

Community Development Block Grant 2011 Annual Action Plan

Community Development Office
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Source of Funds

The City of Morgantown CDBG Entitlement is \$544,658 to fund projects, based upon the 2010 Entitlement, less the seven and a half percent cut proposed by the U. S. Department of Housing and Urban Development (HUD). HUD regulations require the City of Morgantown to verify that all funds are utilized within the corporate limits of the City of Morgantown or with support agencies that provide at least 51% of their services to City of Morgantown residents. The Morgantown Housing Authority also anticipates \$20,112 in program income, of which \$3,016 will be utilized by Morgantown Housing for administration. An additional \$12,796 from the rollover of 2008 and 2009 funds is available, as it was not expended under those years' projects. Total available funding for 2011 is **\$557,454**.

Annual Objectives

The City will support agencies in the acquisition of vacant or poor quality properties to rehabilitate for affordable housing, recreation or economic development. In partnership with existing service providers, the City will provide support services to special needs populations with the most urgent needs (identified through the citizen participation process).

Description of Projects

Administration & Planning - \$103,000

CDBG Administration – \$103,000

Activity: Administration

Source: CDBG Entitlement

National Objective: N/A

Regulation Citation: 570.206 (a)

Project # 2011-1

CDBG Administrative costs are necessary for project management, implementation, and inspection of the non-housing community development projects. Administrative costs include, but are not limited to, staff salaries and fringe benefits for one full-time staff member and a part-time or intern position, general operating supplies, environmental inspections, postage, mileage expenses, printing, miscellaneous services and charges, legal expenses, fees, travel and training, and dues and subscriptions.

Public Service- \$83,617

Night Shelter Case Management Program - \$46,717

Activity: CDBG Public Services Sub-recipient

Source: CDBG Entitlement

National Objective: L/M Income Limited Clientele

Eligible Activity: Public Services
Regulation Citation: 570.201 (e)
Consolidated Plan Objective: Homeless 1, 3
Project # 2011-2

The Bartlett House, Inc. operates an emergency shelter/public inebriation service at the University Avenue location seven days a week. The Bartlett House Emergency Shelter clients receive comprehensive case management and a service plan designed to break the cycle of homelessness.

The Day Labor Employment Drop-in Center is a structured program advertised to businesses looking for day laborers, with a formal process of job opportunities to be posted with a job posting board. The Bartlett House also uses an assessment tool to evaluate the client's career interests and guide them into local employment that they could maintain.

The Cold Weather Shelter will provide shelter when the temperature is at or below 40 degrees or when other supportive agencies are not open.

Morgantown Area Youth Services Project – \$8,450

Activity: CDBG Public Services Sub-recipient
Source: CDBG Entitlement
National Objective: L/M Income
Eligible Activity: Public Services
Regulation Citation: 570.201 (e)
Consolidated Plan Objective: Anti-poverty 3
Project # 2011-3

The Morgantown Area Youth Services Project (MAYSP) operates under the fiscal administration of the Monongalia County Commission. MAYSP provides intervention services to youth and families primarily from low-income households who are experiencing delinquency and substance abuse problems. The proposed CDBG funded program would expand services to reach low-income youth and families living in the City of Morgantown experiencing substance abuse and underage drinking problems.

CASA (Court Appointed Special Advocates) – \$8,450

Activity: CDBG Public Services Sub-recipient
Source: CDBG Entitlement
National Objective: L/M Income
Eligible Activity: Public Services
Regulation Citation: 570.201 (e)
Consolidated Plan Objective: Anti-poverty 1
Project # 2011-4

The mission of the CASA (Court Appointed Special Advocates) For Kids program is to assure that children who have been abused and/or neglected are placed in safe, permanent homes as quickly as possible.

CASA for Kids aims to ensure that every child who is the victim of abuse and neglect in Monongalia County has a CASA volunteer advocating for his/her best interests. CASA for Kids serves child abuse victims from birth to age 18. CASA For Kids will provide quality volunteer advocates who speak-up for the child and provide to the Court additional information on the case, as well as better monitoring of each child's needs. CDBG funds will provide and support the training of a new group of CASA volunteers to advocate for abused children.

Mountaineer Boys & Girls Club - \$10,000

Activity: CDBG Public Services Sub-recipient

Source: CDBG Entitlement

National Objective: L/M Income Limited Clientele

Eligible Activity: Public Services

Regulation Citation: 570.201 (e)

Consolidated Plan Objective: Anti-poverty 3

Project # 2011-5

The Project Learn initiative provides after-school and summer educational enhancement and tutoring activities to at-risk students ages 6-16. The program includes homework help, tutoring services, high yield learning activities, collaboration with schools, character education, and parental involvement. Prevention Programs are offered every day, including the Smart Moves Prevention Program and character education. The Boys and Girls Club is available to the students during non-school days and through the summer. Project Learn with the Mountaineer Boys and Girls Club serves low and very-low income children in the City of Morgantown.

The Smart Moves and Fan Club help develop skills essential for transition between youth and adulthood. Family activities and meetings play a critical role in the program. Additionally, the program will include conflict resolution and anger management education.

The Connecting Link, Inc. - \$5,000

Activity: CDBG Public Services Sub-recipient

Source: CDBG Entitlement

National Objective: L/M Income Limited Clientele

Eligible Activity: Public Services

Regulation Citation: 570.201 (e)

Consolidated Plan Objective: Anti-poverty 1

Project # 2011- 6

The mission of The Connecting Link, Inc. is to meet an individual's immediate emergency need and provide resources to promote self-sufficiency. They provide

coordination of emergency assistance services to individuals and families in crisis along with an Information and Referral program that connects citizens to the different services available in the area. The CDBG grant will provide new desktop computers to The Connecting Link, Inc. to improve their capacity to better serve the low-income clientele of Morgantown. New computers will allow for development of a database for clients to ensure faster and more accurate service provision.

Main Street Morgantown - \$5,000

Activity: CDBG Public Services Sub-recipient

Source: CDBG Entitlement

National Objective: L/M Income

Eligible Activity: Public Services

Regulation Citation: 570.201 (e)

Consolidated Plan Objective: Anti-poverty 1

Project # 2011-7

Main Street Morgantown, a nonprofit organization dedicated to improving Morgantown's Downtown, is developing a new program for low-income families. Fit for Fifty...Plus! will encourage low-income families to spend time at the local Farmer's Market. CDBG funds will be used to purchase an EBT system to be installed at the Farmer's Market location and to train individuals in its operation.

Housing Programs - \$149,575

The Housing Program is for low- and moderate-income families within the corporate limits of the City of Morgantown, and the program will receive \$149,575 from the 2011 Entitlement. The Morgantown Housing Authority expects to receive \$20,112 in program income and will use 15%, or \$3,016, for administration, adding all housing rehabilitation project funding to a total of \$169,687.

Housing Program administration costs are necessary for project management and implementation of the Housing Programs by the Fairmont / Morgantown Housing Authority, staff salaries and supplies for the utilization of ICC (International Code Council) and HQS (Housing Quality Standards) Certified housing inspectors and licensed mortgage/loan brokers for loan origination and servicing. Under the Housing Rehabilitation Program, Morgantown Housing Authority will provide a series of grants and low interest loans in these specific areas of need.

Home Rehabilitation Program

Activity: Housing

Source: CDBG Entitlement

National Objective: L/M Income Housing

Regulation Citation: 570.202 (b) (9) (10)

Consolidated Plan Objective: Housing 1, 2, 3, 4, 5, 8

Project # 2011- 8

- **General Home Improvements**

- Activity: Housing
Source: CDBG Entitlement
National Objective: L/M Income Housing
Regulation Citation: 570.202 (b) (9) (10)
- **Rental Rehabilitation Program (Single and Multi-Unit)**
Activity: Housing
Source: CDBG Entitlement
National Objective: L/M Income Housing
Regulation Citation: 570.202 (a) (3)
570.202 (b) (2)
- **Emergency Repair**
Activity: Housing
Source: CDBG Entitlement
National Objective: L/M Income Housing
Regulation Citation: 570.202 (b) (2)
- **Barrier Free Program**
Activity: Housing
Source: CDBG Entitlement
National Objective: L/M Income Housing
Regulation Citation: 570.202 (b) (11)
- **Lead Based Paint Assessment/Testing and Clearance**
Activity: Housing
Source: CDBG Entitlement
National Objective: L/M Income Housing
Regulation Citation: 570.202 (f)
Consolidated Plan Objective: Lead Based Paint 1
- **Down Payment Assistance Program**
Activity: Housing
Source: CDBG Entitlement
National Objective: L/M Income Housing
Regulation Citation: 570.201 (n)

General Home Improvements

This program assists low-income homeowners with modest repairs to their homes. Qualified residents could apply for up to \$20,000 at 2% interest for up to 15 years. For elderly and people with disabilities, this can be a forgivable loan with 20% forgiveness rate over 5 years. These improvements could include roof replacement, heating and cooling units, electrical or plumbing upgrades, windows, flooring, sidewalks, porches, siding, etc.

Rental Rehabilitation Program

Designed to increase the quality of non-student rental units in the City of Morgantown, landlords will be able to apply for \$10,000 at 1% interest for 10 years to make modest renovations to their rental units. As an incentive to improve the appearance of the structure, participating landlords may be eligible for a \$2,500 grant for approved exterior improvements. Landlords must agree to rent to

families with households income at or below 80% for the life of the loan. Dependent college students are not eligible residents.

Emergency Repair Program

This program assists low-income homeowners with the cost of repairs that are an emergency in nature and could threaten one's health and safety. Such conditions could include a leaking roof, busted pipes, faulty electric systems, broken furnace, etc. The Emergency Repair Program would provide a one-time grant of up to \$2,500 to make the home safe again.

Barrier Free Program

This program assists families with the necessary modifications or adaptations that will make their home livable as needs change. Many elderly or people with disabilities run the risk of having to move to assisted living facilities due to failing health or physical limitations. Adaptations may include installing grab bars, handicapped showers, modifying home entryways.

Lead Based Paint Assessment/Testing and Clearance

Federal law requires lead based paint intervention on federally funded housing programs over \$5,000. Morgantown Housing Authority will do lead based paint assessments, testing and clearance for projects as needed.

Down Payment Assistance Program

The Down Payment Assistance Program will assist low-income first time homebuyers with a \$2,500 grant for down payment when purchasing property in the City of Morgantown. Homebuyers will need a 3-5 % down payment from savings, which could average \$2,778 for low-income household. By removing the down payment barrier, this grant could make the difference in a family's quest for homeownership.

The Down Payment Assistance Program meets the need for Barriers to Affordable Housing, Section E of the Consolidated Plan.

[There are several barriers to affordable housing in Morgantown. Housing costs usually exceed 30% of the gross income of low- and very low-income households, making homeownership or rental units unaffordable for this segment of the population. A down payment even at 15-16% of the annual gross income is hard for lower income families to make. This is primarily due to the demand for affordable housing exceeding supply in the City. There is little developable, vacant land in the City, which increases the price for the land and subsequently the house.]

Infrastructure -- \$189,262

Public Works - \$16,385

Activity: Public Facility Improvements

Source: CDBG Entitlement
National Objective: L/M Income Limited Clientele
Eligible Activity: Public Facilities
Regulation Citation: 570.201 (c)
Consolidated Plan Objective: Infrastructure 1
Project # 2011-9

The City of Morgantown intends to build the Morgantown Marketplace on Spruce Street; as part of this venture, the City needs to reconstruct the sidewalk along the intended site to make it ADA accessible. This includes adding ramps and new curbs to a section of sidewalk that is 9 feet wide by 80 feet long.

Habitat for Humanity -- \$40,000

Activity: Housing
Source: CDBG Entitlement
National Objective: L/M Income Housing
Regulation Citation: 570.202 (b) (9) (10)
Consolidated Plan Objective: Housing 6
Project # 2011-10

Monongalia County Habitat for Humanity strives to build decent, affordable housing for low-income families. With CDBG Entitlement funds, the organization will begin infrastructure work for the development of five single family homes on Jersey Avenue in Jerome Park.

BOPARC Marilla Park ADA Accessibility - \$40,000

Activity: Marilla Park ADA Compliance
Source: CDBG Entitlement
National Objective: L/M Income Limited Clientele
Eligible Activity: Public Facilities
Regulation Citation: 570.202 (b)
Consolidated Plan Objective: Infrastructure 2
Project # 2011-11

BOPARC will use CDBG funds to address ADA compliance issues in the Marilla Park picnic areas. Ramps will be constructed along with sidewalks throughout the picnic sites, including the upper Marilla baseball field and the Marilla pavilion.

City of Morgantown - \$92,877

Activity: Public Facility Improvements
Source: CDBG Entitlement
National Objective: L/M Income Limited Clientele
Eligible Activity: Public Facilities
Regulation Citation: 570.201 (c)
Consolidated Plan Objective: Infrastructure 1
Project # 2011-12

The CDBG will provide \$92,877 for ADA infrastructure work for a pedestrian sidewalk project. These improvements will reduce the number of pedestrian incidents and improve visibility and movement. CDBG funds will be leveraging Department of Transportation and local funding.

Rehabilitation – \$32,000

United Way Agency Rehab -- \$20,000

Activity: Non-profit Rehabilitation
Source: CDBG Entitlement
National Objective: L/M Income Limited Clientele
Eligible Activity: Rehabilitation
Regulation Citation: 570.202
Consolidated Plan Objective: Anti-poverty 1
Project # 2011-13

This project will use CDBG funding to rehabilitate and sustain 20 non-profit service delivery organizations. The projects may include safety needs such as code upgrades, entrance and exit improvements for access and fire safety. Green initiative training for sustainability will also be offered.

Service League of Morgantown Old Stone House Rehab -- \$12,000

Activity: Non-profit Rehabilitation
Source: CDBG Entitlement
National Objective: L/M Income Limited Clientele
Eligible Activity: Rehabilitation
Regulation Citation: 570.202
Project # 2011-14

The Old Stone House is one of the oldest historical buildings in the city. Currently owned by the Service League, a nonprofit group of volunteers, the House needs new repointing and new stone for the interior basement walls. This will strengthen the building's integrity and continue its existence as both a historical site and a thrift/gift shop to raise money for service agencies in Morgantown.

Geographical Distribution

Night Shelter Case Management Program, Project # 2011-2, is located in Census Tract 101.00 in the downtown Morgantown area. Census Tract 101.00 is a low-income Census Tract.

Morgantown Area Youth Services Project, Project # 2011-3, is a citywide program targeting low-income children and families.

CASA (Court Appointed Special Advocates), Project # 2011-4, operates citywide, advocating for low- and moderate-income children.

Mountaineer Boys & Girls Club, Project # 2011-5, has a facility located in downtown Morgantown on Spruce Street in Census Tract 101.00.

The Connecting Link, Inc., Project # 2011-6, is located in Census Tract 101.00, downtown Morgantown.

Main Street Morgantown, Project# 2011-7, is located in Census Tract 101.00, downtown Morgantown.

Home Rehabilitation Program, Project # 2011-8, is citywide by application, as it targets low- and moderate-income individuals and families.

Public Works Sidewalk ADA Compliance, Project # 2011-9, is located in Census Tract 101.00, downtown Morgantown.

Monongalia County Habitat for Humanity, Inc., Project # 2011-10, is located in Jerome Park Census Tract 107.00.

BOPARC ADA Parks, Project # 2011-11, is located in Census Tract 109.01.

City of Morgantown, Project # 2011-12, is located in Census Tract 101.00.

United Way of Monongalia and Preston Counties, Project # 2011-13, operates citywide.

Service League Old Stone House, Project # 2011-14, is located in Census Tract 101.00.

Homeless

The Bartlett House, Inc. operates an emergency shelter/public inebriation service at the University Avenue location that currently opens at 5:00 p.m. and closes at 8:00 a.m. seven days a week. The Bartlett House Emergency Shelter clients receive comprehensive case management and a service plan designed to break the cycle of homelessness. This program follows-up on the individual or family for a minimum of one year to ensure that an independent living status is maintained. Life Skills Training Classes and Substance Abuse Support Groups are offered on-site.

The Day Labor Employment Drop-in Center is a structured program advertised to businesses looking for day laborers, with a formal process of job opportunities to be posted with a job posting board. The Bartlett House also creates an assessment tool to evaluate the client's career interests and guide them into local employment that they could maintain.

Anti-Poverty Strategy

The City continues to assist social service agencies with education, job skills training, and after school programs for working parents. Programs with a direct impact to their clients receive special attention as well as programs meeting the goals in the Consolidated Plan. Due to an increase in young adults becoming homeless, emphasis was given to programs assisting youth and teenagers (CASA, MAYSP, Mountaineer Boys and Girls Club) in this program year.

The Connecting Link, Inc. will work with low-income clients to offer information and referrals to programs and agencies available in Morgantown that can provide assistance. The Emergency Assistance Program provides financial aid to those in immediate need to prevent eviction or termination of utilities, to pay for essential medication, and to provide transport to vital medical or employment appointments.

The Morgantown Housing Authority will assist families with the necessary modifications or adaptations that will make their home livable as needs change. Many elderly or people with disabilities run the risk of having to move to assisted living facilities due to failing health or physical limitations. Adaptations may include installing grab bars, handicapped showers, modifying home entryways.

Lead-Based Paint

Federal law requires lead based paint intervention on federally funded housing programs over \$5,000. Morgantown Housing Authority will do lead based paint assessments, testing and clearance for projects as needed.

Other Actions

The Down Payment Assistance Program will assist low-income first time homebuyers with \$2,500 grant for down payment when purchasing property in the City of Morgantown.

Main Street Morgantown will provide opportunities for low-income shoppers to use EBT funds at the local Farmer's Market. This will encourage both support of local businesses and a healthier lifestyle.

The rehabilitation of the Old Stone House will continue to preserve the historic building by replacing and repointing certain areas of disrepair in the basement walls.

Compliance with the Americans with Disabilities Act (ADA) in regards to accessibility to public places will be addressed by the City of Morgantown's Public Works department as well as the BOPARC project. Sidewalks in downtown Morgantown along with pathways and picnic areas in Marilla Park will be made accessible to people with disabilities.

Monitoring

To ensure appropriate use of public dollars while maintaining a consistency with Federal program requirements and regulations, the City of Morgantown Community Development staff will plan, implement, and enforce a monitoring plan for each project. In addition, this monitoring plan will ensure satisfactory progress toward the Consolidated Plan goals, promote program accountability, and further demonstrate compliance with Federal requirements.

The Community Development staff will periodically conduct on-site monitoring of sub-recipient agencies. As stated in each contract, payment is made by reimbursement only. Quarterly reports and an end-of-year performance report are also required for each project. Staff will also work with the sub-recipients on a regular basis as a resource for technical assistance in planning, implementation, project evaluation, and capacity building.

Program Income

The Morgantown Housing Authority anticipates \$20,112 in program income, of which \$3,016 will be utilized by Morgantown Housing for administration and \$17,096 will be spent on the Housing Rehabilitation Program.

Citizen Participation

Summary of Public Hearing/Input and Approval Process

The Community Development Administrator opens each meeting by providing information about the Community Development Block Grant Program and the expected funding levels. The discussion then turned to the status of the program year soliciting comments.

All meetings are published in local newspapers, Channel 15, and the City Web Site. Flyers were posted at sites around Morgantown to encourage low- and moderate-income individual participation. The City Administration for compliance with Federal regulations reviews the proposed projects.

Council Presentation

At the March 29, 2011 City of Morgantown City Council Committee of the Whole meeting, the CDBG proposed FY 2011 Action Plan was presented to the City Council. Council Meetings are public and televised.

30 Public Comment Period

The March 29, 2011 Draft FY 2011 Action Plan for all agencies or groups receiving funding from the 2011 CDBG Entitlement begins a 30-day public comment period April 1, 2011 through April 30, 2011. During the public comment period, copies of the Action Plan are available at City Hall, the Morgantown Library, and on the City's Web Site.

CDBG Application Workshop

The November 18, 2010 CDBG Application Workshop presented prior to the proposal application period gives prospective agencies an opportunity to explore their desire to pursue funding. CDBG National Objectives and the City's Consolidated Plan, Goals and Strategies are gone over with explanation of eligible and non-eligible activities.

Fair Housing

The Community Development Office continues to work with community agencies to address and support Fair Housing actions.

The Barrier Free Housing Program works to eliminate issues of accessibility with single family owned homes and rental units. Assisting families with the necessary modifications or adaptations that will make their home livable as needs change. Many elderly or people with disabilities are unable to stay in their current housing situation due to failing health or physical limitations. Adaptations may include installing grab bars, handicapped showers, modifying home entryways.

The Morgantown Housing Authority is currently conducting a housing study of the City of Morgantown. The purpose of the study is to provide the community, housing agencies, city and county governments, developers, and planners with current and relative information on all aspects of the greater Morgantown housing market to understand, guide, and meet the housing needs of the area residents. The Housing study is being conducted by Vogt Santer Insights and is estimated to be completed by June 2011.

The City of Morgantown is working with an independent consulting agency to conduct an Analysis of Impediments to Fair Housing Choice (AI) as required by HUD. This analysis is the first step to addressing the needs of the Morgantown housing market. Council will review and approve the study results on June 7th, 2011, and the City will address its findings beginning in the 2011 Fiscal Year. Actions taken will be according to the Action Plan established in the AI.