



CITY OF
PARKERSBURG

Development Department

2016 Annual Action Plan

Executive Summary

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

1. Introduction

The Community Development Block Grant (CDBG) and HOME Program Funding has been a major contributing source of revenue for the Community and Economic Development and housing needs throughout the City of Parkersburg and Wood County. During the past year, the funds have been used to address affordable housing needs, enhance suitable living environments, and foster opportunities for economic development.

Wood County, the fourth largest county in West Virginia, is located in the northwest West Virginia region, along the Ohio River. The metropolitan area is frequently called (and known as) the Mid - Ohio Valley. Parkersburg is the county seat and largest city of Wood County, WV. In addition to Parkersburg, Vienna and Williamstown are also incorporated municipalities within the county. Vienna (also a CDBG Entitlement Community) is located just north of the Parkersburg city limits, and is also situated along the Ohio River. Parkersburg and Vienna border one another in several locations. Williamstown is located roughly 10 miles north of the Vienna's northern city limit, and a portion of the city also borders the Ohio River.

Population

Parkersburg and Wood County are the major population and employment center for the Mid-Ohio Valley. Parkersburg is the largest city in the region with a population of 31,186 residents, and Wood County has an estimated population of 86,569 residents.

From the 2010 U.S. Census, population estimates show decline at the county and municipal levels. The city has experienced a decline of 1,500 residents since 2000, while the county has also experience a decline of 1,030 residents. However, the state of West Virginia's population went from 1,808,344 (in 2000) to 1,852,994 (in 2010) which is an increase of 44,650 residents.

Race

Wood County and the City of Parkersburg's minority population comprise only a small portion of the overall population. Based on the 2010 U.S. Census; there were 2,931 minority residents in Wood County, comprising 3.1% of the county's population. Black residents numbered 670 and represented less than 1% of the county's population. American Indians and Alaskan Natives numbered 59, accounting for 0.1% of all residents while Asians numbered 509 and comprised 0.5% of the population. All other minority residents accounted for 3,236 of the total population. Persons of Hispanic origin had a projected number of 514 and made up 0.6% of the county's population.

In Parkersburg, minorities accounted for 1,389 residents: 624 were Black, 89 American Indians and Alaskan Natives, 138 Asian, 88 residents were other races, and 793 were of two or more races. Hispanic or Latino accounted for 368 residents of the city's population.

Income

The median household income for the Parkersburg area was calculated at \$33,247 (2006-10), and 23.5% of people were below the poverty level. According to the 2000 Census 34.2% of Wood County residents were identified as low and moderate income (L/M). The City's overall percentage of L/M income residents is 49.6%. There are 12 census tracts/block groups that exceed HUD's 51% low/moderate income guideline and are areas eligible for CDBG/HOME assistance. These tracts are listed below with their respective low/moderate percentage:

- Census Tract 701 Block 1; 74.6%
- Census Tract 107.02 Block 4; 73.2%
- Census Tract 110 Block 2; 70.9%
- Census Tract 109.02 Block 3; 68%
- Census Tract 300 Block 2; 67.7%
- Census Tract 8.02 Block 1; 64.6%
- Census Tract 8.02 Block 3; 62.7%
- Census Tract 500 Block 2; 64.9%
- Census Tract 9.02 Block 2; 59.8%
- Census Tract 8.02 Block 2; 59.7%
- Census Tract 9.01 Block 1; 58.9%
- Census Tract 107.01 Block 3; 58.8%
- Census Tract 8.01 Block 1; 58%
- Census Tract 7.01 Block 2; 57.5%
- Census Tract 110 Block 3; 53.7%
- Census Tract 105.02 Block 3; 53.5%
- Census Tract 107.01 Block 4; 53.2%
- Census Tract 101.02 Block 2; 53.2%
- Census Tract 9.03 Block 3; 51.7%

These calculations are essential in determining where the concentrations of low-moderate income families reside, and where funding should be targeted.

2. Summarize the objectives and outcomes identified in the Plan

There are four (4) focus areas identified in the Plan for CDBG Funds: Improvements to Community Infrastructure, Enhancement of Public Services, Economic Development, and Housing Programs. These focus areas are also directly related to the goals the city addressed in the Five Year Consolidated Plan.

The Parkersburg/Wood County HOME Consortium has developed two priorities for the use of HOME Funds, which are also in conjunction with the Five Year Consolidated Plan. These Priorities include: First-time Homebuyer and Community Housing Development.

Improvements to Community Infrastructure

The city finds Improvements to Community Infrastructure to be very important, due to the continued aging of infrastructure within the city, especially in the LMI Neighborhoods. The lack of financial investment in these neighborhoods doesn't help the deteriorating framework, and area residents do not have the financial means to establish community fund organizations to provide such infrastructure. Therefore the city is helping provide greater assistance in these neighborhoods through the CDBG Program.

The City will be implementing several new infrastructure projects this coming year: The Wood County Senior Center Improvement Project, the Neighborhood Partnership Program, the Rayon Drive Sidewalk Project, the Pocket Park Project at the Parkersburg Boys and Girls Club as well as continuing to fund the Downtown Façade Program. The city will also be continuing to repay a Section 108 Loan Provided to the city for Riverfront Park, which is located in an LMI Neighborhood located within the city (Track 6; BG2). All of the Community Infrastructure Projects will predominantly benefit LMI Neighborhoods and Residents.

Enhancement of Public Services

Enhancement of Public Services is also an important aspect to the city. Once again, it's extremely important for the LMI Neighborhood and Households, as they find themselves at a disadvantage in many aspects. For instance, LMI Neighborhoods generally see a higher rate of crime than other areas, which is why the city has and will continue to provide the COPE Police Program. These neighborhoods also experience a greater amount of slum and blight, which are directly related to Code Violations, which is why the city will continue to provide the Code Enforcement Program.

The COPE Police Program provides a full-time police officer to patrol LMI Neighborhoods within the city. Many of these neighborhoods have higher crime rates. Therefore, the city finds it necessary to address crime prevention needs within LMI Neighborhoods. In addition to a full-time police officer, the program also provides Community Sweeps and Bike Patrols, where a group of officers go into LMI Communities and perform community outreach. This service entails officers going door-to-door; asking residents about concerns, problems they've experienced, and helpful information they can provide to officers which may lead to arrests. The Sweep Service also provides extra weekend patrols, where officers focus on one area that has received an abundance of complaints from neighborhood residents or is a historically higher crime area. The COPE program intends to encourage officers to leave the isolation of radio patrol cars, and interact with appreciative, law-abiding citizens, not just criminals. When officers sponsor neighborhood meetings and walk their beats, the relationships that they build with the locals make it more likely that citizens will approach them and work with them when they are witnesses to or victims of a crime.

The Code Enforcement Program provides a full-time CODE Enforcement Officer to patrol and respond to calls in LMI areas throughout the City. The Code Division also conducts periodic Code Sweeps through low-income neighborhoods, to see what issues residents might be having, and get ideas on how to address any issues. Furthermore, the Code Division works with the Development Department on eliminating slum and blighted properties. In recent years, CDBG funds have been used to demolish dilapidated property.

Economic Development

The city has placed economic enhancement as high priority city-wide. The city is working diligently to promote economic enhancements for every resident, which includes residents of LMI households. Therefore, the city is utilizing CDBG Funds for the continuation and development of programs that will directly impact the economy for LMI residents. During the coming program year, the city is proposing to use CDBG Funds to purchase furniture for a new business in the downtown region. This is a job creation incentive project that will bring new employment opportunities for the City's LMI Residents.

Uptown Lodging, LLC is currently in the process of restoring a 25 year old, vacant hotel in downtown Parkersburg into a Marriott Townplace Suites. When construction is completed in the fall of 2016, the facility will have 80 all-suite hotel rooms, work out facility and swimming pool. As part of the City's incentive packaged, CDBG funds will be used to purchase furniture for the business. In return, the new hotel must create 15 new full-time equivalent (FTE) job positions, where at least 7.5 FTE positions will be provided to LMI Individuals. The 7.5 FTE positions provided to LMI Individuals will require no prior schooling or training. This incentive package helped leverage more than \$7 million in private investment.

Housing Programs

The City will continue to use CDBG Funds to promote affordable and quality housing, which also complimanets the HOME Programs the Parkersburg/Wood County Consortium has established for Wood County residents. The Development Department will continue to fund the City's Minor Home Repair Program and the Emergency Repair Program, which will be provided to Households at or below 60% of the Area Median Income.

The Minor Repair Program was created to further assist LMI Households with much needed repairs. The program provides home owners with low-scale repairs to their homes. The idea of the program is to help home owners get much needed repairs, but do not have the financial capabilities of qualifying for a large, traditional loan. Furthermore, the Minor Repair Program is a grant for home owners at or below 60% of the area median income. The repairs may be minor compared to the Owner Occupied Rehabilitation Program, but most of the repair needs are critical for the health and well-being of the individuals inhabiting the home. The Owner Occupied Rehabilitation Program, provided by the Parkersburg/Wood County HOME Consortium, specifies that the rehabilitations must bring the entire home to universal code standards.

The city also funds an Emergency Repair Program with CDBG monies. The Emergency Repair Program provides essential repairs to homeowners experiencing unforeseen health and hazardous conditions. The repairs are made to correct the specific issues impacting the home and household. Conditions qualifying as Emergency Repairs include: roof repair from weather or tree/debris falling, water pipe replacement from a cracked/broken water line, heater or air conditioner malfunction in winter or summer months respectively. The program is available to homeowners at or below 60% of the area median income.

HOME Housing Programs

To address the high rate of housing rentals associated with LMI Households, the Consortium will continue to promote affordable housing opportunities through its First-Time Homebuyer Program. As such Consortium will continue to fund their Single Housing Opportunity Program (SHOP), which offers LMI households a home loan for a portion of the home cost.

The First-Time Home Buyer Program, leverages HOME funds with conventional mortgages, which enhances the opportunity of home ownership to LMI households. These households generally find it difficult to attain adequate funds for down payments and closing costs. Furthermore, affordable housing units are typically hard for LMI Individuals to attain, due to the demand of such units. Therefore, the process of buying a home is generally unattainable for LMI families. Providing a deferred second mortgage gives LMI Households more financial freedom, and a greater possibility of attaining a new home. The City expects to assist in funding the purchase of 2 homes during the plan year.

Additionally, the City of Parkersburg has determined that additional funding will be set aside to assist potential first time homeowners. The City is planning to fund a Down Payment Assistance Program. Where one of the greatest barriers to obtain homeownership is predominantly coming up with the necessary funds to cover closing costs and a down payment, homeownership is very difficult to obtain for many LMI families and individuals. Because homeownership is still an integral part of the American dream, even for LMI individuals, the City feels this new program will be successful and much utilized in our HOME Consortium region.

Wood County also has a high number of individuals who already own homes, but the structures are in serious need of rehabilitations. However, many LMI home owners cannot get traditional loans for extensive home repairs. Therefore, the Consortium will continue to operate the Owner Occupied Rehabilitation Program.

The Owner Occupied Rehabilitation Program provides a loan to a low/moderate income household that need extensive repairs made to their home, and desire to bring their home up to International Code Standards. The City is currently in the process of rehabilitating a single-family, owner occupied home, and plans to do another 2 homes during the upcoming plan year.

To assist the Consortium with affordable housing needs, the consortium has decided to make Habitat for Humanity of the Mid-Ohio Valley the Community Housing Development Organization (CHDO) for this

coming plan year. Habitat for Humanity will build a single-family home with HOME Funds during this coming year. The home will be constructed and designated for a low-income family, who would not be able to receive a traditional home loan from a lending institution.

The low labor cost and additional resources Habitat has to offer, including an on-staff support counselor; makes the organization a great fit for a CHDO. This partnership has resulted in a completion of 15 new homes. Habitat is preparing to finish construction on one home and start construction on another home before the end of this current calendar year. Habitat will be funded for the construction of an additional single family home for the upcoming year.

3. Evaluation of past performance

Improvements to Community Infrastructure

The City has been able to make an impact with infrastructure projects completed with CDBG Funds. The infrastructure projects the City has completed have been desperately needed in LMI Neighborhoods, and have made a positive impact. Such projects include: sidewalk replacements, ADA ramps, street paving, bike paths, storm water corrections, creek drainage corrections, Fire Pumper Trucks, creation of Riverfront Park, etc... The city utilizes available General Funds as well as leveraging outside grant dollars to do many similar infrastructure projects each year.

The City would like to do more infrastructure projects with CDBG funds; unfortunately the needs are greater than the available funds. Once again, the City will use CDBG Funds to repay a Section 108 Loan that helped provide funding for the completion of Riverfront Park, which is situated in an LMI Neighborhood. The Park is easily attainable via pedestrian friendly routes for all neighborhood residents, but is easily attainable to all city residents. Additionally this fiscal year, the City of Parkersburg will fund the Wood County Senior Center Improvement Project which will simply include funding to provide building renovations. Heating, roofing and many other issues has been a longstanding concern for management and clients for many years.

The City of Parkersburg has instituted a Neighborhood Partnership Program (NPP) this year which is a first for this type of program for the City. The NPP is an inclusive community program where groups of residents, can come together as one, and apply for CDBG funding for a local project which supports or addresses specific needs to strengthen their community. By bringing people together to address a common concern, relationships are strengthened, and a sense community pride is renewed. Projects can range from public artwork to community planning. This is being leveraged by General Fund dollars to make sure the program is available to the entire community.

The Rayon Drive sidewalk project is a project the City hopes to be able to leverage with a Safe Routes to School grant that was submitted several months ago. While the grant was intended to cover Rayon Drive between Pike Street and 14th Avenue, the City was hoping to leverage CDBG funding to continue to project two additional blocks toward 12th Avenue. This sidewalk project would incorporate sidewalks, curb cuts, truncated domes, as well as cross walk flashers as this project is in the direct vicinity of two local schools predominantly travelled by a large section of children and their guardians.

A Pocket Park Project was initiated by the local chapter of the Boys and Girls Club, which intends to incorporate their park on site, in a predominantly LMI neighborhood. The goal of this project is to ensure area neighborhoods are safe and vibrant.

Adding additional funds this program year to the Downtown Façade Program will hopefully provide additional incentives to businesses located in the downtown core where reinvestment is anticipated. In years past the City would loan up to 50% of the costs of rehabilitation, with a maximum loan amount of \$10,000. The City intends to increase the loan potential amount to \$20,000 to hopefully spur greater interest and larger scale rehabilitation projects in the downtown core. Rehabilitation, reconstruction, or restoration of the exterior, street-side of building's façade can include structural components that are integral to the façade.

Enhancement of Public Services

Enhancement of Public Services is an important aspect to the City. Again, the City puts forth a great deal of effort to provide and improve public services for all residents, especially LMI Neighborhoods. The LMI Neighborhoods are often neglected by private investments, and are typically vulnerable to a higher amount of crime within the neighborhoods. Furthermore, LMI Individuals need more public services, as they can't afford basic needs that attribute to a healthy and suitable living environment. Consequently, the city has provided CDBG funds into two projects that cover the most dire public service needs. These three projects are, the COPE Police Program, the Code Enforcement Program. Again, there aren't enough funds to provide assistance to all the services the city would like to assist, but the city has assessed the greatest needs and provided available entitlement funding as needed or requested.

Economic Development

The City has placed economic development as high priority city-wide, so the city can attain new employment within the city. The City, in the past, has lost employment opportunities to the county, due to limited available land and space. Therefore, the City wants to put effort into providing incentives for employers and developers to locate within the city. This not only helps the city as a whole, but greatly improves the lives of LMI Residents within the city. The City intends to develop a job creation incentive program, whereby eligible projects may be available for assistance (\$10,000 per full-time job). How a project gets coded in IDIS may vary, but at the end of the day project will provide LMI residents with more opportunities for employment. Generally LMI residents have limited mobility, so providing jobs and services closer to where they live is essential.

Housing Programs

The City has chosen to invest CDBG funds into two housing programs because affordable, decent housing continues to be a constant need for many residents. The City and Consortium has a continuous flow of individuals applying for housing needs, and many are on growing waiting lists. Therefore, the City will continue to fund two housing programs with CDBG Funds to counterbalance the Consortium's Housing Programs. These programs include: The Minor and Emergency Repair Programs.

HOME Housing Programs

The Parkersburg/Wood County HOME Consortium has established housing programs, which address the community's greatest housing needs. There continues to be a high number of LMI Households renting in the area. Many residents have expressed interest in home ownership, and the Consortium's First-Time Homebuyer Program (SHOP) has proven to be the most popular program that the consortium offers. The program has assisted over 26 LMI Individuals with the purchase of homes over the past four plan years. The Owner Occupied Rehabilitation Program has not been as popular as the First-Time Homebuyer Program. The rehabilitation process takes longer, so the city completes fewer projects within a program year. The City intends with greater marketing geared toward this program, applications will increase this Program Year. Additionally, because homeownership is still an attainable dream, the City will be funding a Down Payment Assistance Program. Even if many LMI individuals have a decent credit score, and can afford a monthly mortgage on the home they are interested, few have the means necessary to put a substantial down payment on a new home. The City intends to provide financial assistance up to \$10,000 to first-time home buyers with down payment and closing cost expenses to income-qualified buyers that plan to live within Wood County.

Habitat for Humanity of the Mid-Ohio Valley has proven to be a successful CHDO for the consortium. They've completed 15 new single-family homes, in the county, with HOME Funds, since becoming the consortium's CHDO. Habitat will complete another home during the current plan year, and will be funded for an additional home during the coming plan year.

4. Summary of Citizen Participation Process and consultation process

The City of Parkersburg and the Parkersburg/Wood County Consortium are committed to providing citizens with the opportunity to comment and make suggestions on the utilization of Community Development Block Grant and HOME Investment Partnership Funds. The Development Department Staff recognizes the importance of providing residents an opportunity to voice their concerns and needs. The staff promotes public input through public notices (that invite public comments), public hearings, and through consultation with relevant public and social service agencies.

Citizen Participation Process (1)

1.) The city publishes an advertisement in the Parkersburg News and Sentinel regarding the Annual Action Plan (and Consolidated Plan when applicable). Ads were published in the Parkersburg News and Sentinel on; March 9, 2016, March 13, 2016 and May 5, 2016. City Staff facilitated three community-wide meeting on the proposed use of funds on March 17, 2016, March 21, 2016 and May 17, 2016. The Parkersburg News and Sentinel is the predominant newspaper that circulates local news for the entire Mid-Ohio Valley, especially within Wood County. The advertisement announces the preparation of the Annual Action Plan (and Consolidated Plan), and welcomes citizen input with the planning process. The City welcomes and appreciates comments for a 30 day period. The advertisement also announces two Public Hearings that take place. The hearings are provided for residents to come and voice opinions on the planning process of the Action Plan (and Consolidated Plan). The city holds the hearings in two different locations, on separate days. The first hearing is at the Parkersburg/Wood County Public Library, located on the north side of the city. The second location is at the South Parkersburg Library, located on

the south side of the city. The city holds two Public Hearings, on two different evenings, and at two different locations; to provide additional opportunities for citizen participation in the planning process. Furthermore, the Development Department offered an additional meeting open to social service and governmental agencies interested in providing input in the use of CDBG and HOME funds. The Department has personally invited over 30 local agencies that offer services to the community in an array of categories.

2.) The City publishes a Legal Advertisement regarding the proposed Action Plan (and Consolidated Plan) and projected use of funds for the Annual Action Plan. The advertisement is again published in the Parkersburg News and Sentinel. The Advertisement informs affected citizens of the projected use of funds, and again invites Public Comment on the use of funds. There is once again a 30 day comment period before the plan is submitted to the U.S. Department of Housing and Urban Development. The Legal Advertisement also notifies affected citizens of another Public Hearing held at the Municipal Building. The hearing is again another opportunity for residents to be a part of the Annual Plan Process, while providing another avenue for affected citizens to give input on the proposed budget.

Citizen Participation Process (2)

3.) The city provides further correspondence with residents and invites citizen input on a variety of actions that may be taken regarding CDBG or HOME Funds. Legal Advertisements are placed in the Parkersburg News and Sentinel involving any substantial proposed Program or Budget Amendments; Finding of No Significant Impact/Request for Release of Fund notices; availability of the Consolidated Action Plan Evaluation Report (CAPER); and any other relevant document or statement regarding the projected use of CDBG and HOME funds. The advertisements will inform affected citizens of the issue at hand, and the city always provides a comment period regarding the issue. The Legal Advertisement for the CAPER also notifies citizens of a Public Hearing for review and input on how CDBG and HOME Funds were spent during the prior year.

4.) The City makes available to the public copies of all relevant documents, including but not limited to the Consolidated Plan, Section 108 Loan Applications and the CAPER. Copies are available for review at the Development Department in the Municipal Building.

5.) Where applicable, the City will notify pertinent public service and housing agencies for their guidance and input on programming CDBG and HOME funds, identifying housing and public service needs, and coordinating efforts to meet those identified needs, prior to drafting any projected use, as well as prior to drafting the Consolidated Plan.

6.) Residents are notified of all Public Meetings (on proposed program amendments and use of funds as well as the CAPER) in a legal advertisement in The Parkersburg News and Sentinel. Notices are published seven (7) days in advance of the hearing, unless a longer period of time is required by regulatory authority, in which case the applicable time period is met.

7.) When applicable, the City will meet with residents and representatives of various social service and housing agencies to discuss the use of CDBG and HOME funds, particularly where the proposed use of

such funds will have an impact on those residents and clients. As necessary and appropriate, meetings with residents not represented by a particular advocacy group may also be held.

8.) In addition to the above, the city will make efforts to utilize the media (print, radio, official website and television) to inform the public of opportunities available through CDBG and HOME funds and of opportunities to comment on the use of these funds.

Furthermore, our Consolidated and Annual Plan is available on the City's Website and Facebook page as well as the CAPER. Public Hearing Notices are also posted on the web-site and Facebook page.

5. Summary of public comments

The City of Parkersburg held a total of four public meetings to solicit proposals and comments on the use of federal funds for the CDBG and HOME programs. Three were offered in the evening hours to members of the general public, one was held during normal business hours for several different social service/non-profit and governmental agencies. These meetings were advertised in The Parkersburg News and Sentinel through a 3 1/2 x 6 retail advertisement as well as on the City's official website and Facebook page. Sign in sheets for these meetings are attached as well as formal requests made by those in attendance.

The Development Department received two outside request for funds prior to the publication of the Annual Plan. These requests came from the Wood County Senior Citizens Center and the Boys and Girls Club.

The Development Department has received no comments on the plan after publication. The second and final public comment period is slated to commence June 6, 2016 at 4:00PM. The City of Parkersburg will update the plan accordingly if public comments are or are not received.

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

There were two public comments during the planning process that were not accepted. First was to construct pickle ball courts in an area not located in a Low-Moderate income census tract. Additionally, the city received a request to repave a section of residential roadway in disrepair. Once again, this area was not located in a low-moderate income census tract. The city reached these decisions, based on geography.

7. Summary

Please see Introduction

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

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

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

| Agency Role | Name | Department/Agency |
|--------------------|-------------|---|
| CDBG Administrator | PARKERSBURG | City of Parkersburg, Development Department |
| HOME Administrator | PARKERSBURG | City of Parkersburg, Development Department |

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

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

1. Introduction

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(I))

Several agencies come together to enhance affordable housing services in the region. The Parkersburg/Wood County Consortium offers the Owner Occupied repair program, which directly assists LMI Homeowners who are having a difficult time sustaining decent and healthy living conditions. Several other organizations come together to help LMI Households sustain decent and healthy living conditions. These organizations include the City of Parkersburg, the City of Vienna, and Community Resources Inc. (CRI). The City of Parkersburg helps provide sustainable living conditions by providing Minor and Emergency Repair Programs. The City of Vienna helps support homeowners sustain living conditions by offering a Window Replacement Program. CRI also assists homeowners with repairs by providing their weatherization program for homeowners.

In addition to providing LMI homeowners with assistance, several agencies come together to help LMI Households attain homeownership, who do not currently own a home. The Parkersburg/Wood County HOME Consortium administers a First-time Homebuyer Program (SHOP) to LMI residents interested in buying a home within Wood County. The Parkersburg Housing Authority administers a program called Pride, which is a rent-to-own homeownership program. Furthermore, Habitat for Humanity, annually builds 3 to 5 new homes for low income families in various locations throughout Wood County. These agencies are coming together to help LMI Households attain homeownership, who would otherwise not be able to experience homeownership.

The City of Parkersburg has worked with DHHR, Westbrook Health Services, and the Domestic Violence Shelter to provide bus passes to individuals that utilize services at the agencies. These agencies came together to request assistance from the city for a common benefit to their clients. Many low-income individuals do not have an adequate means of transportation to get them to needed services, and find it difficult to continue financing regular bus fares. For this reason, the City of Parkersburg has assisted these agencies with a total of thirty-eight (38), yearlong bus passes to provide to their low-income clients.

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 Parkersburg works with the Mid-Ohio Valley Continuum of Care under the Balance of State to address homeless issues. The lead entity for the West Virginia Balance of State Continuum of Care is the West Virginia Coalition to End Homelessness (WVCEH). The WVCEH seeks to create partnerships and

alliances collaborating at local, state and federal level to advocate for people who are homeless and to develop long-term solutions to homelessness and housing issues. The WVCED is committed to ending chronic homelessness in West Virginia.

The Balance of State Continuum of Care (BOSCoC) planning process includes a large geographic area and represents a large number of communities coming together to formulate a single, coordinated CoC plan and strategy. The Balance of State encompasses several local CoC efforts and regional homeless coalitions. Each of these groups, while in different phases of development, bring local knowledge, capacity, and experience to the BOSCoC process. Those involved coordinate and implement the Continuum's work at the local level and keep the WVCEH informed of the needs of the state's diverse population of people who are homeless, and of what is happening at a local level. The regional coalitions assure a fair, open and participatory local process by: holding general meetings open to the public; striving for diversity in membership; analyzing local gaps, needs and priorities; encouraging collaboration among local agencies and service providers; developing and monitoring local projects; and regularly informing their members about the activities and progress of the BOSCoC.

The WVBOSCoC also has a prevention component, to keep people from becoming chronically homeless. As part of its prevention strategy, the WVBOSCoC will support the development of additional Programs for Assertive Community Treatment (PACT) Teams throughout the BoS region. A number of teams are scattered throughout the State. Teams are comprised of staff of varying backgrounds, which include a: Psychiatrist, Nurse, Clinicians, Employment Specialists, and Behavioral Specialists. These teams are well suited for individuals who have a severe and persistent mental illness (often in conjunction with a substance abuse diagnosis). The Team provides intense community support and supports individuals to seek, obtain and maintain independent housing.

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

N/A

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

Table 2 – Agencies, groups, organizations who participated

| | | |
|---|--|--|
| 1 | Agency/Group/Organization | Parkersburg Housing Authority |
| | Agency/Group/Organization Type | Housing PHA Services - Housing Regional organization |
| | What section of the Plan was addressed by Consultation? | Public Housing Needs Non-Homeless Special Needs |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The City distributed personal letters and an email requesting representation by the agency for input on the plan. |
| 2 | Agency/Group/Organization | Wood County Family Resource Network |
| | Agency/Group/Organization Type | Services - Children Services - Homeless Services - Health Services - Education Regional organization |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The City distributed personal letters and an email requesting representation by the agency for input on the plan. |

| | | |
|---|--|---|
| 3 | Agency/Group/Organization | Habitat for Humanity |
| | Agency/Group/Organization Type | Housing Services - Housing Regional organization |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The City distributed personal letters and an email requesting representation by the agency for input on the plan. |
| 4 | Agency/Group/Organization | Peer Support |
| | Agency/Group/Organization Type | Housing Services - Housing Services - Victims of Domestic Violence Services - Homeless Services - Health Services - Education Services - Victims Regional organization |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The City distributed personal letters and an email requesting representation by the agency for input on the plan. |

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| 5 | Agency/Group/Organization | Consumer Credit Counseling |
| | Agency/Group/Organization Type | Services - Education Regional organization Financial Education |
| | What section of the Plan was addressed by Consultation? | Non-Homeless Special Needs Anti-poverty Strategy Financial Education |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The City distributed personal letters and an email requesting representation by the agency for input on the plan. |
| 6 | Agency/Group/Organization | SW Resources |
| | Agency/Group/Organization Type | Services - Persons with Disabilities Services - Education Services - Employment Business Leaders Major Employer |
| | What section of the Plan was addressed by Consultation? | Non-Homeless Special Needs Economic Development |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The City distributed personal letters and an email requesting representation by the agency for input on the plan. |

| | | |
|---|--|--|
| 7 | Agency/Group/Organization | West Virginia Division of Rehabilitation Services: Parkersburg Branch |
| | Agency/Group/Organization Type | Housing Services - Elderly Persons Services - Persons with Disabilities Services - Education Services - Employment Services - Victims Other government - State |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Non-Homeless Special Needs |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The City distributed personal letters and an email requesting representation by the agency for input on the plan. |
| 8 | Agency/Group/Organization | Family Crisis Intervention Center - Parkersburg |
| | Agency/Group/Organization Type | Housing Services - Housing Services-Victims of Domestic Violence Services-homeless Services-Employment Services - Victims Regional organization |
| | What section of the Plan was addressed by Consultation? | Homeless Needs - Families with children |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The City distributed personal letters and an email requesting representation by the agency for input on the plan. |

| | | |
|----|--|---|
| 9 | Agency/Group/Organization | West Virginia Children's Home Society - Parkersburg |
| | Agency/Group/Organization Type | Housing Services - Housing Services-Children Services-homeless Services-Health Services-Education Services - Victims Regional organization |
| | What section of the Plan was addressed by Consultation? | Homelessness Needs - Unaccompanied youth |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The City distributed personal letters and an email requesting representation by the agency for input on the plan. |
| 10 | Agency/Group/Organization | Westbrook Health Services |
| | Agency/Group/Organization Type | Housing Services - Housing Services - Persons with Disabilities Services - Homeless Services - Health Health Agency Regional organization |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs |

| | |
|---|--|
| <p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p> | <p>The City distributed personal letters and an email requesting representation by the agency for input on the plan.</p> |
|---|--|

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

N/A

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

Table 3 – Other local / regional / federal planning efforts

| Name of Plan | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan? |
|-------------------|---------------------------|--|
| Continuum of Care | Westbrook Health Services | Eliminate homelessness and serve the at-risk population of Parkersburg and Wood County. |
| MOV to 0 | Westbrook Health Services | Eliminate chronic homelessness. |
| Action Plan | City of Vienna | The City of Vienna is also an Entitlement Community for CDBG Funds, and works to establish many of the same goals as Parkersburg does in the area. |

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

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

The City of Parkersburg and the Parkersburg/Wood County Consortium are committed to providing citizens with the opportunity to comment and make suggestions on the utilization of Community Development Block Grant and HOME Investment Partnership Funds. The Development Department Staff recognizes the importance of providing residents an opportunity to voice their concerns and needs. The staff promotes public input through public notices (that invite public comments), public hearings, and through consultation with relevant public and social service agencies.

Staff from the City of Parkersburg Development Department participates on a number of advisory boards and community organizations making a positive difference in the community. These boards include the Parkersburg Municipal Planning Commission, Bicycle Advisory Board, Tree Commission, Parkersburg Actors Guild, Continuum of Care, Mid-Ohio Valley Regional Council, Wood-Washington-Wirt Interstate Planning Commission, Area Roundtable, Wood County Development Authority, Downtown PKB, Next Generation Mid-Ohio Valley, Mid-Ohio Valley Chamber of Commerce and others. As such, the City of Parkersburg has a good sense of the social and economic needs facing the community at large.

On March 29, 2016, City Development staff facilitated small group discussions (hearings) around several key issues including, social services, quality of life, affordable housing and economic development. Invitations were sent to many of the organizations listed above, as well as agencies that provide social services to homeless and low-income persons. Approximately eleven agencies were represented at this meeting.

The small group discussions were designed to assess how the community was doing with respect to each topic area. More specifically, participants were asked to identify what the community was doing well (strength), where it was falling short (weakness) and areas for future collaboration (opportunity). Opportunities for collaboration were of particular interest, because the funding for the CDBG/HOME Program continues to decline. Since the 1990s, the City of Parkersburg CDBG allocation from HUD has decreased by over 40 percent. To have a significant impact in the community, the City will have to identify opportunities to leverage CDBG/HOME funds with other sources of funding.

In addition to this meeting open to social service and non-profit agencies, City Staff facilitated three community-wide meeting on the same topic areas on March 17, 2016, March 21, 2016 and May 17, 2016. These meetings were open to the public and publicized in local media outlets. Three concerned citizens were present.

City Staff found the planning process to be very informative and thought provoking. The process not only engaged stakeholders around critical issues in the community, but it gave agencies an opportunity to connect and share information. Many of the issues discussed in the small groups and at the community-wide meeting are addressed in the 5 Year Consolidated Plan for the City of Parkersburg Community Development Block Grant and Parkersburg-Wood County HOME Partnership Programs.

Please see Executive Summary for the full process...

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 Hearing | <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> | <p>2 attended the first public hearing. A summary can be found attached.</p> <p>1 attended the second public hearing. A summary can be found attached.</p> | Please find attached | <p>Pickleball courts were not in an LMI census tract. Development staff recommended the applicant reach out to the Public Works Director.</p> <p>Road repairs were not in an LMI census tract. Referred to Engineering division.</p> | |
| 2 | Newspaper Ad | <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> | N/A | No comments were received from any of the three advertisements. | No comments were not accepted. | |

| | | | | | | |
|---|-------------------|--|----|--|-------------------------------|--|
| 3 | Internet Outreach | <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> | NA | No comments were received in relation to any of the internet advertisements. | No comments were not accepted | <p>www.parkersburgcity.com</p> <p>https://www.facebook.com/CityOfParkersburg/?fref=ts</p> |
|---|-------------------|--|----|--|-------------------------------|--|

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City of Parkersburg's Annual Action Plan establishes a level of priorities for the City in the 2016 Program Year (July 1, 2016 – June 30, 2017). It describes investments and specific activities to be undertaken and beneficiaries to be assisted.

The total budget is \$1,056,318 which is broken down into \$1,006,318 in federal funds and \$50,000 from program income. Of the \$1,006,318 in federal funds, \$764,165 is entitlement funds from the Community Development Block Grant Program and \$242,153 comes from HOME Funds. Program Income for the CDBG Program is anticipated to be \$25,000 and PI from the HOME Program is anticipated to be \$25,000.

Priority Table

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Reminder of ConPlan \$ | Narrative Description |
|---------|-----------------|--|----------------------------------|--------------------|-----------------------------|--------------|--|-----------------------|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| CDBG | Public-federal | Acquisition, Admin & Planning, Economic Development, Housing, Public Improvements, Public Services | \$764,165 | \$25,000 | | \$789,165 | CDBG Project Titles: Riverfront Park – Section 108 Loan Repayment, Wood County Senior Center Improvement Project, Neighborhood Partnership Program, Rayon Drive Sidewalk Project, Pocket Park Project – Boys and Girls Club, Downtown Façade Program, COPE Police Program, Code Enforcement Program, Minor Home Repair Program, Emergency Home Repair Program, Economic Development Incentive Program | |

| | | | | | | | | |
|-------------|-----------------------|---|------------------|-----------------|--|------------------|--|---|
| HOME | Public-federal | Acquisition, Homebuyer Assistance, Homeowner Rehabilitation, Multifamily Rental, New Construction for Ownership, TBRA, Down payment Assistance | \$242,153 | \$25,000 | | \$267,153 | | HOME Project Titles: First-time Homebuyers Program (SHOP), Community Housing Development Organization (CHDO), Single-Family Owner-Occupied Rehabilitation Program, Down Payment Assistance Program |
|-------------|-----------------------|---|------------------|-----------------|--|------------------|--|---|

Table 5 - 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

Non Federal Resources available to address priority needs in the plan:

The businesses who participate in the Façade Program match dollar for dollar all façade improvement taking place. Private investment is generally around \$10,000 per building, however, The City plans to increase this cap to \$20,000 per address to further stimulate local reinvestment.

Habitat for Humanity of the Mid-Ohio Valley is the City’s Community Housing Development Organization (CHDO), and they match a portion of Federal Funding. Habitat has built two homes during the current year using their own funds (\$170,000). Habitat will also construct three more single family homes (using their own funds) during the 2016-17 year. Habitat's construction costs to build one home normally costs about \$85,000. Habitat also has a Sweat Equity Program where prospective homeowners in the households assist in the construction process of building the homes.

The SHOP Program is a first time homebuyer program where 60% of the overall home loan comes from private lenders. Investments from private lenders vary; considering the price of homes and loan approval amounts vary. However, typically private lender amounts range from \$20,000 to \$40,000 per home purchase.

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

N/A

Discussion

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 |
|------------|--|------------|----------|-----------------------------------|-----------------------|------------------------------|--|---|
| 1 | Increase Recreational Opportunities | 2015 | 2020 | Non-Housing Community Development | LMI Census Track & BG | Enhance Quality of Life | CDBG: \$180,000 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6,000 Persons Assisted |
| 2 | Ensure area Neighborhoods are Safe and Vibrant | 2015 | 2020 | Non-Housing Community Development | LMI Census Track & BG | Enhance Quality of Life | CDBG: \$258,000 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 13,003 Persons |
| 3 | Enhance Assistance for Special-Needs Residents Create Opportunities for residents to Age in Place | 2015 | 2020 | Non-Homeless Special Needs | | Enhance Social Services | CDBG: \$147,277.82 HOME: \$50,000 | Housing Rehabilitation: 23 Persons Assisted |
| 4 | Increase Business Activity in LMI Neighborhoods | 2015 | 2020 | Non-Housing Community Development | LMI Census Track & BG | Enhance Economic Development | CDBG: \$50,000 | Jobs created/retained: 15 Jobs Businesses assisted: 1 Business Assisted |

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|-------------------------------|------------|----------|--------------------|-----------------------|----------------------------|---------|---|
| 5 | Increase Home Ownership Rates | 2015 | 2020 | Affordable Housing | LMI Census Track & BG | Enhance Affordable Housing | | Homeowner Housing Added: 1 Household Housing Unit Direct Financial Assistance to Homebuyers: 8 Households Assisted |

Table 6 – Goals Summary

Goal Descriptions

| | | |
|---|-------------------------|--|
| 1 | Goal Name | Increase Recreational Opportunities |
| | Goal Description | The Section 108 Loan was originally invested in Riverfront Park, which is located in a LMI Neighborhood. The City is continuing to pay on the Section 108 Loan. And will continue to do so until 2020. |

| | | |
|----------|-------------------------|--|
| 2 | Goal Name | Ensure area Neighborhoods are Safe and Vibrant |
| | Goal Description | <p>The Wood County Senior Center will receive funding to help renovate its building. This will provide its residents with a safe place to spend their time.</p> <p>The Neighborhood Partnership Program is an inclusive community program where groups of residents, can come together as one, and apply for CDBG funding for a local project which supports or addresses specific needs to strengthen their community.</p> <p>The Rayon Drive Parkersburg Sidewalk Project would fall in line with this goal. This Project will provide new infrastructure, and added mobility for LMI Neighborhoods.</p> <p>The Boys and Girls Club Pocket Park Project will ensure their neighborhood is safe and vibrant with improvements to a small walking path and seating area.</p> <p>The Downtown Façade Program also falls under this goal category as rehabilitation, reconstruction, or restoration of exterior, street-side façade, including structural components are made. This will ensure the central business district (where these applications are approved) will be safe and vibrant.</p> <p>Finally, the COPE and Code Programs also directly relate to this goal. The COPE Program focuses on crime prevention for LMI Neighborhoods, while the Code Enforcement Program focuses on Code violations for LMI Neighborhoods.</p> |
| 3 | Goal Name | Enhance Assistance for Special-Needs Residents |
| | Goal Description | <p>The Minor and Emergency Home repair Program are aligned with this goal as they offer grants to low income households to make repairs to their home. These repairs commonly create an opportunity for residents to age in place. While residents with special needs are not actively targeted for this program, many that receive this assistance are.</p> <p>The Single Family Owner-Occupied Rehabilitation mirrors the Minor and Emergency Repair Program in many ways, however it is not a grant offered to the homeowner, it is a loan, and typically targeted to homes that require more extensive repairs in order to bring the entire residence up to international building code standards.</p> |
| 4 | Goal Name | Increase Business Activity in LMI Neighborhoods |
| | Goal Description | Make more employment opportunities available to LMI households in the community. The incentive will not exceed more than \$10,000 per FTE job. |

| | | |
|---|-------------------------|---|
| 5 | Goal Name | Increase Home Ownership Rates |
| | Goal Description | <p>The First-time Homebuyer (SHOP) Program, Community Housing Development Organization Program and the Down Payment Assistance Program directly relate to this goal. The SHOP Program offers financial assistance to first-time homebuyers by providing a level of down payment assistance based on household income. The Community Housing Development Organization Program (Habitat for Humanity of the Mid-Ohio Valley) will once again construct a new single-family home, which will be resold, at a discounted price, to a LMI Household. The Down Payment Assistance Program will provide financial assistance to first time homeowners with closing costs and down payment costs. These programs/projects will continue the City and Consortium's efforts to increase home ownership in the region.</p> <p>Furthermore, the Consortium will continue to fund Habitat for Humanity as the CHDO. This will also impact homeownership rates within the region.</p> |

Table 7 – Goal Descriptions

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

The City and Consortium Estimates that 12 extremely Low-Income, 11 Low-Income, and 8 Moderate Income households will benefit from affordable housing needs.

AP-35 Projects – 91.220(d)

Introduction

Based upon the funding anticipated, the following activities are expected to be implemented in Parkersburg & Wood County during FY 2016:

- Riverfront Park - Section 108 Loan Repayment: \$180,000
- Wood County Senior Center Improvement Project: \$25,000
- Neighborhood Partnership Program: \$20,000
- Rayon Drive Sidewalk Project: \$50,000
- Pocket Park Project – Boys and Girls Club: \$8,000
- Downtown Façade Program: \$37,000
- COPE Police Program: \$70,000
- Code Enforcement Officer: \$48,000
- Minor Home Repair Program: \$80,000
- Emergency Repair Program: \$67,277.82
- Economic Development Incentive Program: \$50,000
- General Administration (CDBG): \$153,887.18
- First-time Homebuyers Program (SHOP): \$50,000
- Community Housing Development Organization (CHDO): \$85,000
- Single Family Owner-Occupied Rehabilitation Program: \$50,000
- Down Payment Assistance Program: \$56,773.46
- General Administration (HOME): \$25,379.54

| # | Project Name |
|----|---|
| 1 | Riverfront Park - Section 108 Loan Repayment |
| 2 | Wood County Senior Center Improvement Project |
| 3 | Neighborhood Partnership Program |
| 4 | Rayon Drive Sidewalk Project |
| 5 | Pocket Park Project – Boys and Girls Club |
| 6 | Downtown Façade Program |
| 7 | COPE Police Program |
| 8 | Code Enforcement Officer |
| 9 | Minor Home Repair Program |
| 10 | Emergency Repair Program |
| 11 | Economic Development Incentive Program |
| 12 | General Administration (CDBG) |
| 13 | First-time Homebuyers Program (SHOP) |
| 14 | Community Housing Development Organization (CHDO) |
| 15 | Single Family Owner-Occupied Rehabilitation Program |

| # | Project Name |
|----|---------------------------------|
| 16 | Down Payment Assistance Program |
| 17 | General Administration - HOME |

Table 8 – Project Information

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

The City's Community Development Block Grant and HOME Funds have been spent and will continue to be spent to provide decent housing, a suitable living environment and expanded economic opportunities. Obstacles to meet underserved needs are primarily financial as the City does not possess adequate resources to address all underserved needs.

Projects

AP-38 Projects Summary

Project Summary Information

| | | |
|----------|--|--|
| 1 | Project Name | Riverfront Park - Section 108 Loan Repayment |
| | Target Area | |
| | Goals Supported | Increase Recreational Opportunities |
| | Needs Addressed | Enhance Quality of Life |
| | Funding | : |
| | Description | To repay a Section 108 Loan that was originally used to redevelop Riverfront Park. Riverfront Park is located in a predominantly LMI Neighborhood. |
| | Target Date | 6/30/2028 |
| | Estimate the number and type of families that will benefit from the proposed activities | Riverfront Park is located in a predominantly LMI Neighborhood, and would benefit mostly LMI Residents. An estimate of LMI Individuals experiencing new access to the facility would be around 6,000 annually. |
| | Location Description | The section 108 Loan was used to redevelop Riverfront Park, which is located along the Ohio River, and in a predominantly LMI Neighborhood. |
| | Planned Activities | Repayment of Section 108 Loan. |
| 2 | Project Name | Wood County Senior Center Improvement Project |
| | Target Area | LMI Census Tract & BG |
| | Goals Supported | Ensure area Neighborhoods are Safe and Vibrant |

| | | |
|----------|--|---|
| | Needs Addressed | Enhance Quality of Life |
| | Funding | CDBG |
| | Description | Funding provided to help renovate a building by providing its residents to a safe place to spend time. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | The Wood County Senior Center is located in a predominantly LMI Neighborhood, and would benefit mostly LMI Residents. An estimate of LMI Individuals attending the facility would be around 1,000 annually. |
| | Location Description | The Senior Center is located at; 914 Market St # 105, Parkersburg, WV 26101 |
| | Planned Activities | Building renovations |
| 3 | Project Name | Neighborhood Partnership Program |
| | Target Area | LMI Census Tract & BG |
| | Goals Supported | Ensure area Neighborhoods are Safe and Vibrant |
| | Needs Addressed | Enhance Quality of Life |
| | Funding | CDBG |
| | Description | The NPP is an inclusive community program where groups of residents, can come together as one, and apply for CDBG funding for a local project which supports or addresses specific needs to strengthen their community. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | The approved projects will be located in LMI Neighborhoods, so the majority of use will be LMI residents. Its estimated around 500 LMI Residents will benefit from the various projects annually. |
| | Location Description | The approved projects will be located in LMI neighborhoods, and will affect predominantly residential areas. |

| | | |
|---------------------------|---|--|
| | Planned Activities | Administer and approve various Community Development projects in LMI neighborhoods in Parkersburg. |
| 4 | Project Name | Rayon Drive Sidewalk Project |
| | Target Area | LMI Census Tract & BG |
| | Goals Supported | Ensure area Neighborhoods are Safe and Vibrant |
| | Needs Addressed | Enhance Quality of Life |
| | Funding | CDBG leveraged with Division of Highways grant |
| | Description | Replace the sidewalks along Rayon Drive in South Parkersburg along with new curb cuts, truncated domes and ADA ramps. |
| | Target Date | 6/30/2018 |
| | Estimate the number and type of families that will benefit from the proposed activities | The project is proposed for an LMI Census tract in the city, It is also inferred that a higher percentage of LMI residents rely on non-motorized forms of transportation so the project is expected to almost exclusively benefit LMI Individuals. It's expected that around 1,000 LMI Individuals will benefit from this proposed activity. |
| | Location Description | Rayon Drive between 14 th Avenue and 12 th Avenue within the city and within an LMI Neighborhood. |
| Planned Activities | This project will include new sidewalks with ADA Standard Ramps, curb cuts and truncated domes. | |
| 5 | Project Name | Pocket Park Project – Boys and Girls Club |
| | Target Area | LMI Census Tract & BG |
| | Goals Supported | Ensure area Neighborhoods are Safe and Vibrant |
| | Needs Addressed | Enhance Quality of Life |
| | Funding | CDBG |
| | Description | The Boys and Girls Club has requested CDBG funds to construct a pocket park complete with a seating area for their children and visitors to enjoy. |

| | | |
|----------|--|---|
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | The Boys and Girls Club is located in a predominantly LMI Neighborhood, and would benefit mostly LMI Residents. An estimate of LMI Individuals attending the facility would be around 500 annually. |
| | Location Description | The Boys and Girls Club is located at 1200 Mary Street Parkersburg, WV 26101 |
| | Planned Activities | The Boys and Girls Club has requested CDBG funds to construct a pocket park complete with a seating area for their children and visitors to enjoy. |
| 6 | Project Name | Downtown Façade Program |
| | Target Area | Privately owned commercial buildings in the Central Business District - Parkersburg |
| | Goals Supported | Ensure area Neighborhoods are Safe and Vibrant |
| | Needs Addressed | Enhance Quality of Life |
| | Funding | CDBG leveraged with private investment |
| | Description | Rehabilitation, reconstruction, or restoration of the exterior, street-side of a participating building's façade, including structural components that are integral to the façade. |
| | Target Date | 6/30/2018 |
| | Estimate the number and type of families that will benefit from the proposed activities | The City of Parkersburg intends to administer this program to 3 private businesses this Fiscal Year. |
| | Location Description | Central Business District - Parkersburg |
| | Planned Activities | Rehabilitation, reconstruction, or restoration of the exterior, street-side of a participating building's façade, including structural components that are integral to the façade. |
| 7 | Project Name | COPE Police Program |
| | Target Area | LMI Census Tract & BG |

| | | |
|----------|--|--|
| | Goals Supported | Ensure area Neighborhoods are Safe and Vibrant |
| | Needs Addressed | Enhance Quality of Life |
| | Funding | CDBG |
| | Description | Provide a full-time Officer to patrol LMI Neighborhoods, provide an outreach officer to address neighborhood concerns, and provide a substation in a high crime rate (LMI) Neighborhood. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | The Program specifically focuses on crime issues in Neighborhoods that are predominantly LMI Households. Therefore, the majority of this service benefits LMI Households and Individuals. The city expects around 5,000 LMI Residents to benefit from this service annually. |
| | Location Description | LMI Census Areas throughout the city. |
| | Planned Activities | Provide a full-time Officer to patrol LMI Neighborhoods, provide an outreach officer to address neighborhood concerns, and provide a substation in a high crime rate (LMI) Neighborhood. |
| 8 | Project Name | Code Enforcement |
| | Target Area | LMI Census Track & BG |
| | Goals Supported | Ensure area Neighborhoods are Safe and Vibrant |
| | Needs Addressed | Enhance Quality of Life |
| | Funding | CDBG |
| | Description | Fund a Full-Time Code Officer to address Code Concerns in LMI Regions throughout the city. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | This program is designed to benefit the majority of LMI Households. Code Concerns typically develop in LMI (majority) Census Areas. The funded Full-Time Code Officer responds to Code Concern in neighborhoods where the majority of households are LMI. |
| | Location Description | LMI Census Areas |

| | | |
|----|--|---|
| | Planned Activities | Fund a Full-Time Code Officer to address Code Concerns in LMI Regions throughout the city. |
| 9 | Project Name | Minor Home Repair Program |
| | Target Area | City of Parkersburg |
| | Goals Supported | Enhance Assistance for Special-Needs Residents Create Opportunities for residents to Age in Place |
| | Needs Addressed | Enhance Affordable Housing |
| | Funding | CDBG |
| | Description | Fund the Minor Home Repair Program. The Minor Home Repair Program offers a grant to Low-Income Households to make repairs or rehabilitation to their home. The program offers assistance for one or two home repairs up to \$10,000 for LMI Households, living in and owning, the home. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | Low-Income Households qualify for the program, and the city expects to approve and serve around 10 LMI households with repairs this year. |
| | Location Description | City of Parkersburg |
| | Planned Activities | Fund the Minor Home Repair Program. The Minor Home Repair Program offers a grant to Low-Income Households to make repairs or rehabilitation to their home. The program offers assistance for one or two home repairs up to \$10,000 for LMI Households, living in and owning, the home. |
| 10 | Project Name | Emergency Home Repair Program |
| | Target Area | City of Parkersburg |
| | Goals Supported | Enhance Assistance for Special-Needs Residents Create Opportunities for residents to Age in Place |
| | Needs Addressed | Enhance Affordable Housing |
| | Funding | CDBG |

| | | |
|----|--|---|
| | Description | Funds for Emergency Repair Program, which provides Emergency Repairs for Low-Income Homeowners throughout the city. Emergency Repairs under the program are defined as natural disaster repairs, such as a tree falling on a roof, gas line breaks, water line breaks, furnace breaks, etc... |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | Low-Income Households qualify for the program, and the city expects to approve and serve around 10 LMI households with repairs this year. |
| | Location Description | Various locations throughout the city. |
| | Planned Activities | Funds for Emergency Repair Program, which provides Emergency Repairs for Low-Income Homeowners throughout the city. Emergency Repairs under the program are defined as natural disaster repairs, such as a tree falling on a roof, gas line breaks, water line breaks, furnace breaks, etc... |
| 11 | Project Name | Economic Development Incentive Program |
| | Target Area | Downtown Parkersburg Business Redevelopment |
| | Goals Supported | Increase Employment Opportunities for LMI Residents Increase Business Activity in LMI Neighborhoods |
| | Needs Addressed | Enhance Economic Development |
| | Funding | CDBG leveraged with private investment |
| | Description | Purchase furniture for new business, as an incentive to provide job creation. The private business will further create employment for LMI individuals, as is located in a downtown Parkersburg location, bordering on several LMI census tracts. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | The business is expected to employ 5 new LMI individuals |

| | | |
|-----------|--|--|
| | Location Description | 1825 Murdoch Avenue Parkersburg, WV 26101 |
| | Planned Activities | Purchase furniture for new business, as an incentive to provide job creation. The private business will further create employment for LMI individuals, as is located in a downtown Parkersburg location, bordering on several LMI census tracts. |
| 12 | Project Name | General Administration - CDBG |
| | Target Area | City of Parkersburg |
| | Goals Supported | Enhance Assistance for Special-Needs Residents Ensure area Neighborhoods are Safe and Vibrant Increase Recreational Opportunities Create Opportunities for residents to Age in Place Increase Employment Opportunities for LMI Resident Increase Business Activity in LMI Neighborhoods |
| | Needs Addressed | Enhance Social Services Enhance Quality of Life Enhance Affordable Housing Enhance Economic Development |
| | Funding | CDBG |
| | Description | Funds used to administer the CDBG Program. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | N/A |
| | Location Description | City of Parkersburg |
| | Planned Activities | N/A |
| | Project Name | First Time Homebuyers Program (SHOP) |

| | | |
|--|--|--|
| 13 | Target Area | County of Wood, WV |
| | Goals Supported | Increase Home Ownership Rates |
| | Needs Addressed | Enhance Affordable Housing |
| | Funding | HOME |
| | Description | Provide financial assistance to LMI Household Homebuyers. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | The City expects to provide financial assistance to 3 LMI Household Homebuyers. |
| | Location Description | County of Wood, WV |
| | Planned Activities | Provide financial assistance to LMI Household Homebuyers. |
| | 14 | Project Name |
| Target Area | | County of Wood, WV |
| Goals Supported | | Increase Home Ownership Rates |
| Needs Addressed | | Enhance Affordable Housing |
| Funding | | HOME leveraged with public and private investment, along with program sweat equity. |
| Description | | Provide funding for Wood County Habitat for Humanity to build one new single-family home for a Low-Income Household. |
| Target Date | | 6/30/2017 |
| Estimate the number and type of families that will benefit from the proposed activities | | One low-moderate income household |
| Location Description | | County of Wood, WV |

| | | |
|-----------|--|---|
| | Planned Activities | Provide funding for Habitat for Humanity of the Mid-Ohio Valley to build one new single-family home for a Low-Income Household. |
| 15 | Project Name | Single Family Owner-Occupied Rehabilitation Program |
| | Target Area | County of Wood, WV |
| | Goals Supported | Enhance Assistance for Special-Needs Residents Create Opportunities for residents to Age in Place |
| | Needs Addressed | Enhance Affordable Housing |
| | Funding | HOME |
| | Description | The Owner Occupied Rehabilitation Program provides a loan to a low/moderate income household that need extensive repairs made to their home, and desire to bring their home up to International Code Standards. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | Low-Income Households qualify for the program, and the city expects to approve and serve 3 LMI households with repairs this year. |
| | Location Description | County of Wood, WV |
| | Planned Activities | The Owner Occupied Rehabilitation Program provides a loan to a low/moderate income household that need extensive repairs made to their home, and desire to bring their home up to International Code Standards. |
| 16 | Project Name | Down Payment Assistance Program |
| | Target Area | County of Wood, WV |
| | Goals Supported | Increase Home Ownership Rates Create Opportunities for residents to Age in Place |
| | Needs Addressed | Enhance Affordable Housing |

| | | |
|----|--|---|
| | Funding | : HOME leveraged with individuals private funds |
| | Description | The City intends to provide financial assistance of up to \$10,000 to first time home buyers with down payment and closing cost expenses to income-qualified buyers that plan to live within Wood County. |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | Low-Income Households qualify for the program, and the city expects to approve and serve around 6 LMI households with repairs this year. |
| | Location Description | County of Wood, WV |
| | Location Description | The City intends to provide financial assistance of up to \$10,000 to first time home buyers with down payment and closing cost expenses to income-qualified buyers that plan to live within Wood County. |
| 17 | Project Name | General Administration - HOME |
| | Target Area | County of Wood, WV |
| | Goals Supported | Increase Home Ownership Rates Create Opportunities for residents to Age in Place |
| | Needs Addressed | Enhance Affordable Housing |
| | Funding | : |
| | Description | Fund expenses to administer the HOME Program |
| | Target Date | 6/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | N/A |
| | Location Description | N/A |

| | | |
|--|-----------------------------|--|
| | Location Description | Fund expenses to administer the HOME Program |
|--|-----------------------------|--|

Table 9 – Project Summary

AP-50 Geographic Distribution – 91.220(f)

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

CDBG Housing Programs will be distributed city wide for Low-Income Households. All other CDBG Funding, will be targeted in the Low-Moderate Income Census Tracts and Block Groups in the City of Parkersburg.

Census Tract 701 Block 1; 74.6%
 Census Tract 107.02 Block 4; 73.2%
 Census Tract 110 Block 2; 70.9%
 Census Tract 109.02 Block 3; 68%
 Census Tract 300 Block 2; 67.7%
 Census Tract 8.02 Block 1; 64.6%
 Census Tract 8.02 Block 3; 62.7%
 Census Tract 500 Block 2; 64.9%
 Census Tract 9.02 Block 2; 59.8%
 Census Tract 8.02 Block 2; 59.7%
 Census Tract 9.01 Block 1; 58.9%
 Census Tract 107.01 Block 3; 58.8%
 Census Tract 8.01 Block 1; 58%
 Census Tract 7.01 Block 2; 57.5%
 Census Tract 110 Block 3; 53.7%
 Census Tract 105.02 Block 3; 53.5%
 Census Tract 107.01 Block 4; 53.2%
 Census Tract 101.02 Block 2; 53.2%
 Census Tract 9.03 Block 3; 51.7%

HOME Funds will be spent county wide for Low-Moderate Income Households.

Geographic Distribution

| Target Area | Percentage of Funds |
|-----------------------|---------------------|
| LMI Census Track & BG | 70 |

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

LMI Census Neighborhoods have been plagued with disinvestment, especially with infrastructure, and economic development. Therefore, the city is targeting these neighborhoods to improve the quality of life for the majority of LMI Residents. Furthermore, due to disinvestment, these neighborhoods need enhanced public services; such as crime prevention and code enforcement.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The city has chosen to invest CDBG funds into two housing programs because affordable, decent housing continues to be a constant need for residents. The City and Consortium have a continuous overflow of individuals applying for housing repair needs, and many are on growing lists to be serviced. Therefore, the City created and administers two different housing programs with CDBG Funds to counterbalance the Consortium’s Housing Programs. These programs include: The Minor and Emergency Repair Programs.

The Parkersburg/Wood County HOME consortium has established housing programs, which address the community’s greatest housing needs. There continues to be a high number of LMI Households renting in the area. Many residents have expressed interest in home ownership, and the Consortium’s First-Time Homebuyer Program (SHOP) has proven to be the most popular program that the consortium offers. New this year, the down payment assistance program will be designed to assist homeowners that have difficulty with the initial high expenses associated with homeownership. A down payment and costs associated with closing on a traditional mortgage can be an enormous barrier that prohibits many LMI individuals of obtaining homeownership. The City of Parkersburg intends to offer financial assistance of up to \$10,000 to first time homebuyers for costs associated with their down payment and closing costs. The city anticipates offering assistance to 6 first time home owners.

The Single Family Owner Occupied Rehabilitation Program has also proven popular, but less popular than the City’s SHOP program. The rehabilitation process takes longer, so the city completes fewer projects within a program year. The consortium has placed more HOME Funds in the SHOP Program this fiscal year with enough to successfully work with 2 new homeowners. Additionally, the City anticipates to approve and provide financial assistance for 2 additional homes to receive necessary rehabilitation.

Wood County Habitat for Humanity has proven to be a successful CHDO for the Consortium. They’ve completed 15 new single-family homes, in the county, with HOME Funds, since becoming the consortium’s CHDO. Habitat will complete another home during the current plan year, and will be funded for an additional home during the coming plan year.

| One Year Goals for the Number of Households to be Supported | |
|--|----|
| Homeless | 0 |
| Non-Homeless | 31 |
| Special-Needs | 20 |
| Total | 31 |

Table 11 - One Year Goals for Affordable Housing by Support Requirement

| One Year Goals for the Number of Households Supported Through | |
|--|----|
| Rental Assistance | 0 |
| The Production of New Units | 1 |
| Rehab of Existing Units | 22 |
| Acquisition of Existing Units | 8 |
| Total | 23 |

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

AP-60 Public Housing – 91.220(h)

Introduction

The Parkersburg Housing Authority (PHA) operates independently of the City of Parkersburg. Their mission is to assist low income families with safe, decent and affordable housing opportunities as they strive to improve the quality of their lives through economic independence and home ownership.

The Parkersburg Housing Authority operates Homecrest Manor, which is the sole Public Housing Development located in the City of Parkersburg and Wood County. The 146 unit property is located on 14 acres.

The PHA also administers the Section 8 program for the region. In Wood County, 950 families benefit from the program annually and several hundred more families are currently on the Section 8 waiting list.

The PHA has been designated a "High Performer" under the Section 8 Program, and is a "Standard Performer" with their Public Housing. They received a score of 96% on their last physical inspection conducted by HUD's Real Estate Center.

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

The Parkersburg Housing Authority continues to rehabilitate units that need rehabbed roofs, siding, and other repairs to keep the units sustainable and inhabitable. These updates come from a Capital Funds Grant. The PHA continuously applies for various grants, so they can make improvements and keep up with sustaining the property and units.

On-going and preventive maintenance activities are reviewed yearly by the PHA and its' resident council. The development at Homecrest Manor meets all 504 requirements and the PHA reviews these standards when planning and performing rehabilitation/modernization of the dwelling units and other Housing Authority Facilities.

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

The Parkersburg Housing Authority operates a Home Ownership Opportunity Program called the PRIDE Program (Program to Reinvest in Individual Development and Enterprise). Homes are being purchased and rehabilitated by the PHA to provide more housing opportunities to their residents and low income households residing the city. The PHA will rent the rehabilitated homes to eligible families, and the lease payments are eventually transformed into mortgage payments.

Furthermore, the City of Parkersburg and the Parkersburg/Wood County Consortium have strong relationships with the Parkersburg Housing Authority. The city regularly updates the PHA on our housing programs, and supplies them with brochures that describe each program.

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

N/A

Discussion

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

Introduction

The City of Parkersburg works with the Mid-Ohio Valley Continuum of Care under the Balance of State to address homeless issues. The lead entity for the West Virginia Balance of State Continuum of Care is the West Virginia Coalition to End Homelessness (WVCEH). The WVCEH seeks to create partnerships and alliances collaborating at local, state and federal levels to advocate for people who are homeless and to develop long-term solutions to homelessness and housing issues. The WVCEH is committed to ending homelessness in West Virginia, and is currently working to incorporate the 100,000 Homes Program throughout the State of West Virginia.

As the lead entity, WVCEH provides oversight and policy development for the Continuum. The Coalition's membership of 158 individuals representing 75 different organizations includes: community action agencies, domestic violence agencies, homeless service agencies, shelters, public housing authorities, faith-based and other community-based non-profit organizations, state and local government agencies, homeless advocates, businesses, law institutions, and persons who have been formerly homeless or have an interest in helping the homeless or financially burdened community.

The 41 county Balance of State is a predominantly rural region with a total population of over one million covering over 19,000 square miles. The largest cities in the Balance of State are Parkersburg and Morgantown. The Coalition works to overcome the challenges of creating a unified balance of state planning effort in a largely rural state by ensuring the participation of residents from each region. These efforts are brought forth through regional homeless initiatives, individual representation, and creating or utilizing key subcommittees to address specific issues. The BOSCoC planning process includes a large geographic area and represents a large number of communities coming together to formulate a single, coordinated CoC plan and strategy. The Balance of State encompasses several local CoC efforts and regional homeless coalitions. Each of these groups, while in different phases of development, bring local knowledge, capacity, participants and experience to the BOSCoC process. They coordinate and implement the Continuum's work at the local level and they keep the WVCEH informed of the needs of the state's diverse population of people who are homeless, and of what is happening "on the ground". The regional coalitions assure a fair, open and participatory local process by: holding general meetings open to the public; striving for diversity in membership; analyzing local gaps, needs and priorities; encouraging collaboration among local agencies and service providers; developing and monitoring local projects; and regularly informing their members about the activities and progress of the BOSCoC.

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

As homelessness does not recognize geographic boundaries and as homeless people are transient, the WVBOSCoC works closely with the state's four other existing CoC groups to ensure that planning and coordination can be achieved on this macro level. Representatives of the Balance of State Continuum meet regularly with their colleagues in other Continuums and communicate with them throughout the year; this type of collaboration has been on-going for than 17 years under the umbrella of the WVCEH. Moreover, each Continuum shares its data and works collaboratively to plan any critical issues or emerging trends.

A January 2016 Point-In-Time (PIT) Survey reported 92 individuals defined as homeless in Wood County, and of those individuals, 23 were unsheltered. 13 individuals were observed in the Salvation Army, 56 individuals were observed in another shelter, the Latrobe Street Mission. The annual Point in Time Count is a HUD required reporting event performed by every Continuum of Care in the State and across the country one night during the last 10 days in January. This year, due to a severe winter storm, the local PIT count was conducted on February 2, 2016. It is a count of all unsheltered and sheltered homeless individuals and families. These numbers include children, teenagers, and adults. The numbers include students who are "couch surfing" and families who move from home to home of friends and family because they cannot afford the cost of housing.

The agencies that provide the shelter activities do not keep ethnic or racial statistics. Based on the population breakdown of the City of Parkersburg/Wood County with a population of 97.3% white (one race), the homeless population served should statistically be less than 3% other races or ethnic origins.

The WVCEH acknowledges two obstacles when addressing chronic homelessness:

- 1) Ending the homeless cycle
- 2) Helping homeless individuals who are hesitant to use current resources or programs.

The MOV CoC, addresses the obstacles described above.

The WVBOSCoC uses the following criteria to battle chronic homelessness:

1. Identifying who the individuals are, and where they reside
2. Cultivating effective relationships with them
3. Provide permanent and supportive housing
4. Create additional permanent supportive housing units
5. Enhance existing supportive service

This strategy involves adopting a "housing first" approach to dealing with people who are chronically homeless. Once an individual has a permanent home, the needed services may be brought to them.

Case managers are trained to identify individuals who are at-risk of chronic homelessness; for example, individuals who have a disabling condition or conditions, experienced multiple episodes of homelessness, or had difficulty maintaining housing or participating in supportive services, etc. Case Managers work closely with their client's service providers to keep them engaged in services, particularly, treatment for mental illness and substance abuse.

Addressing the emergency shelter and transitional housing needs of homeless persons

The state of West Virginia has a network of emergency shelters, but lacks permanent supportive housing, which offers long term stability. Furthermore, permanent housing has proven to be more effective in monitoring an individual's services and accomplishments, which in turn, provides a greater chance of individuals breaking the homeless cycle.

Locally, The Salvation Army and Latrobe Street Mission provide short-term and temporary emergency relief services in housing and food. They also operate Thrift Stores.

Westbrook Health Services operates two housing programs that offer transitional and permanent housing to homeless individuals. The PATH Program offers transitional housing assistance for about 40 individuals annually, while the Permanent Housing Program offers 11 permanent housing spots at any given time. The Permanent Housing Program works to graduate individuals out of the program, and become independent, supporting their own housing expenses.

Addressing the emergency shelter and transitional housing needs of homeless persons

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 WVBOSCoC has a prevention component, to keep people from becoming chronically homeless. As part of its prevention strategy, the WVBOSCoC will support the development of additional Programs for Assertive Community Treatment (PACT) Teams throughout the BoS region. A number of teams are scattered throughout the State. Teams are comprised of multi-disciplinary staffs, which include a: Psychiatrist, Nurse, Clinicians, Employment Specialists, and Behavioral Specialists. These teams are well suited for individuals who have a severe and persistent mental illness (often in conjunction with a substance abuse diagnosis). The Team provides intense community support and works alongside individuals to seek, obtain and maintain independent housing.

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.

Community Resources, Inc. provides emergency assistance with utilities and referral services to local food pantries; weatherization services, financial counseling and life skills. They additionally administer funding for emergency food and shelter.

The Department of Health and Human Resources (DHHR) operates an emergency assistance program which provides individuals (or households) with funding to attain a vital item or service. The program is designed to provide short-term, financial assistance, for emergency situations. Items of need include rent, utilities, food, household supplies, clothing, transportation, and medical services. Assistance is limited to a 30 day period, at any time of the year.

The Family Crisis Intervention Center provides emergency assistance and makes referrals to other prevention services. The center offers a temporary shelter for battered women, children, or men. There is also crisis intervention assistance and information/referrals available to help the individual deal with the situation and deal with the emotional pain and abuse.

House to Home is a non-profit organization located in Parkersburg that provides a day shelter for at risk population in the area. The shelter assists individuals who are homeless and/or job-less with the process of establishing residency and applying for employment. They also provide internet access, mail service, and phone use for those who are in need. Furthermore, they receive charitable items from area residents, which are distributed to those assisted by the program accordingly.

Westbrook Health Services offer two housing programs that directly assist individuals (or families) who are homeless or are on the verge of becoming homeless. The PATH and Permanent Housing programs provide rental, down-payment, and utility assistance. The PATH Program helps individuals (or families) as needed, while the Permanent Housing Program has a dedicated number of units they services. The two programs are preventing about a dozen people (in the Mid-Ohio Valley) from being on the streets each year.

Discussion

| One year goals for the number of households to be provided housing through the use of HOPWA for: | |
|--|-----|
| Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family | N/A |
| Tenant-based rental assistance | N/A |
| Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated | N/A |
| Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds | N/A |
| Total | N/A |

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

Introduction

The main priority for removing the barriers to affordable housing will be to provide financial assistance to low and moderate income individuals and families through the City's CDBG and HOME Programs. Providing deferred financing for the purchase of affordable homes enables home ownership under circumstances that usually do not allow for a traditional mortgage. Also by providing down payment assistance upfront for potential home buyers, the initial burden of affordable housing is reduced. In addition, rehabilitating or repairing existing homes increases home equity and individual self-worth, while increasing access to decent housing that may otherwise be out of reach for the home owner(s).

The City will also continue to fund our Community Housing Development Organization (CHDO) Habitat for Humanity of the Mid-Ohio Valley. In the last eight years, Habitat has built 15 homes in Wood County. They are currently in the process of building another home, and will be funded to build another home during the 2016-2017 Plan Year. All homes are made available to low-income individuals/families, and at affordable prices.

Based on the information provided by the City's Code Administration, Zoning, Engineering, Planning, and the City's Analysis of Impediments, the City's Land Use Policies will not have an adverse effect on housing.

Furthermore, it's has been the City's policy and continues to be the City's policy to make every effort to assist families in rehabilitating substandard dwellings when identified through code enforcement efforts. In addition, it is the City's policy not to displace persons or families as a result of the code enforcement efforts. Based on this review, there are no negative effects that would prohibit or limit the affordability of housing. In fact, it is the City's policy to ensure that the housing stock maintains an appropriate level of safety as well as affordability.

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

The City of Parkersburg has established ample area permitting multi-family housing such as "Group Housing" projects, planned neighborhood developments and apartment complexes. Regulations for the procedure of plat approval for subdivisions are not restrictive and take into account plans for both flat and hillside subdivisions.

Residential zoning accounts for 80% of Parkersburg's total land area while commercial accounts for 15% and industrial is 5%. Within the residential zoning classification, 10% is R-1; 35% is R-2; 35% is R-3 and 20% is R-4. In effect, a majority of residential zoning in Parkersburg lends itself to higher density and housing opportunities which cut development costs and allows for affordable housing developments.

The City of Parkersburg has adopted the International Building Code 2012. This will be in effect until August 1, 2016. The City will then be required to adopt the IBC 2015 regulations in accordance with West Virginia State Code. There have been no significant changes that would increase construction costs or prevent low-cost construction materials from being used. Development fees, such as building permits, are constantly being examined by the City's Planning Commission and Council.

The City's inspection policy revolves around two activities. The first activity is code enforcement. This activity ensures that all applicable code requirements are followed on rehabilitations and new constructions. The second activity involves the identification and enforcement of code violations of the existing housing stock. In both activities, the primary goal is the health, safety and welfare of the occupants and the local community as a whole. Since the City's code inspectors follow the International Building code requirements which are standardized and well tested, the primary goal is met.

In cases where extensive code violations are identified, the code office refers the owner to the Housing Division for rehabilitation assistance. In cases where a structure is determined to be substandard and not rehabilitative, a demolition assessment is warranted. Houses which are occupied are not demolished. There are three criteria that must be met before the demolition of a property is recommended:

1. The structure has been vacant for over a year;
2. The structure has been determined, based on market value, to be substandard and non-rehabilitative; (When rehabilitation costs exceed the after-appraised market value by two times, the structure is deemed to be unfit for rehabilitation)
3. The structure has been determined to be uninhabitable due to lack of basic dwelling requirements.

Discussion

FAIR HOUSING INITIATIVE: The Development Projects Administrator, who is the designated Fair Housing Officer, promotes Fair Housing in a variety of ways each year. First, April 2016 is officially declared Fair Housing Month by the City of Parkersburg. During this month, the City strives to promote Fair Housing Initiatives. There was a realtor article submitted in the Mid-Ohio Valley "Homes" Magazine, which is the predominant magazine used by realtors and families/individuals looking to purchase real estate in the area. The article reminds realtors that Fair Housing Rights are the law, and encourages them to contact the development department office to refresh their fair housing knowledge. Fair Housing Material is distributed to local real estate offices, so they may be available to the general public (looking to purchase homes), and realtors who work out of that office.

AP-85 Other Actions – 91.220(k)

Introduction

Actions planned to address obstacles to meeting underserved needs

The biggest obstacle in meeting underserved needs seems to be financial barriers. However, the city tries to establish relationships with many agencies who serve the needs of those who cannot supply basic needs for themselves or their family. Although the City can only reach out to so many needs each year, they try to balance the needs with available funds. The City works hard to balance funding for agencies that provide important services. Therefore, the City establishes relationships with many agencies to get an idea of what the most critical needs are. The City then takes the needs and requests into consideration with available financial resources.

If for some reason the City cannot fund a specific request, they will consider funding it at a later time as resources become available. The City believes all services to underserved needs are important, and makes every effort to supply funding when possible or make it a priority to fund at a later time.

Actions planned to foster and maintain affordable housing

The main priority for the 2016 Action Plan Year in removing the barriers to affordable housing will be to provide financial assistance to low and moderate income individuals and families through our CDBG and HOME Programs. Providing deferred financing for the purchase of homes enables home ownership under circumstances that usually do not qualify for a traditional mortgage. Also by providing down payment assistance upfront for potential home buyers, the initial burden of affordable housing is reduced. In addition, rehabilitating or repairing existing homes increases home values and individual wealth, while increasing access to decent housing that may otherwise be out of reach for the home owner(s). Additionally, because homeownership is still an attainable dream, the City will be funding a Down Payment Assistance Program. Even if many LMI individuals have a decent credit score, and can afford a monthly mortgage on the home they are interested, few have the means necessary to put down on a new home. The City intends to provide financial assistance of up to \$10,000 to first time home buyers with down payment and closing cost expenses to income-qualified buyers that plan to live within Wood County.

The City will also continue to fund our Community Housing Development Organization (CHDO) which is Habitat for Humanity of the Mid-Ohio Valley. In the last eight years, Habitat has built 15 homes in the community, is currently in the process of building another home, and will be funded to build another home during the 2016-17 Plan Year. All homes are made available to low-income individuals/families, and at affordable prices.

Based on the information provided by the City's Code Administration, Zoning, Engineering, Planning, and the City's Analysis of Impediments, the City's Land Use Policies will not have an adverse effect on housing.

It's has been the City's policy and continues to be the City's policy to make every effort to assist families rehabilitate substandard dwellings when identified through code enforcement efforts. In addition, it is the City's policy not to displace persons or families as a result of the code enforcement efforts. Based on this review, there are no negative effects that would prohibit or limit the affordability of housing. In fact, it is the City's policy to ensure that the housing stock maintains an appropriate level of safety as well as affordability.

Actions planned to reduce lead-based paint hazards

During the Program Year, the Wood County/Parkersburg HOME Consortium will continue existing efforts to reduce the Lead Base Paint hazard in the County. Specifically, all owner-occupied rehabilitation projects are subject to all federal regulations. If Lead-based paint issues are identified by the City's Code Division, appropriate actions are taken to mitigate the hazard. If identified, a certified Lead Based Contractor will be used to complete these projects. When available, the City encourages local contractors to attend lead based paint certification trainings.

As part of each housing rehabilitation project, the City of Parkersburg provides the household with a printed warning prepared by the Development Department alerting the households to the potential existence of lead-based paint and the hazards it may pose, particularly to children under six years of age. Lead-based paint abatement funding is available to income eligible households through the City's Housing Programs. The City and the Consortium have implemented all requirements for notification, evaluation and reduction of lead-based paint hazards as they relate to housing.

Under the first time homebuyer program, the City will pay for lead based paint testing if there is chipping and peeling paint in units that are built before 1978. All applicants receive brochures on the hazards of lead based paint. If the owner is required to correct any lead-based paint hazards at the property including deteriorated paint or other hazards identified by a visual assessor, a certified lead-based paint risk assessor, or certified lead-based paint inspector, the City must obtain certification that the work has been done in accordance with all applicable requirements of 24 CFR Part 35. The Lead-Based Paint Owner Certification must be received by the City within the time period stated by the City. Receipt of the completed and signed Lead-Based Paint Owner Certification signifies that all lead-based paint requirements have been met and no re-inspection by the City is required.

Actions planned to reduce the number of poverty-level families

A number of governmental and non-profit agencies operate programs within the City of Parkersburg to reduce dependency and poverty among the City's residents. Primary among those agencies is the DHHR, which offers a wide array of educational and training programs to assist recipients in acquiring the training, education and skills needed to obtain and maintain jobs. The Parkersburg Housing Authority and the Wood County Board of Education operate Head Start Programs, Adult Education High School Equivalency Programs and other smaller programs to assist their low income clientele. In addition to these programs that provide broad based assistance to LMI families, there are anti-poverty efforts tied to the housing stock. Wood County Habitat for Humanity, the Parkersburg Housing

Authority and the Wood County Parkersburg/County Home Consortium utilize Federal and Private Funds to address the needs of the low income individuals and the homeless. The coordination of these services as combined efforts is being used to combat poverty.

Actions planned to develop institutional structure

The City of Parkersburg's Development Department is responsible for the delivery of the CDBG and HOME Programs. The city is the lead agency for the Parkersburg/Wood County HOME Consortium, which is responsible for carrying out the HOME Funded Projects within the county.

The City of Parkersburg's Development Department staff includes a Development Director who is involved in all aspects of Community and Economic Development. There are three additional staff members involved with the execution of CDBG and HOME Program Projects: The Development Projects Administrator coordinates all CDBG and HOME projects and ensures that all CDBG and HOME Compliance measures are being met, additionally ensuring that each project reaches a successful completion and the intended purpose is served. The Financial Compliance Officer (FCO) oversees all financial transactions involved with the spending of CDBG and HOME Funds. The FCO monitors all department financial transactions throughout the year, including the proper spending of Administration CDBG and HOME Funds. They report all department transactions to the State Auditor for annual audits. A Code Enforcement Officer also works part time as the Municipal Housing Inspector which is responsible for inspecting all homes and buildings involved with CDBG or HOME Activities. The Development Projects Administrator along with the Municipal Housing Inspector ensures that all CDBG and HOME Regulations are being met that are involved with the construction/rehabilitation process.

The department has made efforts to cross train individuals and to have a staff that is well versed in all aspects of the CDBG and HOME Program Process. It's the goal of the department to provide each staff member with complete knowledge of all aspects involved with both the CDBG and HOME Programs. This gives each staff member a clear picture of how the HUD Programs fully operate, and ensures continuity of service during staff vacations or absences. This type of cross training is a continual process within the department. This has been stressed over the past year and will continue to be addressed moving forward. The Development Projects Administrator, Financial Compliance Officer, and Municipal Housing Inspector are all in their first year of service with the City of Parkersburg's Development Department. As such, the City is contracting with a consultant to develop a policy and procedure manual for the Department and evaluate the City's federally assisted programs for effectiveness and compliance.

Generally, all staff members attend a variety of HUD Trainings that will help them effectively manage CDBG and HOME Program Funds. Over the past several years, department staff has participated in a variety of trainings, which include CDBG, HOME, Environmental, Grant Writing, IDIS, Section 3, Section 106, Fair Housing, Financial Compliance, Code Enforcement, and the like. Because of recent staff turnover many of these trainings will be a first for new staff members whom are excited for the opportunity to learn and grow.

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

The City's Development Department works with a number of agencies, through the Mid-Ohio Valley Continuum of Care, that provide a variety of services to LMI/Homeless Individuals and Households. The Continuum of Care's main focus is addressing homelessness in the region. However, all continuum members come together to assist individuals who are in need of basic (or specialized) services, whether it be housing, health, employment, food, or education services. The Mid-Ohio Valley Continuum of Care's main goal is "Helping Everyone Realize Opportunities", which is recognized by the acronym HERO.

The Wood County Family Resource Network, who is the lead agency for the continuum, prepares a Summary of Community Resources on a semi-annual basis. The Resource Guide is provided to every member in the continuum, so the agencies may have accurate and up-to-date services that are provided in the region. The Resource Guide covers services provided for a seven county region (in West Virginia) that extend beyond the Mid-Ohio Valley Region. Furthermore, the guide is easy to utilize, as it lists agencies in alphabetical order, and provides a list of services for each agency.

Discussion

Program Specific Requirements

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

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

| | |
|---|---|
| 1. The amount of urgent need activities | 5 |
|---|---|

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows: *N/A*
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 HOME Consortium uses HOME Program Funds for the SHOP (First Time Homebuyer) Program, and uses Recapture Guidelines for refinancing existing debt. The city's Community Housing Development Organization (CHDO) (Wood County Habitat for Humanity) follows the same Recapture Guidelines as the consortium does for HOME Funded Projects.

The Consortium's Recapture Guidelines are as follows:

The City of Parkersburg defers the payments on the loan until the first mortgage is paid in full

during a 20 year period. The recapture requirements are outlined in the City's Promissory Note as follows:

Recapture Requirements

In order to recapture the subsidy provided by the HOME Program, proceeds from the sale or refinancing of our residence, securing our loan, during the term of our loan, shall be apportioned as follows:

First, the unpaid balance of the loan should be paid in full;

Second, all costs normally borne by a seller (or incurred by refinancing) shall be paid in full;

Third, we shall be paid the amount of our original down payment, if any;

Fourth, we shall be paid an amount up to the total principal that we have paid on our loan;

Fifth, any remaining proceeds (or remaining amount of the current appraised market of value) shall be apportioned by paying to the HOME Program an amount equal to the remaining proceeds, multiplied by the unpaid balance of the loan, divided by the original amount of the loan. We shall receive the remaining balance after this program reimbursement.

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: *N/A*
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: *N/A*

Discussion

