

**City of Morgantown**  
**Community Development Block Grant FY 2006-2007**  
**Action Plan**

**Executive Summary**

The Action Plan is proposed program funding for FY 2006 addresses the goals and strategic plans acknowledged in the 2004-2009 Community Development Block Grant Consolidated Plan for low-and-moderate income individuals and families. The Consolidated Plan lead into four areas of concentration for expenditure of funds from HUD; Administration and Planning, Housing Programs, Community Development and Non-Housing Community Development.

Administration and Planning expenditures to implement grant administration including travel and training, equipment and planning. Planning will be used to identify needs in infrastructure, homelessness, and compliance.

Housing Programs Morgantown Housing Authority will manage and implement a Housing Rehabilitation and Down Payment Assistance Program for residents within the City of Morgantown. This project will assist low-income homeowners and landlords with an opportunity to complete home repairs and necessary rehabilitation to single family and multifamily homes by providing low interest loans and grants. In addition, they will operate a Down Payment Assistance Program for first time low-income homebuyers who are acquiring property within the city limits.

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 cost generally exceed the 30% of gross income threshold to make homeownership or rental units affordable for the low and very-low income households. 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 increasing the price for the land and subsequently the house.]

Community Development Programs direct community needs assisting the homeless, elderly and youth programs. The FY 2006 Action Plan will provide for the Bartlett House, CASA, Mon County Mental Health Association, Milan Health Right (ADA Entrance Door), Morgantown Area Youth Services Program, Habitat for Humanity, Kaleidoscope, Stepping Stones (Program Equipment), Mountaineer Boys & Girls Club, Northern WV Center for Independent Living, Rape and Domestic Violence Information Center (ADA bathroom).

Non-Housing Community Development Activities concentrate on the upper High Street sidewalks and ADA compliance. The Board of Parks and Recreation will continue their work in rehabilitating the Wiles Hill School into BOPARC Senior Center. Mountain Line Transit Authority will receive funding for five bus stop signs. These signs will complement the transit system by providing signal signs in the higher use areas.

The Morgantown City Manager's Office is the lead agency and administer of the Morgantown CDBG funds through its Community Development Office. The Morgantown /Fairmont Housing Authority will administer all Housing related funds.

The FY 2006 Action Plan was developed through public hearings, the use of existing data from previously approved Consolidated Plan and through consultation with a wide variety of local nonprofit agencies, and discussions with City of Morgantown departments.

## **Citizen Participation**

### **Summary of Public Hearing/Input and Approval Process**

Community Development Director David Bott opened 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.

The City Administration held four (4) public meetings: March 1, 2005, Draft FY 2005 Action Plan, May 25, 2005, Sub-Recipient Contract Overview, October 13, 2005, CDBG Technical Meeting, November 3, 2005, 2005 Program Year Review and FY 2006 Action Plan proposal kick off. 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 February 22, 2005 City of Morgantown City Council Committee of the Whole meeting, the CDBG proposed FY 2005 Action Plan was presented to the City Council. Council Meetings are public and televised.

#### *Sub-Recipient Contract Overview*

The March 1, 2005, Draft FY 2005 Action Plan for all agencies or groups receiving funding from the 2005 CDBG entitlement, 30-day public comment period. Discussions concerned the reporting requirements, contract, and the desire of the agency to accept the funding. 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.

### *City Council Meeting*

The City Council approved the FY 2005 Action Plan under consideration of a resolution at their regular meeting on April 19, 2005. This meeting was advertised in a local newspaper of general circulation, on the City's Web Site, and on Channel 15 as part of the Council's Agenda.

### *Sub-Recipient Contract Overview*

The May 25, 2005, Sub-Recipient Contract Overview meeting discussed and reviewed the Sub-recipient contract in detail. This meeting is held to assure that sub-recipients understand their responsibilities accepting CDBG funding.

### *CDBG Technical Meeting*

The October 13, 2005, CDBG Technical Meeting presented prior to the proposal kick off meeting giving 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.

### *FY 2005 Program Year Review and FY 2006 Action Plan*

November 3, 2005, 2005 Program Year Review and FY 2006 Action Plan proposal kick off. Review of the 2005 program year gathered information showing agreement of change for funding directions. Then a brief discussion centered on the next fiscal year program and any changes to how funding is used.

### *Local Agency – City Department Meetings*

City staff participated in meetings with various agencies that endeavor to identify the current needs of low-income, elderly, homeless, and other special populations. Meetings are held with the Director and staff of the Fairmont - Morgantown Public Housing Authority determining program status or changes and on going housing needs in Morgantown. The City Manager's Office also consults with the City Engineer and other Public Works Department representatives.

## **Institutional Structure**

The Community Development Program is responsible for implementing the City of Morgantown's Community Development Block Grant Program (CDBG) working closely with other city departments, area social service agencies and the Fairmont/Morgantown Housing Authority. Cooperation between city departments and outside non-profit agencies is a fundamental factor in the successful application of the City's CDBG program.

The Community Development Office will continue to look for gaps in the institutional structure as the program expands. It is important to maintain and broaden communication

with many of the community's private and public institutions in order to provide a good community based program.

### **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 conduct on-site monitoring of sub-recipient agencies periodically. 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.

### **Lead Based Paint**

The City will continue to monitor lead based paint through the Code Enforcement Office. In FY 2006 Action Plan a Lead Based Paint Assessment and Containment Program is an important part of the Housing Program.

### **Housing Programs**

Previous CDBG Housing Programs were successful in assisting elderly, low-and-moderate income persons, and landlords with needed repairs improving the housing stock within the city. The Home Improvement, Emergency Repair, Rental Rehab, Barrier Free programs will be continued for FY 2006 program year as the Home Rehabilitation Program this will allow flexibility of need. Two successful programs the Down Payment Assistance and Lead Based Paint Testing and Containment Program in 2005 are continued through 2006.

### **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.

## **Introduction**

The U.S. Department of Housing and Urban Development (HUD) requires all government entities, which receive federal Community Development Block Grant (CDBG) funds to prepare an Annual Action Plan setting down programs for housing, community needs, and funding priorities. The annual one-year plan is prepared to describe the specific programs that will be funded in the upcoming year to meet the goals and objectives outlined in the five-year plan. The activities described in this Annual Action Plan are proposed to be undertaken during the period between July 1, 2006 and June 30, 2007.

The main conclusion of this Action Plan will be to:

- Provide housing programs that will help maintain low-income residential property maintain low-income rental units, help low-income households in emergencies, and reduce barriers in housing units for elderly and people with disabilities.
- Improve City infrastructure in low-to-moderate income neighborhoods and improving Americans with Disabilities Act compliance.
- Assist service based organizations to provide new or expanded services to the low-income or homeless Morgantown residents.

## **Resources**

The City of Morgantown will receive \$566,914 to fund projects through the Community Development Block Grant (CDBG) Program. HUD regulations require the City of Morgantown to verify that all funds are utilized inside the City of Morgantown limits, or with support agencies that provide 51% of their services to City of Morgantown residents.

### **Administration & Planning - \$86,292.00**

#### **CDBG Administration - \$86,292.00**

Activity: Administration

Source: CDBG Entitlement

National Objective: N/A

Regulation Citation: 570.206 (a)

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. CDBG

Administrative and Planning activities are community wide concentrating on low income Census Tracts.

**Planning Activities**

Activity: Administration & Planning

Source: CDBG Entitlement

National Objective: N/A

Regulation Citation: 570.205 (a) (b)

Planning Activities are done for the low income Census Tracts within the corporate limits of the City of Morgantown. No planning activities are set forth for the FY 2006 Action Plan.

**Housing Programs - \$170,000**

All Housing Program are planned for the low-and moderate income Census Tracts within the corporate limits of the City of Morgantown.

**Housing Programs Administration - \$22,522**

Activity: Administration

Source: CDBG Entitlement

National Objective: N/A

Regulation Citation: 570.200 (a) (3) (i)

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.

**Home Rehabilitation Program - \$139,978**

Activity: Housing

Source: CDBG Entitlement

National Objective: L/M Income Housing

**General Home Improvements**

Consolidated Plan Objective: B1

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

**Emergency Repair**

Consolidated Plan Objective: B2

Regulation Citation: 570.202 (b) (2)

### **Rental Rehabilitation**

Regulation Citation: 570.202 (a) (3)  
570.202 (b) (2)

Consolidated Plan Objective: B3

### **Home Adaptations**

Regulation Citation: 570.202 (b) (11)

Consolidated Plan Objective: B4

Under the Housing Rehabilitation Program Morgantown Housing Authority will provide a series of grants and low interest loans for 4 specific areas of need.

### **General Home Improvements**

Assisting low-income homeowners make 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 disabled persons, 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.

### **Emergency Repair Program**

Assisting low-income homeowners with the cost of repairs that may be viewed as 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.

### **Rental Rehabilitation Program**

The Rental Rehabilitation Program is designed to increase the availability and quality of affordable rental property of low-income persons/ families through the rehabilitation of existing properties in the City of Morgantown. The program will provide qualifying property owners a financial incentive to improve the exterior condition and appearance of their unit.

The Rental Rehabilitation Program will provide qualifying rental unit owners a 1% interest loan for up to \$10,000 to improve/repair a rental unit that at a minimum, will meet the Morgantown city rental code and HUD Housing Quality Standards (HQS) requirements. Most of these proposed rehab projects will require lead-based paint testing. The term of the loan is 10 years, and the unit must be made affordable for the life of the loan. The owners must certify that the unit will be leased to persons meeting the income requirements of the CDBG program. Leasing to dependent college students will not be permitted.

As an incentive to improve the exterior condition and appearance of the rental unit, the applicant will be eligible for a \$2,500 exterior improvement grant.

### **Home Adaptations Program**

Assisting families with the necessary modifications or adaptations that will make their home livable as needs change. Many elderly or disabled persons run the risk of moving to assisted living facilities due to failing health or physical limitations. Adaptations may include installing grab bars, handicapped showers, modifying home entryways.

### **Down Payment Assistance Program -- \$7,500**

Activity: Housing

Source: CDBG Entitlement

National Objective: L/M Income Housing

Regulation Citation: 570.201 (n)

Consolidated Plan Objective: H1

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. 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 cost generally exceed the 30% of gross income threshold to make homeownership or rental units affordable for the low and very-low income households. 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 increasing the price for the land and subsequently the house.]

## **Community Development Activities - \$85,037**

### **Night Shelter Case Management Program - \$22,000**

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: C2

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. Bartlett House Clients will receive comprehensive case management with a Program Manager and two other case managers to develop a Service Plan Design to break the cycle of homelessness. This program follows-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 will be offered on-site.

### **CASA (Court Appointed Special Advocates) – \$5,187**

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: H1

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

The goal of CASA for Kids is to assure that every child who is the victim of abuse and neglect in Monongalia County has a CASA volunteer advocating for their 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. CASA volunteers will be assigned a case and act as "eyes and ears" for the judge, so he can make the most informed decision possible.

### **The Mental Health Association in Monongalia County - \$3,698**

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: C2

The Mental Health Association in Monongalia County operates the Friendship Room, a program of social Support and mental health education for adults who receive or need mental health care. The Friendship Room is home to a variety of weekly sessions including Mental Health News, Innate Health, Self-Advocacy Support System, Anger Management, Peer Recovery Network (addiction recover), arts activities and other sessions as requested and available. This program will extend the availability of the Friendship Room operations each week into the weekend.

**Milan Puskar Health Right, Inc. - \$11,000**

Activity: CDBG Public Services Sub-recipient

Source: CDBG Entitlement

National Objective: L/M Income Limited Clientele

Eligible Activity: Rehabilitation

Regulation Citation: 570.202 (a) (4)

Consolidated Plan Objective: C 2

Barrier Free Entryway Project is a rehabilitation project of a non-residential structure the project consists of the installation of an entrance door and ADA door aids. The goal of the project is to increase the accessibility for individuals with disabilities. MPHR is the only free clinic in the Morgantown area providing medical care and medication assistance to the low-income uninsured.

**Morgantown Area Youth Services Project – \$8,840**

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: H1

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 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.

The Morgantown Area Youth Service Program will service youth with delinquency and substance abuse and violence problems with the corporate limits of the City of Morgantown.

**Monongalia County Habitat for Humanity, Inc. -- \$11,000**

Activity: CDBG Public Service Sub-recipient

Source: CDBG Entitlement

National Objective: L/M Income Housing

Consolidated Plan Objective: G1

To establish a second hand store based on recycled construction products/materials, The ReStore has proven to be an effective concept in raising funds and awareness for Habitat affiliates. This project will provide another income stream for MCHFH in providing affordable housing for very low-income families in the area this project will provide employment opportunities.

**Monongalia County Schools (Kaleidoscope) - \$3,460**

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: H1

Provide access to affordable after school childcare and special tutoring in math and reading classes operated by Monongalia County Schools' Kaleidoscope Program at Mountainview Elementary School to low and very low income families within the Morgantown City Limits. This project seeks to provide additional opportunities for Woodburn and Mountainview students.

Kaleidoscope's academic enrichment program will serve children within the corporate city limits. Mountainview Elementary School is located in an identified low income Census Tract # 110

**Mountaineer Boys & Girls Club - \$8,560**

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: H1

The Project Learn initiative will provide after-school and summer educational enhancement and tutoring activities to at-risk students ages 6-16. Program will include homework help, tutoring services, high yield learning activities, collaboration with schools, character education, and parental involvement. Prevention Programs are offered every day includes 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 location of their facility is located in downtown Morgantown on Spruce Street in Census Tract # 102.

**Monongalia County Society for Crippled Children and Adults -- \$792  
(Stepping Stones) Aqua-therapy Program**

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: H1

The Stepping Stones project is to provide equipment for the aqua-therapy program. Aqua-therapy is an excellent low-impact therapeutic activity for people with disabilities presenting recreational, therapeutic, educational, and safety benefits. Funding will provide resistance equipment, kickboards, training tubes, Danmar head floats, Danmar stabilization bars, and aqua-joggers.

**Northern West Virginia Center for Independent Living -- \$3,500**

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: H1

Informational Technology Program to maintain consumer information and data to track outcomes of services and to maintain the financial accountability necessary for all funding sources, NWVCIL is an employer of persons with disabilities, governed by individuals with disabilities and directed by the individuals they serve at no cost to the consumer.

**Rape and Domestic Violence Informational Center, Inc. -- \$7,000**

Renovation of the basement floor space making it more accessible for those with disabilities this project is for the renovation of the bathroom for wheelchair accessibility and ADA compliance. To maintain confidentiality of the clients services such as counseling, advocacy, referrals, and support groups are offered at the office location.

## **Non-Housing Community Development Activities - \$225,585**

### **BOPARC - \$50,000**

Activity: Senior Center

Source: CDBG Entitlement

National Objective: L/M Income Limited Clientele

Eligible Activity: Public Facility

Regulation Citation: 570.201 (c)

Consolidated Plan Objective: D4

BOPARC is rehabilitating the Former Wiles Hill Elementary School into the new location for the BOPARC Senior Center and Recreation Center. The facility needs to have ADA accessible bathrooms, additional parking access, a kitchen upgrade, and fire code upgrades. The service area for the facility will include a majority of the City of Morgantown. Seniors already access the Senior Center at its current location in Sabraton for many programs. The Wiles Hill Senior Center Project will use CDBG and BOPARC Foundation funding to rehabilitate the Wiles Hill School into a senior center.

The Wiles Hill School Senior Center rehabilitation project is located in the Wiles Hill neighborhood identified in the Consolidate Plan on page 18. The school is located in Census Tract # 101.

### **City of Morgantown - \$169,585**

Activity: Public Facility Improvements

Source: CDBG Entitlement

National Objective: L/M Income Area-wide Benefit

Eligible Activity: Public Facilities

Regulation Citation: 570.201 (c)

Consolidated Plan Objective: D1, G1

The City of Morgantown will provide \$169,585 to rehabilitate and create sidewalks. Service area includes low-to-moderate income households adjacent to the newly created sidewalk as well as ADA rehabilitation of sidewalks on High Street.

The City of Morgantown will address the need for ADA compliance along the sidewalks on High Street relocating sewers where curb cuts need to be made and adding truncated dome placements. The recent pedestrian incidents occurring in the downtown area identify a need to address accessibility at crosswalks in downtown. Bring intersection on High Street into ADA compliance will improve visibility and movement. CDBG funds will be leveraged against Department of Transportation funding.

The High Street sidewalks will address ADA compliance and are located in Census Tract # 101.

**Mountain Line Transit Authority -- \$6,000**

Activity: Public Facility Improvements

Source: CDBG Entitlement

National Objective: L/M Income Area-wide Benefit

Eligible Activity: Public Facilities

Regulation Citation: 570.201 (c)

Consolidated Plan Objective: H1

Bus Stoppage Sign Proposal will allow waiting passengers to conveniently view bus route information at night, notify an on-coming bus that a passenger is waiting to board, and provide a security light. This proposal for signage will be limited to the geographical areas of low and moderate-income neighborhoods.

Section I. Institutional Structure of the Consolidated Plan:

[The Community Development Office works with the City's Planning, Public Works, Police Department and Board of Parks and Recreation to address infrastructure, code enforcement and public safety needs. This partnership will identify areas of need throughout the community to correct problems of access, barriers, recreational and public safety concerns.]