

**Community Development Block Grant
2012 Annual Action Plan**

Development Services Department
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Source of Funds

The City of Morgantown 2012 C.D.B.G. Entitlement is \$350,530 to fund projects. The U. S. Department of Housing and Urban Development regulations require the City of Morgantown to verify that all funds are utilized within the corporate limits of the City of Morgantown, or with agencies that provide 51% of their services to City of Morgantown residents. An additional \$13,598.48 from the rollover of 2010 funds not expended under that year's projects and \$8,032.07 in program income from a State C.D.B.G. funded rehabilitation loan program. Total available funding for 2012 programing is \$372,160.55.

The Morgantown Housing Authority anticipates \$20,136 in program income. Under a Memorandum of Understanding, all program income generated by the Housing Rehabilitation Program is maintained with the Housing Authority and spent on housing rehabilitation projects.

Annual Objectives

Provide facilities and support services for homeless and special needs populations as those with the most urgent needs.

Description of Projects

Administration & Planning - \$74,432.55

C.D.B.G. Administration \$74,432.55

Activity: Administration
Source: C.D.B.G. Entitlement
National Objective: N/A
Regulation Citation: 570.206 (a)
Project # 2012 - 10

C.D.B.G. administrative costs are necessary for program management, implementation, monitoring 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, printing, miscellaneous services and charges, legal expenses, fees, travel and training, and dues and subscriptions.

Public Service- \$44,659

Night Shelter Case Management Program - \$24,259

Activity: C.D.B.G. Public Services Sub-recipient
Source: C.D.B.G. Entitlement
National Objective: L/M Income Limited Clientele
Eligible Activity: Public Services

Regulation Citation: 570.201 (e)
Consolidated Plan Objective: Homeless 1, 3
Project # 2012-1

The Bartlett House, Inc. operates an emergency shelter/public inebriation service at the University Avenue location seven days week. The Bartlett House Emergency Shelter clients receive comprehensive case management and a service plan design to break the cycle of homelessness. C.D.B.G. funding is provided to administer the Case Management Program.

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

Morgantown Area Youth Services Project – \$10,000

Activity: C.D.B.G. Public Services Sub-recipient
Source: C.D.B.G. Entitlement
National Objective: L/M Income
Eligible Activity: Public Services
Regulation Citation: 570.201 (e)
Consolidated Plan Objective: Anti-poverty 3
Project # 2012-2

The Morgantown Area Youth Services Project operates under the fiscal administration of the Monongalia County Commission. MAYSP provides intervention services to youth and families primarily from low-income households that are experiencing delinquency and substance abuse problems. The proposed C.D.B.G. 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.

Mountaineer Boys & Girls Club - \$9,000

Activity: C.D.B.G. Public Services Sub-recipient
Source: C.D.B.G. Entitlement
National Objective: L/M Income Limited Clientele
Eligible Activity: Public Services
Regulation Citation: 570.201 (e)
Consolidated Plan Objective: Anti-poverty 3
Project # 2012-3

C.D.B.G. will fund the Project Learn initiative that 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. 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 Connecting Link - \$1,400

Activity: C.D.B.G. Public Services Sub-recipient
Source: C.D.B.G. Entitlement
National Objective: L/M Income Limited Clientele
Eligible Activity: Public Services
Regulation Citation: 570.201 (e)
Consolidated Plan Objective: Anti-poverty 1
Project # 2012-4

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. The C.D.B.G. grant will provide funding to train and certify the Connecting Link staff in financial counseling for clients needing emergency assistance.

Housing Programs - \$107,930

The Housing Program is for the low and moderate income families within the corporate limits of the City of Morgantown will receive \$90,000 from the 2012 entitlement. The Morgantown Housing Authority expects to receive \$20,136 in program income adding all rehabilitation project funding gives a total of \$110,136.

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 and HQS 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.

Forgivable Home Improvement Loan -- \$90,000

Activity: Housing
Source: C.D.B.G. Entitlement
National Objective: L/M Income Housing
Regulation Citation: 570.202 (b) (9) (10)
Project # 2012-5

Many elderly and disabled homeowners have limited fixed household incomes. With the forgivable home improvement loan, elderly and disabled persons may receive up to a \$20,000 loan with 20% annual forgiveness over 5 years. At the end of 5 years the loan is forgiven. The homeowner must remain the primary owner and resident. Repairs may include flooring replacement, windows,

painting, roof repair/replacement, insulation, plumbing, exterior improvements, etc.

Habitat for Humanity of Monongalia County -- \$17,930

Activity: Housing
Source: C.D.B.G. Entitlement
National Objective: L/M Income Housing
Regulation Citation: 570.202 (b) (9) (10)
Consolidated Plan Objective: Housing 6
Project # 2012-6

Rehabilitate and upgrade space in the South University Plaza to relocate Habitat's Restore. The Restore is an effective source of income for Habitat for Humanity and a good way to recycle building materials. The new location will resolve accessibility problems providing one level of display.

Non-Housing Community Development -- \$145,139

Public Works - \$14,000

Activity: Public Facility Improvements
Source: C.D.B.G. Entitlement
National Objective: L/M Income Limited Clientele
Eligible Activity: Public Facilities
Regulation Citation: 570.201 (c)
Consolidated Plan Objective: Infrastructure 1
Project # 2012-7

Public works will repair several sidewalk curb cuts in Woodburn and Jerome Park improving accessibility. The City works to improve accessibility for all residents.

City of Morgantown - \$114,139

Activity: Public Facility Improvements
Source: C.D.B.G. Entitlement
National Objective: L/M Income Limited Clientele
Eligible Activity: Public Facilities
Regulation Citation: 570.201 (c)
Consolidated Plan Objective: Infrastructure 1
Project # 2012-8

The C.D.B.G. will provide \$114,139 for ADA infrastructure work for pedestrian sidewalk project on High Street. C.D.B.G. funds will be leveraging Department of Transportation and local funding.

City of Morgantown Code Enforcement, Application of Federal Programs – \$17,000

Source: C.D.B.G. Entitlement
Regulation Citation: 570.202(c); 570.205; 570.206

Consolidated Plan Objective: B1,
Project # 2012-9

Overhead cost directly related to the enforcement of codes by providing training and continued education units. Funds will be used for capacity building and functional planning as well as the preparation of other federal program funding to expand the capacity of the Development Services Department to meet the housing needs of the community.

Geographical Distribution

Night Shelter Case Management Program, Project # 2012-1, is located in Census Tract 101.00 in the downtown Morgantown area.

Morgantown Area Youth Services Project, Project # 2012-2, this is a citywide program targeting low-income children and families.

Mountaineer Boys & Girls Club, Project # 2012-3, The Boys and Girls Club facility is located in downtown Morgantown on Spruce Street in Census Tract # 101.00.

The Connecting Link, Project # 2012-4, is located in Census Tract 101.00, downtown Morgantown

Home Forgivable Loan Program, Project # 2012-5, The Housing Forgivable Loan Program are citywide by application targeting low and moderate-income individuals and families. Citywide

Monongalia County Habitat for Humanity, Inc., Project #2012-6, Census Tract #101.00

Public Works ADA Compliance Sidewalk Project # 2012-7 Census Tract 107.00

ADA improvement to High Street Sidewalks # 2012 – 8 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 pm and closes at 8:00 am seven days week. The Bartlett House Emergency Shelter clients receive case management with a service plan for each individual design to end the cycle of homelessness. Case managers of the program follow-up on the individual or family for a minimum of one year to ensure that the family or individual maintains an independent living status, Life Skills Training Classes and Substance Abuse Support Groups are offered on-site.

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 client receive special attention as well as programs meeting the goals in the Consolidated Plan.

The Morgantown Area Youth Services Project, MAYSP, provides intervention services to youth and families primarily from low-income households that are experiencing delinquency and substance abuse problems. Recent reports indicate there is an increase in the number of youth related issues around the City, graffiti, vandalism, breaking and entering and reports of weapons.

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. Youth involvement in the Boys and Girls Club has shown to be an effective method of curtailing delinquent behavior and the gang culture.

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.

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 also anticipates \$20,136 in program income will be spent on the Forgivable Loan Program. An additional program income from the repayment of loans made in 1988 under a State Community Development Block Grant housing rehab loan program of \$8,032.07 will be programmed in the 2012 Action Plan.

Citizen Participation

Summary of Public Hearing/Input and Approval Process

Community Development Director 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, 2012 City of Morgantown City Council Committee of the Whole meeting, the C.D.B.G. proposed FY 2012 Action Plan was presented to the City Council. Council Meetings are public and televised.

30 Public Comment Period

The March 29, 2012, Draft FY 2012 Action Plan for all agencies or groups receiving funding from the 2012 C.D.B.G. entitlement, begins a 30-day public comment period April 1, 2012 through April 30, 2012. During the public comment period, copies of the Action Plan were available at City Hall, the Morgantown Library, and on the City's Web Site.

C.D.B.G. Technical Meeting

The November 3, 2011, C.D.B.G. Technical Meeting presented prior to the proposal kick off meeting. C.D.B.G. National Objectives and the City's Consolidated Plan Goals and Strategies are gone over with explanation of eligible and non-eligible activities. The purpose of this application workshop is to review the application process and requirements for all organizations and agencies who are interested in applying for C.D.B.G. fund assistance for future projects that benefit people of low- and moderate-income.

Fair Housing

The Development Services Department will be conducting training for city departments in American with Disabilities Act and Fair Housing. The training will focus a practical application of Fair Housing Law with ANSI Building Code.