



# City of Wheeling, West Virginia

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

**City Council:**

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

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

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

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

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

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

**Robert Herron**  
City Manager

**Nancy Prager**  
Director

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

## FY 2023 Annual Action Plan

For Submission to HUD

Community Development Block Grant  
and  
HOME Investment Partnership Program

Prepared By:



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## Executive Summary

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

#### 1. Introduction

The City of Wheeling, West Virginia is an entitlement community under the U.S. Department of Housing & Urban Development's (HUD) Community Development Block Grant (CDBG) Program. In addition, the City of Wheeling is the Participating Jurisdiction (PJ) for the Northern Panhandle HOME Consortium of West Virginia. In compliance with the HUD regulations, the City of Wheeling has prepared this FY 2023 Annual Action Plan for the period of July 1, 2023 through June 30, 2024. This Annual Action Plan is a strategic plan for the implementation of the City's Federal Programs for housing, community, and economic development within the City of Wheeling. This is the fourth Annual Action Plan under the City's FY 2020 - FY 2024 Five-Year Consolidated Plan. In addition, as the PJ for the HOME Consortium, this Annual Action Plan includes the HOME Program for the City of Weirton, Hancock County, Brooke County, Ohio County, and Marshall County that comprise the Northern Panhandle HOME Consortium.

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

The FY 2023 Annual Action Plan does not incorporate the Wheeling Housing Authority's Comprehensive Grant process into this consolidated planning and application process but does require the participation of the public housing authority in the development of this plan.

**Available Funds:**

The following financial resources are included in the FY 2023 Annual Action Plan which anticipates funding to be received to address the priority needs and goals identified in the City of Wheeling's FY 2020-2024 Five Year Consolidated Plan. The City of Wheeling will receive the following Federal funds during the FY 2023 program year:

- FY 2023 CDBG Allocation - \$1,140,498.00
- FY 2023 HOME Allocation - \$385,214.00
- **Total Funds: \$1,525,712.00**

**FY 2023 CDBG and HOME Budget:**

The City of Wheeling and the Northern Panhandle HOME Consortium propose to undertake the following activities with the FY 2023 CDBG and HOME funds:

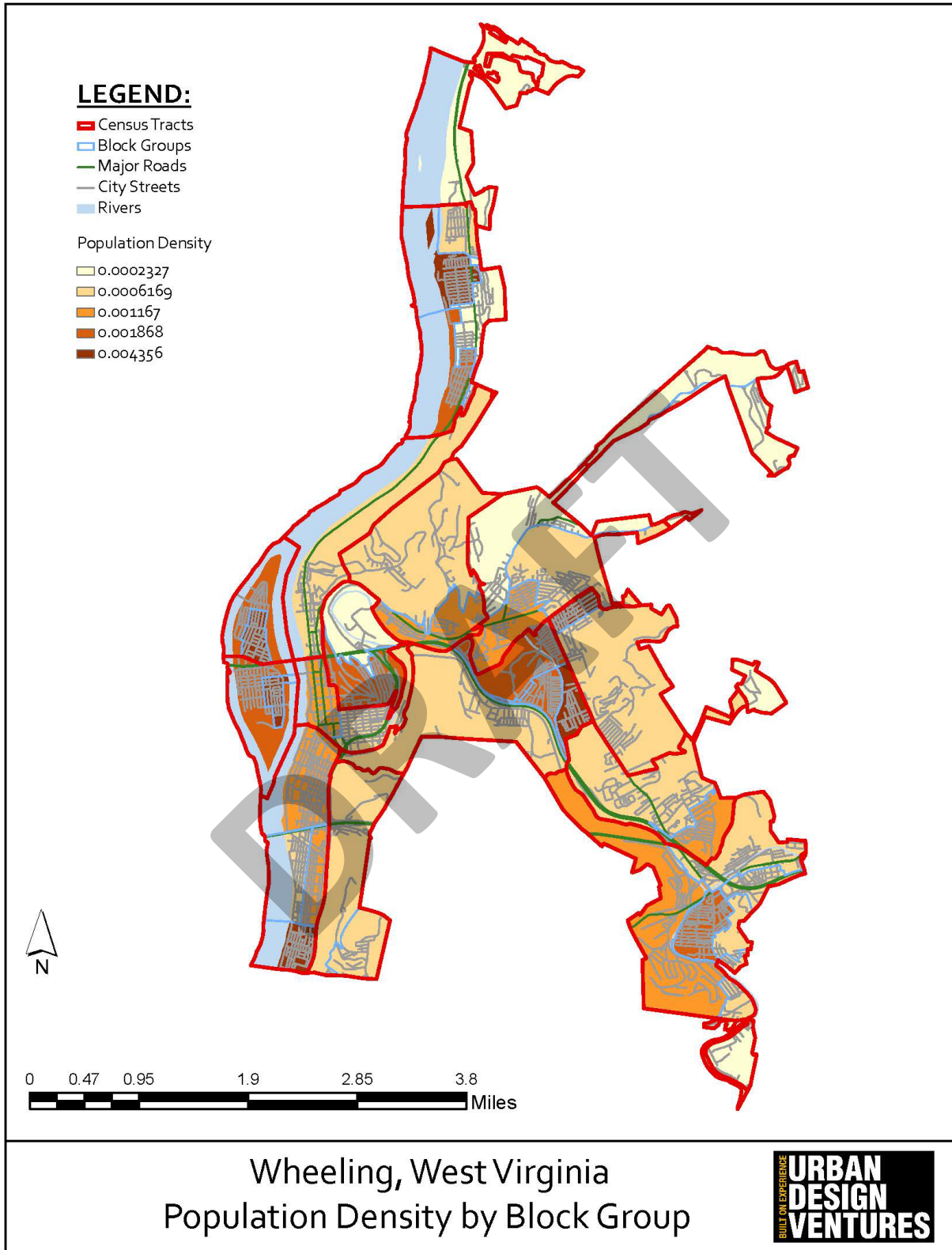
- **CD-23-01 Administration** - \$228,098.00
- **CD-23-02 Ladder Truck 1** - \$250,000.00
- **CD-23-03 Pumper Truck** - \$610,400.00
- **CD-23-04 Family Service** - \$8,500.00
- **CD-23-05 Seeing Hand** - \$8,500.00
- **CD-23-06 Soup Kitchen of Greater Wheeling** - \$5,000.00
- **CD-23-07 Wheeling Health Right** - \$25,000.00
- **CD-23-08 Human Rights Commission** - \$5,000.00
- **HOME-23-09 HOME Administration** - \$38,521.00
- **HOME-23-10 CHDO Set-Aside** - \$57,783.00
- **HOME-23-11 Northern Panhandle HOME Consortium - First Time Homebuyer Program** - \$288,910.00
- **Total Funds: \$1,525,712.00**

**Maps:**

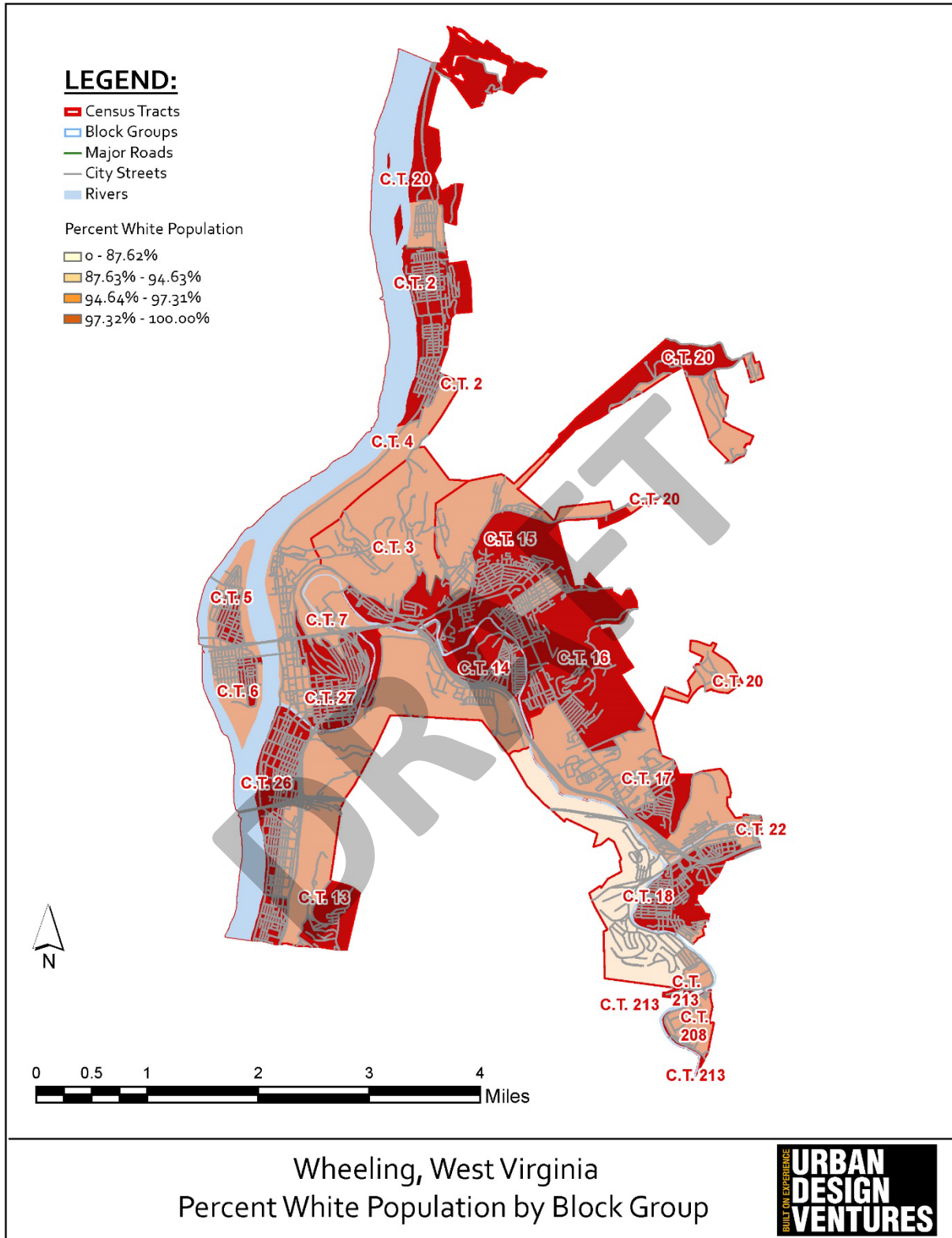
Below are the following maps which illustrate the demographic characteristics of the City of Wheeling:

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

DRAFT

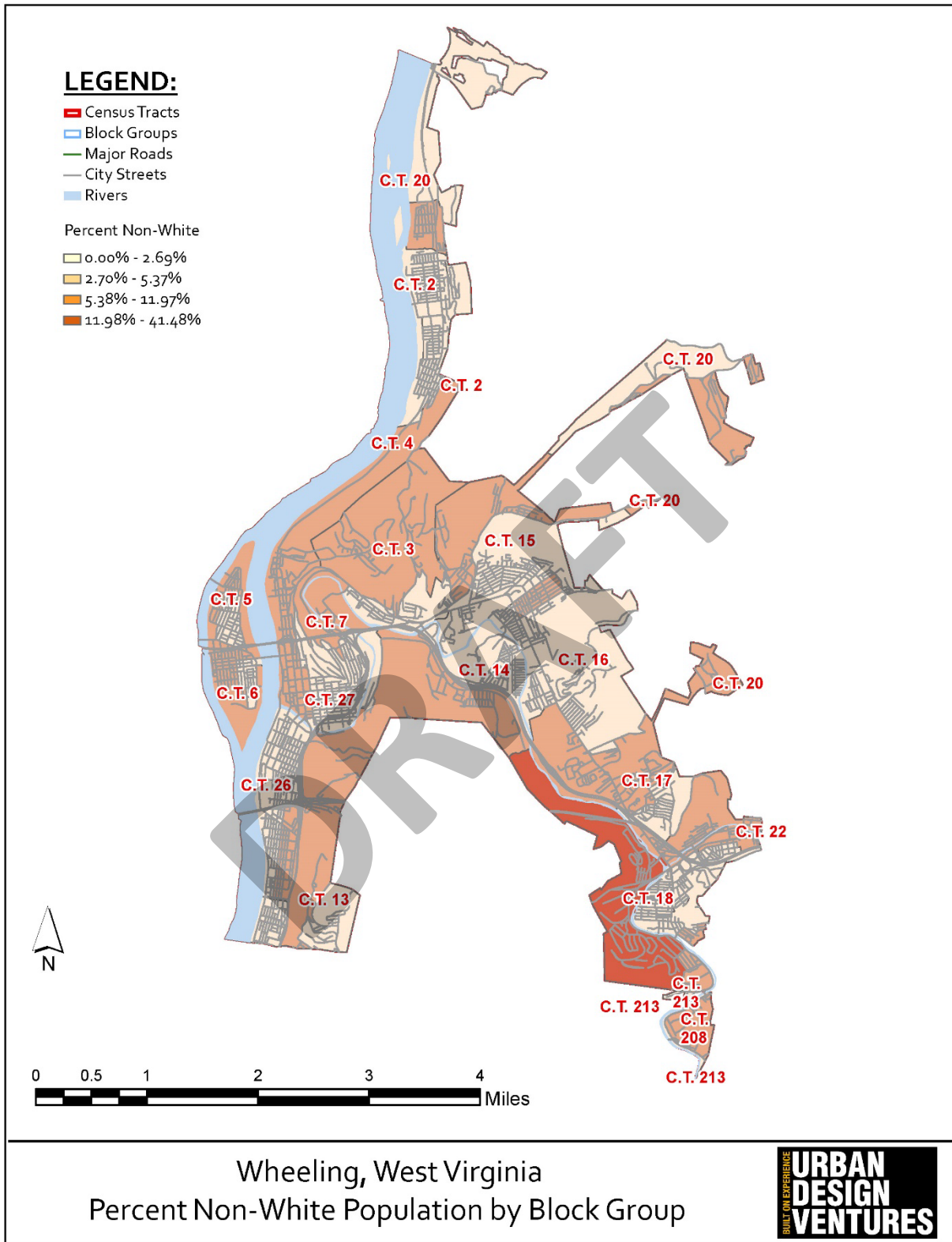


**Population Density by Census Tract**

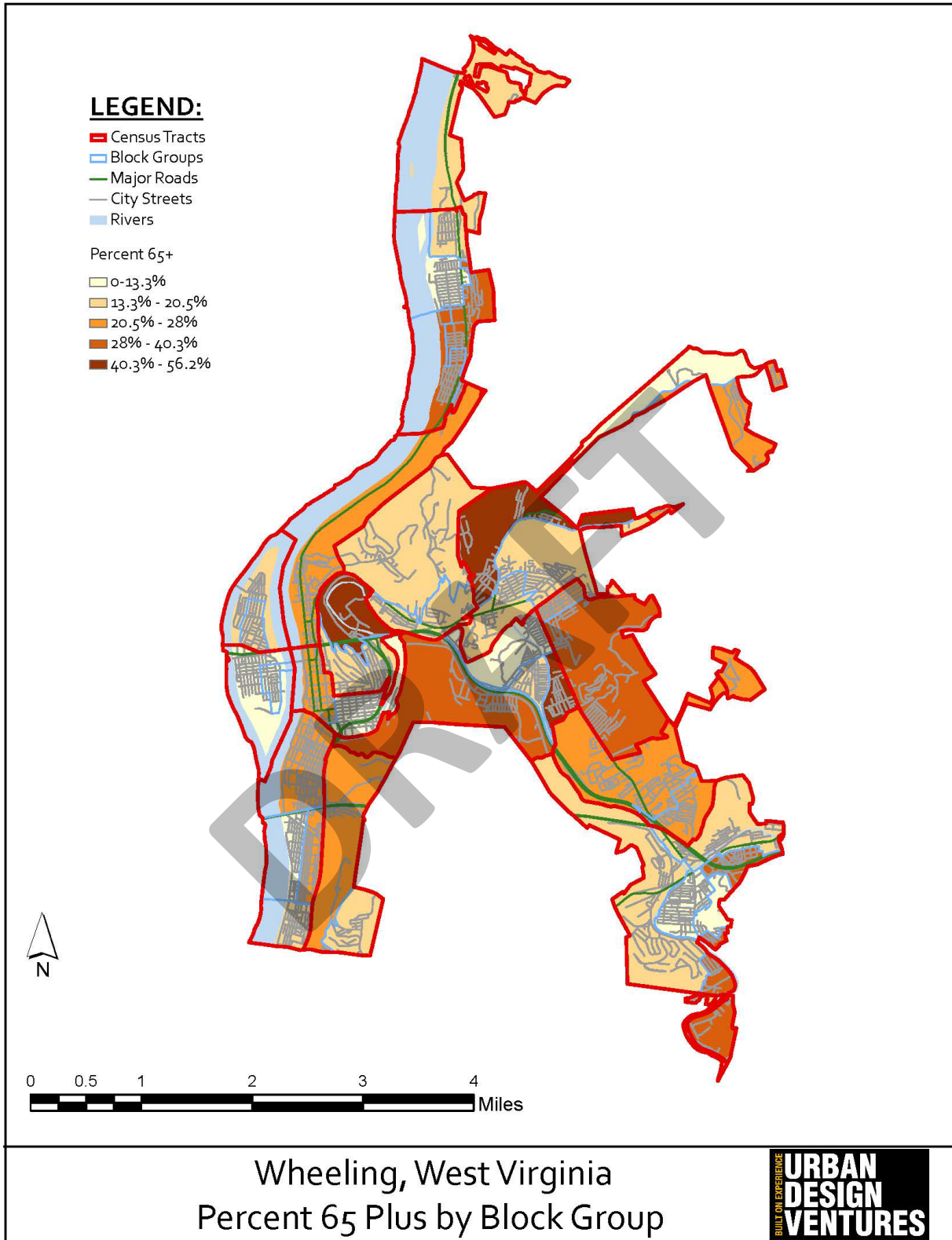


**Percent White Population by Census Tract**

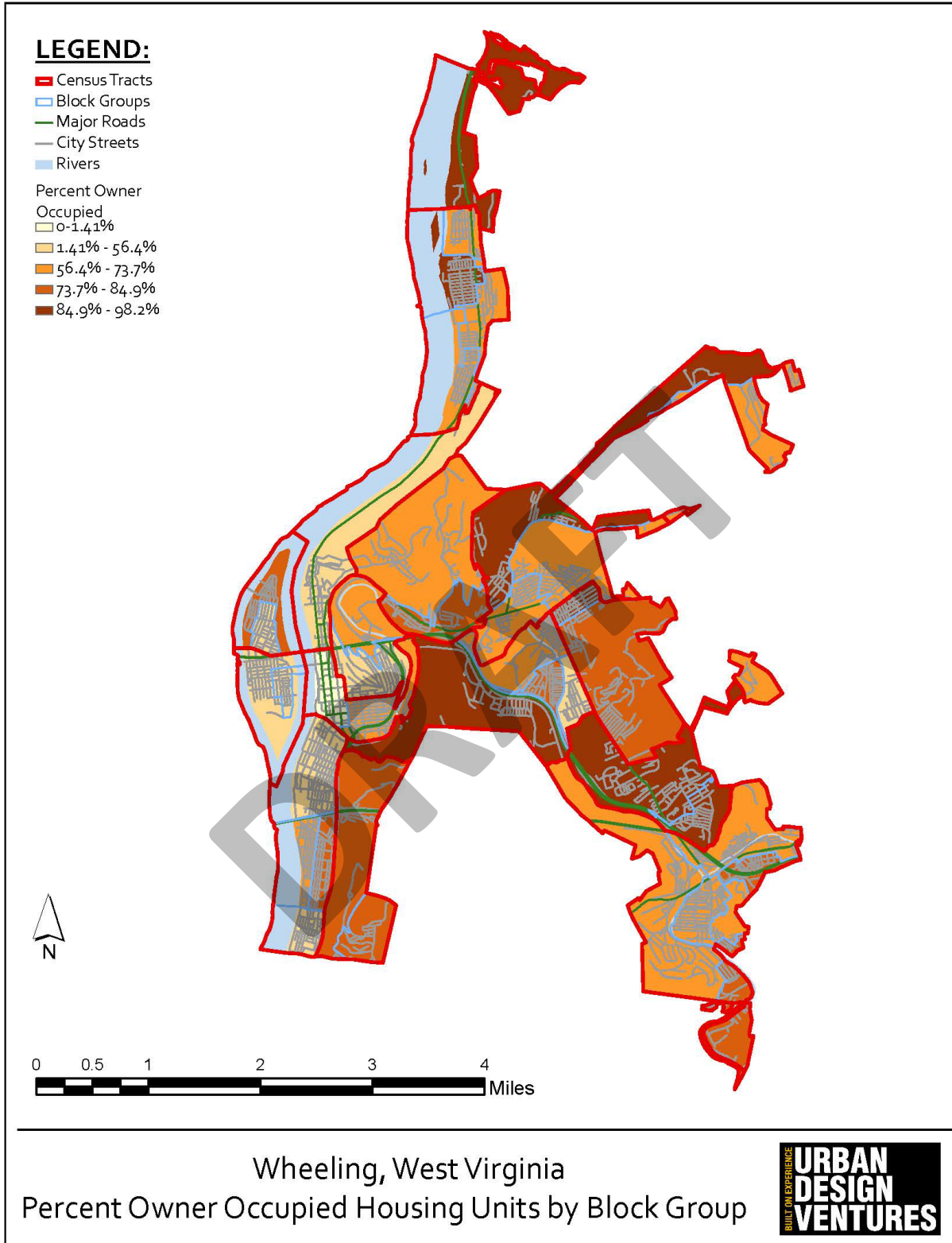




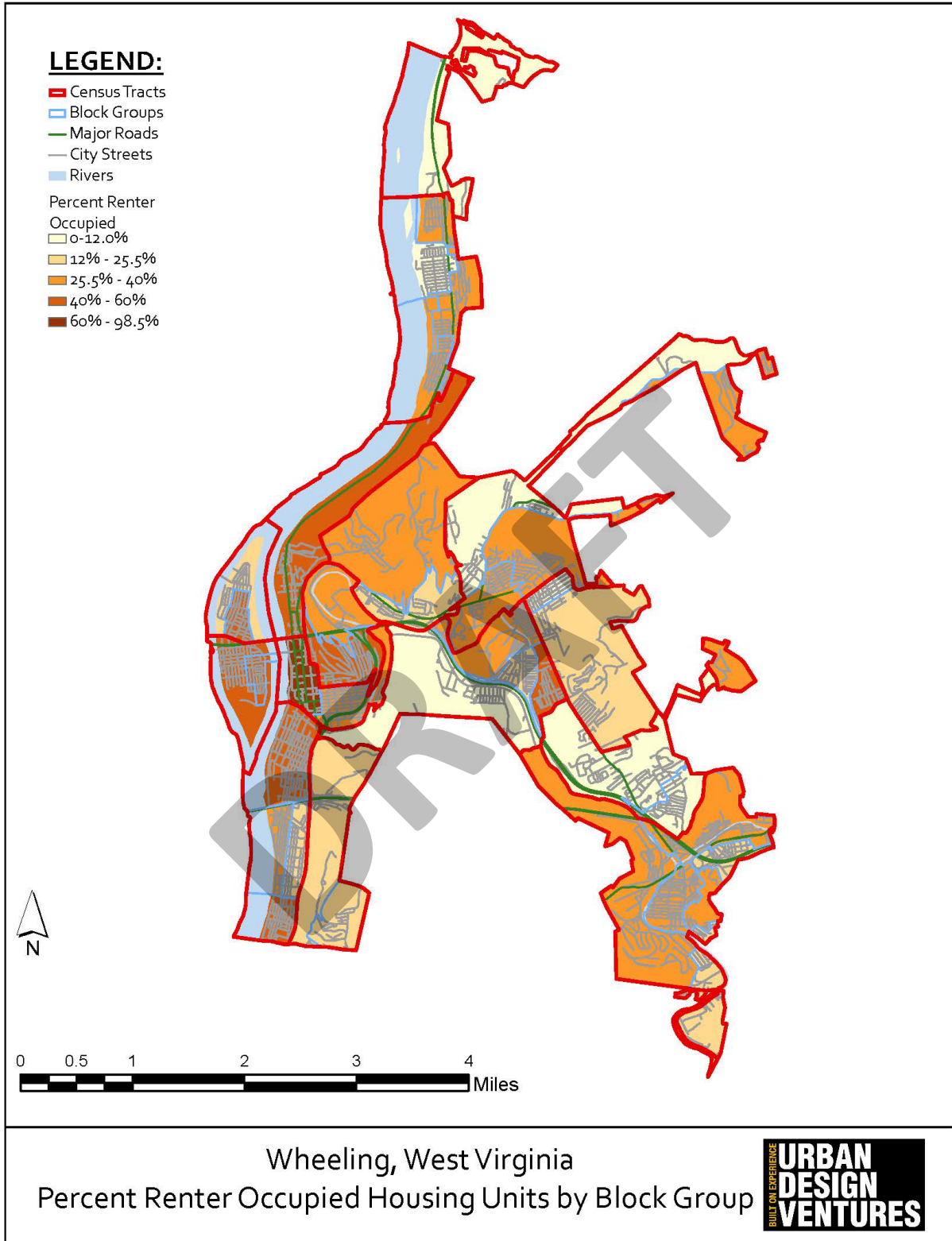
**Percent Minority Population by Census Tract**



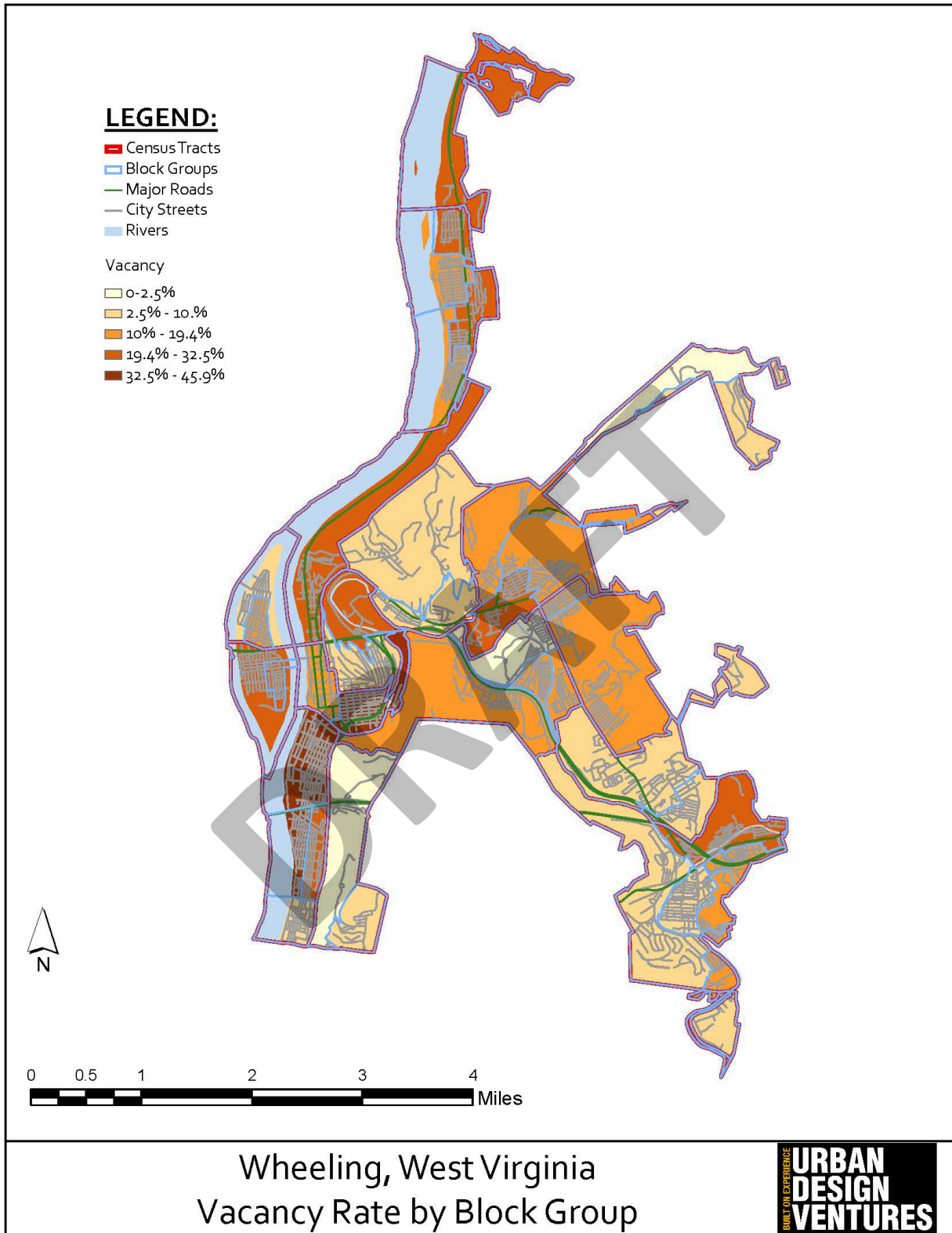
Percent Population Age 65+ by Census Tract



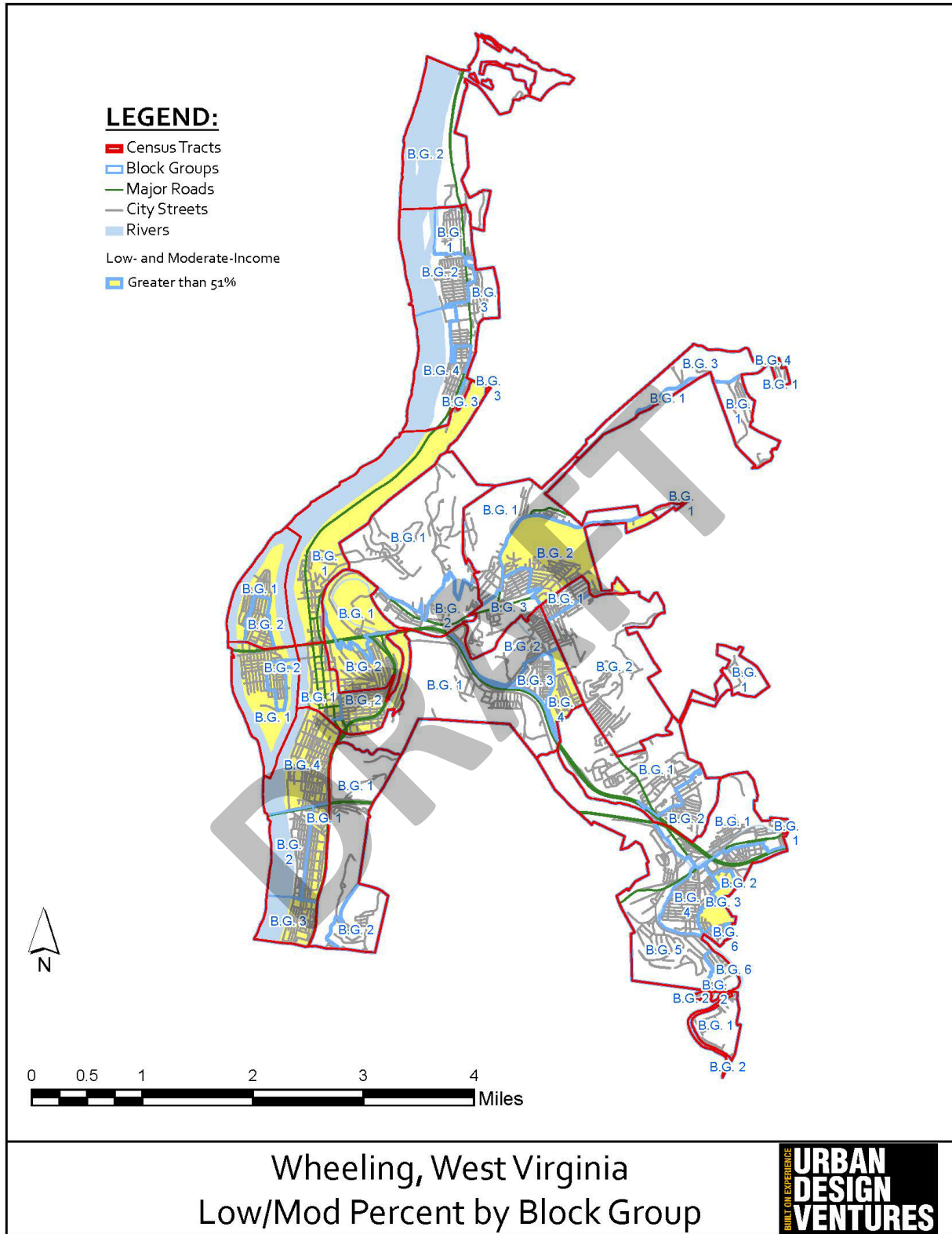
**Percent Owner-Occupied Housing Units by Census Tract**



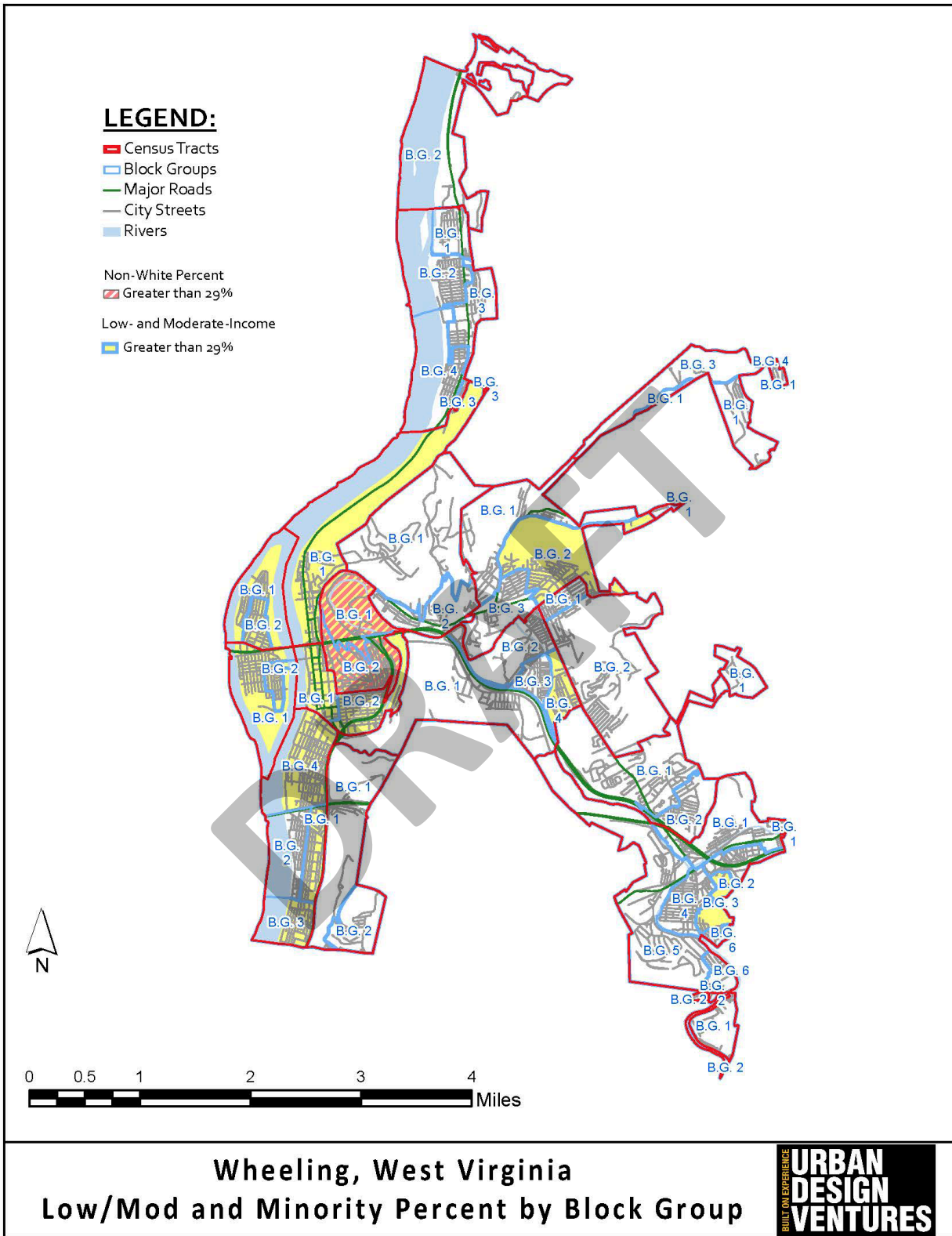
**Percent Renter-Occupied Housing Units by Census Tract**



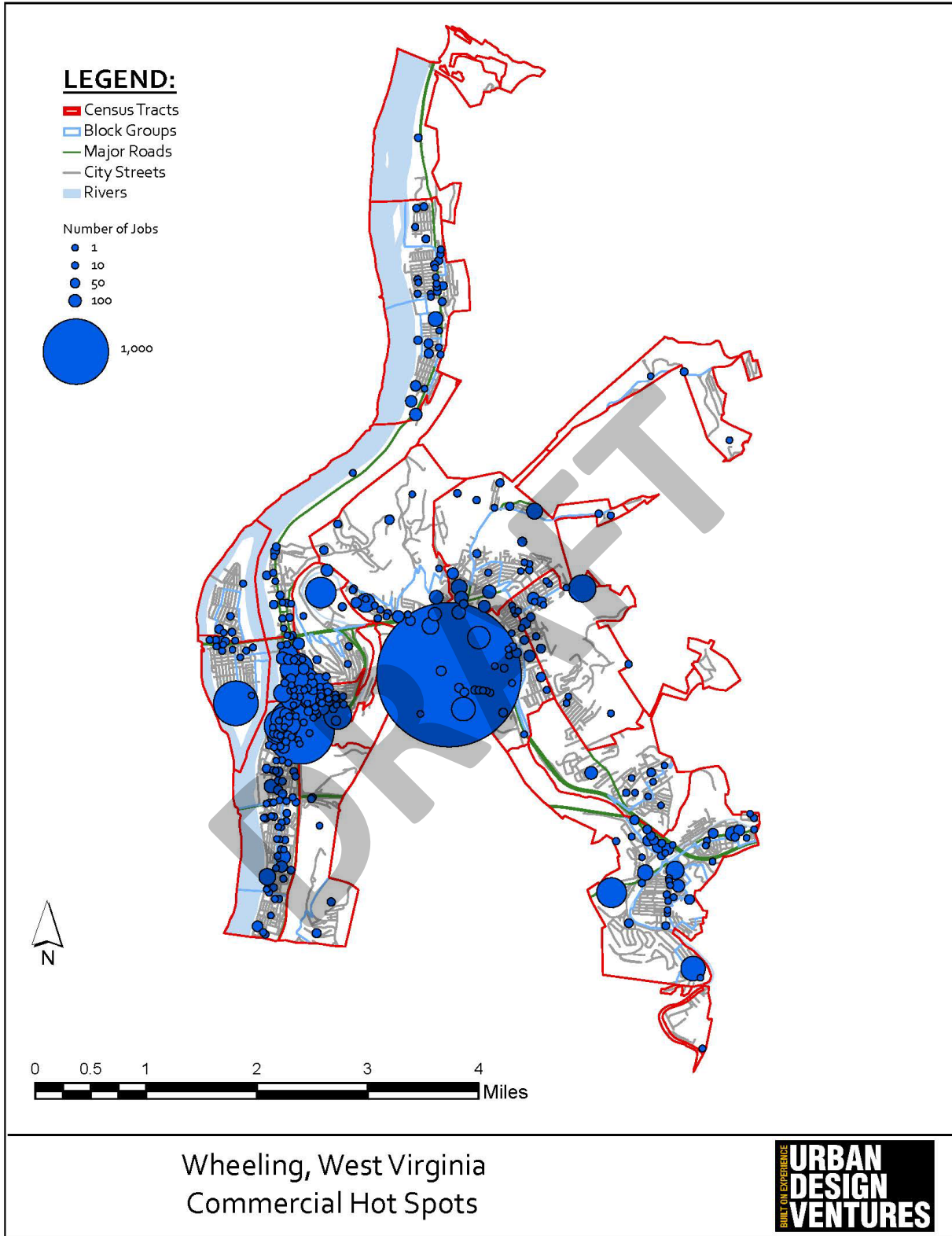
**Percent Vacant Housing Units by Census Tract**



Low/Moderate Income Percentage by Block Group



Low/Moderate Income with Minority Percentage by Block Group



**Commercial Hotspots**



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

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

The goal of the City of Wheeling is to improve the quality of life for City residents by funding infrastructure improvements, economic development, public services, and housing. During the FY 2023 Program Year, the City proposes to address the following priority need categories identified in its FY 2020-2024 Five-Year Consolidated Plan:

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

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

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

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

- **Northern Panhandle HOME Consortium - First Time Homebuyer Program** – HOME funds will be used to provide deferred, forgivable loans to qualified first time homebuyers who require downpayment and closing cost assistance with their purchase and who wish to purchase a house within the Northern Panhandle HOME Consortium Area, which consists of the City of Wheeling, the City of Weirton, and Hancock, Brooke, Ohio, and Marshall Counties. The \$288,910 for the First Time Homebuyer Program will be awarded on a first come, first served basis to eligible homebuyers in the six (6) jurisdictions.

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

- **CHDO Set-Aside** – HOME funds will be set aside to fund an eligible Community Housing Development Organization (CHDO) housing project. This amount equates to 15% of the HOME Program entitlement awarded to the (West Virginia) Northern Panhandle HOME Consortium for FY 2023. Funds to be used for construction or rehabilitation of affordable housing.

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

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

**Goals/Strategies:**

**CDS-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.

- **Seeing Hand Association** - CDBG funds will be used for workshop and activity expenses for persons with visual impairments.
- **Wheeling Health Right** - CDBG funds will be used to purchase pharmaceuticals for a free health clinic that serves the very low-income and the homeless.

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

- **Family Service** - CDBG funds will be used to purchase food, gasoline, paper products, and other disposables to prepare and provide meals for the homeless and very low-income.
- **Soup Kitchen of Greater Wheeling** - CDBG funding to purchase food, food containers, personal protective equipment (PPE), and cleaning products to prepare and provide meals for the homeless and very low-income.

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

- **Ladder Truck 1** - CDBG funds will be used to purchase a ladder truck to serve low- and moderate-income neighborhoods to be housed in Fire Station No. 1. This is the 4<sup>th</sup> of 5 payments for the ladder truck. (Multi-year Activity)
- **Pumper Truck** - CDBG funds will be used to purchase a pumper truck to serve low- and moderate-income neighborhoods to be housed in Fire Station No. 1. This is the first of two payments for the pumper truck. (Multi-year Activity)

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

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

**Goals/Strategies:**

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

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

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

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

**3. Evaluation of past performance**

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

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

The most recent CAPER is the FY 2021 CAPER which was the second CAPER for the FY 2020-2024 Five-Year Consolidated Plan. In the FY 2021 CAPER, the City of Wheeling expended 100.00% of its CDBG funds to benefit low- and moderate-income persons. The City expended 10.22% of its funds during the FY 2020 CAPER period on public service, which is below the statutory maximum of 15%. The City expended 19.65% of its funds during that CAPER period on Planning and Administration, which is within the statutory maximum of 20%. The City has met the required 1.5 maximum drawdown ratio with a drawdown ratio of 1.38. The City will begin to prepare its FY 2022 CAPER, which will be completed after submission of this FY 2023 Annual Action Plan. The FY 2022 CAPER will be submitted to HUD on or before September 30, 2023.

The HOME program is also being administered in a timely manner and in accordance with applicable activity limitations and match requirements. The Northern Panhandle HOME

Consortium during the FY 2021 CAPER period generated \$69,911.81 in match funding, which brings the total excess match to \$2,257,723.99 for the HOME Program as of the end of June 2022.

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

*Summary from citizen participation section of plan.*

The City of Wheeling has followed its Citizen Participation Plan in the planning and preparation of the FY 2023 Annual Action Plan. The City held its first public hearing on the needs of the community and its residents on February 7, 2023. This provided the residents, agencies, and organizations with the opportunity to discuss the City's CDBG and HOME Programs and to provide suggestions for priorities and activities for future CDBG and HOME Programs.

The City's Economic and Community Development Department advertises that applications for CDBG and HOME funds are available and sends out application packets upon request. The City also publishes public hearing notices concerning the CDBG and HOME Programs.

A copy of the "Draft FY 2023 Annual Action Plan" was placed on public display for review by the general public, agencies, and organizations in the community. A newspaper notice announcing that this document was placed on public display was published in the "Intelligencer" and "Wheeling News-Register," newspapers of general circulation in the area, on Wednesday, March 29, 2023. The "Draft FY 2023 Annual Action Plan" was on public display on the City's website, [www.wheelingwv.gov](http://www.wheelingwv.gov), at the offices of the Economic and Community Development Department, City-County Building, Room 305, 1500 Chapline Street, Wheeling, West Virginia 26003, and at the Ohio County Public Library, 52 Sixteenth Street, Wheeling, WV 26003.

The Second Public Hearing was scheduled for Tuesday, April 18, 2023. Citizen participation, including the newspaper notices, the sign-in sheets, and the summary of the minutes from the public hearings, are included in the Citizen Participation Section.

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

- **Publish a Notice that stated FY 2023 CDBG Applications are Available** – January 13, 2023
- **Publish First Public Hearing in the Newspaper** – January 13, 2023
- **First Public Hearing for CDBG/HOME** – February 7, 2023
- **FY 2023 CDBG Funding Applications Due** – February 23, 2023
- **Publish Second Public Hearing Notice and that the Draft Plan is on Display** – March 29, 2023
- **Annual Action Plan goes on Display** – March 30, 2023
- **Second Public Hearing for CDBG/HOME** – April 18, 2023
- **End of Annual Action Plan on Display** – April 28, 2023
- **City Council Adoption of the FY 2023 Annual Action Plan** – May 2, 2023
- **Annual Action Plan submitted to HUD Pittsburgh Office** – on or before May 15, 2023

- **Program Year Begins** – July 1, 2023

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

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

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

The City of Wheeling held its First Public Hearing on Tuesday, February 7, 2023 at noon. No one attended the hearing nor did the City receive any comments.

The FY 2023 Annual Action Plan was placed on public display, and a Second Public Hearing was held on Tuesday, April 18, 2023 at 5:30 p.m.

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

- **City of Weirton** - Thursday, February 2, 2023 at 1 p.m.
- **Hancock County** - Thursday, March 23, 2023 at 2:30 p.m.
- **Brooke County** - Tuesday, March 21, 2023 at 10:30 a.m.
- **Ohio County** - Tuesday, March 7, 2023 at 6:00 p.m.
- **Marshall County** - Tuesday, March 7, 2023 at 9:15 a.m..

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

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

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

## 7. **Summary**

The main goals of the FY 2023 Annual Action Plan are to improve the living conditions of the residents of the City of Wheeling and the Northern Panhandle HOME Consortium through improving the housing conditions in the City and the Consortium, creating a suitable and sustainable living environment for all residents, and addressing the community and economic development needs of the City residents.

The Annual Action Plan process requires that the City and the Northern Panhandle HOME Consortium prepare in a single document its priorities, goals, and strategies to address the needs

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

During the FY 2023 Program Year, the City of Wheeling will receive the following Federal financial resources:

- FY 2023 CDBG Allocation - \$1,140,498.00
- FY 2023 HOME Allocation - \$385,214.00
- **Total Funds: \$ 1,525,712.00**

During the FY 2023 CDBG and HOME Program Year, the City of Wheeling proposes to address the following goals and strategies from its Five-Year Consolidated Plan:

- HS-1 Homeownership
- HS-2 Housing Construction/Rehabilitation
- CDS-3 Public Services
- CDS-5 Food Programs
- CDS-7 Public Safety
- AMS-1 Overall Coordination
- AMS-3 Fair Housing

A "draft" of the FY 2023 Annual Action Plan was placed on public display on the City's website at: <http://www.wheelingwv.gov>, at the Economic and Community Development Department offices located at the City-County Building, Room 305, 1500 Chapline Street, Wheeling, West Virginia 26003, and at the Ohio County Public Library, 52 Sixteenth Street, Wheeling, WV 26003. The display period started on Thursday, March 30, 2023 through Friday, April 28, 2023 for a 30-day display period. A second public hearing was held on Tuesday, April 18, 2023 to discuss the proposed activities and solicit citizen comments on the "draft" FY 2023 Annual Action Plan. City Council held a regular meeting on May 2, 2023 during which they reviewed and approved the FY 2023 Annual Action Plan. The City of Wheeling will submit the FY 2023 Annual Action Plan to the U.S. Department of Housing and Urban Development's Pittsburgh Office on or before Monday, May 15, 2023.

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

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

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

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

**Table 1 – Responsible Agencies**

**Narrative**

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

**Consolidated Plan Public Contact Information**

Ms. Nancy Prager  
 Director of Economic & Community Development  
 City of Wheeling  
 1500 Chapline Street  
 Wheeling, West Virginia 26003  
 Phone: (304) 234-3701  
 Fax: (304) 234-3899  
 Email: [nprager@wheelingwv.gov](mailto:nprager@wheelingwv.gov)  
 Website: <http://www.wheelingwv.gov>

## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

While preparing the FY 2023 Annual Action Plan, the City of Wheeling consulted with the Wheeling Housing Authority, social services and housing agencies, and the Greater Wheeling Coalition for the Homeless. Input from public hearings and funding requests were used to develop the FY 2023 Annual Action Plan.

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

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

- **Wheeling Housing Authority** – administers the Section 8 Housing Choice Voucher Program, public housing communities, and scattered site housing.
- **Social Services Agencies** – provide services to low- and moderate-income persons.
- **Housing Providers** – administers housing rehabilitation and develops affordable housing to improve housing options for low- and moderate-income families and individuals.
- **Northern Panhandle Continuum of Care** – the City of Wheeling currently serves as the lead agency for the Northern Panhandle Continuum of Care (NPCoC). The NPCoC is a grassroots partnership of more than 30 non-profits and service providers in Brooke, Hancock, Ohio, Marshall and Wetzel counties of West Virginia working to address the needs of people who are homeless.

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

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

The City of Wheeling is the lead agency of the Northern Panhandle Continuum of Care (NPCoC) and holds the CoC Planning Grant. The Greater Wheeling Coalition for the Homeless (GWCH) runs the CoC Program for Permanent Supportive Housing (PSH), and Supportive Services Only (SSO). Chronically homeless individuals are prioritized for PSH. Throughout the NPCoC there are many community partners that promote connection to employment, mainstream benefits, Project ID, emergency and community resources including mental health, transportation, childcare referral resources to help ensure wrap-around services for the homeless in the Northern Panhandle of WV and the five (5) county catchment area of the NPCoC.



Three (3) organizations operate Emergency Solutions Grant (ESG) Programs in the NPCoC. Holistically, ESG programs serve individuals and families who are homeless or at imminent risk of homelessness with temporary financial assistance and case management, such as the GWCH and Youth Services Systems (YSS), YWCA Wheeling, and others. As the HMIS lead, GWCH serves all homeless subpopulations fitting their definition of homelessness, while the YWCA and CHANGE, Inc. serve domestic violence victims and Youth Services System (YSS) serves homeless youth. CHANGE, Inc. also operates a Housing Opportunities for People with HIV/AIDS (HOPWA) Program. The YWCA Wheeling with an ARPA grant from the City of Wheeling is offering financial assistance to individuals who do not meet the HUD guidelines but who are homeless or at imminent risk of homelessness with temporary financial assistance and case management.

There are three (3) supportive service organizations for Veteran Families (SSVF) programs in the NPCoC: Helping Heroes, CHANGE, and GWCH. SSVF programs offer case management, referral to community resources, and temporary rental assistance for Veterans homeless or at imminent risk. In addition, Helping Heroes operates an Emergency Shelter and Transitional Housing Program as a grant per diem project, offering transitional housing to Veteran(s) and their families.

Transitional and Emergency Shelters continue to be offered by the Salvation Army for males, YWCA Wheeling for females and their children, and Helping Heroes for veterans. GWCH offers Transitional Housing with a focus on unaccompanied youth ages of 18-24, and Veterans ineligible for SSVF, while CHANGE offers emergency housing for women and children and Youth Services Systems holds the grant for Runaway Youth in the Valley.

The NPCoC Board of Directors and community partners work with the City of Wheeling to develop the Consolidated Plan, Annual Action Plans, and the annual Consolidated Annual Performance and Evaluation Reports (CAPERs). History dictates that as part of the CoC application process, the NPCoC obtains a signed HUD 2991 Form certifying consistency with the consolidated plans developed by the State, the City of Wheeling, and the City of Weirton.

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

As required by the ESG program, the NPCoC consults with the ESG recipients, the West Virginia Community Advancement and Development Office (WVCAD), in the planning and allocation of ESG funds. This is accomplished by certifying each ESG applicant's participation in the NPCoC via meeting attendance and the annual PITC. The NPCoC certifies whether applicant's proposal aligns with the Consolidated Plan goals, such as providing economic opportunity and decent, accessible, and affordable housing opportunities for special needs populations.

In 2022, WVCAD awarded ESG funding to GWCH, YWCA Wheeling, Youth Services System, and CHANGE, Inc. GWCH was awarded funds to provide Street Outreach, Rapid Re-Housing, and Homelessness Prevention. YSS provides Street Outreach, Emergency Shelter, Rapid Re-Housing and Homelessness Prevention for homeless youth. CHANGE provides emergency shelter for victims of domestic violence, while YWCA provides Street Outreach, Emergency Shelter, Rapid Re-Housing, and Homelessness Prevention assistance for victims of domestic violence. Additional

ESG funds were awarded under the CARES Act to CHANGE, YWCA Wheeling, Helping Heroes, YSS and GWCH.

State programming decisions require all ESG-funded programs to have a source of referral to Rapid Re-Housing and active participation in the NPCoC. The NPCoC participates in the evaluation and reporting performance of ESG subrecipients by analyzing CoC-wide homeless data reports, such as the System Performance Measures (SPM) report. The NPCoC shares data from the SPM report with local emergency shelters and homeless service providers to evaluate the progress in achieving program outcomes and shares SPM reports with the NPCoC BoD at semiannual meetings.

During bi-annual meetings of the NPCoC general membership, each of the HUD-, ESG- and VA-funded programs provide updates on the current availability of funds for services, the process for referrals, and progress toward meeting measurable outcomes. The NPCoC's Provider subcommittee meets monthly with direct service providers, emergency shelters, drop-in centers, and VA service providers to prioritize clients for placement into permanent housing. In addition to required reporting, these meetings provide ESG-funded organizations the opportunity to update the NPCoC on how collective efforts align with the NPCoC's Community Strategic Plan to End Homelessness.

GWCH, Homeless Management Information System (HMIS) Lead for the NPCoC. Funding for the HMIS Lead continues to be supported through end-user agreements with other NPCoC organizations participating in the statewide HMI. GWCH is an active member of the WV Statewide HMIS Steering Committee and employs the HMIS Specialist for the region, who supports all end-users in training, reporting requirements, and updates to the system.

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

1.	<b>Agency/Group/Organization</b>	<b>Greater Wheeling Coalition for the Homeless</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Regional organization Planning organization Correctional Institutions
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Greater Wheeling Coalition for the Homeless submitted a funding request but will not be funded in FY 2023.

2.	<b>Agency/Group/Organization</b>	<b>CHANGE, Inc.</b>
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Health Agency Publicly Funded Institution/System of Care Regional organization Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided information on housing and community development needs.
3.	<b>Agency/Group/Organization</b>	<b>Wheeling Housing Authority</b>
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Service-Fair Housing

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Market Analysis Anti-poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided information on housing and community development needs and the amount of their Capital Fund Grant.
<b>4.</b>	<b>Agency/Group/Organization</b>	<b>Wheeling Human Rights Commission</b>
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Fair Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Wheeling Human Rights Commission (HRC) contributed information about fair housing needs in the City of Wheeling, and they will be funded in FY 2023.
<b>5.</b>	<b>Agency/Group/Organization</b>	<b>Catholic Charities</b>
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services - Victims Regional organization

	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Homeless Needs - Chronically homeless                  Homeless Needs - Families with children                  Homelessness Needs - Veterans                  Homelessness Needs - Unaccompanied youth                  Homelessness Strategy                  Non-Homeless Special Needs                  Anti-Poverty Strategy                  Community Development Strategy</p>
	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Catholic Charities did not submit a funding request for FY 2023.</p>
<p><b>6.</b></p>	<p><b>Agency/Group/Organization</b></p>	<p><b>City of Wheeling</b></p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Housing                  Services-Housing                  Services-Health                  Services-Employment                  Services-Fair Housing                  Agency – Managing Flood Prone Areas                  Agency - Management of Public Land or Water Resources                  Agency - Emergency Management                  Other government - Local                  Planning organization                  Civic Leaders                  Grantee Department                  Recreational Programs</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment                  Public Housing Needs                  Homeless Needs - Chronically homeless                  Homeless Needs - Families with children                  Homelessness Needs - Veterans                  Homelessness Needs - Unaccompanied youth                  Homelessness Strategy                  Non-Homeless Special Needs                  Market Analysis                  Economic Development                  Lead-based Paint Strategy                  Anti-poverty Strategy                  Community Development Strategy</p>

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided information on housing and community development needs.
<b>7.</b>	<b>Agency/Group/Organization</b>	<b>Seeing Hand Association</b>
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Community Development Strategy Economic Development Anti-poverty strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Seeing Hand Association submitted a funding request to assist with workshop and activity expenses for persons with visual impairments, and they will be funded in FY 2023.
<b>8.</b>	<b>Agency/Group/Organization</b>	<b>Wheeling Health Right</b>
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Publicly Funded Institution/System of Care
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Wheeling Health Right submitted a funding request to purchase pharmaceuticals for a free health clinic that serves the very low-income and the homeless, and they will be funded in FY 2023.

<b>9.</b>	<b>Agency/Group/Organization</b>	<b>Soup Kitchen</b>
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services - Victims Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-Poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Soup Kitchen of Greater Wheeling submitted a funding request to purchase food, food containers, personal protective equipment (PPE), and cleaning products to prepare and provide meals for the homeless and very low-income, and they will be funded in FY 2023.
<b>10.</b>	<b>Agency/Group/Organization</b>	<b>Nelson Jordan Center</b>
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Health Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provided information on youth and health services and community development needs.



<b>11.</b>	<b>Agency/Group/Organization</b>	<b>Northern Panhandle HOME Consortium</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Service-Fair Housing Other government - County Other government - Local Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Fair Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Northern Panhandle HOME Consortium requested funds for the City of Wheeling’s and the City of Weirton’s, and Hancock, Brooke, Ohio, and Marshall Counties’ First Time Homebuyer Programs, and they will be funded in FY 2023.
<b>12.</b>	<b>Agency/Group/Organization</b>	<b>West Virginia Department of Health and Human Resources</b>
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Other government - State Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Lead-Based Paint Strategy Anti-Poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Wheeling reviewed the Blood Lead Level Screening Plan provided through the West Virginia Department of Health and Human Resources - West Virginia Childhood Lead Poisoning Prevention Program (CLPPP).

13.	<b>Agency/Group/Organization</b>	<b>U.S. Centers for Disease Control and Prevention</b>
	<b>Agency/Group/Organization Type</b>	Services - Health Health Agency Other Government - Federal Planning Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Lead-Based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Wheeling reviewed the Blood Lead Level testing data provided through the Centers for Disease Control and Prevention - Childhood Lead Poisoning Prevention Program.
14.	<b>Agency/Group/Organization</b>	<b>Xfinity/Comcast</b>
	<b>Agency/Group/Organization Type</b>	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	<b>What section of the Plan was addressed by Consultation?</b>	Broadband Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Xfinity/Comcast was consulted to discuss the City's broadband needs.
15.	<b>Agency/Group/Organization</b>	<b>CityNet</b>
	<b>Agency/Group/Organization Type</b>	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	<b>What section of the Plan was addressed by Consultation?</b>	Broadband Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CityNet was consulted to discuss the City's broadband needs.

<b>16.</b>	<b>Agency/Group/Organization</b>	<b>Zayo</b>
	<b>Agency/Group/Organization Type</b>	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	<b>What section of the Plan was addressed by Consultation?</b>	Broadband Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Zayo was consulted to discuss the City's broadband needs.

**Table 2 – Agencies, groups, organizations who participated**

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

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

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
<b>Continuum of Care</b>	City of Wheeling	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.
<b>Public Housing Five-Year Plan and Annual Action Plan</b>	Wheeling Housing Authority	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.
<b>City of Wheeling Comprehensive Plan</b>	City of Wheeling Building and Planning Department	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.
<b>Analysis of Impediments to Fair Housing Choice</b>	City of Wheeling Economic and Community Development	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.
<b>City of Weirton Five-Year Consolidated Plan</b>	City of Weirton	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
<b>City of Weirton FY 2023 Annual Action Plan</b>	City of Weirton	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.
<b>Blood Lead Level Screening Plan</b>	West Virginia Department of Health and Human Resources	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.
<b>West Virginia State Broadband Plan 2020-2025</b>	West Virginia Broadband Enhancement Council	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plan.

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

**Narrative**

The City of Wheeling has consulted and coordinated with various agencies and organizations, city-wide, county-wide, regional-wide, and state-wide. The culmination of these efforts has resulted in the development of the City’s FY 2023 Annual Action Plan.

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

The City of Wheeling is a member of and currently the lead agency for the Northern Panhandle Continuum of Care (NPCoC). As part of the Northern Panhandle HOME Consortium and the Northern Panhandle Continuum of Care, the City of Wheeling ensures the needs of the area are adequately addressed through the regional approach of these partnerships.

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

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

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

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

The FY 2023 Annual Action Plan has many components which try to reach out and encourage citizen participation. These components are the following: request for funding proposals (RFPs) from agencies/organizations; meetings with agencies/organizations on how to complete the RFP; and a needs hearing and a hearing to gather public comments on the draft plan when it was on public display were held. Through the citizen participation process, the City uses citizen input to develop the plan will serve the low- and moderate-income population to reach the goals set forth in the Five-Year Consolidated Plan.

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

**Citizen Participation Outreach**

#	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1.	Newspaper Ad #1	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies / Organizations	The needs public hearing was published on Friday, January 13, 2023 in the "Intelligencer" and the "Wheeling News-Register."	None.	None.	Not Applicable.

<p>2.</p>	<p><b>Public Meeting #1</b></p>	<p>Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies / Organizations</p>	<p>The City had its First Public Hearing on February 7, 2023 to discuss the needs over the next year and the FY 2023 Budget. No one appeared at the public hearing.</p>	<p>No one was present and no public comments were provided.</p>	<p>None.</p>	<p>Not Applicable.</p>
<p>3.</p>	<p><b>Non-profit Funding Requests</b></p>	<p>Agencies / Organizations</p>	<p>The City published a notice in the local newspaper on January 13, 2023, that non-profit funding applications were available for pickup at the Economic and Community Development Office starting January 13, 2023. The notice advised the public that funding applications were due by 4:00 p.m. on Thursday, February 23, 2023.</p>	<p>The City received five (5) funding requests of which four (4) were funded.</p>	<p>The City staff reviewed the funding requests, determined eligibility, and submitted their recommendations to Council for final approval.</p>	<p>Not Applicable.</p>
<p>4.</p>	<p><b>Newspaper Ad #2</b></p>	<p>Minorities Persons with disabilities</p>	<p>The second public hearing was published on Wednesday, March 29,</p>	<p>None.</p>	<p>None.</p>	<p>Not Applicable.</p>

		Non-targeted/broad community Residents of Public and Assisted Housing Agencies / Organizations	2023 in the “Intelligencer” and the “Wheeling News-Register.”			
5.	<b>Public Meeting #2</b>	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Agencies / Organizations	The City had its Second Public Hearing on Tuesday, April 18, 2023 to discuss the Draft FY 2023 Annual Action Plan.			Not Applicable.
6.	<b>Internet Outreach</b>	Non-targeted/broad community	None.	None.	None.	<a href="http://www.wheelingwv.gov/">http://www.wheelingwv.gov/</a>

Table 4 – Citizen Participation Outreach

## Expected Resources

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

#### Introduction

The City of Wheeling will receive \$1,140,498.00 in FY 2023 CDBG and \$385,214.00 in FY 2023 HOME funds.

The program year begins July 1, 2023 through June 30, 2024. These funds will be used to address the following priority needs:

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

The accomplishments of these projects/activities will be reported in the FY 2023 Consolidated Annual Performance and Evaluation Report (CAPER).

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**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
<b>CDBG</b>	public - Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$1,140,498	\$0	\$0	\$1,140,498	\$1,140,498	During the FY 2023 CDBG Program Year, the City will fund 8 projects/activities.
<b>HOME</b>	public - Federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	\$385,214	\$0	\$0	\$385,214	\$385,214	During the FY 2023 HOME Program Year, the Northern Panhandle HOME Consortium will fund 3 projects.

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

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

The following financial resources may be available for FY 2023, including anticipated funds to address the priority needs and specific objectives identified in the City of Wheeling's Five-Year Consolidated Plan and Strategy.

**Wheeling Housing Authority:** The Wheeling Housing Authority (WHA) receives funds for the Section 8 Housing Choice Voucher Program and Public Housing Capital funds to undertake physical improvements. In addition, the WHA anticipates receiving \$2,222,030 in operating subsidies for FY 2023 to offset the operating deficits associated with public housing units and to carry out maintenance. The Wheeling Housing Authority anticipates receiving approximately \$1,548,515 under their HUD Capital Fund grant for FY 2023, although the contracts have not been issued yet. Wheeling Housing Authority proposed various activities to improve the overall living environment in the Authority's public housing communities.

**Northern Panhandle HOME Consortium:** The Northern Panhandle HOME Consortium, administered by the City of Wheeling, will receive \$385,214 in FY 2023 HOME funds. HOME funds will be used to provide deferred, forgivable loans to qualified first-time homebuyers who require downpayment and closing cost assistance with their purchase and who wish to purchase a house within the Northern Panhandle HOME Consortium Area, which consists of the City of Wheeling, the City of Weirton, and Hancock, Brooke, Ohio, and Marshall Counties. The \$288,910 for the First Time Homebuyer Program will be awarded on a first come, first served basis to eligible homebuyers in the six (6) jurisdictions. There will be \$57,783 available for CHDO activities and the balance will be used for administration.

**Other Resources:** The City of Wheeling will leverage public and private financial resources to address the needs identified in the City's Five-Year Consolidated Plan, some of which will be implemented under the FY 2023 Annual Action Plan.

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

- Home Equity Conversion Mortgage (HECM) Program
- FHA Title I
- FHA 203(k) Mortgage Insurance Program
- Low Income Housing Preservation Program
- Supportive Housing Program
- Housing Opportunities for Persons with AIDS Program (HOPWA)
- Low-Income Housing Tax Credit Program (LIHTC)

- Section 8 Rental Assistance Program
- Shelter Plus Care
- Supplemental Assistance to Facilities to Assist the Homeless (SAFAH)
- Safe Havens Demonstration Program
- Land or Property Resources
- Public Housing Development
- EPA Brownfields Assessment and/or cleanup grants

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

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

**Discussion**

Private and non-federal resources that may be available to the City of Wheeling in FY 2023 to address needs identified in the FY 2020-2024 Five Year Consolidated Plan are listed below.

- **West Virginia Housing Development Fund Home Purchase Programs** – The West Virginia Housing Development Fund is a public body corporate and governmental instrumentality of the State of West Virginia established to increase the supply of residential housing for persons and families of low- and moderate-income, and to provide construction and permanent mortgage financing to public and private sponsors of such housing. Since 1968, the Housing Development Fund has provided assistance for more than 179,000 housing units and has issued over \$4.5 billion in bonds. The West Virginia Housing Development Fund is an Equal Housing Opportunity Lender.
- **West Virginia Neighborhood Investment Program** – The West Virginia Neighborhood Investment Program Act (W. Va. Code § 11-13J) provides credit to individuals and private sector businesses which make eligible contributions to community based nonprofit organizations that establish projects to assist neighborhoods and local communities. These projects provide services such as health care, counseling, emergency assistance, crime prevention, education, housing, job training and physical and environmental improvements.

- **West Virginia Division of Rehabilitation Services** – The Division of Rehabilitation Services will provide funds to make housing units accessible if such improvements will assist persons with disabilities in an employment situation.
- **Federal Home Loan Bank of Pittsburgh – First Front Door Program** – Through participating lenders in their network, the FHLBank Pittsburgh provides grants up to \$5,000 for downpayment and closing costs to first time homebuyers that are at or below 80% of AMI.
- **The Laughlin Plan** – WesBanco Trust and Investment Services administers the late philanthropist’s gift, The Laughlin Plan, which offers interest-free mortgage loans to qualifying families with one or more dependent children in Ohio County, West Virginia.
- **Financial Institutions** – Several local financial institutions have developed flexible underwriting criteria to encourage homeownership.

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## Annual Goals and Objectives

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

#### Goals Summary Information

#	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1.	<b>HS-1 Homeownership</b>	2020	2024	Affordable Housing	Citywide Northern Panhandle HOME Consortium	Housing Priority	HOME: \$288,910	Direct Financial Assistance to Homebuyers: 27 households assisted.
2.	<b>HS-2 Housing Construction/Rehabilitation</b>	2020	2024	Affordable Housing	Citywide Northern Panhandle HOME Consortium	Housing Priority	HOME: \$57,783	Rental units rehabilitated: 1 household housing unit.
3.	<b>CDS-3 Public Services</b>	2020	2024	Non-Housing Community Development	Citywide	Community Development Priority	CDBG: \$33,500	Public service activities other than Low/Moderate Income Housing Benefit: 5,500 people.
4.	<b>CDS-5 Food Programs</b>	2020	2024	Non-Housing Community Development	Citywide	Community Development Priority	CDBG: \$13,500	850 persons assisted
5.	<b>CDS-7 Public Safety</b>	2020	2024	Non-Housing Community Development	Citywide	Community Development Priority	CDBG: \$860,400	Public service activities other than Low/Moderate Income Housing Benefit: 10,650 persons assisted.

#	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6.	AMS-1 Overall Coordination	2020	2024	Administration, Planning, and Management	Citywide; Northern Panhandle HOME Consortium	Administration, Planning, and Management Priority	CDBG: \$288,098 HOME: \$38,521	Other: 2 Other
7.	AMS-3 Fair Housing	2020	2024	Administration, Planning, and Management	Citywide; Northern Panhandle HOME Consortium	Administration, Planning, and Management Priority	CDBG: \$5,000	Other: 1 Other

Table 2 – Goals Summary

Goal Descriptions

1.	Goal Name	HS-1 Homeownership
	Goal Description	Assist low- and moderate-income households to become homeowners by providing down payment assistance, closing cost assistance, and requiring housing counseling training.
2.	Goal Name	HS-2 Housing Construction/Rehabilitation
	Goal Description	Support and promote the development of decent, safe, sound, and accessible housing that is affordable to owners and renters in the City and the HOME Consortium through new construction and rehabilitation.
3.	Goal Name	CDS-3 Public Services
	Goal Description	Improve and increase public safety, provide programs for the youth, the elderly, disabled, and low- and moderate-income persons, recreational passes, transportation services, and social/welfare programs throughout the City.
4.	Goal Name	CDS-5 Food Programs
	Goal Description	Provide assistance for food and nutritional programs to address the needs of the unemployed, underemployed, and homeless.

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

Table 3 – Goal Descriptions

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

The City of Wheeling proposes to assist the following:

- **Extremely Low-Income** - 1 family
- **Low-Income** - 9 families
- **Moderate-Income** - 17 families

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

**Introduction**

The City of Wheeling proposes to undertake the following activities with the FY 2023 CDBG and HOME funds:

#	Project Name
1.	CDBG Administration
2.	Ladder Truck 1
3.	Pumper Truck
4.	Family Service
5.	Seeing Hand
6.	Soup Kitchen of Greater Wheeling
7.	Wheeling Health Right
8.	Human Rights Commission
9.	HOME Administration
10.	HOME CHDO Set Aside
11.	Northern Panhandle HOME Consortium - First Time Homebuyer Program

**Table 3 – Project Information**

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

The City of Wheeling and the Northern Panhandle HOME Consortium has allocated its CDBG and HOME funds for FY 2023 to principally benefit low- and moderate-income persons.

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

The proposed activities under the FY 2023 CDBG Program Year are located in areas with the highest percentages of low- and moderate-income persons and those block groups with a percentage of minority persons above the average for the City of Wheeling. The HOME funds will be used for administration and for housing projects. These funds will be targeted to low- and moderate-income persons and projects designed to provide affordable housing to low- and moderate-income persons.



## AP-38 Project Summary

### Project Summary Information

1.	<b>Project Name</b>	<b>CDBG Administration</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	AMS-1 Overall Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Strategy
	<b>Funding</b>	CDBG: \$228,098
	<b>Description</b>	CDBG funds will be used for administration, management, planning, and office expenses.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	26,568 People
	<b>Location Description</b>	1500 Chapline Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The project matrix code is 21A – General Program Administration 570.206.
2.	<b>Project Name</b>	<b>Ladder Truck 1</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-7 Public Safety
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$250,000

	<b>Description</b>	CDBG funds will be used to purchase a ladder truck to serve low- and moderate-income neighborhoods to be housed in fire station # 1. This is the 5 <sup>th</sup> of 5 payments for the ladder trucks. (Multi-year Activity)
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5,325 people
	<b>Location Description</b>	2126 Market Street, Wheeling WV, 26003; Service Area: C.T. 6; C.T. 4; C.T. 26, B.G. 1, 3, & 4; and C.T. 27
	<b>Planned Activities</b>	The national objective is Low/Mod Area Benefit (LMA). The matrix code is 03O – Fire Station/Equipment 570.201(c).
	<b>3.</b>	<b>Project Name</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-7 Public Safety
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$610,400
	<b>Description</b>	CDBG funds will be used to purchase a pumper truck to serve low- and moderate-income neighborhoods to be housed in Fire Station No. 1. This is the first of two payments for the pumper truck. (Multi-year Activity)
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will</b>	5,325 people

	<b>benefit from the proposed activities</b>	
	<b>Location Description</b>	2126 Market Street, Wheeling WV, 26003; Service Area: C.T. 6; C.T. 4; C.T. 26, B.G. 1, 3, & 4; and C.T. 27
	<b>Planned Activities</b>	The national objective is Low/Mod Area Benefit (LMA). The matrix code is 03O – Fire Station/Equipment 570.201(c).
<b>4.</b>	<b>Project Name</b>	<b>Family Service</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-5 Food Programs
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$8,500
	<b>Description</b>	CDBG funds will be used to purchase food, gasoline, paper products, and other disposables to prepare and provide meals for the homeless and very low-income.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	450 people
	<b>Location Description</b>	2200 Main Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The matrix code is 05W – Food Banks.
<b>5.</b>	<b>Project Name</b>	<b>Seeing Hand Association</b>
	<b>Target Area</b>	Citywide

	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$8,500
	<b>Description</b>	CDBG funds will be used for workshop and activity expenses for persons with visual impairments.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	500 people
	<b>Location Description</b>	750 Main Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The matrix code is 05Z Other Public Services Not Listed in 03T and 05A-05Y.
6.	<b>Project Name</b>	<b>Soup Kitchen of Greater Wheeling</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-5 Food Programs
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	CDBG funding to purchase food, food containers, personal protective equipment (PPE), and cleaning products to prepare and provide meals for the homeless and very low-income.
	<b>Target Date</b>	6/30/2024

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	400 people
	<b>Location Description</b>	1610 Eoff Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The matrix code is 05W Food Banks.
<b>7.</b>	<b>Project Name</b>	<b>Wheeling Health Right</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	CDBG funds will be used to purchase pharmaceuticals for a free health clinic that serves the very low-income and the homeless.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5,000 people
	<b>Location Description</b>	99 Main Street, Wheeling, WV 26003
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The matrix code is 05M - Health Services.

<b>8.</b>	<b>Project Name</b>	<b>Human Rights Commission</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	AMS-3 Fair Housing
	<b>Needs Addressed</b>	Administration, Planning, and Management Strategy
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	CDBG funds will be used for office expenses as related to the HRC's efforts to eliminate discrimination in employment, public accommodations, and housing.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 organization
	<b>Location Description</b>	1500 Chapline Street, Wheeling, WV 26003.
	<b>Planned Activities</b>	The national objective is Low/Mod Clientele Benefit (LMC). The matrix code is 21D Fair Housing Activities (Subject to Admin Cap).
<b>9.</b>	<b>Project Name</b>	<b>HOME Administration</b>
	<b>Target Area</b>	Northern Panhandle HOME Consortium
	<b>Goals Supported</b>	AM-1 Overall Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Strategy
	<b>Funding</b>	HOME: \$38,521
	<b>Description</b>	HOME funds will be used for the administrative expenses related to the housing programs for the (West Virginia) Northern Panhandle HOME Consortium.
	<b>Target Date</b>	6/30/2024

	<b>Estimate the number/type of families that will benefit from the proposed activities</b>	1 organization
	<b>Location Description</b>	Consortium-wide
	<b>Planned Activities</b>	The matrix code is 21A General Program Administration.
<b>10.</b>	<b>Project Name</b>	<b>CHDO Set-Aside</b>
	<b>Target Area</b>	Northern Panhandle HOME Consortium
	<b>Goals Supported</b>	HS-2 Housing Construction/Rehabilitation
	<b>Needs Addressed</b>	Housing Strategy
	<b>Funding</b>	HOME: \$57,783
	<b>Description</b>	HOME funds will be set aside to fund an eligible Community Housing Development Organization (CHDO) housing project. This amount equates to 15% of the HOME Program entitlement awarded to the (West Virginia) Northern Panhandle HOME Consortium for FY 2022. Funds to be used for construction or rehabilitation of affordable housing.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number/type of families that will benefit from the proposed activities</b>	1 Organization
	<b>Location Description</b>	Consortium-wide
	<b>Planned Activities</b>	The national objective is Low/Mod Housing Benefit (LMH). The matrix code is 12 - Construction of Housing.

<b>11.</b>	<b>Project Name</b>	<b>Northern Panhandle HOME Consortium - First Time Homebuyer Program</b>
	<b>Target Area</b>	Northern Panhandle HOME Consortium
	<b>Goals Supported</b>	HS-1 Homeownership
	<b>Needs Addressed</b>	Housing Strategy
	<b>Funding</b>	HOME: \$288,910
	<b>Description</b>	HOME funds will be used to provide deferred, forgivable loans to qualified first time homebuyers who require downpayment and closing cost assistance with their purchase and who wish to purchase a house within the Northern Panhandle HOME Consortium Area, which consists of the City of Wheeling, the City of Weirton, and Hancock, Brooke, Ohio, and Marshall Counties. The \$259,820 for the First Time Homebuyer Program will be awarded on a first come, first served basis to eligible homebuyers in the six (6) jurisdictions.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	27 Households
	<b>Location Description</b>	Consortium-wide
	<b>Planned Activities</b>	The national objective is Low/Mod Housing Benefit (LMH). The matrix code is 13B - Homeownership Assistance – excluding Housing Counseling under 24 CFR 5.100.

**Table 4 – Project Summary**



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

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

The following information provides a profile of the population age, and racial/ethnic composition of the City of Wheeling. This information was obtained from the U.S. Census Bureau American Factfinder website, <http://data.census.gov>. The 2017-2021 American Community Survey 5-Year Estimates (ACS) were used to analyze the social, economic, housing, and general demographic characteristics of the City of Wheeling. The 5-year estimates are the most recent data available for the city.

#### **Population:**

- The 2017-2021 ACS reports a population of 27,142 people, or a decrease of 1,719 people since the 2010 Census.
- In 2020, the City's male population was 12,939, or 47.7% of the total population and the City's female population was 14,203, or 52.3% of the population.

#### **Age:**

- Median age in the City of Wheeling was 43.6 years, compared to 43.0 years in Ohio County and 42.8 years for West Virginia.
- Youth under the age of 18 accounted for 20.2% of the City's population.
- Seniors aged 65 or over make up 24.0% of the City's population. This is above Ohio County's percentage of 21.7% of the population and the State's 20.7% of the population.

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

- 90.4% are White
- 4.5% are Black or African American
- 0.5% are Asian
- 3.8% are Two or More Races
- 1.5% are Hispanic or Latino

#### **Income Profile:**

The Median Family Household Income for a family of four is \$75,400 in the Wheeling, WV-OH Metropolitan Statistical Area according to HUD's FY 2022 Income Limits. The following is a summary of income statistics for the City of Wheeling:

- According to the 2017-2021 American Community Survey, median household income in the City of Wheeling was \$43,483 which was lower than Ohio County (\$51,516) and the State of West Virginia (\$51,248).
- 46.8% of households with earnings received Social Security income.
- 2.6% received public assistance.
- 28.1% received retirement income.

- 31.8% of female-headed households with children were living in poverty.
- 17.8% of all youth under 18 years of age were living in poverty.

**Economic Profile:**

- 33.4% of the employed civilian population had occupations classified as management, business, science and arts.
- 22.8% of the employed civilian population had occupations classified as sales and office.
- 21.1% were in the service sector.
- The education, health, and social service industry represented 28.2% of those employed.
- 64.4% of workers were considered in private wage and salary workers class.
- 4.1% of workers were considered in the self-employed workers in own not incorporated business.

According to the U.S. Labor Department, the unemployment rate for Wheeling, WV-OH in January 2023 was 5.4%, compared to 3.9% for the State of West Virginia, and a national unemployment rate of 3.4%.

**Geographic Distribution**

Target Area	Percentage of Funds
Citywide	75%
Low/Mod Areas	0%
Northern Panhandle HOME Consortium	25%

Table 5 - Geographic Distribution

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

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

The following guidelines for allocating CDBG and HOME funds will be used by the City for the FY 2023 Program Year:

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

- CHDO set aside funds for the development of affordable housing.

The proposed activities under the FY 2023 CDBG Program Year are located in areas with the highest percentages of low- and moderate-income persons and those block groups with a percentage of minority persons above the average for the City of Wheeling.

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

The proposed activities and projects for FY 2023 are located in areas of the City with the highest percentages of low- and moderate-income persons, and those block groups with a higher-than-average percentage of minority persons. The following census tracts and block groups have at least 51% of the households with low- and moderate-incomes:

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

Under the FY 2023 CDBG Program, the City of Wheeling will receive a grant in the amount of \$1,140,498. The City will budget \$228,098 for planning and administration. One hundred percent (100%) of the remaining balance of CDBG funds (\$912,400) will be allocated to activities which principally benefit low- and moderate-income persons in FY 2023.

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

- High unemployment rate and loss of household income
- Lack of decent, safe, and affordable rental housing
- High cost of housing
- Aging population
- Increased number of disabled persons needing housing
- Low wages
- Increased number of vacant and abandoned properties

- Increase in drug and alcohol abuse
- High percentage of households with earnings receive SSI

## Discussion

The geographic locations and the public benefit for the FY 2023 CDBG and HOME Activities/Projects are as follows:

- **CD-23-01 Administration** - Citywide
- **CD-23-02 Ladder Truck 1** - Low/Mod Area Benefit (LMA)
- **CD-23-03 Pumper Truck** - Low/Mod Area Benefit (LMA)
- **CD-23-04 Family Service** - Low/Mod Clientele Benefit (LMC)
- **CD-23-05 Seeing Hand** - Low/Mod Clientele Benefit (LMC)
- **CD-23-06 Soup Kitchen of Greater Wheeling** - Low/Mod Clientele Benefit (LMC)
- **CD-23-07 Wheeling Health Right** - Low/Mod Clientele Benefit (LMC)
- **CD-23-08 Human Rights Commission** - Low/Mod Clientele Benefit (LMC)
- **HOME-23-09 HOME Administration** - Consortium-wide
- **HOME-23-10 CHDO Set-Aside** - Low/Mod Housing Benefit (LMH)
- **HOME-23-11 Northern Panhandle HOME Consortium** - First Time Homebuyer Program - Low/Mod Housing Benefit (LMH)

## Affordable Housing

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

#### Introduction

The one-year goals for affordable housing in the City of Wheeling and the Northern Panhandle HOME Consortium for FY 2023 are as follows:

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	27
Special-Needs	0
<b>Total:</b>	<b>27</b>

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

One Year Goals for the Number of Households to be Supported	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	1
Acquisition of Existing Units	26
<b>Total:</b>	<b>27</b>

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

#### Discussion

During the FY 2023 CDBG program year, the City of Wheeling does not plan to fund any projects that will construct new units, the acquisition of existing units, or provide any rental assistance with CDBG funds. All the affordable housing projects are open to the residents of the Consortium and will use HOME funds.

The City of Wheeling will fund the following projects with 2023 HOME funds:

- Northern Panhandle HOME Consortium - First Time Homebuyer Program** – HOME funds will be used to provide deferred, forgivable loans to qualified first time homebuyers who require downpayment and closing cost assistance with their purchase and who wish to purchase a house within the Northern Panhandle HOME Consortium Area, which consists of the City of Wheeling, the City of Weirton, and Hancock, Brooke, Ohio, and Marshall Counties. The \$288,910 for the First Time Homebuyer Program will be awarded on a first come, first served basis to eligible

homeowners in the six (6) jurisdictions. The HOME Consortium plans to assist twenty-seven (27) households in the Consortium in FY 2023.

- **CHDO Set-Aside** – HOME funds will be set aside to fund an eligible Community Housing Development Organization (CHDO) housing project. This amount equates to 15% of the HOME Program entitlement awarded to the (West Virginia) Northern Panhandle HOME Consortium for FY 2023. The HOME Consortium plans to assist one (1) household in the Consortium in FY 2023.

DRAFT

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

### **Introduction**

The Wheeling Housing Authority (WHA) is the only municipal housing authority in Ohio County that is designated to oversee public housing. Wheeling Housing Authority has eight (8) public housing communities located in the City of Wheeling and consisting of a total of 644 public housing assisted units. Of the 570 general occupancy / mixed population (elderly or disabled) units, 148 units are occupied by families (2 or more occupants) and 74 units are exclusively for elderly occupancy. The Wheeling Housing Authority has a 96% overall occupancy rate for its housing developments, and a 95% occupancy rate for its tax credit properties with Housing Assistance. There are 475 individuals on the Public Housing waiting list. The Housing Choice Voucher Program has a stable utilization of the available vouchers. The total baseline for Section 8 Housing Vouchers is 573 vouchers. There are 445 individuals on the Housing Choice Voucher waiting list. Both public housing and voucher waiting lists are open.

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

Each year the Wheeling Housing Authority (WHA) receives an allocation of funds from HUD under the Capital Fund Program to undertake physical improvements. In addition, the WHA receives operating subsidies to offset the operating deficits associated with public housing units and to carry out maintenance. The Wheeling Housing Authority anticipates receiving approximately \$1,548,515 under their HUD Capital Fund grant for FY 2023 and \$2,222,030 in operating subsidies in FY 2023. Wheeling Housing Authority proposed various activities to improve the overall living environment in the Authority's public housing communities.

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

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

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. WHA provides information to residents and solicits input into its Annual Plan development through local advertisements. Although the Housing Authority does not have a homeownership program, it refers interested tenants to the City of Wheeling for the First Time Homebuyer Program.

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

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

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

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

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

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

## **Discussion**

Not Applicable.



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

### **Introduction**

Since inception in 1995, the Northern Panhandle Continuum of Care's (NPCoC) efforts have focused on each stage of a homeless person's transition from life on the streets to stable, permanent housing. The NPCoC has functioned as grassroots, proactive resolution body and is recognized as the sole mechanism used by organizations to apply for and receive Federal funding for homeless programs, netting nearly \$16 million in Federal funding for homeless programs from its inception in 1995 until 2022. The NPCoC has a total membership of more than 30 organizations, including representation from city governments, local law enforcement, hospitals, faith communities, mental health and substance abuse providers, affordable housing developers, Veterans, advocates for youth, domestic violence and human trafficking survivors, LGBTQ populations, public school homeless liaisons and street outreach teams.

The City of Wheeling is the NPCoC's lead agency and administrative body. The NPCoC Board and the City of Wheeling are responsible for conducting all federally required activities, including reporting, organizing, and conducting the annual Point-In-Time Count of local homeless people. GWCH is the regional Homelessness Management Information System (HMIS) Lead. All NPCoC partner providers conduct presentations to highlight the available services and shelter programs within the region. The NPCoC Board coordinates monthly Provider Committee meetings comprised of local organizations delivering homeless services, including emergency shelters, outreach committees, domestic violence providers, youth providers, drop-in centers, and VA centers. The Provider Committee utilizes a community-wide list of all known persons experiencing homelessness to prioritize their placement into the best housing option available based on their level of need for compatibility purposes.

The Provider Committee meetings also offer the opportunity to share best practices, including a review of updates to Federal Regulations and evaluation of progress toward meeting established performance measures. These efforts work towards reducing recidivism rates and the length of time of homelessness, working with clients and community resources to increase the income of people who are homeless, and achieving physical and mental health stability for people with disabilities or addictions.

While the NPCoC has a total membership of more than 30 organizations, GWCH is currently the only agency receiving funding through HUD's Continuum of Care Program. Being the sole applicant, GWCH needs the use of CoC-wide in-kind dollar match, which is solidified through the NPCoC Community Strategic Plan to End Homelessness. In 2022, HUD renewed two (2) projects, along with a one-year planning grant. The existing Supportive Services Only (SSO) Program provides supportive services to homeless people living in emergency shelters and on the street.

The planning grant is used by the City of Wheeling to cover a portion of the costs associated NPCoC lead agency activities, which includes convening NPCoC Committee meetings and conducting federal reporting requirements. While no new permanent housing programs were added during the last year, the NPCoC and its partners have consistently exceeded the number of clients expected to be rapidly re-housed through programs such as the state's Emergency Solutions Grant and the U.S. Department of Veterans Affairs' Supportive Services for Veteran Families program.

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

The NPCoC has adhered to a five-year Community Strategic Plan to End Homelessness which describes how homelessness will be resolved throughout the region. While development of the new five-year plan has been delayed due to the effects of COVID-19 pandemic, and now because the Lead agency has changed from GWCH to the City of Wheeling, the NPCoC has continued to work to end homelessness. Strategy 4 of the NPCoC Strategic Plan seeks to improve health and housing stability, with Strategy 4.3 aiming to engage the hard-to-reach homeless population through a formalized outreach process. Strides have been made with Northwood Health Systems to meet the housing needs with their case-managed housing.

The NPCoC has four (4) outreach groups covering the geographic catchment area. The Ohio County Health Department operates Project HOPE, a medical-based outreach team who visits identified homeless campsites to engage the unsheltered and offer medical/mental health screenings. Youth Services System operates a street outreach program to engage homeless youth while the YWCA Wheeling has an ESG-funded Street Outreach Program for domestic violence victims and GWCH connects as often as possible with homeless clients, community partners, landlords, and employers. Street outreach focuses on connecting the unsheltered to permanent housing through a referral to the NPCoC's Coordinated Entry System. All unsheltered persons are provided referral to the NPCoC's Coordinated Entry System and regular referrals between outreach groups are made to ensure households are connected to both their housing and medical needs.

Strategy 1 of the NPCoC Strategic Plan seeks to increase leadership, collaboration, and civic engagement. Strategy 1.4 designates GWCH as the main access point of the Coordinated Entry System where people must present for Centralized Intake and Assessment to be assessed for homeless services as the HMIS Lead. In 2019, the YWCA Wheeling was added as a second access point to the Coordinated Entry System, now classifying it as a "multisite, centralized access system."

Strategy 2 of the NPCoC Strategic Plan increases access to stable and affordable housing, with Strategy 2.2, Objective a. focused on increasing the availability of subsidized housing units for the homeless by working with local Public Housing Authorities to implement waiting list preference points. In 2020, the Wheeling Housing Authority formally adopted a homeless preference point for individuals and families who have accessed Centralized Intake and Assessment to any homeless provider and were verified to be experiencing homelessness, domestic violence victims also receive preference points from Public Housing Authorities.

Strategy 3 of the NPCoC Strategic Plan increases economic security, with Strategy 3.2 working towards easing clients' access to employment. Under this Strategy, Objective C, Action Step 1 tasked a NPCoC Board of Directors member to serve on the Regional Transportation Planning Process committee. In 2021, the Ohio County Family Resource Network published the Ohio County Comprehensive Committee Needs Assessment Report which summarized community barriers, including homelessness, housing, food security, emergency rent/mortgage/utility assistance, re-entry programs, transportation, and access to living wage employment.

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

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

In 2021, GWCH secured funding from the current ESG state recipient, WV Community Advancement and Development Office, to formally operate some unused housing space as an emergency shelter for women and children. During the first year of transition and implementation, WVCAD indicated concern with the terminology used in the project and visited the facilities in 2022 to determine if an emergency shelter model could be effectively achieved with the facilities' non-congregate layout. After conducting a walk-through of the facilities, WVCAD indicated they could not fund the facility, specifically at 80 Fifteenth Street, as an emergency shelter given their regulations and the facility's non-congregate layout which requires 24/7 staff and security, once again leaving the Northern Panhandle with a gap for homeless women and children.

GWCH continues to search for and locate alternative sources of funding to maintain the use of the housing for a vulnerable population who would otherwise be left with no shelter resources. GWCH's Transitional Shelter works to adhere to HUD's Equal Access Rule by not separating people based on their household composition or gender. This includes ensuring equal access for those at high risk of victimization at traditional emergency shelter settings, such as the LGBTQ+ and youth populations. Given its critical need, GWCH is dedicated to identifying and securing all other available funding to support this program.

**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**

Facilitating access to affordable housing begins with the NPCoC's formalized outreach process. NPCoC has four (4) outreach groups covering the geographic catchment area who provide referral to the Coordinated Entry System or to a comparable system as used by CHANGE Inc. and the YWCA Wheeling. Once engagement is successful for the Coordinated Entry System, individuals and families complete Centralized Intake and Assessment at either GWCH, Helping Heroes, or CHANGE or at YWCA Wheeling for domestic violence victims, human trafficking victims, or women in recovery-upon re-entry. Using assessment results, participants are connected to necessary shelter, housing, and supportive service programs, such as Permanent Supportive Housing for the chronically homeless and SSVF for Veterans and their families.

The intake system is challenged by the lack of transportation across the NPCoC region. Although outreach staff are available, there are no sites in rural areas where generalized participant intake can be processed.

All ESG, SSVF, and HOPWA providers in the region serve individuals and families who are homeless or at risk with temporary financial assistance and comprehensive case management services. Each program is intended to assist highly vulnerable populations gain stable and permanent access to affordable housing, many of whom are facing unique barriers. In 2020, CARES Act funding was allocated to increase the availability of affordable housing as a means to offset the negative impacts of the COVID-19 pandemic.

As one of several entities receiving CDBG-CV funding, GWCH applied over a decade of experience in operating Rapid Re-Housing projects to create a CDBG-CV Rapid Re-Housing program, Street2Home. Street2Home targeted assistance to the unsheltered homeless population in the City of Wheeling regardless of their homelessness origination. Using this seasoned model, Street2Home netted higher outcomes related to permanent housing placement compared to other annual renewal projects for GWCH. For example, CDBG-CV funding served 39 people, including those unsheltered, with 74% securing permanent housing compared to ESG-CV at 71%, ESG-RRH at 72%, and SSVF at 74%, while the YWCA Wheeling, has assisted 237 unsheltered individuals find housing or remain housed during the same time period with ESG-CV funds and assisted 136 individuals receive their identification through WV Project ID during 2022.

In addition to housing programs, the NPCoC utilizes community engagement services funded by the BBH's Community Engagement Specialist program to help prevent homelessness. Northwood Health Systems, and Healthways, Inc., both operate CES programs, targeting assistance to persons with mental health issues, substance use disorders, and co-occurring disorders. Direct care includes transportation to medical appointments, monitoring of medication, clinical treatment, routine socialization, and connection to necessary community resources for housing stability. Peer recovery support services are also available for those living with opioid and stimulant use disorders with YSS and the YWCA Wheeling. To further promote housing stability, many of the NPCoC partners offer employment programs that offer connection to employment, work-in-training opportunities, and employment-skills development.

In September 2021, HUD announced the selection of 33 communities across the nation to serve as Youth Homeless Demonstration Program (YHSP) sites. In HUD's announcement, the NPCoC was selected as one of 11 rural communities to receive funding. YHDP allowed the five-county region to develop projects focused on preventing and ending youth homelessness, with the first phase focused on creating a Coordinated Community Plan, which is currently underway.

Supportive services remain a critical component of homeless programs. The NPCoC and partners remain focused on finding new ways to engage the homeless and to end homelessness. The City of Wheeling's Homeless Liaison has made strides in broadening the network of community partners and developing new collaboration strategies.

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

Institutions frequently release people to the street or emergency shelter who do not meet the understood Federal definition of homelessness, thus placing them in a situation where they do not qualify for homeless services through GWCH. Institutions are tasked with developing a housing plan for proper discharge and, by not adhering to these standards, increase the unsheltered population by making persons ineligible for publicly funded homeless services when released.

The NPCoC has provided comprehensive education to its membership on proper discharge planning standards during regular NPCoC membership meetings using guidance from HUD and its partners. GWCH consistently advocates for the adoption of proper discharge planning standards during all stakeholder and community planning meetings. The NPCoC is working towards achievement of Strategy 5.2, Objective a. of the NPCoC Strategic Plan, which aims to develop and adopt discharge planning to reduce homelessness.

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. However, when Centralized Intake and Assessment identifies recently discharged clients who do not have access to shelter or family/friend support, GWCH staff contact the hospital discharge planner to learn if a housing plan was developed.

When no discharge plan is in place, or clients are unable to care for themselves, staff or members from Project Hope of Ohio County Health Department provide referrals 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 locally 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, allows NPCoC 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, NPCoC members' 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.

YWCA Wheeling and other providers work directly with correctional facilities and the judicial system to ensure proper placement and that those being discharged are not, at least initially, being discharged to

the streets. The YWCA Wheeling works with individuals to obtain identification needed to secure access to housing, medical treatment, and employment.

### **Discussion**

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

During Centralized Intake and Assessment, GWCH uses diversion techniques by asking potential clients to carefully consider whether there are any other housing options available, in order to help them avoid entering the homeless support system. Diversion can successfully reduce the number of people who require assistance and reserve the use of scarce shelter resources for those who need them the most.

In addition to helping people avoid entering the shelter system, GWCH, Helping Heroes, YSS and the YWCA Wheeling has funds for homelessness prevention assistance available through sources such as the State's ESG and the VA's SSVF programs to assist people who are at imminent risk of becoming homeless.

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

### **Introduction**

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

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

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

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

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

The City of Wheeling in its most recent Analysis of Impediments to Fair Housing Choice did not identify any negative effects of its public policies that serve as barriers to affordable housing. The City had previously revised and updated its Zoning Ordinance and Land Development and Use Controls. These documents are consistent with the Fair Housing Act, Section 504, and the Americans with Disabilities Act.

There are no other public policies that restrict fair housing.

### **Discussion**

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

During its FY 2023 CDBG and HOME Program Year, the City proposes to fund activities/projects that affirmatively further fair housing. This includes:

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

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

### **Introduction**

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

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

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

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

The City of Wheeling will work to address these obstacles through the agencies and programs to be funded in FY 2023. Some of the activities to address these obstacles include:

- CD-23-04 Family Service
- CD-23-05 Seeing Hand
- CD-23-06 Soup Kitchen of Greater Wheeling
- CD-23-07 Wheeling Health Right
- CD-23-08 Human Rights Commission
- HOME-23-10 CHDO Set-Aside
- HOME-23-11 Northern Panhandle HOME Consortium - First Time Homebuyer Program

## Actions planned to foster and maintain affordable housing

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

- **HS-1 Homeownership** – Assist low- and moderate-income households to become homeowners by providing down payment assistance, closing cost assistance, and requiring housing counseling training.
- **HS-2 Housing Construction/Rehabilitation** – Support and promote the development of decent, safe, sound, and accessible housing that is affordable to owners and renters in the City and the HOME Consortium through new construction and rehabilitation.
- **AMS-3 Fair Housing** – Provide funds for training, education, outreach, testing, and monitoring to affirmatively further fair housing in the City of Wheeling and the HOME Consortium.

The City of Wheeling and the Northern Panhandle HOME Consortium, during the FY 2023 program year propose to fund the following project to foster and maintain affordable housing:

- CD-23-08 Human Rights Commission
- HOME-23-10 CHDO Set-Aside
- HOME-23-11 Northern Panhandle HOME Consortium - First Time Homebuyer Program

## Actions planned to reduce lead-based paint hazards

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

- Applicants for homeownership assistance receive adequate information about lead based paint requirements.
- Staff properly determine whether proposed projects are exempt from some or all lead based paint requirements.
- A proper visual assessment is performed to identify deteriorated paint in the dwelling unit, any common areas servicing the unit, and exterior surfaces of the building or soils.
- Prior to occupancy, properly qualified personnel perform paint stabilization, and the dwelling passes a clearance exam in accordance with the standards established in 24 CFR Part 35.
- The home purchaser receives the required lead-based paint pamphlet and notices.

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

- Applicants for rehabilitation funding receive the required lead-based paint information and understand their responsibilities.
- Staff properly determine whether proposed projects are exempt from some or all lead based paint safety requirements.

- The level of federal rehabilitation assistance is properly calculated, and the applicable lead-based paint requirements determined.
- Properly qualified contractors perform risk management, paint testing, lead hazard reduction, and clearance services when required.
- Required lead hazard reduction work and protective measures are incorporated into project rehabilitation specifications.
- Risk assessment, paint testing, lead hazard reduction, and clearance work are performed in accordance with the applicable standards established in 24 CFR Part 35.
- Required notices regarding lead-based paint evaluation, presumption, and hazard reduction are provided to occupants and documented.
- Program documents establish the rental property owner's responsibility to perform and document ongoing lead-based paint maintenance activities, when applicable.
- Program staff monitors owner compliance with ongoing lead-based paint maintenance activities, when applicable.

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

According to the American Community Survey 2021 ACS 5-Year Estimate, the following poverty status was identified over the past 12 months:

- 16.5% of Wheeling residents were living in poverty (Table S1701).
- 10.8% of all Wheeling families were living in poverty (Table S1702)
- 18.6% of all Wheeling families with related children of householder under 18 years of age were living in poverty (Table S1702)
- 8.9% of all Wheeling families received Supplemental Security Income (SSI) and/or cash public assistance income (Table S1702)
- 11.5% of all Wheeling families were female-headed households, 22.1% of which received food stamps/SNAP (Table S2201)

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

The City of Wheeling, during FY 2023 program year will fund the following:

- CD-23-04 Family Service
- CD-23-05 Seeing Hand
- CD-23-06 Soup Kitchen of Greater Wheeling
- CD-23-07 Wheeling Health Right

## Actions planned to develop institutional structure

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

### Public Sector:

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

### Non-Profit Agencies:

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

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

**Private Sector:**

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

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

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

**Discussion****Monitoring:**

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

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

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

The City of Wheeling will provide citizens with reasonable notice of, and the opportunity to comment on its Annual Action Plan, its performance under previously funded CDBG Program Years, and substantial

amendments to the Five-Year Consolidated Plan and Annual Action Plans. The City of Wheeling will respond within 15 days in writing to any written complaints or inquiries from citizens regarding the CDBG Program, its housing strategy, or CAPERs. This is enumerated in the City's Citizen Participation Plan.

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

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

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

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

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## Program Specific Requirements

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

#### Introduction

The City of Wheeling and the Northern Panhandle HOME Consortium will receive an annual allocation of CDBG and HOME funds under HUD's Federal Fiscal Year 01 OCT 2022 - 30 SEP 2023. Since the City receives these Federal allocations, the questions below have been completed, as they are applicable.

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

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

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

#### Other CDBG Requirements

1. The amount of urgent need activities	\$0.00
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

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

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

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

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

See Resale/Recapture Policy in the Appendix.

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

See Resale/Recapture Policy in the Appendix.

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

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

## **Discussion**

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

The Northern Panhandle HOME Consortium, administered by the City of Wheeling, will receive \$385,214.00 under FY 2023 HOME funds. Those funds are budgeted as follows:

- **Administration** - \$38,521.00 (10%)
- **CHDO Set-Aside** - \$ 57,783.00 (15%)
- **First Time Homebuyer Program** - \$288,910.00 (75%)

**Total: \$385,214.00**

### **HOME Program Income:**

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



**HOME Match:**

The Northern Panhandle HOME Consortium has excess HOME Match funds from previous years in the amount of \$2,257,723.99 as reported in the FY 2021 CAPER. The Northern Panhandle HOME Consortium will have additional HOME Match from WVHDF bond funds, Federal Home Loan Bank, and other private funds during this program year.

**CHDO Organizations:**

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

**CDBG Program Income:**

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

**CDBG Percentage:**

- Administrative Percentage: 20.0%
- Public Service Percentage: 4.1%
- Low- and Moderate-Income Percentage: 100%
- Slum and Blight Activities: 0.0%

**HOME Percentage:**

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

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

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

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

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# SF 424 FORM

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# CERTIFICATIONS

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# FAIR HOUSING

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# RESALE - RECAPTURE POLICY

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# RESOLUTION

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# CITIZEN PARTICIPATION

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# FIRST PUBLIC HEARING

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# SECOND PUBLIC HEARING

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# NORTHERN PANHANDLE HOME CONSORTIUM

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