



# CITY OF CHARLESTON, WV

105 McFarland Street, Charleston, WV 25301

---

## PY 2022 Annual Action Plan

**Draft**

**(July 1, 2022 – June 30, 2023)**

For Submission to HUD for the  
Community Development Block Grant Program  
and HOME Investment Partnership Program



Mayor Amy Shuler Goodwin

2022-2023 List of Projects

Activity	Proposed Funded Amount
<u>CD ADMIN</u> - These funds will be used for the administration of the Community Development Block Grant Program.	\$ 298,999.20
<u>CORP REHAB ADMIN (Charleston Owner-Occupied Rehabilitation Program) Administration</u> - These funds will be used for the services and delivery costs of the CORP Rehab Program & MOECD Salaries.	\$ 125,000.00
<u>CORP Rehab</u> - (Charleston Owner-Occupied Rehabilitation Program) – Funding for rehabilitation projects for low-to-moderate income families living in the city of Charleston to include Emergency Rehab up to \$5,000 each <u>and an ADA PROJECT</u>	\$ 312,496.80
<u>CAPITOL MARKET</u> - Funding for this non-profit public market, located at 800 Smith Street, 25301 will enhance ADA access at both the East & West entrances.	\$ 10,802.88
<u>CHARLESTON KANAWHA HOUSING AUTHORITY</u> - Funding for this public housing complex located at 680 South Park road will assist with the purchase of materials and equipment to upgrade the basketball court	\$ 32,890.00
<u>CITY ENGINEERING</u> - This activity will provide for the repair and/or replacement of ADA Accessible Ramps & Sidewalks in low income areas of Charleston.	\$ 485,000.00
<u>BOB BURDETTE CENTER, INC.</u> - Funding for this afterschool program with locations at 1401 Washington Street, W, 1009 Woodward Drive, 100 Florida Street, and 550 Hawks Ridge Road will assist with direct provider salary, benefits, and payroll taxes.	\$ 8,800.00
<u>COVENANT HOUSE</u> - Funding will assist with the direct provider salary, benefits and payroll taxes for the Health Equity Outreach Coordinator and food pantry items. The position is based at Covenant House, which is located at 600 Shrewsbury Street, Charleston, WV.	\$ 8,000.00
<u>DAYMARK - PATCHWORK</u> - Funding for this crisis intervention center and shelter for youth, located at 1583 Lee Street, 25311, will assist with direct provider salaries, benefits & payroll taxes	\$ 19,000.00
<u>GIRL SCOUTS OF BLACK DIAMOND COUNCIL</u> - Funding for the GirlZone located at 321 Virginia St, 25302 will assist with equipment & furniture used to create a safe, accessible space to girls of all abilities & needs.	\$ 15,600.00

<u>KANAWHA VALLEY COLLECTIVE</u> - Funding will assist with acquiring birth certificates, IDs, and bus tickets for transportation for the homeless for the Identification and Transportation program, which is located at 1 United Way Square, Charleston, WV.	\$ 5,000.00
<u>MANNA MEAL, INC.</u> - Funding will assist with direct provider salary expenses and food costs for the soup kitchen that serves breakfast and lunch, 365 days a year, located at 1105 Quarrier Street, Charleston, WV.	\$ 48,500.00
<u>MIDIAN LEADERSHIP PROJECT</u> - Funding for this community center located at 711 Park Ave that serves students and young adults will assist with utilities.	\$ 15,000.00
<u>REA OF HOPE, INC.</u> - Funding for this halfway house for women in recovery from alcohol and/or drug addiction, located at 1429 Lee Street, Charleston 25301, will assist with utility expenses.	\$ 9,000.00
<u>RCCR - SMITH ST STATION</u> - Funding for this 29 unit low income apartment building, located at 801 Smith Street, Charleston, 25301, will assist with utility expenses.	\$ 23,000.00
<u>WEST VIRGINIA HEALTH RIGHT, INC.</u> - Funding for this facility which offers health care and medications and to the homeless and needy citizens in Charleston and surrounding areas is located at 1520 Washington Street, East, 25311. Funding will assist with the purchase of medications and medical supplies/dental supplies & consumables.	\$ 45,000.00
<u>WEST VIRGINIA WOMEN WORK</u> - Funds will assist with salary, benefits, payroll taxes, and rent for the Step Up for Women program, which offers a skilled trade training class for women and helps them overcome barriers to non-traditional employment. The class will be held at Step Up for Women in the Plumbers and Pipefitters LU 625, located at 3601 James Avenue, Charleston, WV.	\$ 6,830.00
<u>YWCA - RFAP</u> - This program provides emergency shelter to victims of domestic violence who are fleeing from an abusive relationship or environment. This funding will assist with utilities for the shelter.	\$ 10,000.00
<u>YWCA - SOJOURNER'S</u> - Emergency shelter for homeless women and families, located at 1418 Washington Street, East, Charleston, WV 25301. Funding provided will assist salary, benefits & payroll expenses of the substance abuse counselor.	\$ 10,500.00
<u>Unprogrammed Funds</u> - Funds for emergency projects and overruns during the program year.	\$ 5,577.12
<b>HOME</b>	
<u>HOME Admin</u> - Administrative funds for the Home program	\$ 78,882.80

<u>HOME/PROJECT</u> - Funds allocated to qualified persons/families in the city of Charleston and Kanawha County to assist first-time homebuyers with downpayment, closing costs and mortgage subsidies.	\$ 591,621.00
<u>HOME/CHDO</u> - Funds allocated to qualified Community Housing Development Organizations (CHDO's) in the city of Charleston and Kanawha County.	\$ 118,324.20

## **Executive Summary**

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

#### **1. Introduction**

The 2022 PY Annual Action Plan (3rd year of 2020-2024 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, 2022 and ending June 30, 2023. In addition, the Plan includes the HOME funds that the City of Charleston/Kanawha County HOME Consortium will receive in PY 2022. 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. CDBG funds also are directed to where Charleston has high concentrations of distressed or abandoned houses. 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 was discussed during the public meetings. 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 November 29, 2021, of the availability of funds. Applications were made available on November 29, 2021. Request for proposals for CDBG funding were due by January 21, 2022. On December 14, 2021, the City held a public meeting via Zoom 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 2022 Annual Action Plan" was on display for a 30-day period beginning March 15, 2022 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](http://www.Charlestonwv.gov).

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 2022 year which begins on July 1, 2022. Applications as well as the Citizen's Participation Plan were also available on the city's website. The second public meeting was held on January 11, 2022, and the final public meeting held on March 17, 2022, to discuss status of current activities, proposed 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 continues to include any new contacts made throughout the year. Besides putting information out via newspaper and website, staff members network at public and neighborhood meetings to garner interest in the development of the action plan. Additionally, the City of Charleston has a page on social media where information is posted.

#### **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 2022 Annual Action Plan. The PY 2022 Annual Action Plan was approved by city council, with no changes to the proposed activities at the June 21, 2022 council meeting.

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

No comments were received

#### **7. Summary**

Ensuring an availability of safe, affordable housing in Charleston continues to be a problem for low-income families and individuals. Therefore, maintaining and developing affordable housing remains a key priority. Demolition of abandoned or unsafe houses continues to be another priority. To help in this the City will continue to offer owner-occupied rehabilitation and first-time home buyers assistance to eligible candidates. The City of Charleston also supports programs that target homelessness and work collaboratively with the Kanawha Valley Collective, the local Continuum of Care. Also, MOECD's staff works with a variety of social service non-profits and stakeholders to keep them informed of other potential funding programs and collaborations.

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

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

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

Agency Role		Name	Department/Agency
Lead Agency		CHARLESTON	
CDBG Administrator	CHARLESTON	Mayor's Office of Economic and Community Dev.	
HOPWA Administrator			
HOME Administrator	CHARLESTON	Mayor's Office of Economic and Community Dev.	
HOPWA-C Administrator			

Table 1 – Responsible Agencies

### Narrative

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

Andrew Backus, 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 Andrew.Backus@cityofcharleston.org, or mailed to Andrew Backus, 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) interacts regularly with the Charleston-Kanawha Housing Authority, non-profits, local housing providers, social service agencies, health care entities and community and economic development organizations. Specifically, MOECD works collaboratively to expand awareness of, coordination and utilization among a variety of local, state and national programs, including ones focused on health care (physical and mental), substance abuse, workforce development, education, youth programs, nutrition, recreation, childcare, etc. MOECD uses its CDBG public service funds to supplement many of these programs and seeks to develop linkages and resource-sharing where applicable. The city also is a member of the local Continuum of Care, the Kanawha Valley Collective (KVC), that includes many public and assisted housing providers and private and governmental health, mental health and service agencies. This continues to be an effective coordination tool. The city also works closely with the Kanawha-Charleston Health Department on key matters, particularly infectious disease management/response and substance abuse/addiction. While MOECD has not consulted with the local health department on monitoring lead-based poisoning incidents, the department does interact with state agencies to ensure its housing rehab contractors have the appropriate training and certifications in lead-based paint controls and procedures.

**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 Kanawha Valley Collective (KVC), continually reaches out to individuals or organizations who have an interest in or knowledge of ending and preventing homelessness. The consortium does this at its membership meetings, on social media and with information on 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. Agencies, groups, organizations and others who participated in the process and consultations**

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Kanawha Valley Collective, Inc.
	Agency/Group/Organization Type	Services-homeless Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Community Development Strategy
2	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Were consulted for their input on the needs and goals for the City of Charleston
	Agency/Group/Organization	CURA
	Agency/Group/Organization Type	Housing Services - Housing Other government - Local Planning organization Business and Civic Leaders Redevelopment Authority

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development Anti-poverty Strategy 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?	Consultation on downtown issues, housing opportunity in the Homeownership Zone and Charleston's Westside for improved collaboration
3	Agency/Group/Organization	Manna Meal, Inc.
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy 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?	Manna Meal was consulted for their input on the needs and goals for the City of Charleston
	Agency/Group/Organization	REA OF HOPE, INC.
4	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Anti-poverty Strategy Community Development Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Rea of Hope was consulted for their input on the needs and goals for the City of Charleston
5	<b>Agency/Group/Organization</b>	Covenant House, Inc.
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Covenant House was consulted for their input on the needs and goals for the City of Charleston. 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.
6	<b>Agency/Group/Organization</b>	YWCA Charleston
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Services - Victims Regional organization Planning organization

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The YWCA was consulted for their input on the needs and goals for the City of Charleston
7	<b>Agency/Group/Organization</b>	BOB BURDETTE CENTER, INC.
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Bob Burdette Center was consulted for their input on the needs and goals for the City of Charleston
8	<b>Agency/Group/Organization</b>	WEST VIRGINIA WOMEN WORK
	<b>Agency/Group/Organization Type</b>	Services-Education Services-Employment Regional organization Business Leaders

	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Anti-poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	West Virginia Women Work was consulted for their input on the needs and goals for the City of Charleston
9	<b>Agency/Group/Organization</b>	ROARK SULLIVAN LIFEWAY CENTER
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy Anti-poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Roark Sullivan Lifeway Center was consulted for their input on the needs and goals for the City of Charleston. The City of Charleston is a member agency of the KVC which gives much opportunity for continued and improved coordination with other member agencies.
10	<b>Agency/Group/Organization</b>	Step By Step, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Anti-poverty Strategy Community Development Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Step By Step, Inc., was consulted for their input on the needs and goals for the City of Charleston

11	Agency/Group/Organization	WEST VIRGINIA HEALTH RIGHT
	Agency/Group/Organization Type	Health Agency
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Anti-poverty Strategy 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?	West Virginia Health Right was consulted for their input on the needs and goals for the City of Charleston
12	Agency/Group/Organization	CHARLESTON
	Agency/Group/Organization Type	Services - Housing Services-Education Service-Fair Housing Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Agency - Emergency Management Other government - Local Planning organization Grantee Department



13	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Anti-poverty Strategy Lead-based Paint Strategy 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?	City departments were consulted for their input on the needs and goals for the City of Charleston.
	Agency/Group/Organization	CHARLESTON KANAWHA HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA Services - Housing Service-Fair Housing Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Market Analysis Anti-poverty Strategy Fair Housing

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Charleston-Kanawha Housing Authority was consulted for their input on the needs and goals for the City of Charleston.
14	<b>Agency/Group/Organization</b>	DAYMARK, INC.
	<b>Agency/Group/Organization Type</b>	Services-Children Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Unaccompanied youth
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Daymark was consulted through public meetings, and KVC meetings. 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.
15	<b>Agency/Group/Organization</b>	PRO KIDS INC
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Pro-Kids was consulted through public meetings and quarterly reports
16	<b>Agency/Group/Organization</b>	RELIGIOUS COALITION FOR COMMUNITY RENEWAL
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	RCCR was consulted through public meetings, KVC meetings, and quarterly reports. 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.

17	Agency/Group/Organization	WOMENS HEALTH CENTER
	Agency/Group/Organization Type	Services-Health Health Agency
	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?	Women's Health Center was consulted through public meetings, and quarterly reporting.
	Agency/Group/Organization	KANAWHA VALLEY FELLOWSHIP HOME
18	Agency/Group/Organization Type	Services-Persons with Disabilities Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy 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?	KVFH was consulted through public meetings, KVC meetings, and quarterly reporting. 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.
	Agency/Group/Organization	City Engineering Department Charleston WV
	Agency/Group/Organization Type	Other government - Local
19	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.

20	Agency/Group/Organization	MOECD/Rehab
	Agency/Group/Organization Type	Housing Services - Housing Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Lead-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	City Planning Department of Charleston WV
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development 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 with the planning department on such issues regarding barriers to affordable housing, abandoned and vacant housing and infrastructure improvement.
22	Agency/Group/Organization	Huntington Bank, Inc
	Agency/Group/Organization Type	Business Leaders Private 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	Wesbanco, Inc
	Agency/Group/Organization Type	Business and Civic Leaders Private 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.
Identify any Agency Types not consulted and provide rationale for not consulting		

#### 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 (KVC)	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.

Table 3 – Other local / regional / federal planning efforts

#### Narrative

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 - 91.401, 91.105, 91.200(c)

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City advertised and conducted three public meetings 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 2022 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 Zoom Notes	See Zoom Notes	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	<a href="http://www.charlestonwv.gov">www.charlestonwv.gov</a>

Table 4 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 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 next three 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.

#### 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	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,494,996	15,956	144,457	1,655,409	2,989,992	Full CDBG award will be allocated for eligible activities. Prior Year resources will be used on several new projects through an future amendment.



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: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	788,828	19,104	0	807,932	1,577,656	HOME funds will be used primarily for First-Time Homebuyers

Table 2 - 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 of Charleston/Kanawha County Consortium is obligated to seek out non-federal contributions for projects it anticipates completing. The match obligation of the City is 25% of the HOME funds expended. Sources of match may be met with documentation from several sources. Currently, the primary source of match is based on the donated value of land that is sold to existing clients for less than market value. The city continues to expand and leverage funds with local lender's and non-profit agencies. This allows for ongoing discovery and opportunities for additional match sources.

CDBG funds will also be leveraged against other state grants to provide funding other opportunities. As CDBG funds have decreased the City has needed to seek other funding sources to continue developing and redeveloping the City.

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

The City will continue to utilize federal, state and private resources currently available to develop and expand affordable rental opportunities, homeownership options for low- and moderate-income households, and to promote other critical community sustainability initiatives. Currently there are no publicly owned land or property that will be used to address needs.

**Discussion**

The City established its Priorities, Strategies and Goals based on its limited amount of HUD Federal CDBG and HOME Grant Funds.

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator

Table 3 – Goals Summary

#### Goal Descriptions

1	Goal Name	HSS-1 Homeownership
	Goal Description	Assist low and moderate income households who wish to become homeowners for providing down payment assistance, closing costs assistance & providing housing counseling.
2	Goal Name	HSS-2 Owner-Occupied Housing Rehabilitation
	Goal Description	Provide financial assistance to low- and moderate-income homeowners to rehabilitate their existing owner-occupied housing.
3	Goal Name	SNS-1 Addiction Services
	Goal Description	Support programs to aid those directly and indirectly affected addiction and substance abuse

4	<b>Goal Name</b>	SNS-2 Support for Social Services
	<b>Goal Description</b>	Support social service programs and facilities for the elderly, frail elderly, persons with disabilities, victims of domestic violence, the developmentally delayed, persons with alcohol/drug dependency, and persons with other special needs.
5	<b>Goal Name</b>	CDS-1 Infrastructure
	<b>Goal Description</b>	Improve the public infrastructure through rehabilitation, reconstruction, and new construction of streets, sidewalks, ADA curb cuts, waterlines, sewer lines, storm drainage, sanitary sewers, addressing hill slips, broadband, etc.
6	<b>Goal Name</b>	CDS-2 Community Facilities
	<b>Goal Description</b>	Improve the parks, recreational facilities, trails, bikeways, and all public and community facilities through rehabilitation, new construction, and ADA accessibility improvements.
7	<b>Goal Name</b>	CDS-3 Public Services
	<b>Goal Description</b>	Improve and enhance public services including programs for youth, the elderly, disabled, and other public service programs for low- and moderate-income persons.
8	<b>Goal Name</b>	CDS-4 Nutritional Services
	<b>Goal Description</b>	Promote and support programs that provide more access to food and nutritional programs for low income residents.
9	<b>Goal Name</b>	AMS-1 Overall Coordination
	<b>Goal Description</b>	Provide program management and oversight for the successful administration of Federal, State, and local funded programs, including planning services for special studies, annual action plans, five year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports, environmental review and clearance, fair housing, and compliance with all Federal, State, and local laws and regulations.
10	<b>Goal Name</b>	AMS-2 Fair Housing
	<b>Goal Description</b>	Provide funds for training, education, outreach, and monitoring to affirmatively further fair housing in the City of Charleston.



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

### Introduction

The City of Charleston is proposing the following projects for its FY 2022 Annual Action Plan

#	Project Name
1	CDBG ADMINISTRATION
2	CORP ADMIN - REHAB PROGRAM DELIVERY
3	CORP REHAB
4	Capitol Market ADA Access
5	CKHA South Park Basketball Court upgrades
6	ADA ACCESSIBLE RAMP & SIDEWALKS
7	BOB BURDETTE CENTER
8	COVENANT HOUSE, INC.
9	DAYMARK, INC.
10	Girl Scouts of Black Diamond Council
11	Kanawha Valley Collective
12	MANNA MEAL, INC.
13	MIDIAN LEADERSHIP PROJECT
14	REA OF HOPE, INC.
15	RCCR - SMITH ST STATION
16	WEST VIRGINIA HEALTH RIGHT
17	WEST VIRGINIA WOMEN WORK
18	YWCA RFAP
19	YWCA - SOJOURNER'S
21	HOME ADMINISTRATION
22	HOME PROJECT
23	HOME CHDO

Table 4 – Project Information

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

The City allocated its CDBG and HOME funds to those geographic areas where the population exceeds 51% low- and moderate-income households or the beneficiaries are LMI. At least 70% of the City's CDBG funds are budgeted to activities that principally benefit low- and moderate-income persons. The following guidelines for allocating CDBG funds will be used for the FY 2022 Annual Action Plan:

- The Housing activities will directly benefit LMI household.
- The Community Facilities and Public Service activities will assist organizations which are directly

providing benefit to LMI persons.

The allocation priorities were established through consultations with stakeholders, and public meetings.

A significant obstacle in the City to meet underserved needs is access to financial resources to develop additional or enhanced housing and community development activities.

**AP-38 Project Summary**  
**Project Summary Information**

Annual Action Plan  
2022



1	<b>Project Name</b>	CDBG ADMINISTRATION
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	AMS-1 Overall Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Strategy
	<b>Funding</b>	CDBG: \$298,999
	<b>Description</b>	These funds will be used for the administration of the Community Development Block Grant Program.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 Organization
	<b>Location Description</b>	105 McFarland Street Charleston, WV 25301
	<b>Planned Activities</b>	Matrix code is 21A General Program Administration
2	<b>Project Name</b>	CORP ADMIN - REHAB PROGRAM DELIVERY
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	HSS-2 Owner-Occupied Housing Rehabilitation
	<b>Needs Addressed</b>	Housing Strategy
	<b>Funding</b>	CDBG: \$125,000
	<b>Description</b>	These funds will be used for the services and delivery costs of the CORP.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 organization
	<b>Location Description</b>	Citywide LMH
	<b>Planned Activities</b>	Matrix Code 14H Rehabilitation Administration
3	<b>Project Name</b>	CORP REHAB
	<b>Target Area</b>	Low/mod areas Citywide
	<b>Goals Supported</b>	HSS-2 Owner-Occupied Housing Rehabilitation

	<b>Needs Addressed</b>	Housing Strategy
	<b>Funding</b>	CDBG: \$312,496
	<b>Description</b>	Funding for rehabilitation projects for low-to-moderate income families living in the city of Charleston to include Emergency Rehab up to \$5,000 each
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 LMI households
	<b>Location Description</b>	Citywide LMH
	<b>Planned Activities</b>	14A Rehabilitation; Single Unit Residential
4	<b>Project Name</b>	Capitol Market ADA Access
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-2 Community Facilities
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$10,802
	<b>Description</b>	Enhance ADA access at both the East and West entrances to Capitol Market.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,926 disabled persons
	<b>Location Description</b>	800 Smith Street, Charleston WV 25301
5	<b>Planned Activities</b>	03E Neighborhood Facilities
	<b>Project Name</b>	CKHA South Park Basketball Court upgrades
	<b>Target Area</b>	Low/mod areas
	<b>Goals Supported</b>	CDS-2 Community Facilities
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$32,890
	<b>Description</b>	Upgrade of basketball court (materials and equipment) at Public Housing Complex, South Park Village.

	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	76 LMC Persons
	<b>Location Description</b>	680 South Park Road, Charleston, WV 25304
	<b>Planned Activities</b>	03E Neighborhood Facilities
6	<b>Project Name</b>	ADA ACCESSIBLE RAMP & SIDEWALKS
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-1 Infrastructure
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$485,000
	<b>Description</b>	This activity will provide for the repair and/or replacement of ADA accessible ramps and sidewalks in low income areas of Charleston.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2926 disabled persons
	<b>Location Description</b>	Citywide
7	<b>Planned Activities</b>	Matrix Code is 03L Sidewalks
	<b>Project Name</b>	BOB BURDETTE CENTER
	<b>Target Area</b>	Low/mod areas Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$8,800
	<b>Description</b>	Funding for this afterschool program will assist with Direct Provider salary, benefits and payroll taxes
	<b>Target Date</b>	6/30/2023

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	120 LMC
	<b>Location Description</b>	1401 Washington St W 1009 Woodward Drive 100 Florida Street 550 Hawks Ridge Road
	<b>Planned Activities</b>	05L Childcare Services
8	<b>Project Name</b>	COVENANT HOUSE, INC.
	<b>Target Area</b>	Low/mod areas Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Other Special Needs Strategy
	<b>Funding</b>	CDBG: \$8,000
	<b>Description</b>	Funding for this project located at 600 Shrewsbury Street, Charleston, WV 25301 will assist with Health Equity Outreach Coordinator direct provider salaries, benefits & payroll taxes and food pantry items.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	75 LMC
	<b>Location Description</b>	600 Shrewsbury Street, Charleston, WV25301
9	<b>Planned Activities</b>	03T Homeless/AIDS Patients Programs
	<b>Project Name</b>	DAYMARK, INC.
	<b>Target Area</b>	Low/mod areas Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Homeless Strategy
	<b>Funding</b>	CDBG: \$19,000

	<b>Description</b>	Funding for this crisis intervention center and shelter for youth, located at 1583 Lee Street, Charleston, 25311, will assist with direct provider salaries, benefits & payroll taxes
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	200 LMC
	<b>Location Description</b>	1583 Lee Street, Charleston, WV 25311
	<b>Planned Activities</b>	05D Youth Services
	<b>Planned Activities</b>	05D Youth Services
<b>10</b>	<b>Project Name</b>	Girl Scouts of Black Diamond Council
	<b>Target Area</b>	Low/mod areas Citywide
	<b>Goals Supported</b>	SNS-2 Support for Social Services
	<b>Needs Addressed</b>	Other Special Needs Strategy
	<b>Funding</b>	CDBG: \$15,600
	<b>Description</b>	Funding for the GirlZone located at 321 Virginia St, 25302 will assist with equipment & furniture used to create a safe, accessible space to girls of all abilities & needs.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	280 LMC
	<b>Location Description</b>	321 Virginia Street Charleston, WV 25302
	<b>Planned Activities</b>	05D Youth Services
<b>11</b>	<b>Project Name</b>	Kanawha Valley Collective
	<b>Target Area</b>	Low/mod areas Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Homeless Strategy
	<b>Funding</b>	CDBG: \$5,000

	<b>Description</b>	Funding for this Identification & Transportation program located at 1 United Way Square, 25301 will assist with acquiring birth certificates, ID's and bus tickets for transportation for the homeless.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	80 LMC
	<b>Location Description</b>	1 United Way Square, Charleston, WV 25301
	<b>Planned Activities</b>	03T Homeless/AIDS Patients Programs
	<b>Planned Activities</b>	03T Homeless/AIDS Patients Programs
<b>12</b>	<b>Project Name</b>	MANNA MEAL, INC.
	<b>Target Area</b>	Low/mod areas Citywide
	<b>Goals Supported</b>	CDS-4 Nutritional Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$48,500
	<b>Description</b>	Funding for this soup kitchen, located at 1105 Quarrier Street, Charleston, WV 25301, that serves the homeless and low income persons will assist with direct provider salaries and food
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	450 LMC
	<b>Location Description</b>	1105 Quarrier Street, Charleston, WV 25301
	<b>Planned Activities</b>	05W Food Banks
<b>13</b>	<b>Project Name</b>	MIDIAN LEADERSHIP PROJECT
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Community Development Strategy
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Funding for this community center located at 711 Park Ave that serves students and young adults will assist with utilities

	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	200 LMC
	<b>Location Description</b>	711 Park Avenue, Charleston, WV 25302
	<b>Planned Activities</b>	05D Youth Services
<b>14</b>	<b>Project Name</b>	REA OF HOPE, INC.
	<b>Target Area</b>	Low/mod areas Citywide
	<b>Goals Supported</b>	SNS-1 Addiction Services
	<b>Needs Addressed</b>	Other Special Needs Strategy
	<b>Funding</b>	CDBG: \$9,000
	<b>Description</b>	Funding for this halfway house for women in recovery from alcohol and/or drug addiction, located at 1429 Lee Street, Charleston 25301, will assist with utility expenses.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	54 LMC
	<b>Location Description</b>	1429 Lee Street, Charleston, WV 25301
	<b>Planned Activities</b>	05F Substance Abuse Services
<b>15</b>	<b>Project Name</b>	RCCR - SMITH ST STATION
	<b>Target Area</b>	Low/mod areas Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Homeless Strategy
	<b>Funding</b>	CDBG: \$2,300
	<b>Description</b>	Funding for this 29 unit low income apartment building, located at 801 Smith Street, Charleston, 25301, will assist with utility expenses.
	<b>Target Date</b>	6/30/2023

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	29 LMC
	<b>Location Description</b>	801 Smith Street, Charleston, WV 25301
	<b>Planned Activities</b>	05Z Other Public Services Not Listed in 03T and 05A-05Y
16	<b>Project Name</b>	WEST VIRGINIA HEALTH RIGHT
	<b>Target Area</b>	Low/mod areas Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Other Special Needs Strategy
	<b>Funding</b>	CDBG: \$45,000
	<b>Description</b>	This facility which offers health care and medications and to the homeless and needy citizens in Charleston and surrounding areas is located at 1520 Washington Street, East, Charleston, 25311. Funding will assist with the purchase of medications and medical supplies/dental supplies & consumables.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	12,500 LMC
	<b>Location Description</b>	1520 Washington Street E, Charleston, WV 25311
	<b>Planned Activities</b>	05M Health Services
17	<b>Project Name</b>	WEST VIRGINIA WOMEN WORK
	<b>Target Area</b>	Low/mod areas Citywide
	<b>Goals Supported</b>	CDS-3 Public Services
	<b>Needs Addressed</b>	Economic Development Strategy
	<b>Funding</b>	CDBG: \$6,830
	<b>Description</b>	This program, Step Up for Women, offers a skilled trade training class for women. Funds will assist with salaries, benefits & payroll taxes & rent.
	<b>Target Date</b>	6/30/2023



	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30 LMC
	<b>Location Description</b>	3601 James Avenue, Charleston, WV 25387
	<b>Planned Activities</b>	05H Employment Servies
18	<b>Project Name</b>	YWCA RFAP
	<b>Target Area</b>	Low/mod areas Citywide
	<b>Goals Supported</b>	SNS-2 Support for Social Services
	<b>Needs Addressed</b>	Other Special Needs Strategy
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	This program provides emergency shelter to victims of domestic violence who are fleeing from an abusive relationship or environment. This funding will assist with utilities for the shelter.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	220 LMC
	<b>Location Description</b>	N/A
	<b>Planned Activities</b>	05G Services for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking
19	<b>Project Name</b>	YWCA - SOJOURNER'S
	<b>Target Area</b>	Low/mod areas Citywide
	<b>Goals Supported</b>	SNS-1 Addiction Services
	<b>Needs Addressed</b>	Other Special Needs Strategy
	<b>Funding</b>	CDBG: \$10,500
	<b>Description</b>	Emergency shelter for homeless women and families. Funding provided will assist salary, benefits & payroll expenses of the substance abuse counselor.
	<b>Target Date</b>	6/30/2023

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	300 LMC
	<b>Location Description</b>	1418 Washington Street E, Charleston, WV 25301
	<b>Planned Activities</b>	05F Substance Abuse Services
20	<b>Project Name</b>	HOME ADMINISTRATION
	<b>Target Area</b>	Charleston-Kanawha County Consortium
	<b>Goals Supported</b>	AMS-1 Overall Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Strategy
	<b>Funding</b>	CDBG: \$78,882
	<b>Description</b>	Administrative funds for the Home program
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 organization
	<b>Location Description</b>	105 McFarland Street, Charleston, WV 25301
	<b>Planned Activities</b>	AD/CO/CC only
21	<b>Project Name</b>	HOME PROJECT
	<b>Target Area</b>	Charleston-Kanawha County Consortium
	<b>Goals Supported</b>	HSS-1 Homeownership
	<b>Needs Addressed</b>	Housing Strategy
	<b>Funding</b>	CDBG: \$591,621
	<b>Description</b>	Funds allocated to qualified persons/families in the city of Charleston and Kanawha County to assist first-time homebuyers with downpayment, closing costs and mortgage subsidies.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 LMH
	<b>Location Description</b>	Charleston-Kanawha County Consortium

	<b>Planned Activities</b>	13B Homeownership Assistance
22	<b>Project Name</b>	HOME CHDO
	<b>Target Area</b>	Charleston-Kanawha County Consortium
	<b>Goals Supported</b>	HSS-1 Homeownership
	<b>Needs Addressed</b>	Housing Strategy
	<b>Funding</b>	CDBG: \$118,324
	<b>Description</b>	Funds allocated to qualified Community Housing Development Organizations (CHDO's) in the city of Charleston and Kanawha County.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3 LMI
	<b>Location Description</b>	Charleston-Kanawha County Consortium
	<b>Planned Activities</b>	Funds for the Charleston-Kanawha County Consortium CHDO. Projects to be determined.

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

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

The City of Charleston will distribute CDBG funds on a City-wide basis and HOME on a Consortium-wide basis to eligible beneficiaries. An eligible beneficiary may be a LMI individual person or family, and activity that primarily benefits a LMI household, or an activity located in a LMI Census Tract or Block Group.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Low/mod areas	1
Citywide	64
Charleston-Kanawha County Consortium	35

**Table 5 - Geographic Distribution**

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

CDBG funds are intended to provide lower and moderate-income households with viable communities, including decent housing, a suitable living environment, and expanded economic opportunities. Eligible activities include community facilitates and improvements, housing rehabilitation and preservation, affordable housing development activities, public services, economic development, planning, and administration.

The system for establishing the priority for the selection of these projects is predicated upon the following criteria:

- Meeting the statutory requirements of the CDBG program
- Meeting the needs of very-low, low-, and moderate-income residents
- Focus on low- and moderate-income areas or neighborhoods
- Coordination and leveraging of resources
- Response to expressed needs
- Sustainability and/or long-term impact
- The ability to measure or demonstrate progress and success

### **Discussion**

The geographic locations for the PY 2022 CDBG and HOME Activities will be citywide or at the location of service provider sub-recipients. Public benefit will be for low- and moderate- income residents of the City either through direct benefit such as homeownership, housing rehabilitation or individual services

such as homeless assistance. Community facilities improvements will be area benefit activities such as street reconstruction or recreation improvements in areas where at least 51% of the residents are LMI.

## Affordable Housing

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

#### Introduction

The City has long recognized the need for housing that is decent, safe, sanitary, affordable and accessible. To that end the CDBG funds will be allocated to income eligible households to assist owners with the maintenance and preservation of their properties. All funds will principally benefit low- and moderate-income persons 100%. The HOME funds will be budgeted for homebuyer assistance for low-income households.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	29
Special-Needs	0
Total	29

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	3
Rehab of Existing Units	15
Acquisition of Existing Units	10
Total	28

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

#### Discussion

The proposed affordable housing projects in the City for PY 2022 CDBG and HOME are:

- **Housing Rehabilitation** – residential rehabilitation for income eligible owner-occupied units in need of health, safety or code violations. (15 households)
- **Homeownership** – Down Payment Closing Cost Assistance Loans. Available consortium-wide for income eligible low- to moderate-income first-time homebuyers. (10 households)

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

### **Introduction**

The Charleston Kanawha Housing Authority is the public housing agency that serves the City of Charleston and Kanawha County. The overall mission of the Housing Authority is to provide decent, safe, and sanitary housing to the residents receiving assistance through the Public Housing and Section 8 Housing Choice Voucher Programs in an efficient and professional manner

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

CKHA is in the process of developing a strategic asset management plan for the next five years which will give recommendations for the best use of existing properties, need for new developments or the acquisition of additional affordable housing.

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

The Charleston Kanawha Authority continues to seek ways to improve the living environment of residents by working with the Resident Councils.

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

The Housing Authority is not designated as “troubled” per HUD guidelines.

### **Discussion**

There continues to be a need in the City for housing that are affected by housing problems including: severe housing problems and housing cost burden. The Housing Authority plays a key role in addressing these needs by providing of housing for extremely low - income, very low income, and lower income residents of the City by means of Public Housing or the Section 8 Housing Choice Voucher Program.

## **AP-65 Homeless and Other Special Needs Activities - 91.420, 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 continues to have 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.

The City will fund activities with PY 2022 CDBG funds that will provide case management services for homeless and lower income persons. The City has funded special needs activities in the PY 2022 grant year related to substance abuse and the elderly.

The following goals (per the PY 2020 through PY 2024 Consolidated Plan) for the City of Charleston's Homeless and Special Needs Strategies are:

### **Homeless Strategy**

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

**Goals:** The following homeless goals are:

- **HMS-1 Operation/Support** - Assist homeless providers in the operation of housing and supportive services for the homeless and persons who are at-risk of becoming homeless.
- **HMS-2 Housing** - Support efforts of local agencies to provide emergency shelters and permanent housing for the homeless.
- **HMS-3 Prevention and Re-Housing** - Support the prevention of homelessness through anti-eviction activities and programs for rapid re-housing.

### **Other Special Needs Strategy**

**Priority Needs:** There is a need for affordable housing, services, and facilities for the elderly, frail elderly, persons with disabilities, victims of domestic violence, persons with alcohol/drug dependency, and persons with other special needs.

**Goals:** The following special needs goals are:

- **SNS-1 Addiction Services** – Support programs to aid those directly and indirectly affected addiction and substance abuse.
- **SNS-2 Support for Social Services** - Support social service programs and facilities for the elderly,



frail elderly, persons with disabilities, victims of domestic violence, the developmentally delayed, persons with alcohol/drug dependency, and persons with other special needs.

- **SNS-3 Housing** - Increase the supply of affordable, accessible, decent, safe, sound, and sanitary housing for the elderly, frail elderly, persons with disabilities, victims of domestic violence, the developmentally delayed, persons with alcohol/drug dependency, and persons with other special needs through rehabilitation of existing buildings and new construction.

**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 Kanawha Valley Collective is comprised of individuals, government agencies, faith-based organizations, nonprofit and community-based organizations that share a common concern for the needs of Charleston and Kanawha County's residents who are homeless or at risk of homelessness. The KVC will continue to evaluate the needs of residents who are homeless, continue to advocate for resources, and coordinate services to meet these needs. The members of the KVC use street outreach programs to meet the needs of the most vulnerable homeless individuals and identify and engage individuals residing in places that are considered unfit for habitation. Case workers distribute food, clothing and conduct basic needs assessments. The case workers become liaisons between homeless individuals, other KVC homeless providers and other appropriate providers.

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

Charleston is home to several homeless shelters. The shelters range from family shelters to shelter for domestic violence. The KVC uses the Housing First model to address the needs of homeless persons by placing them in housing first then providing the needed services to work toward self-sufficiency. The goal of the KVC is to get people off the street and some type of housing be it emergency shelter or transitional housing with the final goal of permanent housing.

Additionally, the city funds two outreach workers who work collaboratively with 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 KVC continues to use the Housing First Model to provide housing for homeless individuals. This model houses persons quickly and ties them to supportive services necessary to maintain that housing. The Rapid Re-Housing program promotes self-sufficiency and reduces time as homeless. Case Manager's provide long-term monitoring of clients to prevent further episodes of homelessness.

The KVC can track its recidivism through its HMIS as well as the coming together of COC Case Managers during their weekly By Name List meetings which identify and discuss recidivists.

**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.**

KVC partners use Homeless Assistance Prevention (HAP) funds to assist the most at-risk families to avoid homelessness. These funds provide rental assistance (when available) and case management services which include – budget counseling, goal setting, home maintenance training, life skills and employment referrals in an effort to assist these families with achieving self-sufficiency and maintaining stable housing. KVC partners also use CDBG-CV funds to assist low-to-moderate income families that have been negatively impacted by COVID from becoming homeless. CDBG-CV funds provide food security, utility and rental assistance. The KVC also assesses discharge policies of the foster care system, physical/mental health and correctional facilities within the jurisdiction. The purpose is to work with institutions to ensure the institutions are knowledgeable of resources and services. This subcommittee works collaboratively to ensure that no one in these publicly funded programs is discharged into homelessness.

## **Discussion**

The Kanawha Valley Collective is comprised of individuals, government agencies, faith-based organizations, nonprofit and community-based organizations that share a common concern for the needs of the homeless in Charleston and Kanawha County. The KVC evaluates the needs of those who are homeless, advocates for resources, and coordinates services to meet these needs.

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

### **Introduction**

The City of Charleston, as many communities are now seeing, affordable housing needs have expanded beyond the affordability factor. Housing today should be encompassing of decent, safe, sanitary, accessible and affordable. The City has also identified the following barriers and obstacles to meet the housing needs of the residents:

- Lack of a supply of decent, safe, sanitary, affordable, and accessible housing
- Cost of land acquisition for new housing development
- Increased sales cost due to a competitive sales market for existing housing
- Rising interest rates based on the current economy
- High cost of construction of new housing
- Economic factors that limit a low- or moderate-income person's or family's opportunity to improve their income and wealth status (for example job opportunities, transportation accessibility, etc.)
- Limited access via public transportation to community social services and facilities (for example health care facilities, day care, etc.)

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

The City anticipates updating its AI including identifying issues people encounter when seeking decent, safe, sanitary accessible and affordable housing. Public policies have a role in that negative effect related to affordable housing and residential investment in a community. The following have been previously identified as needing attention and further consideration to remove barriers including: the ability of lower-income households to become homeowners and funding for owner-occupied housing rehabilitation and rehabilitation of rental housing units; prevention of predatory lending; and investigating lower homeownership rates experienced by African Americans and Hispanics.

Barriers to homeownership include:

- Sufficient funds for down payments and closing costs while contending with other obligations such as monthly rent and utilities.
- Affordable units which require repairs to make them habitable and must be completed by

- closing of the sale,
- Poor credit, inconsistent employment, lack of budgeting skills.

Barriers to housing rehabilitation include:

- Demand for funds exceeds what is available
- Cost of lead-based paint abatement
- Real estate taxes, which in Charleston are high

The City will continue to use CDBG and HOME funds to support homeownership, owner occupied housing rehabilitation and rental housing development. The city will also provide Certification of Consistency with the Consolidated Plan for projects that meet local codes and land use requirements.

The current Analysis of Impediments to Fair Housing Choice had several suggestions and recommendations to modify sections to include various definitions and changes to zoning districts and special use requirements.

## Discussion

Specific to the FY 2022 Annual Action Plan, the City of Charleston will use the following activities to assist in removing barriers to affordable housing as well as implement the updates of the Analysis of impediments to Fair Housing Choice as outlined above:

- **HSS-1 Homeownership** - Assist low- and moderate-income households who wish to become homeowners by providing down payment assistance, closing cost assistance, and providing housing counseling training.
- **HSS-2 Owner-occupied Housing Rehabilitation** - Provide financial assistance to low- and moderate-income homeowners to rehabilitate their existing owner-occupied housing.
- **HSS-3 Renter-occupied Housing Rehabilitation** - Provide financial assistance to landlords to rehabilitate housing units for rent to low- and moderate-income tenants.
- **HSS-4 Neighborhood Revitalization** - Promote and strengthen the housing stock in residential neighborhoods throughout the City and particularly in the City's West Side and other neighborhoods with high concentrations of blight.
- **HSS-5 Housing Education** - Provide more access, for low-and-moderate residents, to financial counseling, credit counseling, life skills and homeownership training.

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

### **Introduction**

Despite efforts made by the City and social service providers, a number of obstacles to meeting underserved needs remain. With funding resources being scarce, funding becomes the greatest obstacle for the City 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 City and social service providers have made efforts to reduce obstacles to meet underserved needs however obstacles remain. Funding resources are scarce, making funding one of the largest obstacles for the City to meet its underserved needs. Insufficient funding lessens the ability to fund many worthwhile public service programs, activities, and agencies. The City through its planning efforts will use its limited resources to address the greatest needs and improve the quality of life for its residents. The following obstacles need to be overcome in order to meet underserved needs:

- Lack of decent, safe, sound, accessible and affordable homeowner and rental housing
- High cost of rehabilitation work
- Amount of abandoned or vacant housing that affects the vitality of residential neighborhoods
- Aging in place population who need accessibility improvements
- Low wages in the service and retail sector job market
- Increasing costs to complete projects
- Decrease in the amount of federal financial assistance each year
- Difficulty in obtaining mortgages for low-income homebuyers

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

In order to provide affordable housing items such as lack of funding, lack of affordable housing, and escalating costs to provide housing are obstacles in providing affordable housing. The City will continue to fund housing activities and expand those activities this year. The City continually seeks additional resources to assist property owners in the rehabilitation of both owner occupied and rental housing and works with the Continuum of Care to provide funds for homeless programs. The Housing Authority provides vouchers for rental housing opportunities in the City. The members of the Kanawha Valley Collective have programs to provide assistance for homelessness persons and strive to end chronic homelessness.

The City will continue to provide Certificate of Consistency with the Consolidated Plan to agencies and

organizations applying for other federal funding to meet the goals in the Consolidated Plan.

In order to foster and maintain affordable housing, (per the FY 2020-2024 Consolidated Plan) the City proposes the following Goals and Strategies:

- **HSS-1 Homeownership** - Assist low- and moderate-income households who wish to become homeowners by providing down payment assistance, closing cost assistance, and providing housing counseling training.
- **HSS-2 Owner-occupied Housing Rehabilitation** - Provide financial assistance to low- and moderate-income homeowners to rehabilitate their existing owner-occupied housing.
- **HSS-3 Renter-occupied Housing Rehabilitation** - Provide financial assistance to landlords to rehabilitate housing units for rent to low- and moderate-income tenants.
- **HSS-4 Neighborhood Revitalization** - Promote and strengthen the housing stock in residential neighborhoods throughout the City and particularly in the City's West Side and other neighborhoods with high concentrations of blight.
- **HSS-5 Housing Education** - Provide more access, for low-and-moderate residents, to financial counseling, credit counseling, life skills and homeownership training

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

Charleston is proactive in identifying and controlling lead hazards to ensure lead problems are addressed. Contractors must be trained and registered with EPA to work in older homes and follow the latest rule of Title 24, Part 35: Lead-Based Paint Poisoning Prevention in Certain Residential Structures. The City ensures the following:

#### **Rehabilitation Programs:**

- 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

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.

#### **Homeownership Programs:**

- 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 assists other agencies and organizations to reduce poverty. The City typically funds programs to provide services to the homeless and other low- and moderate-income individuals and families out of poverty. This grant year homeless services are being funded to provide case management which may include childcare assistance, job training, employment opportunities and financial management programs.

#### **Actions planned to develop institutional structure**

The Mayor's Office of Economic and Community Development (MOECD) works with public and private agencies and organizations in the City to ensure that the goals and objectives of the Five-Year Consolidated Plan are addressed by more than one agency. The MOECD will facilitate and coordinate the linkages between these public-private partnerships and develop new partnership opportunities.

Effective implementation of the Annual Action Plan involves a variety of agencies both in the community and in the region. Coordination and collaboration between agencies are important to ensure that the needs in the community are addressed.

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

The primary responsibility for the administration of the Annual Action Plan is assigned to the MOECD.

The department coordinates activities among the public and private organizations, in their efforts to implement different elements of the Annual Action Plan to realize the prioritized goals of the Annual Action Plan. The City is committed to continuing its participation and coordination with public, housing, and social service organizations. The City has solicited funding requests for CDBG and HOME funds. These requests have been reviewed by staff for recommendations for funding.

MOECD works with the Charleston Urban Renewal Authority (CURA) which oversees five urban renewal areas. This oversight of economic redevelopment efforts includes – infrastructure improvements, land use regulations and renovation or removal of blighted structures. MOECD also works with the Charleston Kanawha Housing Authority which administers public housing and the Housing Choice Voucher Program.

The Charleston-Kanawha Housing Authority continues to modernize units as well as develop and disburse units into mixed-income neighborhoods throughout the City. The Kanawha Valley Collective (KVC) is the lead organization for the Continuum of Care. The CoC addresses the needs of the homeless in the City as well as Kanawha, Putnam, Boone and Clay Counties.

There are a number of non-profit agencies that serve targeted income households in the City. Many of these agencies are funded through the CDBG and Home programs. The City will continue to collaborate with and support essential service providers. Non-profit developers assist in the implementation of the Five Year Consolidated and Annual Action Plans and are funded through MOECD, the West Virginia Housing Development Fund (WVHDF), and other financial institutions. Typically, the developers are providing housing through new construction and rehabilitation. There are six service providers supported by the City that provide shelter and/or drop-in services for the homeless.

The City also continues to collaborate with the private sector in the implementation of the Five- Year Consolidated Plan and Annual Action Plans. The private sector brings additional resources and expertise that is 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.

The City continues participating and coordinating with federal, state, county, and local agencies, as well as with the private and non-profit partners, to serve the needs of target income individuals and families in the community.

## **Discussion**

The Mayor's Office of Economic and Community Development has the primary responsibility for monitoring the Annual Action Plan and maintain records on the progress toward meeting the goals and the statutory and regulatory compliance of each activity. Timeliness of expenditures is achieved through



scheduling activities, drawdown of funds, and budgets which track of expenditures. Program modifications are considered if project activities are not able to be completed within the allowable time limits of the grant. The MOECD is also responsible for the on-going monitoring of any sub-recipients for similar compliance.

## Program Specific Requirements

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

#### Introduction

The city has specified a consecutive period of three years: 2020, 2021 and 2022, 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	15,956
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
<b>Total Program Income:</b>	<b>15,956</b>

#### 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.	80.00%

#### 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

Annual Action Plan 2022	55
----------------------------	----

as follows:

The City of Charleston receives an annual allocation of CDBG and HOME funds. Since the City receives these Federal allocations, the questions below have been completed, as they are applicable

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 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

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

**Eligibility:**

Each qualifying applicant will be issued a Letter of Eligibility after the completion of all the above steps. This letter will inform the applicants of their successful completion of the City of Charleston/Kanawha County Consortium process and provide a limited time frame to search for a home. Applicants are required to negotiate a sales contract for the appropriate sales price prior to expiration. Time frames may be extended at the discretion of MOECD.

**Lender Loan:**

Applicant is responsible for contacting and scheduling loan application with a participating lender. Upon approval of the loan application, the lender will contact the MOECD to coordinate the closing process. Funds will only be requested after loan approval and/or the determination has been made that closing is possible within 15 days after funding has been received. The first mortgage obtained by the borrower must be a fixed rate loan. The loan term is optional as long as the client can meet the debt-to-income ratio guidelines. It is preferable the loan term remain between 20 to 30 years. The loans require an of escrow of taxes, insurance and additional homeowner fees. Loans with a balloon term are not acceptable.

**Affordability/Recapture/Resale Requirements:**

HOME units require a minimum affordability period. The City of Charleston/Kanawha County Consortium has elected the minimum set forth by the HOME regulations. The current regulations set a 5-year term for loans less than \$15,000.00, a term of 10 years for loans between 15,000.00 and 40,000.00, and a term of 15 years for any loan over the amount of 40,000.00. The affordability

period will begin on the 1st of the second month after the loan closing. 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, MOECD 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 monthly bases 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 HOME investment amount may be reduced based on actual proceeds received from the sale. This requirement will be enforced by a deed of trust lien that is carried with the loan. Lender will use HOME funds that are recaptured to assist other income eligible clients.

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

The City of Charleston/Kanawha County Consortium does not intend to refinance any existing debt for multi-family housing that will be rehabilitated with HOME funds.

The City of Charleston receives an annual allocation of CDBG and HOME funds. Since the City receives these Federal allocations the questions below have been completed, as they are applicable. The City provides assistance either directly through programs such as rehab or homebuyer assistance or through sub-recipient agreements with a variety of non-profit providers.

Services are essentially available to three different categories of clients. The first is by means of direct benefit as the client being assisted must be income eligible for the assistance such as with the rehab

program. Only households who do not exceed the income guidelines for Charleston as established by HUD can receive the assistance.

The next form of assistance is by means of area benefit. Through Census Data or survey and area is determined to have at least 51% of its residents who do not exceed the income guidelines for Charleston as established by HUD can receive the assistance. Typically, this would be some type of community facility improvement such as a street reconstruction project.

The last form of assistance would be a presumed benefit. These are activities are projects where the beneficiary is presumed to be income eligible. The typical example is a curb cut. A curb cut has no real impact on an able-bodied person, however, a person with a disability may not be able to negotiate a sidewalk as they cannot get on or off without a curb cut. HUD has determined disabled persons are presumed to be low-income.

The City has a process it uses when preparing its Five-Year Consolidated Plan and Annual Action Plans where it solicits proposals, generally non-profit services providers, to conduct activities that benefit needs of low- and moderate-income residents of the City. These projects must meet a goal as determined in the Consolidated Plan as well as be eligible and fundable. The City will advertise when applications are available and due to be returned. Application “kits” are made available on the City’s website, mailed to previous applicants or when requested.

Once applications are received, they are reviewed completeness, eligibility, fundability and scored for potential funding. When the review process is complete recommendations are made to City Council for approval.

## Attachments



## Public Meeting Dates



The City of Charleston Mayor's Office of Economic and Community Development (MOECD) will be holding public meetings as it develops the City's 2022-23 *Annual Action Plan* to guide the allocation of Community Development Block Grant (CDBG) and HOME funds, consistent with the City's 2020-2024 *Consolidated Plan*.

- Tuesday, December 14, 2021, at 2:30 p.m.
- Tuesday, January 11, 2022, at 5:30 p.m.
- Thursday, March 17, 2022 at 2:30 p.m.

All meetings will be held by Zoom. To participate in the Virtual Public Hearing, please call (304)348-8000 Ext. 329 or email [Amy.Clark@cityofcharleston.org](mailto:Amy.Clark@cityofcharleston.org)

An allocation of nearly \$1.8 million may be available to the City for CDBG and HOME activities. The City will allocate some of its CDBG funds to non-profit agencies for activities that benefit low and moderate-income people. This is a competitive process and interested agencies must complete and submit an application. Starting, November 29, 2021, please visit the City's website at <https://www.charlestonwv.gov/government/city-departments/moced> to access the 2022-2023 CDBG Application, cover page and fact sheet. Or call 304-348-8035 to have an application sent by E-mail.

Application technical support will be offered to applicants, by request. Please call 304-348-8035, or E-mail [moced@cityofcharleston.org](mailto:moced@cityofcharleston.org).

Completed applications can be mailed to the address below or emailed to [Amy.Clark@cityofcharleston.org](mailto:Amy.Clark@cityofcharleston.org) and must be received no later than 4:00 p.m. Friday, January 21, 2022

MOECD will publish the City's proposed 2022-23 *Annual Action Plan* project list in March 2022 and make the plan available for 30-day comment and review period. The Finance Committee will discuss the proposed project list and City Council will take action on the plan at its second regular meeting on April 18, 2022. The Plan will be submitted to the U.S. Department of Housing and Urban Development on or about May 13, 2022.

### MAYOR'S OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT

105 McFarland Street  
Charleston, WV 25301  
Phone: 304-348-8035  
Fax: 304-348-0704

**INDEX**

Page 1A	1A
Page 2A	2A
Page 3A	3A
Page 4A	4A
Page 5A	5A
Page 6A	6A
Page 7A	7A
Page 8A	8A
Page 9A	9A
Page 10A	10A
Page 11A	11A
Page 12A	12A
Page 13A	13A
Page 14A	14A
Page 15A	15A
Page 16A	16A
Page 17A	17A
Page 18A	18A
Page 19A	19A
Page 20A	20A
Page 21A	21A
Page 22A	22A
Page 23A	23A
Page 24A	24A
Page 25A	25A
Page 26A	26A
Page 27A	27A
Page 28A	28A
Page 29A	29A
Page 30A	30A
Page 31A	31A
Page 32A	32A
Page 33A	33A
Page 34A	34A
Page 35A	35A
Page 36A	36A
Page 37A	37A
Page 38A	38A
Page 39A	39A
Page 40A	40A
Page 41A	41A
Page 42A	42A
Page 43A	43A
Page 44A	44A
Page 45A	45A
Page 46A	46A
Page 47A	47A
Page 48A	48A
Page 49A	49A
Page 50A	50A
Page 51A	51A
Page 52A	52A
Page 53A	53A
Page 54A	54A
Page 55A	55A
Page 56A	56A
Page 57A	57A
Page 58A	58A
Page 59A	59A
Page 60A	60A
Page 61A	61A
Page 62A	62A
Page 63A	63A
Page 64A	64A
Page 65A	65A
Page 66A	66A
Page 67A	67A
Page 68A	68A
Page 69A	69A
Page 70A	70A
Page 71A	71A
Page 72A	72A
Page 73A	73A
Page 74A	74A
Page 75A	75A
Page 76A	76A
Page 77A	77A
Page 78A	78A
Page 79A	79A
Page 80A	80A
Page 81A	81A
Page 82A	82A
Page 83A	83A
Page 84A	84A
Page 85A	85A
Page 86A	86A
Page 87A	87A
Page 88A	88A
Page 89A	89A
Page 90A	90A
Page 91A	91A
Page 92A	92A
Page 93A	93A
Page 94A	94A
Page 95A	95A
Page 96A	96A
Page 97A	97A
Page 98A	98A
Page 99A	99A
Page 100A	100A

**LETTERS**

From the Editor:

Dear Sir,

I am writing to you to express my appreciation for the excellent work you and your staff have done in reporting on the events of the past year. Your coverage of the local and national news has been thorough and unbiased, and your analysis of the issues has been insightful and helpful. I am grateful for the information you have provided to the community, and I look forward to continuing to read your publication in the coming year.

Sincerely,

[Name]

**CLASSIFIED**

Real Estate: [Name], [Phone], [Address]

Auto Sales: [Name], [Phone], [Address]

Services: [Name], [Phone], [Address]

Jobs: [Name], [Phone], [Address]

Legal: [Name], [Phone], [Address]

Medical: [Name], [Phone], [Address]

Education: [Name], [Phone], [Address]

Business: [Name], [Phone], [Address]

Finance: [Name], [Phone], [Address]

Technology: [Name], [Phone], [Address]

Health: [Name], [Phone], [Address]

Food: [Name], [Phone], [Address]

Travel: [Name], [Phone], [Address]

Recreation: [Name], [Phone], [Address]

Religion: [Name], [Phone], [Address]

Community: [Name], [Phone], [Address]

Politics: [Name], [Phone], [Address]

Environment: [Name], [Phone], [Address]

Science: [Name], [Phone], [Address]

Arts: [Name], [Phone], [Address]

Sports: [Name], [Phone], [Address]

History: [Name], [Phone], [Address]

Geography: [Name], [Phone], [Address]

Language: [Name], [Phone], [Address]

Mathematics: [Name], [Phone], [Address]

Science: [Name], [Phone], [Address]

History: [Name], [Phone], [Address]

Geography: [Name], [Phone], [Address]

Language: [Name], [Phone], [Address]

Mathematics: [Name], [Phone], [Address]

# A new year, a new production of 'Mary'

**BY [Name]**

The Thompson Gazette is pleased to announce the production of the musical 'Mary' for the new year. This production is a collaboration between the local theater community and the Thompson Gazette, and it is a testament to the talent and dedication of the performers and crew. The musical tells the story of the Virgin Mary and the birth of Jesus, and it is a beautiful and moving production that is sure to captivate the audience. The production is directed by [Name] and features a cast of talented performers, including [Name], [Name], and [Name]. The production is set to run for several weeks, and tickets are available for purchase. For more information, please contact [Name] at [Phone].



# Ahmaud Arbery's mom: Thankful for justice

**BY [Name]**

Ahmaud Arbery's mother, Mary Arbery, has expressed her gratitude for the justice system's handling of the case. She stated that she is proud of her son and that she believes the legal process has been fair and thorough. She also expressed her hope that the case would serve as a reminder to the community of the importance of justice and equality. Mary Arbery is a dedicated mother and a strong advocate for her son, and her statement is a testament to her love and support for him. She is grateful for the support of the community and the legal system, and she is confident that the case will be resolved in a way that is just and fair.



# Coal mine fire in Russia's Siberia kills 11

**By [Name]**

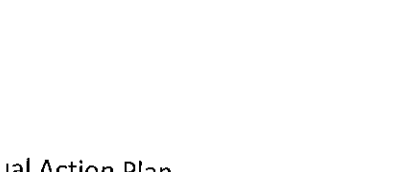
A major coal mine fire in Russia's Siberia has resulted in the deaths of 11 miners. The fire broke out in the early hours of the morning and quickly spread throughout the mine, trapping the miners inside. The fire was caused by a faulty electrical system, and it was not until several hours later that the miners were rescued. The fire has caused significant damage to the mine and the surrounding area, and it has raised concerns about the safety of coal mining in Russia. The Russian government has launched an investigation into the cause of the fire, and it is expected that the results will be released in the coming weeks. The families of the deceased miners are being supported by the government, and they are being offered financial compensation for their loss.



# Police: Missing Hays

**By [Name]**

The Hays Police Department is searching for a missing person. The person, whose name is [Name], was last seen on [Date] at [Location]. The person is described as [Description]. The police are asking anyone who has seen the person or has information about their whereabouts to contact the police at [Phone]. The person is considered to be in good health, and the police are confident that they will be found soon. The police are also asking anyone who has information about the person's whereabouts to contact the police at [Phone].



# Annual Action Plan 2022

Item	Priority	Responsible Party	Due Date
[Item 1]	High	[Name]	[Date]
[Item 2]	Medium	[Name]	[Date]
[Item 3]	Low	[Name]	[Date]
[Item 4]	High	[Name]	[Date]
[Item 5]	Medium	[Name]	[Date]
[Item 6]	Low	[Name]	[Date]
[Item 7]	High	[Name]	[Date]
[Item 8]	Medium	[Name]	[Date]
[Item 9]	Low	[Name]	[Date]
[Item 10]	High	[Name]	[Date]



**NOTICE OF DISPLAY OF CITY OF CHARLESTON, WV  
FY 2022 ANNUAL ACTION PLAN AND PUBLIC HEARING**

Notice is hereby given by the City of Charleston, Kanawha County, WV, that it has prepared an Annual Action Plan for FY 2022. The City intends to submit its FY 2022 Annual Action Plan in the amount of \$1,537,021\* for Community Development Block Grant (CDBG) funds and \$704,942\* in HOME Investment Partnerships (HOME) funds (on behalf of the Charleston/Kanawha Housing Consortium) to the U.S. Department of Housing and Urban Development (HUD) on or before May 13, 2022.

The plan will be available for review for a period of at least 30 days beginning on Tuesday, March 15, 2022 at <https://www.charlestonwv.gov/government/city-departments/finance>. Written or verbal public comments on the plan will be received until 4:00 P.M. on Wednesday, April 13, 2022 and should be directed to the City of Charleston Mayor's Office of Economic and Community Development (MOECD), attention Andrew Backus, Director, 105 McFarland Street, Charleston, WV 25301, or via phone at (304) 348-8000 ext. 320; or via email: [Andrew.Backus@cityofcharleston.org](mailto:Andrew.Backus@cityofcharleston.org).

In accordance with the City of Charleston's Citizen Participation Plan and HUD's regulatory requirement waivers, a virtual public hearing will be held at 2:30 PM on Thursday, March 17, 2022 to provide an opportunity for comment on the draft FY 2022 Annual Action Plan. All interested persons, groups, and organizations are encouraged to participate in this virtual public hearing and will be given the opportunity to present oral testimony concerning the proposed plan and use of Federal funds under the FY 2022-2023 Annual Action Plan. To participate in the Virtual Public Hearing, please call (304) 348-8000 ext. 329 or email [Amy.Clark@cityofcharleston.org](mailto:Amy.Clark@cityofcharleston.org).

The City of Charleston is proposing to fund the following activities with its FY 2022 CDBG and HOME funds:

- Community Development Administration - \$310,000.00
- ADA Accessible ramps - \$485,000.00
- Capitol Market - \$10,802.88
- Charleston Kanawha Housing Authority - \$37,880.00
- CORP Rehab - (Charleston Owner-Occupied Rehabilitation, Emergency & ADA Program) - \$350,000.00
- CORP Adm'n - (Charleston Owner-Occupied Rehabilitation Program) - \$125,000.00
- Bob Burdette Center - \$8,800.00
- Covenant House, LLC - \$8,000.00
- Daymark - \$10,000.00
- Girl Scouts of Black Diamond Council - \$15,600.00
- Kanawha Valley Collective - \$5,000.00
- Mama Meal, Inc. - \$55,000.00
- Median Leadership - \$15,000.00
- REA of Hope Fellowship Home - \$5,000.00
- ROCR - Smith Street Station - \$23,000.00
- West Virginia Health's Right - \$45,000.00
- West Virginia Women Work - \$6,810.00
- YWCA - RFAP - \$10,000.00
- YWCA - Sojourners - \$10,500.00
- Unprogrammed funds - \$5,577.17
- HOME Admin - \$70,494.70
- HOME/Project - \$694,447.80

The document will be available for public comment until 4:00 PM on April 13, 2022, after which time the plan will be presented to the Charleston City Council for approval at the April 18, 2022 City Council Meeting.

*Note: \*All dollar figures are estimates based on previous year entitlement allocations. The Federal government is currently operating under a continuing resolution until March 11, 2022. Without an appropriations bill, HUD is unable to compute grantees' FY 2022 formula allocation amounts. These amounts are subject to change upon approval of the 2022 Federal budget. If CDBG funding is less/greater than estimated, the city will decrease/increase admin to 20% of total allocation and public service activities will decrease/increase to not exceed the 25% public service cap. Funding on all other activities (rehabilitation, ADA accessible ramps and public facilities) will decrease/increase depending on the final allocation. If HOME funding is less/greater than estimated, admin will be decreased/increased to 10% of HOME allocation and CHUG reserve will be adjusted to at least 15% of HOME allocation.*

Amy Shuler Goodwin, Mayor  
City of Charleston





City of Charleston  
Mayor's Office of Economic and Community Development  
105 McFarland Street  
Charleston, WV 25301

**Agenda  
Public Meeting  
Zoom  
December 14, 2021 – 2:30 p.m.**

**Welcome**

**Introduction of Staff**

**Community Development Block Grant (CDBG)**

**Home Program**

**Your Neighborhood, Your Money**

**Tell Us**

**Adjourn**

For further information please feel free to contact us at 304-348-8035, or Email us  
[MOECD@cityofcharleston.org](mailto:MOECD@cityofcharleston.org)

**Staff:**

Andrew Backus, Director  
Amy Clark, CDBG Program Manager  
Zoea Rogers, Home Program Supervisor  
Summer Fleck, Grants Specialist  
David Pack, Home Inspector  
Jane Dodd, Housing Coordinator  
Mindy Young

Phone (304) 348-8935; FAX (304) 348-0704 E-Mail: [moecc@cityofcharleston.org](mailto:moecc@cityofcharleston.org)

MOECD PUBLIC MEETING - ZOOM				
TUESDAY, DECEMBER 14, 2021 - 2:30 P.M.				
NAME	ORGANIZATION	EMAIL	REGISTERED	ATTENDED
Andy Backus	City of Charleston MOECD	Andrew.Backus@cityofcharleston.org	X	X
Amy Clark	City of Charleston MOECD	Amy.Clark@cityofcharleston.org	X	X
Summer Fleck	City of Charleston MOECD	Summer.Fleck@cityofcharleston.org	X	X
Mindy Young	City of Charleston MOECD	Mindy.Young@cityofcharleston.org	X	X
David Parks	City of Charleston MOECD	David.Parks@cityofcharleston.org	X	X
Jane Dodd	City of Charleston MOECD	Jane.Dodd@cityofcharleston.org	X	X
Zora Rogers	City of Charleston MOECD	Zora.Rogers@cityofcharleston.org	X	X
Michael Austin	IRDF	maustin@irdfwv.org	X	X
Jeff Biddle	Midian Leadership	Jeff.Biddle@gmail.com	X	X
Andrew Backwood	Habitat for Humanity of Kanawha & Putnam	andrew@hthca.org	X	X
Sarina Bronson	YWCA - RFAP	sbranson@ywcacharleston.org	X	X
Anna Campbell	Black Diamond Girl Scout Council	anna.campbell@ndscs.org	X	X
Keri Cooper	United Way	kcooper@unitedwaywv.org	X	X
Dixie Daugherty	Kanawha Valley Fellowship Home	kyth@kvh.org	X	X
Jerri Cox Davis	CECDC	cedcawv@gmail.com	X	X
Megan Diehl	Goodwill Industries of Kanawha Valley	mjdiehl@goodwillwv.com	X	X
Maya Goodwin			X	
Julie Haden	YWCA - RFAP	jhaden@ywcacharleston.org	X	X
Brianna Martin	Covenant House	bmartin@wv.covenanthouse.org	X	X
Joshua McDuke	KSLC	jmcduke@kslc.org	X	X
Jonathan McGinnis	Charleston Area Alliance	jmcginnis@charlestonareaalliance.org	X	X
Kim Miller	Prestero	kim.miller@prestero.org	X	X
Brandi O'Neil	WV Health Right	Bodell@wvhealthright.org	X	X
Stacy Reynolds	Covenant House	sreynolds@wv.covenanthouse.org	X	X
Traci Strickland	KVC	tristricland@kvcwv.org	X	X
Patricia Tilley	Salvation Army	patricia.tilley@uss.salvationarmy.org	X	X
Robert Williams	PRO Kids, Inc.	rwilliamslaw@gmail.com	X	X
Amy Welsa	Manna Meal, Inc.	amy@mannaMeal.org	X	X
NOTES/QUESTIONS:				
Andy Backus introduced the staff and gave a description of all of our programs, including the CDBG application process, CORP Rehab and Emergency and the HOME program. No questions were asked.				



**CITY OF CHARLESTON, WV  
MAYOR'S OFFICE OF ECONOMIC & COMMUNITY  
DEVELOPMENT (MOECD)  
CDBG PROGRAM  
FY JULY 1, 2022 – JUNE 30, 2023**

The Community Development Block Grant (CDBG) program is a flexible program that provides communities with resources to address a wide range of unique community development needs. The CDBG program provides annual grants on a formula basis to entitled cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. Charleston is an entitlement city and receives an annual grant from HUD based on a formula that uses several objective measures of community needs, including the extent of poverty, population, housing overcrowding, age of housing, and population growth lag in relation to other metropolitan areas.

Proposed activities must meet at least one national CDBG program objective:

- 1) Benefit low and moderate-income people;
- 2) Eliminate slums or blight;
- 3) Address urgent needs posing a serious and immediate threat to the health and welfare of the community.

The city's allocation for the current program year (2021) for CDBG and HOME is as follows:

CDBG \$ 1,529,238  
HOME\$ 704,942  
Total \$ 2,234,170

**Eligible Applicants**

Private or public non-profit organizations based or serving a minimum of 51% of Charleston residents, including institutions of higher education and private for-profit entities, and city of Charleston departments. "Non-profit" means having a 501(c) tax exemption notice from the U.S. Internal Revenue Service (IRS), a copy of which must be included in this application.

**Eligible Activities**

Eligible activities under the CDBG program include the following:

- |                                                                                                                                                               |                                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> Acquisition of real property                                                                                                         | <input type="checkbox"/> Housing rehabilitation                  |
| <input type="checkbox"/> Disposition of real property                                                                                                         | <input type="checkbox"/> Housing services                        |
| <input type="checkbox"/> Public facilities and improvements                                                                                                   | <input type="checkbox"/> Loss of rental income                   |
| <input type="checkbox"/> Clearance, demolition of property                                                                                                    | <input type="checkbox"/> Commercial or industrial rehabilitation |
| <input type="checkbox"/> Public services                                                                                                                      | <input type="checkbox"/> Removal of architectural barriers       |
| <input type="checkbox"/> Interim assistance                                                                                                                   | <input type="checkbox"/> Code enforcement                        |
| <input type="checkbox"/> Relocation                                                                                                                           | <input type="checkbox"/> Historic preservation                   |
| <input type="checkbox"/> Acquisition, reconstruction, rehabilitation,<br>or installation of distribution lines and<br>facilities of privately-owned utilities | <input type="checkbox"/> Special economic development            |
|                                                                                                                                                               | <input type="checkbox"/> Planning                                |
|                                                                                                                                                               | <input type="checkbox"/> Fair Housing                            |

### **Principal benefit**

**Low and moderate income**—members of a household whose income is no more than 80 percent of the area's median income. HUD calculates income eligibility based on the number of people in the household.

70 percent of their CDBG funds for activities that direct benefit low/moderate income people. This includes activities where:

- a) the majority of direct beneficiaries (people that fill jobs created or live in housing units rehabilitated, for example) are low or moderate income, or
- b) at least 51 percent of the residents benefiting from a community improvement or service (sidewalks reconstructed or a community center) are low or moderate income.

**Public Services**—Up to 15 percent of the city's annual CDBG allocation may be awarded for public services.

**Planning & Administration**—Up to 20 percent of the city's annual CDBG allocation may be used for planning and admin activities.

**Housing Activities**—Housing activities such as rehabilitation.

**Public Facilities**—Public facilities may be acquired, constructed, or renovated using CDBG funds.

**Public Improvements**—Public improvement activities must occur in an area where at least 51 percent of the residents or beneficiaries are of low or moderate income or be primarily for handicapped access.

**Economic Development**—Economic development activities are eligible for CDBG funds if activities are designed to create or retain jobs, at least 51 percent of which will be made available to, or held by, low- and moderate-income people.

**Property Acquisition**—CDBG funds may be used to acquire real property for any public purpose, except for a building to be used for the general conduct of government and/or political activities.

**Clearance**—Demolishing buildings is an eligible activity, provided a subsequent activity in some way benefits at least 51 percent low- or moderate-income people, or eliminate the specific conditions of blight.

## **2020-2024 5-year Consolidated Plan** **Current Consolidated Plan Priorities and Goals**

### **I. Housing Strategy (High Priority)**

**Priority Need:** There is a need to improve the quality of the housing stock in the City of Charleston by increasing the supply of decent, safe, sound, and accessible housing for homeowners, renters, and homebuyers that is affordable to low- and moderate-income persons and households.

**Goals:** The following housing goals are:

- **HSS-1 Homeownership** - Assist low- and moderate-income households who wish to become homeowners by providing down payment assistance, closing cost assistance, and providing housing counseling training.
- **HSS-2 Owner-occupied Housing Rehabilitation** - Provide financial assistance to low- and moderate-income homeowners to rehabilitate their existing owner-occupied housing.
- **HSS-3 Renter-occupied Housing Rehabilitation** - Provide financial assistance to landlords to rehabilitate housing units for rent to low- and moderate-income tenants.
- **HSS-4 Neighborhood Revitalization** - Promote and strengthen the housing stock in residential neighborhoods throughout the City and particularly in the City's West Side and other neighborhoods with high concentrations of blight.
- **HSS-5 Housing Education** - Provide more access, for low-and-moderate residents, to financial counseling, credit counseling, life skills and homeownership training.
- **HSS-6 Housing Construction** - Increase the supply of decent, safe, sound, and accessible housing that is affordable to homebuyers and renters in the community through rehabilitation of vacant buildings and new construction.

## **II. Homeless Strategy - (High Priority)**

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

**Goals:** The following homeless goals are:

- **HMS-1 Operation/Support** - Assist homeless providers in the operation of housing and supportive services for the homeless and persons who are at-risk of becoming homeless.
- **HMS-2 Housing** - Support efforts of local agencies to provide emergency shelters and permanent housing for the homeless.
- **HMS-3 Prevention and Re-Housing** - Support the prevention of homelessness through anti-eviction activities and programs for rapid re-housing.

## **III. Other Special Needs Strategy - (High Priority)**

**Priority Needs:** There is a need for affordable housing, services, and facilities for the elderly, frail elderly, persons with disabilities, victims of domestic violence, persons with alcohol/drug dependency, and persons with other special needs.

**Goals:** The following special needs goals are:

- **SNS-1 Addiction Services** - Support programs to aid those directly and indirectly affected addiction and substance abuse.
- **SNS-2 Support for Social Services** - Support social service programs and facilities for the elderly, frail elderly, persons with disabilities, victims of domestic violence, the developmentally delayed, persons with alcohol/drug dependency, and persons with other special needs.

- **SNS-3 Housing** - Increase the supply of affordable, accessible, decent, safe, sound, and sanitary housing for the elderly, frail elderly, persons with disabilities, victims of domestic violence, the developmentally delayed, persons with alcohol/drug dependency, and persons with other special needs through rehabilitation of existing buildings and new construction.

#### **IV. Community Development Strategy - (High Priority)**

**Priority Needs:** There is a need to continue to improve and enhance the public and community facilities, infrastructure, public social/welfare services, public safety, clearance/demolition, and the quality of life for residents throughout the City.

**Goals:** The following community development goals are:

- **CDS-1 Infrastructure** - Improve the public infrastructure through rehabilitation, reconstruction, and new construction of streets, sidewalks, ADA curb cuts, waterlines, sewer lines, storm drainage, sanitary sewers, addressing hill slips, broadband, etc.
- **CDS-2 Community Facilities** - Improve the parks, recreational facilities, trails, bikeways, and all public and community facilities through rehabilitation, new construction, and ADA accessibility improvements.
- **CDS-3 Public Services** - Improve and enhance public services including programs for youth, the elderly, disabled, and other public service programs for low- and moderate-income persons.
- **CDS-4 Nutritional Services** - Promote and support programs that provide more access to food and nutritional programs for low-income residents.
- **CDS-5 Clearance/Demolition** - Remove and eliminate slum and blighting conditions through demolition of vacant, abandoned, and dilapidated structures in the City.
- **CDS-6 Public Safety** - Improve the public safety facilities, equipment, crime prevention programs, community policing, and ability to respond to emergency situations.
- **CDS-7 Transportation** - Encourage the Kanawha Valley Regional Transportation Authority (KRT) and other carriers to address the needs of low-income persons and households and the disabled to have access to employment, health care, and shopping.

#### **V. Economic Development Strategy (High Priority)**

**Priority Need:** There is a need to increase employment, job training, technical assistance, work force development, and economic empowerment of low- and moderate-income residents in the City of Charleston.

**Goals:** The following economic development goals are:

- **EDS-1 Employment** - Support and encourage new job creation, job retention, workforce development, employment, and job training services for the unemployed and underemployed persons, including summer youth programs.



- **EDS-2 Financial Assistance** - Support the expansion, growth and new development of business and commercial enterprises through technical assistance programs and low interest financing.
- **EDS-3 Redevelopment Program** - Plan and promote the development, redevelopment and revitalization of economically distressed areas of the City.

**VI. Administration, Planning, and Management Strategy - (High Priority)**

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

**Goals:** The following administration, planning, and management goals are:

- **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 review and clearance, fair housing, and compliance with all Federal, State, and local laws and regulations.
- **AM-2 Fair Housing** - Provide funds for training, education, outreach, and monitoring to affirmatively further fair housing in the City of Charleston.

---

## MOECD STAFF

<b>Andrew Backus, Director</b> <u><a href="mailto:Andrew.Backus@cityofcharleston.org">Andrew.Backus@cityofcharleston.org</a></u>	(304)348-8000 Ext. 320
<b>Amy Clark, CDBG Program Manager</b> <u><a href="mailto:Amy.Clark@cityofcharleston.org">Amy.Clark@cityofcharleston.org</a></u>	(304)348-8000 Ext. 329
<b>Jane Dodd, Housing Application Coordinator</b> <u><a href="mailto:Jane.Dodd@cityofcharleston.org">Jane.Dodd@cityofcharleston.org</a></u>	(304)348-8000 Ext. 321
<b>Summer Fleek, Grants Specialist</b> <u><a href="mailto:Summer.Fleek@cityofcharleston.org">Summer.Fleek@cityofcharleston.org</a></u>	(304)348-8000 Ext. 323
<b>David Parks, Housing Program Coordinator</b> <u><a href="mailto:David.Parks@cityofcharleston.org">David.Parks@cityofcharleston.org</a></u>	(304)348-8000 Ext. 317
<b>Zora Rogers, Housing Program Supervisor</b> <u><a href="mailto:Zora.Rogers@cityofcharleston.org">Zora.Rogers@cityofcharleston.org</a></u>	(304)348-8000 Ext. 318
<b>Mindy Young</b> <u><a href="mailto:Mindy.Young@cityofcharleston.org">Mindy.Young@cityofcharleston.org</a></u>	

## **Charleston Owner-Occupied Rehabilitation Program (CORP)**

The Charleston Owner-Occupied Rehabilitation Program (CORP) is offered by the City of Charleston Mayor's Office of Economic and Community Development (MOECD). The program utilizes Community Development Block Grant (CDBG) funds made available to the City from the Office of Housing and Urban Development (HUD) and are used to fund authorized repairs for eligible City of Charleston homeowners as a forgivable loan.

MOECD provides technical assistance and incentive by administering these CORP forgivable loans to individuals and/or families to help eligible homeowners with needed repairs to their dwelling, with emphasis on compliance with both the City of Charleston City Building Code and HUD's Section 8 Housing Quality Standards. The CORP program solicits pre-approved general contractors through an authorized bidding process. The lowest successful bidding general contractor is contracted to complete needed repairs for chosen program clients homes.

Individuals and/or families who live within city limits of the City of Charleston, WV and qualify as very low, low, or moderate income, which is considered 80% or below median income, will have loans processed as a forgivable loan in order to cover individual project costs incurred by this program.

\*In accordance with program guidelines, homes selected for participation will be tested for lead by a third party (contracted by MOECD) to identify lead-based paint hazards. The results of this test will be used by workers who are required to exercise lead safe work practices when lead hazards are present with regards to chosen project work tasks.

Requirements for authorized housing repair assistance includes but is not limited to:

- Must be corrective construction work *(no activities considered "renovating" will be allowed)*
- Must be Owner Occupied at least 1 year
- Income Limits Apply and include all household occupants annual incomes *(see below)*
- Home must be in Charleston city limits
- The deed/mortgage must be in the owner's name

Current Income Limits are as follows:

1-person household must make less than \$34,230.00 per year,

2-person household must make less than \$39,150.00 per year,

3-person household must make less than \$44,050.00 per year,

4-person household must make less than \$48,900.00 per year

Families over 4 people can contact our office at 304-248-8035 for additional information.

Annual income includes all income received by the household including but not limited to: overtime and/or irregular earnings. This includes social security, SSI, retirement, pensions, interest from savings accounts or stocks, part-time/occasional employment, child support.

**\*Income guidelines are subject to change without notice\***

Program authorized repairs are limited to non-structural repairs and corrective maintenance work to core components of the home

Examples of repairs that qualify include, but are not limited to:

- Roofing
- Windows
- Entry Doors
- Heating
- Electrical
- Plumbing

Examples of repairs that **DO NOT** qualify include, but are not limited to:

- Structural repairs
- Mold removal
- Lead reduction/abatement
- Carpet replacement

\*In addition, repairs will not be considered to exterior structures not connected to or a part of the home's main structure (Example: detached garages, outbuildings, driveways, retaining walls, etc.)

**You can download the complete Corp Rehab Brochure [here](#).**

Contractors interested in performing rehabilitation work through the CORP Program must meet the following minimum requirements prior to being eligible to bid and perform rehabilitation projects:

- Current, H&D approved, 40 hour lead supervisor training.
- Current, General contracting license from the State of West Virginia.
- Current, proof of liability insurance, workers compensation.
- Be in good standing with West Virginia State Tax Department.
- Eligible Contractor(s) cannot be delinquent or in default on City of Charleston B&O taxes.

**\*Contractor requirements are subject to change without notice\***

## **Emergency Owner-Occupied Rehab Program**

The Emergency Owner-Occupied Rehabilitation Loan Program is offered by the City of Charleston Mayor's Office of Economic and Community Development (MOECD). The program utilizes Community Development Block Grant (CDBG) funds made available to the City from the Office of Housing and Urban Development (HUD) and are used to fund authorized emergency repairs for eligible City of Charleston homeowners as a forgivable loan.

The program only provides emergency assistance to eligible homeowners within the city limits of Charleston. The purpose of the Emergency Rehabilitation Loan Program is to administer and provide assistance to the very low to moderate income homeowners in the City of Charleston and is defined as follows:

*Swift action required to safeguard against a code deficiency and/or life safety hazard that unless corrected immediately would pose a threat to the health and safety of the residents of the dwelling, or to help protect property from further structural damage due to a recognized hazard brought upon by a program eligible circumstance.*

The following damages/hazards will be considered for repair:

1. Defective Plumbing -- includes ruptured/defective hot water tanks, broken water service lines (*interior and exterior due to freezing, etc.*).
2. Defective Wiring -- only if due to recent event (*Example: storm outage, etc.*) and without repair it could cause life safety issues
3. Defective Furnace or Heating System (*only eligible as an emergency from October 1st to March 30<sup>th</sup>*).
4. Windowpane Replacement -- individual windows panes that are broken due to recent events (*Example: storm damage, tree fall, accident, etc.*).
5. Gas Service Line Repair -- located on the property of the owner that have resulted in a loss of service or disconnection.

\*MOECD shall have final determination as to what is considered eligible repairs under this program.

\*There is a strict loan limit of \$5,000.00 and the home must be owner occupied.

\*All CORP Regular Rehab requirements apply except the need for homeowner's insurance and lead testing.

**Current Status 07/01/2021 to 12/31/2021**

CHRG -      6 Rehabilitation Loans Completed  
              7 Working on Repairs  
              6 In process

## **City of Charleston HOMEBLEND Program**

The objective of this program is to provide funds to very low and moderate-income households in the form of sales price subsidies. This program reduces the cost of home ownership by significantly reducing the payable loan amount. The subsidy is provided in the form of a forgivable loan directly to the applicant. A lender participating with the City of Charleston/Kanawha County Consortium provides a percentage of the selling price in the form of a mortgage loan.

Applicants must qualify under the guidelines set forth by the city and must be below 80% of median income in the Charleston/Kanawha County Metropolitan Statistical Area. These funds may be used on existing homes. Funding can only be provided to acquire residential dwellings within the designated Consortium areas. Condominiums, Mobile homes, trailers, and commercial buildings are ineligible.

### **Community Housing Development Fund (CHDO) Financing**

HUD requires that a minimum of 15% of awarded funds are spent by Community Housing Development Organizations (CHDO). Currently the City funds these organizations to develop new construction housing for single family residence. These properties must be sold to applicants that qualify under the HOME Blend program rules.

#### **Current Status 07/01/2021 to 11/30/2021:**

##### **HOMEBLEND- 3 Closed**

1 In Contract  
6 Approved  
5 in Process

##### **CHDO -**

2 Construction Approved  
3 Construction Pre-Development

MOECD PUBLIC MEETING - ZOOM								
TUESDAY, JANUARY 11, 2022 - 5:30 P.M.								
NAME	ORGANIZATION	EMAIL	REGISTERED	ATTENDED				
Andy Backus	City of Charleston MOECD	andrew.backus@cityofcharleston.org		X				
Amy Clark	City of Charleston MOECD	Amy.Clark@cityofcharleston.org		X				
Summer Fleck	City of Charleston MOECD	Summer.Fleck@cityofcharleston.org		X				
David Parks	City of Charleston MOECD	David.Parks@cityofcharleston.org		X				
Jane Dodd	City of Charleston MOECD	Jane.Dodd@cityofcharleston.org		X				
Zora Rogers	City of Charleston MOECD	Zora.Rogers@cityofcharleston.org		X				
Cassidy Bailey	Step by Step	cbailey@stepbystepwww.org	X	X				
Andrew Blackwood	Habitat for Humanity of Xanawha & Putnam	andrew@hkhq.org	X	X				
Katie Bonheim	Step by Step	kbonham@stepbystepwww.org		X				
Anna Campbell	Black Diamond Girl Scout Council	anna.campbell@bdgsc.org	X	X				
Jarricka Davis	CECOC	cedcwww@gmail.com	X	X				
Michael Farmer	Step by Step	mfarmer@stepbystepwww.org	X	X				
Lanifer Fleshman	YWCA-Sojourner's	lfleshman@ywcacharleston.org	X	X				
Paige Hill	YWCA-Sojourner's	phill@ywcacharleston.org	X	X				
Delvin Johnson	Children's Home Society	djohnson@chilchswv.org	X	X				
Katlyn Johnson	Children's Home Society	kjohnson@chilchswv.org	X	X				
Jessica McGuire	IRSLC	jmcguire@irslc.org	X	X				
Carol Phillips	WW Women Work	carol@wwwomenwork.org	X	X				
Cara Phillips	Black Diamond Girl Scout Council	cara.phillips@bdgsc.org	X	X				
Janion Schmidt	Goodwill Industries of Kan Valley, Inc.	jachmidt@goodwillkv.com	X	X				
Margaret Taylor	YWCA-Sojourner's	mtaylor@ywcacharleston.org	X	X				
Deb Weinstein	YWCA	deb@ywcacharleston.org	X	X				
NOTES/QUESTIONS:								
<p>Andy Backus introduced the staff and gave a description of all of our programs, including the CDBG application process, CORP Rehab and Emergency and the HOME program. We emphasized the CDBG due date of January 21 and how competitive the Public Service category is.</p> <p>Kathryn Johnson asked to see projects that were previously funded. I sent an email to all meeting participants with a HUD exchange link that lets you look up all Action Plan, CAPERS, etc for everyone in the U.S. Deb Weinstein asked if I thought if we would get additional funding due to Covid. Or if we thought we would get cut due to population decline. I told her we hadn't heard anything yet and there are other factors that HUD considers besides just population. In my research, in the last few weeks, it actually looked like we might get a little bit more funding. But we have no way of knowing ahead of time.</p>								





**Mayor's Office of Economic and Community  
Development**

**Public Meeting March 17, 2022**

Zoom Meeting 2:30 PM

**NOTES**

**Attendees:**

Dick Daughtery – Kanawha Valley Fellowship Home

Briana Martin – Covenant House

Stacey Reynolds - Covenant House

Tonda Johnson – Covenant House

Mavery Davis

MOEDD Staff: Andrew Backus, Zora Rogers, Summer Fleck, Dave Parks, Jane Dodd, Mindy Young

Hand outs were sent to the participants on the call. Brief overview of programs by Director Backus and the 2022 proposed projects and allocations are available on the city's web site: [www.charlestonwy.gov](http://www.charlestonwy.gov). Current funding was presented (project status and expenditures). Participants were given an opportunity to ask questions. The next CDBG funding cycle was explained to participants. Meeting was adjourned at approximately 3:00PM.

**Current Funding:**

Expenditures as of 3/30/22: \$914,250.10

**Projects:**

Completed – 4

In Process – 16

Pending - 7

Cancelled - 1