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City of Wheeling, West Virginia

Consolidated Annual Performance & Evaluation Report (CAPER) 2022

For Submission to HUD

Community Development Block Grant
and
HOME Investment Partnership Program

Prepared By:



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CR-00 - Executive Summary

In accordance with the Federal Regulations found in 24 CFR Part 570, the City of Wheeling, West Virginia has prepared this Consolidated Annual Performance and Evaluation Report (CAPER) for the period of July 1, 2022 through June 30, 2023. The CAPER describes the activities undertaken during this reporting period for funding from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant Program (CDBG) and the HOME Investment Partnerships Program (HOME). The projects/activities and accomplishments described in this CAPER principally benefit low- and moderate-income persons and the funding has been targeted to neighborhoods where there is the highest percentage of low- and moderate-income residents in the City of Wheeling and for persons who are low- and moderate-income in the Northern Panhandle HOME Consortium. The Northern Panhandle HOME Consortium consists of six (6) member jurisdictions: City of Wheeling, the City of Weirton, and the Counties of Hancock, Brooke, Ohio, and Marshall. The following overall program narrative is based on the FY 2020-2024 Five Year Consolidated Plan and Annual Action Plans, as amended. This is the third CAPER for the FY 2020-2024 Five Year Consolidated Plan.

A listing of the active projects is found in the CR-70 IDIS Report of the document. The CAPER meets three (3) basic purposes:

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

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

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

The City of Wheeling’s FY 2022 Consolidated Annual Performance and Evaluation Report (CAPER) was made available for public display and comment at the Economic and Community Development Department Office, at the Ohio County Public Library, as well as on the City’s website (<http://www.wheelingwv.gov/>). The “Draft” CAPER was advertised in the *Wheeling Intelligencer* newspaper on Wednesday, September 6, 2023 for the required 15-day public comment period, which began on Thursday, September 7, 2023 and ended on Thursday, September 21, 2023. The City held a public hearing on Tuesday, September 19, 2023 at 5:30 p.m. in the Council Chambers located on the first floor of the City-County Building.

Entitlement Grants Received

The City of Wheeling received the following entitlement grant amounts during the reporting period of July 1, 2022 through June 30, 2023:

	CDBG	HOME	Totals
FY 2022 Entitlement Grants	\$ 1,153,109.00	\$ 346,427.00	\$ 1,499,536.00
Program Income	\$ 3,825.00	\$ 25,000.00	\$ 28,825.00
Total Funds Received	\$ 1,156,934.00	\$ 371,427.00	\$ 1,528,361.00

This chart only includes funds received during the July 1, 2022 through June 30, 2023 reporting period. Any previous program year’s grants are not included.

CARES Act Supplemental Allocations Received

The City of Wheeling received the following supplemental allocation grant amounts:

	CDBG-CV	HOME-ARP	Totals
Entitlement Supplemental Allocations	\$ 867,511.00	\$ 1,105,104.00	\$ 1,972,615.00
Program Income	\$ 0.00	\$ 0.00	\$ 0.00
Total Funds Received	\$ 867,511.00	\$ 1,105,104.00	\$ 1,972,615.00

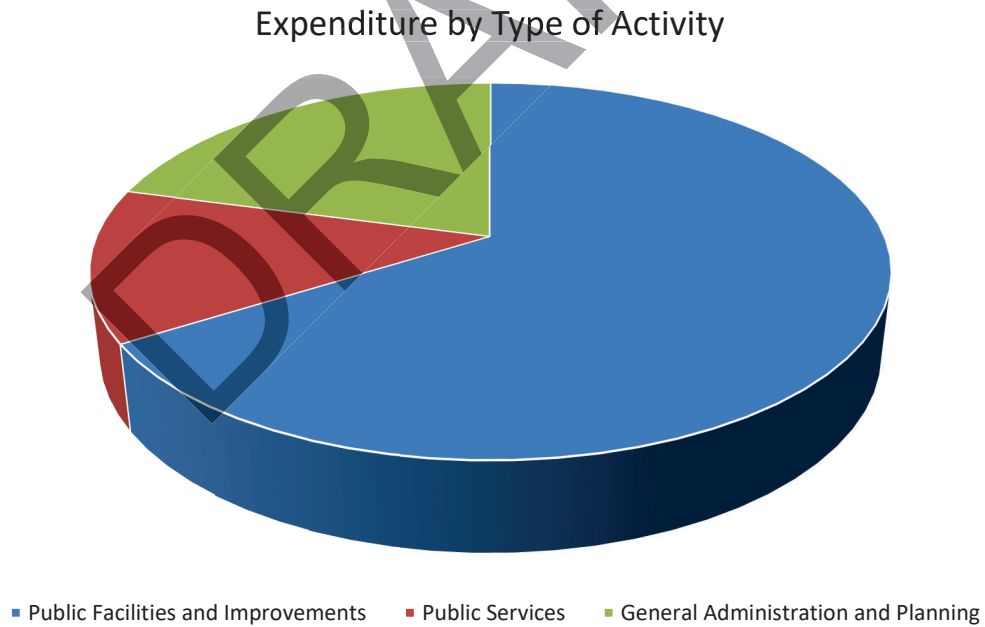
In response to the COVID-19 pandemic, Congress provided funding through the Coronavirus Aid, Relief, and Economic Security (CARES) Act to communities across the country in 2020. The City of Wheeling received CDBG-CV funds in the amount of \$867,511.00. In addition, the City received \$1,105,104.00 in HOME-ARP funds for FY 2022.

Entitlement Grant Funds Expended

The funds shown in the following chart are funds that were expended during the reporting period of July 1, 2022 through June 30, 2023. These expenditures consist of previous program year funds that were not drawn down until this reporting period and also include any reprogrammed funds from previous years.

Funding Sources	Total Funds Expended
Community Development Block Grant (CDBG)	\$ 804,188.38
HOME Investment Partnership Grant (HOME)	\$ 320,060.72
Total:	\$ 1,124,249.10

The CDBG expenditures by type of activity are illustrated below.



Type of CDBG Activity	Expenditure	Percentage
Public Facilities and Improvements	\$ 531,158.35	66.05%
Public Services	\$ 105,437.76	13.11%
General Administration and Planning	\$ 167,529.27	20.84%
Total:	\$ 804,188.38	100%

**Note: The numbers in this table are taken from the PR-54 CDBG Community Development Block Grant Performance Profile downloaded from IDIS, which includes both Program Income and prior year CDBG funds expended during this CAPER period.*

CARES Act Supplemental Allocations Expended

Amounts shown in the table below consist of FY 2020 CARES Act supplemental allocation funds that were expended during the reporting period of July 1, 2022 through June 30, 2023.

Funding Sources	Total Funds Expended
Community Development Block Grant – Coronavirus (CDBG-CV)	\$ 761,888.63
HOME Investment Partnerships Grant (HOME) – ARP (HOME-ARP)	\$ 0.00
Total:	\$ 761,888.63

The City of Wheeling has expended \$761,888.63 in CDBG-CV funds on the following types of activities:

Type of CDBG-CV Activity	Expenditure	Percentage
Public Services	\$ 751,892.66	98.69%
General Administration and Planning	\$ 9,995.97	1.31%
Total	\$ 761,888.63	100.00%

To date, the City of Wheeling expended \$761,888.33 in CDBG-CV funds. The City has expended 87.82% of the CDBG-CV allocation to date. Of the CDBG-CV funds expended, 100.00% was disbursed to benefit LMI persons.

The City of Wheeling did not expend any HOME-ARP funds during the reporting period of July 1, 2022 through June 30, 2023, nor has it expended any HOME-ARP funds to date.

Regulatory Caps and Set-Asides

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

	CDBG	HOME
FY 2022 Entitlement Grant	\$ 1,153,109.00	\$ 346,427.00
FY 2022 Program Income	\$ 3,825.00	\$ 25,000.00
Administrative Cap Allowance	20%	10%
Maximum Allowable Expenditures	\$ 231,386.80	\$ 37,142.70
Total Administration Obligations	\$ 167,592.27	\$ 36,230.37
Administrative Percentage	14.49%	9.75%

The City of Wheeling’s FY 2022 CDBG program total administrative obligations were \$167,592.27, which is under the 20% cap for CDBG administrative expenditures. During this reporting period, the City of Wheeling did not spend any of its FY 2022 HOME program administrative funds. The City budgeted \$34,642.00 in FY 2022 for HOME Program for administrative obligations, which equals the 10% cap for HOME administrative expenditures. During this CAPER reporting period, \$739.97 in FY 2019, \$17,651.65 in FY 2020, and \$17,838.75 in FY 2021 was expended on HOME administrative expenses, which is below the 10% cap for the FY 2022 HOME administrative expenditures.

CDBG Public Service Activity Cap

	CDBG
FY 2022 Entitlement Grant	\$ 1,153,109.00
Prior Year Program Income	\$ 3,825.00
Public Service Cap Allowable	15%
Maximum Allowable Expenditures	\$ 173,540.10
Total Public Services Funds Obligated	\$ 105,437.76
Public Service Percentage	8.92%

The City of Wheeling’s total public service obligations was \$105,437.76, which was 8.92% of the allowable expenditures and under the 15% cap for public services.

HOME CHDO Set-Aside

	CHDO Set-Aside
FY 2022 Entitlement Grant	\$ 346,427.00
CHDO Set-Aside Minimum CAP	15%
Minimum Allowable Set-Aside	\$ 51,964.05
Actual CHDO Programmed Set – Aside	\$ 51,965.00

The City of Wheeling and the Northern Panhandle HOME Consortium programmed \$51,965.00 in funds for CHDO Set-Aside, which is 15% of the allocation.

Summary of Strategies and Goals

The City of Wheeling’s FY 2020-2024 Five Year Consolidated Plan established six (6) strategies to address the needs in the City of Wheeling and the Northern Panhandle HOME Consortium. The following Five-Year strategies and goals are:

HOUSING STRATEGY - (High priority)

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

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

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

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

- **HS-3 Neighborhood Revitalization** - Promote and support the revitalization of residential neighborhoods throughout the City and the HOME Consortium with new investment which will improve the existing housing stock, construct affordable housing, and remove blighting conditions.
- **HS-4 Rental Assistance** - Provide for utilities, deposits, and rental fees for low-income households who are faced with the threat of eviction and who are at-risk of becoming homeless.

HOMELESS STRATEGY - (Low priority)

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

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

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

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

OTHER SPECIAL NEEDS STRATEGY - (Low Priority)

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

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

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

- **SNS-1 Housing** - Provide funds to increase the supply of decent, safe, sound, accessible, and affordable housing for the elderly, frail elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, persons with alcohol/drug dependency, persons with

developmental delays, and persons with other special needs through rehabilitation, new construction, and making reasonable accommodations to existing housing.

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

COMMUNITY DEVELOPMENT STRATEGY - (High Priority)

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

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

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

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

ECONOMIC DEVELOPMENT STRATEGY – (Low Priority)

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

Goals: Increase the employment opportunities through new or expansion of businesses and industry.

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

- **EDS-1 Employment** - Support and encourage new job creation, job retention, workforce development, and job training services.
- **EDS-2 Financial Assistance** - Support the expansion, growth and new development of business and commercial enterprises through technical assistance programs, low interest financing and a façade improvement program.
- **EDS-3 Redevelopment Program** - Plan and promote the development and redevelopment of vacant commercial and industrial sites and facilities, and the revitalization efforts in downtown.

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

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

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

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

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

FY 2022 CDBG Budget

The table below lists the FY 2022 CDBG activities that were funded, and the amounts expended during the reporting period of July 1, 2022 through June 30, 2023.

Project ID Number	Project Title/Description	2022 CDBG Budget	2022 CDBG Expenditures
CD-22-01	Administration	\$ 230,621.00	\$ 0.00
CD-22-02	Ladder Truck 1	\$ 250,000.00	\$ 250,000.00
CD-22-03	Helping Heroes	\$ 253,988.00	\$ 0.00
CD-22-04	Laughlin Community Center	\$ 100,000.00	\$ 0.00
CD-22-05	YWCA Wheeling (CANCELED)	\$ CANCELED	\$ CANCELED
CD-22-06	Catholic Charities Center	\$ 10,000.00	\$ 10,000.00
CD-22-07	Family Service	\$ 8,500.00	\$ 8,500.00
CD-22-08	Greater Wheeling Coalition for the Homeless	\$ 5,000.00	\$ 2,382.22
CD-22-09	Information Helpline	\$ 5,000.00	\$ 5,000.00
CD-22-10	Soup Kitchen of Greater Wheeling	\$ 10,000.00	\$ 10,000.00
CD-22-11	Wheeling Health Right	\$ 25,000.00	\$ 25,000.00
CD-22-12	Human Rights Commission	\$ 5,000.00	\$ 0.00
CD-22-15	Pumper Truck	\$ 250,000.00	\$ 0.00

The City spent \$310,882.22 of its FY 2022 CDBG allocation during the CAPER reporting period, which is 26.96% of the allocation. Additionally, during the 2022 CAPER reporting period, the City expended \$493,306.16 from previous fiscal years.

CDBG-CV Budget

The table below lists the CDBG-CV funded activities and the amounts expended to date.

Activity	Budget	Total Expenditures
CDBG-CV-20-01 CV-Administration	\$ 15,000.00	\$ 9,995.97
CDBG-CV-20-02 CV-Catholic Charities Center	\$ 195,000.00	\$ 195,000.00
CDBG-CV-20-03 CV-Elmhurst House of Friendship	\$ 47,000.00	\$ 47,000.00
CDBG-CV-20-04 CV-Family Service	\$ 220,000.00	\$ 220,000.00
CDBG-CV-20-05 CV-Greater Wheeling Coalition for the Homeless	\$ 133,000.00	\$ 89,797.97
CDBG-CV-20-06 CV-North Wheeling Community Youth Center	\$ 20,000.00	\$ 7,583.69
CDBG-CV-20-07 CV-Soup Kitchen	\$ 150,000.00	\$ 150,000.00
CDBG-CV-20-08 CV-Wheeling Health Right	\$ 66,511.00	\$ 41,719.40
CDBG-CV-20-09 CV-Youth Services System	\$ 21,000.00	\$ 21,000.00

To date, the City of Wheeling expended \$782,097.03 in CDBG-CV funds, which is 90.15% of the City’s CDBG-CV supplemental allocation.

FY 2022 HOME Budget

The chart below lists the FY 2022 HOME activities that were funded:

Project ID Number	Project Title/Description	2022 HOME Budget	2022 HOME Expenditures
HOME-22-13	HOME Administration	\$ 34,642.00	\$ 0.00
HOME-22-14	CHDO Set-Aside	\$ 51,965.00	\$ 0.00
HOME-22-15	Northern Panhandle HOME Consortium – First Time Homebuyer Program	\$ 259,820.00	\$ 20,064.00

The City spent \$20,064.00 of its FY 2022 HOME allocation. During the FY 2022 CAPER reporting period, the City expended \$299,696.72 from previous fiscal years.

Housing Performance Measurements

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

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

National Objectives

The City expended \$804,188.38 in CDBG funds during this CAPER reporting period. Included in this amount was \$167,592.27 for Planning and Administration. This leaves a balance of \$636,596.11 that was expended for project activities. All of the \$636,596.11 was expended on activities that benefited low- and moderate-income persons. This produces a Low/Mod Benefit Percentage of 100%. These funds were expended in low/mod income areas or to benefit low/mod persons/households for activities identified in the City’s Five-Year Consolidated Plan.

CR-05 - Goals and Outcomes

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

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

This was the City of Wheeling's third year of the FY 2020-2024 Five-Year Consolidated Plan designed to address the housing and non-housing needs of City residents. This year's CAPER reports on the actions and achievements the City accomplished in Fiscal Year 2022.

The CAPER for the City of Wheeling's FY 2022 Annual Action Plan includes the City's CDBG and HOME Programs and outlines which activities the City undertook during the program year beginning July 1, 2022 and ending June 30, 2023. The City of Wheeling's Economic and Community Development Department is the lead entity and administrator for the CDBG and HOME funds.

The CDBG Program and activities outlined in this FY 2022 CAPER principally benefited low- and moderate-income persons and funding was targeted to neighborhoods where there is the highest percentage of low- and moderate-income residents.

The City during this CAPER reporting period budgeted and expended FY 2022 CDBG and HOME funds on the following strategies:

- **Housing Strategy – HS** – Budget \$311,785.00, expended \$20,064.00.
- **Homeless Strategy – HMS** – Budget \$263,988.00, expended \$7,382.22.
- **Other Special Needs – SNS** – Budget \$0.00, expended \$0.00.
- **Community Development Strategy – CDS** – Budget \$653,500.00, expended \$303,500.00.
- **Economic Development Strategy – EDS** – Budget \$0.00, expended \$0.00.
- **Administration and Management Strategy – AMS** – Budget \$270,263.00, expended \$0.00.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected Program Year	Actual Program Year	Percent Complete
HS-1 Homeownership	Affordable Housing	HOME: \$259,820	Homeowner Housing Added / Direct Financial Assistance to Homebuyers	Household Housing Unit / Households Assisted	120	117	97.50%	25	30	120.00%
HS-2 Housing Construction and Rehabilitation	Affordable Housing	HOME: \$51,965	Rental Units constructed / Rental Units rehabilitated	Household Housing Units	5	0	0.00%	1	0	0.00%
HMS-2 Housing	Homeless	CDBG: \$508,988	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		2,530	0	0.00%
			Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	15				

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected Program Year	Actual Program Year	Percent Complete
			Homeless Person Overnight Shelter	Persons Assisted	0	0				
			Overnight / Emergency Shelter / Transitional Housing Beds added	Beds	0	0				
			Other	Other	0	0	0.00%	2	0	0.00%
HMS-3 Prevention and Re-Housing	Homeless	CDBG: \$5,000	Public service activities	Persons Assisted	0	46	0.00%	0	20	0.00%
			Homelessness Prevention	Persons Assisted	0	46	0.00%	250	20	8.00%
HMS-4 Permanent Housing	Homeless	CDBG:	Rental Units Constructed	Household Housing Units	0	0				
SNS-1 Housing	Non-Homeless Special Needs	CDBG:	Rental Units Rehabilitated	Household Housing Units	0	0				
			Homeowner Housing rehabilitated	Household Housing Units	0	0				
SNS-2 Social Services	Non-Homeless Special Needs	CDBG:	Public service activities	Persons Assisted	1,600	393	24.56%	0	0	
CDS-1 Infrastructure	Non-Housing Community Development	CDBG:	Public Facility or Infrastructure Activities	Persons Assisted	24,625	1,980	8.04%	0	0	
CDS-2 Community Facilities	Non-Housing Community Development	CDBG: \$100,000	Public Facility or Infrastructure Activities	Persons Assisted	0	0		125	0	0.00%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected Program Year	Actual Program Year	Percent Complete
			Public Facility or Infrastructure Activities	Persons Assisted	3,825	194	5.07%			
			Other	Other	5	0	0.00%	1	0	0.00%
CDS-3 Public Services	Non-Housing Community Development	CDBG: \$25,000	Public service activities	Persons Assisted	27,215	19,001	69.82%	5,000	8,864	177.28%
			Homeless Person Oversight Shelter	Persons Assisted	0	0				
CDS-4 Clearence / Demolition	Non-Housing Community Development	CDBG:	Buildings Demolished / Other	Persons Assisted	0	0				
CDS-5 Food Programs	Non-Housing Community Development	CDBG: \$28,500	Public service activities	Persons Assisted	2,000	2,794	139.70%	1,850	1,556	84.11%
			Homeless Person Oversight Shelter	Persons Assisted	0	0				
CDS-6 Architectural Barriers	Non-Housing Community Development	CDBG:	Public Facility or Infrastructure Activities	Persons Assisted	0	0				
CDS-7 Public Safety	Non-Housing Community Development	CDBG: \$250,000	Public Facility or Infrastructure Activities	Persons Assisted	0	4,950				
			Public Service Activities	Persons Assisted	7625	10,650	139.67%	5,325	0	0.00%
EDS-1 Employment	Economic Development	CDBG:	Jobs Created / Retained	Jobs	0	0				
EDS-1 Financial Assistance	Economic Development	CDBG:	Businesses Assisted	Businesses Assisted	0	0				
EDS-3 Redevelopment Program	Economic Development	CDBG:	Façade treatment / business rehabilitation	Business	0	0				

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected Program Year	Actual Program Year	Percent Complete
AMS-1 Overall Coordination	Administration, Planning, and Management	CDBG: \$230,621 HOME: \$34,642	Other	Other	10	7	70.00%	2	2	100.00%
AMS-3 Fair Housing	Administration, Planning, and Management	CDBG: \$5,000	Other	Other	5	3	60.00%	1	1	100.00%

Table 1 – Accomplishments – Program Year & Strategic Plan to Date

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

During the FY 2022 CAPER reporting period, the City of Wheeling did not meet all its goals for expected units of measurement. However, these activities are still in progress and the City should meet its goals in the FY 2023 CAPER reporting period.

During the FY 2022 CDBG and HOME Program Year, the City of Wheeling addressed the following strategies and specific objectives from its Five-Year Strategic Initiatives:

HOUSING STRATEGY - (High priority)

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

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

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

- The City proposed to assist a total of twenty-five (25) qualified First-Time Homebuyers with deferred, forgivable loans for downpayment and closing cost assistance with the purchase of a home within the Northern Panhandle. During this CAPER reporting period, the City exceeded its goal by assisting thirty (30) First-Time Homebuyers in the Northern Panhandle.

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

- The City proposed to assist one (1) housing unit during this CAPER reporting period but did not assist any housing units. These projects are still ongoing and will be completed during the FY 2023 CAPER period.

HOMELESS STRATEGY - (Low priority)

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

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

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

- During this CAPER reporting period, the City proposed to assist two (2) public facilities to serve 2,530 low-income and homeless persons. The City did not report assisting any agencies during this reporting period. These projects are still ongoing and will be completed during the FY 2023 CAPER period.

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

- During this CAPER reporting period, the City proposed to serve 250 low income persons with rent and utility assistance. The City did not meet this goal and only assisted 20 persons. These projects are still ongoing and will be completed during the FY 2023 CAPER period.

COMMUNITY DEVELOPMENT STRATEGY - (High Priority)

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

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

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

- During this CAPER reporting period, the City proposed to assist the Laughlin Community Center (125 persons) to redevelop a vacant overgrown lot into an outdoor recreation and education spaces as an extension of the Center's existing after-school and summer programming. Bids for the project exceeded available funds, and the Center is working to redesign and rebid the project. This project is still ongoing and will be completed during the FY 2023 CAPER period.

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

- The City proposed to serve a total of 5,000 persons through various public services during this CAPER reporting period. The City exceeded this goal at 177.28% by serving 8,864 persons.

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

- The City demolished 61 structures using General Funds and there were 47 structures demolished with private funds.

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

- The City proposed to serve a total of 1,850 persons during this CAPER reporting period. The City met 84.11% of this goal assisting 1,556 persons. These projects are still ongoing and will be completed during the FY 2023 CAPER period.

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

- The City proposed to serve 5,325 low- and moderate-income people by purchasing a ladder truck for the Fire Department to serve low- and moderate-income neighborhoods close to Fire Station No. 1. The neighborhoods to be served are: C.T. 6; C.T. 4; C.T. 26, B.G. 1, 3, & 4; and C.T. 27. This is a multi-year activity with FY 2022 CDBG funds serving as the fourth of five payments. This year the City meet this goal, since it made the fourth payment of five payments.

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

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

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

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

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

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

- The City continued to use CDBG funds to pay for administrative and office expenses as related to the Human Rights Commission (HRC) efforts to eliminate discrimination in employment, public accommodations, and housing. Additionally, the Wheeling Housing Authority provided Fair Housing Training for their entire staff.

Greatest Needs

The greatest need for the City of Wheeling and the Northern Panhandle HOME Consortium is affordable housing. The Consortium used HOME funds to assist with this need and assisted thirty (30) low-income households with downpayment and closing cost assistance to buy a home.

The City of Wheeling expended 8.92% of its FY 2022 CDBG allocation to assist public service agencies in aiding the City's low- and moderate-income residents.

DRAFT

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG	HOME
White	9,298	48
Black or African American	975	2
Asian	103	0
American Indian /American Native	46	0
Native Hawaiian/Other Pacific Islander	2	0
Total:	10,424	50
Hispanic	168	0
Not Hispanic	10,256	50

Table 2 – Table of Assistance to Racial and Ethnic Populations by Source of Funds

Narrative

The City of Wheeling’s CDBG program benefitted 9,2983 (89.2%) White families, 975 (9.4%) Black or African American families, 103 (1.0%) Asian families, 46 (0.4%) American Indian or American Native families, and 2 (0.0%) Native Hawaiian or Other Pacific Islander families. Of the families assisted, 168 (1.6%) were Hispanic.

The City of Wheeling’s HOME program benefitted 48 (96%) White families, 2 (4%) Black or African American, and no Asian, American Indian or American Native, Native Hawaiian or Other Pacific Islander, or Hispanic families. Of the families assisted, 50 (100%) were not Hispanic.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	FY 2022	\$ 1,156,934.00	\$ 804,188.38
HOME	FY 2022	\$ 371,427.00	\$ 319,760.72
CDBG-CV	FY 2020	\$ 867,511.00	\$ 0.00
HOME-ARP	FY 2022	\$ 1,105,104.00	\$ 0.00

Table 3 – Resources Made Available

Narrative

The City of Wheeling has received the following grant amounts during the reporting period of July 1, 2022, through June 30, 2023:

- **CDBG Allocation:** \$1,153,109.00
- **CDBG Program Income:** \$3,825.00
- **HOME Allocation:** \$346,427.00
- **HOME Program Income:** \$25,000.00
- **CDBG-CV Allocation:** \$867,511.00
- **HOME-ARP Allocation:** \$1,105,104.00
- **Total Funds:** **\$3,500,976.00**

Under the FY 2022 Program Year, the City of Wheeling received the above amounts of Federal Entitlement Grants and Supplemental Allocations. The HUD Director, Community Planning and Development Division, signed the FY 2022 CDBG and HOME Grant Agreements on August 30, 2022 and the grant funds were available to the City of Wheeling after September 7, 2022 when the City signed the Grant Agreements. The City also received \$3,825.00 in CDBG program income in Housing Rehabilitation loan repayments. The City recaptured \$25,000.00 in HOME funds during this CAPER reporting period.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	54%	54%	The City funded 10 projects during this CAPER reporting period in this Target Area with CDBG funds.
Low/Mod Areas	23%	23%	The City funded 2 projects during this CAPER reporting period in this Target Area with CDBG funds.
Northern Panhandle HOME Consortium	23%	23%	The HOME Consortium funded 3 projects during this CAPER reporting period in this Target Area with HOME funds.

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City of Wheeling and the Northern Panhandle HOME Consortium has allocated its CDBG and HOME funds for FY 2022 to principally benefit low- and moderate-income persons. The City has a public benefit ratio of 100% of its funds, which principally benefits low- and moderate-income persons. In selecting projects for funding, the following criteria were used:

- The Public Facilities activities were either located in a low- and moderate-income census area or have a low- and moderate-income service area benefit or clientele.
- Acquisition and demolition of structures were either located in a low- and moderate-income census area or it falls under removal of slum and blight on a spot basis.
- The public services activities were for social service organizations whose clientele qualify under the presumed benefit category of the regulations or who principally serve low-income persons.
- The First-Time Homebuyer Program had an income eligibility criterion; therefore the income requirement restricts funds to low- and moderate-income households throughout the Northern Panhandle HOME Consortium.

The proposed activities under the FY 2022 CDBG Program Year were located in areas with the highest percentages of low- and moderate-income persons and those block groups with a percentage of minority persons above the average for the City of Wheeling.

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

Leveraging:

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

The City of Wheeling received HOME funds through the Northern Panhandle HOME Consortium of \$39,628.00 during this CAPER reporting period that was used to provide First Time Homebuyer Assistance. The HOME Consortium had \$108,622.15 in HOME Match funds during this CAPER reporting period and a total of \$1,929,859.22 in excess Match funds to be carried over to the next federal fiscal year.

NPCoC organizations obtained the following federal funds:

- **Continuum of Care (CoC) Program.** The U.S. Department of Housing and Urban Development awarded funds to the GWCH, \$412,041 for two renewal projects, Supportive Services Only (SSO) and Residential Housing (RH), and one CoC Planning grant to the Lead Agency split with GWCH and the City of Wheeling. SSO provides services to people who are living in emergency shelters or on the streets while RH provides 18 units of permanent supportive housing for people who are chronically homeless and have a disability. HUD awarded the GWCH new funding for the Homeless Management Information System (HMIS) project to begin in October 2023. The new project was selected for funding through the CoC Bonus, totaling \$37,723. The Dedicated HMIS project supports the overall implementation and oversight of the WV statewide HMIS, ServicePoint, in the Northern Panhandle region. The City of Wheeling's CoC Planning grant funds support the Northern Panhandle Continuum of Care (NPCoC) in carrying out required CoC responsibilities, such as organizing and participating in the annual Point In Time Count (PITC), assisting and coordinating the provider meetings and working to strategically address the homeless and chronically homeless in the Northern Panhandle of WV.
- **Youth Homelessness Demonstration Program (YHDP).** In September 2022, HUD awarded five new projects approved by the Youth Action Board under YHDP, totaling \$1,168,439. New projects include Joint Transitional Housing – Rapid Re-Housing, Supportive Services Only – Coordinated Entry, Supportive Services Only for Youth, HMIS Expansion, and YHDP Planning. With the exception of YHDP Planning, which operates on a 12-month grant period, all project funding was originally awarded to cover a two-year period beginning September 2022. All projects except for planning recently received approval for extension through June 2025 to ensure timely implementation.
- **Emergency Solutions Grant (ESG).** The West Virginia Community Advancement and Development (WVCAD) division of the West Virginia Development Office (WVDO) awarded several organizations: GWCH (99,937), YWCA Wheeling (65,858.28), and CHANGE, Inc. (36,000) The funds are used to serve people who are homeless or at-risk of becoming homeless. This funding provides street outreach, emergency shelter support, rapid re-housing, homelessness prevention, and Homeless Management Information System (HMIS) assistance. A portion of the funds is dedicated to victims of domestic violence in need of shelter. Additional CARES Act funding for ESG was awarded to GWCH, YWCA Wheeling, CHANGE, Inc., Helping Heroes, and Catholic Charities.

- **Supportive Services for Veteran Families (SSVF).** The U.S. Department of Veteran Affairs (VA) awarded GWCH (210,520) and Helping Heroes (403,590). SSVF funding to provide housing stability case management, rental assistance, and supportive services to Veterans of the U.S. Armed Forces and their families. CHANGE, Inc. also received a portion of renewal funding for SSVF to secure and maintain stable housing for Veterans experiencing or at risk of homelessness. This entails paying security deposits, rents, utilities, as well as general housing allowances.
- **Grant Per Diem Program (GPD).** The VA awarded Helping Heroes \$134,409 in GPD funding to provide a transitional housing program that uses supportive housing and direct service with the goal of helping homeless Veterans achieve residential stability, increase their skill levels and/or income, and obtain greater self-determination. This funding offers case management grants to support housing retention for Veterans previously homeless who are transitioning to permanent housing.
- **Housing Opportunities for People With AIDS (HOPWA).** WVDO awarded CHANGE, Inc. HOPWA funding to serve people with an HIV/AIDS diagnosis who are at-risk or experiencing homelessness. HOPWA funding provides supportive services and financial assistance for short term rent, mortgage and/or utilities and help to place individuals into housing.
- **Projects for Assistance in Transition from Homelessness (PATH).** The West Virginia Department of Health and Human Resources and the Bureau for Behavioral Health and Health Facilities awarded \$63,724 to provide outreach and engagement to individuals with a serious mental illness, or to individuals with both a serious mental illness with co-occurring substance abuse disorders.
- **Emergency Food and Shelter Program (EFSP).** The United Way awarded \$5,000 to support the operational costs of GWCH's Transitional Shelter program when operational.
- **Runaway Homeless Youth:**
 - **Basic Center Grant (BCG).** HUD awarded \$160,000 to Youth Services System to provide outreach staff providing gateway services, emergency shelter placement, assessment, planning, care coordination, counseling/therapy, education support, life skill training, peer recovery support, aftercare planning and other supportive services needed for runaway homeless youth ages 12-17.
 - **Transitional Living (TL).** HUD awarded \$250,000 to Youth Services System to link runaway homeless youth and young adults, ages 17-24, to safe and stable housing, provide assessment, care coordination, planning, counseling/therapy, life skill education, education support, employment opportunities, peer recovery support, aftercare planning and any other supportive services needed.
- **American Rescue Plan (ARP) Homeless Children and Youth (HCY).** The U.S. Department of Education awarded \$29,170 in ARP HCY funds to Ohio County Schools for Helping Hands, a program supporting a variety of supplemental comprehensive services to students experiencing homelessness. Services include supplies, transportation to school events, and health services.

Publicly Owned Land

In the City's ongoing effort to develop its Robrecht property, a Targeted Brownfields Assessment (TBA) was previously conducted by US EPA, leaving the City with a Phase II Environmental Site Assessment Report, as well as an Analysis of Brownfields Cleanup Alternatives (ABCA) for the site. Subsequently, under Belomar Regional Council's EPA Community-wide Brownfields Assessment Grant, the site benefited from additional environmental assessments, cleanup and reuse planning, as well as a Site Disposition Study. Presently, the City has a \$359,953 EPA Brownfields Clean-up Grant on this site and is working through the required processes to use this funding in combination with its WV DoT Transportation Alternative Program (TAP) grant for the full design and engineering for the end use of the site, including costs of achieving a voluntary environmental completion certificate, as well as permitting and bidding for a shovel ready project. The plan for the site is a cleanup-redevelopment that allows for remedial capping of contaminants with clean fill and hardscape (parking lots, sidewalks, and trails) for future use as a downtown park and trailhead with improved connections to the Wheeling Heritage Trail including facilities for parking. The concept is to utilize the existing abandoned railroad spans over the Wheeling Creek, which will allow for a unique waterside park which can serve as a community landmark as well as provide outdoor seating and a prime location for view of the creek and river. The reuse concept also includes historic signage, public art, a kayak launch pad, restored rail trestles, and stormwater management. The site has been entered into the WV Voluntary Remediation Program. Once the final site plan is approved by the WV DoT and the City can move forward with the EPA Brownfields cleanup, the City will be required to look for other funding opportunities for the project's final completion. The City recently applied for another \$1.36 million of TAP funding during the reporting period. FY 2021 CDBG funds in the amount of \$121,000 had been budgeted for remediation, however during FY 2022 City Council approved a Resolution reprogramming the funds to another FY 2021 activity, Grandview Pool Improvements.

As necessary to achieve All-Appropriate Inquiry liability protections under the Brownfields Law, the City conducted a Phase I Environmental Site Assessment at the Penn Wheeling Closure property in August 2019. Subsequently, in July 2020, the City secured an updated Phase I as required prior to purchase, and in September 2020, the City acquired the property. The property was accepted into the WV Voluntary Remediation Program in October 2020, and a VRP Agreement was executed in December 2020. The City has been awarded a \$212,250 Revolving Loan Fund (RLF) loan and a \$212,500 RLF subgrant from the WV Department of Environmental Protection for the environmental clean-up of the property. Asbestos abatement occurred followed by demolition of the former factory. Additional assessment is underway that will be instrumental in defining the cleanup. Once this is completed, cleanup may begin. Once the site has cleared the WV Voluntary Remediation Program, the City will receive a Certificate of Completion from DEP, providing legal assurances that cleanup is complete and that no action or environmental enforcement can be brought at the site by the state of WV or the EPA going forward. At that time, the City of Wheeling will be free to market the long vacant site for economic reuse.

For years now, the Old North Park Landfill site has been a part of the WV DEP's Landfill Closure Assistance Program (LCAP). After many project delays, the LCAP project commenced in August 2017, under a contract with GAI for engineering services. An obstacle was encountered with obtaining right-of-way access to a

22-plus acre privately-owned adjacent property, but by the end of FY 2018, the Right of Entry had been secured and GAI finished the subsurface drilling. In FY 2020, GAI applied to the US Army Corp of Engineers to divert a small stream that is adjacent to the property, and as of the reporting period, continues to await for the US ACE’s decision regarding a 404 Permit. If allowed, then GAI will finish the design and submit it back to DEP for further review and approval. Meanwhile, the City is working with another property owner to acquire additional land that will assist in widening the access to the landfill entrance. Although the final layout of the land will differ from the Conceptual Master Plan that was originally produced under the West Virginia Redevelopment Collaborative grant, the goal is that the LCAP will provide closure for the site, and also prepare it for recreational development by addressing assessment, cleanup, grading and preparation.

The City purchased the former Clay School in 2021. Prior to the purchase a Phase I Environmental Site Assessment was conducted so that the City would achieve All-Appropriate Inquiry liability protections under the Brownfields Law and be considered a bona fide purchaser of the property. Under Belomar Regional Council’s EPA Community-wide Brownfields Assessment Grant, the City worked to have the asbestos inspection completed. While this remains to be seen as a deteriorating building which sits adjacent to the East Wheeling Sports Complex, as of the CAPER period, the City along with Wheeling Heritage, had a developer looking at the building to determine if its rehabilitation is feasible. The final use for the property remains undetermined.

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

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$ 1,843,252.47
2. Match contributed during current Federal fiscal year	\$ 108,622.15
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$ 1,951,874.62
4. Match liability for current Federal fiscal year	\$ 86,606.75
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$ 1,865,267.87

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
City of Wheeling - WH 284	02/03/2023		\$5.90					\$5.90
City of Wheeling - WH 285	05/12/2023	\$7,455.00	\$274.95				\$30,000	\$37,729.95
City of Wheeling - WH 287	08/04/2023		\$2,000.00					\$2,000.00
City of Wheeling - WH 289	08/25/2023		\$4,303.69					\$4,303.69
Ohio County – FTHB 87	2/28/2023		\$1,801.37					\$1,801.37
Ohio County – FTHB 88	06/30/2023		\$2,700.00					\$2,700.00
Marshall Co. - FTHB 21-001	10/26/22		\$2,197.26					\$2,197.26
Marshall Co. - FTHB 21-003	01/20/2023		\$2,200.00					\$2,200.00
Marshall Co. - FTHB 21-004	02/21/2023		\$2,400.00					\$2,400.00
Marshall Co. - FTHB 21-005	03/20/2023		\$2,000.00					\$2,000.00
Marshall Co. - FTHB 21-008	07/20/2023		\$2,346.37					\$2,346.37
City of Weirton – H 21-02	10/14/2022		\$2,987.54					\$2,987.54
City of Weirton – H 21-04	12/21/2023		\$5,000.00					\$5,000.00
City of Weirton – H 21-05	01/31/2023		\$4,327.62					\$4,327.62
City of Weirton – H 21-06	01/27/2023		\$475.00					\$475.00
City of Weirton – H 21-07	04/06/2023		\$1,275.00					\$1,275.00
City of Weirton – H 21-08	05/10/2023		\$6,000.00					\$6,000.00
City of Weirton – H 21-09	06/09/2023		\$6,000.00					\$6,000.00
City of Weirton – H 21-11	06/22/2023		\$4,794.00					\$4,794.00
Brooke County – FTHB-107	03/24/2023		\$2,000.00					\$2,000.00
Brooke County – FTHB-108	04-06-2023		\$4,000.00					\$4,000.00

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
Brooke County – FTHB-110	07/20/2023		\$2,678.45					\$2,278.45
Hancock Co. – FTHB-110	10/04/2022		\$4,000.00					\$4,000.00
Hancock Co. – FTHB-111	01/24/2023		\$3,000.00					\$3,000.00
Hancock Co. – FTHB-112	01/27/2023		\$2,400.00					\$2,400.00
TOTALS		\$7,455.00	\$71,167.15				\$30,000.00	\$108,622.15

Table 6 – Match Contribution for the Federal Fiscal Year
 Period of 10/01/2022 to 9/30/2023

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HOME MBE/WBE Report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
\$ 0.00	\$ 25,000.00	\$ 25,000.00	\$ 0.00	\$ 0.00

Table 7 – Program Income

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

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

Table 8 – Minority Business Enterprises

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

Table 9 – Women Business Enterprises

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

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

Table 10 – Minority Owners of Rental Property

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

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

Table 11 – Relocation and Real Property Acquisition

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

Table 12 – Minority Property Enterprises

DRAFT

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	26	30
Number of special-needs households to be provided affordable housing units	0	0
Total	26	30

Table 13 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	1	0
Number of households supported through the acquisition of existing units	25	30
Total	26	30

Table 14 – Number of Households Supported

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

During the FY 2022 CDBG program year, the City of Wheeling did not fund any projects to construct new units, the acquisition of existing units, or provide any rental assistance with CDBG funds. All the affordable housing projects were open to the residents of the Consortium and used HOME funds.

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

- **City of Wheeling – First-Time Homebuyer Program** – HOME funds were used to provide deferred, forgivable loans to qualified first-time homebuyers who required downpayment and closing cost assistance with their purchase of a home within the City limits of Wheeling, West Virginia. Four (4) households were assisted, utilizing \$39,628.00 in HOME funds.
- **City of Weirton – First-Time Homebuyer Program** – HOME funds were available to provide deferred, forgivable loans to qualified first-time homebuyers who required downpayment and closing cost assistance with their purchase of a home within the City limits of Weirton, West Virginia. Ten (10) households were assisted, utilizing \$97,429.46 in HOME funds.
- **Hancock County – First-Time Homebuyer Program** – HOME funds were used to provide deferred, forgivable loans to qualified, first-time homebuyers who required downpayment and closing cost assistance with their purchase of a home within Hancock County, West Virginia. Three (3) households were assisted, utilizing \$20,699.78 in HOME funds.
- **Brooke County – First-Time Homebuyer Program** – HOME funds were used to provide deferred, forgivable loans to qualified, first-time homebuyers who required downpayment and closing cost assistance with their purchase of a home within Brooke County, West Virginia. Four (4) households were assisted during the reporting period, utilizing \$36,463.40 in HOME funds.
- **Ohio County – First-Time Homebuyer Program** – HOME funds were available to provide deferred, forgivable loans to qualified, first-time homebuyers who required downpayment and closing cost assistance with their purchase of a home within Ohio County, West Virginia. Two (2) households were assisted, utilizing \$20,064.00 in HOME funds.
- **Marshall County – First-Time Homebuyer Program** – HOME funds were used to provide deferred, forgivable loans to qualified, first-time homebuyers who required downpayment and closing cost assistance with their purchase of a home within Marshall County, West Virginia. Seven (7) households were assisted, utilizing \$69,245.71 in HOME funds.
- **CHDO Set-Aside** – HOME funds were set aside to fund an eligible Community Housing Development Organization (CHDO) housing project. This amount equated to 15% of the HOME Program entitlement awarded to the (West Virginia) Northern Panhandle HOME Consortium for FY 2022. During the CAPER reporting period, no CHDO funds were expended. The City issued a Request for Proposals (RFP) for CHDO designation and funding in April 2023 for the FY 2021 and FY 2022 CHDO set-aside amounts, but there were no responses. Another RFP will be issued to include FY 2021, FY 2022, and FY 2023 CHDO set-aside amounts.

The City proposed to assist twenty-five (25) low-income households. During this CAPER reporting period, the City and the HOME Consortium assisted thirty (30) first-time homebuyers.

Discuss how these outcomes will impact future annual action plans.

The City of Wheeling continued to work towards achieving its goal of providing decent, safe, sound, and affordable housing for its low- and moderate-income residents. The City continued to provide funds for

closing costs and downpayment assistance for first-time homebuyers and through funding the development of new housing.

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

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	0	1
Low-income	0	8
Moderate-income	0	16
Total	0	25

Table 15 – Number of Persons Served

Narrative Information

During this CAPER reporting period, the City of Wheeling did not use its CDBG funds to assist with affordable housing. The City and the Northern Panhandle HOME Consortium used HOME funds to assist 25 households, of which 4.0% were Extremely Low-Income, 32% were Low-Income, and 64% were Moderate-Income.

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

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

In FY 2022, the City of Wheeling provided CDBG, HOME, program income, and other funds that were used to develop or rehabilitate housing in the City. The results of the activities funded during the FY 2022 CAPER reporting period as required in HUD Table 2-A:

- **Production of new rental units** – FY 2022 = 0 units; and Five-Year Total = 0 units.
- **Production of new owner-occupied units** – FY 2022 = 0 units; and Five-Year Total = 0 units.

- **Homebuyer Training/Counseling** – FY 2022 = At least thirty (30) people received homebuyer education under HOME, as it is a requirement for eligibility under the First-Time Homebuyer program. To avoid duplication of reporting, the City only reports the households when they have closed on a house. Five-Year Total = 85 households.
- **First-Time Homebuyers Assisted** – FY 2022 = 30 households were assisted; and Five-Year Total = 85 households.
- **Handicapped Accessible Rehabilitations** – FY 2022 = 0 units; and Five-Year Total = 0 units.
- **Housing Units Remediated or Abated for Lead Based Paint** – FY 2022 = 0 units; and Five-Year Total = 0 units.
- **Fair Housing Education** – FY 2022 = 173 households were counseled; and Five-Year Total = 364 households.
- **Housing Units Inspected** – FY 2022 = A total of 675 units in low/mod areas were inspected for code compliance in the City; and Five-Year Total = 2,285.
- **Housing Units Demolished (Non-CDBG)** – FY 2022 = 108 units; and Five-Year Total = 204 units.

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CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through: Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

During the reporting period, the City continued to employ a Homeless Liaison / Functional Zero Program Coordinator to develop, implement, and manage the City's comprehensive homeless support program aimed at achieving and maintaining Functional Zero in relation to homelessness and reports directly to the City Manager. This position serves as the City's official liaison among internal (City departments/staff, elected officials, city leadership) and external (other government agencies, nonprofits, faith-based community organizations, residents, and businesses) in relation to the City's homeless support program and service coordination.

The NPCoC formally adopted and adheres to a 5-year NPCoC Community Strategic Plan to End Homelessness that describes the strategies, objectives, and action steps necessary to permanently resolve homelessness throughout the five-county Northern Panhandle region. The plan included specific goals for successful outreach to individuals and families experiencing homelessness and how to assess household needs and provide links to appropriate services and programs.

Regular contact with people experiencing homelessness is one of the most successful methods for ensuring progress in stability and independence, as well as reducing recidivism. To implement the NPCoC Strategic Plan related to outreach, NPCoC members continue to work on developing regional committees that provide representation for the northern and southern regions to provide regular updates on all five counties. The NPCoC recently changed leadership. The Board and membership has increased in numbers and participation with organizations represented that reflect the geography of the entire CoC area. By reporting on local needs and progress, the NPCoC is actively coordinating services to address unmet needs.

NPCoC street outreach involves four organizations that visit unsheltered locations, local emergency shelters, and drop-in centers on a regular basis. Outreach to unsheltered locations such as wooded-area campsites is designed to identify the unsheltered population, build rapport, and link individuals to available services in the region. The four organizations providing outreach are Project HOPE, Youth Services System, YWCA Wheeling, and Helping Heroes also meeting some of these needs are Street Moms a collective working to meet the needs of the homeless in the Northern Panhandle. A three-pronged approach to outreach is used connecting weekly with homeless clients, community partners, and landlords. Street outreach is focused on connecting the unsheltered and sheltered homeless population to permanent housing through a referral to Coordinated Entry and needs are evaluated using a standardized assessment and linkage to resources are readily available. Funded through ESG, three groups provide specialized outreach, including Youth Services System for youth, YWCA Wheeling and Change Inc. for domestic violence victims, and Helping Heroes for Veterans, which all full entries into the Coordinated Entry System. Project HOPE is a medical-based outreach team under the OC Health Department. Project Hope is comprised of nurses, community members, and volunteers who visit campsites, assess medical

needs, and provide referrals to the Coordinated Entry System. Street MOMs is a community-based outreach initiative that connects daily with unsheltered individuals and provides emergency and non-facility-based care. Collectively, all four organizations offering outreach services cover 100% of the NPCoC's five-county geographic area.

While the NPCoC has operated a Coordinated Entry System since 1995, the NPCoC formalized Coordinated Entry in 2018 through the development of Board-approved policies and procedures. The NPCoCs System is classified as a multi-site, centralized access system, providing multiple access points for separate homeless subpopulations. GWCH is the NPCoCs System access point for local community members The YWCA of Wheeling and Change Inc. is the access point for households fleeing, or attempting to flee, domestic violence or other dangerous/life-threatening condition. The Coordinated Entry System is accessible throughout the entire five-county region, as GWCH can conduct Centralized Intake and Assessments virtually using a HIPPA-compliant LifeSize videoconferencing center.

The Coordinated Entry System uses evidence-based practices to determine the most appropriate program available to meet the needs of each applicant. This includes diversion to family and friends if possible, and screening for placement in local emergency shelters, as well as other supportive service and housing programs. Individual Service Plans and Housing Plans are developed, which include assistance with housing search and placement. Prioritization of placement into housing occurs during monthly Provider Committee meetings.

Addressing the emergency shelter and transitional housing needs of homeless persons

According to the FY 2022 Housing Inventory Count, the emergency shelter providers located in the NPCoC include the Salvation Army of Wheeling, Northwood Health Systems, the YWCA Wheeling, Catholic Charities, Youth Services System, and Helping Heroes and Change Inc. In addition to these emergency shelters, CHANGE, Inc. operates the Lighthouse Domestic Violence Shelter in Weirton, WV, and the YWCA Wheeling's Family Violence Prevention Program operates the Madden House shelter in Wheeling, WV. The transitional housing providers located in the NPCoC include Helping Heroes, Inc., Youth Services System, Change Inc. and the YWCA Wheeling and GWCH.

In late 2019, the Salvation Army of Wheeling temporarily closed its shelter facility to complete necessary renovations. Upon reopening, the Salvation Army of Wheeling reduced its number of available beds from 35 to 12 and announced they would be returning to their roots of exclusively serving men since the facility was never physically structured to accommodate female adults and families with children. With the lack of emergency shelter beds for families with children, GWCH attempted to meet this need by temporarily repurposing its non-congregate shelter facility, Transitional Housing, to serve as an emergency shelter for families with children, as well as single adults and couples not separated based on gender or household composition. While GWCH formally began offering Emergency Shelter services in 2021, it was determined the facility's physical layout was not conducive to an emergency shelter model, and the emergency shelter facilities permanently closed later that year. The need for an emergency shelter facility able to accommodate families with children remains. In lieu of an existing solution, providers of ESG, SSVF, and

CoC-program assistance are able to offer alternatives, including temporary rental assistance, permanent supportive housing, and wrap-around supportive services.

The HUD-mandated Homeless Management Information System is a critical tool for collecting and storing data on persons experiencing homelessness and is necessary for documenting shelter bed utilization and completing Congressionally required reports. In 2015, dedicated HUD funding for HMIS was eliminated during the FY 2015 CoC Program Competition when it was ranked by an independent review committee that determined its loss would have a low financial impact on homeless programs based on its relatively small budget; however, this loss resulted in the NPCoC becoming the only WVCoC without a HUD-dedicated HMIS grant.

The loss of HUD's HMIS funding represents a significant hardship, as HMIS is a required component of all CoC, ESG and VA-funded homeless assistance programs. When the NPCoC HMIS Lead agreed to switch HMIS providers and join the statewide HMIS ServicePoint in 2012, state funding agencies agreed to support the increase in HMIS expenses associated with this change. Organizations utilizing HMIS contribute to the costs of the HMIS system through annual agreements, including two SSVF providers, four ESG providers, and one RHY provider.

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

The NPCoC is comprised of multiple service providers offering diverse housing and supportive service programs tailored to meet the individual needs of homeless subpopulations and are designed to quickly facilitate placement into permanent housing. Outreach services are used to make an initial assessment of needs, distribute items necessary to address urgent physical needs, and provide information on available shelter, housing, and supportive services programs available through the Coordinated Entry System. The NPCoC's Coordinated Entry System, as evidenced in the NPCoC Community Strategic Plan to End Homelessness, works towards accelerating the process for referrals to housing and exits from emergency shelters or the streets by utilizing a standardized assessment and a streamlined referral process.

Housing programs and services are used to help homeless persons transition to permanent housing. Specialized Transitional Housing programs operated by Helping Heroes, Youth Services System, and YWCA Wheeling and Change Inc. ensure Veterans, youth, and victims of domestic violence and Human Trafficking (respectively) help persons transition from the streets or emergency shelter to permanent housing. Youth Services System, Inc. offers a three tier Transitional Living continuum for young adults including a supervised pre-independent living, supervised single unit experiential program and supported/coached community independent living. GWCH's Residential Housing program provides 18

beds of permanent supportive housing for individual adults with a documented disability and prioritizes most beds to those who are chronically homeless. Families with children are often served rapid re-housing assistance programs, including SSVF programs operated by GWCH, CHANGE, Inc., Helping Heroes, and ESG programs operated by GWCH, and YWCA Wheeling. As a recent recipient of YHDP program funding, GWCH has developed several youth-centered projects for unaccompanied youth ages 18-24.

The NPCoC hosts monthly Provider Committee meetings comprised of local outreach providers, emergency shelters, and homeless service providers. The Provider Committee maintains a master list of all persons experiencing homelessness in the Northern Panhandle of WV and is responsible for prioritizing persons for permanent housing placement. These Provider Committee meetings help the region shorten the length of time individuals experience homelessness through the collaborative development of solutions to maintain engagement with those hardest to serve.

To prevent homelessness, the NPCoC is comprised of several providers who offer Homelessness Prevention assistance through ESG and SSVF. In-house, most providers offer wrap-around supportive services, including community engagement, and peer recovery services. YSS offers street outreach staff providing gateway services through their Runaway and Homeless Youth Grants. The NPCoC also leverages resources offered through partnering organizations to meet the needs of participants, such as employment and education training through referral.

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

The NPCoC regularly reviews discharge planning protocols and has worked with specific stakeholders to ensure there are adequate procedures for ensuring people who are institutionalized are not discharged and become homeless. According to the West Virginia Division of Health Legislative Rule, hospitals must have a discharge planning process for post-hospital services. Locally, most patients often return to their prior living situation upon discharge from hospitals and health care facilities.

When no discharge plan is in place, or clients are unable to care for themselves, 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 on a local level through member coordination with comprehensive behavioral health centers in the region. While most mental health patients return to the care of family and friends upon discharge, some clients of state hospitals or diversion facilities lack a support system capable or willing to provide even short-term shelter. The development and implementation of innovative service models.

Youth Services System, Inc. also serves as a least restrictive treatment/service option for youth discharging from psychiatric hospitals or detention/correctional programs. These shelters and transitional living ease the transition from a very structured setting to a supported setting. Wraparound services, counseling/therapy, supervised visitation, parent training, and other community-based treatment and support services are also available for youth, young adults and families residing in homes in northern panhandle counties of WV.

All emergency shelters provide reintegration support by providing safe housing, peer recovery support, life skill training, link to education/employment, counseling/therapy, and needed medical care.

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CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Wheeling Housing Authority (WHA) is the only municipal housing authority in Ohio County that is designated to oversee public housing. Wheeling Housing Authority has eight (8) public housing communities located in the City of Wheeling and consisting of a total of 631 public housing assisted units. There is a total of 94 units for family occupancy, 554 units for mixed populations (elderly or disabled), and 73 units for elderly occupancy. The Wheeling Housing Authority has a 94% overall occupancy rate for its public housing and tax credit developments. There were 588 individuals on the Public Housing waiting list as of June 30, 2023. The Housing Choice Voucher Program had a stable utilization of the available vouchers. The total baseline for Section 8 Housing Vouchers was 573 vouchers. There were 505 vouchers in use, 32 of which were issued to a household looking for a dwelling unit. There were 328 individuals on the Housing Choice Voucher waiting list.

The Wheeling Housing Authority received \$1,531,186.00 under their HUD Capital Fund grant and 1,465,638 in operating subsidies for FY 2022. During the FY 2022 CAPER reporting period, the following improvements were made with Capital Funds: New locks in all public housing/offices; Sprinkler System at Garden Park Terrace; Refurbish Community Room at Garden Park Terrace; Replaced domestic water heaters at Booker T. Washington Plaza; Completed a sewer line correction in the Hil-Dar community; Replaced sidewalks in Hil-Dar Community; completed upgrades to security systems (cameras/monitoring) in all public housing; removed obstructive pine trees in the Hil-Dar Community; Exterior Renovation (wash, paint, point/tuck) at Luau Manor; and replaced 4 cluster electrical boxes in the Hil-Dar Community.

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

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

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

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

employment. The Family Self-Sufficiency (FSS) Program had approximately 15 participants on average per month.

Youth Programs - Educational and recreational activities are available to Wheeling Housing Authority children on-site in partnership with area agencies and organizations.

Senior Programs - Recreational activities and health care service links are available at the elderly high rises, including a weekday lunch program at Garden Park Terrace Apartments in Warwood. The goal is to improve the quality of life in their high rises and to link residents with existing services in the community. A coordinator works to help residents get needed social services to maintain their independent living status. The coordinator also works with elected resident councils to plan activities and trips.

Actions taken to provide assistance to troubled PHAs

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

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

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

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

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

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

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

The City of Wheeling worked to address these obstacles through the agencies and programs funded in FY 2022. Some of the activities to address these obstacles included:

- **CD-22-06 Catholic Charities Center.** CDBG funds were used to provide meals to low income and homeless persons.
- **CD-22-07 Family Service.** CDBG funds were used for supplies needed for the home meal program

for the elderly.

- **CD-22-08 Greater Wheeling Coalition for the Homeless.** CDBG funds were used for utility expenses for the transitional living facility operated by the Greater Wheeling Coalition for the Homeless (GWCH).
- **CD-22-09 Information Helpline.** CDBG funds were used to provide rent and utility assistance.
- **CD-22-10 Soup Kitchen of Greater Wheeling.** CDBG funds were used to acquire food for preparation for the homeless, and for the very low-income.
- **CD-22-11 Wheeling Health Right.** CDBG funds were used to purchase pharmaceuticals for a free health clinic that serves the very low-income and the homeless.
- **HOME-22-14 CHDO Set-Aside.** \$51,965.00 in HOME funds were set aside to fund an eligible Community Housing Development Organization (CHDO) housing project. This amount equates to 15% of the HOME Program entitlement awarded to the (West Virginia) Northern Panhandle HOME Consortium for FY 2022. Funds to be used for construction or rehabilitation of affordable housing.
- **HOME-22-15 Northern Panhandle HOME Consortium - First-Time Homebuyer Program.** HOME funds were used to provide deferred, forgivable loans to qualified First-Time homebuyers who require downpayment and closing cost assistance with their purchase and who wish to purchase a house within the Northern Panhandle HOME Consortium Area, which consists of the City of Wheeling, the City of Weirton, and Hancock, Brooke, Ohio, and Marshall Counties. The \$259,820.00 in FY 2022 HOME funds for the First-Time Homebuyer Program was awarded on a first-come, first-served basis to eligible homebuyers in the six (6) jurisdictions.

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

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

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

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

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

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

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

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

According to the 2017-2021 American Community Survey,

- 46.8% of households with earnings received Social Security income.
- 2.6% received public assistance.
- 28.1% received retirement income.
- 23.4% of female-headed households were living in poverty.
- 17.8% of all youth under 18 years of age were living in poverty.

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

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

- **CD-22-06 Catholic Charities Center** – funds were used to provide meals to low income and homeless persons.
- **CD-22-07 Family Service** – funds were used for supplies needed for the home meal program for the elderly.
- **CD-22-08 Greater Wheeling Coalition for the Homeless** – funds were used for utility expenses for the transitional facility operated by the Greater Wheeling Coalition for the Homeless (GWCH).
- **CD-22-09 Information Helpline** – funds were used to provide rent and utility assistance.
- **CD-22-10 Soup Kitchen of Greater Wheeling** – funds were used to acquire food for preparation for the homeless, and for the very low-income.
- **CD-22-11 Wheeling Health Right** – funds were used to purchase pharmaceuticals for a free health clinic that serves the very low income and the homeless.

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

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

Public Sector:

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

Non-Profit Agencies:

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

- CHANGE, Inc.
- YWCA of Wheeling
- Wheeling Health Right
- Youth Services System, Inc.

Private Sector:

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

Coordination:

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

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

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

Section 225 Affordable Housing

During the FY 2022 reporting period, 38 affordable units were completed at LaBelle Greene IV (2BR apts), and 39 affordable units were completed at Owens Greene (1-2 BR apts.), both of which were LIHTC developments. Each project will contain two (2) handicapped accessible units and one (1) audio-visual accessible unit.

Addressing “Worst Case” Housing and Housing for the Disabled

There were 675 housing units were inspected for code compliance in the City of Wheeling during this reporting period. The City also has a Vacant Building Registration Program, which encourages code-deficient vacant properties to be repaired and returned to use.

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

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

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

The Wheeling Housing Authority (WHA) continues to work with City Officials, to address the needs for housing low-income individuals. Additionally, the WHA is working with the City on its response to homelessness in the creation of The LIFE HUB. WHA is providing a leadership and fiscal role in that effort. The winter shelter was successfully operated between December and March. A building was purchased for the upcoming season and funding is being sought for beginning the operation of The LIFE HUB. The purpose of this initiative is to provide a central location to coordinate services to homeless and nearly homeless individuals, which includes individuals who are difficult to house and disabled individuals. Additionally, the center will house a 24/7, 365 low barrier shelter.

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

To promote Fair Housing during this CAPER reporting period, the Wheeling City Council proclaimed April as “Fair Housing Month” on April 18, 2023. A copy of the 2023 Proclamation is included at the end of this section. The City monitored and reviewed public policies for discriminatory practices and/or impacts on housing availability during this program year.

During Fiscal Year 2022, the City of Wheeling served 173 people with Fair Housing Education and Outreach programs. These programs were run by the Wheeling Human Rights Commission, the Fair Housing Law Center at Southwestern Pennsylvania Legal Services, the Northern Panhandle Continuum of Care, the Northern Panhandle HOME Consortium, and CHANGE, Inc. The activities were undertaken to promote fair housing during this CAPER reporting period:

- **July 2022:** The Fair Housing Law Center at Southwestern Pennsylvania Legal Services provided a virtual Fair Housing Training sponsored by the ReEntry Alliance for the Ohio Valley, which three Commissioners of the Human Rights Commission attended on July 20, 2022. (3 persons assisted.)
- **August 2022:** The Wheeling Human Rights Commission exhibited at the Youth Services Systems' Annual Celebrate Youth Festival on August 3, 2022. Thousands of families attended this Back-to-School resource festival, with approximately 60 community resources providing valuable information to families. Fair Housing-related materials that were distributed included 500 stylus pens/highlighters that were printed with the HRC's contact information and the Equal Housing Opportunity logo. Additionally, many Fair Housing magnets, pamphlets, and brochures, along with many various diversity booklets and copies of the Universal Declaration of Human Rights were distributed as well. Seventy-nine (79) individuals signed in at the exhibit, which allowed for credit under the Education and Outreach grant with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services. (79 persons assisted.)
- **October 2022:** The Wheeling Human Rights Commission exhibited at the Homeless Outreach Fall Festival on October 13, 2022. Fair Housing-related materials were distributed, including drawstring backpacks and stylus pens/highlighters that were printed with the HRC's contact information and the Equal Housing Opportunity logo. Additionally, many Fair Housing magnets, pamphlets and brochures, along with many various diversity booklets and copies of the Universal Declaration of Human Rights were distributed as well. 13 individuals signed in at the exhibit, which allowed for credit under the Education and Outreach grant with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services. (13 persons assisted.)
- **December 2022:** Three (3) Commissioners and one (1) staff member attended the US Attorney's Office, Northern District of West Virginia's event: Protecting the Public: Civil Rights Enforcement in West Virginia, on December 8, 2022. A relevant 50-minute session regarding Housing and Disability Rights Violations was presented at the event. (4 persons assisted.)
- **April 2023:** City staff watched HUD's Fair Housing Month Opening Ceremony webcast, on April 11, 2023. (1 persons assisted.)
- **April 2023:** City staff watched HUD's Fair Housing Month virtual event: Building and Equitable Future: A Housing Policy Conversation with Generation Z College Students, on April 26, 2023. (1 persons assisted.)
- **Ongoing:** The Northern Panhandle HOME Consortium's First Time Homebuyer Program, administered by the City of Wheeling, requires applicants to attend homebuyer education. Most applicants receive this training locally, through CHANGE, Inc. Fair Housing education is a part of CHANGE's curriculum and is now being provided under a partnership between CHANGE and the Fair Housing Law Center. Students are provided information such as the HUD brochures "Are you a Victim of Housing Discrimination?", "Filing a Housing Discrimination Complaint", and "Know the

Signs of Housing Discrimination”. During FY 2021, CHANGE, Inc. provided homebuyer education to 76 potential homebuyers. (72 persons assisted.)

DRAFT

CR-40 - Monitoring 91.220 and 91.230

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

The City of Wheeling's Department of Economic and Community Development has the primary responsibility for monitoring the City's Five-Year Consolidated Plan. The Department of Economic and Community Development maintained records on the progress toward meeting the goals and compliance with the statutory and regulatory requirements for each activity. The Economic and Community Development Department was responsible for the on-going monitoring of subrecipients.

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

The City of Wheeling provided citizens with reasonable notice of, and the opportunity to comment on, its Annual Action Plan, its performance under previously funded CDBG Program Years, and substantial amendments to the Five-Year Consolidated Plan and Annual Action Plans. The City of Wheeling received no complaints. Its policy is to respond within 15 days in writing to any written complaints or inquiries from citizens regarding the CDBG Program, its housing strategy, or its CAPER. This was enumerated in its Citizen Participation Plan.

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

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

On May 2, 2023, the City's calculated adjusted line of credit balance was 1.66 times its annual grant, which was not in compliance with the CDBG Program timely performance requirement of 1.5. This was attributed to construction-related projects being delayed due to increased material costs and supply chain challenges. The City is on course to meet its timely performance requirement in May 2024.

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

The following public service agencies that received CDBG and CDBG-CV assistance during this CAPER reporting period were monitored:

- **The Seeing Hand Association** – There were no findings or concerns.
- **Catholic Charities** – There were no findings or concerns.
- **Family Service** – There were no findings or concerns.
- **The Soup Kitchen** – There were no findings or concerns.
- **Wheeling Health Right** – There were no findings or concerns.
- **Information Helpline** – There were no findings or concerns.

When the City has CHDOs, they are monitored as necessary for compliance. Periodic progress inspections are performed at CHDO project sites. Quarterly progress reports are required and made a part of the project file. In addition, all CHDO requests for reimbursement are closely examined against the approved project budget and timeline, prior to approving any draw for funds to pay requests.

DRAFT

Citizen Participation Plan 91.105(d); 91.115(d)**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The City of Wheeling placed the CAPER document on public display for a period of 15 days beginning on Thursday, September 7, 2023 through Thursday, September 21, 2023. A Public Notice was published in the *Wheeling Intelligencer* on Wednesday, September 6, 2023, a copy of which is attached in the Citizen Participation Section of this CAPER document.

The “Draft” FY 2022 CAPER was on display at the City of Wheeling’s website [<https://www.wheelingwv.gov/public-notice>], at the City-County Building, and at the Ohio County Public Library.

The Public Hearing was held on Tuesday, September 19, 2023 at 5:30 p.m. in the Council Chambers located on the first floor of the City-County Building.

DRAFT

CR-45 - CDBG 91.520(c)

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

The City of Wheeling has not made any changes to the FY 2020-2024 Five Year Consolidated Plan and its program objectives during this reporting period.

Describe accomplishments and program outcomes during the last year.

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

- **Public Facilities and Improvements** - \$531,158.35, which is 66.05% of the total expenditures.
- **Public Services** - \$105,437.76, which is 13.11% of the total expenditures.
- **General Administration and Planning** - \$167,592.27, which is 20.84% of the total expenditures.
- **Total: \$804,188.38**

The City of Wheeling Timeliness Ratio of unexpended funds as a percentage of the FY 2022 CDBG allocation was 1.66 on August 29, 2023, which is over the maximum 1.5 ratio. This was attributed to construction-related projects being delayed due to increased material costs and supply chain challenges. The City is on course to meet its timely performance requirement in May 2024.

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

- **Percentage of Expenditures Assisting Low- and Moderate-Income Persons and Households Either Directly or On an Area Basis** - 100.00%
- **Percentage of Expenditures that Benefit Low- and Moderate-Income Areas** – 83.85%
- **Percentage of Expenditures that Aid in the Prevention or Elimination of Slum or Blight** – 0.00%
- **Percentage of Expenditures Addressing Urgent Needs** - 0.00%

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

- **Extremely Low Income (<=30%)** - 0.00%
- **Low Income (30-50%)** – 97.43%
- **Moderate Income (50-80%)** – 2.57%
- **Total Low- and Moderate-Income (<=80%)** - 100.00%
- **Non Low- and Moderate-Income (>80%)** - 0.00%

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

- **Actual Jobs Created or Retained - 0**
- **Households Receiving Housing Assistance - 0**
- **Persons Assisted Directly, Primarily by Public Services and Public Facilities – 10,455**
- **Persons for Whom Services and Facilities were Available – 6,860**
- **Units Rehabilitated - Single Units - 0**
- **Units Rehabilitated - Multi Units Housing - 0**

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

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

DRAFT

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

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

The Northern Panhandle HOME Consortium has had one (1) rental property developed by CHANGE, Inc., which requires periodic inspection. The rental unit in question is a single-family home, located at 318 Martin Avenue, Follansbee, WV 26037. The City has implemented an on-site physical inspection schedule for once every three (3) years, dated from project completion. The next on-site inspection is scheduled for October 2025. There will also be annual tenant income certification and verification of rent and utility amounts on the annual anniversary of the tenant occupancy.

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

The Northern Panhandle HOME Consortium has a website for the First Time Homebuyer Program. Information about the First Time Homebuyer program is made available at all of the participating jurisdictions' HOME public needs hearings. Brochures continue to be disseminated to lenders, realtors, Family Resource Networks, public libraries, homebuyer education classes, fairs and festivals, and other groups and individuals, in an effort to promote the First Time Homebuyer Program. The program is also promoted through news releases and homebuyer education classes that are conducted by CHANGE, Inc., and a link to the Northern Panhandle HOME Consortium's website is provided by CHANGE, Inc. on the eHome online homebuyer education site (<https://www.ehomeamerica.org/>). CHANGE, Inc. also links to the Northern Panhandle HOME website from their own website, as does the City of Wheeling. All participating lenders and realtors in the Northern Panhandle are emailed the updated HOME income limits and updated information about the program. There are plans to update the Northern Panhandle HOME website.

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

The City and the Northern Panhandle HOME Consortium received \$25,000.00 in recaptured funds from the payoff of the City of Wheeling First-Time Homebuyer program in the FY 2022 CAPER reporting period. Any funds received from recaptured funds in the future will be put back into the First-Time Homebuyer Program for closing cost and downpayment assistance for other first-time homebuyers.

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

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

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

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

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

The City proposed to assist a total of twenty-five (25) qualified First-Time Homebuyers with deferred, forgivable loans for downpayment and closing cost assistance with the purchase of a home within the Northern Panhandle. During this CAPER reporting period, the Consortium assisted thirty (30) First-Time Homebuyers.

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

The City proposed to assist one (1) organization during this CAPER reporting period by allocating 15% (\$51,965) of its FY 2022 HOME allocation as CHDO set-aside for the construction or rehabilitation of affordable housing.

CR-58 - Section 3 Report

Total Labor Hours	CDBG	HOME
Total Number of Activities	2	0
Total Labor Hours	1,962	0
Total Section 3 Worker Hours	118	0
Total Targeted Section 3 Worker Hours	0	0

Table 15 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0	0
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0	0
Direct, on-the job training (including apprenticeships).	2	0
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0	0
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0	0
Outreach efforts to identify and secure bids from Section 3 business concerns.	0	0
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0	0
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0	0
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0	0
Held one or more job fairs.	0	0
Provided or connected residents with supportive services that can provide direct services or referrals.	0	0
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	0	0
Assisted residents with finding child care.	0	0
Assisted residents to apply for, or attend community college or a four year educational institution.	0	0
Assisted residents to apply for, or attend vocational/technical training.	0	0
Assisted residents to obtain financial literacy training and/or coaching.	0	0
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0	0
Provided or connected residents with training on computer use or online technologies.	0	0
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0	0
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 122(e)(2) of the Workforce Innovation and Opportunity Act.	0	0
Other.	0	0

Table 16 – Qualitative Efforts - Number of Activities by Program

Narrative:

The City of Wheeling required contractors to fill out a Section 3 Contract Solicitation and Commitment Statement as a part of their bid. The City advertised its construction bid with the Section 3 Requirements.

DRAFT

CR-60 - ESG 91.520(g)

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

DRAFT

CR-65 - HOPWA CAPER Report

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

DRAFT

CR-70 - IDIS Reports

Attached are the following U.S. Department of Housing and Urban Development (HUD) Reports from IDIS for the period from July 1, 2022 through June 30, 2023.

Attached are the following IDIS reports:

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

DRAFT

CR-75 - Fair Housing

Affirmatively Furthering Fair Housing Overview:

The City of Wheeling prepared an Analysis of Impediments to Fair Housing Choice in 2020 to coincide with the City’s FY 2020-2024 Five Year Consolidated Plan. During this CAPER reporting period, the City conducted inspections with reports of work needed to be done to bring various properties up to standards. This process was done systematically and by complaint.

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

- 38 affordable units were completed at LaBelle Greene IV (2BR apts), and 39 affordable units were completed at Owens Greene (1-2 BR apts.) during this reporting period, both of which were LIHTC developments.
- 30 First Time Homebuyers were assisted with HOME funds in the Northern Panhandle HOME Consortium area, and four (4) of these were in the city limits of Wheeling.

Seventy-two (72) people received homebuyer education under the HOME Program, as it is a requirement for eligibility under the First-Time Homebuyer program. Other potential homebuyers also attended these homebuyer education classes. To avoid duplication of reporting, the City only reports the households assisted when they have closed on a house.

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

	Income Level (% of Area Median Income)								Total Households
	0-30%		30-50%		50-60%		60-80%		
	White	Minority	White	Minority	White	Minority	White	Minority	
Number of Households	1	0	5	0	8	0	16	0	30

Table 16 – Income Level of Homebuyer Assistance Program

To promote Fair Housing during this CAPER reporting period, the Wheeling City Council proclaimed April as “Fair Housing Month.” A copy of the 2023 proclamation is included at the end of this section.

During this reporting period, 173 people with Fair Housing Education and Outreach programs. These programs were run by the Wheeling Human Rights Commission, the Fair Housing Law Center at Southwestern Pennsylvania Legal Services, the Northern Panhandle Continuum of Care, the Northern Panhandle HOME Consortium, and CHANGE, Inc. The activities were undertaken to promote fair housing during this CAPER reporting period:

- **July 2022:** The Fair Housing Law Center at Southwestern Pennsylvania Legal Services provided a virtual Fair Housing Training sponsored by the ReEntry Alliance for the Ohio Valley, which three Commissioners of the Human Rights Commission attended on July 20, 2022. (3 persons assisted)

- **August 2022:** The Wheeling Human Rights Commission exhibited at the Youth Services Systems' Annual Celebrate Youth Festival on August 3, 2022. Thousands of families attended this Back-to-School resource festival, with approximately 60 community resources providing valuable information to families. Fair Housing-related materials that were distributed included 500 stylus pens/highlighters that were printed with the HRC's contact information and the Equal Housing Opportunity logo. Additionally, many Fair Housing magnets, pamphlets, and brochures, along with many various diversity booklets and copies of the Universal Declaration of Human Rights were distributed as well. Seventy-nine (79) individuals signed in at the exhibit, which allowed for credit under the Education and Outreach grant with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services. (79 persons assisted)
- **October 2022:** The Wheeling Human Rights Commission exhibited at the Homeless Outreach Fall Festival on October 13, 2022. Fair Housing-related materials were distributed, including drawstring backpacks and stylus pens/highlighters that were printed with the HRC's contact information and the Equal Housing Opportunity logo. Additionally, many Fair Housing magnets, pamphlets and brochures, along with many various diversity booklets and copies of the Universal Declaration of Human Rights were distributed as well. 13 individuals signed in at the exhibit, which allowed for credit under the Education and Outreach grant with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services. (13 persons assisted)
- **December 2022:** Three (3) Commissioners and one (1) staff member attended the US Attorney's Office, Northern District of West Virginia's event: Protecting the Public: Civil Rights Enforcement in West Virginia, on December 8, 2022. A relevant 50-minute session regarding Housing and Disability Rights Violations was presented at the event. (4 persons assisted)
- **April 2023:** City staff watched HUD's Fair Housing Month Opening Ceremony webcast, on April 11, 2023. (1 persons assisted)
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- **Ongoing:** The Northern Panhandle HOME Consortium's First Time Homebuyer Program, administered by the City of Wheeling, requires applicants to attend homebuyer education. Most applicants receive this training locally, through CHANGE, Inc. Fair Housing education is a part of CHANGE's curriculum and is now being provided under a partnership between CHANGE and the Fair Housing Law Center. Students are provided information such as the HUD brochures "Are you a Victim of Housing Discrimination?", "Filing a Housing Discrimination Complaint", and "Know the Signs of Housing Discrimination". During FY 2021, CHANGE, Inc. provided homebuyer education to 76 potential homebuyers. (72 persons assisted)

Wheeling Human Rights Commission:

The Wheeling Human Rights Commission (HRC) continued to be a fully staffed division of the City of Wheeling Economic and Community Development Department (ECD), under a revised Human Rights Commission Ordinance which was passed by the Wheeling City Council on May 5, 2022. The HRC has the authority to retain cases of discrimination in the City of Wheeling, or to refer them to the West Virginia Human Rights Commission. The Ordinance provides equal opportunity in the areas of employment, housing and public accommodations, to all persons without regard to race, religion, color, national origin, ancestry, sex, age, blindness, disability, familial status, veteran status, sexual orientation or gender identity. The May 5, 2022 version of the Ordinance reflected changes which defined Conversion Therapy and made the practice of it illegal in the City of Wheeling. During the CAPER Period, on February 7, 2023, Wheeling City Council passed yet another revised Ordinance with relevant changes to add protections under the CROWN ACT. CROWN refers to Creating a Respectful and Open World for Natural Hair, which protects individuals with race-based hairstyles from discrimination.

The ECD staff facilitates the regular monthly business meetings of the HRC, which are open and announced to the media/public in advance. During the reporting period, eleven regular business meetings were held as follows:

- Tuesday, July 19, 2022, at 10:00 a.m.
- Tuesday, August 16, 2022, at 10:00 a.m.
- Tuesday, September 20, 2022, at 10:00 a.m.
(Time change to 10:30 A.M. moving forward.)
- Tuesday, October 18, 2022, at 10:30 a.m.
- Tuesday, November 15, 2022, at 10:30 a.m. *(canceled due to lack of quorum.)*
- Tuesday, December 6, 2022, at 10:30 a.m.
(Day and time change to every second Wednesday of the month at 12:00 P.M. moving forward.)
- Wednesday, January 11, 2023, at 12:00 p.m.
- Wednesday, February 8, 2023, at 12:00 p.m.
- Wednesday, March 8, 2023, at 12:00 p.m.
- Wednesday, April 19, 2023, at 12:00 p.m. *(Date rescheduled due to Passover)*
- Wednesday, May 10, 2023, at 12:00 p.m.
- Wednesday, June 14, 2023, at 12:00 p.m.

Public Education and outreach continue to be important functions of the HRC. The HRC partners annually with the Fair Housing Law Center at Southwestern Pennsylvania Legal under grants that the Fair Housing Law Center receives from the United States Department of Housing and Urban Development. The 2022 Agreement ran from April 1, 2022 to March 30, 2023, under which the HRC committed to 35 hours of education and outreach at the reimbursement rate of \$75 per hour, for a total of \$2,625.00. The HRC generally meets the committed hours by attending community events and distributing Fair Housing materials, in addition to offering Fair Housing trainings, attending monthly conference calls hosted by SWPALS, and dedicating administrative time to accomplish the goals of the Agreement. The HRC successfully met 37.75 hours, exceeding its commitment of 35 hours. Subsequently, the 2023 Agreement was signed for the period beginning April 1, 2023 through March 30, 2024, in which the HRC committed to 36 hours of Education and Outreach at the reimbursement rate of \$75 per hour, for a total of \$2,700.00.

A total of 3.5 hours towards the 2023 Agreement had been met by the end of the CAPER period. Expectations of the HRC under this partnership are as follows: Educating protected class members and the agencies that serve them on fair housing rights and remedies; attending community outreach events to disseminate fair housing materials and identify victims of housing discrimination; disseminating print and electronic materials to protected class members and the agencies that serve them; facilitating landlord outreach; referring victims of housing discrimination to the Fair Housing Law Center; and attending monthly conference calls related to the Agreement.

The HRC has a responsibility to promote equal human rights and inclusivity within the City of Wheeling while striving to eliminate discrimination. As such, it is a priority to promote and create awareness of the existence of the HRC in the community. The HRC does this in many ways, including but not limited to billboards, newspaper ads, exhibiting at community events, providing training and seminars, speaking to groups, and recommending a community award. In order to achieve visibility and interact with the residents of Wheeling, the HRC took the following specific measures and/or participated in the following activities during FY 2022:

- **July 2022:** As previously reported, the HRC annually recommends an award to an unrecognized Wheeling citizen that supports and works for human rights, with the intent that the awardee be announced by the Mayor. A qualified awardee was confidentially selected and recommended to the City Clerk and Mayor for the second annual Award. The Mayor chose not to award the HRC's recommendation, however at the annual State of the City Address in July 2022, the Mayor awarded one of the HRC's own Commissioners. Subsequently, the HRC began discussing and requesting nominees for a 2023 award.
- **July 2022 to February 2023:** The HRC continued its year-long push for Wheeling City Council to recognize and enact a CROWN Act Ordinance. CROWN refers to Creating a Respectful and Open World for Natural Hair, and protects individuals with race-based hairstyles from discrimination, because individuals who do not change their natural hairstyles are more likely to experience discrimination. An amended CROWN Act Resolution was referred to City Council in September 2022. Donated shopping bags to promote the CROWN Act were shared with City Council, and Charman Dunkin spoke to the body in December 2022. In January 2023, City Council had a first reading of relevant changes to the HRC Ordinance on January 17. The second reading and approval of the amended HRC Ordinance were approved by City Council on February 7, 2023.
- **August 2022:** Three Commissioners, along with staff, represented the Human Rights Commission at the Youth Services Systems' Annual Celebrate Youth Festival on August 4, 2022. Thousands of families attended this Back to School resource festival, with approximately 60 community resources providing valuable information to families. The HRC distributed 500 stylus pens/highlighters that were printed with the HRC's contact information and the Equal Housing Opportunity logo. Additionally, many Fair Housing magnets, pamphlets and brochures, along with many various diversity booklets and copies of the Universal Declaration of Human Rights were distributed as well.

- **September 2022:** The HRC was represented by commissioners who attended the NAACP's Freedom Fund Banquet on September 24, 2022.
- **October 2022:** Staff represented the HRC at the Fall Homeless Outreach Festival on October 13, 2022. A gift card from Neeley's (a local grocery company who cooperates with the City's Homeless Liaison for the benefit of the homeless) was raffled off at the event. The HRC distributed several drawstring backpacks that were printed with the HRC's contact information and the Equal Housing Opportunity logo.
- **October 2022 through January 2023:** Commissioners and staff served on the Martin Luther King, Jr. Celebration Committee. The events planned included a Shabbat Service on Friday, January 13; a debate and discussion on Saturday, January 14; a march, program, awards, banquet dinner and interfaith worship on Sunday, January 15; and a breakfast, local Martin Luther King Essay Contest awards, and children's activities on Monday, January 16, 2023.
- **December 2022:** Three Commissioners and staff attended the US Attorney's Office Northern District of West Virginia's event: Protecting the Public: Civil Rights Enforcement in West Virginia, on December 8, 2022.
- **February 2023:** The HRC ran a display ad in the **Wheeling Newspapers** inviting the community to celebrate Black History Month on five individual dates in February, as well as in a special Black History Month section on February 23, 2023. The HRC also had a special billboard image that was placed in the rotation for the city's digital billboard as well as on social media.
- **February 2023:** The HRC was represented by Commissioners who attended the Black History Month events held at the Ohio County Public Library during February and March 2023.
- **March 2023 to June 2023:** The HRC developed an Inclusion Committee who was working to establish a future educational event.
- **March 2023:** The HRC formally recognized Women's History Month and began exploring a potential partnership with YWCA for future Women's History Month programming.
- **April 2023:** For Fair Housing Month in April, the HRC purchased six Fair Housing Month Billboards in Wheeling's low to moderate income neighborhoods and areas near public housing, that were consistent with HUD's 2023 Fair Housing Month graphics. The billboard image, which contained the Equal Housing Opportunity Logo and conveyed the phone number of the HRC, was also placed at an additional location, on the City's digital billboard at 10th & Market Streets, as well as on the City's social media. The billboard design was also shared on the City's social media. The Fair Housing Month Proclamation was read at City Council on April 18, 2023 where three members of the HRC attended to receive the Proclamation in a photo, which was also placed on social media.

- **June 2023:** The HRC distributed 50 stylus pens/highlighters that were printed with the HRC's contact information and the Equal Housing Opportunity logo for judges' packets at the Wheeling Feeling Chili Cook-off on June 3, 2023.

During the period of July 1, 2022 to June 30, 2023, three housing complaint forms were issued by the HRC, but no complaints were received by the HRC. Four potential housing discrimination complaints were referred to both the Fair Housing Law Center at Southwestern Pennsylvania Legal Services, and the West Virginia HRC, due to being against housing providers which were not within the jurisdiction of the Wheeling HRC. One employment complaint form was issued, but no complaints were received by the HRC. One potential employment discrimination complaint was issued, but no complaints were received by the HRC.

Finally, during the reporting period, and as a result of full-time staffing of the HRC's office, the HRC tracked all inquiries, complaint-related and non-jurisdictional or non-complaint-related. As a service to the inquirers, the HRC made the following 50 referrals:

Legal Aid of WV (Wheeling office) – 12
 West Virginia Human Rights Commission – 7
 City of Wheeling Building Code Enforcement – 5
 Southwestern PA Legal Services (Fair Housing Law Center) – 4
 Wheeling-Ohio County Health Department – 2
 WV Senior Legal Aid – 1
 City of Wheeling Police Dept – 1
 City Manager's Office – 1
 City of Wheeling Solicitor – 1
 WV State Bar Association – 1
 Disability Rights of WV – 1
 Information Helpline – 1
 Helping Heroes – 1
 House of Carpenter – 1
 Laughlin Chapel – 1
 Catholic Charities – 1
 City of Wheeling Homeless Liaison – 1
 Ohio County Prosecutor's Office – 1
 Ohio County Magistrate Court – 1
 WV Board of Medicine – 1
 Weirton Human Rights Commission – 1
 PA Human Relations Commission – 1
 Oklahoma Attorney General's Office – 1

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

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

Impediment 1: Housing Affordability

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

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

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

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

Accomplishments:

There were 675 inspections completed for code compliance in the City of Wheeling during this reporting period. This includes all 30 First Time Homebuyer homes which were inspected throughout the Northern Panhandle HOME Consortium area prior to authorizing the purchase with HOME assistance.

There were 38 affordable units were completed at LaBelle Greene IV (2BR apts), and 39 affordable units were completed at Owens Greene (1-2 BR apts.) during the reporting period, both of which were LIHTC developments.

During the FY 2022 reporting period, the owner of the North Park Apartments began exterior and interior renovations of four (4) existing apartment buildings (96 apartments total) and two (2) existing townhouse buildings (8 townhouses total). All units are income-based affordable housing units.

The Northern Panhandle HOME Consortium issued a Request for Proposals for CHDO Designation and Funding that would use FY 2021 and FY 2022 CHDO funds. There were no responses to the RFP. At the end of the reporting period, another RFP that will include the FY 2023 CHDO funds was planned, with the idea that an increased amount of CHDO funding may be more attractive and useful to a CHDO project.

Additionally, the Wheeling Housing Authority made the following capital improvements to better the housing and experience within their communities: New locks in all public housing/offices; Sprinkler System at Garden Park Terrace; Refurbish Community Room at Garden Park Terrace;

Replaced domestic water heaters at Booker T. Washington Plaza; Completed a sewer line correction in the Hil-Dar community; Replaced sidewalks in Hil-Dar Community; completed upgrades to security systems (cameras/monitoring) in all public housing; removed obstructive pine trees in the Hil-Dar Community; Exterior Renovation (wash, paint, point/tuck) at Luau Manor; and replaced 4 cluster electrical boxes in the Hil-Dar Community.

In October 2022, the City of Wheeling, using American Rescue Plan funding, offered the Homeowner-Occupied Repair Assistance Program to low- to moderate-income households (under ARPA guidelines). The program provided a one-time financial grant of up to \$5,000 to assist with exterior home repairs and/or weatherization to 396 qualified homeowners.

In April 2023, the City of Wheeling using general fund, offered the Homeowner Repair Assistance Program for Homes Built Prior to 1940 to households with incomes up to \$120,000. The program provided a one-time financial grant of up to \$5,000 with a 20 percent match provided by the homeowner, to aid with exterior home repairs and/or weatherization. 97 households benefited from this program.

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

Accomplishments:

The City of Wheeling and the Northern Panhandle HOME Consortium funded the First Time Homebuyer Program which provides downpayment and closing cost assistance, in all of the Northern Panhandle HOME jurisdictions. Thirty (30) homebuyers (4 in Wheeling) received FTHB assistance in the Consortium, all of whom received housing counseling (a required component to receive the assistance).

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

Accomplishments:

The City of Wheeling's Building and Planning Department is staffed with a Building Code Official, three (3) Code Enforcement Officers, one (1) Building Inspector, and one (1) Electrical Inspector. There were 675 inspections made for code compliance in the City of Wheeling during the reporting period. The Department also administers a Vacant Building Registration Program, which encourages code-deficient vacant properties to be repaired and returned to use.

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

Accomplishments:

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

In October 2022, the City of Wheeling using American Rescue Plan funding, offered the Homeowner-Occupied Repair Assistance Program to low-to-moderate income households (under ARPA guidelines). The program provided a one-time financial grant of up to \$5,000 to assist with exterior home repairs and/or weatherization to 396 qualified homeowners.

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Impediment 2: Housing Accessibility

There is a lack of housing that is accessible to the older population, and persons with disabilities which limits their choice of housing.

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

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

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

Accomplishments:

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

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

Accomplishments:

Plan review and inspections are completed using the 2018 International Building Code, throughout the construction of projects to assure that all codes and accessibility provisions are being met.

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

Accomplishments:

The City of Wheeling funds the Wheeling Human Rights Commission, which distributes tenant and landlord resources that assist in informing renters, including the elderly and disabled, of their housing rights. Literature is also distributed regarding disabilities as a protected class, and reasonable accommodations and modifications. Such education and outreach regarding Fair Housing is conducted under the HRC's Agreement with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services. The HRC periodically hosts Fair Housing Training,

provided by the Fair Housing Law Center, which covers Fair Housing topics including, but not limited to reasonable accommodations and reasonable modifications.

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

Accomplishments:

Thirty-eight (38) affordable units were completed at LaBelle Greene IV (2BR apts) during the reporting period. This is a LIHTC project and has two (2) handicapped accessible units, plus one (1) audio visual handicapped unit. Thirty-nine (39) affordable units were completed at Owens Greene (1-2 BR apts.) during the reporting. This is also a LIHTC project and has two (2) handicapped accessible units, plus one (1) audio visual handicapped unit.

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

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

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

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

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

Accomplishments:

The City of Wheeling funds the Human Rights Commission, and fair housing education and training is a significant responsibility of the HRC. The HRC began the reporting period under an Agreement with the Fair Housing Law Center at Southwestern Pennsylvania Legal Services for 2022, to conduct 35 hours of Education and Outreach in the City of Wheeling during a one-year period which began April 1, 2022. The HRC successfully met and exceeded its 35-hour commitment, by attaining 37.75 hours of Education and Outreach. The HRC entered into the 2023 Agreement that began on April 1, 2023 to conduct 36 hours of Education and Outreach in the City of Wheeling during a one-year period.

The HRC generally distributes Fair Housing materials, by tabling at the events that it attends. During the reporting period, the HRC exhibited at the Celebrate Youth event in August 2022, and at the Homeless Outreach Fall Festival in October 2022.

Fair Housing continued to be promoted in additional ways by the Human Rights Commission, including six (6) Fair Housing Month Billboards in Wheeling's low- to moderate-income neighborhoods and areas near public housing, that were consistent with HUD's 2023 Fair Housing Month graphics. The billboard image, which contained the Equal Housing Opportunity Logo and conveyed the phone number of the HRC, was also placed at an additional location, on the City's digital billboard at 10th & Market Streets, as well as on the City's social media. The Wheeling City Council also publicly proclaimed Fair Housing Month on April 18, 2023, and messaged through social media.



Finally, the Northern Panhandle HOME Consortium's First Time Homebuyer Program requires applicants to attend homebuyer education. Most applicants receive this training locally, through CHANGE, Inc, which includes Fair Housing education as a part of its curriculum. Students are provided information such as HUD brochures "Are you a Victim of Housing Discrimination?", "Filing a Housing Discrimination Complaint", and "Know the Signs of Housing Discrimination." CHANGE educated 72 individuals with their curriculum during this reporting period.

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

Accomplishments:

The Fair Housing Law Center at Southwestern Pennsylvania Legal Services is available as a resource to conduct Fair Housing Monitoring, Investigation, Testing and Enforcement in the Northern Panhandle of WV. The City of Wheeling Human Rights Commission and the WV Human Rights Commission also have the authority to investigate complaints of discrimination in housing.

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

Accomplishments:

City staff attends the Northern Panhandle Continuum of Care meetings and the Ohio County Family Resource Network meetings on a regular basis, with other organizations that serve at-risk populations, and offers the availability of Fair Housing training to the organizations represented. The HRC also maintains a presence in the community as an exhibitor with Fair Housing related literature, while providing education and outreach at events that serve at-risk groups and victims of housing discrimination. During the reporting period, the HRC tabled at the Celebrate Youth Festival and the Homeless Outreach Fall Festival.

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

Accomplishments:

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

Impediment 4: Cost Burden

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

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

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

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

Accomplishments:

The City of Wheeling and the Northern Panhandle HOME Consortium funded the First Time Homebuyer Program which provides downpayment and closing cost assistance, in all the Northern Panhandle HOME jurisdictions. Thirty (30) homebuyers (4 in Wheeling) received FTHB assistance in the consortium. All applicants receive homebuyer education and are informed of the 30% PITI (principal-interest-tax-insurance) guideline.

The City of Wheeling and Ohio County First Time Homebuyer Programs works with eligible recipients of the Laughlin Loan Program, which is a private trust that provides interest-free 20-year loans to approved families in Ohio County with at least one dependent child.

The First Time Homebuyer Program also works in combination with programs including but not limited to FHA, USDA, VA, First Front Door (Federal Home Loan Bank), and WV Housing

Development Fund, in an effort to provide the most affordable and ideal purchase terms for our mutual buyers.

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

Accomplishments:

The City of Wheeling's Planning Commission reviews site plans for new housing developments and recommends approval accordingly. Several affordable rental housing projects utilizing LIHTC have been built in the City of Wheeling during recent years. Thrity (38) affordable units were completed at LaBelle Greene IV (2BR apts) and 39 affordable units were completed at Owens Greene (1-2 BR apts.) during this reporting period. Both are LIHTC developments each having two (2) handicapped accessible units and one (1) audio visual handicapped unit.

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

Accomplishments:

No accomplishments during this reporting period.

Impediment 5: Income vs. Housing Choice

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

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

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

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

Accomplishments:

Through the City of Wheeling's general fund, the Façade Improvement Program provided up to \$15,000 in financial assistance for qualified façade improvements to privately owned commercial buildings within the C-1 and C-2 zoning districts and the Central Business District, and to any property (residential or commercial) in a qualified historic district in the City of Wheeling that has approved Design Review guidelines. The program works with property owners and businesses to help revitalize the City by stimulating private investment in high-quality improvements that enhance the appearance of properties and eliminate blight and non-conforming design standards. The City of Wheeling received Congressional Directed Funding of \$500,000 during this reporting period to ensure program continuation.

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

As a result of the COVID-19 pandemic, the City offered during this reporting period an Outdoor Dining Program. Privately-owned eateries can apply for up to \$20,000 in financial assistance to provide outdoor seating at their location.

The City offered during this reporting period an Upper Floor Development Incentive Program, which provides forgivable loans up to \$200,000 to establish a second means of egress from upper floors, increasing the use of upper floors of buildings for residential or business purposes.

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

Accomplishments:

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

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

Accomplishments:

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

Impediment 6: Income vs. Housing Choice

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

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

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

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

Accomplishments:

The most recent CHDO projects awarded by the Northern Panhandle HOME Consortium were rehabilitation of single-family homes, which were in Follansbee, WV (FY 2014, 2015, and 2016

CHDO funding), and in Triadelphia, WV (FY 2017 and 2018 CHDO funding), both in areas which are not necessarily low-income or minority concentrated.

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

Accomplishments:

Information about the First Time Homebuyer program is made available at all the participating jurisdictions' HOME public needs hearings. Brochures continue to be disseminated to lenders, realtors, Family Resource Networks, public libraries, homebuyer education classes, fairs and festivals, and other groups and individuals, to promote the First Time Homebuyer Program. The program is also promoted through news releases and homebuyer education classes that are conducted by CHANGE, Inc., and a link to the Northern Panhandle HOME Consortium's website is provided by CHANGE, Inc. on the eHome online homebuyer education site. CHANGE also links to the Northern Panhandle HOME website from their own website, as does the City of Wheeling. All participating lenders and realtors in the Northern Panhandle are regularly emailed any updated income limits or other information about the program.

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CR-80 - Citizen Participation

The following notice was published in the September 6, 2023 editions of the *Wheeling Intelligencer* and *Wheeling News-Register*.

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