

## CR-05 - Goals and Outcomes

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Community Development Block Grant (CDBG) funds were allocated as equitably as possible to program-eligible areas throughout the city. Home funds were used by qualified clients throughout the eligible consortia area (city of Charleston, unincorporated areas of Kanawha County, and participating Kanawha County cities and towns). No targeted areas were identified. In addition to the HUD formula grants the city and/or its stakeholders received financial support from the U.S. Department of Housing and Urban Development Supportive Housing Program, West Virginia Housing Development Fund and the West Virginia Division of Highways, U.S.

### **Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	30		29	30	103.45%

Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	31				
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	0	10		1	1	100.00%
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	100	42	42.00%	15	14	93.33%
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	100	21	21.00%	20	8	40.00%
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	

CDBG Administration	Affordable Housing Public Housing Homeless Non- Homeless Special Needs Non-Housing Community Development	CDBG: \$	Other	Other	5	3	60.00%			
Economic Development	Non-Housing Community Development	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	20	84	420.00%	30	29	96.67%
Economic Development	Non-Housing Community Development	CDBG: \$ / HOME: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Economic Development	Non-Housing Community Development	CDBG: \$ / HOME: \$	Jobs created/retained	Jobs	50	20	40.00%			
Fair Housing	Fair Housing	CDBG: \$ / HOME: \$	Other	Other	0	0				
HOME Administration	Affordable Housing	HOME: \$	Other	Other	5	3	60.00%			

Homeless Activities	Homeless	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15000	51018	340.12%	11775	26854	228.06%
Homeless Activities	Homeless	CDBG: \$ / HOME: \$	Homeless Person Overnight Shelter	Persons Assisted	15000	3969	26.46%	1225	813	66.37%
Homeless Activities	Homeless	CDBG: \$ / HOME: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0				
Neighborhood Revitalization	Non-Housing Community Development	CDBG: \$ / HOME: \$	Buildings Demolished	Buildings	100	65	65.00%	20	19	95.00%
Neighborhood Revitalization	Non-Housing Community Development	CDBG: \$ / HOME: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	0	0				
Public Facilities Improvements	Non-Housing Community Development	CDBG: \$ / HOME: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	3553	71.06%	508	1538	302.76%
Public Facilities Improvements	Non-Housing Community Development	CDBG: \$ / HOME: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	31				

Public Facilities Improvements	Non-Housing Community Development	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	344	3516	1,022.09%	0	134	
Public Facilities Improvements	Non-Housing Community Development	CDBG: \$ / HOME: \$	Homeless Person Overnight Shelter	Persons Assisted	5000	3392	67.84%	1382	1144	82.78%
Public Facilities Improvements	Non-Housing Community Development	CDBG: \$ / HOME: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Public Improvements and Infrastructure	Non-Housing Community Development	CDBG: \$ / HOME: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100000	24710	24.71%	5000	4350	87.00%
Public Services	Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	75000	7443	9.92%	356	228	64.04%
Public Services	Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Homeless Person Overnight Shelter	Persons Assisted	15000	555	3.70%	91	117	128.57%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan,**

**giving special attention to the highest priority activities identified.**

Addressing a variety of housing needs was a high priority for the city – reducing lead-based paint hazards, assisting homebuyers with the purchase of their first home, partnering with the Charleston-Kanawha Housing Authority’s Family Self-Sufficiency Program, rehabilitating owner-occupied homes, funding assistance for transitional housing, and supporting homeless shelters. The city allocated 14.66 percent of its 2017 CDBG entitlement funds for public service activities, including transitional housing support; substance abuse, day care, after school, health care, counseling, training, and hot meal programs to the benefit of the city’s low- and moderate-income individuals and families. The city worked to meet as many of the identified needs as possible, treated the clientele and stakeholders fairly and with respect, all the while working within the guidelines of the governing financial assistance programs. Activities were completed or well underway at year end.

The following goals were not met this program year:

- **Affordable Housing Direct Financial Assistance to Homebuyers – This goal was not met. Finding qualified applicants and affordable housing continues to be the biggest challenge. The effort to promote the program and find qualified applicants is on-going.**
- **Homeless Activities Homeless Person Overnight Shelter - This goal is difficult to predict although trends and patterns are being tracked through HMIS to better project these numbers.**
- **Public Facilities Improvement Homeless Overnight Shelter – This goal was close to being met. Projection was based on available beds not persons. The goal and outcome should always be close but difficult to pinpoint.**
- **Public Improvements and Infrastructure Other than L/M income Housing Benefit – This goal was not met as the location of the sidewalk replacement may differ and the population of the specific CT and BG will vary.**
- **Public Services- Non-homeless special needs other than LMI housing benefit – This goal was not met as the projection is based on the number of low-income people being served which is difficult to precisely project how many people will actually use the service provided.**

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME
White	20,654	6
Black or African American	7,944	3
Asian	216	0
American Indian or American Native	25	0
Native Hawaiian or Other Pacific Islander	11	0
<b>Total</b>	<b>28,850</b>	<b>9</b>
Hispanic	1,167	0
Not Hispanic	27,683	9

**Table 2 – Table of assistance to racial and ethnic populations by source of funds**

### Narrative

The families assisted were low-to-moderate income and/or homeless. Over 11,600 were female head of household and 4,127 were elderly.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	1,744,838	1,265,782
HOME	HOME	1,283,704	431,140
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

**Table 3 - Resources Made Available**

### Narrative

The resources made available in the chart above includes previous year remaining funds and current year allocation. The amount expended during program year includes PI and HP. The city and its subrecipients were successful on several occasions in obtaining additional funds from federal, state and private sources to leverage the HUD formula grants. Such sources include federal Department of Education, Department of Justice, etc.; state Community Participation Grants, Department of Health and Human Resources, Charleston Urban Renewal Authority; and private foundation (Greater Kanawha Valley Foundation, United Way of Central West Virginia, Daywood Foundation, etc.) funds for numerous public service activities.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	74	74	Citywide
Low/mod areas	26	26	Low and Moderate Income areas
West Side	0	0	

**Table 4 – Identify the geographic distribution and location of investments**

### Narrative

The actual percentage of allocations per distribution and location of investments indicated in the chart above the same as our planned percentage of allocation. This percentage is fairly easy to project based on the needs identified in the plan. Two of our higher allocated activities are citywide: housing rehabilitation and demolition. Two activities: curb and sidewalk and CKHA Community Garden are specifically targeted to low/mod areas. The city owns buildings that are used for city shelters, daycare and housing. Many activities are application driven and could change the percentage but these are



more public service and the amount of funding is considerably less because of the 15% public service cap.

## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

The HOME program continues to partner with local lenders to leverage federal funds with private funds. The program currently provides 20% of required funding matched with 80% private lending funds. These funds do not qualify as match funds under the final rule but are additional resources that allow more projects to be funded and completed. In order to meet the federal funding Match requirements the city has documented donated volunteer hours and donated property as described in 92.220.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	832,005
2. Match contributed during current Federal fiscal year	19,600
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	851,605
4. Match liability for current Federal fiscal year	82,650
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	768,955

**Table 5 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
1339	09/30/2017	0	0	0	0	0	0	0
1340	09/30/2017	0	0	0	0	0	0	0
1562	09/30/2017	0	0	0	0	0	0	0
1590	10/24/2018	0	0	0	0	0	0	0
1591	10/26/2018	0	0	0	0	0	0	0
1592	11/14/2016	0	0	1,000	0	0	0	1,000
1593	11/14/2016	0	0	100	0	0	0	100
1596	05/30/2017	0	0	5,000	0	0	0	5,000
1597	05/30/2017	0	0	1,500	0	0	0	1,500
1598	06/28/2017	0	0	7,000	0	0	0	7,000
1620	07/18/2017	0	0	3,000	0	0	0	3,000
1621	07/31/2017	0	0	2,000	0	0	0	2,000
1630	09/30/2017	0	0	0	0	0	0	0

Table 6 – Match Contribution for the Federal Fiscal Year

## HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
42,985	6,723	42,985	0	6,723

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	0	0	0			
Number	0	0	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 8 - Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</b>						
	<b>Total</b>	<b>Minority Property Owners</b>				<b>White Non-Hispanic</b>
		<b>Alaskan Native or American Indian</b>	<b>Asian or Pacific Islander</b>	<b>Black Non-Hispanic</b>	<b>Hispanic</b>	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 10 – Relocation and Real Property Acquisition**

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	36	23
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>36</b>	<b>23</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	1	1
Number of households supported through Rehab of Existing Units	15	14
Number of households supported through Acquisition of Existing Units	20	8
<b>Total</b>	<b>36</b>	<b>23</b>

Table 12 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

The City assisted 14 families with rehabilitation needs to their single family properties based on a goal of 15. The HOME program provided down payment and closing cost assistance to 8 clients based on a goal of 20. The city met its goal of production of new units. This was a total of 23 units completed based on a total goal of 36. There were no program issues with meeting these goals. Management re-assessed the program guidelines and policies. Additional outreach methods were utilized to educate and attract applicants about the programs. After adjustments to the policies, the Rehabilitation program

applications were already at the goal level. Only one unit was not closed prior to the program year deadline. The Home purchase programs actually peak in the spring and the new outreach and advertising took place after this time. This resulted in a lower than expected closing rate for this program year. This program should meet or exceed the target goal in this coming funding year. Lender restrictions for qualification still remains a challenge. Client credit issues is the biggest obstacle at the current income levels. The City will develop additional relationships through education and outreach to address these issues.

\*The PR 23 IDIS report is actually drawing data from the closed/completed date in IDIS. The CR -20 on this page is reflecting the individual units by the date the loans closed. In this case the PR-23 is reporting 3 units from CHDO projects that contained multiple home buyer units. These extra units are not picked up in the IDIS report until all units have been completed. The extra three units were actually reported in previous program years when the actual loan closed.

### **Discuss how these outcomes will impact future annual action plans.**

The intentions of the City is to continue the current programs into the future program year. The goal is to increase advertising in innovative ways in addition to opening the conversations with lenders and real estate professional to reach the clients that qualify for assistance.

### **Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	4	1
Low-income	4	2
Moderate-income	6	6
<b>Total</b>	<b>14</b>	<b>9</b>

**Table 13 – Number of Households Served**

### **Narrative Information**

The City of Charleston/Kanawha County HOME Consortium funds were allocated to income eligible households to purchase an affordable house or develop affordable housing. CDBG funds were allocated to income eligible households to rehabilitate their owner occupied units. All of the funds benefitted extremely-low, low and low-and moderate-income persons 100%.

The city of Charleston has set the first priority for the use of HOME as first time home buyer and for the use of CDBG as home owner occupied units. Rental properties have been funded in the past if funds are available to support the project. No rental properties were funded in this past funding year. The goal of both HOME and CDBG is to attract clients across the spectrum of the low income levels. There were a total of 9 units completed. The low to moderate income have been reached through newspaper advertisements, flyers, website, facebook, neighborhood groups, lender, and real estate referral. The extremely low incomes have been more difficult to qualify. However, partnerships with Charleston Housing, non-profit providers, and low income providers have allowed some to be approved. The City plans to continue to foster these relationships to improve these numbers.



## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

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

The city used its Community Development Block Grant funds and COC funds to support local shelters (Covenant House, Daymark, Religious Coalition for Community Renewal, Roark-Sullivan Lifeway Center, YWCA-Sojourners, Rea of Hope and Kanawha Valley Fellowship Home) and other non-profit organizations to provide case management, health care and basic needs such as food, shelter, and clothing to the homeless. The city, shelters and non-profits, in conjunction with the Kanawha Valley Collective worked to provide outreach services such as street outreach, mobile clinics, law enforcement assistance, supportive services through case management, life skills training, healthcare, education, employment training, childcare and transportation for the homeless. The Kanawha Valley Collective employs a specialist through a Continuum of Care Homeless Management Information System (HMIS) grant. The specialist works with the system vendor and the users to ensure data quality and accuracy in data entry that assists in identifying specific needs of homeless persons in the city of Charleston as well as the four county areas the local continuum serves.

The CoC's use of the VI-SPDAT as the coordinated assessment tool, as well as the centralized assessment process allowed the CoC to prioritize the most vulnerable individuals and families in our area for housing. This also allowed us to best utilize the beds dedicated to individuals defined as chronically homeless. The city administered a COC grant for a Centralized Assessment Team and also (partially) funded case management positions through the CDBG program. The Centralized Assessment Team, comprised of front line staff, meet with all homeless participants at a central location to assess, divert and/or refer to programs that best suit their needs and will get them housed as quickly as possible. The CoC conducted point in time counts (annually), using trained data collectors who worked in teams and targeted specific geographic regions, approaching individuals and/or families experiencing homelessness. Additionally, homeless awareness events were held throughout the year.

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

The city, shelters, non-profits, and the Kanawha Valley Collective worked to increase the supply of transitional and permanent supportive housing, to develop relationships with local businesses and organizations for job training and referrals to provide the necessary income for the homeless persons to move into transitional housing, and to give the much needed supportive services through case management, life skills training, healthcare, education, employment training, childcare and transportation to allow the homeless to make the transition from being homeless to living in transitional

and permanent housing.

The City of Charleston provided facilities for two of the largest homeless shelters and assisted with funding for case management, utilities and maintenance. Additionally, the city sponsored and administered a CoC "Centralized Assessment Team" grant that assisted with funding for front line case managers who assess, defer and/or refer homeless participants to services that best meet their needs.

The CoC's adoption of the VI-SPDAT as the coordinated assessment tool, as well as the larger centralized assessment process allowed the CoC to prioritize the most vulnerable individuals and families in our area for housing. This allowed us to best utilize the beds dedicated to individuals defined as chronically homeless. The city also funded case management positions through the CDBG program. The CoC conducted point in time counts (annually), using trained data collectors who worked in teams and targeted specific geographic regions, approaching individuals and/or families experiencing homelessness.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The city used its Community Development Block Grant funds and consults with the local CoC on how to best allocate their ESG funds to support local shelters and other non-profit organizations to help prevent homelessness for individuals and families with children who are at imminent risk of becoming homeless.

The city's housing rehabilitation program helped at-risk individuals remain in their homes by providing materials and labor for repairs to ensure the home stays warm, safe and dry. This program allows comprehensive housing repairs up to approximately \$20,000. The shelters and non-profits provided homeless prevention through mortgage assistance, rental assistance, utility assistance, legal assistance, and counseling services. Additional services provided are, childcare, after-school care, counseling, health care and domestic violence services. By providing such services at little or no charge to at-risk individuals and families, it allows them to redirect their limited financial resources to their necessary shelter related costs to prevent them from becoming homeless.

The city, shelters and non-profits, in conjunction with the Kanawha Valley Collective worked to develop and implement an early eviction alert system with public/private landlords to prevent homelessness and are educating the community regarding the issue of homelessness to include school-age children, youth, teens, families, domestic violence victims, veterans, and the elderly.

ESG funding for homeless prevention has proven invaluable for households who need short term assistance to avoid homelessness. Resources in the area including United Way's 211 provides referrals for households facing first time homelessness, WV Dept of Health & Human Resources has financial assistance available to households facing eviction / homelessness and emergency utility assistance and Legal Aid of WV assists individuals facing eviction.

**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**

The city works with the KVC to develop strategies to house homeless persons as quickly as possible. Some of the strategies include:payee program through Prestera and WV Source to help individuals and families pay their bills, expanded RRH/HP, KVC received CABHI prevention funds and assisted those in need, with those in a higher need receiving the most services, case managers at Housing First and Shelter + Care Programs, after care at ES and TH shelters, SOAR trained individuals, matched individuals who needed PSH and provided necessary services, supportive services agencies work on solutions to help those at-risk of eviction and work with landlords on these situations to avoid eviction and work with local churches for referrals.

The KVC worked with the appropriate local and state government agencies to ensure that a discharge policy for persons leaving publicly-funded institutions or systems of care is being implemented to prevent the discharge of persons from immediately resulting in homelessness and requiring assistance from homeless programs.

The coordinated assessment tool VI-SPDAT and the full assessment SPDAT assisted the Centralized Assessment Team members and service providers in identifying clients in need of benefits, while also ensuring that those who had income had it recorded in HMIS accurately. The assessment also helped plan the type of income best served the individual.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The Charleston-Kanawha Housing Authority (CKHA) has worked with the City of Charleston and Mayor's Office of Economic and Community Development to completely redevelop two of the oldest public housing communities in the City of Charleston (*Washington Manor & Littlepage Terrace*). Since 2007, *through this collaborative effort, 471 aged and distressed units have been replaced with 396 units of new construction through the mixed finance Low-Income Housing Tax Credit program. Progress is ongoing and continuing through 2019.*

**Phase Nine (2016-2017)** – Demolition of the remaining 108 units of old public housing at Littlepage Terrace was completed (51 units removed). Twenty-four (24) one and two-bedroom townhomes were completed and leased in 2017.

*In 2016 CKHA purchased 603 Grant Street using Replacement Housing Funds. The acquisition and rehab of this property will provide 4 additional low-income housing units on Charleston's West Side.*

Charleston-Kanawha Housing was awarded \$31,000 in Community Development Block Grant Funding for fencing at Littlepage Terrace and neighborhood gardens at Littlepage and Orchard Manor. *The gardens will serve multiple purposes in each community including being an educational center for after-school programs. CKHA successfully partnered with Step by Step Inc. to receive a 21st Century that will provide afterschool programming for 5 years at Orchard/Littlepage, South Park and Hillcrest developments.*

*In 2018 CKHA purchased two properties (729 & 731 Central Avenue) using Replacement Housing Funds. The acquisition and rehab of these properties will provide 5 additional low-income housing units on Charleston's West Side. Since the start of redevelopment, CKHA has acquired 3 properties (13 units) using RHF.*

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

At present, a Public Housing Resident is appointed and serves on the housing authority's Board of Commissioners, which sets agency policy and determines the goals and strategies of the authority. Residents may also participate in the Family Self-sufficiency program which encourages both work and financial independence to pursue homeownership. Eligible applicants are processed through the HOME program offered by the Mayor's Office of Economic and Community Development.

### **Actions taken to provide assistance to troubled PHAs**

In 2018, the most recent issued HUD assessment Charleston-Kanawha Housing Authority was rated a High Performer on all key management categories.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken 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. 91.220 (j); 91.320 (i)**

The zoning ordinance (Sec. 26) of the City Of Charleston allows for the combining of small lots in order to have the use of non-conforming lots for housing development. Residents may use ½ of alley ways behind their property in their calculations for extending the footprint of their principal residence. During redevelopment of non-conforming lots code allows for setbacks and side setbacks to be constructed in patterns that mirror the surrounding housing without a zoning variance.

### **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The City of Charleston has continued its efforts to address obstacles by providing programs designed to eliminate barriers. The home buyer purchase program provides down payment and closing cost funds to income eligible clients to purchase housing. This increases the buying power of the client and allows for the building of equity over time. The Homeowner Rehabilitation program provides low cost or no cost assistance with property maintenance issues. This program provides home stability and allows owners to continue to occupy properties that may otherwise need to be vacated. The City also participates in the public housing voucher program. This program provides voucher assistance to make housing payments. Additionally the Community Housing Development Organization are supported to offer credit counseling to challenged borrowers. Our use of public services dollars provided daycare for at risk youth, medical care for the at risk veteran's community, and shelter for those in need of either stable or transitional housing.

### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

All housing projects (first-time homebuyers and rehabilitation) were evaluated for lead-based paint hazards in compliance with 24 CFR Part 35. Based on the total cost of repairs, these homes were either tested in specific areas or the entire property was risk assessed. Rehabilitation work was limited to approximately \$20,000.00, as the existing formerly qualified contractors are only certified in lead hazard control supervision.

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

The city's first-time homebuyer program had the greatest impact on moving people (XX families) out of poverty since owning a home creates personal wealth as equity builds.

Activities funded through the CDBG program, such as day care and after school programs, allowed parents to pursue educational opportunities or work and/or remain on the job, knowing their children were safe and well cared for. Funds allocated to substance abuse program helped addicts recover and become successful contributors to society. Funds allocated for training programs helped qualify residents for employment and helped boost the earning potential of workers. All of these activities were aimed at moving people out of poverty or kept them from slipping into it.

#### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The Mayor's Office of Economic and Community Development continued to improve its communications with city departments and subrecipients that received Community Development Block Grant and HOME funds. MOECD participated with community-wide collaboratives, including the Conference on Agency Executives (myriad of issues affecting low-income families/individuals), Kanawha Valley Collective (homeless), Communities That Care (youth), West Side Main Street and East End Main Street programs (economic and community development on Charleston's low-income West Side and East End neighborhoods), and Housing Forum (low-income housing).

#### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The Mayor's Office of Economic and Community Development continued to improve its communications with city departments and subrecipients that receive Community Development Block Grant and HOME funds. MOECD participated with community-wide collaboratives, including the Conference on Agency Executives (myriad of issues affecting low-income families/individuals), Kanawha Valley Collective (Continuum of Care), Communities That Care (youth), West Side Main Street and East End Main Street programs (economic and community development on Charleston's low-income West Side and East End neighborhoods), and Housing Forum (low-income housing).

#### **Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

Our use of available funding increased the availability of decent, safe, sound, affordable housing in the City of Charleston for low- and moderate-income households.

The City's HOME program provided assistance for households who are cost overburdened particularly those earning less than 50% of median family income.

Provided outreach for female-headed households with children living at or below the poverty line.

Increased the availability of accessible housing that is decent, safe, sound, and affordable for all persons with disabilities in the City of Charleston.

Our rehabilitation program and HOME program are available to increase the number of accessible units through rehabilitation of existing units or development of new units.

We increased the availability and accessibility of financial resources for persons with the greatest need who are cost overburdened.

Assisted households having difficulty in obtaining a mortgage by credit counseling and homebuyer assistance through our CHDO program

The HOME program continued to make potential homebuyers and financial institutions aware of fair lending practices, and the dangers of predatory lending.

MOECD endeavored to increase the knowledge and awareness of the rights ensured by the Fair Housing Act among residents of the City of Charleston through the Fair Housing Act and the Americans with Disabilities Act to reduce the "NIMBY" attitude in the City.

Supported job training activities to help City residents to secure employment and increase their household income to improve their housing choice.

Our CDBG program supported information and referral services to connect residents to existing services available to assist them.

Encouraged the development of housing outside areas of concentration of assisted housing, and the development of scattered site public housing and HUD assisted housing

Encouraged the development of scattered site public housing and HUD assisted housing, as well as the use of Section 8 Housing Choice Vouchers, outside the areas of existing minority concentration.

Encourage and assist first time homebuyers to purchase homes throughout the City with supported efforts to provide mortgage credit counseling to households in need of assistance.



## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The Mayor's Office of Economic and Community Development used HUD's "Guidebook for Grantees on Subrecipient Oversight, Managing CDBG" to monitor its Community Development Block Grant-funded housing and community development projects. The Mayor's Office of Economic and Community Development performed on-site monitoring consultations with CDBG sub-recipients when needed. When warranted, MOECD staff conducted follow-up monitoring visits. Additionally, the city required from its subrecipients quarterly progress reports, which served as a first warning of potential problems. When the city deemed it necessary or when a subrecipient requested it, the Mayor's Office of Economic and Community Development provided technical assistance to ensure progress and program compliance. Monitoring visits help MOECD staff identify and resolve potential problems before they become findings. MOECD uses this information in public meetings and sub-recipient orientations to make potential grant recipients aware of program administration responsibilities.

The HOME program will conduct an on-site monitoring of Community Housing Development Organizations Activities in addition to the specific project monitoring of new construction activities. Each property is inspected prior to the beginning or construction and prior to the release of individual funds to contracts for payments. Each client that occupies or purchases property is also underwritten and inspected by MOECD. Individual rental properties are inspected based on the required schedule by HUD. Additional information on these projects is listed in CR 50.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The city held three public meetings during the planning process:

December 17, 2017 - North Charleston Recreation Center

January 18, 2018 - City Service Center

March 22, 2018 – Martin Luther King Community Center

These meetings were announced in a display ad published in the Charleston Gazette Mail on Thursday, December 7, 2017 and again on Thursday, March 8, 2018.. Additionally, an email notice was sent to MOECD contacts, including City Council members, department heads and representatives of non-profit organizations throughout the city. Fliers announcing these meetings were posted on the city's website, Facebook Page and sent to the contacts, requesting that they post the notices to inform the public of their opportunity to share ideas and concerns. A proposed project list was also announced as a Public Notice in the Charleston Gazette Mail on Sunday, March 18, 2018.

The City announced that the Consolidated Annual Performance and Evaluation Report (CAPER) would be available for review from September 12-September 27, 2018 and written comments would be accepted. This announcement was made on September 12, 2018 through a Public Notice in the Charleston Gazette Mail, and was posted on the City's website and the Mayor's Office of Economic and Community Development's facebook page.

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

No significant changes would be made to the program; however reinforcement of current guidelines and policies through monitoring and technical assistance would be made. Projects and sub-recipients/CHDO's will continue to be reviewed and monitored more closely both prior to awarding funds and during the program year, to determine timeliness of expenditures and to assure completion of projects.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

## **CR-50 - HOME 91.520(d)**

### **Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

The City of Charleston currently has one rental property within its affordability and inspection period. This is the Glenwood Development. Glenwood Development has a total of 31 units of which 10 have been declared floating HOME units. The City completed a on site monitoring in January, 2016. The property was found to be in compliance with all rental requirements and the property inspections were up to code. This property was not scheduled for an on-site monitoring this year.

### **Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

The city consortium believes that individuals of similar economic levels in the same housing market area should have available to them a like range of housing choices regardless of their race, color, religion, sex, familial status, handicap, sexual orientation, or handicap. Individuals who have children should have available a like range of housing choices. Per the consortium agreement this policy is carried out through affirmative marketing procedures. The public is informed of this policy by including the public rights in all marketing material and application packages. This information is required to be presented to any tenant in a funded project. Tenants are also informed of their rights under the fair housing laws. Owners of multi-family units are required to provide racial, ethnic and gender characteristics of their tenants. The purchase program also monitors this information to ensure funds are being distributed in an equal and fair manner.

The City makes a concentrated effort to conduct HOME application seminars and advertise program availability within areas of concentrated minority populations. In addition to the advertisements, flyers are distributed within neighborhoods and businesses. Partnerships with local lenders, non-profit and for-profit entities has allowed for outreach through the provision of marketing material and also technical support of fairs and seminars.

The current processes of affirmative marketing will continue. However, there will be an increased effort to reach applicants by providing real estate sales agencies with more program education.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

Expended program income was used to support the first time homebuyer program with the exception of 10% that was used for Home Administration. This program provided down payment and closing cost assistance to eligible applicants. There were no rental projects funded or completed within this program year. The first time homebuyer program provided a total of 9 HOME units. The following is the owners characteristics: White 6, African American 3 of these applicants none where Hispanic. All clients were low to moderate income. Eight clients where considered single head of household. Refer to PR 27 Status of HOME Grants in IDIS.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

The City of Charleston will continue to support and fund the Housing Rehabilitation, Emergency Rehabilitation, First Time Home Buyers and Home CHDO projects in an effort to foster and maintain affordable housing. The city has also partnered with the Charleston Urban Renewal to fund safe housing projects and to assist existing neighbors with exterior maintance. The City has created a Housing Strategies Committee to address additional issues in the areas of building and planning. This is an effort to make affordable housing more inclusive in progam development in the future.

# **Attachment**

## **Public Notice**

**Public Notice  
City of Charleston**

The City of Charleston, Mayor's Office of Economic and Community Development (MOECD) is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program and Annual Performance Report (APR) for all federal funds received for the 2017 program year to the United States Department of Housing and Urban Development (HUD). The CDBG CAPER is an annual report on all expenditures for the 2017 program year. The APR reports funds made available for affordable housing. A copy of this report is on file and available for public review from September 12, 2018 until September 27, 2018 at the locations listed below:

**Mayor's Office of Economic and  
Community Development (MOECD)  
105 McFarland Street  
Charleston, West Virginia 25301**

**Kanawha County Public Library  
123 Capitol Street  
Charleston, West Virginia 25301**

Written comments will be accepted until September 27, 2018 and can be mailed to MOECD 105 McFarland Street, Charleston, West Virginia 25301. TDD is (304) 348-1085.

## Public Notice City of Charleston

The City of Charleston Mayor's Office of Economic and Community Development (MOECD) is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program and Annual Performance Report (APR) for all federal funds received for the 2017 program year to the United States Department of Housing and Urban Development (HUD). The CDBG CAPER is an annual report on all expenditures for the 2017 program year. The APR reports funds made available for affordable housing. Copies of this report is on file and available for public review from September 12, 2018 until September 27, 2018 at the locations listed below.

Mayor's Office of Economic and Community Development (MOECD):  
105 Maryland Street  
Charleston, West Virginia 25301

Kanawha County Public Library  
123 Capitol Street  
Charleston, West Virginia 25301

Written comments will be accepted until September 27, 2018 and can be mailed to MOECD 105 Maryland Street, Charleston, West Virginia 25301. TDD is (304) 248-1085.



## Cover Page

# **Consolidated Annual Performance Evaluation Report**

**2017 Program Year**

**Community Development Block Grant**


**Year Ending June 30, 2018**



**Mayor's Office of Economic and  
Community Development**



# PR26 Financial Summary Report

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## PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	380,119.33
02 ENTITLEMENT GRANT	1,364,719.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	39,794.88
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	(3,448.43)
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,781,184.78

## PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	1,009,623.19
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	1,009,623.19
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	256,159.02
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,265,782.21
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	515,402.57

## PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	809,623.19
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	809,623.19
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	80.19%

## LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2017 PY: 2018 PY: 2019
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	1,009,623.19
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	809,623.19
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	80.19%

## PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	204,853.46
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	204,853.46
32 ENTITLEMENT GRANT	1,364,719.00
33 PRIOR YEAR PROGRAM INCOME	32,267.72
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,396,886.72
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	14.66%

## PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	256,159.02
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	256,159.02
42 ENTITLEMENT GRANT	1,364,719.00
43 CURRENT YEAR PROGRAM INCOME	39,794.88
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,404,513.88
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	18.24%



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**LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17**

Report returned no data.

**LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18**

Report returned no data.

**LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	2	1600	6161683	CDBG MAJOR RENOVATIONS - Sojourners/Giltinan Shelters	03C	LMC	\$1,151.19
2017	2	1600	6166526	CDBG MAJOR RENOVATIONS - Sojourners/Giltinan Shelters	03C	LMC	\$1,875.13
					<b>03C</b>	<b>Matrix Code</b>	<b>\$3,026.32</b>
2016	24	1595	6101084	CKHA NEIGHBORHOOD GARDENS & FENCING	03E	LMA	\$9,550.39
2016	24	1595	6151215	CKHA NEIGHBORHOOD GARDENS & FENCING	03E	LMA	\$12,307.72
2016	24	1595	6166526	CKHA NEIGHBORHOOD GARDENS & FENCING	03E	LMA	\$7,920.00
					<b>03E</b>	<b>Matrix Code</b>	<b>\$29,778.11</b>
2017	19	1617	6093467	CITY ENGINEERING - CURB, GUTTER & SIDEWALKS	03L	LMA	\$122,004.90
2017	19	1617	6096776	CITY ENGINEERING - CURB, GUTTER & SIDEWALKS	03L	LMA	\$69,904.80
2017	19	1617	6101084	CITY ENGINEERING - CURB, GUTTER & SIDEWALKS	03L	LMA	\$2,150.00
2017	19	1617	6106073	CITY ENGINEERING - CURB, GUTTER & SIDEWALKS	03L	LMA	\$62,322.30
					<b>03L</b>	<b>Matrix Code</b>	<b>\$256,382.00</b>
2016	2	1565	6096776	Mel Wolf Child Development Center Major Renovations	03M	LMC	\$1,644.24
2016	2	1565	6157574	Mel Wolf Child Development Center Major Renovations	03M	LMC	\$873.66
2017	4	1602	6157574	YWCA Mel Wolf CDC - MAJOR RENOVATIONS	03M	LMC	\$3,920.34
					<b>03M</b>	<b>Matrix Code</b>	<b>\$6,438.24</b>
2017	3	1601	6141364	RCCR SMITH STREET STATION MAJOR RENOVATIONS	03Z	LMC	\$2,326.73
2017	3	1601	6146697	RCCR SMITH STREET STATION MAJOR RENOVATIONS	03Z	LMC	\$2,212.44
					<b>03Z</b>	<b>Matrix Code</b>	<b>\$4,539.17</b>
2017	7	1606	6096776	KAN VALLEY FELLOWSHIP HOME - BASIC NEEDS	05F	LMC	\$12,622.40
2017	7	1606	6157574	KAN VALLEY FELLOWSHIP HOME - BASIC NEEDS	05F	LMC	\$1,752.60
2017	10	1608	6096776	REA OF HOPE, INC.	05F	LMC	\$4,171.93
2017	10	1608	6111606	REA OF HOPE, INC.	05F	LMC	\$1,339.37
2017	10	1608	6127032	REA OF HOPE, INC.	05F	LMC	\$649.70
2017	16	1614	6093467	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & FAMILIES	05F	LMC	\$2,329.98
2017	16	1614	6096776	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & FAMILIES		LMC	\$776.66
2017	16	1614	6106073	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & FAMILIES		LMC	\$776.66
2017	16	1614	6115695	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & FAMILIES		LMC	\$776.66
2017	16	1614	6127032	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & FAMILIES		LMC	\$786.56
2017	16	1614	6134416	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & FAMILIES		LMC	\$786.56
2017	16	1614	6146697	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & FAMILIES		LMC	\$786.56
2017	16	1614	6157574	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & FAMILIES		LMC	\$786.56
2017	16	1614	6166526	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & FAMILIES		LMC	\$778.36
2017	16	1614	6176493	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & FAMILIES		LMC	\$656.44
					<b>05F</b>	<b>Matrix Code</b>	<b>\$29,777.00</b>
2017	14	1612	6115695	WV WOMEN WORK - STEP UP FOR WOMEN	05H	LMC	\$4,007.82
2017	14	1612	6166526	WV WOMEN WORK - STEP UP FOR WOMEN	05H	LMC	\$1,126.18
					<b>05H</b>	<b>Matrix Code</b>	<b>\$5,134.00</b>
2017	9	1607	6127032	PRO KIDS, INC.	05L	LMC	\$7,553.88



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2017	9	1607	6157574	PRO KIDS, INC.	05L	LMC	\$3,373.50
2017	9	1607	6170244	PRO KIDS, INC.	05L	LMC	\$2,420.62
					<b>05L</b>	<b>Matrix Code</b>	<b>\$13,348.00</b>
2017	12	1610	6111606	ROARK SULLIVAN LIFEWAY CENTER - HEALTHCARE PROGRAM	05M	LMC	\$5,695.13
2017	12	1610	6115695	ROARK SULLIVAN LIFEWAY CENTER - HEALTHCARE PROGRAM	05M	LMC	\$3,191.04
2017	12	1610	6134416	ROARK SULLIVAN LIFEWAY CENTER - HEALTHCARE PROGRAM	05M	LMC	\$2,221.06
2017	12	1610	6146697	ROARK SULLIVAN LIFEWAY CENTER - HEALTHCARE PROGRAM	05M	LMC	\$4,294.77
2017	13	1611	6096776	WV HEALTH RIGHT, INC.	05M	LMC	\$26,199.19
2017	13	1611	6115695	WV HEALTH RIGHT, INC.	05M	LMC	\$20,007.81
2017	15	1613	6093467	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$4,363.99
2017	15	1613	6096776	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,654.67
2017	15	1613	6106073	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,354.66
2017	15	1613	6115695	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,354.66
2017	15	1613	6127032	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,654.67
2017	15	1613	6141364	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,354.66
2017	15	1613	6146697	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,354.66
2017	15	1613	6157574	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,654.67
2017	15	1613	6161683	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,354.66
2017	15	1613	6176493	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,354.70
					<b>05M</b>	<b>Matrix Code</b>	<b>\$79,065.00</b>
2017	8	1606	6096776	MANNA MEAL, INC.	05W	LMC	\$28,751.00
					<b>05W</b>	<b>Matrix Code</b>	<b>\$28,751.00</b>
2016	15	1578	6106073	RCCR Smith Street Station minor repairs	05Z	LMC	\$518.46
2017	5	1603	6093467	COVENANT HOUSE - CENTRALIZED ASSESSMENT DROP IN CENTER	05Z	LMC	\$331.72
2017	5	1603	6101084	COVENANT HOUSE - CENTRALIZED ASSESSMENT DROP IN CENTER	05Z	LMC	\$791.02
2017	5	1603	6115695	COVENANT HOUSE - CENTRALIZED ASSESSMENT DROP IN CENTER	05Z	LMC	\$1,996.79
2017	5	1603	6127032	COVENANT HOUSE - CENTRALIZED ASSESSMENT DROP IN CENTER	05Z	LMC	\$2,431.88
2017	5	1603	6134416	COVENANT HOUSE - CENTRALIZED ASSESSMENT DROP IN CENTER	05Z	LMC	\$1,635.59
2017	6	1604	6096776	DAYMARK - PATCHWORK	05Z	LMC	\$6,421.48
2017	6	1604	6106073	DAYMARK - PATCHWORK	05Z	LMC	\$2,916.68
2017	6	1604	6115695	DAYMARK - PATCHWORK	05Z	LMC	\$2,916.68
2017	6	1604	6127032	DAYMARK - PATCHWORK	05Z	LMC	\$2,916.68
2017	6	1604	6134416	DAYMARK - PATCHWORK	05Z	LMC	\$3,121.81
2017	6	1604	6151215	DAYMARK - PATCHWORK	05Z	LMC	\$189.67
2017	11	1609	6093467	RCCR - SMITH STREET STATION	05Z	LMC	\$2,105.86
2017	11	1609	6096776	RCCR - SMITH STREET STATION	05Z	LMC	\$1,756.81
2017	11	1609	6106073	RCCR - SMITH STREET STATION	05Z	LMC	\$2,204.15
2017	11	1609	6115695	RCCR - SMITH STREET STATION	05Z	LMC	\$1,457.60
2017	11	1609	6127032	RCCR - SMITH STREET STATION	05Z	LMC	\$3,336.28
2017	11	1609	6134416	RCCR - SMITH STREET STATION	05Z	LMC	\$3,078.85
2017	11	1609	6146697	RCCR - SMITH STREET STATION	05Z	LMC	\$2,836.06
2017	11	1609	6157574	RCCR - SMITH STREET STATION	05Z	LMC	\$2,930.81
2017	11	1609	6166526	RCCR - SMITH STREET STATION	05Z	LMC	\$2,883.58
					<b>05Z</b>	<b>Matrix Code</b>	<b>\$48,778.46</b>
2016	16	1579	6072273	HOUSING REHAB-CORP REHAB	14A	LMH	\$15,550.00
2016	16	1579	6078178	HOUSING REHAB-CORP REHAB	14A	LMH	\$26,690.00
2016	16	1579	6086012	HOUSING REHAB-CORP REHAB	14A	LMH	\$13,656.50
2016	16	1579	6089694	HOUSING REHAB-CORP REHAB	14A	LMH	\$27,373.50
2016	16	1579	6093467	HOUSING REHAB-CORP REHAB	14A	LMH	\$7,427.00



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	16	1579	6096776	HOUSING REHAB-CORP REHAB	14A	LMH	\$18,772.00
2016	16	1579	6101084	HOUSING REHAB-CORP REHAB	14A	LMH	\$600.00
2016	16	1579	6106073	HOUSING REHAB-CORP REHAB	14A	LMH	\$104.00
2016	16	1579	6111606	HOUSING REHAB-CORP REHAB	14A	LMH	\$20,855.00
2016	16	1579	6115695	HOUSING REHAB-CORP REHAB	14A	LMH	\$2,850.00
2016	16	1579	6120556	HOUSING REHAB-CORP REHAB	14A	LMH	\$8,261.00
2016	16	1579	6129396	HOUSING REHAB-CORP REHAB	14A	LMH	\$12,701.00
2016	16	1579	6134416	HOUSING REHAB-CORP REHAB	14A	LMH	\$2,950.00
2016	16	1579	6141364	HOUSING REHAB-CORP REHAB	14A	LMH	\$4,425.00
2016	16	1579	6146697	HOUSING REHAB-CORP REHAB	14A	LMH	\$12,101.00
2016	16	1579	6151215	HOUSING REHAB-CORP REHAB	14A	LMH	\$24,119.00
2016	16	1579	6161683	HOUSING REHAB-CORP REHAB	14A	LMH	\$6,158.00
					<b>14A</b>	<b>Matrix Code</b>	<b>\$204,593.00</b>
2016	17	1580	6072273	HOUSING REHAB DELIVERY	14H	LMH	\$117.09
2016	17	1580	6093467	HOUSING REHAB DELIVERY	14H	LMH	\$27,722.63
2017	18	1616	6093467	CORP ADMIN - HOUSING REHAB DELIVERY COSTS	14H	LMH	\$53.41
2017	18	1616	6096776	CORP ADMIN - HOUSING REHAB DELIVERY COSTS	14H	LMH	\$141.50
2017	18	1616	6106073	CORP ADMIN - HOUSING REHAB DELIVERY COSTS	14H	LMH	\$11.00
2017	18	1616	6111606	CORP ADMIN - HOUSING REHAB DELIVERY COSTS	14H	LMH	\$111.00
2017	18	1616	6115695	CORP ADMIN - HOUSING REHAB DELIVERY COSTS	14H	LMH	\$27,333.79
2017	18	1616	6120556	CORP ADMIN - HOUSING REHAB DELIVERY COSTS	14H	LMH	\$11.00
2017	18	1616	6129396	CORP ADMIN - HOUSING REHAB DELIVERY COSTS	14H	LMH	\$52.00
2017	18	1616	6134416	CORP ADMIN - HOUSING REHAB DELIVERY COSTS	14H	LMH	\$29.75
2017	18	1616	6141364	CORP ADMIN - HOUSING REHAB DELIVERY COSTS	14H	LMH	\$11.00
2017	18	1616	6146697	CORP ADMIN - HOUSING REHAB DELIVERY COSTS	14H	LMH	\$26,358.79
2017	18	1616	6170244	CORP ADMIN - HOUSING REHAB DELIVERY COSTS	14H	LMH	\$49.25
2017	18	1616	6176493	CORP ADMIN - HOUSING REHAB DELIVERY COSTS	14H	LMH	\$18,010.68
					<b>14H</b>	<b>Matrix Code</b>	<b>\$100,012.89</b>
<b>Total</b>							<b>\$809,623.19</b>

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	7	1606	6096776	KAN VALLEY FELLOWSHIP HOME - BASIC NEEDS	05F	LMC	\$12,622.40
2017	7	1606	6157574	KAN VALLEY FELLOWSHIP HOME - BASIC NEEDS	05F	LMC	\$1,752.80
2017	10	1608	6096776	REA OF HOPE, INC.	05F	LMC	\$4,171.93
2017	10	1608	6111606	REA OF HOPE, INC.	05F	LMC	\$1,339.37
2017	10	1608	6127032	REA OF HOPE, INC.	05F	LMC	\$649.70
2017	16	1614	6093467	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & 05F FAMILIES	05F	LMC	\$2,329.98
2017	16	1614	6096776	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & 05F FAMILIES	05F	LMC	\$776.66
2017	16	1614	6106073	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & 05F FAMILIES	05F	LMC	\$776.66
2017	16	1614	6115695	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & 05F FAMILIES	05F	LMC	\$776.66
2017	16	1614	6127032	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & 05F FAMILIES	05F	LMC	\$786.56
2017	16	1614	6134416	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & 05F FAMILIES	05F	LMC	\$786.56
2017	16	1614	6146697	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & 05F FAMILIES	05F	LMC	\$786.56
2017	16	1614	6157574	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & 05F FAMILIES	05F	LMC	\$786.56
2017	16	1614	6166526	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & 05F FAMILIES	05F	LMC	\$778.36





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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	16	1614	6176493	YWCA - SOJOURNER'S SHELTER FOR HOMELESS WOMEN & FAMILIES	05F	LMC	\$656.44
					<b>05F</b>	<b>Matrix Code</b>	<b>\$29,777.00</b>
2017	14	1612	6115695	WV WOMEN WORK - STEP UP FOR WOMEN	05H	LMC	\$4,007.82
2017	14	1612	6166526	WV WOMEN WORK - STEP UP FOR WOMEN	05H	LMC	\$1,126.18
					<b>05H</b>	<b>Matrix Code</b>	<b>\$5,134.00</b>
2017	9	1607	6127032	PRO KIDS, INC.	05L	LMC	\$7,553.88
2017	9	1607	6157574	PRO KIDS, INC.	05L	LMC	\$3,373.50
2017	9	1607	6170244	PRO KIDS, INC.	05L	LMC	\$2,420.62
					<b>05L</b>	<b>Matrix Code</b>	<b>\$13,348.00</b>
2017	12	1610	6111606	ROARK SULLIVAN LIFEWAY CENTER - HEALTHCARE PROGRAM	05M	LMC	\$5,695.13
2017	12	1610	6115695	ROARK SULLIVAN LIFEWAY CENTER - HEALTHCARE PROGRAM	05M	LMC	\$3,191.04
2017	12	1610	6134416	ROARK SULLIVAN LIFEWAY CENTER - HEALTHCARE PROGRAM	05M	LMC	\$2,221.06
2017	12	1610	6146697	ROARK SULLIVAN LIFEWAY CENTER - HEALTHCARE PROGRAM	05M	LMC	\$4,294.77
2017	13	1611	6096776	WV HEALTH RIGHT, INC.	05M	LMC	\$26,199.19
2017	13	1611	6115695	WV HEALTH RIGHT, INC.	05M	LMC	\$20,007.81
2017	15	1613	6093467	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$4,363.99
2017	15	1613	6096776	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,654.67
2017	15	1613	6106073	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,354.66
2017	15	1613	6115695	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,354.66
2017	15	1613	6127032	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,654.67
2017	15	1613	6141364	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,354.66
2017	15	1613	6146697	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,354.66
2017	15	1613	6157574	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,654.67
2017	15	1613	6161683	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,354.66
2017	15	1613	6176493	WOMEN'S HEALTH CENTER - PARENT PROGRAM	05M	LMC	\$1,354.70
					<b>05M</b>	<b>Matrix Code</b>	<b>\$79,065.00</b>
2017	8	1606	6096776	MANNA MEAL, INC.	05W	LMC	\$28,751.00
					<b>05W</b>	<b>Matrix Code</b>	<b>\$28,751.00</b>
2016	15	1578	6106073	RCCR Smith Street Station minor repairs	05Z	LMC	\$518.46
2017	5	1603	6093467	COVENANT HOUSE - CENTRALIZED ASSESSMENT DROP IN CENTER	05Z	LMC	\$331.72
2017	5	1603	6101084	COVENANT HOUSE - CENTRALIZED ASSESSMENT DROP IN CENTER	05Z	LMC	\$791.02
2017	5	1603	6115695	COVENANT HOUSE - CENTRALIZED ASSESSMENT DROP IN CENTER	05Z	LMC	\$1,996.79
2017	5	1603	6127032	COVENANT HOUSE - CENTRALIZED ASSESSMENT DROP IN CENTER	05Z	LMC	\$2,431.88
2017	5	1603	6134416	COVENANT HOUSE - CENTRALIZED ASSESSMENT DROP IN CENTER	05Z	LMC	\$1,635.59
2017	6	1604	6096776	DAYMARK - PATCHWORK	05Z	LMC	\$6,421.48
2017	6	1604	6106073	DAYMARK - PATCHWORK	05Z	LMC	\$2,916.68
2017	6	1604	6115695	DAYMARK - PATCHWORK	05Z	LMC	\$2,916.68
2017	6	1604	6127032	DAYMARK - PATCHWORK	05Z	LMC	\$2,916.68
2017	6	1604	6134416	DAYMARK - PATCHWORK	05Z	LMC	\$3,121.81
2017	6	1604	6151215	DAYMARK - PATCHWORK	05Z	LMC	\$189.67
2017	11	1609	6093467	RCCR - SMITH STREET STATION	05Z	LMC	\$2,105.86
2017	11	1609	6096776	RCCR - SMITH STREET STATION	05Z	LMC	\$1,756.81
2017	11	1609	6106073	RCCR - SMITH STREET STATION	05Z	LMC	\$2,204.15
2017	11	1609	6115695	RCCR - SMITH STREET STATION	05Z	LMC	\$1,457.60
2017	11	1609	6127032	RCCR - SMITH STREET STATION	05Z	LMC	\$3,336.28
2017	11	1609	6134416	RCCR - SMITH STREET STATION	05Z	LMC	\$3,078.85
2017	11	1609	6146697	RCCR - SMITH STREET STATION	05Z	LMC	\$2,836.06
2017	11	1609	6157574	RCCR - SMITH STREET STATION	05Z	LMC	\$2,930.81



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	11	1609	6166526	RCCR - SMITH STREET STATION	05Z	LMC	\$2,883.58
					05Z	Matrix Code	<b>\$48,778.46</b>
<b>Total</b>							<b>\$204,853.46</b>

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	1	1599	6093467	CDBG ADMINISTRATION	21A		\$39,485.77
2017	1	1599	6101084	CDBG ADMINISTRATION	21A		\$1,211.21
2017	1	1599	6106073	CDBG ADMINISTRATION	21A		\$15.80
2017	1	1599	6111606	CDBG ADMINISTRATION	21A		\$17,731.70
2017	1	1599	6115695	CDBG ADMINISTRATION	21A		\$27,995.71
2017	1	1599	6120556	CDBG ADMINISTRATION	21A		\$470.81
2017	1	1599	6127032	CDBG ADMINISTRATION	21A		\$3,487.82
2017	1	1599	6129396	CDBG ADMINISTRATION	21A		\$8.00
2017	1	1599	6134416	CDBG ADMINISTRATION	21A		\$795.68
2017	1	1599	6141364	CDBG ADMINISTRATION	21A		\$2,943.02
2017	1	1599	6146697	CDBG ADMINISTRATION	21A		\$73,909.04
2017	1	1599	6151215	CDBG ADMINISTRATION	21A		\$624.61
2017	1	1599	6157574	CDBG ADMINISTRATION	21A		\$4,164.02
2017	1	1599	6161683	CDBG ADMINISTRATION	21A		\$935.20
2017	1	1599	6166526	CDBG ADMINISTRATION	21A		\$25.24
2017	1	1599	6170244	CDBG ADMINISTRATION	21A		\$125.31
2017	1	1599	6176493	CDBG ADMINISTRATION	21A		\$82,230.08
					21A	Matrix Code	<b>\$256,159.02</b>
<b>Total</b>							<b>\$256,159.02</b>



## Section 3 Reports



### Section 3 Summary Report

Economic Opportunities for Low- and Very Low-Income Persons  
U.S. Department of Housing and Urban Development  
Office of Fair Housing and Equal Opportunity

OMB Approval No. 2529-0043  
(exp. 11/30/2018)

<b>Disbursement Agency</b>
City of Charleston
105 McFarland Street, Charleston, WV 25301
55-6000160

<b>Reporting Entity</b>
City of Charleston
105 McFarland Street, Charleston, WV 25301

<b>Dollar Amount</b>	\$1,240,013.08
<b>Contact Person</b>	Melinda J Young
<b>Date Report Submitted</b>	09/19/2018

Reporting Period		Program Area Code	Program Area Name
From	To		
7/1/17	6/30/18	CDB1	Community Devel Block Grants

### Part I: Employment and Training

Job Category	Number of New Hires	Number of New Hires that Are Sec. 3 Residents	Aggregate Number of Staff Hours Worked	Total Staff Hours for Section 3 Employees	Number of Section 3 Trainees
The expenditure of these funds did not result in any new hires.					

Total New Hires	0
Section 3 New Hires	0
Percent Section 3 New Hires	N/A
Total Section 3 Trainees	0
The minimum numerical goal for Section 3 new hires is 30%.	

### Part II: Contracts Awarded

<b>Construction Contracts</b>	
Total dollar amount of construction contracts awarded	\$256,018.00
Total dollar amount of contracts awarded to Section 3 businesses	\$0.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	0.0%
Total number of Section 3 businesses receiving construction contracts	0
The minimum numerical goal for Section 3 construction opportunities is 10%.	

<b>Non-Construction Contracts</b>	
Total dollar amount of all non-construction contracts awarded	\$0.00
Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$0.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	N/A
Total number of Section 3 businesses receiving non-construction contracts	0
The minimum numerical goal for Section 3 non-construction opportunities is 3%.	

### Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing.	
Yes	Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
Yes	Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
No	Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
No	Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
No	Other; describe below.
A public service activity that offers job training and targeted low income women in the city of Charleston was funded through the CDBG program. There was only one contract this reporting year using CDBG funds. The contractor was given information regarding Section 3 information but had a full time crew and did not hire anyone new for this job.	



### Section 3 Summary Report

Economic Opportunities for Low- and Very Low-Income Persons

**U.S. Department of Housing and Urban Development**

Office of Fair Housing and Equal Opportunity

OMB Approval No. 2529-0043  
(exp. 11/30/2018)

<b>Disbursement Agency</b>
City of Charleston
105 McFarland Street, Charleston, WV 25301
55-6000160

<b>Reporting Entity</b>
City of Charleston
105 McFarland Street, Charleston, WV 25301

<b>Dollar Amount</b>	\$378,168.76
<b>Contact Person</b>	Melinda J Young
<b>Date Report Submitted</b>	09/28/2018

Reporting Period		Program Area Code	Program Area Name
From	To		
7/1/17	6/30/18	HOME	HOME Program

**Part I: Employment and Training**

Job Category	Number of New Hires	Number of New Hires that Are Sec. 3 Residents	Aggregate Number of Staff Hours Worked	Total Staff Hours for Section 3 Employees	Number of Section 3 Trainees
The expenditure of these funds did not result in any new hires.					

Total New Hires	0
Section 3 New Hires	0
Percent Section 3 New Hires	N/A
Total Section 3 Trainees	0
The minimum numerical goal for Section 3 new hires is 30%.	

**Part II: Contracts Awarded**

<b>Construction Contracts</b>	
Total dollar amount of construction contracts awarded	\$0.00
Total dollar amount of contracts awarded to Section 3 businesses	\$0.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	N/A
Total number of Section 3 businesses receiving construction contracts	0
The minimum numerical goal for Section 3 construction opportunities is 10%.	

<b>Non-Construction Contracts</b>	
Total dollar amount of all non-construction contracts awarded	\$173,260.00
Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$0.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	0.0%
Total number of Section 3 businesses receiving non-construction contracts	0
The minimum numerical goal for Section 3 non-construction opportunities is 3%.	

### Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing.	
Yes	Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
Yes	Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
No	Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
No	Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
No	Other; describe below.
<p>All contracts contain the following requirements: Executive Order 112546 dated September 9, 1965, as amended by Executive Order 11375, and of the rules, regulations and orders of the United States Secretary of Labor promulgated pursuant thereto, including, but not limited to, the requirement that Borrower permit access to its books, records and accounts by the city and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders; and Borrower shall furnish information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records and accounts by the city of Charleston and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.</p>	



### Section 3 Summary Report

Economic Opportunities for Low- and Very Low-Income Persons  
**U.S. Department of Housing and Urban Development**  
 Office of Fair Housing and Equal Opportunity

OMB Approval No. 2529-0043  
 (exp. 11/30/2018)

<b>Disbursement Agency</b>
City of Charleston
105 McFarland Street, Charleston, WV 25301
55-6000160

<b>Reporting Entity</b>
City of Charleston
105 McFarland Street, Charleston, WV 25301

<b>Dollar Amount</b>	\$84,557.53
<b>Contact Person</b>	Melinda J Young
<b>Date Report Submitted</b>	09/19/2018

Reporting Period		Program Area Code	Program Area Name
From	To		
7/1/17	6/30/18	SNAP	Special Needs Assistance

### Part I: Employment and Training

Job Category	Number of New Hires	Number of New Hires that Are Sec. 3 Residents	Aggregate Number of Staff Hours Worked	Total Staff Hours for Section 3 Employees	Number of Section 3 Trainees
The expenditure of these funds did not result in any new hires.					

Total New Hires	0
Section 3 New Hires	0
Percent Section 3 New Hires	N/A
Total Section 3 Trainees	0
The minimum numerical goal for Section 3 new hires is 30%.	

### Part II: Contracts Awarded

<b>Construction Contracts</b>	
Total dollar amount of construction contracts awarded	\$0.00
Total dollar amount of contracts awarded to Section 3 businesses	\$0.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	N/A
Total number of Section 3 businesses receiving construction contracts	0
The minimum numerical goal for Section 3 construction opportunities is 10%.	

<b>Non-Construction Contracts</b>	
Total dollar amount of all non-construction contracts awarded	\$91,713.00
Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$0.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	0.0%
Total number of Section 3 businesses receiving non-construction contracts	0
The minimum numerical goal for Section 3 non-construction opportunities is 3%.	



### Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing.	
Yes	Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
No	Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
No	Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
No	Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
No	Other; describe below.
Funds were used for salary expense for Centralized Assessment Team case managers. When case managers are hired section 3 residents are given an opportunity.	