

Executive Summary

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

1. Introduction

The 2021 Annual Action Plan (AAP) is an annual update to the City's five-year consolidated plan (Con Plan) which is required by the US Housing and Urban Development. This helps HUD appropriate Community Development Block Grant (CDBG) and HOME Program Funding. These sources of funds have and continue to be a major contributing source of revenue for Community/Economic Development and housing needs throughout the City of Parkersburg and Wood County. During the past year, appropriated funds have been used to address affordable housing shortfalls, enhance suitable living environments, and foster opportunities for economic development.

The City of Parkersburg's 2021 AAP outlines strategies for meeting its identified housing and community development needs, which is developed through a citizen participation plan which is detailed further in the five-year consolidated plan. The five-year plan included a detailed needs assessment, market analysis and prioritizes needs on longer-term strategies.

The City of Parkersburg is a CDBG Entitlement Community while Wood County is a HOME Participating Jurisdiction. As such, the City receives funds directly from HUD. The City of Parkersburg/Wood County, WV has received an appropriation of \$887,015 in CDBG funds and \$343,383 in HOME funds for FY 2021. Parkersburg/Wood County does not receive funding under the Emergency Solutions Grant (ESG) or Housing Opportunities for Persons with AIDS (HOPWA) programs.

2. Summarize the objectives and outcomes identified in the Plan

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

Parkersburg, West Virginia's Five-Year Consolidated Plan serves as a consolidated planning document, an application, and a strategic plan for the City's Community Development Block Grant (CDBG) Program and HOME Partnership Investment Program (HOME). The following six (6) strategies and subsequent objectives and goals have been identified by the City for the period of FY 2020 through FY 2024 for the

CDBG and HOME Programs:

Housing Strategy - (High Priority)

Priority Need: There is a need to increase the supply of affordable, decent, safe, and sanitary housing for homeowners and renters.

Objective: Improve, preserve, and expand the supply of affordable housing for low- and moderate-income persons and families.

Homeless Strategy - (High Priority)

Priority Need: There is a need for services and housing opportunities for homeless persons and persons or families at-risk of becoming homeless.

Objective: Work with community partners to improve the living conditions and support services available for homeless persons, families, and those who are at risk of becoming homeless.

Other Special Needs Strategy - (High Priority)

Priority Need: There is a need to increase housing opportunities, services, and facilities for persons with special needs.

Objective: Improve the living conditions and services for those residents with special needs, including the disabled population.

Community Development Strategy – (High Priority)

Priority Need: There is a need to upgrade and improve community facilities, infrastructure, public services and rejuvenate socially and economically distressed neighborhood in the community.

Objective: Improve the living conditions and services for those residents with special needs, including the disabled population.

Economic Development Strategy - (High Priority)

Priority Need: There is a need to increase opportunities for economic advancement and self-sufficiency, as well as educational (social/life skills) training and empowerment for residents of the City.

Objective: Improve and expand employment opportunities in the City for low- and moderate income persons and families.

Administration, Planning, and Management Strategy - (High Priority)

Priority Need: There is a need for planning, administration, management, and oversight of Federal, State, and local funded programs to address the housing and community and economic development needs.

Objective: Provide sound and professional planning, administration, oversight and management of Federal, State, and local funded programs and activities.

3. Evaluation of past performance

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

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

The FY 2019 CAPER, which was the fifth CAPER for the FY 2015-2019 Five-Year Consolidated Annual Action Plan

Plan was approved by HUD on January 21, 2021. According to HUD, “the City of Parkersburg has the continuing capacity to administer its CPD funded programs. The activities undertaken are consistent with your HUD-approved Consolidated Plan, and the city continues to make progress in meeting its housing and community development goals. In the FY 2019 CAPER, the City of Parkersburg expended more than 80% of its CDBG funds to benefit low- and moderate-income persons. Though the City can expend up to 20% of its funds on administration the City generally spends much less.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

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. Staff promotes public input through public notices (that invite public comments), public hearings, and through consultation with relevant public and social service agencies.

The city publishes advertisements in the Parkersburg News and Sentinel regarding the Annual Action Plan (and Consolidated Plan when applicable). 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 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.

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.

5. Summary of public comments

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

The City of Parkersburg held a total of **seven public meetings** to solicit proposals and comments on the use of federal funds for the CDBG and HOME programs. Opportunities for the public to provide comments include a list of the following dates and locations;

1st Public Hearing

Date: February 22, 2021

Time: 5:30 PM

Location: Executive Conference Room, One Government Square, Second Floor Parkersburg, WV 26102

Parkersburg Finance Committee Meeting

Date: April 6, 2021

Time: 6:30 PM

Location: Council Chambers, One Government Square, Second Floor Parkersburg, WV 26102

Parkersburg City Council Meeting

Date: May 11, 2021

Time: 7:30 PM

Location: Council Chambers, One Government Square, Second Floor Parkersburg, WV 26102

2nd Public Hearing

Date: May 11, 2021

Time: 6:30 PM

Location: Executive Conference Room, One Government Square, Second Floor Parkersburg, WV 26102

Wood County Commission

Date:

Time: 9:30 AM

Location: 1 Court Square Suite 203, Parkersburg, WV 26101

Vienna City Council Meeting

Date:

Time: 7:00 PM

Location: Council Chambers, 609 29th Street Vienna, WV 26105

Williamstown City Council Meeting

Date:

Time: 7:30 PM

Location: 100 5th Street, Williamstown, WV 26187

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

7. Summary

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 about 10 miles north of the Vienna's northern city limit, and a portion of the city also borders the Ohio River.

Parkersburg and Wood County serve as the focal point for the Mid-Ohio Valley. Parkersburg is the largest city in the region with a population of 31,492 residents, and Wood County has an estimated population of 86,956 residents.

The main goals of the Five-Year Consolidated Plan are to improve the living conditions of all residents in the City of Parkersburg and the Parkersburg/Wood County Home Consortium. create a suitable and sustainable living environment; and to address the housing and community development needs of the residents.

The Five-Year Consolidated Plan develops, in a single document, a set of strategies and goals for housing, establishing, and maintaining a suitable living environment, and to extend economic opportunities for every resident.

The City will use its goals from the Consolidated Plan to allocate CDBG and HOME funds over the next four (4) years. The plan will also provide assistance and direction to partners and participating agencies and organizations in addressing the housing and community development needs of the low- and moderate-income residents of Parkersburg. HUD will evaluate, through documents such as the CAPER, the City's performance based on the goals established in the Consolidated Plan.

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	PARKERSBURG, WV	
CDBG Administrator	PARKERSBURG, WV	City of Parkersburg, Development Department
HOME Administrator	PARKERSBURG, WV	City of Parkersburg, Development Department

Table 1 – Responsible Agencies

Narrative

Parkersburg, as a federal entitlement for the CDBG Program is the administering agency for the activities in the Five-Year Consolidated and Annual Action Plans. The City is also the participating jurisdiction for the Parkersburg/Wood County HOME Consortium. The City will receive and allocation of \$887,015 for the CDBG Program and the Consortium will receive \$343,383 in HOME funds. The City will be responsible for the monitoring activities funded through both federal programs.

Annual Action Plans submitted during the period of the consolidated plan will always be in accordance with the goals set forth in the consolidated plan. There may be times when an unaddressed need is identified. In these instances, the City will follow its Citizen Participation plan and prepare documentation up to and including a program amendment. The consultation will include residents and organizations in the decision-making process.

Consolidated Plan Public Contact Information

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

1. Introduction

The City, during the development of the 2021 Annual Action Plans seeks feedback from residents, primarily from low and moderate income neighborhoods, non-profit groups, service providers as well as other local units of government through on-going public forums, community outreach events, ribbon cutting ceremonies, etc. The City of Parkersburg Development Department is very interested in listening to the obstacles, barriers, solutions, and potential outcomes for the community.

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

The City of Parkersburg works with the following agencies to enhance coordination:

- **Parkersburg Housing Authority** – Section 8 Housing Choice Vouchers and improvements to public housing communities
- **Social Services Agencies** – funds to improve services to low- and moderate-income persons.

The City asked local agencies and organizations to submit proposals on how to best utilize CDBG and HOME funds for eligible activities. These groups participated in the planning process by attending the public hearings, informational meetings, and completing survey forms. The City at times is a clearinghouse to connect housing providers and service agencies for funding to assist in a variety of projects. These organizations often have gaps in funding to start or complete projects, the City often assists in providing or helping to find the needed funding due to its knowledge of programs.

The City also works with the Mid-Ohio Valley Continuum of Care (CoC) which includes community action agencies, domestic violence agencies, homeless service agencies, shelters, public housing authorities, faith-based and other community-based organizations, state and local government agencies, homeless advocates, businesses, and persons who have been homeless or have an interest in helping the less fortunate members of the Community. All continuum members work to assist individuals who need housing, health services, employment, food, education, or some type of specialized service.

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 does not receive an entitlement of Emergency Solutions Grant funds (ESG) for local shelter activities. The City works with the Mid-Ohio Valley Continuum of Care (MOVCoC) through the Balance of State Continuum of Care to address homelessness. The West Virginia Coalition to End Homelessness (WVCEH) is the lead the West Virginia Balance of State Continuum of Care. The WVCEH works at the local, state, and federal levels to advocate for the

homeless and develop solutions to homelessness and housing issues.

The Balance of State Continuum of Care (BOSCoC) is made up of eight regions and covers 44 Counties in West Virginia. The MOVCoC is Region 5 and consists of nine counties. This is a large geographic area and represents communities coming together to develop plans and strategies to resolve the issue of homelessness.

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

No ESG Funds are received for the City of Parkersburg or the Parkersburg/Wood County HOME Consortium.

Westbrook Health Services as the lead for the CoC works with agencies in the City and the region to provide services for the Homeless. The Coalition meets regularly to coordinate and share information related to the COC in the City and Region.

Coordination of programs and funds is accomplished by the local CoC participant agencies in the area along with the administration of the HMIS System. The Homeless Management Information System (HMIS) is required by HUD. The purpose of HMIS is to provide a comprehensive system for collecting and disseminating information about persons experiencing homelessness and the service system within the CoC.

By streamlining and consolidating recordkeeping requirements, HMIS allows providers to produce an accurate and effective presentation of homelessness on program, agency, continuum. The reports generated using HMIS data serves as the foundation on which the CoC can plan and prepare to prevent, reduce, and eliminate homelessness. The CoC has developed Policies and Procedures that include – data quality standards; a plan for monitoring data quality; policies to protect the privacy of consumers; and security policies designed to protect the data.

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

Table 2 – Agencies, groups, organizations who participated

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

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?

Table 3 – Other local / regional / federal planning efforts

Narrative

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

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

The City 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.

The U.S. Housing and Urban Development requires that all entitlement communities advertise for the AAP, and provide a 30-day public comment period, and have a minimum of two public forum meetings. City Development staff host public forums to gain feedback and input from citizens and groups regarding the 2021 AAP. The first forum was held on Monday, February 22 at 5:30 p.m. in the Executive Conference Rm. Second floor of the Municipal Building. One Government Square Parkersburg, WV 26102. The second forum was held on Tuesday, May 11 at 6:30 p.m. in the Executive Conference Rm. Second floor of the Municipal Building. One Government Square Parkersburg, WV 26102.

To date, no written comments were received during the public comment periods. These meetings were open to the public and publicized in the local newspaper *The Parkersburg News and Sentinel*.

Staff from the City of Parkersburg Development Department participates on several 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, Mid-Ohio Valley Chamber of Commerce, The Housing Coordination Committee, Emergency Food & Shelter Program, Parkersburg YMCA and others. As such, the City of Parkersburg has a sense of the social and economic challenges facing the community at large.

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)

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

Parkersburg will receive \$900,369.00 in CDBG funds for the FY 2021 program year and \$351,836.00 in HOME Funds for the Parkersburg/Wood County HOME Consortium. The FY 2021 CDBG program year begins on July 1, 2021 and concludes on June 30, 2022. The City has projected its CDBG and HOME allocations will remain relatively constant over the five-year Consolidated Plan period. The City is not a recipient of ESG and HOPWA Funds.

- FY 2021 = \$887,015 CDBG / \$10,000 CDBG Program Income / \$343,383 HOME / \$240,000 HOME Program Income
- FY 2022 = \$887,015 CDBG / \$10,000 CDBG Program Income / \$343,383 HOME / \$240,000 HOME Program Income
- FY 2023 = \$887,015 CDBG / \$10,000 CDBG Program Income / \$343,383 HOME / \$240,000 HOME Program Income
- FY 2024 = \$887,015 CDBG / \$10,000 CDBG Program Income / \$343,383 HOME / \$240,000 HOME Program Income
- Total = \$3,548,060 CDBG / \$40,000 CDBG Program Income / \$1,373,532 HOME / \$960,000 HOME Program Income

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	887,015	10,000	0	897,015	3,588,060	Funding had declined over the years, however the last several years have been relatively flat. Given this scenario the City estimates it will receive approximately \$887,015 per year and \$10,000 in program income per year for the remainder of the Consolidated Plan period.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	343,383	240,000	0	583,383	2,333,532	Funding had declined over the years, however the last several years have been relatively flat. Given this scenario the City estimates it will receive approximately \$343,383 per year and \$240,000 in program income per year for the remainder of the Consolidated Plan period.

Table 2 - Expected Resources – Priority Table

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

The City will continue to utilize federal, state, and private resources currently available to develop and expand affordable rental opportunities, homeownership options for low- and moderate-income households, and to promote other critical community sustainability initiatives.

The Parkersburg Housing Authority expects to continue to receive Section 8 Rental Assistance Funding from HUD to provide Housing Choice Vouchers to low-income renters. The West Virginia Coalition to End Homelessness and its partners administer programs serving homeless persons using funds from a variety of sources including ESG.

The City supports organizations such as Habitat for Humanity of the Mid-Ohio Valley in its efforts to create homeownership opportunities. Habitat is the City's designated CHDO. This organization provides a minimum of 25% match for CHDO funds received. Habitat will construct one home during the second year of the Consolidated Plan. Habitat projects also include a sweat equity component, which is the predominate driver of its match liability. Additionally, first-time homebuyer programs are coupled with private financing to provide residents and opportunity own their own home.

The Parkersburg/Wood County Home Consortium plans to administer The Affordable Housing Leverage Fund Program (AHLF) which will be made available to provide owners of rental residential properties in Wood County with financial assistance to rehabilitate their properties. In exchange, property owners are required to rent to income-eligible tenants for at least five (5) years or the term of financial assistance.

The goal of the program is to ensure that tenants are provided with decent, safe, and sanitary living environments at an affordable rent. It is expected to generate significant interest locally and be a major driver of matching resources as the financial assistance may be provided for up to 50% of the costs of eligible rehabilitation expenditures

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

The City will continue to utilize federal, state, and private resources currently available to develop and expand affordable rental opportunities, homeownership options for low- and moderate-income households, and to promote other critical community sustainability initiatives.

The Parkersburg Housing Authority expects to continue to receive Section 8 Rental Assistance Funding from HUD to provide Housing Choice Vouchers to low-income renters. The West Virginia Coalition to End Homelessness and its partners administer programs serving homeless persons using funds from a variety of sources including ESG.

The City works closely with the West Virginia Department of Highways when planning street projects to leverage funds. Often, when State funds are infused into projects, the State provides up to 80% of the funding.

Discussion

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

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	HS-1 Housing Construction	2020	2024	Affordable Housing	City of Parkersburg WV and Wood County WV	Housing Strategy	CDBG: \$0 HOME: \$391,911	Homeowner Housing Added: 4 Household Housing Unit
2	HS-2 Housing Rehabilitation	2020	2024	Affordable Housing	City of Parkersburg WV and Wood County WV	Housing Strategy	CDBG: \$168,000 HOME: \$0	Homeowner Housing Rehabilitated: 13 Household Housing Unit
3	HS-3 Homeownership	2020	2024	Affordable Housing	City of Parkersburg WV and Wood County WV	Housing Strategy	CDBG: \$0 HOME: \$100,000	Direct Financial Assistance to Homebuyers: 10 Households Assisted
13	CDS-2 Infrastructure	2020	2024	Non-Housing Community Development	City of Parkersburg WV and Wood County WV	Community Development Strategy	CDBG: \$506,394 HOME: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 12500 Persons Assisted Other: 1 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
14	CDS-3 Public Services	2020	2024	Non-Housing Community Development	City of Parkersburg WV and Wood County WV	Community Development Strategy	CDBG: \$134,000 HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 2500 Persons Assisted
22	AMS-1 Overall Coordination	2020	2024	Non-Housing Community Development	City of Parkersburg WV and Wood County WV	Administration, Planning, and Management Strategy	CDBG: \$106,975 HOME: \$39,850	Other: 2 Other

Table 3 – Goals Summary

Goal Descriptions

1	Goal Name	HS-1 Housing Construction
	Goal Description	Increase the supply of decent, safe and sanitary accessible housing that is affordable to owners and renters in the City by assisting with acquisition, development fees, and construction.
2	Goal Name	HS-2 Housing Rehabilitation
	Goal Description	Conserve and rehabilitate existing affordable housing units occupied by owners and renters in the community by addressing code violations, emergency repairs, energy efficiency improvements, and accessibility for persons with disabilities.
3	Goal Name	HS-3 Homeownership
	Goal Description	Continue to assist low- and moderate-income homebuyers to purchase homes through down payment / closing cost assistance, and associated housing counseling.

13	Goal Name	CDS-2 Infrastructure
	Goal Description	Improve the public infrastructure through rehabilitation, reconstruction, and new construction of streets; sidewalks; curbs; share the road and segmented multiuse pathways; storm water management; lighting enhancements; handicap accessibility improvements and removal of architectural barriers; etc.
14	Goal Name	CDS-3 Public Services
	Goal Description	Improve and enhance public services, programs for youth, the elderly, and persons with disabilities, along with general social/welfare public service programs for low- and moderate-income persons and households.
22	Goal Name	AMS-1 Overall Coordination
	Goal Description	Provide program management and oversight for the successful administration of Federal, State, and locally funded programs, including planning services for special studies, annual action plans, five year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports (CAPER), environmental reviews and clearances, fair housing, and compliance with all Federal, State, and local laws and regulations.

AP-35 Projects - 91.420, 91.220(d)

Introduction

During the FY 2021 Program Year, the City of Parkersburg, and Wood County, will receive \$887,015 in CDBG funds and \$343383 in HOME funds.

The City of Parkersburg and the Parkersburg/Wood County HOME Consortium propose to undertake the following activities with the FY 2021 CDBG and HOME funds:

#	Project Name
1	Minor Home Repair Program
2	Emergency Home Repair Program
3	Section 108 Loan Repayment - River Front Park Project
4	Section 108 Loan Repayment - 16th & Covert Fire Station
5	Code Enforcement
6	Market Street Streetscape Enhancements
7	Area Lighting Improvement Project
8	Public Safety Enhancements – Blue Light Towers
9	COPE Police Program
10	General Administration
11	CHDO - Habitat for Humanity
12	Tenant Based Rental Assistance (TBRA) Program
13	Affordable Housing Leverage Fund Program
14	General Administration

Table 4 – Project Information

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

The City and Consortium allocated its CDBG and HOME funds to those geographic areas where the population exceeds 51% low- and moderate-income households or the beneficiaries are LMI. At least 70% of the City's CDBG funds are budgeted to activities that principally benefit low- and moderate-income persons. The following guidelines for allocating CDBG funds will be used for the FY 2021 Annual Action Plan:

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

The allocation priorities were established through consultations with stakeholders, a resident survey, and public meetings when completing the 2020-2024 Consolidated Plan.

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

AP-38 Project Summary

Project Summary Information

1	Project Name	Minor Home Repair Program
	Target Area	City of Parkersburg WV and Wood County WV
	Goals Supported	HS-2 Housing Rehabilitation
	Needs Addressed	Housing Strategy
	Funding	CDBG: \$50,000
	Description	Conserve and rehabilitate existing affordable housing units occupied by owners and renters in the community by addressing code violations, emergency repairs, energy efficiency improvements, and accessibility for persons with disabilities.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	5 housing units
	Location Description	City-wide
	Planned Activities	CDBG funds to assist homeowners with ‘minor repairs’ to their residence. Eligible homeowners are at or below 60% of area median income. Income eligible residents are provided a grant which is earned for needed home repairs. Applicants be awarded up to \$15,000 for repairs.
2	Project Name	Emergency Home Repair Program
	Target Area	City of Parkersburg WV and Wood County WV
	Goals Supported	HS-2 Housing Rehabilitation
	Needs Addressed	Housing Strategy
	Funding	CDBG: \$8,000

	Description	Conserve and rehabilitate existing affordable housing units occupied by owners and renters in the community by addressing code violations, emergency repairs, energy efficiency improvements, and accessibility for persons with disabilities.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	3 housing units
	Location Description	City-wide
	Planned Activities	CDBG funds to provide emergency repairs for homeowners. Income eligible homeowners are provided a grant for emergency repairs to eliminate conditions that are health and safety violations. Applicants be awarded up to \$6,000 for repairs.
3	Project Name	Section 108 Loan Repayment - River Front Park Project
	Target Area	City of Parkersburg WV and Wood County WV
	Goals Supported	CDS-2 Infrastructure
	Needs Addressed	Community Development Strategy
	Funding	CDBG: \$278,304
	Description	Improve and enhance public services, programs for youth, the elderly, and persons with disabilities, along with general social/welfare public service programs for low- and moderate-income persons and households.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	5,000 – Direct benefit to households living in Census Tract 110 (walking Distance). However, it provides benefit to the entire community and is a regional draw (especially when special events are hosted there i.e. Point Park Concert series).
	Location Description	100 Ann Street

	Planned Activities	CDBG funds will be used to repay a Section 108 Loan that was originally used to redevelop Riverfront Park. Riverfront Park is located in a predominantly LMI Neighborhood.
4	Project Name	Section 108 Loan Repayment - 16th & Covert Fire Station
	Target Area	City of Parkersburg WV and Wood County WV
	Goals Supported	CDS-2 Infrastructure
	Needs Addressed	Community Development Strategy
	Funding	CDBG: \$52,756
	Description	Improve and enhance public services, programs for youth, the elderly, and persons with disabilities, along with general social/welfare public service programs for low- and moderate-income persons and households.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	2500 persons
	Location Description	601 16th Street
	Planned Activities	The construction of Fire Station #2 used funds from a Section 108 Loan. Repayment of said loan will come from two sources, the City's CDBG Program and General Fund. The amount presented here represents the CDBG portion of the payment.
5	Project Name	Code Enforcement
	Target Area	City of Parkersburg WV and Wood County WV
	Goals Supported	CDS-2 Infrastructure
	Needs Addressed	Community Development Strategy
	Funding	CDBG: \$45,000

	Description	Improve the public infrastructure through rehabilitation, reconstruction, and new construction of streets; sidewalks; curbs; share the road and segmented multiuse pathways; storm water management; lighting enhancements; handicap accessibility improvements and removal of architectural barriers; etc.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	4,000 – Code Enforcement is restricted to eligible census tracts.
	Location Description	City-wide – more specifically in predefined “deteriorated and deteriorating residential neighborhoods
	Planned Activities	CDBG Code Enforcement will work to provide solution-oriented enforcement for maintaining clean, safe and attractive neighborhoods with a focus on promoting health and safety in low and moderate-income neighborhoods while increasing awareness about City policies, programs and Code requirements. Eligible code enforcement activities must be in deteriorated or deteriorating areas in which such enforcement, together with public or private improvements or services to be provided, may be expected to arrest the decline of the area or to stop further deterioration of an area. This activity may also account for ‘Code Sweeps’ where various Code Enforcement Officers are assigned targeted enforcement activities to arrest the decline of health and public safety.
6	Project Name	Market Street Streetscape Enhancement
	Target Area	City of Parkersburg WV and Wood County WV
	Goals Supported	CDS-2 Infrastructure
	Needs Addressed	Community Development Strategy
	Funding	CDBG:\$ 100,000
	Description	Improve the public infrastructure through rehabilitation, reconstruction, and new construction of streets; sidewalks; curbs; share the road and segmented multiuse pathways; storm water management; lighting enhancements; handicap accessibility improvements and removal of architectural barriers; etc.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	1,000 – Direct benefit to residents and businesses in Census Tract 110.
	Location Description	Market Street from 9th to 13th
	Planned Activities	This CDBG funded project proposes to enhance the streetscape along Market Street from 9th Street to 13th Street. This project will encourage increased pedestrians, bicyclists, and transit rider’s amenities, and activities, while also accommodating vehicular traffic that provides safe access to all users of all ages and abilities. Planned improvements include new sidewalks with ADA Standard Ramps, period lighting, and landscaping.
7	Project Name	Area Lighting Improvement Project
	Target Area	City of Parkersburg WV and Wood County WV
	Goals Supported	CDS-2 Infrastructure
	Needs Addressed	Community Development Strategy
	Funding	CDBG: \$86,546
	Description	Improve the public infrastructure through rehabilitation, reconstruction, and new construction of streets; sidewalks; bridges; curbs; share the road and segmented multiuse pathways; storm water management; lighting enhancements; handicap accessibility improvements and removal of architectural barriers; etc.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	2500 persons
	Location Description	To Be Determined, low-income census tract

	Planned Activities	This activity includes the replacement of several streetlights throughout the city. Upgrading streetlights from high pressure sodium to LED is part of a larger focus to reduce energy costs and maintenance, reduce greenhouse gas emissions while also improving public safety by providing a better line of sight for first responders.
8	Project Name	Public Safety Enhancements – Blue Light Towers
	Target Area	City of Parkersburg WV and Wood County WV
	Goals Supported	CDS-2 Infrastructure
	Needs Addressed	Community Development Strategy
	Funding	CDBG: \$20,000
	Description	Improve the public infrastructure through rehabilitation, reconstruction, and new construction of streets; sidewalks; bridges; curbs; share the road and segmented multiuse pathways; storm water management; lighting enhancements; handicap accessibility improvements and removal of architectural barriers; etc.
	Target Date	06/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	2500 persons
	Location Description	To Be Determined, low-income census tract
	Planned Activities	The installation of several emergency blue light phones. Blue light emergency phones are intended to act as an additional security precaution in public areas. By having these highly visible, and easily accessible blue light phones, the community is continually reassured that they can summon police assistance immediately. Unlike cell phones, the dispatch center will automatically know where the call is coming from and quickly dispatch an officer to the exact location. At night a blue light atop the phone is automatically lit making them easily visible from long distances

8	Project Name	COPE Police Program
	Target Area	City of Parkersburg WV and Wood County WV
	Goals Supported	CDS-3 Public Services
	Needs Addressed	Community Development Strategy
	Funding	CDBG: \$135,000
	Description	Improve and enhance public services, programs for youth, the elderly, and persons with disabilities, along with general social/welfare public service programs for low- and moderate-income persons and households in LMI census tracts.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	2500 persons
	Location Description	Low-income census tracts
	Planned Activities	It is the mission of the Parkersburg Police Department Community Oriented Police Enforcement Unit to work with all citizens to preserve life, protect property, and promote individual responsibility and community commitment. Community Policing is an organization-wide philosophy and management approach that promotes community, government, and police partnerships, proactive problem-solving, and individual involvement to address the causes of crime, fear of crime, and other community issues". CDBG funds will be used to fund 1 full time officer to patrol neighborhoods that experience higher crime. The COPE Program also funds COPE Sweeps and Bike Patrols in the same neighborhoods, where officers place special attention on areas where they have been addressed of problems. The goal is to have at least two bike patrols on duty seven month out of the year (April – October).
9	Project Name	General Administration
	Target Area	City of Parkersburg WV and Wood County WV

	Goals Supported	AMS-1 Overall Coordination
	Needs Addressed	Administration, Planning, and Management Strategy
	Funding	CDBG: \$121,165
	Description	Provide program management and oversight for the successful administration of Federal, State, and locally funded programs, including planning services for special studies, annual action plans, five year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports (CAPER), environmental reviews and clearances, fair housing, and compliance with all Federal, State, and local laws and regulations.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Not Applicable
	Location Description	Citywide
	Planned Activities	CDBG funds are used for employee salaries and soft costs associated with running the programs.
10	Project Name	CHDO - Habitat for Humanity
	Target Area	City of Parkersburg WV and Wood County WV
	Goals Supported	HS-1 Housing Construction
	Needs Addressed	Housing Strategy
	Funding	HOME: \$86,000
	Description	Increase the supply of decent, safe, and sanitary accessible housing that is affordable to owners and renters in the City by assisting with acquisition, development fees, and construction.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	1 Family
	Location Description	Consortium Wide
	Planned Activities	At least 15% of HOME Funds must be used for a CHDO to build new affordable housing within the county. The Parkersburg/Wood County HOME Consortium is currently working with Habitat for Humanity of the Mid-Ohio Valley as their CHDO and will contribute approximately 25% of its 2021 allocation to build one new single-family detached home during FY 2021-2022.
11	Project Name	Tenant Based Rental Assistance (TBRA) Program
	Target Area	City of Parkersburg WV and Wood County WV
	Goals Supported	HS-5 Tenant Based Rental Assistance
	Needs Addressed	Housing Strategy
	Funding	HOME: \$131,472
	Description	Provide tenant based rental assistance for income eligible persons or families identified as unmet housing need.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	28 families
	Location Description	Consortium Wide
	Planned Activities	TBRA is a rental subsidy that can be used to help support low-and very-low income households. This activity will provide ongoing rental assistance to help pay the rent and utility costs for up to 24 months.
12	Project Name	Affordable Housing Leverage Fund
	Target Area	City of Parkersburg WV and Wood County WV

	Goals Supported	HS-2 Housing Rehabilitation
	Needs Addressed	Housing Strategy
	Funding	HOME: \$325,911
	Description	Conserve and rehabilitate existing affordable housing units occupied by owners and renters in the community by addressing code violations, emergency repairs, energy efficiency improvements, and accessibility for persons with disabilities.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	15 Families
	Location Description	Consortium Wide
	Planned Activities	<p>The Affordable Housing Leverage Fund Program (AHLF) will be made available to provide owners of rental residential properties in Wood County with financial assistance to rehabilitate their properties. In exchange, property owners are required to rent to income-eligible tenants for at least five (5) years or the term of financial assistance.</p> <p>The goal of the program is to ensure that tenants are provided with decent, safe and sanitary living environments at an affordable rent.</p>
13	Project Name	General Administration
	Target Area	City of Parkersburg WV and Wood County WV
	Goals Supported	AMS-1 Overall Coordination
	Needs Addressed	Administration, Planning, and Management Strategy
	Funding	HOME: \$39,850

Description	Provide program management and oversight for the successful administration of Federal, State, and locally funded programs, including planning services for special studies, annual action plans, five year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports (CAPER), environmental reviews and clearances, fair housing, and compliance with all Federal, State, and local laws and regulations.
Target Date	6/30/2021
Estimate the number and type of families that will benefit from the proposed activities	Not Applicable
Location Description	Consortium Wide
Planned Activities	HOME funds are used for employee salaries and soft costs associated with running the programs

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

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

The City of Parkersburg provides CDBG funds to activities benefitting low/mod income persons throughout the City. The City typically does not target any geographic area. Funds are provided based on high priority eligible need on a citywide basis. Most activities funded are not based on area benefit as defined in the regulations and all projects will benefit low- and moderate-income persons throughout the City.

Geographic Distribution

Target Area	Percentage of Funds
City of Parkersburg WV and Wood County WV	100

Table 5 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The funding of activities was based on eligibility. The activity must meet a national objective and show evidence of need. The City also took into account the community's or the agency/organization's past history of expenditure of the CDBG funds, the ability to leverage other funds for this activity, and whether the request was related to projects that if not funded, may in a special assessment against low-income homeowners. Finally, a high priority was given to activities based on the community's or agency/organization's ability to complete the project in a timely manner. The City will provide CDBG funds to activities principally benefitting low/mod income persons in the City.

The City of Parkersburg considers criteria for priorities such as:

- Meeting the statutory requirements of the CDBG program
- Meeting the needs of very-low, low- and moderate-income residents
- Focusing on low- and moderate-income areas or communities
- Coordinating and leveraging of resources
- Response to expressed needs
- Projects that would otherwise cause a special assessment to be levied against low- and moderate-income households
- Ability to complete the project in a timely manner

Affordable housing was identified as one of the largest underserved needs in the City in the Five-Year Consolidated Plan. The primary obstacle to meeting the underserved needs is the limited resources available to address the identified priorities in the City.

Discussion

The geographic locations and the public benefit for the FY 2021 CDBG Activities are as follows:

Housing Activities to include:

- Minor Home Repair Program – Low/Mod Income Direct Benefit
- Emergency Home Repair Program – Low/Mod Income Direct Benefit

Parkersburg/Wood County Home Consortium

- Tenant Based Rental Assistance (TBRA) Program – Low/Mod Income Direct Benefit
- Affordable Housing Leverage Fund – Low/Mod Income Direct Benefit
- Community Housing Development Organization (CHDO) – Low/Mod Income Direct Benefit

Public Services

- COPE Police Program – Low/Mod Income Area Benefit

Community Facilities

- Section 108 Loan Repayment – Riverfront Park – Low/Mod Income Area Benefit
- Section 108 Loan Repayment – 16th and Covert Fire Station – Low/Mod Income Area Benefit
- Code Enforcement – Low/Mod Income Area Benefit
- Market St. Streetscape Enhancements – Low/Mod Income Area Benefit
- Area Lighting Improvements – Low/Mod Income Area Benefit
- Public Safety Enhancements – Blue Light Towers – Low/Mod Income Area Benefit

Affordable Housing

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

Introduction

The City and Consortium has long recognized the need for housing that is decent, safe, sanitary, affordable, and accessible. To that end both entities have provided programs to address that need. Currently the City will offer the Minor Home Repair Program and the Emergency Repair Programs.

The Minor Home Repair Program will use CDBG funds to assist homeowners with minor repairs to their residence and are at or below 60% of the area median income. Income eligible residents are provided an earned grant for needed home repairs, bringing their home closer to code compliance. Each eligible household may be awarded up to \$15,000 for repairs. The grant is earned, with 20% written down each year for 5 years, at which point the grant is written off.

The Emergency Repair Programs will use CDBG Funds to provide emergency repairs for homeowners. Income eligible residents are provided grants for emergency repairs. These repairs are provided to eliminate health and safety violations in the property. An emergency repair is such that it requires immediate attention. Eligible households may be provided up to \$6,000 for repairs.

The Parkersburg/Wood County HOME consortium will offer Tenant Based Rental Assistance (TBRA) and the Affordable Housing Leverage Fund Program.

TBRA is a rental subsidy that can be used to help support low-and very-low income households. This activity will provide ongoing rental assistance to help pay the rent and utility costs for up to 24 months. The consortium anticipates to partner with area social service providers to administer this program.

The Affordable Housing Leverage Fund Program (AHLF) will be made available to provide owners of rental residential properties in Wood County with financial assistance to rehabilitate their properties. In exchange, property owners are required to rent to income-eligible tenants for at least five (5) years or the term of financial assistance.

The goal of the program is to ensure that tenants are provided with decent, safe and sanitary living environments at an affordable rent

The Wood County HOME Consortium will provide financial assistance up to \$10,000 to first-time homebuyers with down payment and closing cost expenses to income eligible homebuyers. The funds are available for purchase of their first home within the County.

Habitat for Humanity will continue to be a CHDO for the Consortium. Habitat will construct a home during the current plan year using Habitat’s standard development model.

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

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

One Year Goals for the Number of Households Supported Through
Rental Assistance
The Production of New Units
Rehab of Existing Units
Acquisition of Existing Units
Total

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

Discussion

The proposed affordable housing projects in the City and Consortium for FY 2021 are:

City of Parkersburg

- Minor Home Repair Program
- Emergency Home Repair Program

Parkersburg/Wood County Home Consortium

- Tenant Based Rental Assistance
- Affordable Housing Leverage Fund
- Community Housing Development Organization (CHDO)

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

Introduction

As the public housing agency in Parkersburg, the Parkersburg Housing Authority (PHA) manages both Public Housing and the Section 8 Housing Choice Voucher in the City. The PHA is an autonomous entity with its own Board of Directors, staff, and participation of the resident council. The PHA assists low-income families with safe, decent, and affordable housing which in turn to allows residents the opportunity to improve their quality of life. This is accomplished by developing economic independence and potentially homeownership.

The Authority manages Homecrest Manor a 146-unit development as the only public housing in Wood County. The Authority also manages the Section Housing Choice Voucher program with 1,475 Vouchers of which 1,375 are leased due to insufficient funds to support the full number of Vouchers for the region. There are currently 400 applicants on the Public Housing waiting list and 1,353 applicants on the Voucher waiting list. Neither waiting list is closed and preference is given to residents of the County or eight-county region.

The PHA has a good record with HUD as a “High or Standard Performer” and their most recent inspection score was 92% per HUD's Real Estate Center.

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

The Parkersburg Housing Authority serves at the public housing agency for the City. The Housing Authority strives to provide decent, safe, and sanitary housing for residents receiving assistance through the Public Housing and Section 8 Housing Choice Programs. The Authority manages 146 at Homecrest. The Authority also administers 1,475 Section 8 Housing Choice vouchers of which 1,375 vouchers are currently leased. These units are private rentals in apartment complexes or private landlords.

Using the Capitol Funds Grant, the Housing Authority continues to invest in its Public Housing units at Homecrest to maintain the units in good condition. The Authority also seeks other grants to assist with maintenance of the Homecrest units. Staff, the Board of Directors and the Resident Council review all proposed maintenance projects and upgrade projects to ensure needs are being adequately addressed.

The goals of the Housing Authority continue to include:

- Improve the quality of assisted housing by continued upgrades and renovations (extensive goals have been set to upgrade existing units)
- Increase housing choice through the acquisition and renovation/construction of units
- Continue to improve living conditions as properties by working with resident council
- Continue to develop self-sufficiency programs to assist tenants in increasing their income
- Guarantee equal opportunity and affirmatively further fair housing

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

The Authority created a homeownership program called the PRIDE Program (Program to Reinvest in Individual Development and Enterprise). Homes are purchased and rehabilitated to provide housing opportunities for residents and low-income households residing the city to become homeowners. To date the Authority has assisted five new homeowners.

The City of Parkersburg and Consortium keeps the PHA and PHA residents up to date on the various housing programs and welcomes input for residents when developing programs. The First-Time Homebuyer Program has been quite popular with tenants. The also City also maintains information on Fair Housing in the common areas of Homecrest and the Authorities offices.

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

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

Discussion

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

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

Introduction

The City has elected to not undertake any exclusively homeless or special needs activities with FY 2021 CDBG funds. The City will continue to work alongside the members of the Mid-Ohio Valley Continuum of Care to address homelessness. The following goals and objective for the City of Parkersburg's Homeless and Special Needs Strategies have been identified for the five-year period of FY 2020 through FY 2024.

While no activities will be targeted to homeless individuals exclusively, the TBRA program, will likely partner with the Children's Home Society. This local organization will help support homeless youth (primarily 17-22) who struggle to transition to adulthood by providing life skills, resource education, mentoring and, basic needs supports. This activity will provide ongoing rental assistance to youth until they become self-sufficient and financially independent. TBRA helps households afford housing costs such as rent and security deposits. This program is intended to provide continuing housing assistance over 12-24 months.

Homeless Strategy – (High Priority)

Priority Need: There is a need for services and housing opportunities for homeless persons and persons or families at-risk of becoming homeless.

Objective: Work with community partners to improve the living conditions and support services available for homeless persons, families, and those who are at risk of becoming homeless.

Goals:

- **HMS-1 Housing** – Support the Continuum of Care's efforts to provide emergency shelter, transitional housing, permanent supportive housing, and other permanent housing opportunities.
- **HMS-2 Operation/Support** – Support providers who operate housing and/or provide support services for the homeless and persons or families at-risk of becoming homeless and work with providers to coordinate services in terms of policy and implementation strategy.
- **HMS-3 Prevention and Re-Housing** – Support the Continuum of Care's efforts in prevention of homelessness through anti-eviction activities and programs for rapid re-housing.

Other Special Needs Strategy – (High Priority)

Priority Need: There is a need to increase housing opportunities, services, and facilities for persons with special needs.

Objective: Improve the living conditions and services for those residents with special needs, including

the disabled population.

Goals:

- **SNS-1 Housing** – Increase the supply of affordable, accessible, decent, safe, and sanitary housing for the elderly, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, persons with alcohol/drug dependency, and persons with other special needs through rehabilitation of existing buildings and new construction.
- **SNS-2 Social Services** – Support social service programs and facilities for the elderly, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, persons with alcohol/drug dependency, and persons with other special needs.

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

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

The Mid-Ohio Valley Continuum of Care, which part of the West Virginia Balance of State CoC, works as part of a regional network of agencies to end homelessness in West Virginia. The West Virginia Coalition to End Homelessness (WVCEH), based in Bridgeport, WV is the lead agency.

Members of the Mid-Ohio Valley Continuum of Care reach out to homeless individuals and at-risk populations. The agencies meet to keep other members of issues and trouble areas. This allows for provision of better services for clients.

The members of the CoC conduct outreach activities to serve the homeless population and more importantly conduct the Point in Time (PIT) Survey which is generally in mid-January of each year. The PIT survey serves several purposes, first and foremost it is a data collection tool to know the local numbers of persons experiencing homelessness. The PIT survey allows for outreach related to services available and provides an opportunity to distribute care packages.

The main obstacles in addressing chronic homelessness are ending the homeless cycle and assisting homeless individuals who are hesitant to of resources and/or programs. The local COC, through outreach efforts, identify homeless persons and develop relationships to work toward allaying concerns of clients.

The following methodology is used to assist the homeless:

- identifying individuals
- identifying where they reside

- developing relationships
- provide permanent and supportive housing
- provide supportive services

The CoC is also using the "Housing First Model" which places homeless persons in permanent housing, by-passing shelter. After placement, the client is assessed for their individual needs and services provided.

Addressing the emergency shelter and transitional housing needs of homeless persons

Parkersburg has several shelter facilities, ranging from emergency shelters to shelter for domestic violence. The Mid-Ohio Valley CoC also uses the Housing First model to address the needs of homeless persons by placing them in housing first then providing the needed services to work toward self-sufficiency. The goal of the COC is to get people off the street and some type of housing be it emergency shelter or transitional housing with the final goal of permanent housing.

The Salvation Army which offers short-term and temporary Emergency Relief Services for housing and food. The organization also has a Thrift Store.

Westbrook Health Services which offers transitional and permanent housing to homeless individuals. The PATH Program is transitional housing for approximately 40 individuals annually. The Permanent Housing Program has 11 permanent housing spots at any given time. The Permanent Housing Program seeks to graduate individuals out of the program who become independent and support their own housing.

The Family Crisis Intervention Center offers emergency assistance and prevention services including temporary shelter for victims of domestic violence. FCIC also provides crisis intervention assistance and information/referrals for DV clients.

House to Home is a day shelter for the homeless and/or job-less working toward establishing residency and applying for employment.

The West Virginia Children's Home Society aids with youth experiencing homelessness in the Mid-Ohio Valley. Services include youth shelters, child abuse victim services, and links to youth service organizations.

The Hope Recovery Manor Inc. and its two-year program is an answer to supporting women as they transition to clean and sober living after going through detox and the first stages of recovery. During their first year, up to 12 women will reside at the Manor, a beautiful historic home located in Parkersburg, WV. The holistic program will provide healthy living experiences, teaching, counseling, employment assistance, spiritual encouragement and much more. After living in the Manor for one year,

residents will transition to independent living. During the second year, as they live on their own, they will continue to have access to services, support, and mentors.

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

The City of Parkersburg supports the efforts of local agencies that provide transitional housing for veterans and their households, households with children and households that are victims of domestic violence, and individuals dealing with mental health or substance abuse problems, to move them into more permanent housing solutions. The City also assists by helping to match homeless service providers with other supportive services that can help clients become self-sufficient.

The CoC continues to use the Housing First Model to provide housing for homeless individuals. This model houses persons quickly and ties them the supportive services necessary and maintain that housing. The Rapid Re-Housing program promotes self-sufficiency and reduces time as homeless. Case Manager's provide long-term monitoring of clients prevent further episodes of homelessness.

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

The City supports the efforts of local agencies that aid households and individuals in transitional housing and refers at-risk residents to agencies that can assist with financial literacy counseling, emergency rent/mortgage or utility payments, and job training. Institutional case management staff assists with discharge from publicly funded institutions or systems of care provided referral assistance to housing, education, employment, social services prior to discharge. Agencies providing services include:

Community Resources, Inc. –

- emergency assistance with utilities and heat
- referral to local food pantries
- weatherization services
- nutrition and gardening workshops
- case management
- financial counseling
- funds for emergency food and shelter

Department of Health and Human Resources –

- Emergency Assistance Program
- short-term financial assistance for emergency situations
- rent
- utilities
- food
- household supplies
- clothing
- transportation
- medical services

Family Crisis Intervention Center

- emergency assistance and prevention services
- domestic violence center
- crisis intervention assistance
- information and referrals related to abuse

Westbrook Health Services –

- rental, down-payment, and utility assistance
- mental health and substance abuse counseling

Consumer Credit Counseling Services –

- financial educational program
- manage income
- ease debt
- improve credit

The West Virginia Division of Rehabilitative Services –

- assists disabled residents
- attaining or sustaining employment
- counseling and guidance
- supportive services to maintain a healthy lifestyle
- vocational training
- obtaining work site modifications
- Obtain assistive devices

SW Resources –

- employment for disabled residents
- training for the positions
- transportation assistance
- mental health counseling services.

United Way Alliance of The Mid-Ohio Valley –

- financial assistance to local service providers
- Operates WV 211 line for the Mid-Ohio Valley region (WV counties)

Discussion

The West Virginia Coalition to End Homeless is comprised of individuals, government agencies, faith-based organizations, nonprofit and community-based organizations that share a common concern for the needs of the homeless in the eight regions of the Balance of State Continuum of Care. Locally the Mid-Ohio Valley CoC, which is located in Region 5 of the Balance of State COC, evaluates the needs of those who are homeless in the City of Parkersburg and the Region 5, advocates for resources, and coordinates services to meet those needs.

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

Introduction

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

- Lack of a supply of decent, safe, sanitary, affordable, and accessible housing
- Cost of land acquisition and assemblage of property for new housing development
- High cost of construction of new housing
- Economic factors that limit a low- or moderate-income person's or family's opportunity to improve their income and wealth status (for example job opportunities, transportation accessibility, etc.)
- Limited access via public transportation to community social services and facilities (for example health care facilities, day care, etc.)

A priority for the City and Consortium is eliminate barriers to affordable housing. One activity will include financial assistance to low- and moderate- income homebuyers through the CDBG and HOME Programs. Another activity will be repairing existing homes through minor home repair and/or emergency home repairs which will attempt to stabilize home values and provide access to affordable housing.

The Consortium will provide funding to Habitat for Humanity, allowing the organization to continue its mission of providing housing for low- and moderate- families which is affordable. Additionally, the Consortium is seeking a developer to assist in the development of additional affordable housing through new construction or rehabilitation.

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 completed an update of its Analysis of Impediments to Fair Housing Choice for the FY 2020-2024 Consolidated Plan. Public policies have a role in that negative effect related to affordable housing and residential investment in a community. The following have been identified as needing attention and further consideration to remove barriers.

- Revise the City Zoning Ordinance to include additional definitions, statements, and revisions to bring it into compliance with the Fair Housing Act, Americans with Disabilities Act, and Section 504 of the

Rehabilitation Act.

- Adopt a written Reasonable Accommodation Policy for housing developers and the Municipal Planning Commission to follow when reasonable accommodation requests are made concerning zoning and land use as it applies to protected classes under the Fair Housing Act.
- Develop financial incentives to encourage developers and housing providers to offer more affordable housing options in the City.
- Encourage LMI, minority, and protected class resident participation in the various City Boards and Commissions.

Discussion

Specific to the FY 2021 Annual Action Plan, the City of Parkersburg will use the following activities to assist in removing barriers to affordable housing as well as implement the updates of the Analysis of impediments to Fair Housing Choice as outlined above:

- **HS-1 Housing** – Increase the supply of decent, safe and sanitary accessible housing that is affordable to owners and renters in the City by assisting with acquisition, development fees, and construction.

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

Introduction

The City of Parkersburg has developed actions which address obstacles to meeting underserved needs, foster affordable housing, reduce the number of households living in poverty, develop institutional structure, and enhances coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

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

- Lack of decent, safe, sound, accessible and affordable homeowner and rental housing
- High cost of rehabilitation work
- Aging in place population who need accessibility improvements
- Low wages in the service and retail sector job market

The City works to provide funding for agencies that provide services and has established partnerships with many providers. These organizations provide input on needs in the community. This allows the City to make funding decision related to immediate need and which needs can be deferred when additional resources may come available.

Actions planned to foster and maintain affordable housing

To foster and maintain affordable housing, the City of Parkersburg proposes the following Five-Year Goals and Strategies:

- **HS-1 Housing Construction** – Increase the supply of decent, safe and sanitary accessible housing that is affordable to owners and renters in the City by assisting with acquisition, development fees, and construction.
- **HS-2 Housing Rehabilitation** – Conserve and rehabilitate existing affordable housing units occupied by owners and renters in the community by addressing code violations, emergency repairs, energy efficiency improvements, and accessibility for persons with disabilities.
- **HS-3 Homeownership** – Continue to assist low- and moderate-income homebuyers to purchase homes through down payment / closing cost assistance, and associated housing counseling.
- **HS-4 Emergency Rental Assistance** – Continue to provide short term rental assistance or security deposit assistance for low- and moderate-income renters.

- **HS-5 Tenant Based Rental Assistance** – Provide tenant based rental assistance for income eligible persons or families identified as unmet housing need.
- **HS-6 Fair Housing** – Promote fair housing choice through education, training and outreach to affirmatively furthering fair housing.

A priority for the City and Consortium is to eliminate barriers to affordable housing. One activity will include financial assistance to low- and moderate- income homebuyers through the CDBG and HOME Programs. Another activity will be repairing existing homes through minor home repair and/or emergency home repairs which will attempt to stabilize home values and provide access to affordable housing.

The Consortium will provide funding to Habitat for Humanity, allowing the organization to continue its mission of providing housing for low- and moderate- families which is affordable. Additionally, the Consortium is seeking a developer to assist in the development of additional affordable housing through new construction or rehabilitation.

Actions planned to reduce lead-based paint hazards

The Federal lead-based paint regulations have recently been updated and continue to have an impact on activities funded through CDBG and HOME such as: rehabilitation; tenant based rental assistance; and property acquisition. The City and the Consortium administers a minor home repair program, an emergency housing repair program and a down payment assistance program, all of which comply with the Lead-Based Paint Poisoning Prevention requirements.

Repair Programs

The City and Consortium will continue to ensure that:

- Applicants for rehabilitation funding receive the required lead-based paint information and understand their responsibilities.
- Staff properly determines whether proposed projects are exempt from some or all lead-based paint requirements.
- The level of federal rehabilitation assistance is properly calculated and the applicable lead-based paint requirements determined.
- Properly qualified personnel perform risk management, paint testing, lead hazard reduction, and clearance services when required.
- Required lead hazard reduction work and protective measures are incorporated into project rehabilitation specifications.
- Risk assessment, paint testing, lead hazard reduction, and clearance work are performed in accordance with the applicable standards established in 24 CFR Part 35.
- Required notices regarding lead-based paint evaluation, presumption, and hazard reduction are

provided to occupants and documented.

- Program documents establish the rental property owner’s responsibility to perform and document ongoing lead-based paint maintenance activities, when applicable.
- Program staff monitors owner compliance with ongoing lead-based paint maintenance activities, when applicable.

Homeownership Programs

The City and Consortium will continue to ensure that:

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

The City and Consortium will continue work toward reducing the lead-based paint hazards. All housing projects are subject to federal lead-based paint regulations. The City uses lead certified contractors to complete projects. To maintain a pool of certified the City encourages local contractors to lead paint training.

Actions planned to reduce the number of poverty-level families

The City of Parkersburg will continue to address the needs of its citizens who live at or below the poverty level. During the from 2020-2024, the City, working with other public agencies and private non-profit organizations, will continue to pursue resources and innovative partnerships to support the development of affordable housing, rental assistance, homelessness prevention, emergency food and shelter, health care, family services, job training, and transportation.

The West Virginia Department of Health and Human Resources has educational and training programs to assist welfare recipients in acquiring skills necessary to obtain employment. Community Action, whose original mission move people out of poverty, along with the Housing Authority and the Board of Education operate Head Start Programs, adult education GED Programs and other programs structured to assist low-income persons move out of generational poverty. Anti-poverty efforts are also addressed by housing programs which provide opportunities to move into affordable housing allowing for families

to improve their lives.

Actions planned to develop institutional structure

The City's Development Department, as the lead for the CDBG and HOME Programs works with public and private agencies, and other organizations in the City to coordinate activities. This ensures the goals and objectives of the Five-Year Consolidated Plan are addressed by more than one agency. The Development Department will facilitate and coordinate the linkages between these public-private partnerships and develop new partnership opportunities.

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

The Development Department staff is responsible for compliance with all program requirements and works to see all projects are completed in a timely manner and serve the needs the intended low- and moderated-income residents.

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

The primary responsibility for the administration of the Annual Action Plan is assigned to the City of Parkersburg's Development Department. The Department coordinates activities among the public and private organizations, in their efforts to implement different elements and to realize the prioritized goals of the Annual Action Plan. The City is committed to continuing its participation and coordination with public, housing, and social service organizations. Generally, the City solicits funding requests for CDBG and HOME in order to make decision on projects to fund which meet the goals of the Consolidated Plan.

The Development Department works with the Mid-Ohio Valley Continuum of Care (CoC). The members of the CoC provide a wide range of services for to LMI household as well as homeless individuals and families. The CoC's emphasis is homelessness in the region, however, many of the members have other programs that benefit those in need ranging from housing to healthcare to employment to food to education services. The Wood County Family Resource Network compiles a Service Directory community resources annually. The directory provides up to date information of services available in the region.

Discussion

The City will continue to fund home repair programs for primary residential owner-occupied single-family homes in need of rehabilitation to correct code violations, health or safety items. The Consortium will continue to provide down payment assistance for first-time homebuyers. The City and Consortium will continue to work with Habitat for Humanity to provide first-time homebuyers. Additionally, the City and Consortium are seeking a developer to assist in developing affordable housing units in the County through new construction or rehabilitation.

The City of Parkersburg's Development Department has the responsibility of monitoring the Consolidated Plan and Annual Action Plan and maintain records on the progress toward meeting the goals and the statutory and regulatory compliance of each activity. Timeliness of expenditures is achieved through scheduling activities, drawdown of funds, and budgets which track of expenditures. Program modifications are considered if project activities are not able to be completed within the allowable time limits of the grant. The Development Department is also responsible for the on-going monitoring of any sub-recipients for similar compliance.

Program Specific Requirements

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

Introduction

The City of SParkersburg receives an annual allocation of CDBG and HOME funds. Since the City receives this federal allocation the questions below have been completed, as they are applicable.

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

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed
 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
 3. The amount of surplus funds from urban renewal settlements
 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.
 5. The amount of income from float-funded activities
- Total Program Income

Other CDBG Requirements

1. The amount of urgent need activities

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:
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:
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:

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: