

City of Morgantown  
Community Development Office

**Community Development Block Grant  
2008 Annual Action Plan**

Community Development Office  
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## **Source of Funds**

The City of Morgantown will receive \$543,242 to fund projects from the Community Development Block Grant (CDBG) Entitlement Program. 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 support agencies that provide 51% of their services to City of Morgantown residents. The Morgantown Housing Authority also anticipates \$17,400 in program income of which \$2,610 will be utilized by Morgantown Housing for administration and \$14,790 will be programmed in the Housing Rehabilitation Program. Total funding available for 2008 project funding is \$560,642 with entitlement funding and program income. Projects in the 2008 Action Plan will leverage an additional \$500,000 in federal funds, \$301,300 in local leveraged funds, \$23,000 in grantee leveraged funds and \$532,865 in sub-recipient leveraged funds for a total investment of \$1,374,565.

## **Annual Objectives**

The 2004-2009 CDBG Consolidated Plan established a number of public facility needs that are accomplished. The Wiles Hill Senior Center is occupied and several ADA park projects are completed. The 2008 Action Plan places emphasis on the continuation of sidewalk improvement within the city. The High Street Sidewalk Accessibility project between Walnut and Pleasant Streets funded by the CDBG Grant to relocate storm drops and install curb cuts other areas of need to complete plan objectives of transportation and economic development.

## **Description of Projects**

### **Administration & Planning - \$108,648**

**CDBG Administration** \$87,000

Activity: Administration

Source: CDBG Entitlement

National Objective: N/A

Regulation Citation: 570.206 (a)

Project # 2008-20

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.

**Planning** - \$21,648

Activity: Comprehensive Housing Study  
Source: CDBG Entitlement  
National Objective: L/M Income Housing  
Regulation Citation: 570.205(a) (3) (i)  
Project # 2008-13

The Morgantown Housing Authority will administer 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 will be an update of the 2002 Comprehensive Housing Study conducted by RKG and Associates. That study identified and analyzed all aspects of the housing market.

### **Public Service- \$81,486**

#### **Night Shelter Case Management Program - \$53,986**

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  
Project # 2008-1

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 comprehensive case management and 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 are offered on-site.

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.

Located in the downtown area Census Tract 101.00  
It is expected that this project will serve approximately 556 individuals.

#### **Morgantown Area Youth Services Project – \$10,000**

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: H1  
Project # 2008-11

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.

This is a citywide project targeting low and moderate-income youth. Seventy-five youth/families will be served.

**Mountaineer Boys & Girls Club - \$17,500**

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  
Project # 2008-6

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.

Their facility is located in downtown Morgantown on Spruce Street in Census Tract # 101.00.

This project is estimated to tutor 60-100 students.

**Housing Programs - \$198,728**

The Housing Program is for the low and moderate income families within the corporate limits of the City of Morgantown will receive \$181,328 from the 2008 entitlement. It is anticipated that the Morgantown Housing Authority will receive \$17,400 in program

income and use 15%, or \$2,610, for administration, The Housing Authority will provide \$9,504 in administration cost and \$4,110 in program cost from other sources. Adding all rehabilitation project funding gives a total of \$198,728.

The housing projects are citywide targeting low and moderate-income individuals and families.

The various rehabilitation projects will assist approximately 35-45 families.

**Housing Programs Administration**

Activity: Administration

Source: CDBG Entitlement

National Objective: N/A

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

Project # 2008-14

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.

**Home Rehabilitation Program**

Activity: Housing

Source: CDBG Entitlement

National Objective: L/M Income Housing

Project # 2008-14

**General Home Improvements**

Activity: Housing

Source: CDBG Entitlement

National Objective: L/M Income Housing

Consolidated Plan Objective: B1

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)

Consolidated Plan Objective: B3

**Emergency Repair**

Activity: Housing

Source: CDBG Entitlement

National Objective: L/M Income Housing  
Consolidated Plan Objective: B2  
Regulation Citation: 570.202 (b) (2)

### **Home Adaptations**

Activity: Housing  
Source: CDBG Entitlement  
National Objective: L/M Income Housing  
Regulation Citation: 570.202 (b) (11)  
Consolidated Plan Objective: B4

### **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: F1

### **Down Payment Assistance Program**

Activity: Housing  
Source: CDBG Entitlement  
National Objective: L/M Income Housing  
Regulation Citation: 570.201 (n)  
Consolidated Plan Objective: H1

### **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.

### **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 \$2500 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**

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.

### **Barrier Free 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.

### **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 \$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.]

## **Infrastructure -- \$130,180**

### **BOPARC Wiles Hill Senior Center - \$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

Project # 2008-4

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.

**BOPARC ADA Parks - \$4,000**

Activity: Parks and Recreation Facilities  
Source: CDBG Entitlement  
National Objective: L/M Income Limited Clientele  
Eligible Activity: Public Facility  
Regulation Citation: 570.201 (c)  
Consolidated Plan Objective: D3  
Project # 2008-3

BOPARC requested funding to address ADA compliance issues in Morgantown's community parks. CDBG funds will be utilized to address additional deficiencies in accessibility of restrooms, pavilions, playgrounds and facilities throughout the park system.

**City of Morgantown - \$76,180**

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  
Project # 2008-19

The CDBG will provide \$76,180 for 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 placed and adding truncated dome placements. Recent pedestrian incidents occurring in the downtown area identify a need to address accessibility at crosswalks in downtown. Bringing intersection on High Street into ADA compliance will improve visibility and movement. CDBG funds will be leveraging Department of Transportation and local funding.

The High Street sidewalk addressing ADA compliance is located in Census Tract # 101. Approximately 6000' of sidewalk and seven curb cuts will be installed.

**Rehabilitation - \$41,600**

**Monongalia County Habitat for Humanity, Inc. -\$28,600**

Activity: CDBG Public Service Sub-recipient

Source: CDBG Entitlement  
National Objective: L/M Income Housing  
Consolidated Plan Objective: H1  
Project # 2008-18

The CDBG Program will provide funding for the engineering and architectural design of the Jerome Park Sub-Division Site.

This project will be located in the Jerome Park area Census Tract 107.00.  
This project will generate 10-12 low-income families.

**Rape and Domestic Violence Information Center – \$13,000**

Activity: CDBG Public Service Sub-recipient  
Source: CDBG Entitlement  
National Objective: L/M Clientele  
Consolidated Plan Objective: H1  
Project # 2008-17

To maintain confidentiality of the clients services such as counseling, advocacy, referrals, and support groups are offered at the office location. The basement level of the office can be entered from a wooden ramp in need of replacement. The ramp will be replaced with a cement ramp and two paved parking spaces. The entry way threshold will be leveled and the door widened.

## **Geographical Distribution**

1. Night Shelter Case Management Program, Project # 2008-1, is located in Census Tract 101.00 in the downtown Morgantown area. Census Tract 101.00 is a low-income Census Tract.
2. Mountaineer Boys & Girls Club, Project # 2008-6, The Boys and Girls Club facility is located in downtown Morgantown on Spruce Street in Census Tract # 101.00.
3. Morgantown Area Youth Services Project, Project # 2008-11, this is a citywide program targeting low-income children and families.
4. BOPARC Wiles Hill Senior Center, Project # 2008-4, The Wiles Hill School Senior Center rehabilitation project is located in the Wiles Hill neighborhood in Census Tract # 101.00.
5. BOPARC ADA Parks, Project # 2008-3, located in Census Track 109.01.
6. Home Rehabilitation Program, Project # 2008-14, The Housing Rehabilitation Programs are citywide by application targeting low and moderate-income individuals and families.

7. City of Morgantown, Project # 2008-19, The High Street sidewalk addressing ADA compliance is located in Census Tract # 101.00.

9. Rape and Domestic Violence Information Center, Inc., Project # 2008-17, ADA compliance project. Due to the sensitive nature of this project the location will not be disclosed.

10. Monongalia County Habitat for Humanity, Inc, Project # 2008-18, Jerome Park Sub-Division Design located in Jerome Park Census Tract 107.00

### **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 comprehensive case management and 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 are offered on-site.

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.

### **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. Due to an increase in young adults becoming homeless emphasis was given to programs assisting youth and teenagers in this program year.

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 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.

### **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.

## **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**

It is anticipated that the Morgantown Housing Authority will receive \$17,400 in program income and use 15% or \$2,610 for administration and \$14,790 for rehabilitation projects.

## **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 25, 2008 City of Morgantown City Council Committee of the Whole meeting, the CDBG proposed FY 2008 Action Plan was presented to the City Council. Council Meetings are public and televised.

### *30 Public Comment Period*

The March 25, 2008, Draft FY 2008 Action Plan for all agencies or groups receiving funding from the 2008 CDBG entitlement, begins a 30-day public comment period. 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.

### *CDBG Technical Meeting*

The November 14, 2007, 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.

## **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 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.

The Morgantown Housing Authority will conduct 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 will be an update of the 2002 Comprehensive Housing Study conducted by RKG and Associates. That study identified and analyzed all aspects of the housing market.