

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

GWCH has developed eleven diverse supportive services and housing programs to assist people experiencing homelessness make the transition to permanent housing and independent living, including: outreach and engagement; diversion; referrals to emergency shelter; emergency shelter placement in Transitional Shelter for families with children and single adults; Permanent Supportive Housing for single adults with disabilities; three distinct rental assistance programs for those at imminent risk or experiencing homelessness; peer recovery support services; and most recently a robust employment program. These programs and services assist the homeless population, including those who are chronically homeless, individuals and families, Veterans and their families, and unaccompanied youth.

With access to a diverse group of supportive service, shelter, and housing programs, GWCH can offer, through the NPCoC's Coordinated Entry System, tailored-housing solutions to meet the needs of individuals and families in ending their homelessness. This system, as evidenced in the NPCoC Community Strategic Plan to End Homelessness, works towards accelerating the process for referrals to housing and exit from emergency shelter or the streets. NPCoC Provider Committee meetings also assist

in reducing the length of time homeless by prioritizing households' placement into the most appropriate housing solution available.

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

To prevent individuals and families who were recently homeless from becoming homeless again, GWCH offers community engagement services funded by the Bureau of Behavioral Health and Human Resources' Community Engagement Specialist program. GWCH's CES program is one of three offered in the NPCoC region, focused specifically on serving the homeless population. NPCoC members, Northwood Health Systems and Health Ways, also offer the CES program, focusing on serving those who have mental health issues, substance use disorders, and co-occurring disorders not experiencing homelessness. Peer recovery support services are also available to the target population who are living with Opioid Use Disorder (OUD). Once housing is secured, GWCH uses these supportive service programs to ensure people with mental health issues, substance abuse disorders, and co-occurring disorders maintain housing and reduce hospitalization by providing a high level of direct care. This direct care includes case management and community engagement assistance with transportation to medical appointments, monitoring of medication, routine socialization, and connection to all necessary community resources for housing stability.

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

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

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

friends, or state- and locally funded housing options.

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

## **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 93% overall occupancy rate for its public housing and tax credit developments. There were 379 individuals on the Public Housing waiting list as of June 30, 2021. 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 499 in use. There were 112 individuals on the Housing Choice Voucher waiting list.

The Wheeling Housing Authority received \$1,256,511.00 under their HUD Capital Fund grant for FY 2021. The Housing Authority's FY 2021 Budget (1,256,511.00) was as follows:

- **Operations** = \$251,302.20
- **Administration** = \$125,651.10
- **General Capital Activity** = \$879,557.70
- **Total** = **\$1,256,511.00**

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

**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 2020. Some of the activities to address these obstacles included:

- **CD-20-06 Catholic Charities Center** – funds were used to provide meals to low income and homeless persons by Catholic Charities of the Diocese of Wheeling.

- **CD-20-07 Family Service** – funds were used for supplies needed for the home meal program for the elderly.
- **CD-20-08 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-20-09 Seeing Hand Association** – funds were used for workshop and activity expenses for the visually impaired.
- **CD-20-10 Soup Kitchen of Greater Wheeling** – funds were used for preparation for the homeless, and for the very low-income.
- **CD-20-11 Wheeling Health Right** – funds were used to purchase pharmaceuticals for a free health clinic that serves the very low income and the homeless.
- **CD-20-12 YMCA** – funds were used to provide new memberships to low- and moderate-income individuals and will provide funding for around 43 youths to attend programming that they would not be able to afford to attend without this grant. Membership can be provided to children or adults.
- **CD-20-14 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-20-15 Nelson Jordan Center** – funds were used for operational expenses for this recreational facility in the East Wheeling Neighborhood.
- **HOME-20-17 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 2020. Funds to be used for construction or rehabilitation of affordable housing.
- **HOME-20-18 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 \$241,376.00 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 2015-2019 American Community Survey, 13.8% of the residents of Wheeling are living in poverty, and 20.9% of female-headed households were living in poverty. Of female-headed households with children under the age of 18, 29.7% were living below the poverty level, and of the female-headed households with children under the age of 5, 43.3% are living in poverty. There were 6.7% 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-20-06 Catholic Charities Center** – funds were used to provide meals to low income and homeless persons by Catholic Charities of the Diocese of Wheeling.
- **CD-20-08 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-20-09 Seeing Hand Association** – funds were used for workshop and activity expenses for the visually impaired.
- **CD-20-10 Soup Kitchen of Greater Wheeling** – funds were used for preparation for the homeless, and for the very low-income.
- **CD-20-11 Wheeling Health Right** – funds were used 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:

- Regional Economic Development (RED) Partnership
- Greater Wheeling Coalition for the Homeless
- CHANGE, Inc.
- Wheeling Health Right
- Youth Services System, Inc.
- YWCA of Wheeling.

#### **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.

#### **Coordination:**

The City was committed to continuing its participation and coordination with Federal, state, county, and local agencies, as well as with the private and non-profit sectors, to serve the needs of target income individuals and families with the community.

#### **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**

During FY 2020, 152 units were rehabilitated at Brookpark Place, traditionally low-income apartments for seniors. Of the renovated units, 100 remain affordable units (38 of the units are affordable to households earning at or below 40% of the area median income and 62 of the units are affordable to households earning at or below 60% of the area median income). The project was LIHTC funded. In addition, during the reporting period, 39 new affordable housing units became underway at Hobbs Greene, a LIHTC funded project.

### **Addressing “Worst Case” Housing and Housing for the Disabled**

945 housing units were inspected for code compliance in the City of Wheeling during FY 2020. 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 was underway and became completed during the reporting period, and became under contract to be sold to an eligible low-moderate income household on May 26, 2021.

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 6, 2021. A copy of the 2021 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 2020, the City of Wheeling served 91 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:

- **December 7, 2020:** The Fair Housing Law Center at Southwestern Pennsylvania Legal Services provided Fair Housing Training to 6 Commissioners on the Wheeling Human Rights Commission, and 2 City staff (8)
- **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 2020, CHANGE, Inc. provided homebuyer education to 83 potential homebuyers. (83)

It is important to note that due to COVID-19, the City of Wheeling's Human Rights Commission was unable to exhibit Fair Housing materials at many of the events that it usually attends, including the Celebrate Youth Festival, the Veterans Stand Down, the Health and Wellness Fair, and etc. However, the City was able to promote Fair Housing in other ways. In April 2021, the Wheeling Human Rights Commission sponsored six Fair Housing Month Billboards, based on HUD's 2021 Fair Housing graphic and message "Fair Housing: More Than Just Words". The billboards, which also contained the Equal Housing Opportunity Logo and conveyed the phone number of the HRC, were located in Wheeling's low to moderate income neighborhoods and areas near public housing, from March 29, 2021 through at least April 25, 2021. The image was placed at an additional location, on the City's digital billboard at 10th & Market Streets, as well as on the City's social media in April 2021. Finally, on April 6, 2021, the Wheeling City Council proclaimed the month of April 2021 as Fair Housing Month, and six members of the HRC attended the live media to receive the Proclamation in a photo, which was also placed on social media.

**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. During this reporting period because of COVID only virtual monitorings were completed.

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. 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 following public service agencies that received CDBG assistance during this CAPER reporting period were monitored virtually:

- **Elmhurst** – There were no findings or concerns.
- **Catholic Charities** – There were no findings or concerns.
- **Family Service** – There were no findings or concerns.
- **YMCA** – 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, September 3, 2021 through Friday, September 17, 2021. A Public Notice was published in the *Wheeling Intelligencer* on Thursday, September 2, 2021, a copy of which is attached in the Citizen Participation Section of this CAPER document.

The "Draft" FY 2020 CAPER was on display at the City of Wheeling's website [<https://www.wheelingwv.gov/public-notices>] and at the City-County Building. Due to COVID-19 restrictions, the FY 2020 CAPER was not on public display at the Ohio County Public Library.

The Public Hearing was held on Thursday September 16, 2021 at 12 p.m. in the Council Chambers located on the first floor of the City-County Building.

**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 2020-2024 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** - \$667,036.71, which is 81.67% of the total expenditures.
- **Public Services** - \$73,841.19, which is 9.04% of the total expenditures.
- **General Administration and Planning** - \$75,915.11, which is 9.29% of the total expenditures.
- **Total: \$816,793.01**

The City of Wheeling Timeliness Ratio of unexpended funds as a percentage of the FY 2020 CDBG allocation was 1.08, 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** – 94.08%
- **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%)** – 0.00%
- **Low Income (30-50%)** – 96.22%
- **Moderate Income (50-80%)** – 3.78%
- **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 – 9,381**
- **Persons for Whom Services and Facilities were Available – 14,690**
- **Units Rehabilitated - Single Units – 0**
- **Units Rehabilitated - Multi Units Housing – 0**

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.

**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 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 received \$24,002.21 in recaptured funds from the payoff of the City of Wheeling First-Time Homebuyer program in the FY 2020 CAPER reporting period. Any funds received from recaptured funds in the future will be 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, and requiring 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 Consortium assisted thirty-three (33) First-Time Homebuyers.

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

The City proposed to assist one (1) organization during this CAPER reporting period. CHANGE, Inc., a certified CHDO, used FY 2015, 2016, and 2017 HOME funds to undertake a CHDO project in Follansbee, WV, and in Triadelphia, WV (FY 2017 and 2018 CHDO funding), both in areas which are not necessarily low-income or minority concentrated.

**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.

**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.

**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.

**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.

**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, 2020 through June 30, 2021.

Attached are the following IDIS reports:

- IDIS Report PR26 – CDBG Financial Summary
- IDIS Report PR26 – CDBG-CV Financial Summary
- IDIS Report PR01 – HUD Grants and Program Income
- IDIS Report PR02 – List of Activities
- IDIS Report PR03 – CDBG Activity Summary Report
- IDIS Report PR06 – Summary of Consolidated Plan
- IDIS Report PR23 – CDBG Summary of Accomplishments
- IDIS Report PR23 – HOME Summary of Accomplishments



## CR-80 – Fair Housing

### Affirmatively Furthering Fair Housing Overview:

The City of Wheeling prepared an Analysis of Impediments to Fair Housing Choice in 2020 to coincide with the City’s FY 2020-2024 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:

- 152 units were rehabilitated at Brookpark Place, and 100 of these units remain affordable. The project was LIHTC funded.
- 39 new affordable housing units became underway at Hobbs Greene, a LIHTC funded project.
- 33 First Time Homebuyers were assisted with HOME funds in the Northern Panhandle HOME Consortium area, and 20 of these were in the city limits of Wheeling.

Thirty-three (33) 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)									
	0-30%		30-50%		50-60%		60-80%		Total Households
	White	Minority	White	Minority	White	Minority	White	Minority	
Number of Households	0	1	8	0	2	0	22	0	33

**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 2021 proclamation is included at the end of this section.

During Fiscal Year 2020, the City of Wheeling served 91 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:

- **December 7, 2020:** The Fair Housing Law Center at Southwestern Pennsylvania Legal Services provided Fair Housing Training to 6 Commissioners on the Wheeling Human Rights Commission, and 2 City staff (8)

- **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 2020, CHANGE, Inc. provided homebuyer education to 83 potential homebuyers. (83)
- It is important to note that due to COVID-19, the City of Wheeling's Human Rights Commission was unable to exhibit Fair Housing materials at many of the events that it usually attends, including the Celebrate Youth Festival, the Veterans Stand Down, the Health and Wellness Fair, and etc. However, the City was able to promote Fair Housing in other ways. In April 2021, the Wheeling Human Rights Commission sponsored six Fair Housing Month Billboards, based on HUD's 2021 Fair Housing graphic and message "Fair Housing: More Than Just Words". The billboards, which also contained the Equal Housing Opportunity Logo and conveyed the phone number of the HRC, were located in Wheeling's low to moderate income neighborhoods and areas near public housing, from March 29, 2021 through at least April 25, 2021. The image was placed at an additional location, on the City's digital billboard at 10th & Market Streets, as well as on the City's social media in April 2021. Finally, on April 6, 2021, the Wheeling City Council proclaimed the month of April 2021 as Fair Housing Month, and six members of the HRC attended the live media to receive the Proclamation in a photo, which was also placed on social media.

#### **Wheeling Human Rights Commission:**

During Fiscal Year 2020, the Wheeling Human Rights Commission (HRC) remained a fully staffed division of the City of Wheeling Economic and Community Development Department (ECD). The current Human Rights Commission Ordinance was passed by the Wheeling City Council on December 20, 2016, allowing the HRC 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 and announced to the media/public 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. During the CAPER period, due to the COVID-19 pandemic and the government Orders restricting gatherings, many of the meetings continued to be held virtually throughout the reporting period, and livestreamed on the City of Wheeling's Facebook page, in order to maintain open meeting requirements. During the reporting period, eleven regular business meetings were held as follows:

- July 21, 2020 at noon (virtual)
- August 18, 2020 at noon (virtual)
- September 15, 2020 at noon (virtual)
- October 20, 2020 at noon (virtual)
- November - no meeting due to lack of quorum
- December 15, 2020 at noon (virtual)

- January 19, 2021 at noon (virtual)
- February 16, 2021 at noon (virtual)
- March 16, 2021 at noon (virtual)
- April 20, 2021 at noon (virtual)
- May 18, 2021 at noon
- June 15, 2021 at noon

Aside from receiving and investigating discrimination complaints, education and outreach remained an important function of the HRC in Fiscal Year 2020. The 2020 Agreement with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services, made possible by a grant that the Fair Housing Law Center received from the United States Department of Housing and Urban Development, ran from March 15, 2020 to March 14, 2021, and the HRC committed to 34 hours of education and outreach at the reimbursement rate of \$75 per hour, for a total of \$2,550.00. The HRC generally meets the committed hours by attending community events and distributing Fair Housing materials, in addition to offering Fair Housing trainings, attending monthly conference calls hosted by SWPALS, and dedicating staff administrative time to accomplish the goals of the Agreement. The HRC successfully met its commitment of 34 hours, however, during FY 2020, all of the regularly attended community events were canceled due to COVID-19. Commissioners and staff were educated with a virtual Fair Housing training in December 2020, and their time was allowed towards meeting the committed hours. A 2021 Agreement was signed for the period beginning April 1, 2021 through March 31, 2022, and the HRC committed to another 35 hours of Education and Outreach at the reimbursement rate of \$75 per hour, for a total of \$2,625.00. A total of 3 hours had been met by the end of the CAPER period. During the CAPER period, the HRC was planning to hold a Fair Housing Training for landlords under these Agreements, but that has been postponed until it is safe to offer an in-person training. Expectations of the HRC under these Agreements 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 FY 2020, the HRC continued to pursue additional copies of the existing or a revised version 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.

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. The HRC worked with the City’s Marketing and Community Relations Department to promote the HRC through the City’s list of media outlets. In March 2021, a Committee of the HRC was formed to further the efforts to promote the HRC. The HRC has promoted its availability to the community in many ways, including but not limited to billboards, newspaper ads, letters to the editor, signs on buses, distributing promotional items and literature at community events,

providing training and seminars, speaking at churches, civic groups and FRN meetings, and most recently, recommending a community award. In order to achieve visibility and interact with the residents of Wheeling, although COVID-19 prevented many public events, the HRC was able to take the following measures and/or participated in the following activities during FY 2020:

- August 2020: While the Youth Services Systems' Annual Back to School Celebrate Youth Festival was canceled due to COVID-19, it was replaced with an informational family pack and backpack distribution to families of school children in Ohio and Marshall Counties. The HRC purchased 3250 magnets which contained the phone number and Fair Housing logo, and provided 3000 to YSS for this purpose.
- August 2020: As previously reported, the HRC began discussions in November 2019 of offering an award to an unrecognized Wheeling citizen that supports and works for human rights, with the intent that the awardee be announced by the Mayor at his annual State of the City address, which was postponed from February 2021 to July 2021. In August 2020, a Committee of the HRC was formed to compile a confidential list of nominees for the award. At the HRC's June 2021 meeting, following an Executive Session discussion of eight nominees for the First Annual Community Award, and a qualified Awardee was selected and recommended to the City Clerk and Mayor for the Award.
- October 2020: The City of Wheeling signed a Resolution regarding Racism as a Public Health Crisis, and the HRC responded by subsequently passing its own Resolution in support, on October 26, 2021. As a result of the HRC's Resolution, the HRC seeks ways to collaborate with the City Manager and City Council in an effort to achieve the tasks of the City's Resolution. The HRC's Resolution was sent to the newspaper Editor for publication and to affirm the HRC's commitment. In addition, within the HRC's Resolution, the HRC also set aside up to \$2,500 to hold an Implicit Bias training in the community, The design of the training, whether live or virtual, whether a panel discussion would follow, and where the training would be obtained (ACLU, for example) has yet to be determined. The City of Wheeling offered a specific Implicit Bias Training to its employees, however if this training is not available to the members of the HRC and the community, the HRC will explore other entities to offer the training, such as ACLU.
- November 2020: The HRC, in an effort to speak out for safety and inclusivity for all, sent a letter to the Editor of the Wheeling Intelligencer and the Wheeling News Register, in response to white nationalist vandalism which had recently occurred in Wheeling. The letter appeared in the newspaper on November 8, 2020.
- January 2021: Commissioners and staff served on the Martin Luther King, Jr. Celebration Committee, however, the 2021 annual march was canceled due to COVID-19. The remaining events were held virtually and digitally via local media outlets.
- February 2021: The HRC ran a display ad in the Wheeling Newspapers inviting the community to celebrate Black History month on February 2, 10, 12, 16 and 24; in the Newspaper's Sunday Weekly Showtime on February 21, 2021. An additional quarter page ad was purchased in the Newspaper's special Black History Month insert on February 18, 2021.

- April 2021: For Fair Housing Month in April, six billboards with an image designed based on HUD's 2021 Fair Housing Month poster, were contracted in Wheeling's low to moderate income neighborhoods, and areas near public housing from March 29 through April 25, 2021. An additional digital billboard at the corner of 10th & Market Streets was added with the assistance of the City's Marketing and Community Relations Department. The billboard design was also shared on the City's social media. The Fair Housing Month Proclamation was read at City Council on April 6, 2021 where six members of the HRC attended to receive the Proclamation in a photo, which was also placed on social media.
- April 2021: Staff attended the Northern Panhandle Continuum of Care's General Membership Meeting on April 13, 2021 to offer Fair Housing training to the member organizations.
- June 2021: A Commissioner on the HRC was one of four Juneteenth Celebration speakers on Saturday, June 19, 2021 at the Wheeling Heritage Port.
- June 2021: The HRC took action during its June 15, 2021 meeting, to support the CROWN Act and the establishment of a CROWN Ordinance in the City of Wheeling. The CROWN Act refers to Creating a Respectful and Open World for Natural Hair, and protects individuals with race-based hairstyles from discrimination, because individuals who do not change their natural hairstyles are more likely to experience discrimination.

During the period of July 1, 2020 to June 30, 2021, three housing complaint forms, one employment complaint forms and five public accommodations forms were issued by the HRC as a result of complaint-related inquiries. In turn, the following complaint activity occurred during FY 2020:

- One public accommodations complaint, on the basis of disability, had been received during the prior reporting period, on June 18, 2020. Following investigation, the Human Rights Commission made a determination of No Probable Cause in the case, which was finalized on April 1, 2021, and the case was dismissed.
- One housing complaint, on the bases of race and sex, was received on October 23, 2020. 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, on the bases of race and sex, was received on October 23, 2020. 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, on the bases of disability and race, was received on April 28, 2021. 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.

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 71 referrals to outside agencies:

- Legal Aid of WV (Wheeling office) – 15
- West Virginia Human Rights Commission – 11
- Information Helpline – 5
- Catholic Charities – 4
- Southwestern PA Legal Services – 3
- Ohio Civil Rights Commission – 3
- Disability Rights of WV – 3
- Ohio County Health Department – 3
- Greater Wheeling Coalition for the Homeless – 3
- City of Wheeling Code Enforcement – 2
- Senior Legal Aid – 2
- Altenheim Resource & Referral Agency – 2
- City of Wheeling Police Dept – 2
- First Time Homebuyer Program – 2
- Department of Health and Human Resources – 1
- Attorney General's Office – 1
- Need a Private Attorney – 1
- Ohio County Circuit Clerk – 1
- Ohio County Magistrate Court – 1
- Ohio County Commission – 1
- WV Mountaineer Rental Assistance – 1
- US Equal Employment Opportunity Commission – 1
- WV Civil Rights Division – 1
- New Cumberland Code Enforcement – 1
- Hancock County Health Department – 1

**FY 2020-2024 Analysis of Impediments to Fair Housing Choice:**

The following actions were taken to address the impediments identified in the City of Wheeling's 2020 Analysis of Impediments to Fair Housing Choice:

**Impediment 1: Housing Affordability**

Decent, safe, sanitary, and affordable housing remains a problem in finding fair housing choice as well as the quality of life and attractive neighborhoods.

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

**Strategies:** To meet this goal, the following activities and strategies may be undertaken by the City of Wheeling.

- **1-A:** Maintain the supply of available decent, safe, sanitary, and affordable housing through code enforcement, rehabilitation, and support of the creation of and capacity building of Community Housing Development Organizations (CHDOs), both locally and throughout the Consortium Area.

**Accomplishments:**

945 inspections were made for code compliance in the City of Wheeling, while 156 housing units were rehabilitated and another 167 units are undergoing rehabilitation. This includes all 33 First Time Homebuyer homes which are inspected throughout the Northern Panhandle HOME Consortium area prior to authorizing the purchase with HOME assistance.

During FY 2020, 152 units were rehabilitated at Brookpark Place, and 100 of these units remain affordable. The project was LIHTC funded. In addition, 39 new affordable housing units became underway at Hobbs Greene, a LIHTC funded project.

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 became completed during the reporting period, and became under contract to be sold to an eligible low-moderate income household on May 26, 2021.

- **1-B:** Increase homeownership opportunities for LMI households through the purchase of available housing, requiring housing counseling, as well as providing 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 of the Northern Panhandle HOME jurisdictions. 33 homebuyers (20 in Wheeling) received FTHB assistance in the consortium, all of whom received housing counseling (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 became completed during the reporting period, and became under contract to be sold to an eligible low-moderate income household on May 26, 2021. The buyer also completed housing counseling and applied for the Northern Panhandle HOME Consortium First Time Homebuyer Program.

- **1-C:** Support 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. 945 inspections were made for code compliance in the City of Wheeling during FY 2020. 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 is a lack of housing that is accessible to the older population, and persons with disabilities which limits their choice of housing.

**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:** Continue to 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 and other materials 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. A Fair Housing training for Landlords which would cover topics such as reasonable accommodations and reasonable modifications, was being planned during the CAPER Period, but due to COVID-19, remains yet to be scheduled.

- **2-D:** Encourage the development of new construction of housing that is accessible and affordable to the elderly and disabled.

**Accomplishments:**

During FY 2020, 39 new affordable housing units became under construction at Hobbs Greene, a LIHTC funded project, which will serve ages 55+. The development includes two handicapped accessible apartments.

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

There is a lack of awareness of tenant rights and landlord responsibilities under the Fair Housing Act, and a need to continually monitor and enforce the Fair Housing Act.

**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 education advocacy, monitoring, and enforcement to eliminate discrimination in housing and providing fair housing choices for all individuals and families.

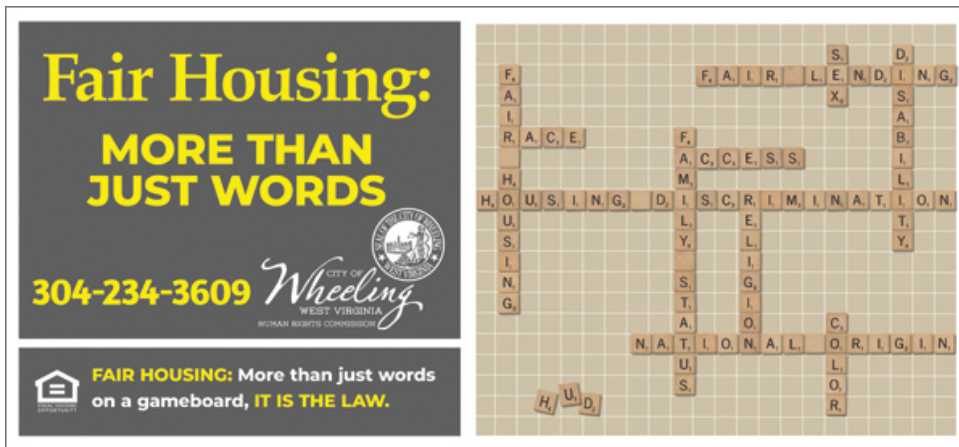
**Strategies:** In order to meet this goal, the following activities and strategies should be undertaken:

- **3-A:** Continue to support educational and training programs concerning the tenant rights and landlord responsibilities covered by the Fair Housing Act.

**Accomplishments:**

The City of Wheeling funds the Human Rights Commission, and fair housing education and training is a significant responsibility of the HRC. The HRC began the reporting period under an Agreement with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services for 2020, to conduct 34 hours of Education and Outreach in the City of Wheeling during a one-year period which began March 15, 2020. The HRC successfully met its 34-hour commitment. Subsequently, the HRC became under a 2021 Agreement, to conduct 35 hours of Education and Outreach in the City of Wheeling during a one-year period which began April 1, 2021. A Fair Housing training for Landlords was being planned during the CAPER Period, but due to COVID-19, remains yet to be scheduled.

The HRC generally distributes Fair Housing materials, by tabling at the events that it attends, however, due to COVID-19, most events were canceled during FY 2020. Nonetheless, Fair Housing continued to be promoted in other ways, including six Fair Housing Month Billboards in Wheeling’s low to moderate income neighborhoods and areas near public housing, that were based on HUD’s 2021 Fair Housing graphic and message “Fair Housing: More Than Just Words”. The billboard image, which contained the Equal Housing Opportunity Logo and conveyed the phone number of the HRC, was placed at an additional location, on the City’s digital billboard at 10th & Market Streets, as well as on the City’s social media. Finally, the Wheeling City Council publicly proclaimed Fair Housing Month.



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:** Continue to 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:** Continue to 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, with representatives of organizations that

serve at-risk populations, and offers the availability of Fair Housing training to the organizations represented. Such training was provided to the members of the Human Rights Commission, as well as City staff during December 2020. In addition, the HRC generally maintains a presence in the community as an exhibitor with Fair Housing related literature, while doing education and outreach at events that serve at-risk groups and victims of housing discrimination. Unfortunately, due to COVID-19 most events were canceled during the CAPER period.

- **3-D:** Continue to 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 also financial workshops. The City staff is involved in the West Virginia Saves program and the Earned Income Tax Coalitions, whom also promote financial literacy. All First Time Homebuyer applicants are encouraged to utilize these resources.

**Impediment 4: Cost Burden**

Both homeowners and renters are cost burdened by the monthly cost of housing which affects fair housing choice.

**Goal:** Reduce the amount of households which are cost burdened in the City and the HOME Consortium area.

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

- **4-A:** Provide financial assistance to homebuyers to lower the cost of buying a home and thus reducing their monthly housing cost to within 30% of income.

**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 of the Northern Panhandle HOME jurisdictions. 33 homebuyers (20 in Wheeling) received FTHB assistance in the consortium. All applicants to the program receive homebuyer education and are informed regarding the 30% PITI (principal-interest-tax-insurance) guideline.

- **4-B:** Promote the development of new affordable rental units under the LIHTC program, bond issues, Federal subsidized housing program, etc. to reduce a renter households' monthly housing cost to within 30% of their income.

**Accomplishments:**

The City of Wheeling's Planning Commission reviews site plans for new housing developments, and recommends approval accordingly. During the reporting period, 39 new affordable housing units became underway at Hobbs Greene, a LIHTC funded project. In addition, Carnegie Greene (39 units), and LaBelle Greene IV (38 units) are also LIHTC projects being planned.

- **4-C:** Promote the development of mixed income housing by private developers by offering financial incentives and density bonuses.

**Accomplishments:**

**Impediment 5: Income vs. Housing Choice**

There is a lack of economic and job opportunities in the City of Wheeling and the HOME Consortium area, which prevents low-income households from increasing their income and ability to live outside areas of concentrated poverty.

**Goal:** The local economy will improve which will create new job opportunities and in turn increase household income.

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

- **5-A:** Strengthen partnerships with area businesses and firms to expand the local tax base and create a more sustainable economy.

**Accomplishments:**

Through the City of Wheeling's general fund, the Façade Improvement Program provides up to \$15,000 in financial assistance for qualified façade improvements to privately owned commercial buildings within the C-1 and C-2 zoning districts and the Central Business District, and to any property (residential or commercial) in a qualified historic district in the City of Wheeling that has approved Design Review guidelines. The program works with property owners and businesses to help revitalize the City by stimulating private investment in high-quality improvements that enhance the appearance of properties and eliminate blight and non-conforming design standards.

The City of Wheeling offers a "Downtown Business District Enhancement Tax Credit" to encourage the location of new retail, service, amusement and residential rental businesses in the Downtown Revitalization District.

In addition, during the FY 2020 CAPER period, the City of Wheeling provided a Business and Occupation Tax Credit for the first quarter of 2021 to small retail businesses having no more than twenty-five (25) employees which persevered during the COVID 19 pandemic, remained in business and filed all tax returns for calendar year 2020.

- **5-B:** Support workforce development and skills training that results in increased job opportunities and higher wages.

**Accomplishments:**

The City of Wheeling works with West Virginia Northern Community College in development of programs that fit with the workforce employment needs in the City of Wheeling.

- **5-C:** Support programs that promote entrepreneurship and small business development for the retention and creation of job opportunities for low-income businesses and minority and women-owned businesses.

**Accomplishments:**

The City maintains a relationship with the Small Business Development Center (SBDC) and refers businesses to that office, including low-income, minority and women-owned businesses, that are seeking financial and business plan assistance. The SBDC occasionally offers trainings for businesses, which staff attends in an effort to maintain awareness of financial opportunities and information that is available to businesses.

**Impediment 6: Income vs. Housing Choice**

There are specific areas in the City of Wheeling where there is a concentration of low-income households and minorities.

**Goal:** Promote the deconcentration of low-income people and minorities from impacted areas and provide housing choice outside these areas.

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

- **6-A:** Support, promote, and encourage affordable housing developments that are constructed outside impacted areas.

**Accomplishments:**

The most recent CHDO projects funded by the Northern Panhandle HOME Consortium were rehabilitation of single-family homes, which were in Follansbee, WV (FY 2015, 2015, and 2016 CHDO funding), and in Triadelphia, WV (FY 2017 and 2018 CHDO funding), both in areas which are not necessarily low-income or minority concentrated.

During FY 2020, 152 units were rehabilitated at Brookpark Place, traditionally low-income apartments for seniors. Of the renovated units, 100 remain affordable units, but the remaining 52 units are available to all income levels at market rate. The project was LIHTC funded.

- **6-B:** Continue to market and promote the homebuyer program to minority families and low-income households so they can afford to buy a home outside areas of impactation.

**Accomplishments:**

Information about the First Time Homebuyer program is made available at all of 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, in an effort 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. on the eHome 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.

**CR-85 – Citizen Participation**

The following notice was published in the September 2, 2021 editions of the *Wheeling Intelligencer* and *Wheeling News-Register*.