

# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

The State of West Virginia's 2024 Action Plan is part of the Five-Year Consolidated Plan covering 2020-2024. The Consolidated Plan and Annual Action Plan are required by the U.S. Department of Housing and Urban Development (HUD) as a prerequisite to receive funding through the following programs: Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Housing Trust Fund (HTF), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA). Pursuant to the authority by the State of West Virginia's Governor, Jim Justice, the West Virginia Department of Economic Development (WVDED) and West Virginia Housing Development Fund (WVHDF) will administer the above referenced federal funds on behalf of the State. The CDBG, ESG and HOPWA programs are administered by the West Virginia Community Advancement and Development Office (WVCAD), a division of WVDED. The WVHDF administers HOME and HTF funded programs. The WVDED serves as the lead agency for the State's Consolidated and Annual Action Plan. These State agencies have collaborated in the preparation of the annual Action Plan for program year 2024, beginning July 1, 2024, through June 30, 2025. As guided by 24 CFR Part 91, the Annual Action Plan contains all required sections, priorities, and general strategies to allow for the implementation of the programs contained in this plan. It establishes goals for meeting priority needs over the next program year and reflects past performance. Additional documents related to the Annual Action Plan are submitted under the Grantee's Unique Appendices as required. These documents include the Update to the Analysis of Fair Housing Impediments and all supporting material, as well as documents related to public input derived through the Citizen Participation Plan (CPP).

### 2. Summarize the objectives and outcomes identified in the Plan

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

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The federal statutes governing the programs identified above identify three basic goals by which HUD evaluates performance under the plan:

- Provide decent affordable housing.
- Create suitable living environments.
- Create economic opportunities.

Following these three basic goals, activities and projects funded by the programs included in this plan focus on the following objectives:

- Increase multifamily rental housing for extremely low to moderate income persons.
- Support housing stability efforts by providers in the Continuum of Cares to assure special needs persons can access services and housing.
- Support the development of viable infrastructure systems (such as water, sewer, and storm water) and the development of improved sidewalks and streets to enhance living conditions and bolster economic development.
- Improve quality of life by enhancing public facilities and eliminating factors that affect environmental quality or public health.
- Improve quality of life by enhancing public facilities and eliminating factors that affect environmental quality or public health through activities such as mitigating blighted and abandoned properties, supporting the remediation of brownfield sites, and enhancing parks and recreational facilities.
- Develop local strategies through community planning to support improved living environments and strengthen economic and community development.
- Promote fair housing to educate low to moderate income citizens about their rights to available and accessible housing.

Outcomes include increasing the affordability, accessibility, and availability of the services and activities listed above to low- and moderate-income residents of the state, as well as improving the ability of communities to sustain necessary functions and become more resilient in the face of natural and economic disturbances and shocks.

### **3. Evaluation of past performance**

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

Fiscal Year 2023 presented several challenges; however, the State of West Virginia CDBG programs continue to make progress throughout the state. Most CDBG-funded and CDBG-CV funded projects have resumed activity since the COVID-19 Pandemic, several are still halted or delayed due to supply chain issues, inflated materials costs, and labor shortages. Multiple CDBG and CDBG-CV funded projects are on

track to be closed out in the first quarter of FY2024. During the FY2023 program year, the State of West Virginia expended \$5,722,463 in Public Facilities (water and sewer) projects, and \$791,828 in Slum and Blight projects (demolitions) benefiting approximately 12,286 individuals throughout the state. In FY2023 the State also awarded approximately \$13,869,989M in CDBG funds to 16 new CDBG projects. Of those projects, 5 are demolition projects, 6 are Water/Sewer/Stormwater projects, 4 Planning projects, and 1 Sidewalk project. Currently, West Virginia Community Advancement and Development (WVCAD) staff are in the process of providing technical assistance for the FY2023 CDBG Project Application submissions that are due April 19,2023. WVCAD expects award announcements to be made by the end of the fiscal year. It should also be noted that the WVCAD Office closed out 11 CDBG-CV projects in FY2023 that were awarded \$4,983,236.97 of CDBG-CARES Act funds and 8 CDBG projects that were awarded \$8,641,292.93 in CDBG funds. Additionally, it should be noted that West Virginia Community Advancement and Development (WVCAD), a division of West Virginia Department of Economic and Development Office (WVDED), experienced a significant staff changes in 2023, During the program year, WVCAD had to hire 2 Project Managers and 1 Program Manager due to staff turnover.

### **HOME & HTF Progress**

For Fiscal Year 2023, 7-1-22 through 6-30-23, HOME and HTF funds were committed to projects to increase the supply of safe, decent, sanitary affordable housing throughout the state. During FY 23, \$5,476,800 of HOME funds were committed to four projects, which encompassed 27 HOME-assisted units. Moreover, \$3,405,000 of HTF funds were committed to two projects, which encompassed 30 HTF-assisted units.

In addition, \$280,020 of HOME Operating Expense Grant funds were committed to six certified CHDOs to maintain or build their capacities to implement current or anticipated CHDO eligible activities.

### **ESG Progress**

In the PY2022 and PY2023 years CAD has worked to streamline Emergency Solutions Grant (ESG) funding to subrecipients, provide stronger technical assistance, and reward top performers with additional funding opportunities when available. Additional homeless resources across the State that allowed for rental assistance and homeless prevention gave the grantee the opportunity to shift focus for ESG to emergency shelter when prioritizing funding, within the limits of HUD allowable allocations. To reduce overhead and provide expediency of ESG awards, the annual competition was changed to a 3-year application. The annual performance period remains, and existing ESG subgrantees now compete annually against those with awards starting on 10/1/2023 and ending on 9/31/26, with the new application period beginning in spring of 2026. This removed significant hurdles for both the grantee and subgrantee, while allowing for more qualitative performance periods.

Per annual Point-In-Time (PIT) survey data, in 2023 sheltered homeless rose by 13.7% while unsheltered homelessness rose by 9.7% nationally, with rising costs of living and inflationary issues cited as a major contributor. In West Virginia, the 2023 PIT survey reported 830 total living in emergency shelter and 456

individuals living in unsheltered conditions not meant for human habitation, with a total estimate of 1,416 individuals experiencing homelessness. This indicates that overall homelessness has risen by a marginal 1% since 2022 which is still a decline of around 12% since 2018.

Across its programs during the PY22 ESG Performance year, ESG Funding served 4,164 unique individuals across 3,314 households. The total number of individuals exiting permanent sustainable housing was 1,243. Total individuals accessing overnight shelter funded by ESG included 2,345 West Virginians. Street Outreach efforts under ESG reached 921 individuals living in places not meant for human habitation. Sustainable housing efforts made under the ESG Rapid Rehousing program homed 511 individuals across 325 households. 387 individuals and 202 households avoided homelessness through the ESG Prevention Program.

### **HOPWA Progress**

Continuums of Care across the State have indicated a 12% average increase in unsheltered homelessness which is in line with the national average of 12.8% as reported by the National Alliance to End Homelessness (NAEH). Project sponsor response to the increase in unsheltered homelessness has been more than adequate to address the current needs of those experiencing homelessness/at-risk of homelessness with at least one member of the household diagnosed with HIV/AIDS. Additionally, the existence of the two CDC-identified HIV IDU clusters, along with any existing and not yet identified potential cluster scenarios, have led to an increased shortage of housing and supportive services.

The State HOPWA program's continued growth in the number of program participants has been a challenge for all project sponsors. WVDED has placed an emphasis on the utilization of existing State and local partners and assistance programs, such as the Public Housing Authority housing choice vouchers; supportive services and health provisions offered by the Ryan White program; funding provided by the Continuums of Care; public and private grants; and leveraged in-kind and case donations. The State continues to look for additional untapped resources and any training and technical assistance opportunities for the project sponsors to increase their available funding for the program and its participants.

## **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

Summary from citizen participation section of plan.

In developing the FY2024 Annual Action Plan, the WVDED and WVHDF followed the State's Citizen Participation Plan and conducted 3 public hearings. To promote productive public hearings, the WVDED and WVHDF targeted and encouraged participation from a broad range of state and federal agencies, local governments, regional councils of government, Continuum(s) of Care, businesses, community and faith-based groups, regional planning, and development councils (RPDCs). The draft Annual Action Plan

was published on the WVCAD and WVHDF websites and was widely distributed via email and in hard copies as outlined in the plan upon request. The State encouraged all citizens to participate in the planning process. Accommodations were made for non-English speaking persons and persons with mobility, visual, or hearing impairments as needed.

As required by the State of West Virginia Citizen Participation Plan (CPP), 3 public hearings were publicized at least 14 days in advance in six major newspapers across the State, website postings, and distribution through email. A copy of the draft plan was emailed to each of the State's Regional Planning and Development Councils. The three public hearings were conducted prior to the submission of the Annual Action Plan on May 17, 2024. Each hearing provided an opportunity to obtain citizens' views about housing, homelessness, public facilities and services and non-housing community development needs in the State as directed by the citizen participation plan. The public was also invited to participate and to submit written comments to the plan within a comment period which began on April 1st and concluded on May 1st, 2024.

**5. Summary of public comments**

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

Not applicable.

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

Not applicable.

**7. Summary**

<div class="WordSection1"></div>

**PR-05 Lead & Responsible Agencies - 91.300(b)**

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

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

Agency Role		Name	Department/Agency
CDBG Administrator	WEST VIRGINIA	West Virginia Department of Economic Development	
HOPWA Administrator	WEST VIRGINIA	West Virginia Department of Economic Development	
HOME Administrator	WEST VIRGINIA	West Virginia Housing Development Fund	
ESG Administrator	WEST VIRGINIA	West Virginia Department of Economic Development	
	WEST VIRGINIA	West Virginia Housing Development Fund	

**Table 1 – Responsible Agencies**

**Narrative**

The CDBG, ESG, and HOPWA programs will be administered by the West Virginia Community Advancement and Development Office (WVCAD) a division of the West Virginia Department of Economic Development (WVDED). The HOME Investment Partnerships and Housing Trust Fund will be administered by the West Virginia Housing Development Fund (WVHDF).

**Consolidated Plan Public Contact Information**

Two separate agencies -- the West Virginia Department of Economic Development and the West Virginia Housing Development Fund -- administer the five key programs included in the HUD Consolidated and Annual Action Plan. Each agency organized and implemented planning activities to include key contacts in the development of the plan. The West Virginia Department of Community Advancement and Development (WVCAD), a division of the West Virginia Department of Economic Development (WVDED), is the lead agency and administers the CDBG, ESG and HOPWA programs as detailed in the Consolidated Plan. The HOME Investment Partnerships and Housing Trust Fund will be administered by the West Virginia Housing Development Fund.



## **AP-10 Consultation - 91.110, 91.300(b); 91.315(l)**

### **1. Introduction**

The State of West Virginia works annually with a variety of individuals and organizations to identify gaps in services and identify solutions to such gaps. To supplement this ongoing stakeholder engagement, the State conducted 3 public hearings and made the draft 2023 Annual Action Plan available for comment as guided by the Citizen Participation Plan. The draft plan was also posted to the West Virginia Community Advancement and Development (WVCAD) webpage at the following address:  
<https://www.wvcad.org/resources>.

As required by the Citizen Participation Plan, the partner agencies (WVDED and WVHDF) distributed information about the planning process and sought to engage involvement from a wide constituency, including participation from low- and moderate-income persons, organizations that serve vulnerable segments of the population, related constituent groups individuals living in slum and blighted areas, and in areas where CDBG, HOME, HTF, ESG and HOPWA funds are used. In addition, the State provided a copy of the draft plan to the 11 Regional Planning and Development Councils. The Regional Councils represent the cities and counties within a specific geographic area and encourage a regional approach to community and economic development initiatives. Realizing that many issues transcend city and county boundaries, the Regional Councils are comprised of representatives from each unit of local government.

**Provide a concise summary of the state's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies.**

Varying incentives tied to COVID response offered to public and assisted housing providers have brought many landlords previously denying access to their housing by those experiencing homelessness back to the table and are once again working with funded housing providers in their initiatives to end homelessness for more households than would have previously been accomplished with this incentive. Under the ESG Program, engagement, housing-focused case management, emergency health, mental health services, employment assistance, and life skills training, are requirements of the ESG program. In the application process, prospective ESG applicants must state how they plan to provide for all these services internally or by referral. Agencies funded by ESG must develop and maintain partnerships within their community to meet grant application requirements for these services. MOUs are sometimes requested to verify these partnerships.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**



Continuum of Cares (CoC) strategic plans to end homelessness are reviewed annually by WVDED. Staff working directly with ESG review the plans to address the needs of those experiencing homelessness, including the chronically homeless, families with children, veterans, unaccompanied youth, and additional special populations to better improve their own coordination with not only each CoC but also those organizations participating in the CoC's efforts to support their strategic plans. This in turn results in WVDED producing an ESG funded State network of agencies dedicating efforts to servicing these eligible individuals and families more closely aligned to that of their respective CoC. West Virginia CoCs operate coordinated intake and assessment response systems within their coverage areas, allowing for ease-of-access for individuals experiencing homelessness to access services. This is done through multi-point entry and assessment conducted (a) via hotline (b) through street outreach efforts (c) at point-of-service providers, such as shelters. Information gathered by coordinated entry efforts are stored within the Homeless Management Information System (HMIS), allowing providers to avoid duplication of services, record ongoing client services, and make referrals between providers. This also allows clients to qualify for assistance in a more efficient and timely manner, provides accountability between agencies and CoCs, and allows the State to verify annual data reporting.

**Describe consultation with the Continuum(s) of Care that serves the State in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS.**

The State works in collaboration with each Continuum of Care and actively participates in their efforts regarding service provisions to the homeless population. Through regular collaboration and meetings, information is obtained regarding the needs of each CoC and the counties they serve, existing challenges, and more. This all aids WVDED in the allocation of ESG funds paired with the review and recommendation piece produced by all CoC's for each organization within their continuum applying for ESG funding. The strategic plans of each CoC are not only considered when developing performance standards and assessing adequate outcomes of projects and activities funded by the grant program but are also integrated into the process of assessing and selecting those organizations to be funded within each Continuum.

As the geographic, demographic, and socioeconomic makeup varies greatly from county to county and CoC to CoC, this calls for an approach that is localized and based on funding allocations, proposed activities, and organizational efforts not only supporting the CoCs' strategic plans but also has the capacity to work very closely to address homelessness in a fashion based upon such localized considerations. Additionally, outputs and outcomes are assessed through the review of each organization's annual CAPER report submission.

WVDED actively serves on the statewide HMIS steering committee with one representative on the board. The steering committee develops policies and procedures for the operation and administration of HMIS activities through collaboration with the goal of streamlined coordination efforts at entry and

intake throughout the State among all CoCs. In addition, the Balance of State, and the Program Manager for ESG meet quarterly to exchange information relevant to strategic resource allocation.

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

**Table 2 – Agencies, groups, organizations who participated.**

1	<b>Agency/Group/Organization</b>	Region I Planning and Development Council
	<b>Agency/Group/Organization Type</b>	Services - Narrowing the Digital Divide Other government - County Other government - Local Regional organization Planning organization Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Lead-based Paint Strategy Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The WVDED works closely with the State's 11 Regional Planning Development Councils in the administration of the CDBG program. Consultations throughout the year included training events, administrative meetings, phone conferences, and frequent communication with project teams, which include units of local government. This cooperative relationship is ongoing and collaborative, resulting in constant feedback for effective program design and administration.

2	<b>Agency/Group/Organization</b>	Region II Planning and Development Council
	<b>Agency/Group/Organization Type</b>	Services - Narrowing the Digital Divide Other government - County Other government - Local Regional organization Planning organization Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Lead-based Paint Strategy Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The WVDED works closely with the State's 11 Regional Planning Development Councils in the administration of the CDBG program. Consultations throughout the year included training events, administrative meetings, phone conferences, and frequent communication with project teams, which include units of local government. This cooperative relationship is ongoing and collaborative, resulting in constant feedback for effective program design and administration.
3	<b>Agency/Group/Organization</b>	Region III Planning and Development Council
	<b>Agency/Group/Organization Type</b>	Services - Narrowing the Digital Divide Other government - County Other government - Local Regional organization Planning organization Business and Civic Leaders

	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Lead-based Paint Strategy Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The WVDED works closely with the State's 11 Regional Planning Development Councils in the administration of the CDBG program. Consultations throughout the year included training events, administrative meetings, phone conferences, and frequent communication with project teams, which include units of local government. This cooperative relationship is ongoing and collaborative, resulting in constant feedback for effective program design and administration.
4	<b>Agency/Group/Organization</b>	Region IV Planning and Development Council
	<b>Agency/Group/Organization Type</b>	Services - Narrowing the Digital Divide Other government - County Other government - Local Regional organization Planning organization Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Lead-based Paint Strategy Non-Housing Community Development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The WVDED works closely with the State's 11 Regional Planning Development Councils in the administration of the CDBG program. Consultations throughout the year included training events, administrative meetings, phone conferences, and frequent communication with project teams, which include units of local government. This cooperative relationship is ongoing and collaborative, resulting in constant feedback for effective program design and administration.
5	<b>Agency/Group/Organization</b>	Mid-Ohio Valley Regional Council
	<b>Agency/Group/Organization Type</b>	Services - Narrowing the Digital Divide Other government - County Other government - Local Regional organization Planning organization Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Lead-based Paint Strategy Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The WVDED works closely with the State's 11 Regional Planning Development Councils in the administration of the CDBG program. Consultations throughout the year included training events, administrative meetings, phone conferences, and frequent communication with project teams, which include units of local government. This cooperative relationship is ongoing and collaborative, resulting in constant feedback for effective program design and administration.

6	<b>Agency/Group/Organization</b>	Region VI Planning and Development Council
	<b>Agency/Group/Organization Type</b>	Services - Narrowing the Digital Divide Other government - County Other government - Local Regional organization Planning organization Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Lead-based Paint Strategy Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The WVDED works closely with the State's 11 Regional Planning Development Councils in the administration of the CDBG program. Consultations throughout the year included training events, administrative meetings, phone conferences, and frequent communication with project teams, which include units of local government. This cooperative relationship is ongoing and collaborative, resulting in constant feedback for effective program design and administration.
7	<b>Agency/Group/Organization</b>	Region VII Planning and Development Council
	<b>Agency/Group/Organization Type</b>	Services - Narrowing the Digital Divide Other government - County Other government - Local Regional organization Planning organization Business and Civic Leaders

	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Lead-based Paint Strategy Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The WVDED works closely with the State's 11 Regional Planning Development Councils in the administration of the CDBG program. Consultations throughout the year included training events, administrative meetings, phone conferences, and frequent communication with project teams, which include units of local government. This cooperative relationship is ongoing and collaborative, resulting in constant feedback for effective program design and administration.
8	<b>Agency/Group/Organization</b>	Region VIII Planning and Development Council
	<b>Agency/Group/Organization Type</b>	Services - Narrowing the Digital Divide Other government - County Other government - Local Regional organization Planning organization Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Lead-based Paint Strategy Non-Housing Community Development



	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The WVDED works closely with the State's 11 Regional Planning Development Councils in the administration of the CDBG program. Consultations throughout the year included training events, administrative meetings, phone conferences, and frequent communication with project teams, which include units of local government. This cooperative relationship is ongoing and collaborative, resulting in constant feedback for effective program design and administration.
9	<b>Agency/Group/Organization</b>	Region 9 Planning & Development Council
	<b>Agency/Group/Organization Type</b>	Other government - County Other government - Local Regional organization Planning organization Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Lead-based Paint Strategy Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The WVDED works closely with the State's 11 Regional Planning Development Councils in the administration of the CDBG program. Consultations throughout the year included training events, administrative meetings, phone conferences, and frequent communication with project teams, which include units of local government. This cooperative relationship is ongoing and collaborative, resulting in constant feedback for effective program design and administration.

10	<b>Agency/Group/Organization</b>	Belomar Regional Council
	<b>Agency/Group/Organization Type</b>	Services - Narrowing the Digital Divide Other government - County Other government - Local Regional organization Planning organization Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Lead-based Paint Strategy Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The WVDED works closely with the State's 11 Regional Planning Development Councils in the administration of the CDBG program. Consultations throughout the year included training events, administrative meetings, phone conferences, and frequent communication with project teams, which include units of local government. This cooperative relationship is ongoing and collaborative, resulting in constant feedback for effective program design and administration.
11	<b>Agency/Group/Organization</b>	Region XI Planning and Development Council
	<b>Agency/Group/Organization Type</b>	Services - Narrowing the Digital Divide Other government - County Other government - Local Regional organization Planning organization Business and Civic Leaders

	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Lead-based Paint Strategy Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The WVDED works closely with the State's 11 Regional Planning Development Councils in the administration of the CDBG program. Consultations throughout the year included training events, administrative meetings, phone conferences, and frequent communication with project teams, which include units of local government. This cooperative relationship is ongoing and collaborative, resulting in constant feedback for effective program design and administration.
1 4	<b>Agency/Group/Organization</b>	WEST VIRGINIA HOUSING DEVELOPMENT FUND
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Housing Finance Agency
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Coordination of the State Analysis of Impediments to Fair Housing and the Assessment of Fair Housing. Promotion of events related to Fair Housing.

1 5	<b>Agency/Group/Organization</b>	Cabell Huntington Wayne Continuum of Care
	<b>Agency/Group/Organization Type</b>	Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy HOPWA Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation took place in early fall via Google Meet, discussing the ongoing efforts to improve the identification of persons experiencing homelessness. Specific conversations surrounded the implementation of coordinated entry systems in Huntington-Cabell and how it will impact homeless services and individuals by streamlining and targeting high acuity individuals for housing efforts.

1 6	<b>Agency/Group/Organization</b>	Kanawha Valley Collective (KVC)
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Services - Victims Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy HOPWA Strategy

	<p><b>Briefly describe how the Agency/Group/Organization was consulted.</b></p> <p><b>What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Consultation took place in early fall via Google Meet, discussing the ongoing efforts to improve the identification of persons experiencing homelessness. Specific conversations surrounded the implementation of coordinated entry systems in the Kanawha Valley and surrounding counties, including how it will impact homeless services by streamlining and targeting high acuity individuals for housing efforts.</p>
17	<p><b>Agency/Group/Organization</b></p>	<p>Northern Panhandle Continuum of Care</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Housing  Services - Housing  Services-Children  Services-Elderly Persons  Services-Persons with Disabilities  Services-Persons with HIV/AIDS  Services-Victims of Domestic Violence  Services-homeless  Services-Health  Services-Education  Services-Employment  Services - Victims  Regional organization</p>

<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homelessness Needs - Veterans  Homelessness Needs - Unaccompanied youth  Homelessness Strategy  HOPWA Strategy</p>
<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Consultation took place in early fall via Google Meet, discussing the ongoing efforts to improve the identification of persons experiencing homelessness. Specific conversations surrounded the implementation of coordinated entry systems in the Northern Panhandle and how it will impact homeless services by streamlining and targeting high acuity individuals for housing efforts.</p>

1 8	<b>Agency/Group/Organization</b>	WV Balance of State Continuum of Care
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy HOPWA Strategy



	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Consultation took place in early fall, discussing the ongoing efforts to improve the identification of persons experiencing homelessness. Specific conversations surrounded the implementation of coordinated entry systems in the Balance of State and greater West Virginia, including how it will impact homeless services by streamlining and targeting high acuity individuals for housing efforts.</p>
19	<p><b>Agency/Group/Organization</b></p>	<p>WV Department of Health and Human Resources</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Children  Services-Elderly Persons  Services-Persons with Disabilities  Services-Persons with HIV/AIDS  Services-homeless  Services-Health  Health Agency  Child Welfare Agency  Other government - State</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homelessness Needs - Veterans  Homelessness Needs - Unaccompanied youth  Homelessness Strategy  Non-Homeless Special Needs</p>

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation took place in mid fall via Google Meet, discussing the ongoing efforts to improve the identification of persons experiencing homelessness and their risk to the pandemic COVID-19 virus. Specific conversations surrounded the implementation of coordinated entry systems in the Balance of State and greater West Virginia, including how it will impact homeless services by streamlining and targeting high acuity individuals for housing efforts. Further discussions occurred on the subgrantee process DHHR now has with the Balance of State and how coordinated entry ties into this.
20	<b>Agency/Group/Organization</b>	Community Networks, Inc.
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation took place in late fall via Google Meet, discussing the ongoing efforts to improve the identification of persons experiencing homelessness. Specific conversations surrounded the implementation of coordinated entry systems in the Eastern Panhandle and how it will impact homeless services and individuals by streamlining and targeting high acuity individuals for housing efforts.

2 1	<b>Agency/Group/Organization</b>	West Virginia Health Right
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation took place via Google Meet, discussing the ongoing efforts to health and supportive services opportunities for those individuals and households experiencing homelessness or at-risk of homelessness with HIV/AIDS. Solutions to meet any HOPWA program challenges, program expectations, and participant needs were addressed.

2 2	<b>Agency/Group/Organization</b>	WV AIDS Task Force
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation took place via Google Meet, discussing the ongoing efforts to improve the identification and housing/supportive services provisions of persons/households experiencing homelessness or at-risk of homelessness with HIV/AIDS. Solutions to meet any HOPWA program challenges, program expectations, and participant needs were addressed.

2 3	<b>Agency/Group/Organization</b>	Covenant House, Inc.
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation took place via Google Meet, discussing the ongoing efforts to improve the identification and housing/supportive services provisions of persons/households experiencing homelessness or at-risk of homelessness with HIV/AIDS. Solutions to meet any HOPWA program challenges, program expectations, and participant needs were addressed.

2 4	<b>Agency/Group/Organization</b>	Change, Inc.
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation took place via State HOPWA Program Team Calls in the Spring 2024 consisting of project sponsor program managers, case managers, and additional State/local partners, and experts in the field. Ongoing efforts were discussed to improve the identification and housing/supportive services provisions of persons/households experiencing homelessness or at-risk of homelessness with HIV/AIDS. A SWOT analysis of the project sponsor's HOPWA program was discussed. Solutions to meet any challenges, program expectations, and participant needs were addressed. The existing CDC-designated HIV IDU cluster was also discussed with an emphasis on current and new resources to address any HOPWA program gaps resulting from the cluster. Actions were discussed to fill in said gaps with new resources and services provided by State and local partner organizations.

2 5	<b>Agency/Group/Organization</b>	CENTRAL WEST VIRGINIA COMMUNITY ACTION
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation took place via State HOPWA Program Team Calls in the Spring 2024 consisting of project sponsor program managers, case managers, and additional State/local partners, and experts in the field. Ongoing efforts were discussed to improve the identification and housing/supportive services provisions of persons/households experiencing homelessness or at-risk of homelessness with HIV/AIDS. A SWOT analysis of the project sponsor HOPWA program was discussed. Solutions to meet any challenges, program expectations, and participant needs were addressed. The existing CDC-designated HIV IDU cluster was also discussed with an emphasis on current and new resources to address any HOPWA program gaps resulting from the cluster. Actions were discussed to fill in said gaps with new resources and services provided by State and local partner organizations.

26	<b>Agency/Group/Organization</b>	Ryan White Part B
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation took place via Google Meet, discussing the ongoing efforts to improve the identification and housing/supportive services provisions of persons/households experiencing homelessness or at-risk of homelessness with HIV/AIDS. A SWOT analysis of the project sponsor HOPWA program was discussed. Solutions to meet any challenges, program expectations, and participant needs were addressed.

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

There were no agencies not consulted.



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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	WV Balance of State CoC	The Strategic Plan and the CoC both strive to reduce an individual's time homeless, reduce recidivism, expedite housing placement via Coordinated Entry, and spearhead the Housing First approach through the State's shelter system.
Continuum of Care Strategic Plans	Kanawha Valley Collective CoC/Northern Panhandle CoC/Cabell-Huntington-Wayne CoC	The Strategic Plan and the CoC both strive to reduce an individual's time homeless, reduce recidivism, expedite housing placement via Coordinated Entry, and spearhead the Housing First approach through the State's shelter system.

**Table 3 - Other local / regional / federal planning efforts**

**Narrative**

The Cabell-Huntington-Wayne Continuum of Care has a partnership with the local health department that informs them of complaints against any unit regarding lead. This is the only active partnership with state or local health or child welfare agencies that monitor a master list of housing units containing lead. However, subrecipients complete the required lead inspection to assure that families are not being placed in buildings/units with lead. Subrecipients, should they encounter a unit with lead, records such and removes said units from availability within their agency. The State will work with each CoC to coordinate a partnership moving forward that monitors such information. Each of the other CoCs work in varying degrees with the local health departments and the WV Department of Health and Human Resources to ensure participants are connected to housing and at the same time directed to those supportive service programs necessary to maintain self-sufficiency and stability.

In addition to the required assessment, record keeping and education, some subrecipients have additional procedures in place regarding lead identification and associated actions. Some subrecipients test students for EBLL when entering the Head Start Program and track within that program. Others work with clients who have reported lead poisoning and their healthcare providers and report incidents of lead poisoning to the WV Bureau of Public Health for tracking.

Please note, the State of West Virginia does not allow for revitalization of areas. This being the case, the State did not consult with low-income people living in revitalization areas. Additionally, the State is unaware of local designations of slum and blighted areas until an application is submitted for CDBG funds.

**AP-12 Participation - 91.115, 91.300(c)**

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

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	Non-targeted/broad community Residents of Public and Assisted Housing	Public Hearing #1 was held on April 16th, 2024.	No comments were received.	N/A.	
2	Public Hearing	Non-targeted/broad community Residents of Public and Assisted Housing	Public Hearing #2 was held on April 17th, 2024.	No comments were received.	N/A.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Non-targeted/broad community Residents of Public and Assisted Housing	Public Hearing #3 was held on April 18th, 2024.	No comments were received.	N/A.	
4	Newspaper Ad	Non-targeted/broad community	An ad concerning the FY 2024 draft annual action plan and public hearings was placed in the Charleston Gazette on 3/30/2024.	No comments were received.	N/A.	
5	Newspaper Ad	Non-targeted/broad community	An ad concerning the FY 2024 draft annual action plan and virtual public hearings was placed in the Register Herald on 3/30/2024.	No comments were received.	N/A.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Newspaper Ad	Non-targeted/broad community	An ad concerning the FY 2024 draft annual action plan and virtual public hearings was placed in the Herald-Dispatch on 3/31/2024.	No comments were received.	N/A.	
7	Newspaper Ad	Non-targeted/broad community	An ad concerning the FY 2024 draft annual action plan and virtual public hearings was placed in the Journal News on 3/30/2024.	No comments were received.	N/A.	
8	Newspaper Ad	Non-targeted/broad community	An ad concerning the FY 2024 draft annual action plan and virtual public hearings was placed in The Wheeling News Register on 3/31/2024..	No comments were received.	N/A.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
9	Newspaper Ad	Non-targeted/broad community	An ad concerning the FY 2024 draft annual action plan and virtual public hearings was placed in the Dominion Post on 3/31/2024.	No comments were received.	N/A.	
18	Distribution of Draft Plan	Consultation with Regional Planning and Development Councils (RPDCs)	The draft plan was provided to each of the State's Regional Planning and Development Council on 4/1/2024. The State requests that a copy is available in each office for public review as requested. Agency personnel are also asked to review the plan and provide comments and suggestions regarding local needs.	No comments were received.	N/A.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
19	Internet Outreach	Non-targeted/broad community	The 2024 Annual Action Plan draft was available on the WVDED website for public review and comment. Additionally, notice of all public hearings was on the WVDED website.	No comments were received.	N/A.	

**Table 4 – Citizen Participation Outreach**

## Expected Resources



## AP-15 Expected Resources – 91.320(c) (1,2)

### Introduction

This plan is prepared as a collaborative effort of two agencies: The West Virginia Department of Economic Development (WVDED) is responsible for the Community Development Block Grant (CDBG), the Emergency Solutions Grant (ESG), and the Housing Opportunities for Persons with AIDS (HOPWA) programs. The West Virginia Housing Development Fund is responsible for the Home Investment Partnerships (HOME) and the Housing Trust Fund (HTF) programs.

The following table displays the anticipated resources to be allocated to the State of West Virginia broken down by program type. Projections

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	14,211,637	0	0	14,211,637	14,211,637	All CDBG funds will be available for Infrastructure, Public Facilities, Mitigated blighted property, Fair Housing, Community Planning, Technical assistance, and administration.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	5,854,821	1,700,000	0	7,554,821	0	HOME funds will be used for acquisition, new construction, and/or rehabilitation of multifamily residential rental affordable housing; to increase the capacity of CHDOs; and administration.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA	807,359	0	0	807,359	807,359	All HOPWA funds will be available for the uses listed in this chart. Funding will also be used for administration of the HOPWA program.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	1,689,524	0	0	1,689,524	1,689,524	All ESG funds will be available for the uses listed in this chart. Funding will also be used for administration of the ESG program.
HTF	public - federal	Acquisition Admin and Planning Homebuyer assistance Multifamily rental new construction Multifamily rental rehab New construction for ownership	3,066,413	10	0	3,066,423	0	HTF funds will be used for acquisition, new construction, and/or rehabilitation of multifamily residential rental affordable housing, and administration.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Admin and Planning Economic Development Homeowner rehab Housing Multifamily rental new construction Multifamily rental rehab New construction for ownership	0	0	0	0	62,025,104	CDBG-DR funds will be used towards the uses listed in this chart.

Table 5 - Expected Resources – Priority Table

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

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

To facilitate the development of adequate infrastructure systems, identified as a priority of the CDBG program, local governments may utilize publicly owned land for planned infrastructure improvements which benefit the community. Examples may include existing or acquired property that will serve as the location of a water treatment facility or wastewater treatment facility. In certain circumstances, new utility lines may be constructed in existing rights of way or through an existing easement. Local governments may also acquire property as needed for the provision of adequate water and wastewater facilities and distribution systems. Additionally, CDBG funds may be used to pay for the cost of identifying the property to be acquired, appraisals, the preparation of legal documents, and other costs associated with acquisition required to complete a CDBG project. Such expenses qualify under the area benefit category for infrastructure projects that serve a primarily residential area consisting of residents who are at least 51% low- and moderate-income persons.

**Discussion**

WVHDF anticipates the use of the HUD HTF award and leveraged funds will successfully implement all aspects of the HTF Program.

The Emergency Solutions Grant (ESG) requires a dollar-for-dollar MATCH requirement from all potential service providers. Prior to being selected as a recipient of ESG funding, candidates must declare their capacity by providing an itemized list of pledged MATCH, as is eligible under § 576.201. If awarded, ESG providers will submit their progress in meeting their MATCH requirement each month when submitting monthly expenditures for reimbursement by the State. At the end of a program year, State compliance will measure (a) if MATCH requirements are met (b) if MATCH expended was eligible and falls under the initially declared MATCH, and (c) review fiscal documentation relevant to verification. ESG recipients that do not meet their declared MATCH by the end of a program year face the possibility of recaptured funding or future funding penalties due to the inability to meet capacity for the grant.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives – 91.320(c)(3) &(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	HOME- Expand Affordable Housing Opportunities	2020	2024	Affordable Housing	Statewide	Affordable Housing Opportunities (HOME)	HOME: \$6,509,339	Rental units constructed: 17 Household Housing Unit Rental units rehabilitated: 17 Household Housing Unit
2	HTF-Expand Affordable Housing Opportunities	2020	2024	Affordable Housing	Statewide	Affordable Housing Opportunities (HTF)	HTF: \$2,759,781	Rental units constructed: 12 Household Housing Unit Rental units rehabilitated: 12 Household Housing Unit
3	Increase the capacity of CHDOs	2020	2024	HOME CHDO Operating Expense Grant	Statewide	Affordable Housing Opportunities (HOME)	HOME: \$290,000	Other: 6 Other
4	Rental Assistance and Services for the Homeless	2020	2024	Homeless	Statewide	Homeless Assistance	ESG: \$1,605,048	Tenant-based rental assistance / Rapid Rehousing: 250 Households Assisted Homeless Person Overnight Shelter: 1500 Persons Assisted Homelessness Prevention: 150 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Housing and Services for Persons with HIV/AIDS	2020	2024	Non-Homeless Special Needs	Statewide	Non-Homeless Special Needs	HOPWA: \$783,138	Public service activities for Low/Moderate Income Housing Benefit: 225 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 50 Households Assisted HIV/AIDS Housing Operations: 7 Household Housing Unit
6	Develop Basic Infrastructure	2020	2024	Non-Housing Community Development		Basic Infrastructure Public Facilities- Parks and Recreation	CDBG: \$12,027,394	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 1500 Households Assisted
7	Improve Public Facilities-Parks and Recreation	2020	2024	Non-Housing Community Development		Public Facilities- Parks and Recreation	CDBG: \$500,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 300 Households Assisted
8	Mitigate Blighted and Abandoned Properties	2020	2024	Non-Housing Community Development		Blighted and abandoned properties	CDBG: \$592,595	Brownfield acres remediated: 20 Acre Buildings Demolished: 100 Buildings
9	Promote Fair Housing	2020	2024	Fair Housing		Public Service-Fair Housing	CDBG: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted



Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
10	Support Community Planning	2020	2024	Non-Housing Community Development		Community Planning	CDBG: \$1,250,000	Other: 1 Other
11	CDBG-DR	2020	2024	Affordable Housing Homeless Non-Housing Community Development		Affordable Housing Opportunities (HOME) Blighted and abandoned properties Economic Development	CDBG-DR: \$149,875,000	Other: 0 Other
12	Technical Assistance	2020	2024	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	Statewide	Basic Infrastructure Public Facilities- Parks and Recreation Blighted and abandoned properties Community Planning Economic Development	CDBG: \$142,527	Public service activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
13	Administration	2020	2024		Statewide	Affordable Housing Opportunities (HOME) Affordable Housing Opportunities (HTF) Homeless Assistance Non-Homeless Special Needs Basic Infrastructure Public Facilities- Parks and Recreation Blighted and abandoned properties Public Service-Fair Housing Community Planning Economic Development	CDBG: \$240,180 HOPWA: \$24,221 HOME: \$755,482 ESG: \$115,945 HTF: \$306,642	Other: 1 Other

**Table 6 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	HOME- Expand Affordable Housing Opportunities
	<b>Goal Description</b>	HOME: It is estimated that \$6,509,339 of the HOME award allocated to the State of West Virginia, which includes the estimated \$1,530,000 Program Income, will be allocated to Expand Affordable Housing Opportunities in order to increase the supply of multifamily residential rental affordable housing through acquisition, new construction and/or rehabilitation.
2	<b>Goal Name</b>	HTF-Expand Affordable Housing Opportunities
	<b>Goal Description</b>	HTF: It is estimated that \$2,759,781 of the HTF award allocated to the State of West Virginia, which includes the estimated \$10 Program Income, will be allocated to Expand Affordable Housing Opportunities in order to increase the supply of affordable housing through acquisition, new construction and/or rehabilitation.
3	<b>Goal Name</b>	Increase the capacity of CHDOs
	<b>Goal Description</b>	It is estimated that \$290,000 of the HOME award allocated to the State of West Virginia will be allocated to CHDO Operating Expense Grant Program in order to provide funds for operating expenses for certified 6 CHDOs to maintain or build capacity to implement current or anticipated CHDO eligible activities.
4	<b>Goal Name</b>	Rental Assistance and Services for the Homeless
	<b>Goal Description</b>	Through coordination with the Continuums of Care, West Virginia will address the housing needs of the homeless and provide necessary supportive services to help them attain stability. The driving force behind homelessness is often economic/and/or social problems. Subsidies and assistance for housing development programs can help many very low and low-income households overcome their housing problems. However, for the homeless population with little to no income, physical or mental health problems, and/or a variety of addiction problems, housing may often be a secondary issue. While continuing to provide shelter and housing programs for the homeless, WV's goal will be to address the economic and social problems as the primary causes and aid the households in their quest for stability. The best way to accomplish this is to coordinate with the Continuums of Care to best identify the needs of the homeless in their regions.

5	<b>Goal Name</b>	Housing and Services for Persons with HIV/AIDS
	<b>Goal Description</b>	Provide the necessary rental assistance for persons suffering with HIV/AIDS to be able to find affordable housing. While specific use of HOPWA funds is driven by regionally identified needs, there is a broad need for affordable, accessible housing for low-income families affected by HIV disease. Short term rent, mortgage, and utility payments and tenant based rental assistance are the most needed services. Other services needed are permanent housing placement, supportive services- case management, and resource identification.
6	<b>Goal Name</b>	Develop Basic Infrastructure
	<b>Goal Description</b>	Install or rehabilitate water, wastewater, and storm water systems in communities to improve quality of life for low- and moderate-income residents and provide basic infrastructure necessary for economic development. Investments will also replace dilapidated sidewalks to increase safety, mobility, and quality of life for low- and moderate-income residents. Install features such as benches and trees in the public right of way to enhance living environments and community attractiveness.
7	<b>Goal Name</b>	Improve Public Facilities-Parks and Recreation
	<b>Goal Description</b>	Increase access for low- and moderate-income residents to public parks and public recreation facilities.
8	<b>Goal Name</b>	Mitigate Blighted and Abandoned Properties
	<b>Goal Description</b>	Demolish and clear vacant residential and non-residential buildings in communities to increase public safety and improve business and tourist attractions.
9	<b>Goal Name</b>	Promote Fair Housing
	<b>Goal Description</b>	To promote and provide education on Fair Housing throughout the State of West Virginia.
10	<b>Goal Name</b>	Support Community Planning
	<b>Goal Description</b>	Invest in planning projects that facilitate the development and timely completion of projects that are focused on the CDBG goals of infrastructure, blighted and abandoned buildings, sidewalks and streetscapes, and public parks and recreation facilities.

<b>11</b>	<b>Goal Name</b>	CDBG-DR
	<b>Goal Description</b>	
<b>12</b>	<b>Goal Name</b>	Technical Assistance
	<b>Goal Description</b>	State Technical Assistance for the CDBG Program
<b>13</b>	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	Administration of CDBG, HOME, HTF, ESG, HOPWA Programs

## AP-25 Allocation Priorities – 91.320(d)

### Introduction:

The Annual Action Plan executive summary located at ES-05 is prepared in compliance with 24 CFR 570.91.320(b). The AP-25 is to outline the State's method of distributing funds to local governments and organizations to carry out activities (or activities to be undertaken by the State) using funds that are expected to be received under formula allocations and other HUD assistance received during the program year, including program income.

These funds are expected to be made available to address the housing-related needs and non-housing community development needs described in the strategies, priority needs, and objectives section of the five-year consolidated plan. As required by 91.320, the State of West Virginia will.

### Funding Allocation Priorities

	HOME- Expand Affordable Housing Opportunities (%)	HTF-Expand Affordable Housing Opportunities (%)	Increase the capacity of CHDOs (%)	Rental Assistance and Services for the Homeless (%)	Housing and Services for Persons with HIV/AIDS (%)	Develop Basic Infrastructure (%)	Improve Public Facilities- Parks and Recreation (%)	Mitigate Blighted and Abandoned Properties (%)	Promote Fair Housing (%)	Support Community Planning (%)	CDBG- DR (%)	Technical Assistance (%)
CDBG	0	0	0	0	0	77	3	14	0	3	0	1
HOME	86	0	4	0	0	0	0	0	0	0	0	0
HOPWA	0	0	0	0	97	0	0	0	0	0	0	0
ESG	0	0	0	95	0	0	0	0	0	0	0	0
HTF	0	90	0	0	0	0	0	0	0	0	0	0
Other CDBG- DR	0	0	0	0	0	0	0	0	0	0	100	0

Table 7 – Funding Allocation Priorities

## **Reason for Allocation Priorities**

HOME: It is estimated that \$4,979,339 of the HOME award allocated to the State of West Virginia and the estimated \$1,530,000 of HOME Program Income will be allocated to Expand Affordable Housing Opportunities in order to increase the supply of affordable housing through acquisition, new construction and/or rehabilitation. It is estimated that \$290,000 of the HOME award allocated to the State of West Virginia will be allocated to CHDO Operating Expense Grant Program in order to provide funds for operating expenses for certified CHDOs to maintain or build capacity to implement current or anticipated CHDO eligible activities.

HTF: It is estimated that \$2,759,771 of the HTF award allocated to the State of West Virginia and the estimated \$10 of the HTF Program Income will be allocated to Expand Affordable Housing Opportunities in order to increase the supply of affordable housing through acquisition, new construction and/or rehabilitation.

## **How will the proposed distribution of funds address the priority needs and specific objectives described in the Consolidated Plan?**

HOME Rental Program: Will receive approximately 70% of the HOME award (estimated \$4,089,339) and HOME Program Income (estimated \$1,530,000) to provide funds for nonprofit and for-profit developers to increase the supply of affordable rental units through acquisition, new construction and/or rehabilitation. It is estimated 30 families will be served from the HOME Rental Program.

CHDO Rental Program: Will receive no less than 15% of the HOME award (estimated \$890,000) to provide CHDOs funds to increase the supply of affordable rental units through acquisition, new construction and/or rehabilitation. It is estimated 4 families in the State will be served from the CHDO Program.

CHDO Operating Expense Grant Program: Will receive no more than 5% of the HOME award (estimated \$290,000) and will provide grant funds for certified CHDOs to maintain or build capacity to implement current or anticipated CHDO eligible projects. It is estimated 6 certified CHDOs will benefit from this program.

HOME Administration: Will receive 10% of the HOME award (estimated \$585,482) and 10% of HOME Program Income, which will be used by the WVHDF to administer HOME.

HTF Rental: Will receive 90% of the HTF award (\$2,759,771) and HTF Program Income (\$10) to provide funds for nonprofit and for-profit

developers to increase the supply of affordable rental units through acquisition, new construction and/or rehabilitation. It is estimated that 24 families will be served from the HTF Rental Program.

HTF Administration: Will receive 10% of the HTF award (\$306,641) and 10% of HTF Program Income, which will be used by the WVHDF to administer HTF.



## AP-30 Methods of Distribution – 91.320(d)&(k)

### Introduction:

The methods of distribution identify the process each State HUD-funded program will follow to distribute funds. The CDBG funds development of communities within the State’s strategy based upon the consolidated plan, and the identification of local priorities for investments that are consistent with the objectives of the program. The method of distribution is designed to permit flexibility in the utilization of other sources of funding and timing of investment decisions. A proposed 2023 CDBG program budget is provided within this document. The State will adjust allocation amounts as necessary within each category to align with demonstrated needs and to ensure that all CDBG funding is allocated in an efficient and timely manner. Funds not obligated at the end of each CDBG funding cycle, and/or recaptured funds, will be returned to an available status and may be used to fund applications in other eligible categories.

### Distribution Methods

**Table 8 - Distribution Methods by State Program**

<b>1</b>	<b>State Program Name:</b>	CDBG-DR
	<b>Funding Sources:</b>	CDBG-DR
	<b>Describe the state program addressed by the Method of Distribution.</b>	The CDBG-DR Action Plan outlines the Method of Distribution and may be viewed at <a href="https://wvffloodrecovery.com/">https://wvffloodrecovery.com/</a> .

<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>See above.</p>
<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria. (CDBG only)</b></p>	<p>See above.</p>
<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>See above.</p>

<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>See above.</p>
<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>See above.</p>
<p><b>Describe threshold factors and grant size limits.</b></p>	<p>See above.</p>

	<b>What are the outcome measures expected as a result of the method of distribution?</b>	See above.
2	<b>State Program Name:</b>	Community Development Block Grant (CDBG)
	<b>Funding Sources:</b>	CDBG

<p><b>Describe the state program addressed by the Method of Distribution.</b></p>	<p>Non-entitlement CDBG funds in West Virginia are administered through the West Virginia Department of Economic Development (WVDED). CDBG funds are awarded on a competitive basis through an annual application cycle when WVDED announces they are accepting applications. The application cycle is usually one-time per program year, but WVDED will implement as needed an additional application cycle during a program year to ensure timely obligation of all available funds.</p> <p>Planning applications are accepted year-round. All other project applications are accepted by WVDED only during the announced application cycle or supplemental application cycle (if necessary).</p> <p>When WVDED opens an application cycle, it will notify all 11 of the state’s regional planning and development councils (or regional councils). The regional councils cover all 55 counties in the state and will forward the notice on to their eligible member governments (non-entitlement municipalities and counties). In addition, WVDED will make the application guidelines and materials available on its website at <a href="http://www/wvcad.org/resources">www/wvcad.org/resources</a> and will make the same materials available upon request.</p> <p>Applications must be received by the deadline outlined in the application guidelines and materials. Applications are reviewed by WVDED staff and recommendations are made to the Governor for final approval.</p>
<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	

<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria. (CDBG only)</b></p>	<p>When WVDED announces an application cycle, it will make available to the public the CDBG applications, instructions, and guidelines that provide more detailed information on the review criteria and program guidelines and priorities. The same information will also be available on WVDED’s website at <a href="https://wvcad.org/infrastructure/community-development-block-grant">https://wvcad.org/infrastructure/community-development-block-grant</a>.</p>
<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>Not applicable.</p>
<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>Not applicable.</p>

<p><b>Describe how resources will be allocated among funding categories.</b></p>	
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**Describe threshold factors and grant size limits.**

Applicant requests for CDBG funding are limited to the following maximum amounts as classified by funding priority or category:

Infrastructure: \$3,000,000

Blighted/Abandoned Properties: \$250,000

Sidewalks and Streetscapes: \$250,000

Parks and Recreation Facilities: \$250,000

Planning: \$500,000

There are no required minimum amounts that applicants must request. Except for planning grants, no matching funds are required. Planning grants that involve infrastructure and blighted/abandoned properties also require no match. Planning grants for the remaining funding priorities (sidewalks and streetscapes, parks, and recreation facilities) require a 20% match of the total project cost.

Implementation grants that involve those same activities require no matching funds.

WVDED distinguishes between the maximum amount an applicant can request (as outlined above) and the aggregate amount of CDBG funds that can be awarded to a single project. WVDED recognizes that grantees that have already been awarded CDBG funding may require additional CDBG funds to cover bid overruns or cost revisions. The aggregate amount is the total amount of CDBG funds that can be invested into a single project over its lifecycle, including the amount that was originally awarded and any additional funds to cover bid overruns or revisions to the cost of the project. The maximum aggregate amounts as classified by funding priority or category are as follows:

Infrastructure: \$6,000,000

Abandoned Buildings: \$250,000

Sidewalks and Streetscapes: \$500,000

Parks and Recreation Facilities: \$500,000

Planning: \$500,000

For example, the Town of Acme submitted an application to the WVDED requesting \$3,000,000 in CDBG funds to rehabilitate its wastewater system. That is the maximum that they can request in an application. The town was awarded the \$3,000,000 but as the project proceeded it incurred a bid overrun of \$2,000,000. Because the aggregate limit for infrastructure projects is \$6,000,000, the town has the option to request an additional \$2,000,000 in CDBG funding from WVDED. This is allowable because the total (aggregate) amount that can be awarded to an infrastructure project is \$6,000,000, and the town would be at \$5,000,000 (\$3,000,000 from the original award plus the



	<p><b>What are the outcome measures expected as a result of the method of distribution?</b></p>	<p>The following outcome measures are expected to be achieved during the 2024 Program Year:</p> <p>LMI Households Benefit from Basic Infrastructure: 1000 Households.</p> <p>Sidewalk and Streetscape Benefit: 500 households.</p> <p>Improved Public Facilities-Parks and Recreation (Other than LMI Household) Benefit: 300 Households.</p> <p>Buildings Demolished: 25 Buildings.</p> <p>Acres of Brownfield Remediated: 10 Acres.</p>
3	<p><b>State Program Name:</b></p>	<p>Emergency Solutions Grant (ESG)</p>
	<p><b>Funding Sources:</b></p>	<p>ESG</p>
	<p><b>Describe the state program addressed by the Method of Distribution.</b></p>	<p>Emergency Solutions Grant (ESG) is federal grant funding for the rehabilitation or conversion of buildings for use as emergency shelters for the homeless, for the payment of certain expenses related to operating emergency shelters, for essential services related to emergency shelters and street outreach for the homeless, and for homelessness prevention and rapid re-housing assistance, HMIS and administration. The intent of ESG assistance is to rapidly transition program participants to stability, either through their own means or through public assistance, as appropriate. Funding provided under ESG is not intended to provide long-term support, nor will it be able to address all the financial and supportive service needs of individuals and families. All activities are to be an important part of the process to finding stability and should provide a comprehensive approach to eradicating homelessness in West Virginia.</p>

<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>&lt;div&gt;All Application Review: All applications determined to be eligible will be reviewed for funding. To the extent applicable, criteria to be considered during the review will include: a) ESG program proposal and estimation of homeless/at-risk of homelessness persons/households served, b)the relationship to ESG program design objectives, c)the Continuum of Care's review and recommendation of the applicant to successfully administer the grant program and how it supports the CoC Strategic Plan, d) the degree to which the project will address homelessness in the service area and how the applicant will use referrals and M.O.U.'s with partner organizations to assist in the accomplishment of applicant program goals, e) the cost effectiveness of each proposed program activity in comparison to the estimated number served, f) the availability of secured matching funds for the applicant's proposed program, g) the degree to which the project achieves state, regional, and local goals in providing stable and affordable housing and supportive services to homeless/at-risk of homelessness households, h) the readiness of the program to begin with awarded funds and the organizational and programmatic capacity to administer activities, i) the proposed outcomes and accomplishments the project is to achieve j) any open ESG awards, any past grant awards, in regard to monitoring findings, both programmatic and fiscal k) any past instances in which past awarded funding has been revoked or recaptured for reallocation</p>
<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>Not applicable to the Emergency Solutions Grant program.</p>

<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>The WV Development Office will accept applications from any non-profit 501(c)(3). Starting in PY2023, the ESG application process will occur in 3-year cycles. Applicants should complete the ESG proposal and associated forms and attachments by submission to the WV Development Office by mail, or electronically to the current program manager in accordance with instructions outlined in the guidelines as posted at <a href="http://www.wvcad.org/emergency-solutions-grant">http://www.wvcad.org/emergency-solutions-grant</a> Eligible activities include all activities listed in the interim rule. Emphasis will be placed on the Rapid Rehousing and Homelessness Prevention categories of the program with no more than 60% of the overall grant spent on Street Outreach and Emergency Shelter Activities. All applications will be reviewed for completeness and eligible activities. Then the applications will be evaluated based on a 205-point scale. Part of the evaluation is based on the participants' involvement in the CoC and knowledge of the programs or activities of the applicant and/or its vendors. No application will be funded with less than 75% of available points.</p>
<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>Not applicable to the Emergency Solutions Grant program.</p>

<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>In accordance with the Interim Rule of December 5, 2011, emphasis will be placed on the Rapid Re-housing and Homelessness Prevention categories of the program. As prescribed by the program regulations, no more than 60% of the grant award will be allocated to Street Outreach and Emergency Shelter Activities, with the remaining funding allocated to Rapid-Rehousing, Homeless Prevention, and HMIS categories, and no more than 7.5% spent on non-service-related administrative activities. In addition, despite the preference by some organizations to use the ESG funds for Homelessness Prevention rather than Rapid Re-housing, it is critical that certain subpopulations of households who are already homeless receive priority due to their vulnerability. Therefore, WV will give greater priority to applicants for Rapid Re-housing of those who are chronically homeless, homeless veterans, and/or homeless families and children. In attempting to keep with the US Interagency Council's request to use the majority of the ESG funding for rapid-rehousing, WV will seek to use at least 50% of its allocation of ESG funds for Rapid Rehousing and Homelessness Prevention (excluding administration and HMIS) for rapid re-housing but reserves the right to adjust this as the need becomes evident. To ensure that this goal is met, applicants requesting Rapid Re-housing funds will receive a priority. The WVDO understands that with WV's unique geographical and socioeconomic makeup of the state, it is understood that each agency has diverse and differing needs to serve the homeless population. It is in this regard that the WVDO does not attempt to dictate what eligible activities are to be used but instead let the organizations decide on what is best for their coverage areas.</p>
<p><b>Describe threshold factors and grant size limits.</b></p>	<p>WV intends to make grant awards of no less than \$10,000 and no more than \$150,000 per applicant for the provision of the following ESG components: 1. Street Outreach 2. Emergency Shelter 3. Homelessness Prevention 4. Rapid Re-housing 5. Homeless Management Information System (HMIS) 6. Administration or any combination of components. Applicants must demonstrate that the proposed activities will meet all program requirements and be undertaken in a timely fashion.</p>

	<p><b>What are the outcome measures expected as a result of the method of distribution?</b></p>	<p>The expected outcomes for the 2022 ESG program are: Shelter beds provided - 1500 persons Rapid Rehousing - 250 persons Homelessness Prevention - 150 persons</p>
4	<p><b>State Program Name:</b></p>	HOME
	<p><b>Funding Sources:</b></p>	HOME
	<p><b>Describe the state program addressed by the Method of Distribution.</b></p>	<p>The projected use of funds reflects the strategy of the State's HOME funds to increase the supply of decent, safe, sanitary, and affordable housing. This strategy is based upon the consolidated plan, the identification of local priorities, and making commitments that are consistent with the objectives of the HOME Program. The method of distribution is designed so that the supply of decent, safe, sanitary, and affordable housing is increased providing funds that will allow for the acquisition, new construction, and/or rehabilitation of rental units; provide operating expense grants to CHDOs; and allow the State to administer the HOME Program in the entire State.</p>

<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>HOME Rental Program: The criteria to be considered during the review will include: Developer capacity, Fiscal soundness of developer(s), Continuous site control in the name of the ownership entity, Identification and commitment of other funding sources, Project feasibility, Examination of market conditions to ensure an adequate need, Number of assisted units, and Subsidy layering of federal funds.</p> <p>CHDO Rental Program: The criteria to be considered during the review will include: Developer capacity, Fiscal soundness of developer(s), Continuous site control in the name of the ownership entity, Identification and commitment of other funding sources, Project feasibility, Examination of market conditions to ensure an adequate need, Number of assisted units, and Subsidy layering of federal funds.</p> <p>CHDO Operating Expense Grant Program: As a result of HUD’s approval, the criteria to be considered during the review will include: Need for Grant Program funds; Experience and qualifications of paid employees; and Timeliness and accuracy of past draw submissions.</p>
<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>Not applicable.</p>

<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>Not applicable.</p>
<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>Not applicable.</p>
<p><b>Describe how resources will be allocated among funding categories.</b></p>	<ol style="list-style-type: none"> <li>1. HOME Rental Program: will provide funds for nonprofit and for-profit developers to increase the supply of affordable rental units through acquisition, new construction and/or rehabilitation.</li> <li>2. CHDO Rental Program: will provide funds for CHDOs to increase the supply of affordable rental units through acquisition, new construction and/or rehabilitation.</li> <li>3. CHDO Operating Expense Grant Program: will provide grant funds for certified CHDOs to maintain or build capacity to implement current or anticipated CHDO eligible activities.</li> <li>4. Administration: will be used by the West Virginia Housing Development Fund in the administration of the HOME Program in the State.</li> </ol>

	<p><b>Describe threshold factors and grant size limits.</b></p>	<p>HOME Rental Program: Rental Program: funding is limited to the availability of funds as described in the annual RFP. Approximately 70% of the annual HOME award (estimated to be \$3,612,355) will be available for the HOME Rental Program. Funding is limited to \$800,000 per project unless WVHDF underwriting determines otherwise, and it must not exceed the HOME maximum per unit subsidy limits.</p> <p>CHDO Rental Program: funding is limited to the availability of funds as described in the RFP. Approximately 15% of the annual HOME award (estimated to be \$775,000) will be available for the CHDO Rental Program. Funding is limited to \$800,000 per project unless WVHDF underwriting determines otherwise, and it must not exceed the HOME maximum per unit subsidy limits.</p> <p>CHDO Operating Expense Grant Program: As a result of HUD’s approval, funding is limited to no greater than 5% of the annual HOME award. \$250,000 is allocated to the CHDO Operating Expense Grant for eligible CHDOs, those who are currently receiving CHDO Set-Aside funding for a specific project or expect to receive such funding within 24 months.</p> <p>Administration: As a result of HUD’s approval, funding is limited to 10% of the HOME award, which is \$515,261, and 10% of HOME program income.</p>
	<p><b>What are the outcome measures expected as a result of the method of distribution?</b></p>	<p>HOME Rental Program: as a result of the method of distribution, the outcome measure is 30 rental units.</p> <p>CHDO Rental Program: as a result of HUD's approval, the outcome measure is 4 rental units.</p> <p>CHDO Operating Expense Grant Program: the outcome measure is anticipated to provide operating expense grants to 6 CHDOs.</p> <p>Administration: as a result of HUD's approval, the outcome measure is to provide the WVHDF with the funds necessary to operate the HOME Program for the entire State.</p>
5	<p><b>State Program Name:</b></p>	<p>Housing Opportunity for Persons with AIDS</p>



<b>Funding Sources:</b>	HOPWA
<b>Describe the state program addressed by the Method of Distribution.</b>	<p>Housing Opportunities for Persons with AIDS (HOPWA) is a federal grant funding dedicated to the housing needs of people living with HIV/AIDS for projects that benefit low-income persons living with HIV/AIDS and their families. Eligible activities include tenant-based rental assistance, short-term mortgage, rent, and utility payments, supportive services, housing information, relocation and stabilization, permanent housing placement, facilities operations, and administration. The WVDED HOPWA program allocates funds on a formula basis to regional grantees. The formula to allocate these funds is primarily based on the number of persons living with HIV/AIDS in each region and the grantees expressed funding needs. Additional funding considerations are made with those project sponsors responding to an HIV IDU cluster within the unsheltered/sheltered homeless population.</p> <p>Grantees will establish grant agreements or directly disperse funds based on the need for a full range of eligible housing activities. Each grantee has prioritized needs for its respective region through a formal process reflective of demographic and epidemiological differences that exist within the regions. The formula to allocate these funds is primarily based on the number of persons living with HIV/AIDS in each region.</p> <p>To maintain adequate flexibility in responding to local needs which may vary across the State, WVDED will not establish priorities by activity types. The grantee must demonstrate the intent and capacity to fulfill all program requirements.</p>

<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>All Application Review: All applications determined to be eligible will be reviewed for funding. To the extent applicable, criteria to be considered during the review will include:</p> <ul style="list-style-type: none"> <li>a) HOPWA program proposal and estimation of HIV/AIDS individuals and households served,</li> <li>b) the relationship to HOPWA program design objectives,</li> <li>c) the degree to which the project will assist HIV/AIDS individuals and households in the service area and how the applicant will use referrals and M.O.U.'s with partner organizations to assist in the accomplishment of applicant program goals,</li> <li>d) the cost effectiveness of each proposed program activity in comparison to the estimated number served,</li> <li>e) the proposed plan of the organization that includes their ability to subset funds by connecting them to additional supportive service and housing resources whereas HOPWA is a last resort funding use,</li> <li>f) the degree to which the project achieves state, regional, and local goals in providing stable and affordable housing and supportive services to HIV/AIDS individuals and their families,</li> <li>g) the readiness of the program to begin with awarded funds and the organizational and programmatic capacity to administer activities,</li> <li>h) the proposed outcomes and accomplishments the project is to achieve</li> <li>i) any open HOPWA awards, any past grant awards, in regard to monitoring findings, both programmatic and fiscal</li> <li>j) any past instances in which past awarded funding has been revoked or recaptured for reallocation</li> </ul>
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<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>Not applicable to the Housing Opportunities for Persons with AIDS program.</p>
<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>Not applicable to the Housing Opportunities for Persons with AIDS program.</p>

<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>The WV Department of Economic Development will accept applications from any non-profit 501(c)(3). Applicants will complete the HOPWA request for proposal and all associated forms and attachments by submission electronically utilizing the State’s online grant management and application Portal. These will be received by the current program manager in accordance with instructions outlined in the guidelines as posted at <a href="http://www.wvcad.org/hopwa">http://www.wvcad.org/hopwa</a>. All applications will be reviewed for completeness and eligible activities. Then the applications will be evaluated based on a 100-point scale. No application will be funded with less than 70% of the available points possible. The grantee will disperse the funds based on the need for the full range of eligible activities: short term rent, mortgage, and utility payments; tenant based rental assistance; resource identification; permanent housing placement and supportive services; and administration. With FY23, HOPWA became a three-year grant program, no longer accepting applications annually for funding. At the end of each program year within the grant’s period of performance, monitoring findings/concerns, general programmatic and fiscal performance, numbers served and utilization of funding, and a HOPWA risk assessment will assist in the decision to continue the grant’s three-year period of performance. As stability is key among successful housing and supportive service outcomes with program participants, the program itself should reflect the same with stability and continuity in project sponsors.</p>
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<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>&lt;div&gt;Each applicant provides a detailed response within various sections of the funding proposal to the six areas delineated in the HOPWA program announcement listed below along with their Outcome measures. 1. Estimate the number and characteristics of eligible persons who will be served by the proposed activities. Provide a description of how their eligibility for participation in the program will be determined. 2. List the general locations and costs of the proposed activities. 3. Describe how the proposed activities will address urgent and supportive service needs (not currently addressed by available public and private resources) of eligible persons. Include a description of the public and private resources that are to be made available in connection with the proposed HOPWA-supported activities. 4. Describe the method used (outreach, referrals, existing shelter network, resource identification, etc.) to inform eligible persons of housing assistance/services availability. Describe the process for selecting program participants. 5. Describe procedures that have been, or will be, implemented to ensure coordination of HOPWA assistance with state and local government agencies responsible for providing services to persons with AIDS or related diseases. Include, where applicable, a description of coordination efforts with Ryan White funded agencies. Describe how community-based, non-profit HIV/AIDS services organizations have been consulted and involved in the application planning process.</p>
<p><b>Describe threshold factors and grant size limits.</b></p>	<p>Usage of HOPWA funding for grantees will be in proportion to the number of living HIV/AIDS cases in each of the organization’s respective catchment area.. Additionally, service utilization patterns have been factored into this distribution. There are no specific grant size limits with HOPWA.</p>

	<b>What are the outcome measures expected as a result of the method of distribution?</b>	The outcome measures expected because of this distribution include 7 household units operated within one long-term facility; 50 households assisted with TBRA; 250 with supportive services; 75 assisted with STRMU.
6	<b>State Program Name:</b>	Housing Trust Fund (HTF)
	<b>Funding Sources:</b>	HTF
	<b>Describe the state program addressed by the Method of Distribution.</b>	The projected use of funds reflects the strategy of the State's HTF funds to increase the supply of decent, safe, sanitary, and affordable housing for extremely low income and very low-income populations. This strategy is based upon the consolidated plan, the identification of local priorities, and making commitments that are consistent with the objectives of the HTF Program. The method of distribution is designed so the supply of decent, safe, sanitary, and affordable housing is increased by providing funds that will allow for the acquisition, new construction, and/or rehabilitation of rental units for extremely low income and very low-income populations in the State.

<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>The criteria to be considered during the review will include: Developer capacity, Fiscal soundness of developer(s), Continuous site control in the name of the ownership entity, Identification and commitment of other funding sources, Project feasibility, Examination of market conditions to ensure an adequate need, Number of assisted units, Subsidy layering of federal funds, and The extent to which to project has Federal, State or local project-based rental assistance so rents are affordable to extremely low income and very low income populations in the State.</p>
<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>Not applicable.</p>
<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>Not applicable.</p>

<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>Not applicable.</p>
<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>HTF Rental Program: will provide funds for nonprofit and for-profit developers for the development (acquisition, new construction, and/or rehabilitation) of rental housing for extremely low-income and very low-income populations in the State. 90% of the grant award (\$2,759,771) will be allocated to this funding category.</p> <p>Administration: will be used by the WVDHF in the administration of the HTF Program for the State. 10% of the grant award (estimated \$306,641) will be allocated to this funding category.</p>
<p><b>Describe threshold factors and grant size limits.</b></p>	<p>HTF Program: funding per award is limited to the availability of funds as described in the annual RFP and must comply with the maximum per unit subsidy limit. 90% of the annual HTF award (\$2,759,771) will be available for the HTF Rental Program. Funding is limited to \$1,300,000 per project unless WVDHF underwriting determines otherwise, and it must not exceed the HTF maximum per unit subsidy limits.</p> <p>Administration: funding is limited to 10% (\$306,641) of the annual HTF allocation that the State receives.</p>



<b>What are the outcome measures expected as a result of the method of distribution?</b>	HTF Program: as a result of the method of distribution, the outcome measure is 24 rental units. Administration: as a result of the method of distribution, the outcome measure is to provide the state with the funds necessary to operating the HTF Program
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## **Discussion:**

**Cost Overruns:** Requests for cost overruns may be submitted at any time during the year and considered without competition. Cost overruns cannot include an increase in the scope of the approved project unless it is clearly demonstrated that the new scope is required by regulatory agencies. In addition, cost overruns cannot bring a project's total above the funding ceiling established for the project type.

**Cost Underruns:** The WVDED reserves the right to recapture all unexpended funds remaining upon project completion. If the total amount of the awarded project contract (or contracts) is less than the approved budget cost for construction, excess CDBG funds cannot be used to add items or activities or change the scope of the project unless additives were used in the bid document. All requests must have prior approval from the WVDED. Grant funds that remain available following a cost underrun or bid underrun are subject to recapture and may be prorated with other funding agencies.

**Minimize Displacement:** Section 104(d) of Title I of the Housing and Community Development Act of 1974 contains requirements for a residential anti-displacement and relocation assistance plan. Each State recipient must adopt, make public, and certify to the State that it is following a "residential anti-displacement and relocation assistance plan." The Federal Register at 24 CFR, Part 570.488, sets forth relocation, displacement, replacement housing, and real property acquisition policies and requirements applicable to the State CDBG program.

**Land Acquisition Requirements Prior to Bidding:** subrecipient must obtain 80% of land/rights-of-ways/easements prior to bidding the project and shall comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), 42 USC 4601 – 4655, 49 CFR Part 24, 24 CFR Part 42, and 24 CFR 570.606.

## AP-35 Projects – (Optional)

### Introduction:

#### HOME

The HOME Program does not identify specific projects requiring HOME funds. However, the WVHDF HOME Department issues RFPs for nonprofit and for-profit developers to request HOME funds in order to develop a project. The WVHDF adheres to the Method of Distribution for the HOME program as mentioned in AP-30.

#### HTF

The HTF Program does not identify specific projects requiring HTF funds. The WVDHF HTF Program issues RFPs for nonprofit and for-profit developers to request HTF funds in order to develop a project. Please note, the WVHDF adheres to the Method of Distribution for the HTF program as noted in AP-30.

-

#	Project Name

Table 9 – Project Information

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

## AP-38 Project Summary

### Project Summary Information

Project Name	Target Area	Goals Supported	Needs Addressed	Funding	Description	Target Date	Estimate and that from activ
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**AP-40 Section 108 Loan Guarantee – 91.320(k)(1)(ii)**

**Will the state help non-entitlement units of general local government to apply for Section 108 loan funds?**

No

**Available Grant Amounts**

The State of West Virginia will not help non-entitlement units of general local government to applying for Section 108 Loans. Available grant amounts for Section 108 Loan Guarantee is \$0.00.

**Acceptance process of applications**

Not applicable.

**AP-45 Community Revitalization Strategies – 91.320(k)(1)(ii)**

**Will the state allow units of general local government to carry out community revitalization strategies?**

No

**State’s Process and Criteria for approving local government revitalization strategies**

Not applicable. The State will not allow units of general local government to carry out community revitalization strategies.

## AP-50 Geographic Distribution – 91.320(f)

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

Investing across a large and diverse area is challenging; however, the WVDED and WVHDF continue to evaluate its methods of distribution to assure that funds for these critical programs (CDBG, ESG, HOPWA, HOME, HTF) meet the priority needs within West Virginia. Each program varies in its methods for fund distribution, but generally the WVDED gives priority to non-entitlement communities throughout the State. Each specific program is tailored to meet federal and program specific regulations and to best meet the needs specific to each target population. The WVDED CDBG-DR program is intended to aid low-income West Virginians seeking assistance in the repair, replacement, or reconstruction of their homes damaged by the June 2016 Flood. All CDBG-DR funding will be used in the following counties: Clay, Fayette, Greenbrier, Jackson, Kanawha, Lincoln, Monroe, Nicholas, Pocahontas, Roane, Summers, Webster.

### Geographic Distribution

Target Area	Percentage of Funds
Statewide	100

Table 10 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

#### HOME and HTF:

The geographic areas in which an affordable housing project may receive direct HOME and/or HTF assistance includes all fifty-five counties in the State. The WVHDF conducts a Site Inspection for each proposed HOME or HTF project to confirm compliance with 24 CFR 92.202 and 24 CFR 93.150, respectively, in order to provide housing that is suitable from the standpoint of facilitating and furthering full compliance with the applicable provision of title VI of the Civil Rights Act of 1964, the Fair Housing Act, and promotes greater choice of housing opportunities. This review ensures compliance with 24 CFR 983.57(e) and notates the (i) adequacy of site; (ii) site conditions; and (iii) site standards.

The rationale for the entire State as the entire geographic priority area results from: The need for affordable housing, whether new construction or rehabilitation, exists for the State's fifty-five counties. Consequently, there are no Target Areas within the State receiving a percentage of HOME and/or HTF funds.

Because the State's significant affordable housing needs exceed the limited amount of HOME and HTF funding, the WVHDF equitably ranks proposed projects so that HOME and HTF funds are judiciously awarded. Moreover, the WVHDF provides technical assistance and offers a reasonable, competitive developer fee to encourage developers to submit proposals that respond to the affordable housing

needs throughout the State. All these features are used to encourage the submission of project applications so that HOME and HTF funds may be used to address communities needing affordable rental housing.

-

## **Discussion**



## Affordable Housing

### AP-55 Affordable Housing – 24 CFR 91.320(g)

**Introduction:**

The State will focus its HOME Program resources on the following

- (1) HOME Rental Program (estimated \$4,089,339 HOME award and \$1,530,000 Program Income) with loans to developers to increase the supply of affordable rental housing through acquisition, new construction and/or rehabilitation.
- (2) CHDO Rental Program: No less than 15% of the State’s annual HOME award (estimated \$890,000) will be set-aside for CHDO developers to increase the supply of affordable rental housing through acquisition, new construction and/or rehabilitation.
- (3) CHDO Operating Expense Grant Program: An estimated \$290,000 (but no more than 5% of the State’s annual HOME award) will be provided for operating expenses of certified CHDOs to maintain or build capacity to implement current or anticipated CHDO eligible activities.

The State's HOME Program is operated as a direct program. The WVHDF, the State-designated HOME participating jurisdiction, issues a permanent financing commitment for a project when all HOME conditions are met, and the State retains full control of the quality of the loans.

The State will focus its HTF Program resources on following:

- (1) HTF Rental Program (\$2,759,771 HTF award and \$10 Program Income with loans to developers to increase the supply of affordable rental housing through new construction, acquisition, and/or rehabilitation of rental housing units for extremely low- and very low-income populations.

The State's HTF Program (Program) is operated as a direct program. The WVHDF, the State-designated HTF Program administrator, issues a permanent financing commitment for a project when all Program conditions are met, and the State retains full control of the quality of the loans.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	58
Special-Needs	0
Total	58

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	29
Rehab of Existing Units	29
Acquisition of Existing Units	0
Total	58

**Table 12 - One Year Goals for Affordable Housing by Support Type**

**Discussion:**

The goals listed are in relation to HOME and HTF funding only. The limited HOME and HTF resources awarded by HUD to the State of West Virginia are insufficient to satisfactorily address all housing needs of the state. Therefore, the WVHDF will actively work with other groups, including nonprofit agencies, housing authorities, community development agencies, community action programs, other organizations, and for-profit developers to expand the supply of affordable housing in the State. Each of these agencies has the potential to provide the technical expertise to address the housing problems in their respective geographic areas. Moreover, the WVHDF seeks to leverage HOME and HTF with other investments in order to increase the supply of affordable housing in the State.

The WVHDF maintains a CHDO list serve and attends meeting for which many CHDOs attend to openly discuss methods of effectively addressing and meeting the needs of affordable housing for low-income families in various regions within the state.

## **AP-60 Public Housing - 24 CFR 91.320(j)**

### **Introduction:**

Public housing authorities are an important component of the state affordable rental housing delivery system. The public housing authorities provide subsidized rental housing units and tenant based rental assistance (certificates/vouchers) for low- and moderate-income households throughout the state. However, since local housing authorities are established by units of local government subject to state enabling legislation, neither the State nor the WVHDF have direct oversight of the operations of local public housing authorities.

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

While the WVHDF does not have jurisdiction over public housing agencies, public housing authorities and other housing and community development agencies that use federal funds are required to obtain a certification that their program plans are consistent with the Consolidated Plan for their jurisdiction. The State Consolidated Plan serves the majority of the state since only a few local jurisdictions develop Consolidated Plan documents. The WVHDF has begun to serve as the lead agency for reviewing housing plans for consistency with the housing component of the State Consolidated Plan. Applicants for federal funds submit their requests for a Certification of Consistency with the Consolidated Plan to the WVHDF prior to submitting their applications to the appropriate federal agency. If the PHA is in “troubled” status in a non-Entitlement area, WVDED may provide technical assistance from the TA CDBG funding.

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

There are no current programs to become more involved in management and participation in homeownership.

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

When a Public Housing Authority is designated as “troubled” in West Virginia, the WVDED will work with the local HUD office and provide technical assistance as needed. Public housing authorities are an important component of the state affordable rental housing delivery system. The public housing authorities provide subsidized rental housing units and tenant based rental assistance (certificates/vouchers) for low- and moderate-income households throughout the state. However, since local housing authorities are established by units of local government subject to state enabling

legislation, neither the State nor the WVHDF have direct oversight of the operations of local public housing authorities.

**Discussion:**

Public housing authorities are an important component of the state affordable rental housing delivery system. The public housing authorities provide subsidized rental housing units and tenant based rental assistance (certificates/vouchers) for low- and moderate-income households throughout the state. However, since local housing authorities are established by units of local government subject to state enabling legislation, neither the State nor the WVHDF have direct oversight of the operations of local public housing authorities. Currently, no Public Housing Authorities have applied for the Rental Assistance Demonstration (RAD) program.

## **AP-65 Homeless and Other Special Needs Activities – 91.320(h)**

### **Introduction**

Homelessness in West Virginia has risen marginally over the last few years, but demonstrates an overall reduction in since 2018, largely due to the availability of funding opportunities such as the Emergency Solutions Grant, and collaborative partnerships dedicating additional resources to homelessness issues. Inflationary costs, especially including cost of living increases, continue to contribute to street homelessness, with individuals living within the poverty level continuing to be at-risk of homelessness. West Virginia has a poverty rate of 17.9%, which is a significant number of the population who have increased vulnerability to homelessness during this period of inflationary costs.

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

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

Data gathered through annual federal SAGE reporting and Point-In-Time surveys illustrate the need to connect unsheltered individuals throughout the state with housing and supportive services. The WVDED will encourage the use of ESG funds, more specifically the partnering of funding within the Emergency Shelter and Street Outreach components, to target the unsheltered homeless population throughout our state in getting them connected to these vital services. Through the strategic pairing of these two vital components agencies can best use available resources to target this most vulnerable population and have greater success in providing ESG allowable activities with the end goal of individuals and families being connected to permanent housing and regain stability resulting in a reduction of the unsheltered population and the recidivism rate of return to homelessness.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

All activities allowed under the HEARTH Act for emergency shelters are eligible under WV's ESG program. These include rehabilitation/renovation, operational costs, and essential services. Applicants for the funding must provide the need for the required program as part of the application. This may be in the form of information from the annual Point in Time count, average bed night, referrals to other available services or the HMIS information from the previous year. In any given year not more than 60% of the ESG allocation will be given out in grants to these types of shelter and/or street outreach, per HUD requirement. It is the goal of the ESG program within WV to serve 3,000 individuals with emergency shelter and street outreach services over the next four years.

#### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that**

**individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

WVDED supports the plan to end homelessness from the United States Interagency Council on Homelessness' "Home, Together: The Federal Strategic Plan to Prevent and End Homelessness", with the caveats that the goals must be appropriate and achievable for WV, and that increased need and limited resources may inhibit the State's ability to meet the federal targeted timelines. Attaining these goals requires the cooperation and full commitment of federal, state, local, and private sector organizations:

- To end homelessness among Veterans
- To end chronic homelessness among people with disabilities
- To end homelessness among families with children
- To end homelessness among unaccompanied youth
- To end homelessness among all other individuals

WVDED works closely with each of the four Continuums of Care, ESG and HOPWA funded agencies, and additional state partners, to define and address those barriers which could ultimately result in homelessness for individuals and their families. By definition, these are individuals and families who:

- Face imminent eviction without a secured location where they might transition their families;
- Have difficulty locating available, affordable housing options;
- Are close to being discharged from a medical facility or the criminal justice system without a confirmed residence wherein they might transition or;
- Do not have access to reliable transportation or reside in areas without adequate public transportation resulting in reduced access to available jobs with livable wages;
- Reside in substandard housing conditions (i.e. without sufficient heat, running water or protection from natural elements).

It is agreed that individuals and families living under these circumstances will experience homelessness without appropriate interventions and supportive services. Case Management plans for these individuals and families to help them overcome barriers to retaining permanent housing included job readiness/self-sufficiency training, job placement and coaching, childcare, transportation subsidy, parenting training and in many cases, counseling and/or treatment for alcohol or substance abuse. In cases where mental or physical disabilities were evident, appropriate connections with mental health services were also included.

Serving as the working body to support the efforts of the U.S. Interagency Council on Homelessness, the four Continuums of Care will serve as the Homeless Steering Committee, which addresses programs and policies to assist the homeless in the State.

As the administrator of the Emergency Solutions Grant Program, WVDED has identified the priority need for more funding and resources to go to Street Outreach and Emergency Shelter as there continues to be an increase in rental and housing funding assistance program availability.

Street Outreach activities will be prioritized with a focus on ending chronic homelessness for individuals and families living in places not meant for human habitation. The end goal of Outreach is to connect them to emergency shelters and utilize them as needed while additional housing provisions are put in place (RRH/HP activities).

The goal for emergency shelter is the average stay be below 30 days in line with HUD's recommendation. The one-year plan is to connect 250 individuals or families to housing with the provision of equal access to available resources and equitable treatment to all eligible program participants.

WVDED will continue this priority until such a time that there are no families needing assistance in finding permanent housing. Under ESG, the chronically homeless, veterans, and families with children are also prioritized so as to direct as many resources necessary to these special targeted populations.

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

WVDED supports the plan to end homelessness from the "ALL IN: The Federal Strategic Plan to Prevent and End Homelessness", with the caveats that the goals must be appropriate and achievable for WV, and that increased need and limited resources may inhibit the State's ability to meet the federal targeted timelines. Attaining these goals requires the cooperation and full commitment of federal, state, local, and private sector organizations:

- To lead with equity,
- Use data and evidence-based practices,
- Utilize strategies that improve homeless response systems,
- Prevent homelessness.

WVDED works with each of the four Continuums of Care, ESG and HOPWA funded agencies, and additional state partners, to define and address those barriers which could ultimately result in homelessness for individuals and their families. These are individuals and families who:

- Face imminent eviction without a secure location where they might transition their families.

- Have difficulty locating available, affordable housing options.
- Are close to being discharged from a medical facility or the criminal justice system without a confirmed residence wherein they might transition or.
- Do not have access to reliable transportation or reside in areas without adequate public transportation resulting in reduced access to available jobs with livable wages.
- Reside in substandard housing conditions (i.e. without sufficient heat, running water or protection from natural elements).

It is agreed that individuals and families living under these circumstances will experience homelessness without appropriate interventions and supportive services. Case Management plans for these individuals and families to help them overcome barriers to retaining permanent housing included job readiness/self-sufficiency training, job placement and coaching, childcare, transportation subsidy, parenting training and in many cases, counseling and/or treatment for alcohol or substance abuse. In cases where mental or physical disabilities were evident, appropriate connections with mental health services were also included.

Serving as the working body to support the efforts of the U.S. Interagency Council on Homelessness, the four Continuums of Care will serve as the Homeless Steering Committee, which addresses programs and policies to assist the homeless in the State.

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The goal for emergency shelter is the average stay be below 30 days in line with HUD's recommendation. The one-year plan is to connect 250 individuals or families to housing with the provision of equal access to available resources and equitable treatment to all eligible program participants.

WVDED will continue this priority until such a time that there are no families needing assistance in finding permanent housing. Under ESG, the chronically homeless, veterans, and families with children are also prioritized to direct as many resources as possible necessary to these special targeted populations.

## **Discussion**

In addition to the previously mentioned WV ESG program priorities, applicants will still be able to



request funding and be awarded for housing specific activities such as RRH and HP. The State goal with prevention funds is to assist 150 households in remaining housed.

WVDED plans to continue fostering vital partnerships with other State agencies including, but not limited to, the Department of Health and Human Resources, Bureau for Children and Families, the Department of Corrections, and State foster care and placement agencies in forming discharge policies from funded institutions or systems of care, so as to provide a seamless transition from the institution to housing thus keeping the patient, prisoner or child exiting foster care from ever experiencing homelessness by entering the emergency shelter system or finding themselves among the unsheltered population.

**AP-70 HOPWA Goals – 91.320(k)(4)**

<b>One-year goals for the number of households to be provided housing through the use of HOPWA for:</b>	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	75
Tenant-based rental assistance	50
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	7
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
<b>Total</b>	<b>132</b>

## **AP-75 Barriers to affordable housing – 91.320(i)**

### **Introduction:**

The partner agencies (WVDED and WVHDF) have identified several barriers and potential barriers to the creation and availability of affordable housing. We have outlined these barriers in the Market Analysis section of this consolidated plan at MA-40. The state has also developed a long-term strategy for alleviating or eliminating these identified barriers and the state has outlined that in the Strategic Plan section of this plan at SP-55.

Due to continued diminishing funding and limited staff resources states are restricted as to the options available to deal with these types of issues. Therefore, states must leverage resources and create an annual plan of action addressing certain issues that when added together can culminate in achieving the strategic vision for the elimination of the identified barriers. Below we discuss the actions expected to be taken in this coming year that will move us toward achieving that goal.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

**Community Opposition** - The partner agencies will continue to review policies and procedures to identify any issues that have the potential to create an obstacle to the creation or siting of affordable housing. The partner entities will seek out opportunities to provide training to raise awareness on the facts of affordable housing and to alleviate the primarily unfounded fears many have about affordable housing and the benefits it can offer their community and their friends and neighbors.

**Cost of Affordable Housing** – WVHDF performs a construction cost analysis for all projects requesting HOME and HTF funds. The analysis confirms that costs are reasonable and necessary. In addition, the partner agencies will continue to consult with the homebuilding industry, local governments, and affordable housing advocates in considering the potential impact of state statutes and state and local regulations on the affordability of housing.

**Housing Quality** - WVHDF will continue to require that all HOME- and HTF-assisted construction projects meet the provisions of the International Building Code, monitor the attainment of public health and safety goals, and confirm the current HUD inspectable standard are met.

### **Discussion:**

The WVDED will continue to work with each of the four Continuums of Care, public and private housing providers, Community Action agencies, and other stakeholders to continue to improve and expand services to those areas of need. The WVDED coordinated all ESG funding decisions the State. All four

CoCs utilize one statewide Homelessness Management Information System. All CoCs utilize a coordinated assessment system. Coordinated assessment ensures all homeless people are assessed by a common tool and receive appropriate services based on standards of care. West Virginia utilizes an SSI/SSDI Outreach, Access, and Recovery (SOAR) to train front line workers to improve success rates for initial determinations for the Social Security Income (SSI) applications.

## **AP-85 Other Actions – 91.320(j)**

### **Introduction:**

The State currently provides a variety of services to the citizens of the State of West Virginia, some funded by CDBG, HOME, HTF, ESG, and HOPWA with private, State, and other federal funding. In doing so, additional assets are leveraged and used to meet a variety of needs. Below are some of the actions currently performed by the State to meet these needs.

### **Actions planned to address obstacles to meeting underserved needs**

The HOPWA funded project sponsors work to identify the unmet needs of those low-income households having underserved needs. Individuals and families are included along with the subgroup of those members of the HIV-IDU clusters who cannot secure or maintain affordable and safe housing or access the necessary supportive services necessary to assist in that effort. This population requires more intense individualized and specialized housing and supportive service offerings. Additional funding is necessary to address any unmet need; however, through leveraged resources and HOPWA being a “payor of last resort” it provides project sponsors with a higher ability to meet said unmet need.

In Addition

(a) The WVHDF’s website offers a link to the Statewide Housing Needs Study, which offers a comprehensive overview of housing in West Virginia. This provides a venue in which developers can assess and recognize underserved housing areas in the state.

(b) The WVHDF’s website has multiple locations in which a user can click to request more information about the HOME and HTF programs. Frequently, underserved West Virginians communicate in this manner to inquire about programs to meet their housing needs.

(c) Developers submitting a HOME or HTF application must submit a market analysis that thoroughly examines neighborhood market conditions and realistically demonstrates the need for the project for which HOME/HTF funds are being requested.

### **Actions planned to foster and maintain affordable housing**

The State of West Virginia will remove barriers to affordable housing by continuing its program for affordable housing through the HOME and HTF programs. The WVDED will continue to work with the

four Continuums of Care to coordinate state-wide community efforts to broaden partnerships in support of affordable housing; continue participation in the West Virginia Interagency Council on Homelessness; continue to fund emergency shelters, domestic violence shelters, rapid re-housing and targeted homelessness prevention programs; continue to research a variety of risk factors affecting the ability to provide low to moderate income housing including; housing burden, employment trends, and population. In addition: (a) The WVHDF sponsors HOME & HTF Rental Training (usually conducted annually and when pandemic-related restrictions permit) to provide instruction regarding HOME & HTF compliance requirements. This allows employees of owners/developers of HOME/HTF projects to learn and/or be reminded of HUD regulations for the project's affordability period, which aids in fostering and maintaining affordable housing. (b) The WVHDF maintains a list serve to communicate information related to the HOME and HTF programs and regulations, which aids in fostering and maintaining affordable housing. (c) The WVHDF is a co-sponsor of the WV Housing Conference, which usually occurs annually each September, when pandemic-related restrictions permit. This conference (approximately 16 hours) allows housing agencies and stakeholders throughout the state to learn about a variety of housing topics, which positively impact the fostering and maintaining affordable housing. d) The WVHDF sponsors CHDO and nonprofit agency Advisory Group meetings. These meetings provide forums for attendees to interact with WVHDF HOME/HTF Staff and network to learn of best practices, which aids in fostering and maintaining affordable housing.

### **Actions planned to reduce lead-based paint hazards**

All WVDED and WVHDF administered HUD programs must conform to federal and state lead regulations. This means that all grantees, sub-recipients, project sponsors, developers, or other partners are required to conduct visual lead inspections of any structure where appropriate per program guidelines. Appropriate measures to remove the hazard and re-inspection are required where peeling or chipping paint is observed. More extensive measures are required in the case of a child 72 months or younger testing positive in a specific housing unit. Enacted in 1999, the West Virginia Lead Abatement Law and Rule enables the State to:

- Require certification and license of all lead abatement professionals and contractors;
- Establish certification requirements for lead training providers;
- Require refresher courses for all disciplines;
- Require education/experience pre-requisites for certification examinations;
- Provide enforcement to certify or revoke state licenses;
- Develop protocols for reporting, data collection and processing of certified professionals and lead abatement projects;
- Provide public outreach/education;
- Require notification of lead abatement projects; and
- Provide penalties for violating the State law.

Since implementation of the WV Lead Abatement Law, Chapter 16-35 and the enactment of the Lead

Abatement Rule, CSR 64-45, the State's HOME and HTF programs have followed and will continue to follow the policy of abating lead-based paint during rehabilitation or reconstruction of projects identified as having a lead-based paint hazard as efficiently as possible under the regulations. The legal requirements relating to lead-based paint from OSHA, EPA and HUD apply to all buildings, whether the building or transaction is assisted by the West Virginia Housing Development Fund or not.

### **Actions planned to reduce the number of poverty-level families**

All WVDED and WVHDF administered HUD programs must conform to federal and state lead regulations. This means that all grantees, sub-recipients, project sponsors, developers, or other partners are required to conduct visual lead inspections of any structure where appropriate per program guidelines. Appropriate measures to remove the hazard and re-inspection are required where peeling or chipping paint is observed. More extensive measures are required in the case of a child 72 months or younger testing positive in a specific housing unit. Enacted in 1999, the West Virginia Lead Abatement Law and Rule enables the State to:

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- Establish certification requirements for lead training providers.
- Require refresher courses for all disciplines.
- Require education/experience pre-requisites for certification examinations.
- Provide enforcement to certify or revoke state licenses.
- Develop protocols for reporting, data collection and processing of certified professionals and lead abatement projects.
- Provide public outreach/education.
- Require notification of lead abatement projects; and
- Provide penalties for violating the State law.

Since implementation of the WV Lead Abatement Law, Chapter 16-35 and the enactment of the Lead Abatement Rule, CSR 64-45, the State's HOME and HTF programs have followed and will continue to follow the policy of abating lead-based paint during rehabilitation or reconstruction of projects identified as having a lead-based paint hazard as efficiently as possible under the regulations. The legal requirements relating to lead-based paint from OSHA, EPA and HUD apply to all buildings, whether the building or transaction is assisted by the West Virginia Housing Development Fund or not.

### **Actions planned to develop institutional structure**

The State of West Virginia seeks to help families move out of poverty in ways that promote family self-

sufficiency to the highest extent possible. To this end, all ESG and HOPWA program participants are encouraged to engage in case management activities used to specialize their individual housing plans and skill development. It is a priority to assist program participants with finding housing and other services necessary to make progress toward long-term housing sustainability and financial self-sufficiency.

In addition, the WVHDF HOME and HTF programs offer the following programs, which allow qualified families to escape from cost-burdened housing to affordable housing. These contribute to an overall reduction of the number of poverty level families.

1. CHDO Rental Program: CHDOs are awarded HOME funds to develop affordable rental units that will be rent restricted in accordance with the Low HOME and High HOME limits.
2. HOME Rental Program: Developers are awarded HOME funds to develop affordable rental units that will be rent restricted in accordance with the Low HOME and High HOME limits.
3. HTF Rental: Developers are awarded HTF funds to develop affordable rental units that will be rent restricted in accordance with the HTF limits.

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

The State has established an institutional structure to address the needs of poverty-level families and homeless people. The WV Department of Human Services (WV DoHS) is the primary agency responsible for the delivery of financial services and other services to poverty-level families. WV DoHS operates offices in almost every county of the state and representatives process applications for financial assistance. The WVDED provides services to homeless persons through an established network of service providers. These service providers include public agencies, quasi-public agencies, non-profit organizations, and private contractors. THE WVDED agents and contractors deliver financial assistance and other services to homeless persons through an established network of service providers. It should be noted that both the WV DoHS service providers and the WVDED service providers often collaborate with non-profit organizations such as Community Action Agencies and Public Housing Authorities to address the needs of poverty-level families and the homeless. The WVDED will continue to work with the CoCs of the state to encourage shelters and organizations receiving ESG funding to be active participants in the administering and governing process. Additionally, the WVDED collaboratively works with 11 Regional Planning and Development Councils throughout the State of West Virginia to implement the CDBG Program. WVDED staff work closely with the RPDCs to provide guidance, technical assistance, and training to promote on-going learning and understanding of the CDBG program. In turn, the RPDCs work closely with the CDBG Grantees (Non-entitlement Communities) to ensure all activities and projects are wholly compliant with all HUD requirements.

### **Discussion:**



**Program Specific Requirements**  
**AP-90 Program Specific Requirements – 91.320(k) (1,2,3)**

## **Introduction:**

CDBG funds are used to develop viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low- and moderate-income. Consistent with this primary objective, not less than 70 percent of the aggregate of the federal Title I assistance distributed under this program design statement shall be used for the support of activities that benefit persons of low and moderate income in non-entitlement areas of West Virginia. As noted in the table, the State will ensure that a minimum of 70 percent of CDBG funds will be used to benefit persons of low and moderate income over a consecutive three-year period. It is anticipated that all funding will be used to benefit persons of low and moderate income; therefore, the 70 percent threshold will be maintained through the Fiscal Year 2023 Annual Action Plan, as well as the period covered by the Five-Year Consolidated Plan, which spans Fiscal Years 2020 through 2024.

CDBG Program Income is minimal and is reported on a fiscal year basis. Program Income that does not exceed \$25,000 in a single year is retained by the unit of local government. As a result, program income is not reported in this plan for the State CDBG program. The State has not undertaken a project under the Urgent Need category, although this category could be utilized in circumstances which meet stringent regulations. Additionally, the State CDBG program has not undertaken a Section 108 program and, therefore, reports no proceeds.

All activities which are eligible for federal CDBG funding, under Section 105 of the Federal Housing and Community Development Act of 1974, as amended, are eligible for funding. The State's method of distribution is provided in section AP-30: Annual Action Plan-Method of Distribution. The State's priorities are provided in section SP-25: Strategic Plan-Priority Needs.

WVHDF HOME and HTF Programs anticipate the use of the HUD HOME and HTF awards, estimated Program Incomes, and leveraged funds to successfully implement all aspects of the HOME and HTF Programs. HOME and HTF Program Income is generated by each program. Other descriptions include:

Eligible applicants: Eligible HOME applicants earn up to and include 60% AMI; eligible HTF applicants earn up to and including 30% AMI. Eligible HOME and HTF developers include for profit and nonprofit entities.

Process for soliciting applications: WVHDF will use the Request for Proposals (RFP) process to solicit applications to receive requests for HOME and HTF funds. Developers of affordable multifamily residential rental housing must submit a completed RFP on or prior to the date noted on the website and RFP documents. WVHDF will not limit the beneficiaries or give preferences to any segment of the extremely low-, very low-, or low-income population.

Process for funding applications: WVHDF will thoroughly process each RFP. Resulting from limited HOME and HTF funds, RFP processing is competitive, and RFPs will be ranked according to the scoring criteria to determine the projects to be funded with the available HOME and HTF funds.

Where detailed information may be obtained: Developers and applicants receive HOME/HTF information through: (a) network of nonprofits throughout the state;

(b) WVHDF website; and

(c) public hearings.

Developers receive HOME and HTF information through:

(a) WVHDF website;

(b) information received through the WVHDF HOME/HTF emails; and

(c) a variety of meetings that a WVHDF HOME/HTF representative attends (i.e., public hearings, FAHE meetings, and the annual WV Housing Conference).

**Community Development Block Grant Program (CDBG)  
Reference 24 CFR 91.320(k)(1)**

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

**Other CDBG Requirements**

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

Annual Action Plan  
2024  
107

**HOME Investment Partnership Program (HOME)  
Reference 24 CFR 91.320(k)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

Not applicable: no other forms of investment are being used beyond those identified in Section 92.205.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

WVHDF does not intend to use HOME funds for homebuyer activities.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds. See 24 CFR 92.254(a)(4) are as follows:

WVHDF does not intend to use HOME funds for homebuyer activities.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

There are no plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

Not applicable.

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

Not applicable.

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

Not applicable.

### **Emergency Solutions Grant (ESG) Reference 91.320(k)(3)**

1. Include written standards for providing ESG assistance (may include as attachment)

Include written standards for providing ESG assistance (may include as attachment)

Subrecipients of ESG must develop and implement standard policies and procedures for the determination and verification of an applicant/family's eligibility for assistance under the Emergency Solutions Grant program. These standards must evidence how subrecipients will prioritize which eligible families and individuals will receive ESG assistance.

Minimum Standards:

- Consistency with the definition of homeless and at-risk homeless as stated in 24 CFR § 576.2.
  - The record keeping requirements as stated in 24 CFR § 576.500 (b – e) (HUD regulations)
  - Subrecipients are encouraged to give preference to families with children for both Homelessness Prevention and Rapid Re-housing assistance, to the maximum extent feasible, keeping the family units intact.
2. If the Continuum of Care has established a centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

Each CoC within the state has a centralized coordinated assessment system that meets HUD requirements and prioritizes individuals based on the VI-SPDAT which assesses and scores individuals regarding their greatest needs. Each CoC provides a coordinated entry phone line and process which serves as an entry point for the emergency shelter system within the state; though diversion is practiced first to divert those individuals who may find other sources of housing with family or friends, giving those individuals at the greatest risk priority in being connected to available services.

3. Identify the process for making sub-awards and describe how the ESG allocation is available to private nonprofit organizations (including community and faith-based organizations).

Identify the process for making sub-awards and describe how the ESG allocation is available to private nonprofit organizations (including community and faith-based organizations).

The WVDED provides a NOFO to all Continuums of Care and homeless service agencies throughout the state when the application round is open, and organizations can begin applying for funds in 3-year cycles. Additionally, the funding opportunity is placed on the agency's website. WVDED accepts applications from any state-recognized registered non-profit that currently serves or plans to serve the homeless population, allowing each to decide what their needs are with the ESG program and the amount of funding in which they apply for under the eligible activities they feel are needed within their individual coverage areas. The WVDED then reviews the requests for eligibility and fundability under the ESG program.

The WVDED has an evaluation and scoring process that also takes into consideration information provided by each respective Continuum of Care on the applicant's active participation within the CoC and their ability to administer a grant-funded program.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The WVDED relies on the inclusion of homeless participation within each Continuum of Care and project sponsor governing board to develop policies and funding decisions that are the most needed by the homeless population.

5. Describe performance standards for evaluating ESG.

The WVDED, like HUD, recognizes that performance standards are key to successful implementation of the Emergency Solutions Grant program. As subrecipients improve their program outcomes through the evaluation of HMIS data and through integration of ESG-funded services into their local Continuum of Care systems, scoring of returning applicants will take into consideration their past performance utilizing the ESG program.

*\*Performance will also be measured by evidence that the subrecipient has coordinated with the local*

*Continuum of Care (CoC) to a reasonable standard and ensure that ESG activities are consistent with CoC's strategies and objectives for preventing and ending homelessness. The impact of ESG funds will ultimately be reported by CoCs through Point-in-Time counts and through other data collected by HUD. In addition, subrecipients are to ensure coordination with other local organizations that are planning and carrying out activities related to prevention, rapid re-housing and to link participants to other mainstream resources.*

**Housing Trust Fund (HTF)**  
**Reference 24 CFR 91.320(k)(5)**

1. How will the grantee distribute its HTF funds? Select all that apply:

Applications submitted by eligible recipients.

2. If distributing HTF funds through grants to subgrantees, describe the method for distributing HTF funds through grants to subgrantees and how those funds will be made available to state agencies and/or units of general local government. If not distributing funds through grants to subgrantees, enter "N/A".

N/A.

3. If distributing HTF funds by selecting applications submitted by eligible recipients,

a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Eligible applicants for HTF funding include nonprofit and for-profit entities and must meet minimum qualifications and demonstrate proficiency as developers and asset managers.

b. Describe the grantee's application requirements for eligible recipients to apply for HTF funds. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

1. Will comply with the requirements of the HTF program and that rental units assisted with HTF will comply with HTF requirements.
  2. Demonstrate financial capacity to undertake, comply with, and manage the HTF eligible activity.
  3. Have experience and capacity to conduct eligible HTF activities by demonstrating ability to own, construct, manage and operate an affordable multifamily residential rental project that includes HTF units;
  4. Show familiarity with the requirements of other federal, state, or local housing programs that will be used in conjunction with HTF funds to ensure compliance with all applicable requirements and regulations of such program through demonstrated experience with developing, owning, and managing affordable multifamily residential rental projects; and
  5. Demonstrate the ability to understand and manage practices related to leasing to tenant populations at or below 30% AMI, including homeless households or persons with special needs.
- c. Describe the selection criteria that the grantee will use to select applications submitted by eligible recipients. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".



In addition to regulations (24 CFR 93) and State application criteria, eligible applicants submitting an application for HTF funding will be reviewed according to the following:

1. The extent to which a proposed project has federal, state, or local project-based rental assistance (up to 25 points available);
2. Demonstrate that the project is financially feasible for the 30-year affordability period (minimum requirement, no points awarded);
3. Gross tenant paid rent (tenant paid rent plus utility allowance) must not exceed HTF Rent Limitations pursuant to 24 CFR 93.302(b) (minimum requirement, no points awarded);
4. Sources and uses of funds are clearly defined (minimum requirement, no points awarded);
5. Financial commitments (for HTF applications also requesting LIHTC, up to 25 points will be awarded for financial commitments);
6. Current market demand in the neighborhood in which the project will be located (minimum requirement, no points awarded);
7. Experience and capacity of applicant as evidenced by previous projects developed in the State (minimum requirement, no points awarded); and
8. Developer (development team) has no outstanding and/or unresolved issues of noncompliance after the end of the correction period as regulated by the State's Asset Management Department (minimum requirement, no points awarded).

When an application is received, it will be reviewed for eligibility, scored, and ranked.

Applications that comply with both the HTF regulations and application requirements will be issued a letter (term sheet, waiting list letter, or denial letter). Applicants receiving a denial letter will not be further considered but should reevaluate the application and apply in response to a future HTF funding round. Applications that are not fully completed and/or received after the submission date will be returned and not further considered.

All projects receiving a term sheet will be subject to credit underwriting and undergo a subsidy layering review to ensure that the financing awarded is no greater than what is needed for financial feasibility. The affordability period for HTF projects will not exceed 30 years, since the WVHDF anticipates projects will require re-capitalization at approximately 30 years.

The State will be responsible for executing contracts.

d. Describe the grantee's required priority for funding based on geographic diversity (as defined by the grantee in the consolidated plan). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Resulting from the relatively small amount of HTF funds available, the State will limit one HTF award per census tract in the 2023 funding cycle, unless no feasible alternative exists.

e. Describe the grantee's required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

While no application points are awarded for this category, since it's a minimum requirement, a review of the developer's capacity, from prior performance records, will include an assessment of the developer's ability to own, construct, manage, and operate an affordable multifamily residential rental project that includes HTF units. Developers who do not have a history of or have demonstrated an inability to own, construct, manage, and operate an affordable multifamily residential rental project that received federal funds will not receive a letter of intent for HTF funds.

f. Describe the grantee's required priority for funding based on the extent to which the rental project has Federal, State, or local project-based rental assistance so that rents are affordable to extremely low-income families. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

For rental housing, the extent to which the project has Federal, State, or local project-based rental assistance so rents are affordable to extremely low-income families: For projects receiving HTF:

15 points will be awarded to a property which has property-based rental assistance (e.g. Rural Development, HUD, or applicable public housing authority) for at least 25% but less than 50% of the residential rental units in the property; OR

20 points will be awarded to a property which has property-based rental assistance (e.g. Rural Development, HUD, or applicable public housing authority) for at least 50% but less than 75% of the residential rental units in the property; OR

25 points will be awarded to a property which has property-based rental assistance (e.g. Rural Development, HUD, or applicable public housing authority) for at least 75% of the residential rental

units in the property.

g. Describe the grantee's required priority for funding based on the financial feasibility of the project beyond the required 30-year period. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Developers whose projects receive HTF funding will execute and record a Declaration of Restrictive Covenants document for a 30-year affordability period. Complying with the 30-year affordability period is a minimum requirement, and no points are awarded for this category.

h. Describe the grantee's required priority for funding based on the merits of the application in meeting the priority housing needs of the grantee (such as housing that is accessible to transit or employment centers, housing that includes green building and sustainable development features, or housing that serves special needs populations). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Funding includes the projects quality of housing characteristics including:

1. Energy Star Certified Whole-Unit HVAC, up to 15 points awarded
2. Energy Star Certified Appliances and Kitchen Range Hoods, up to 15 points awarded
3. Energy Star Certified Exterior Doors and Windows, up to 15 points awarded
4. Stove Top Fire Suppression or Prevention, up to 15 points awarded
5. Energy Star Certified Light Fixtures, Ceiling Fans, and Bath Exhaust Fans, up to 10 points awarded
6. Energy Star Certified Washer and Dryer, up to 20 points awarded
7. High Speed Internet Access, up to 15 points awarded

i. Describe the grantee's required priority for funding based on the extent to which the application makes use of non-federal funding sources. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

For projects requesting HTF, with or without HOME, application points will be awarded for the federal funds requested in relation to the total project costs.

LEVERAGE—PROPOSED HOME AND/OR HTF FUNDS REQUEST RELATIVE

TO TOTAL HOME and/or HTF PROJECT COSTS EQUALS: (maximum 30 points)

Less than or equal to 20%.....30

Greater than 20% to less than or equal to 40%.....20

Greater than 40% to less than or equal to 60%.....10

Greater than 60% to less than or equal to 100%.....00

4. Does the grantee’s application require the applicant to include a description of the eligible activities to be conducted with HTF funds? If not distributing funds by selecting applications submitted by eligible recipients, select “N/A”.

Yes

5. Does the grantee’s application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements? If not distributing funds by selecting applications submitted by eligible recipients, select “N/A”.

Yes

**6. Performance Goals and Benchmarks.** The grantee has met the requirement to provide for performance goals and benchmarks against which the grantee will measure its progress, consistent with the grantee’s goals established under 24 CFR 91.315(b)(2), by including HTF in its housing goals in the housing table on the SP-45 Goals and AP-20 Annual Goals and Objectives screens.

Yes

**7. Maximum Per-unit Development Subsidy Amount for Housing Assisted with HTF Funds.**

Enter or attach the grantee’s maximum per-unit development subsidy limits for housing assisted with HTF funds.

The limits must be adjusted for the number of bedrooms and the geographic location of the project. The limits must also be reasonable and based on actual costs of developing non-luxury housing in the area.

If the grantee will use existing limits developed for other federal programs such as the Low Income Housing Tax Credit (LIHTC) per unit cost limits, HOME's maximum per-unit subsidy amounts, and/or Public Housing Development Cost Limits (TDCs), it must include a description of how the HTF maximum per-unit development subsidy limits were established or a description of how existing limits developed for another program and being adopted for HTF meet the HTF requirements specified above.

The limits must be adjusted for the number of bedrooms and the geographic location of the project. The limits must also be reasonable and based on actual costs of developing non-luxury housing in the area.

If the grantee will use existing limits developed for other federal programs such as the Low Income Housing Tax Credit (LIHTC) per unit cost limits, HOME's maximum per-unit subsidy amounts, and/or Public Housing Development Cost Limits (TDCs), it must include a description of how the HTF maximum per-unit development subsidy limits were established or a description of how existing limits developed for another program and being adopted for HTF meet the HTF requirements specified above.

Please see the attached 2023 Maximum Per Unit Subsidy Limits for the HTF Program, which are identical to the HOME Program as a result of consistent construction costs throughout the state.

**8. Rehabilitation Standards.** The grantee must establish rehabilitation standards for all HTF-assisted housing rehabilitation activities that set forth the requirements that the housing must meet upon project completion. The grantee's description of its standards must be in sufficient detail to determine the required rehabilitation work including methods and materials. The standards may refer to applicable codes or they may establish requirements that exceed the minimum requirements of the codes. The grantee must attach its rehabilitation standards below.

In addition, the rehabilitation standards must address each of the following: health and safety; major systems; lead-based paint; accessibility; disaster mitigation (where relevant); state and local codes, ordinances, and zoning requirements; Uniform Physical Condition Standards; Capital Needs Assessments (if applicable); and broadband infrastructure (if applicable).

In addition, the rehabilitation standards must address each of the following: health and safety; major systems; lead-based paint; accessibility; disaster mitigation (where relevant); state and local codes, ordinances, and zoning requirements; Uniform Physical Condition Standards; and Capital Needs Assessments (if applicable).

Please see the attached Rehabilitation Standards.

**9. Resale or Recapture Guidelines.** Below, the grantee must enter (or attach) a description of the guidelines that will be used for resale or recapture of HTF funds when used to assist first-time homebuyers. If the grantee will not use HTF funds to assist first-time homebuyers, enter "N/A".

N/A.

**10. HTF Affordable Homeownership Limits.** If the grantee intends to use HTF funds for homebuyer assistance and does not use the HTF affordable homeownership limits for the area provided by HUD, it must determine 95 percent of the median area purchase price and set forth the information in accordance with §93.305. If the grantee will not use HTF funds to assist first-time homebuyers, enter "N/A".

Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the grantee must not limit or give preferences to students. The grantee may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303(d)(3) only if such limitation or preference is described in the action plan.

N/A.

**12. Refinancing of Existing Debt.** Enter or attach the grantee's refinancing guidelines below. The guidelines describe the conditions under which the grantee will refinance existing debt. The grantee's refinancing guidelines must, at minimum, demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing. If the grantee will not refinance existing debt, enter "N/A."

N/A.

**Discussion:**

WVDED ensures project sponsors will provide affordable housing and prevent homelessness among persons living with HIV/AIDS and their families. All applicants must demonstrate how their housing or service projects directly serve persons living with HIV/AIDS (PLWHA) and their families and demonstrate how the housing and services provided will improve safety and housing stability for those persons.

Funding decisions are based on several factors, including but not limited to, population to be served; the eligibility of described activities; minimum criteria for org. capacity, community or service area need; past or projected project performance; responsiveness to timeliness and information requested; and HMIS performance.

The criteria used to select project sponsors for the three-year grant period of performance includes the following:

1. All applications must be submitted before the deadline to be considered for review.
2. Incomplete applications will not be reviewed or scored.
3. All applications that meet the standards outlined above will be scored and evaluated by a review team comprised of WVDED staff.
4. Each narrative section within the application is comprised of 3-5 questions and is worth 10 total points for each section.
5. Points may be deducted for past or existing compliance issues for applicants who have had the grant in previous years.
6. Only applicants with scores of 70% are eligible for consideration during the award selection process.

The method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations) begins with a request for proposals advertised through the CoC network and posted online. The RFP will gather information on the number of persons/households they plan to serve, housing plans, housing services, organizational capacity, performance goals, supportive services, and their proposed budget. At the end of the application period, all complete eligible apps are reviewed by a team of WVDED staff, and a risk assessment is performed for each eligible applicant. The risk assessment results are taken into consideration when determining funding decisions and applying possible additional conditions on an award. Additionally, concessions are made during selection as to the proposed area of program coverage, HOPWA activities offered, and their capacity to manage a grant programmatically and fiscally.

WVDED remains committed to housing concerns for the targeted population of these funds. WVDED does not assign threshold factors for HOPWA. Grants are awarded based upon previous year's spending, a documented need supported by data, and applicant's ability to meet objectives prescribed in federal regulations and funding availability. With this upcoming program year's application process, the WV HOPWA program will move to a three-year period of performance for those organizations selected as HOPWA project sponsors to support continuity and stability in project sponsor performance and the uninterrupted services provided to program participants.

The application, selection, and award process for WV HOPWA ensures that subrecipients possess the financial and organizational capacity to address the needs of those experiencing homelessness and at risk of becoming homeless in their service areas. These needs will be addressed through providing a suitable living environment for those living with HIV/AIDS. At least 80 percent of households assisted with HOPWA funding are to remain stably housed after a year. Continued operation of the community residences will stably house up to 7 households per year.

Please note, the U.S. Department of Housing and Urban Development (HUD) Program Year (PY) is 10/1/2024 - 9/30/2025.



