#

# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

**1. Introduction**

The 2018 PY Annual Action Plan (4th year of 2015-2019 Consolidated Plan) for the City of Charleston includes the City's Community Development Block Grant (CDBG) Program, outlining which activities the City will undertake during the program year beginning July 1, 2018 and ending June 30, 2019.  In addition, the Plan includes the HOME funds that the City of Charleston/Kanawha County HOME Consortium will receive in PY 2018.  The City of Charleston is the lead entity and administrator for the Consortium's HOME funds.

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

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

The CDBG Programs and activities outlined in this Annual Action Plan will principally benefit low- and moderate-income persons. Funding has been targeted to neighborhoods where there is the highest percentage of low- and moderate-income residents.  The HOME funds will be distributed based on the preference of the qualified client or approval of a development project in the HOME Consortium area. This includes ten (10) member jurisdictions of the City of Charleston/Kanawha County HOME Consortium.

**3. Evaluation of past performance**

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

The City’s previous performance under the CDBG and HOME Programs were discussed during the public hearings.  The City is in compliance with HUD regulations on timeliness of expenditures and there is no outstanding monitoring or audit findings against the City of Charleston or the City of Charleston/Kanawha County HOME Consortium.

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

Summary from citizen participation section of plan.

The Annual Action Plan was developed in accordance with the City’s Citizen Participation Plan.  Stakeholders including social service agencies, housing providers and community and economic development agencies were notified on December 7, 2017 of the availability of funds.  Applications were made available on December 21, 2017. Request for proposals for CDBG funding were due by February 20, 2018.  On December 21, 2017, the City held a public hearing to discuss the needs of the City with input from the residents of Charleston.  Housing programs are retained or adjusted based on public input. The “Draft PY 2018 Annual Action Plan” was on display for a 30-day period beginning March 16, 2018 and was presented to the Charleston City Council prior to submitting to HUD.  The availability for review of the “Draft Plan” was advertised in the local newspaper and the plan was on display at the City of Charleston’s website www.Charlestonwv.gov as well as the Kanawha County Public Library and the MOECD office located at 105 McFarland Street, Charleston, WV 25301.  MOECD offered technical assistance to private non-profit organizations on how to fill out the CDBG applications to apply for CDBG funds for the PY 2018 year which begins on July 1, 2018.   Applications as well as the Citizen’s Participation Plan were also available on the city’s website.  The second public hearing was held on January 18, 2018 and the final public hearing held on March 22, 2018, to discuss eligible activities and solicit citizen participation and comments.  Citizen comments and concerns were addressed in the Plan.

MOECD staff reaches out to the past stakeholders and continue to include any new contacts made throughout the year.  Besides putting information out via newspaper and website, staff network at public and neighborhood meetings to garner interest in the development of the action plan.  Additionally, the Mayor’s Office of Economic and Community Development set up a page on social media and posted information regarding the development of the action plan.  This seems to be a route to reach new populations.

**5. Summary of public comments**

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

The City of Charleston did not receive any written comments regarding the 2018 Annual Action Plan.  The PY 2018 Annual Action Plan was approved by city council, with no changes to the proposed activities at the June 4, 2018 council meeting.

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

No comments were received.

**7. Summary**

The lack of affordable housing in Charleston continues to be a problem for low income families and individuals.  Therefore, maintaining and developing affordable housing remains a priority.  The City will continue to offer owner occupied rehabilitation and first-time home buyers assistance to eligible candidates. The City of Charleston supports programs that target homelessness and work collaboratively with the Kanawha Valley Collective, the local Continuum of Care.

## PR-05 Lead & Responsible Agencies – 91.200(b)

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

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| **Agency Role** | **Name** | **Department/Agency** |
| --- | --- | --- |
| Lead Agency | CHARLESTON |   |

|  |  |  |
| --- | --- | --- |
| CDBG Administrator | CHARLESTON | City of Charleston Mayor's Office of Economic & Co |
| HOPWA Administrator |   |   |
| HOME Administrator | CHARLESTON | City of Charleston Mayor's Office of Economic & Co |
| HOPWA-C Administrator |   |   |

Table 1 – Responsible Agencies

**Narrative (optional)**

The Mayor's Office of Economic and Community Development will be responsible for the administration of both CDBG and HOME programs and for the preparation of the Consolidated Plan and Annual Action Plan.

**Consolidated Plan Public Contact Information**

Sherry Risk, the Director of the Mayor's Office of Economic and Community Development, is the primary contact and receives all inquiries and comments from the public or any stakeholders regarding the plan.  Written comments may be sent to sherry.risk@cityofcharleston.org, or mailed to Sherry Risk, Director c/o The Mayor's Office of Economic and Community Development at 105 McFarland Street, Charleston, WV 25301.

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

**1. Introduction**

The administering lead agency is the City of Charleston's Mayor's Office of Economic & Community Development (MOECD) for the Community Development Block Grant (CDBG) and the HOME Investment Partnership (HOME). The City consults with many types of agencies/organizations through public meetings and participation in community groups.

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

The City of Charleston Mayor’s Office of Economic and Community Development (MOECD) consults with non-profits, local housing providers, social service agencies, and community and economic development organizations. MOECD held three public hearings and agencies/organizations submit applications for specific activities.  The city is a member of the local Continuum of Care, the Kanawha Valley Collective (KVC), along with many public and assisted housing providers and private and governmental health, mental health and service agencies, which is an effective coordination tool.  The city funds the Kanawha County Health Department but has not consulted with them to monitor lead based paint poisoning incidents. MOECD is consulting with the State to coordinate lead-based paint training.

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

The City of Charleston as a member of the KVC, continually reaches out to any individual or organization with an interest or knowledge of ending and preventing homelessness at every membership meeting, social media and its web site. The KVC spotlights different agencies at these meetings giving them an opportunity to share the services they provide.  The KVC also sponsors events (Vendor Fair, Veltri Thanksgiving Dinner) that bring public awareness to the plight of the homeless and those at risk. The KVC has an HMIS specialist to track statistics and trends that enable the KVC to better serve the homeless or those at risk. KVC also has a Project Resource Committee (formerly the ESG committee) made up of a variety of agencies and staff to get their input and opinions regarding ending and prevention of homelessness. Through the CDBG, and CoC programs, the City of Charleston historically funds many of the homeless shelters and non-profit homeless service providers with funding for activities that assist the homeless and at risk of becoming homeless.

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

The City of Charleston Mayor’s Office of Economic and Community Development (MOECD) has a long history of collaboration with the local Continuum of Care (CoC), the Kanawha Valley Collective (KVC).  MOECD has represented the City of Charleston as a member of the KVC since its inception. Currently a staff member of MOECD serves on the board of directors of the KVC and several other committees, including the Project Resource Committee (formerly the ESG committee) and the Homeless Management Information System (HMIS).  The city of Charleston staff works with the KVC Project Resource committee, made up of board members, ESG sub-recipients and HUD grant recipients, to determine how to allocate ESG funds for eligible activities. Numerous consultation meetings have taken place with the Homeless Management Information Systems (HMIS) specialist, and the Continuum of Care’s Project Resource Committee.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities**

Table 2 – Agencies, groups, organizations who participated

|  |  |  |
| --- | --- | --- |
| 1 | **Agency/Group/Organization** | COVENANT HOUSE |
| **Agency/Group/Organization Type** | HousingServices - HousingServices-Persons with HIV/AIDSServices-homeless |
| **What section of the Plan was addressed by Consultation?** | Housing Need AssessmentHomelessness Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Covenant House was consulted through public meetings, KVC meetings, and monitoring visits. The City of Charleston and Covenant House are both active members of the CoC which provides opportunity for continued and improved coordination with issues surrounding homelessness. |
| 2 | **Agency/Group/Organization** | ROARK SULLIVAN LIFEWAY CENTER |
| **Agency/Group/Organization Type** | Services - HousingServices-homelessServices-Health |
| **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homelessHomelessness Needs - VeteransHomelessness Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Roark Sullivan Lifeway Center was consulted through public meetings, KVC meetings, and monitoring visits. The City of Charleston and RSLC are both active members of the CoC which provides opportunity for continued and improved coordination with issues surrounding homelessness. |
| 3 | **Agency/Group/Organization** | DAYMARK |
| **Agency/Group/Organization Type** | Services-ChildrenServices-homeless |
| **What section of the Plan was addressed by Consultation?** | Homelessness Needs - Unaccompanied youth |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Daymark was consulted through public meetings, KVC meetings, and monitoring visits. The City of Charleston and Daymark are both active members of the CoC which provides opportunity for continued and improved coordination with issues surrounding homelessness. |
| 4 | **Agency/Group/Organization** | PRO KIDS INC |
| **Agency/Group/Organization Type** | Services-Children |
| **What section of the Plan was addressed by Consultation?** | Anti-poverty Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Pro-Kids was consulted through public meetings, quarterly reporting and monitoring visits. The City of Charleston/MOECD has an open door policy and provides technical assistance to agencies as needed. This open door communication provides opportunity for continued and improved coordination with issues surrounding anti-poverty as it relates to child care and education. |
| 5 | **Agency/Group/Organization** | RELIGIOUS COALITION FOR COMMUNITY RENEWAL |
| **Agency/Group/Organization Type** | HousingServices-homeless |
| **What section of the Plan was addressed by Consultation?** | Homelessness Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | The Religious Coalition for Community Renewal was consulted through public meetings, KVC meetings, and monitoring visits. The City of Charleston and RCCR are both active members of the CoC which provides opportunity for continued and improved coordination with issues surrounding homelessness. RCCR is also a CHDO and consults with MOECD regularly on issues regarding housing. |
| 6 | **Agency/Group/Organization** | MANNA MEAL |
| **Agency/Group/Organization Type** | Services-homeless |
| **What section of the Plan was addressed by Consultation?** | Homelessness Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Manna Meal was consulted through public meetings, quarterly reporting and monitoring visits. The City of Charleston/MOECD has an open door policy and provides technical assistance to agencies as needed. This open door communication provides opportunity for continued and improved coordination with issues surrounding homelessness. |
| 7 | **Agency/Group/Organization** | REA OF HOPE FELLOWSHIP HOME |
| **Agency/Group/Organization Type** | Services-Persons with DisabilitiesServices-homeless |
| **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homelessHomelessness Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Rea of Hope was consulted through public meetings, quarterly reporting and monitoring visits. The City of Charleston/MOECD has an open door policy and provides technical assistance to agencies as needed. This open door communication provides opportunity for continued and improved coordination with issues surrounding homelessness. |
| 8 | **Agency/Group/Organization** | WOMENS HEALTH CENTER |
| **Agency/Group/Organization Type** | Services-HealthHealth Agency |
| **What section of the Plan was addressed by Consultation?** | Homelessness StrategyAnti-poverty Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | The Women's Health Center was consulted through public meetings, KVC meetings, and monitoring visits. The City of Charleston and the WHC are both active members of the CoC which provides opportunity for continued and improved coordination with issues surrounding homelessness and health care specifically for pregnant women and infants. |
| 9 | **Agency/Group/Organization** | KANAWHA VALLEY FELLOWSHIP HOME |
| **Agency/Group/Organization Type** | Services-Persons with DisabilitiesServices-homeless |
| **What section of the Plan was addressed by Consultation?** | Homelessness StrategyAnti-poverty Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | The Kanawha Valley Fellowship Home was consulted through public meetings, KVC meetings, and monitoring visits. The City of Charleston and KVFH are both active members of the CoC which provides opportunity for continued and improved coordination with issues surrounding homelessness and substance abuse. |
| 10 | **Agency/Group/Organization** | WEST VIRGINIA HEALTH RIGHT |
| **Agency/Group/Organization Type** | Services - HousingHealth Agency |
| **What section of the Plan was addressed by Consultation?** | Anti-poverty Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | WV Health Right was consulted through public meetings, quarterly reporting and monitoring visits. The City of Charleston/MOECD has an open door policy and provides technical assistance to agencies as needed. This open door communication provides opportunity for continued and improved coordination with issues surrounding homelessness and health care. |
| 11 | **Agency/Group/Organization** | WV WOMEN WORK |
| **Agency/Group/Organization Type** | Services-EducationServices-Employment |
| **What section of the Plan was addressed by Consultation?** | Anti-poverty Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | WV Women Work was consulted through public meetings, quarterly reporting and monitoring visits. The City of Charleston/MOECD has an open door policy and provides technical assistance to agencies as needed. This open door communication provides opportunity for continued and improved coordination with issues surrounding education and employment. |
| 12 | **Agency/Group/Organization** | YWCA Charleston |
| **Agency/Group/Organization Type** | Services-ChildrenServices-Elderly PersonsServices-Victims of Domestic ViolenceServices-homeless |
| **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homelessHomeless Needs - Families with childrenHomelessness Needs - VeteransHomelessness StrategyAnti-poverty Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | The YWCA was consulted through public meetings, KVC meetings, and monitoring visits. The City of Charleston and YWCA are both active members of the CoC which provides opportunity for continued and improved coordination with issues surrounding homelessness, domestic violence and child care. |
| 13 | **Agency/Group/Organization** | KANAWHA INSTITUTE OF SOCIAL RESEARCH ACTION (KISRA) |
| **Agency/Group/Organization Type** | Housing |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | KISRA was consulted through public meetings as well as the City of Charleston/MOECD has an open door policy and provides technical assistance to agencies as needed. This open door communication provides opportunity for continued and improved coordination with issues surrounding housing. KISRA is also a CHDO and consults with MOECD regularly on housing projects. |
| 14 | **Agency/Group/Organization** | WEST VIRGINIA HOUSING DEVELOPMENT FUND |
| **Agency/Group/Organization Type** | HousingOther government - State |
| **What section of the Plan was addressed by Consultation?** | Economic Development |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Consultations regarding requirements for first-time home-buyers and environmental reviews involving LIHTC. |
| 15 | **Agency/Group/Organization** | CURA |
| **Agency/Group/Organization Type** | Other government - Local |
| **What section of the Plan was addressed by Consultation?** | Economic Development |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Consultation on downtown issues, housing opportunity in the Homeownership Zone and Charleston's Westside for improved collaboration. |
| 16 | **Agency/Group/Organization** | The Greater Kanawha Valley Foundation |
| **Agency/Group/Organization Type** | Regional organization |
| **What section of the Plan was addressed by Consultation?** | Housing Need AssessmentMarket Analysis |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | MOECD has consulted with the GKVF, a local funder on housing issues as well as leadership initiatives. |
| 17 | **Agency/Group/Organization** | City Building Department Charleston WV |
| **Agency/Group/Organization Type** | Other government - Local |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | MOECD meets weekly to consult with other city departments on such issues regarding barriers to affordable housing, abandoned and vacant housing and infrastructure improvement. |
| 18 | **Agency/Group/Organization** | City Engineering Department Charleston WV |
| **Agency/Group/Organization Type** | Other government - Local |
| **What section of the Plan was addressed by Consultation?** | Community Development Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | MOECD meets weekly to consult with other city departments on such issues regarding barriers to affordable housing, abandoned and vacant housing and infrastructure improvement. |
| 19 | **Agency/Group/Organization** | City Planning Department of Charleston WV |
| **Agency/Group/Organization Type** | Other government - Local |
| **What section of the Plan was addressed by Consultation?** | Housing Need AssessmentEconomic DevelopmentCommunity Development Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | MOECD meets weekly with the planning department on such issues regarding barriers to affordable housing, abandoned and vacant housing and infrastructure improvement. |
| 20 | **Agency/Group/Organization** | MOECD/Rehab |
| **Agency/Group/Organization Type** | HousingServices - HousingOther government - Local |
| **What section of the Plan was addressed by Consultation?** | Housing Need AssessmentMarket AnalysisLead-based Paint Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | MOECD housing staff meet regularly to consult on housing issues including lead-based paint strategies. |
| 21 | **Agency/Group/Organization** | Huntington Bank, Inc |
| **Agency/Group/Organization Type** | Business LeadersPrivate Sector Banking / Financing |
| **What section of the Plan was addressed by Consultation?** | Lender |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | MOECD consults regularly with this institution to address the financial needs and documentation requirements for loan qualification processes. |
| 22 | **Agency/Group/Organization** | Wesbanco, Inc |
| **Agency/Group/Organization Type** | Business LeadersPrivate Sector Banking / Financing |
| **What section of the Plan was addressed by Consultation?** | Lender |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | MOECD consults regularly with this institution to address the financial needs and documentation requirements for loan qualification processes. |
| 23 | **Agency/Group/Organization** | West Virginia Human Rights Commission |
| **Agency/Group/Organization Type** | Other government - State |
| **What section of the Plan was addressed by Consultation?** | Non-Homeless Special NeedsPublic Services |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | MOECD consults with the WV Human Rights Commission on affirmative fair housing issues. |
| 24 | **Agency/Group/Organization** | CHARLESTON KANAWHA HOUSING AUTHORITY |
| **Agency/Group/Organization Type** | HousingServices-homeless |
| **What section of the Plan was addressed by Consultation?** | Public Housing Needs |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | MOECD regularly consults with Charleston-Kanawha Housing Authority on housing and homeless issues. |
| 25 | **Agency/Group/Organization** | Prestera Center for Mental Health Services |
| **Agency/Group/Organization Type** | Services-homeless |
| **What section of the Plan was addressed by Consultation?** | Homelessness Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | The City of Charleston and MOECD regularly consults with the Prestera Center on homeless/mental health issues. Consultation is on-going through the Kanawha Valley Collective and the Family re-unification Program. |

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

All agency types were given the opportunity for consultation through public meetings.

The city as a member of the CoC coordinates with local correctional facilities to ensure persons who are homeless are not released directly to the streets.  The city also works with WV Re-Entry Initiative and the Roark Sullivan Lifeway Center that offers an offender re-entry program.

The Mayor's Office of Economic and Community Development has contacted the Maternal, Child and Family Health Department to learn more about their assessments of lead based paint poisoning incidents in children.  They are the agency that make referrals to the State Health Department.  MOECD will follow up with both departments to discuss the process.  Additionally, pamphlets regarding lead-based paint poisoning are provided to every rehab client and first-time homebuyer.

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

| **Name of Plan** | **Lead Organization** | **How do the goals of your Strategic Plan overlap with the goals of each plan?** |
| --- | --- | --- |
| Continuum of Care | Kanawha Valley Collective, Inc. | The City of Charleston and the KVC work together on the development of homeless strategies, Centralized Assessment, ESG, HMIS and planning implementation. |

Table 3 – Other local / regional / federal planning efforts

**Narrative (optional)**

An MOECD staff member serves on the board of the Kanawha Valley Collective, the local CoC, and consults with other members, including state and local HUD representatives on a regular basis.  The Kanawha Valley Collective is a consortium of individuals and organizations working collaboratively to enrich the quality of life for individuals and families in the Kanawha Valley and surrounding areas.  The Kanawha Valley Collective provides a seamless service delivery system through direct services, advocacy, education and prevention which address homelessness, the impact of poverty, and other social problems. In addition, HOME partners directly with local lenders, credit counselors, public housing, and other housing service providers to ensure the inclusion of all eligible clients or developers.

## AP-12 Participation – 91.105, 91.200(c)

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

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

The City advertised and conducted three public hearings on the needs of the City of Charleston and provided residents with the opportunity to comment on the City's CDBG and HOME programs, as well as the City's previous performance under these programs.  Through consultation with its citizens, agencies, neighborhood organizations, institutions, and staff, the City developed its 2018 Action Plan to improve the quality of life for all residents of the City of Charleston.

**Citizen Participation Outreach**

| **Sort Order** | **Mode of Outreach** | **Target of Outreach** | **Summary of****response/attendance** | **Summary of****comments received** | **Summary of comments not accepted and reasons** | **URL (If applicable)** |
| --- | --- | --- | --- | --- | --- | --- |
| 1 | Public Meeting | Non-targeted/broad community | See sign in sheets | N/A | N/A |   |
| 2 | Newspaper Ad | Non-targeted/broad community | N/A | N/A | N/A |   |
| 3 | Internet Outreach | Non-targeted/broad community | N/A | N/A | N/A | www.charlestonwv.gov |

Table 4 – Citizen Participation Outreach

# Expected Resources

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

**Introduction**

Charleston, like many jurisdictions, is faced with the challenging task of meeting increasing needs with fluctuating and/or decreasing federal and state resources. The figures shown in the table below reflect HUD's current allocations.  The figure for “Expected Amount Available Remainder of ConPlan” projects those amounts over the four remaining years covered by the Consolidated Plan.If there are further funding cuts to CDBG over the coming years, the City will adjust accordingly and craft Annual Action Plans reflective of funding realities.  The City of Charleston and the Charleston/Kanawha County Consortium do not anticipate the receipt of Program Income during the next five years.

**Anticipated Resources**

| **Program** | **Source of Funds** | **Uses of Funds** | **Expected Amount Available Year 1** | **Expected Amount Available Remainder of ConPlan** **$** | **Narrative Description** |
| --- | --- | --- | --- | --- | --- |
| **Annual Allocation: $** | **Program Income: $** | **Prior Year Resources: $** | **Total:****$** |
| CDBG | public - federal | AcquisitionAdmin and PlanningEconomic DevelopmentHousingPublic ImprovementsPublic Services | 1,500,560 | 42,776 | 0 | 1,543,336 | 0 | Full CDBG Award will be allocated for eligible activities. |
| HOME | public - federal | AcquisitionHomebuyer assistanceHomeowner rehabMultifamily rental new constructionMultifamily rental rehabNew construction for ownershipTBRA | 679,670 | 5,882 | 0 | 685,552 | 0 | HOME funds will be used primarily for first-time home buyers. |

Table 1 - Expected Resources – Priority Table

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

The City administration recognizes that the City's annual entitlement and formula allocations are not sufficient to meet all of its needs, and that leveraging resources is critical to achieving the City’s goals. The City continues to cultivate funding partners who can match the City's investment of CDBG and HOME funds.  Additional funds need to be raised to ensure that more affordable housing is available for those in need.  To that end the City seeks funds from the State and grants from other entities, both public and private.  These resources could include resources such as the West Virginia Housing Development Fund, HUD Section 202 Supportive Housing for the Elderly Program, HUD Section 811 Supportive Housing for Persons with Disabilities Program, Continuum of Care (CoC) funds, the HUD Section 108 Loan Program, use of Low Income Housing Tax Credits and other federal grants.  Potential private sector sources of funding include the Federal Home Loan Bank – Affordable Housing Program, assistance from local financial institutions in the form of bank loans and SBA guaranteed loans, investment by private developers and foundations/donations provided to non-profit agencies. Matching requirements have been satisfied with other eligible financial resources and/or in-kind services, and the City will continue to seek this type of matching as well as financial matches.

City of Charleston/Kanawha County Consortium has a match requirement of 25% for every HOME dollar spent.   The current match is being met by the value of land or real property that is being contributed by the sellers in the single-family home program.   Other eligible forms of match will be considered and documented if the projected liability becomes higher than the actual match realized for any fiscal year.  These forms include cash gifts from non-federal sources, grant equivalents of below market interest rate loans, value of waived taxes, fees or charges, cost of infrastructure improvements associated with HOME projects.

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

Not Applicable

**Discussion**

Not Applicable

# Annual Goals and Objectives

**AP-20 Annual Goals and Objectives**

**Goals Summary Information**

| **Sort Order** | **Goal Name** | **Start Year** | **End Year** | **Category** | **Geographic Area** | **Needs Addressed** | **Funding** | **Goal Outcome Indicator** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | Affordable Housing | 2015 | 2019 | Affordable Housing | Low/mod areasCitywide | Safe Affordable Housing | CDBG: $389,700HOME: $611,703 | Public service activities other than Low/Moderate Income Housing Benefit: 29 Persons AssistedHomeowner Housing Added: 1 Household Housing UnitHomeowner Housing Rehabilitated: 18 Household Housing UnitDirect Financial Assistance to Homebuyers: 20 Households Assisted |
| **2** | Homeless Activities | 2015 | 2019 | Homeless | Low/mod areasCitywide | Homeless Assistance | CDBG: $87,500 | Public service activities other than Low/Moderate Income Housing Benefit: 2075 Persons Assisted |
| **3** | Public Services | 2015 | 2019 | Non-Homeless Special Needs | Low/mod areasCitywide | Public Service Programs | CDBG: $106,500 | Public service activities other than Low/Moderate Income Housing Benefit: 11418 Persons Assisted |
| **4** | Economic Development | 2015 | 2019 | Non-Housing Community Development | Low/mod areasCitywide | Public Service Programs | CDBG: $6,300 | Public service activities other than Low/Moderate Income Housing Benefit: 30 Persons Assisted |
| **5** | Public Facilities Improvements | 2015 | 2019 | Non-Housing Community Development | Low/mod areasCitywide | Public Facilities | CDBG: $76,131 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 508 Persons AssistedRental units rehabilitated: 80 Household Housing Unit |
| **6** | Neighborhood Revitalization | 2015 | 2019 | Non-Housing Community Development | Low/mod areasCitywide | Neighborhood Revitalization, especially Code Enfor | CDBG: $250,000 | Buildings Demolished: 25 Buildings |

Table 2 – Goals Summary

**Goal Descriptions**

|  |  |  |
| --- | --- | --- |
| **1** | **Goal Name** | Affordable Housing |
| **Goal Description** |   |
| **2** | **Goal Name** | Homeless Activities |
| **Goal Description** |   |
| **3** | **Goal Name** | Public Services |
| **Goal Description** |   |
| **4** | **Goal Name** | Economic Development |
| **Goal Description** |   |
| **5** | **Goal Name** | Public Facilities Improvements |
| **Goal Description** |   |
| **6** | **Goal Name** | Neighborhood Revitalization |
| **Goal Description** |   |

## Projects

## AP-35 Projects – 91.220(d)

**Introduction**

The development of the Annual Action Plan involved consultation with those agencies involved in delivering housing and housing services within the City of Charleston, as noted in section AP-10.  In addition there were meetings conducted with appropriate housing and social service agencies regarding the housing needs of children, elderly persons, persons with disabilities, homeless persons.  These agencies included Public Housing Authority.

The 2018 Annual Plan  sets forth a description of activities for the use of funds that are expected to become available during the coming Federal fiscal year, determines goals for individuals and households to be served, and describes the implementation plan and geographic location of the activities to be undertaken.  The City of Charleston will receive $1,500,560 in FY 2018 Community Development Block Grant (CDBG) Funds and $679,670 in HOME funding.  Listed below are the proposed activities for FY 2018**.**

**Projects**

| **#** | **Project Name** |
| --- | --- |
| 1 | HOUSING REHAB DELIVERY - CORP ADMIN |
| 2 | CDBG ADMIN |
| 3 | HOUSING REHAB - CORP |
| 4 | COB - MAJOR RENOVATIONS - SHELTERS - ROARK SULLIVAN |
| 5 | COB - MAJOR RENOVATIONS - SHELTERS - YWCA SOJOURNER'S |
| 6 | COB-MAJOR RENOVATIONS-PERMANENT HOUSING-SMITH ST STATION |
| 7 | COB-MAJOR RENOVATIONS-MEL WOLF CHILDCARE FACILITY |
| 8 | CHAS KAN HOUSING AUTHORITY SOUTH PARK VILLAGE SECURITY CAMERAS |
| 9 | BUILDING DEPARTMENT - DEMOLITION |
| 10 | BUILDING DEPARTMENT - DEMOLITION ADMIN |
| 11 | COVENANT HOUSE - CENTRALIZED ASSESSMENT POSITION |
| 12 | DAYMARK - PATCHWORK |
| 13 | KANAWHA VALLEY FELLOWSHIP HOME - BASIC NEEDS |
| 14 | MANNA MEAL, INC. |
| 15 | PRO KIDS, INC. |
| 16 | REA OF HOPE, INC. |
| 17 | RELIGIOUS COALITION FOR COMMUNITY RENEWAL - SMITH ST STATION |
| 18 | ROARK-SULLIVAN LIFEWAY CENTER - HEALTHCARE PROGRAM |
| 19 | WV HEALTH RIGHT, INC. |
| 20 | WV WOMEN WORK - STEP UP FOR WOMEN |
| 21 | WOMEN'S HEALTH CENTER - PARENT PROGRAM |
| 22 | YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & FAMILIES |
| 23 | UNPROGRAMMED FUNDS |
| 24 | HOME ADMINISTRATION |
| 25 | HOME PROJECT |
| 26 | HOME - CHDO |

Table 3 - Project Information

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

## AP-38 Project Summary

**Project Summary Information**

|  |  |  |
| --- | --- | --- |
| **1** | **Project Name** | HOUSING REHAB DELIVERY - CORP ADMIN |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Affordable Housing |
| **Needs Addressed** | Safe Affordable Housing |
| **Funding** | CDBG: $121,500 |
| **Description** | CHARLESTON OWNER OCCUPIED PROGRAM DELIVERY COSTS & SERVICES |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL SERVE 18 EXTREMELY LOW INCOME (30% MEDIAN INCOME), VERY LOW INCOME (50% MEDIAN INCOME) AND LOW INCOME (80% MEDIAN INCOME) FAMILIES |
| **Location Description** | CITYWIDE, LMH |
| **Planned Activities** | FUNDS FOR THE CHARLESTON OWNER OCCUPIED REHAB PROGRAM - DELIVERY COSTS AND SERVICES |
| **2** | **Project Name** | CDBG ADMIN |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Affordable HousingHomeless ActivitiesPublic ServicesEconomic DevelopmentPublic Facilities ImprovementsNeighborhood Revitalization |
| **Needs Addressed** | Safe Affordable HousingHousing for Persons with Special NeedsNeighborhood Revitalization, especially Code EnforHomeless AssistancePublic Service ProgramsPublic Improvements and InfrastructurePublic FacilitiesEconomic DevelopmentFair Housing |
| **Funding** | CDBG: $300,112 |
| **Description** | FUNDS USED FOR ADMINISTRATION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | N/A |
| **Location Description** | 105 MCFARLAND STREET, CHARLESTON, WV  25301 |
| **Planned Activities** | ADMINISTRATIVE COSTS FOR THE CDBG PROGRAM |
| **3** | **Project Name** | HOUSING REHAB - CORP |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Affordable Housing |
| **Needs Addressed** | Safe Affordable Housing |
| **Funding** | CDBG: $365,000 |
| **Description** | CHARLESTON OWNER OCCUPIED REHAB PROGRAM (CORP) |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL SERVE 18 EXTREMELY LOW INCOME (30% MEDIAN INCOME), VERY LOW INCOME (50% MEDIAN INCOME) AND LOW INCOME (80% MEDIAN INCOME) FAMILIES |
| **Location Description** | CITYWIDE, LMH |
| **Planned Activities** | FUNDING FOR CHARLESTON OWNER OCCUPIED REHAB PROGRAM FOR LOW AND MODERATE INCOME FAMILIES IN THE CITY OF CHARLESTON |
| **4** | **Project Name** | COB - MAJOR RENOVATIONS - SHELTERS - ROARK SULLIVAN |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Public Facilities Improvements |
| **Needs Addressed** | Public Facilities |
| **Funding** | CDBG: $7,500 |
| **Description** | FUNDING ASSISTS WITH MAJOR RENOVATIONS TO ONE CITY-OWNED BUILDING THAT HOUSES THE FOLLOWING: GILTINAN CENTER EMERGENCY HOMELESS SHELTER |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | 60 EXTREMELY LOW INCOME (30% MEDIAN INCOME) AND VERY LOW INCOME (50% MEDIAN INCOME) PEOPLE |
| **Location Description** | 505 LEON SULLIVAN WAY, CHARLESTON, WV  25301 |
| **Planned Activities** | BY CONTRACT THE CITY OF CHARLESTON IS RESPONSIBLE FOR ALL MAJOR MECHANICALS (HEAT, AIR, WATER PIPES, ELECTRICAL).  THE CITY REPAIRS OR REPLACES THESE SYSTEMS ON AN AS NEED BASIS IN ORDER MAINTAIN DECENT, SAFE AND SANITARY FACILITIES. |
| **5** | **Project Name** | COB - MAJOR RENOVATIONS - SHELTERS - YWCA SOJOURNER'S |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Public Facilities Improvements |
| **Needs Addressed** | Public Facilities |
| **Funding** | CDBG: $19,000 |
| **Description** | FUNDING ASSISTS WITH REPAIRS TO ONE CITY-OWNED BUILDING THAT HOUSES THE FOLLOWING: YWCA SOJOURNER'S EMERGENCY SHELTER FOR WOMEN & FAMILIES |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | 75 EXTREMELY LOW INCOME (30% MEDIAN INCOME) AND VERY LOW INCOME (50% MEDIAN INCOME) PEOPLE |
| **Location Description** | 1418 WASHINGTON STREET, EAST, CHARLESTON, WV |
| **Planned Activities** | BY CONTRACT THE CITY OF CHARLESTON IS RESPONSIBLE FOR ALL MAJOR MECHANICALS (HEAT, AIR, WATER PIPES, ELECTRICAL).  THE CITY REPAIRS OR REPLACES THESE SYSTEMS ON AN AS NEED BASIS IN ORDER MAINTAIN DECENT, SAFE AND SANITARY FACILITIES. |
| **6** | **Project Name** | COB-MAJOR RENOVATIONS-PERMANENT HOUSING-SMITH ST STATION |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Public Facilities Improvements |
| **Needs Addressed** | Public Facilities |
| **Funding** | CDBG: $3,500 |
| **Description** | FUNDING ASSISTS WITH MAJOR RENOVATIONS TO ONE CITY-OWNED BUILDING THAT HOUSES THE FOLLOWING: SMITH STREET STATION, A 29 UNIT LOW INCOME APARTMENT BUILDING |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | 29 UNITS - LMC |
| **Location Description** | 801 SMITH STREET, CHARLESTON, WV  25301 |
| **Planned Activities** | BY CONTRACT THE CITY OF CHARLESTON IS RESPONSIBLE FOR ALL MAJOR MECHANICALS (HEAT, AIR, WATER PIPES, ELECTRICAL).  THE CITY REPAIRS OR REPLACES THESE SYSTEMS ON AN AS NEED BASIS IN ORDER MAINTAIN DECENT, SAFE AND SANITARY FACILITIES. |
| **7** | **Project Name** | COB-MAJOR RENOVATIONS-MEL WOLF CHILDCARE FACILITY |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Public Facilities Improvements |
| **Needs Addressed** | Public Facilities |
| **Funding** | CDBG: $24,000 |
| **Description** | FUNDING ASSISTS WITH MAJOR RENOVATIONS TO ONE CITY-OWNED BUILDING THAT HOUSE THE FOLLOWING : YWCA MEL WOLF LOCATED AT 201 DONNALLY STREET |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THAT THIS ACTIVITY WILL SERVE APPROXIMATELY 344 EXTREMELY LOW INCOME (30% MEDIAN INCOME) PEOPLE |
| **Location Description** | 201 DONNALLY STREET, CHARLESTON, WV  25301 |
| **Planned Activities** | BY CONTRACT THE CITY OF CHARLESTON IS RESPONSIBLE FOR ALL MAJOR MECHANICALS (HEAT, AIR, WATER PIPES, ELECTRICAL).  THE CITY REPAIRS OR REPLACES THESE SYSTEMS ON AN AS NEED BASIS IN ORDER MAINTAIN DECENT, SAFE AND SANITARY FACILITIES. |
| **8** | **Project Name** | CHAS KAN HOUSING AUTHORITY SOUTH PARK VILLAGE SECURITY CAMERAS |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Public Facilities Improvements |
| **Needs Addressed** | Public Facilities |
| **Funding** | CDBG: $22,131 |
| **Description** | PURCHASE & INSTALLATION OF SECURITY CAMERA SYSTEM AT SOUTH PARK VILLAGE PUBLIC HOUSING DEVELOPMENT |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | 80 HOUSING UNITS FOR LOW AND LOW-TO-MODERATE INCOME HOUSEHOLDS. |
| **Location Description** | 680 SOUTH PARK ROAD, CHARLESTON, WV  25304 |
| **Planned Activities** | PURCHASE & INSTALLATION OF SECURITY CAMERA SYSTEM AT SOUTH PARK VILLAGE PUBLIC HOUSING DEVELOPMENT |
| **9** | **Project Name** | BUILDING DEPARTMENT - DEMOLITION |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Neighborhood Revitalization |
| **Needs Addressed** | Neighborhood Revitalization, especially Code Enfor |
| **Funding** | CDBG: $250,000 |
| **Description** | DEMOLITION & ASBESTOS REMOVAL OF SUBSTANDARD STRUCTURES |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL DEMOLISH 25 DILAPIDATED AND/OR CONDEMNED HOUSES.  THEY ARE DEMOLISHED ON A SPOT BASIS TO ADDRESS SLUM AND BLIGHT AND THE OWNERS ARE LOW INCOME AND LOW-TO-MODERATE INCOME.   |
| **Location Description** | CITYWIDE, SBS |
| **Planned Activities** | ASBESTOS ABATEMENT & DEMOLITION OF SUBSTANDARD STRUCTURES THROUGHOUT CHARLESTON TO ELIMINATE HEALTH & SAFETY STANDARDS |
| **10** | **Project Name** | BUILDING DEPARTMENT - DEMOLITION ADMIN |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Neighborhood Revitalization |
| **Needs Addressed** | Neighborhood Revitalization, especially Code Enfor |
| **Funding** | CDBG: $25,000 |
| **Description** | ACTIVITY DELIVERY COSTS FOR DEMOLITION |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY COVER TITLE SEARCHES AND INSPECTIONS FOR 25 DILAPIDATED AND/OR CONDEMNED HOUSES TO BE DEMOLISHED.  THEY ARE DEMOLISHED ON A SPOT BASIS TO ADDRESS SLUM AND BLIGHT AND THE OWNERS ARE LOW INCOME AND LOW-TO-MODERATE INCOME.   |
| **Location Description** | CITYWIDE, SBS |
| **Planned Activities** | FUNDING FOR DEMOLITION ACTIVITY DELIVERY COSTS SUCH AS TITLE AND LEAD TESTS FOR DILAPIDATED AND ABANDONDED STRUCTURES IN THE CITY OF CHARLESTON |
| **11** | **Project Name** | COVENANT HOUSE - CENTRALIZED ASSESSMENT POSITION |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Homeless Activities |
| **Needs Addressed** | Homeless Assistance |
| **Funding** | CDBG: $8,400 |
| **Description** | DROP IN CENTER - CENTRALIZED ASSESSMENT POSITION. DIRECT PROVIDER SALARIES, BENEFITS & PAYROLL TAXES. |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THAT THIS ACTIVITY WILL SERVE 350 EXTREMELY LOW INCOME (30% MEDIAN INCOME) PEOPLE. |
| **Location Description** | 600 SHREWSBURY STREET, CHARLESTON, WV  25301 |
| **Planned Activities** | FUNDING FOR THIS PROJECT WILL ASSIST WITH CENTRALIZED ASSESSMENT STAFF SALARY, BENEFITS & PAYROLL TAXES |
| **12** | **Project Name** | DAYMARK - PATCHWORK |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Homeless Activities |
| **Needs Addressed** | Homeless Assistance |
| **Funding** | CDBG: $20,200 |
| **Description** | PATCHWORK - DIRECT PROVIDER SALARIES, BENEFITS & PAYROLL ASDF TAXES |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL SERVE 200 LOW INCOME (80% MEDIAN INCOME) PEOPLE. |
| **Location Description** | 601 HOMEWOOD DRIVE, CHARLESTON, WV  25314 |
| **Planned Activities** | FUNDING FOR THIS PROGRAM, PATCHWORK, A CRISIS INTERVENTION CENTER AND SHELTER FOR YOUTH WILL ASSIST WITH SALARY, BENEFITS & PAYROLL TAXES FOR DIRECT SERVICE PROVIDERS |
| **13** | **Project Name** | KANAWHA VALLEY FELLOWSHIP HOME - BASIC NEEDS |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Public Services |
| **Needs Addressed** | Public Service Programs |
| **Funding** | CDBG: $15,700 |
| **Description** | ASSIST WITH FOOD & UTILITY EXPENSES |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL SERVICE 60 LOW INCOME (80% MEDIAN INCOME) PEOPLE |
| **Location Description** | 1121 VIRGINIA STREET, EAST, CHARLESTON, WV  25301 |
| **Planned Activities** | FUNDING FOR THIS HALFWAY HOUSE FOR MEN RECOVERING FROM SUBSTANCE ABUSE WILL ASSIST WITH FOOD & UTILITY EXPENSES |
| **14** | **Project Name** | MANNA MEAL, INC. |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Homeless Activities |
| **Needs Addressed** | Homeless Assistance |
| **Funding** | CDBG: $31,800 |
| **Description** | SOUP KITCHEN - FUNDS TO HELP PURCHASE FOOD |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL SERVICE APPROXIMATELY 325 (30% MEDIAN INCOME) PEOPLE |
| **Location Description** | 1105 QUARRIER STREET, CHARLESTON, WV  25301 |
| **Planned Activities** | FUNDING FOR THIS SOUP KITCHEN THAT SERVES THE HOMELESS AND LOW INCOME PERSONS WILL ASSIST WITH FOOD EXPENSES |
| **15** | **Project Name** | PRO KIDS, INC. |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Public Services |
| **Needs Addressed** | Public Service Programs |
| **Funding** | CDBG: $14,800 |
| **Description** | AFTER SCHOOL INSTRUCTOR - DIRECT PROVIDER SALARIES, BENEFITS & PAYROLL TAXES |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL SERVE 50 EXTREMELY LOW INCOME (30% MEDIAN INCOME), VERY LOW INCOME (50% MEDIAN INCOME) AND LOW INCOME (80% MEDIAN INCOME) CHILDREN |
| **Location Description** | 209 MORRIS STREET, CHARLESTON, WV  25301 |
| **Planned Activities** | FUNDING FOR THIS AFTER SCHOOL PROGRAM WILL ASSIST WITH DIRECT SERVICE PROVIDER SALARIES, BENEFITS & PAYROLL TAXES |
| **16** | **Project Name** | REA OF HOPE, INC. |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Public Services |
| **Needs Addressed** | Public Service Programs |
| **Funding** | CDBG: $7,400 |
| **Description** | HALFWAY HOUSE FOR WOMEN. ASSIST WITH UTILITY EXPENSES |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL SERVE 48 EXTREMELY LOW INCOME (30% MEDIAN INCOME) PEOPLE |
| **Location Description** | 1429 LEE STREET, CHARLESTON, WV  25301 |
| **Planned Activities** | FUNDING FOR THIS HALFWAY HOUSE FOR WOMEN RECOVERING FROM  ALCOHOL AND/OR DRUG ADDICTION WILL ASSIST WITH UTILITY EXPENSES |
| **17** | **Project Name** | RELIGIOUS COALITION FOR COMMUNITY RENEWAL - SMITH ST STATION |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Affordable Housing |
| **Needs Addressed** | Safe Affordable Housing |
| **Funding** | CDBG: $24,700 |
| **Description** | SMITH STREET STATION - ASSIST WITH UTILITY EXPENSES |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL SERVE 29 EXTREMELY LOW INCOME (30% MEDIAN INCOME) PEOPLE |
| **Location Description** | 801 SMITH STREET, CHARLESTON, WV  25301 |
| **Planned Activities** | FUNDING FOR THIS 29 UNIT LOW INCOME APARTMENT BUILDING WILL ASSIST WITH UTILITY EXPENSES |
| **18** | **Project Name** | ROARK-SULLIVAN LIFEWAY CENTER - HEALTHCARE PROGRAM |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Homeless Activities |
| **Needs Addressed** | Homeless Assistance |
| **Funding** | CDBG: $16,900 |
| **Description** | HEALTH OUTREACH WORKER - DIRECT PROVIDER SALARIES, BENEFITS & PAYROLL TAXES |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL SERVE 750 EXTREMELY LOW INCOME (30% MEDIAN INCOME) PEOPLE |
| **Location Description** | 505 LEON SULLIVAN WAY, CHARLESTON, WV  25301 |
| **Planned Activities** | FUNDING TO ASSIST WITH SALARY, BENEFITS & PAYROLL TAXES OF THE HEALTHCARE OUTREACH NURSE |
| **19** | **Project Name** | WV HEALTH RIGHT, INC. |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Homeless Activities |
| **Needs Addressed** | Homeless Assistance |
| **Funding** | CDBG: $49,500 |
| **Description** | HEALTHCARE FACILITY - ASSIST WITH PURCHASE OF MEDICAL/DENTAL SUPPLIES |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL SERVICE 11160 EXTREMELY LOW INCOME (30% MEDIAN INCOME), VERY LOW INCOME (50% MEDIAN INCOME) AND LOW INCOME (80% MEDIAN INCOME) PEOPLE |
| **Location Description** | 1520 WASHINGTON STREET, EAST, CHARLESTON, WV  25311 |
| **Planned Activities** | FACILITY THAT OFFERS HEALTHCARE & MEDICATIONS TO THE HOMELESS AND NEEDY CITIZENS IN CHARLESTON AND SURROUNDING AREAS.  FUNDING WILL ASSIST WITH THE PURCHASE OF MEDICATIONS & MEDICAL SUPPLIES/DENTAL SUPPLIES & CONSUMABLES |
| **20** | **Project Name** | WV WOMEN WORK - STEP UP FOR WOMEN |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Economic Development |
| **Needs Addressed** | Public Service Programs |
| **Funding** | CDBG: $6,300 |
| **Description** | STEP UP FOR WOMEN - DIRECT PROVIDER SALARIES, BENEFITS, PAYROLL TAXES & RENT |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL SERVE 30 EXTREMELY LOW INCOME (30% MEDIAN INCOME), VERY LOW INCOME (50% MEDIAN INCOME) AND LOW INCOME (80% MEDIAN INCOME) PEOPLE |
| **Location Description** | 1506 KANAWHA BLVD, WEST, CHARLESTON, WV  25312 |
| **Planned Activities** | SKILLED TRADE TRAINING CLASS FOR WOMEN.  FUNDS PROVIDED WILL ASSIST WITH SALARIES, BENEFITS & PAYROLL TAXES & RENT |
| **21** | **Project Name** | WOMEN'S HEALTH CENTER - PARENT PROGRAM |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Public Services |
| **Needs Addressed** | Public Service Programs |
| **Funding** | CDBG: $19,100 |
| **Description** | PARENT PROGRAM - DIRECT PROVIDER SALARIES, BENEFITS, PAYROLL TAXES & BUS TICKETS |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL SERVE 100 EXTREMELY LOW INCOME (30% MEDIAN INCOME) PEOPLE |
| **Location Description** | 510 WASHINGTON STREET, WEST, CHARLESTON, WV  25302 |
| **Planned Activities** | FUNDING FOR THIS PARENT PROGRAM WILL ASSIST WITH SALARY, BENEFITS & PAYROLL TAXES FOR THE LICENSED SOCIAL WORKERS AND TRANSPORTATION EXPENSES FOR CLIENTS |
| **22** | **Project Name** | YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & FAMILIES |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Homeless Activities |
| **Needs Addressed** | Homeless Assistance |
| **Funding** | CDBG: $10,200 |
| **Description** | EMERGENCY SHELTER - HOMELESS WOMEN & FAMILIES - DIRECT PROVIDER SALARIES, BENEFITS & PAYROLL TAXES |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL SERVE 450 EXTREMELY LOW INCOME (30% MEDIAN INCOME) PEOPLE |
| **Location Description** | 1418 WASHINGTON STREET, EAST, CHARLESTON, WV  25301 |
| **Planned Activities** | EMERGENCY SHELTER FOR HOMELESS WOMEN & FAMILIES.  FUNDING PROVIDED WILL ASSIST SALARY, BENEFITS & PAYROLL EXPENSES OF SUBSTANCE ABUSE COUNSELOR |
| **23** | **Project Name** | UNPROGRAMMED FUNDS |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Affordable HousingHomeless ActivitiesPublic ServicesEconomic DevelopmentPublic Facilities ImprovementsNeighborhood Revitalization |
| **Needs Addressed** | Safe Affordable HousingHousing for Persons with Special NeedsNeighborhood Revitalization, especially Code EnforHomeless AssistancePublic Service ProgramsPublic Improvements and InfrastructurePublic FacilitiesEconomic DevelopmentFair Housing |
| **Funding** | CDBG: $137,817 |
| **Description** | FUNDS FOR EMERGENCY PROJECTS AND OVERRUNS DURING THE PROGRAM YEAR |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | N/A |
| **Location Description** | 105 MCFARLAND STREET, CHARLESTON, WV  25301 |
| **Planned Activities** | FUNDS FOR EMERGENCY PROJECTS AND OVERRUNS DURING THE PROGRAM YEAR |
| **24** | **Project Name** | HOME ADMINISTRATION |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Affordable Housing |
| **Needs Addressed** | Safe Affordable Housing |
| **Funding** | HOME: $67,967 |
| **Description** | ADMINISTRATIVE FUNDS FOR THE CHARLESTON/KANAWHA COUNTY HOME CONSORTIUM |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | N/A |
| **Location Description** | 105 MCFARLAND STREET, CHARLESTON, WV  25301 |
| **Planned Activities** | ADMINISTATIVE FUNDS FOR THE HOME PROGRAM |
| **25** | **Project Name** | HOME PROJECT |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Affordable Housing |
| **Needs Addressed** | Safe Affordable Housing |
| **Funding** | HOME: $515,635 |
| **Description** | DOWN PAYMENT ASSISTANCE FOR FIRST TIME HOMEBUYERS IN THE CITY LIMITS OF CHARLESTON & KANAWHA COUNTY |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL SERVE 20 EXTREMELY LOW INCOME (30% MEDIAN INCOME), VERY LOW INCOME (50% MEDIAN INCOME) AND LOW INCOME (80% MEDIAN INCOME) FAMILIES |
| **Location Description** | CITYWIDE & KANAWHA COUNTY |
| **Planned Activities** | FUNDS ALLOCATED TO QUALIFIED PERSONS/FAMILIES IN THE CITY LIMITS OF CHARLESTON AND KANAWHA COUNTY TO ASSIST FIRST TIME HOMEBUYERS WITH DOWNPAYMENT, CLOSING COSTS & MORTGAGE SUBSIDIES. |
| **26** | **Project Name** | HOME - CHDO |
| **Target Area** | Low/mod areasCitywide |
| **Goals Supported** | Affordable Housing |
| **Needs Addressed** | Safe Affordable Housing |
| **Funding** | HOME: $101,950 |
| **Description** | CHDO (COMMUNITY HOUSING DEVELOPMENT ORGANIZATION) PROJECTS FOR THE CHARLESTON KANAWHA COUNTY CONSORTIUM |
| **Target Date** | 6/30/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | IT IS ESTIMATED THIS ACTIVITY WILL SERVE 1 VERY LOW INCOME (50% MEDIAN INCOME) OR LOW INCOME (80% MEDIAN INCOME) FAMILY |
| **Location Description** | CITYWIDE & KANAWHA COUNTY |
| **Planned Activities** | FUNDS FOR THE CHARLESTON/KANAWHA COUNTY CONSORTIUM CHDO.  PROJECTS TO BE DETERMINED |

## AP-50 Geographic Distribution – 91.220(f)

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

The proposed activities under the PY 2018 CDBG Program Year are located in areas with the highest percentages of low- and moderate-income persons and those block groups with a percentage of minority persons above the average for the City of Charleston.  The following census tracts have over 51% low- and moderate-income:  C.T. 100, B.G. 1; C.T. 100, B.G. 2; C.T. 200, B.G. 1; C.T. 500, B.G. 2; C.T. 600, B.G. 2; C.T. 600, B.G. 4; C.T. 700, B.G. 1; C.T. 700, B.G. 3; C.T. 800, B.G. 1; C.T. 900, B.G. 1; C.T. 900, B.G. 2; C.T. 1100, B.G. 3; C.T. 1100, B.G. 6; C.T. 1200, B.G. 1; C.T. 1200, B.G. 2; C.T. 1200, B.G. 3; C.T. 1300, B.G. 4; C.T. 1700, B.G. 2; C.T. 1800, B.G. 2; C.T. 2100, B.G. 6; C.T. 11000, B.G. 3; C.T. 13000, B.G. 5. HOME is funded based on the locations choosen by the individual qualified applicant and must be located within the 10 Jurisdictions of the existing consortium.

**Geographic Distribution**

| **Target Area** | **Percentage of Funds** |
| --- | --- |
| West Side | 0 |
| Low/mod areas | 3 |
| Citywide | 97 |

Table 4 - Geographic Distribution

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

51% low- and moderate-income.  At least 70% of all the City’s CDBG funds that are budgeted for those activities that will benefit low- and moderate-income persons.

**Discussion**

# Affordable Housing

## AP-55 Affordable Housing – 91.220(g)

**Introduction**

The City of Charleston/Kanawha County HOME Consortium funds will be allocated to income eligible households to purchase an affordable house or to develop affordable housing.  All of the funds will principally benefit low- and moderate-income persons 100%. The HOME Consortium funds will be budgeting to homebuyer assistance to low-income households.

| **One Year Goals for the Number of Households to be Supported** |
| --- |
| Homeless | 0 |
| Non-Homeless | 39 |
| Special-Needs | 0 |
| Total | 39 |

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

| **One Year Goals for the Number of Households Supported Through** |
| --- |
| Rental Assistance | 0 |
| The Production of New Units | 1 |
| Rehab of Existing Units | 18 |
| Acquisition of Existing Units | 20 |
| Total | 39 |

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

**Discussion**

## AP-60 Public Housing – 91.220(h)

**Introduction**

The Charleston-Kanawha Public Housing Authority provides decent, safe, affordable public housing for the low-income residents of the City and the County. The Mayor and the County Commissioners appoint the members to the Housing Authority Board of Directors. The City of Charleston and the Charleston-Kanawha Housing Authority have an excellent working relationship in which they jointly promote new affordable housing opportunities in the City of Charleston and jointly plan for public housing improvements and new housing initiatives for public housing residents. The Charleston-Kanawha Housing Authority is responsible for its own hiring, contracts, and procurement.

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

The City provides police and fire protection, as well as garbage collection, sewage service, street cleaning and snow removal. The Housing Authority provides the City with a copy of its Five Year CFP and Annual Plan for review. The City and the Housing Authority review and discuss the authority's capital improvements and new developments based on the Section 504 Needs Assessment for Public Housing. Should the Housing Authority propose any demolition or disposition of public housing units, it will continue to consult with the City. The Charleston-Kanawha Housing Authority meets with the resident councils of each housing development to discuss the Annual Plans for the housing authority. CKHA discusses the physical needs assessment for allocating and spending Capital Funds at the different development locations. The Housing Authority will conduct activities to Affirmatively Further Fair Housing posting copies of the plans at the housing developments for public comments.

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

The Charleston-Kanawha Housing Authority Board has a seat on the Board which is occupied by a resident to help with the decision and planning process of the Housing Authority. The Housing Authority refers and encourages tenants to participate in the HOME Consortium's Homebuyer Assistance Program to purchase homes using the down payment and closing costs available to low-income homebuyers. CKHA trains and educates the community about a variety of programs and housing options offered in the delivery of mixed housing options.

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

The Charleston-Kanawha Housing Authority is not designated as troubled.

**Discussion**

## AP-65 Homeless and Other Special Needs Activities – 91.220(i)

**Introduction**

The City of Charleston Mayor's Office of Economic and Community Development has a long history of collaboration with the Kanawha Valley Collective (KVC), the local Continuum of Care. The City of Charleston currently has representation on the KVC Board of Directors. The City participates in the strategic planning with the KVC, and its member agencies, to promote permanent housing for those experiencing homelessness.

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The CoC's adoption of the VI-SPDAT as the coordinated assessment tool, as well as the larger coordinated assessment process will allow the CoC to prioritize the most vulnerable individuals and families in our area for housing. This will allow us to best utilize the beds dedicated to individuals defined as chronically homeless. The city administers and oversees a CoC grant for the centralized assessment team that provides easier access to housing and services.  The city also funds two outreach positions, case management positions and healthcare programs through the CDBG program. The centralized assessment team, comprised of front line staff, provides a single point of access and appropriate assessment for individuals seeking homeless services, while maintaining a standardized process.  The CoC conducts a point in time count annually, using trained data collectors who work in teams and target specific geographic regions, approaching individuals and/or families experiencing homelessness. Additionally, homeless awareness events are held throughout the year.

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

The city provides facilities for two of the largest homeless shelters and assists with funding for case management, utilities and maintenance. Additionally, the city funds two outreach workers and sponsors and administers a Continuum of Care grant for a centralized assessment team that provides a single point of access and appropriate assessment for homeless persons needing shelter and/or services.

**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 city will work and support the KVC through funding and administration of the Continuum of Care to help homeless persons make the transition to permanent housing and homeless prevention. The KVC (Prestera) meets monthly with the Charleston Kanawha Housing Authority to discuss a graduation plan for individuals who no longer need shelter plus care, but still need housing assistance. This involves finding a way to better utilize our current resources. Simply stated, the plan is two- fold: utilize 100% of our current units and develop a plan for budget modifications that will allow for permanent housing growth.

While the CoC has developed a Housing First concept, we will continue to work on our Housing First mindset. Service providers will work with clients to identify potential barriers to maintaining housing, and support services will be structured so they identify issues and bring in resources needed to address these issues and lead to maximum self-sufficiency. Flexibility and communication will guide our housing services. Centralized Committee will meet weekly to discuss issues surrounding permanently housed clients and brainstorm ideas for needed services. By learning more and understanding the Housing First philosophy, service providers will be more prepared to provide the understanding and flexibility clients need to maintain housing. Support will be provided to help clients accomplish the basics of rental agreements: pay rent, keep apartment clean and be a good neighbor. After the basics are mastered, additional services will be brought in to address clients' issues.

The prioritization is shortening the wait times for housing as clients that are in the most need are being referred to available housing more quickly.

The staff of the centralized assessment team are knowledgeable with the housing programs that best suit client’s needs and refer them accordingly.

Clients are referred to services to help maintain housing and aftercare programs help reduce the return to homelessness.

The KVC is able to track its recidivism through its HMIS as well as the coming together of COC Case Managers during their By Name List meetings which identify and discuss recidivists.  In order to continue to reduce returns to homelessness there will be an increased emphasis among all COC providers on wrapping supportive services and case management around individuals in the community when housed through a clearly defined process of referrals to the appropriate programs.

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

The coordinated assessment tool VI-SPDAT and the full assessment SPDAT will assist case managers and service providers in identifying clients in need of benefits, while also ensuring that those who do have income have it recorded in HMIS accurately. The assessment will also help plan the type of income best serves the individual. By evaluating a client’s work history as well as their medical history, the opportunities for long term employment can be evaluated. System changes to data recording will also insure that recording obtained income will occur so the data and outcomes will be measured.

**Discussion**

The city is funding the following activities that address housing and supportive service needs for the non-homeless:  Covenant House Drop in Center Coordinator, WV Health Right and Housing Rehabilitation. Additionally, the City supports the Shanklin Center for disabled and abused women, Recovery Point of Charleston (providing a long term residential program of recovery from alcohol and drug addiction).   Through the local Continuum of Care the City is involved and supports agencies that provide mental health services, substance abuse programs and housing programs.  The city of Charleston sponsors a COC grant for centralized assessment.  Through the centralized assessment system in place people that are discharged from institutions and systems of care are referred to housing and/or programs that best fit their needs.

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

**Introduction:**

The city of Charleston‘s Analysis of Impediments continue to be the same issues as described in our past AI updates.   A lack of accessible, affordable, quality housing for a variety of households, and a concentration of Low/Moderate and assisted Housing.  The city of Charleston implements a number of activities to eliminate or reduce impediments to affordable housing and to increase the return on investment to those living in our neighborhoods.  These actions will continue and the city will seek additional opportunities to improve access to fair, affordable housing for all households.

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

The most significant impediment to affordable housing revolves around the lack of income of the City residents.  Exacerbating this factor is the lack of Federal and State resources for affordable housing initiatives. The lack of programs and resources to reduce excessive rent or mortgage burdens to qualified persons is a key factor.  The City will do all that it can with the limited resources available to maintain and produce affordable housing, both owner and renter units. The Home rehabilitation program is in place and has been effective in keeping homeowners in habitable housing.

The most effective means to remove barriers to affordable housing is to have better paying jobs for City residents.  The City and its economic development programs are working to retain, expand and attract businesses and to provide the qualified workforce necessary for those new jobs.

More directly, through the HOME funded first-time homebuyer program, financial support of two community housing development organizations, and the housing rehabilitation program, the city is incrementally addressing the lack of affordable housing for a variety of households. Additionally, the city has committed Community Development Block Grant (CDBG) funds to the Housing Authority. CDBG funds will be used to continue the City’s owner-occupied housing rehabilitation program.

MOECD will continue administering a “regular” (work is bid to licensed contractors) housing rehabilitation program. The office anticipates facilitating the rehabilitation of 18 owner-occupied homes during the program year.

Two other efforts are under way to assist in the maintenance of quality affordable housing.  First, in order to address barriers affecting the return on residential investment, the City developed a policy.  In order to affect change in this regard City Council enacted Code Section 18-117 requiring rental unit registration. With registration came the requirement for periodic inspection by the city building inspector. Units found to be unfit for habitation now require remediation in order to maintain a residential rental license. The thinking is that creating a better standard for rental property would make for a cleaner safer neighborhood.

 Additionally Bill 7613, a vacant Structure Registry has been proposed. The purpose of this bill is to create a registry of vacant commercial and residential property and setting of procedures for administration and enforcement. The presence of uninhabited structures can discourage potential buyers from purchasing a home adjacent to or in neighborhoods with vacant property. The registry establishes fines for abandon property to encourage landowners to maintain their property.  The MOECD is compiling a list of vacant and/or abandoned buildings that may be suitable for rehabilitation and including this data in the City’s GIS system.

**Discussion:**

## AP-85 Other Actions – 91.220(k)

**Introduction:**

Despite efforts made by the City and social service providers, a number of significant obstacles to meeting underserved needs remain. With funding resources being scarce, funding becomes the greatest obstacle for the City of Charleston to meet its underserved needs. With insufficient funding it leads to issues with maintaining funding levels and also limits the availability of funding to the many worthy public service programs, activities and agencies.

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

The following obstacles restrict the City of Charleston from meeting all the needs of its low-income residents: lack of decent, safe, sound, affordable and accessible owner and renter occupied housing for low-income families; the amount of abandoned or vacant housing that affects the vitality of residential neighborhoods; an aging in place population that requires accessibility improvements to the City's older housing stock; the need for major rehabilitation to the older housing stock in the low- and moderate-income areas of the City; high unemployment rate and loss of household income due to the economic decline nationally and loss of local industry; the decrease in the amount of federal financial assistance each year; and the difficulty in obtaining mortgages for low-income homebuyers.  The city will continue to pursue and work with housing developers to provide safe and affordable owner-occupied and rental housing for low income families.  Housing rehabilitation remains a priority.  Through planning efforts the city will use its resources to assist programs that address the city of Charleston’s needs (i.e. housing, job training, health, mental health/drug abuse and child care programs) and improve the quality of life for its residents.

**Actions planned to foster and maintain affordable housing**

The City of Charleston will continue to support and fund the Housing Rehabilitation, First Time Home Buyers and Home CHDO projects in effort to foster and maintain affordable housing.

**Actions planned to reduce lead-based paint hazards**

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

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

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

The City's anti-poverty strategy is based on attracting a range of businesses and supporting workforce development including job-training services for low income residents. The City's first-time home buyer program and other homeownership programs will prevent poverty by enabling wealth creation in the form of acquiring real assets. In addition, the City's strategy is to provide supportive services for target income residents.

**Actions planned to develop institutional structure**

Effective implementation of the Annual Action Plan involves a variety of agencies both in the City of Charleston and in Kanawha County. Coordination and collaboration between agencies is important to ensuring that the needs within the City are adequately addressed. The City of Charleston, through the Mayor's Office of Economic and Community Development (MOECD), is responsible for the administration for the City's Community Development Block Grant (CDBG) and HOME programs. The Department's responsibilities include managing and implementation of the City's affordable housing policies which include the following: The Five Year Consolidated and Annual Action Plans and other related documents. The Mayor's Office of Economic and Community Development submits annually for CDBG and HOME funding through the Annual Action plan.

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

The Charleston Urban Renewal Authority (CURA) administers plans for five urban renewal areas. In these areas, the Authority oversees economic redevelopment efforts including: infrastructure improvements, land use regulations and renovation or removal of blighted structures. The Charleston Kanawha Housing Authority administers public housing and the Section 8 Rental Assistance Programs.

The Charleston-Kanawha Housing Authority will continue to modernize units, develop and disburse units into mixed-income neighborhoods through the City. The Kanawha Valley Collective (KVC) is the lead organization for the Continuum of Care. The Continuum of Care addresses the needs of the City of Charleston, Kanawha County, Putnam County, Boone County and Clay County. The KVC will continue to provide support and assistance as per their Continuum of Care Plan.

There are many non-profit agencies that serve target income households in the City of Charleston. In addition to the agencies funded through CDBG and Home programs, the City will collaborate with and support all essential service providers when possible. Non-profit developers play a role in the implementation of the Five Year Consolidated and Annual Action Plans. These developers access funding from the Mayor's Office of Economic and Community Development, West Virginia Housing Development Fund (WVHDF), and other financial institutions. These developers provide new construction and rehabilitation of existing housing units. Religious Coalition for Community Renewal (RCCR) and Kanawha Institute for Social Research and Action (KISRA) have both been recertified as CHDO's operating in the City of Charleston.

The private sector is an important collaborator in the services and programs associated with the Five Year Consolidated and Annual Action Plans. The private sector brings additional resources and expertise that can be used to supplement existing services or fill gaps in the system. Several lending institutions provide first-time homebuyer mortgage financing and financing for rehabilitation. Lenders, affordable housing developers, business and economic development organizations and private service providers offer a variety of assistance to residents such as health care, small business assistance, home loan programs and assisted housing, among others (Federal Home Loan Bank (FHLB), Private Housing Developers and Financial Institutions).

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

**Discussion:**

# Program Specific Requirements

**AP-90 Program Specific Requirements – 91.220(l)(1,2,4)**

**Introduction:**

Under the PY 2018 CDBG Program, the city of Charleston will receive a grant in the amount of $1,500,560.  In addition the city will have an estimated $40,000 of program income, not yet re-programmed. The city will budget 20% or $300,112 for general administration.  For the removal of slums and blight the city will budget $275,000 (18.3%).  The balance of funds will be allocated to activities that principally benefit low- and moderate-income persons.

**The city has specified a consecutive period of three years: 2017, 2018 & 2019, will be used to determine that a minimum overall benefit of 70% of CDBG funds will be used to benefit persons of low and moderate income.**

**Community Development Block Grant Program (CDBG)**

**Reference 24 CFR 91.220(l)(1)**

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

|  |
| --- |
|  |
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 42,776 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| **Total Program Income:** | **42,776** |

**Other CDBG Requirements**

|  |
| --- |
|  |
| 1. The amount of urgent need activities | 0 |

|  |  |
| --- | --- |
|  |  |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income.Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 70.00% |

**HOME Investment Partnership Program (HOME)**

**Reference 24 CFR 91.220(l)(2)**

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

The City of Charleston does not anticipate funds to be used beyond those identified in section  92.205.

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

The City of Charleston/Kanawha County Consortium has adopted the HOME Program Recapture Policy for homeownership activities. It is the policy of the City, whenever possible to recapture the appropriate amount of the HOME investments rather than restricting the sale to a qualified low income family.  The HOME subsidy to be recaptured includes only direct homebuyer assistance.

Please see Grantees Unique Appendices for detailed Guidelines

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

The City has elected the minimum set forth by the HOME regulations.  The affordability period will begin the on the 1st day of the second month after loan closing. In order to maintain this affordability a recapture requirement as described by 92.254 will apply to assisted property. The loan represents the HOME subsidy to be recaptured and only includes direct homebuyer assistance.   Upon sale of the home by the borrower, the City will recapture a portion of the HOME investment from the net proceeds of the sale.  The HOME investment amount is reduced based on the time the homeowner has owned and occupied the unit measured against the required affordability period. The loan will be reduced on a monthly basis by amortizing the total loan amount by the appropriate affordability period. The net proceeds will be determined by subtracting the loan repayments and senior liens from the gross sale price of the home.   The homeowner will recover the amounts over and above the funds needed to recapture any outstanding HOME investment. If the net proceeds are not sufficient to recapture any outstanding HOME, the investment may be reduced based on actual proceeds received from the sale.

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

There are no plans to use HOME funds to refinance existing debt secured by multifamily housing.