

November 25, 2014

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
HOME INVESTMENT PARTNERSHIP PROGRAM  
Application Information**

The City of Martinsburg will hold a public hearing on **Monday, December 15, 2014 at 5:30 PM** prevailing time in the J. Oakley Seibert Council Chambers in City Hall, 232 North Queen Street, Martinsburg, WV. **The purpose of this public hearing is to gather information for the City's Annual Action Plan for FY 2015**, which the City must submit to the U.S. Department of Housing and Urban Development for the Community Development Block Grant (CDBG) Entitlement Funds and the HOME Investment Partnership Program. Community Development needs will include requests from nonprofit organizations for FY 2015 Community Development Block Grant (CDBG) funds as well as HOME funds allocated to the City under the Eastern Panhandle HOME Consortium of West Virginia.

FY 2015 CDBG and HOME Funding amounts are unknown at this time. The City's FY 2014 was \$268,583. We expect to receive a similar amount of funding for FY 2015 and may decide to reprogram unexpended funds from prior years. FY 2014 Funding for the Eastern Panhandle HOME Consortium was \$324,457.

A CDBG Funding Request Form is enclosed. **CDBG Funding Request forms should be returned to the Community Development Office no later than Noon on Friday, January 30, 2015.** HOME funding applications are accepted on an open basis and are available by contacting the Community Development Department as indicated below.

Written comments on community development and housing needs, including project recommendations and requests, should be submitted by **Friday, January 30, 2015** to the:

Community Development Department  
City Hall - 232 North Queen Street  
P.O Box 828  
Martinsburg, WV 25402

CDBG and HOME Funding request forms are available via electronic mail by contacting Nancy Strine, Community Development Administrator, at (304) 254-2131, ext. 278 or by E-mail at [nstrine@cityofmartinsburg.org](mailto:nstrine@cityofmartinsburg.org). Please feel free to contact her with any questions you have. All programs and services of the City of Martinsburg are available without regard to race, color, religion, sex, handicap or disability, familial status or national origin.

Enclosures

## **City of Martinsburg, West Virginia CDBG PROGRAM FUNDAMENTALS AND ELIGIBLE PROJECTS**

As an entitlement community, The City of Martinsburg receives a Community Development Block Grant (CDBG) grant annually from the US Department of Housing and Urban Development (HUD) to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development and providing improved community facilities and services. The City of Martinsburg develops its own programs and funding priorities and ensures that they meet HUD's guidelines for eligibility and that they meet at least one of HUD's national objectives.

HUD's **National Objectives** include:

- At least 70% of program expenditures must benefit low and moderate income persons
- A maximum of 30% of program expenditures can aid in the prevention or elimination of blight
- Other community development needs certified by the City as having a particular urgency because existing conditions pose a serious and immediate threat to health or welfare of the community and other financial resources are not available to meet such needs.

**CDBG Eligible Activities** include, but are not limited to:

- **Acquisition** and disposition of real property (includes homebuyer assistance)
- **Relocation and demolition, code enforcement**
- **Rehabilitation** of residential and non-residential structures
- **Construction of public facilities and improvements** such as neighborhood facilities (e.g., recreational facilities, parks, playgrounds), removal of architectural barriers to accessibility, **infrastructure improvements** (e.g., flood and drainage improvements), parking lots, aesthetic amenities on public property, and **facilities for persons with special needs**;
- **Public services** such as education and recreation programs, public safety services, fair housing activities, services for senior citizens and homeless persons, child and health care, job training, and homebuyer downpayment assistance (15% cap on expenditures)
- Activities relating to **energy conservation**;
- Providing assistance to profit-motivated businesses to carry out **economic development and job creation and retention activities**.
- **Administration and Planning for CDBG program** (20% cap on expenditures)

## HUD Performance Measurements:

HUD has implemented **performance measures** to quantify the impact of the Community Development Block Grant program and other HUD programs, including HOME Investment Partnerships. **All activities funded with the City's CDBG funding must meet one of the following HUD objectives and outcomes:**

### HUD OBJECTIVES

- Creating **Suitable Living Environment** – addressing physical or social issues
- Providing **Decent Housing** – housing activities to meet individual or community housing needs
- Creating **Economic Opportunities** – economic development, job creation, commercial revitalization

### HUD OUTCOMES

- **Improve Availability/Accessibility:** Makes basics of daily living available and accessible to low and moderate income persons where they live.
- **Improve Affordability:** Makes and activity more affordable by lowering cost, improving quality or increasing affordability of a product or service for benefit of low and moderate income persons.
- **Improve Sustainability:** Using resources in a targeted area to improve communities or neighborhoods, helping make them more livable or viable by benefiting low and moderate income persons.

### Income Limits as of December 2013    FY 2014 Median Family Income = \$55,900

Martinsburg, WV HUD Metro FMR Area	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
80% Low Income	\$41,650	\$47,600	\$53,550	\$59,500	\$64,300	\$69,050	\$73,800	\$78,550

If you have any questions or need additional information about eligible CDBG activities, please contact the City of Martinsburg **Community Development Department** at (304) 264-2131, ext. 278 or [nstrine@cityofmartinsburg.org](mailto:nstrine@cityofmartinsburg.org).