

2019

Annual Report June 30, 2019

**Human Resource Development and Employment, Inc.
Human Resource Development Foundation, Inc.
and Subsidiary Corporations**

ANNUAL REPORT

of

HUMAN RESOURCE DEVELOPMENT FOUNDATION, INC.

HUMAN RESOURCE DEVELOPMENT AND EMPLOYMENT, INC.

UNITY HOUSING APARTMENTS, LP

UNITY HOUSING, INC.

MARION UNITY APARTMENTS, INC.

ROMNEY UNITY APARTMENTS, INC.

LINCOLN UNITY APARTMENTS, INC.

UNITY HOUSE APARTMENTS, INC.

SOUTH CHARLESTON UNITY APARTMENTS, INC.

CABELL-HUNTINGTON UNITY APARTMENTS, INC.

UNITY COURT APARTMENTS, INC.

CROSS LANES UNITY APARTMENTS, INC.

HIGHVIEW UNITY APARTMENTS, INC.

WEST HAMLIN UNITY PLACE, INC.

FAYETTE HILLS UNITY, INC.

THOMAS PATRICK MARONEY UNITY APARTMENTS, INC.

June 30, 2019

MISSION STATEMENTS

Human Resource Development Foundation, Inc. (HRDF) provides individuals the resources to achieve self-sufficiency through employment, training, and advocacy supported by collaborative efforts and networks dedicated to this goal. This is further achieved by maintaining HRDF's recognized leadership in the field of human service and development.

Human Resource Development and Employment, Inc. (HRDE) is dedicated to providing safe, decent and affordable housing. HRDE also offers life enhancing opportunities to acquire skills that effectively improve employability for a diverse population.

HRDE is committed to community service that improves the quality of life for individuals and families.

EOE M/F/V/D AFT 4009, AFL-CIO

HRDF, Inc. is an Equal Opportunity Employer/Program - Auxiliary Aids and Services are Available upon Request to Individuals with Disabilities.
Veterans Priority for Participants: The Jobs for Veterans Act (Public Law 107-288) requires priority of service for veterans and spouses of certain veterans for employment, training, and placement.

BOARD OF DIRECTORS

<p>Mr. Joshua D. Sword, President West Virginia AFL-CIO 501 Leon Sullivan Way, 3rd Floor Charleston, WV 25301</p>	<p>Ms. Kathy McCormick SEIU #1199 1217 Adams Avenue Huntington, WV 25704</p>
<p>Mr. Andy Walters, Secretary-Treasurer West Virginia AFL-CIO 501 Leon Sullivan Way, 3rd Floor Charleston, WV 25301</p>	<p>Mr. Daniel J. Poling IUPAT District Council 53 114 Star Avenue Parkersburg, WV 26101</p>
<p>Mr. Donald R. Savage, Vice President HRDE, Inc. Unity Housing Corporations 1644 Mileground Morgantown, WV 26505</p>	<p>Mr. Fred Albert American Federation of Teachers 1615 Washington Street, East, Suite 300 Charleston, WV 25311</p>
<p>Ms. Stephanie Ahart, Vice President HRDF, Inc. 1644 Mileground Morgantown, WV 26505</p>	<p>Mr. Dan Doyle AFGE #1995 463 Cobun Avenue Morgantown, WV 26501</p>
<p>Mr. Chuck Parker Operating Engineers #132 P. O. Box 6770 Charleston, WV 25362</p>	<p>Mr. Craig Harvey WV Laborers District Council 1 Union Square, Suite 5 Charleston, WV 25302</p>
<p>Mr. Mike Caputo UMWA District #31 310 Gaston Avenue Fairmont, WV 26554</p>	<p>Mr. Sterling Ball UFCW Local 400 P.O. Box 1566 Parkersburg, WV 26102</p>
<p>Mr. Joe Carter UMWA District #17 P. O. Box 240 Stanaford, WV 25927</p>	<p>Mr. Brian Wedge USW 63 Hospitality Lane, Unit 105 Mineral Wells, WV 26105</p>
<p>Ms. Elaine Harris CWA Huntington Square, Suite 1212 900 Lee Street Charleston, WV 25301</p>	<p>Ms. Heather Anderson USW 63 Hospitality Lane, Unit 105 Mineral Wells, WV 26150</p>
<p>Mr. Dave Efaw WV State Building & Construction Trades 600 Leon Sullivan Way Charleston, WV 25301</p>	<p>Mr. Bob Brown AFT WV 1615 Washington Street, East, Suite 200 Charleston, WV 25311</p>

BOARD OF DIRECTORS

The Board of Directors on the previous page serve all corporations; however, the following corporations have a Community Representative:

Cabell-Huntington Unity Apartments, Inc.

Mr. Randy Moore, 1647 Glenwood Road, Milton, WV 25541

Cross Lanes Unity Apartments, Inc.

Mr. Pat "P.K." Maroney, 608 Virginia Street, East, Charleston, WV 25301

Fayette Hills Unity, Inc.

Mr. Randy Moore, 1647 Glenwood Road, Milton, WV 25541

Highview Unity Apartments, Inc.

Mr. Pat "P.K." Maroney, 608 Virginia Street, East, Charleston, WV 25301

Unity Court Apartments, Inc.

Mr. Kenny Perdue, 6798 Buckhannon Pike, Mt. Clare, WV 26408

Unity House Apartments, Inc.

Mr. Tony Michael, P. O. Box 6031, Morgantown, WV 26506

Unity Housing, Inc.

Mr. Kenny Perdue, 6798 Buckhannon Pike, Mt. Clare, WV 26408

West Hamlin Unity Place, Inc.

Mr. Pat "P.K." Maroney, 608 Virginia Street, East, Charleston, WV 25301

Thomas Patrick Maroney Unity Apartments, Inc.

Mr. Pat "P.K." Maroney, 608 Virginia Street, East, Charleston, WV 25301

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Annual Report

July 1, 2018 - June 30, 2019



Message from the Executive Director

Dear Friends,

A major focus for the past year was to create supplemental revenue to allow for ongoing operation of grant funded programs. Due to recent changes in policy, grants are now reimbursed after services are provided. This creates a challenge for a non-profit like HRDF. To withstand this hardship, we successfully implemented a new activity through our fee for service program this past summer. These activities generated a surplus of unrestricted funds that have assisted in the transition to the revised policies. Our hope is to continue this project each summer, and seek other fee for service opportunities throughout the state.

HRDF was recently notified that we have been awarded funds to operate a National Health Emergency Dislocated Worker Grant. These efforts will allow HRDF to assist with the state's opioid crisis by offering employment and training in four of the seven state workforce regions. HRDF continues to focus on services that support and provide opportunities for a skilled workforce.

I am proud to represent HRDF and our staff that are on the front lines helping to change lives. We have a team committed to serve the citizens of West Virginia. Thank you for taking the time to learn more about our work. We look forward to making an even greater impact in the year ahead.

With great respect,

Stephanie Ahart



Mission

Central to HRDF's success, is the belief that knowledge, support, and opportunity are the keys to empowering the underprivileged residents of West Virginia.

Programs



Youth@Work

Region 2 WIOA Out of School Youth Program

This youth program is funded by the Southwestern West Virginia Workforce Development Board and serves the counties of Boone, Cabell, Lincoln, Logan, Mingo, Putnam, and Wayne. Youth participate in Adult Education and Employment activities that lead to self-sufficiency. Participants are often dual enrolled in the CRP and Region 2 Work Based Learning Services Program.



Region 2 Work Based Learning Services Program

Region 2 WIOA Youth, Adult, & Dislocated Worker Program

WBLs funding is provided by the Southwestern West Virginia Workforce Development Board and serves the counties of Boone, Cabell, Lincoln, Logan, Mingo, Putnam, and Wayne. Youth, Adults, and Dislocated workers are offered assistance in job search and work readiness skills, and employers are offered a reimbursement for part of their wages during the training period as an incentive.



Career Pathways

Region 3 WIOA Out of School Youth Program

Career Pathways is a WIOA Youth Program, funded by the Region 3 Workforce Investment Board of Kanawha County. The program serves youth residing in Kanawha County. Youth participate in Adult Education and Employment activities that lead to self-sufficiency. Participants are often dual enrolled in the EFILP and Capitol YouthBuild Programs.



Region 3 One Stop Coordination

This program is funded by the Region 3 Workforce Investment Board of Kanawha County and provides support in the daily oversight of the One Stop American Job Center location in Kanawha County. The Coordinator assists with the management of the mandated partners and the scheduling of events and resources that are offered at the One Stop Center.



Capitol YouthBuild

Department of Labor

Funded by the Department of Labor, the Capitol YouthBuild Program is a 36 month program that focuses on TASC acquisition as well as other DOL recognized certificate achievements, construction skills, and work experiences. The program also incorporates activities that foster leadership and community service.



Region 4 One Stop & Case Management

Region 4 WIOA Adult & Dislocated Worker Program

HRDF receives funding from the Region 4 Workforce Development Board Mid-Ohio Valley to provide support in the daily oversight of the One Stop American Job Center locations in Calhoun, Clay, Jackson, Mason, Pleasants, Ritchie, Roane, Wirt, and Wood Counties. The Coordinator assists with the management of the mandated partners and the scheduling of events and resources that are offered at the One Stop Center, as well as Case Management.



Region 4 Pilot

Region 4 WIOA Adult & Dislocated Worker Program

This team was developed to work with employers throughout the region. It consists of staff members from the Mid-Ohio Valley Workforce Development Board, the WIOA Youth Program, and HRDF's AJC. The grant funding received from Workforce West Virginia has enabled the team to enhance services and further emphasize the Employer focus for the Mid-Ohio Valley Region in West Virginia, as well as support the State boards' vision to implement a model to standardize the delivery of products and services to employers.



YouthReady

Region 6 WIOA Out of School Youth Program

YouthReady is a program funded by the Region 6 Workforce Development Board and serves the counties of Barbour, Braxton, Doddridge, Gilmer, Harrison, Lewis, Marion, Monongalia, Preston, Randolph, Taylor, Tucker, and Upshur. Youth participate in Adult Education and Employment activities that lead to self-sufficiency. Participants are often dual enrolled in the EFILP and WIOA Adult Programs to enhance services.



Region 6 One Stop Coordination

The Region 6 Workforce Development Board funds this effort, which provides support in the daily oversight of the One Stop American Job Center locations in Barbour, Braxton, Doddridge, Gilmer, Harrison, Lewis, Marion, Monongalia, Preston, Randolph, Taylor, Tucker, and Upshur Counties. The Coordinator assists with the management of the mandated partners and the scheduling of events and resources that are offered at the One Stop Centers, as well as the implementation of quarterly Partner Meetings, Rapid Response activities, and Cross Training efforts.



Employment for Independent Living

DHHR Foster Youth Program

This program is funded by the Department of Health and Human Resources and covers 48 counties in West Virginia. The focus of the program is on transitional housing, education, and employment services for youth currently in care, or those that have aged out of the foster care system. Incentives are provided for classroom and job search time, and work readiness is a strong component of the program.



National Dislocated Worker Grants

Workforce WV Severe Storm and Flooding

NDWG 2017 Extension

NDWG 2018 Eastern Panhandle and Ohio River Valley

Funded by Workforce WV, the focus is on hiring Dislocated and Long-term unemployed workers in areas included in FEMA disaster declarations. Participants are offered temporary work to clear debris from devastating floods that occurred across the state. Red Cross CPR/First Aid and OSHA trainings are offered to increase employability. Participants regularly attend job fairs and training opportunities.



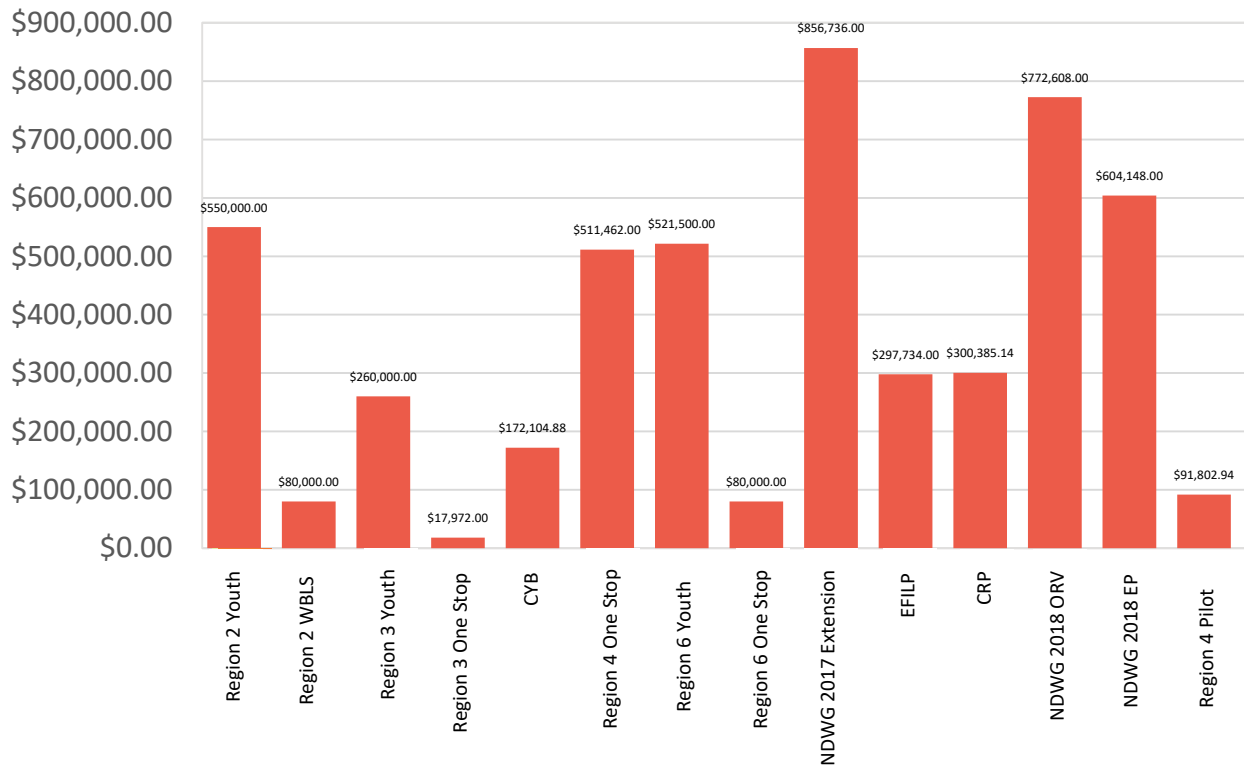
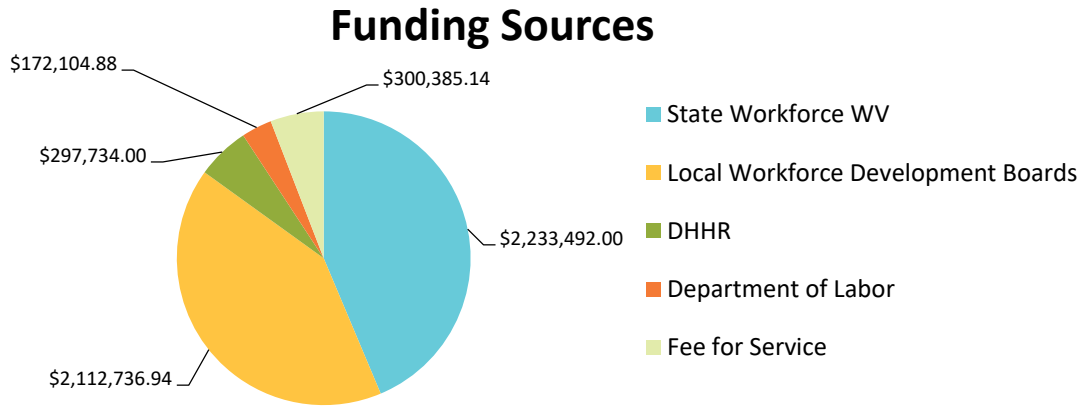
Community Rehabilitation Program

Division of Rehabilitation Services Fee for Service

Referrals are made from local Division of Rehabilitation Services locations to provide employment services to individuals with disabilities. Life Skills Training, Work Adjustment Training, Job Placement, and Job Coaching are the most frequently requested services. This year marked the first year for Summer Programs, including Work Based Learning Experiences and Career Workshops.

Funding Overview

July 1, 2018 – June 30, 2019



Annual Budget 2018-2019
\$5,116,452.96

Program Success Stories

Community Rehabilitation Program

Destiny



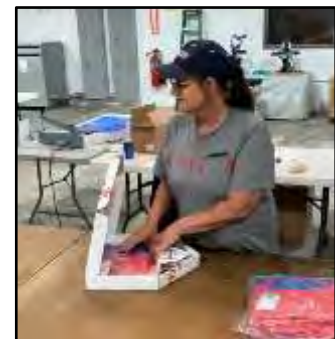
Destiny began working with HRDF over a year ago, and was a very shy, but determined young woman. As a senior in high school, Destiny was ready to begin preparing for the workforce. Over the course of her time with the Community Rehabilitation Program, she has worked with multiple Job Coaches and at multiple job sites to find the right fit. On top of this workload, Destiny was also on her high school's basketball team! She showcased a high level of responsibility and work ethic by having a consistent work schedule while maintaining her place on the basketball team.

Destiny began working at a coffee shop called The Drip as a way to explore different types of jobs. Destiny quickly realized she loved working there. Through her strong work ethic and desire to succeed, she proved herself to the staff and owner of this establishment, and they made the decision to hire her upon her completion of Job Training. A few months have passed and Destiny is still working at The Drip, as their employee! When CRP staff stop in to see her, she is quick to recall a favorite coffee order, offer a smile, and report enthusiastically about her experience working there.

Region 2 Work Based Learning Services

Connie

Connie was referred to the Work Based Learning Services Program from the local WIOA Career Planner. At the time, she was an unemployed job seeker who was registered at the Workforce Office. She was having difficulty locating employment. She had some previous issues that had hindered her ability to gain employment. A local t-shirt factory was interested in hiring her as a Crew Member, but was unsure about her work history and desire to work. Connie was interviewed and was able to use the Work Based Learning Program to assist in training. Connie was placed on an OJT contract for 360 hours to prove to the Manager that she could be a reliable employee. Today, Connie is still working at the t-shirt factory as a Crew Member and has become a valuable asset to the T-shirt Production Team. The Plant Manager is pleased to use the Work Based Learning Services Program to help individuals back into the workforce.



Region 4 MOV One Stop

Chance



Chance is a 22 year old man in the Region 4 Mid-Ohio Valley Workforce Development Board service area. In his early years, he fell into drug addiction. This path of destruction resulted in him being in and out of jail, as well as rehab. He reports that he lost everything that was important in his life: kids, girlfriend, and family. He made the decision to make a drastic change, and attended an interview at Niche Polymer. He was honest about his past and that he was seeking assistance from doctors to better himself. The

employer decided to move forward with Chance, and hired him! He then made an appointment with a Career Specialist at the Workforce WV Office, to see if he qualified for the OJT program. He did qualify, and his Career Specialist was excited to see him on this new journey. Chance passed the required drug screening to participate in the OJT program, and was ready to work. Niche Polymer was very accommodating regarding appointments, and even worked with Chance to alleviate any barriers that potentially could have pushed him back towards the addiction life, such as the time of day for the shifts he maintained. Chance is currently 6 months clean, and reducing the amount of medications he regularly maintains to stay clean. He has regained a relationship with his kids, girlfriend, and family, who are learning to trust in him again. He attributes a great deal of his success to Niche Polymer and One Stop Programs.

Region 3 Career Pathways

Dale

Dale was referred to HRDF's Region 3 Career Pathways Program from his Case Manager at Kanawha County Probation. He enrolled in the program in August 2018. Since enrolling, Dale has achieved his TASC certificate, and also took the opportunity to dual enroll with the Capitol YouthBuild Program. Through his participation with YouthBuild, he has worked to achieve both his Plumbers' and OSHA certificates. He has received guidance and counseling through his participation in both programs. He also received classroom stipends, support services, and incentives for meeting goals such as certificate acquisition and making measurable gains



towards employment. Dale's current goal is going to college, so he is currently working on ACT prep at Garnet Career Center. Dale will be exited soon after his enrollment with BridgeValley, and will continue to receive follow up supports as he works towards his eventual career goal.

Employment for Independent Living

Shemar

Shemar joined the Employment for Independent Living Program in May 2018 while he was at the Davis Stuart Bluefield Group Home. At the time, he was 18 years old. Shemar completed 11th grade at Bluefield High School then began immediately working on his TASC. He scored really well on the TABE and was expected to pass his TASC with good preparation. Shemar successfully passed the TASC in the Fall of 2018 and returned to Clarksburg. He received the Student of the Year Award for scoring high on the TASC, and therefore was eligible for a college scholarship. Once Shemar returned to Clarksburg he immediately went to work at Pizza Hut and McDonalds for which he completed a successful 6 months of employment earning a program incentive. During the Summer of 2019 he worked at Harrison County Parks, through their summer youth program. His ultimate goal never changed from that of working with computers, and with the assistance of staff, Shemar completed his college application and was successfully enrolled.

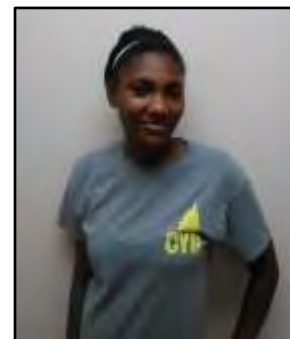
In August he began college at WVU Potomac State. Shemar is majoring in Computer Information Systems and living on campus at University Place. He works at the Potomac State College Library as part of a work study program.

With the help of a lot of caring folks around Shemar, his dreams are coming true. Shemar wishes to share that 'Even though I had a magistrate judge tell me I wouldn't go to college, I went anyway and anything is possible if you put your mind to it.'

Capitol YouthBuild

Capri

Capri was one of our first participants to enroll in the Capitol YouthBuild Program. In the beginning she experienced challenges with self-regulation of behavior and actions. This made interactions with other participants difficult for Capri. She has since developed her communication and rapport building skills, and is gaining greater rewards from her participation in the program as a result. Since enrolling in the program, Capri has worked with staff to complete an intake assessment and basic career interest inventories. She has consistently expressed interest in a passion for working at a daycare. Staff used this passion to motivate Capri to try-out a work experience in the industry. Staff developed an Occupational Exploration contract with a local day care, Gee Gee's Heavenly Hands Child Care Center. She has demonstrated excellent work traits during this work experience. She consistently attends work, arrives in a punctual manner, and works very well with the children. Upon completion of the work contract, the employer has committed to hiring Capri as a regular employee.



NDWG 2017 Severe Storm



Daniel

Daniel joined the NDWG 2017 program as a Dislocated Worker. He was hired as a Worksite Supervisor and remained in this position for the duration of the program. He is a veteran that suffers from PTSD, which has created a multitude of barriers for him regarding employment. He also has had difficulties with addiction as a result of his PTSD. He attends meetings regularly to maintain sobriety. The milestones that he has gained, and the difficulties he has faced over the years, have given him great insight when assisting the members of his crew. He has a knack for handling stressful situations and has been a great asset to the program. Upon completion of his time in the NDWG program as a participant, Daniel secured employment through HRDF as an employee, and has remained in his position as Worksite Supervisor with the NDWG 2018 Ohio River Valley Program. Daniel is proof that second chances matter, and he and his supervisors alike are very proud of the person he has become.

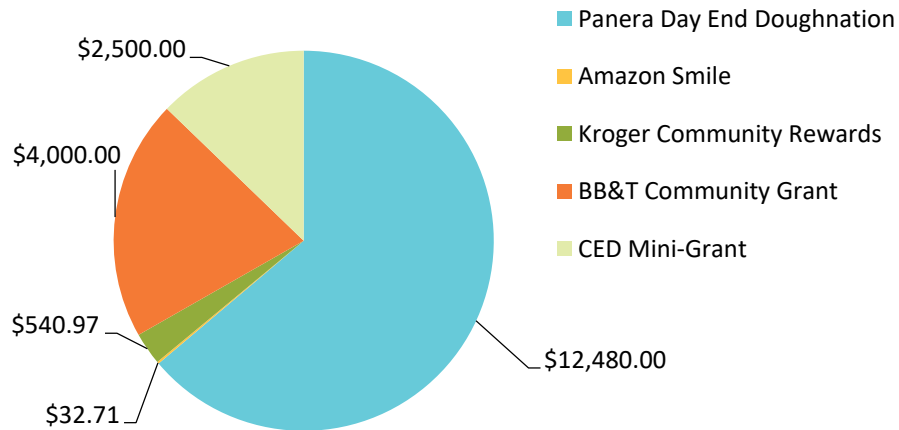
Region VI YouthReady

Vincent

Vincent enrolled and began attending Fred Eberle for the Cisco Network Computer Program, as well as the Region VI YouthReady Program to gain support services and assistance with increasing his skills regarding self-sufficiency. He received various services from his Case Manager, including tutoring, mentoring, and guidance/counseling as he progressed through the program. He completed this Cisco program and earned a certificate, as well as a bonus from the YouthReady Program. He also competed in the local (Buckhannon) and state (Fairmont) Skills USA competition, and placed first in both. This earned him a bonus for making measurable gains with each accomplishment. He then went on to compete in the national competition held in Louisville, KY. He was able to achieve 9th place, competing against the whole country! He also attended and completed the evening welding program, earning an additional welding certificate for the GMAW welding process. Upon completion of his training, he acquired gainful employment in May 2019 with Ridgeline Coatings in Weston. He is currently working 40-60 hours per week at \$16 per hour as a Painter/Sandblaster. Vincent has shown great ambition and motivation through the acquisition of his various certifications and will continue to advance in the industry. He continues to receive follow up services from the YouthReady Program, where he can benefit from additional support and potentially receive assistance with any barriers he may face as he continues to be successful in his career pathway.



Fundraising Efforts



How Can You Help???

ATTENTION KROGER SHOPPERS!



Support Human Resource Development Foundation, Inc. by enrolling today!

1. Visit Kroger.com/communityrewards
2. Sign in to your account or create one
3. Click "Enroll Now"
4. Find Human Resource Development Foundation, Inc. and click "Enroll"
5. Kroger donates every time you shop!

HRDF applied for and received a Community Grant from BB&T in the amount of \$4,000, as well as a Mini-Grant through the WVU Center for Excellence in Disabilities in the amount of \$2,500. These unrestricted funds were utilized to purchase tablets for youth to complete job search activities as part of summer programs offered through the Division of Rehabilitation Services.



AmazonSmile will contribute 5% of your Amazon purchases to support programs at HRDF!

<https://smile.amazon.com/ch/55-0516532>

Professional Development



October 22-24 2019, HRDE and HRDF Staff convened for an Annual Staff Conference at Stonewall Resort. Training sessions included: EEO with the WV Human Rights Office; a re-entry simulation; Motivational Interviewing; Safety; and Staff Wellness, as well as others. Staff had the chance to participate in the first annual HRDF Scavenger Hunt, which allowed them to work together in teams and visit notable locations across the resort. HRDF Board President Josh Sword, and Secretary/Treasurer Andy Walters were able to join the group to distribute well-deserved Length of Service Awards as well as participate in trainings and simulations.



\$1,164,395.09

Participant
WAGES



\$88,940.68

Classroom
STIPENDS

Upcoming Activities: Program Year 2019-2020



National Dislocated Worker Grant
FEMA Declaration 4455
5 Counties
60 Temporary Workers
\$841,837.00

National Health Emergency Grant
Response to Opioid Crisis
Temporary Workers/Individualized Training Accounts

Upcoming Activities: Program Year 2019-2020

HRDF had the opportunity to participate in Summer Programs offered by the Division of Rehabilitation Services. This is offered to vendor serving clients as a Community Rehabilitation Provider. The activities included four-day Career Exploration Opportunities 2.0 workshops that focused on the following Pre-Employment Transition Services:

- Job Exploration Counseling
- Work-Based Learning Experiences
- Counseling on Post-Secondary Education Opportunities
- Workplace Readiness
- Self-Advocacy



The primary purpose of the Career Exploration Opportunities 2.0 is to provide tools and information to support youth in obtaining long-term career success. Activities included career planning and preparation, self-assessments, completing job applications, interviewing skills, how to dress for employment, work ethic, cell phone and Internet safety, and, self-advocacy. Summer Programs also included Work Based Learning Experiences, which consisted of contracts developed with employers for youth to gain 80 hours of experience in a chosen field.

Fredi came to work at HRDF through an internship with the West Virginia Council of International Programs. She is a professional Social Worker in Germany. During her time with HRDF, she had a caseload with the YouthReady Program, where she met with youth and assisted them with their career goals and administered assessments. She had the opportunity to visit several worksites, including NDWG Severe Storm Clean-up crews, foster youth placements, and partner sites such as the Elkins YouthBuild and Rubenstein Centers. She provided workshops for youth and staff, and participated in a number of interviews with participants across programs to learn more about what we do at HRDF. This program is a great partnership where we can gain cultural awareness and share international best practices.

Hi there,



My Name is Frederike Wiedemann. I studied special needs education and I'm working as a social worker in a comprehensive school since almost 5 years. I'm 32 years old and live together with my boyfriend in Bochum, Germany, which is a city near the Netherlands border.

I arrived at August 13 in Morgantown, WV for a professional exchange with CIP. I will do my internship at HRDF until November 15. I'm looking forward to an exciting and interesting time here and looking forward to a personal encounter.

Best regards, Frederike

MAIN OFFICE ADMINISTRATIVE AND CLERICAL STAFF

(As of November 30, 2019)

<i>NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>UNION</i>
Ahart, Stephanie	Executive Director/Vice President-HRDF	Charleston/Morgantown	AFT*
Buchanan, Tina	Northern Housing Director	Morgantown	AFT*
Burch, Tabettha	Special Grants Assistant	Morgantown	AFT
Filippelli, Amanda	Deputy Director	Morgantown	AFT*
Fox, Hunter	Bookkeeper	Morgantown	AFT
Lawson, Tammy	Fiscal Manager	Morgantown	AFT*
Lipscomb, Linda	Human Resource Manager	Morgantown	
Michels, Sharon	Administrative Assistant-Housing	Morgantown	AFT
Peters, Jennifer	Payroll Administrator	Morgantown	AFT*
Rafus, Jean	Senior Bookkeeper	Morgantown	AFT
Runner, Taylor	NDWG Program Manager/EEO Officer	Morgantown	
Sabatino, Carla	Senior Secretary	Morgantown	AFT
Savage, Donald	Executive Director/Vice-President-HRDE	Morgantown	AFT*
Scriptunas, William	Bookkeeper	Morgantown	AFT
Stiles, Marsha	Accounts Payable/Bookkeeper	Morgantown	AFT
Tzavaras, Sharon	Bookkeeper	Morgantown	AFT
Wissmar, Shannon	Finance Director	Morgantown	

HRDF PROGRAM STAFF

(As of November 30, 2019)

<i>NAME</i>	<i>POSITION</i>	<i>LOCATION</i>	<i>UNION</i>
Anderson, Debbie	NDWG Program Coordinator	Clarksburg	
Baileys, Susan	Administrative Assistant/Career Specialist	Ripley	AFT
Baum, Anita	Administrative Assistant/Career Specialist	Parkersburg	AFT
Caldwell, Tiffany	Job Developer	Charleston	AFT
Casto, Loyd	Lead Independent Living Specialist/ R-3 One Stop Program Coordinator	Charleston	AFT
Collins, Will	Service Placement Specialist	Charleston	AFT
Covert, Alyssa	Job Developer/Job Coach	Teays Valley	AFT
Davis, Kelly	Independent Living Specialist	Elkins	AFT
Ellis, Danielle	Program Coordinator	Teays Valley	AFT*
Gainer, Ryan	Lead Career Specialist	Spencer	AFT
Gilmore, James	Career Specialist	Parkersburg	AFT
Hamilton, Clayton	Worksite Supervisor	Charleston	AFT
Hendrix, Kelly	Independent Living Specialist	Beckley	AFT
Jackson, Amber	Region IV One Stop Program Coordinator	Parkersburg	
Judge, Chad	Lead Service Placement Specialist/WBLS Job Developer	Huntington	AFT
Layton, Thomas	Career Specialist/Business Service Representative	Ripley	AFT
Messenger, Angie	Service/Placement Specialist	Weston	AFT
Miller, Brittany	Job Developer/Job Coach	Teays Valley	AFT
Mullen, Kari	Career Specialist	Spencer	AFT
Pierson, April	Region VI One Stop Program Coordinator	Fairmont	
Repogle, Crystal	Service/Placement Specialist	Elkins	AFT
Rickman, Michael	NDWG Program Coordinator	Ohio River Valley	
Robinson, Shannon	Program Coordinator Youthbuild	Charleston	AFT*
Rose, Kelley	Service/Placement Specialist	Fairmont	AFT
Somerville, Melissa	Employer Solutions Specialist	Ripley	AFT
Spring, Jennifer	Lead Service/Placement Specialist	Clarksburg	AFT
Stephens, Phillip	Career Specialist/TAA	Parkersburg	AFT
Taylor, Tuesday	Case Manager/Counselor	Charleston	AFT
Thomas, Jabbar	Lead Youth Service/Placement Specialist	Charleston	AFT
Wise, Grace	Customer Service Technician	Charleston	AFT

* Previous Union Affiliation

Management denoted in bold print.

PROGRAMS

Morgantown Main Office		
<p style="text-align: center;">Stephanie Ahart Executive Director</p> <p style="text-align: center;">1644 Mileground, Morgantown, WV 26505 Phone: (304) 296-8223, ext. 18 Fax: (304) 296-8839 Charleston Office (304) 342-2078, ext. 210 or 342-1550 Toll Free: 1-800-585-2347 Cell Phone: (304) 552-7766 Email: sahart@hrdfvvy.org</p>	<p style="text-align: center;">Amanda Filippelli Deputy Director</p> <p style="text-align: center;">1644 Mileground, Morgantown, WV 26505 Phone: (304) 296-8223, ext. 41 Fax: (304) 296-8839 Toll Free: 1-800-585-2347 Cell Phone: (304) 906-6002 Email: afilippelli@hrdfvvy.org</p> <p style="text-align: center;">* Amanda is the Ticket to Work contact</p>	
Region VI YouthReady Program		
<p>Crystal Replogle Youth Service Placement Specialist</p> <p>Elkins Inn & Suites 1200 Harrison Avenue, Suite 103 Elkins, WV 26241 Elkins Office: (304) 637-0718 Cell: (304) 203-9055 Email: creplogle@hrdfvvy.org</p>	<p>Kelley Rose Youth Service Placement Specialist</p> <p>416 Adams Street, #220 Fairmont, WV 26554 Phone: (304) 363-0654 Fax: (304) 363-2779 Cell: (304) 412-2372 Email: krose@hrdfvvy.org</p>	<p>Jennifer Spring Lead Youth Service Placement Specialist</p> <p>120 South Linden Avenue Clarksburg, WV 26301 Phone: (304) 623-6367 Fax: (304) 623-6036 Toll-Free: 1-888-781-0323 Cell: (304) 695-8231 E-mail: jspring@hrdfvvy.org</p>
<p>Angie Messenger Youth Service Placement Specialist</p> <p>127 Staunton Drive Weston, WV 26452</p> <p>Cell Phone: (304) 672-4081 Email: amessenger@hrdfvvy.org</p>	<p style="text-align: center;">Region 2 WBLs Program</p> <p>Chad Judge Lead WBLs Job Developer</p> <p>Workforce WV Center 2699 Park Avenue, Suite 210-D Huntington, WV 25704 * Phone: 304-525-0780 or 508-2696, ext. 121 Cell: (740) 534-2859 Email: cjudge@hrdfvvy.org</p>	<p style="text-align: center;">Region VI One Stop</p> <p>April Pierson One Stop Coordinator</p> <p>416 Adams Street Fairmont, WV 26554 Phone: (304) 363-0654 ext. 51262 Fax: (304) 367-2779 Cell: (304) 777-9010 Email: apierson@hrdfvvy.org</p>
Employment for Independent Living Program		
<p>Kelly Hendrix Independent Living Specialist</p> <p>2306 South Fayette Street Beckley, WV 25801 Phone: (304) 322-0613 Fax: (304) 253-3833 Email: khendrix@hrdfvvy.org</p>	<p>Loyd Casto Lead Service Placement Specialist</p> <p>600 Leon Sullivan Way Charleston, WV 25301 (304) 342-2078, ext. 211 or 342-1550 Toll Free: 1-888-405-0323 Fax: (304) 342-5152 Email: lcasto@hrdfvvy.org</p> <p>* Loyd is the R3 One Stop Coordinator</p>	<p>Kelly Davis Independent Living Specialist</p> <p>Elkins Inn & Suites 1200 Harrison Avenue, Suite 103 Elkins, WV 26241 Elkins Office: (304) 637-0718 Cell: (304) 613-4004 Email: kdavis@hrdfvvy.org</p>
Region III Career Pathways Program		
<p>Jabbar Thomas Lead Youth Service Placement Specialist</p> <p>600 Leon Sullivan Way Charleston, WV 25301 (304) 342-2078, ext. 214 or 342-1550 Fax: (304) 342-5152 Toll Free: 1-888-405-0323 Email: jthomas@hrdfvvy.org</p>	<p>Will Collins Youth Service Placement Specialist</p> <p>600 Leon Sullivan Way Charleston, WV 25301 (304) 342-2078, ext. 213 or 342-1550 Fax: (304) 342-5152 Toll Free: 1-888-405-0323 Email: wcollins@hrdfvvy.org</p>	<p>Grace Wise Youth Service Placement Specialist</p> <p>600 Leon Sullivan Way Charleston, WV 25301 (304) 342-2078, ext. 217 or 342-1550 Fax: (304) 342-5152 Toll Free: 1-888-405-0323 Email: gwise@hrdfvvy.org</p>
CRP (DRS Fee for Service)		
<p>Danielle Ellis CRP Coordinator</p> <p>3853-B Teays Valley Road, Box 6 Hurricane, WV 25526 Phone: 681-235-7303 Cell: (304) 415-9672 E-mail: dellis@hrdfvvy.org</p>	<p>Brittany Miller Job Developer/Job Coach</p> <p>3853-B Teays Valley Road, Box 6 Hurricane, WV 25526 Phone: 681-235-7303 E-mail: bmiller@hrdfvvy.org</p>	<p>Allyssa Covert Youth Service Placement Specialist</p> <p>3853-B Teays Valley Road, Box 6 Hurricane, WV 25526 Phone: 681-235-7303 Email: acovert@hrdfvvy.org</p>

PROGRAMS

Capitol YouthBuild Program		
<p>Shannon Robinson Project Coordinator 600 Leon Sullivan Way Charleston, WV 25301 (304) 342-2078, ext. 212 or 342-1550 Fax: (304) 342-5152 Email: srobinson@hrdfwv.org</p>	<p>Clayton Hamilton Worksite Supervisor 600 Leon Sullivan Way Charleston, WV 25301 (304) 342-2078 or 304-342-1550 Fax: (304) 342-5152 Email: chamilton@hrdfwv.org</p>	<p>Tuesday Taylor Case Manager/Counselor 600 Leon Sullivan Way Charleston, WV 25301 (304) 342-2078, ext. 216 or 342-1550 Fax: (304) 342-5152 Email: ttaylor@hrdfwv.org</p>
<p>Tiffany Caldwell Job Developer 600 Leon Sullivan Way Charleston, WV 25301 (304) 342-2078, ext. 215 or 342-1550 Fax: (304) 342-5152 Email: tcaldwell@hrdfwv.org</p>		
Region IV One Stop		
<p>Amber Jackson One Stop Coordinator 1824 Murdoch Avenue, 5th Floor Parkersburg, WV 26101 Phone: (681) 588-0056, ext. 51 Fax: (304) 424-6020 Cell: (304) 532-8094 Email: ajackson@hrdfwv.org</p>	<p>SPENCER OFFICE</p> <p>Ryan Gainer Lead Career Specialist 321 Market Street Spencer, WV 25276 Phone: (304) 927-0954 Clay Office Phone: (304) 587-2686 Parkersburg Office Phone: (681) 588-0056, ext. 52 Email: rgainer@hrdfwv.org</p>	<p>SPENCER OFFICE</p> <p>Kari Mullen WIOA Adult/DW Career Specialist 321 Market Street Spencer, WV 25276 Calhoun: 304-354-9265 Roane: 304-927-0954 Clay: 304-587-2686 Email: kmullen@hrdfwv.org</p>
<p>Phil Stephens Career Specialist/TAA 1824 Murdoch Avenue, 5th Floor Parkersburg, WV 26101 Phone: (681) 588-0056, ext. 68 Fax: (304) 424-6020 Cell: (304) 210-6864 Email: pstephens@hrdfwv.org</p>	<p>RIPLEY OFFICE</p> <p>Melissa Somerville Employer Solutions Specialist 206 Stone Drive Ripley, WV 25271 Phone: (304) 373-0313 Cell: (304) 761-8401 Email: msomerville@hrdfwv.org</p>	
<p>Jim Gilmore Career Specialist 1824 Murdoch Avenue, 5th Floor Parkersburg, WV 26101 Phone: (681) 588-0056, ext. 69 Fax: (304) 424-6020 Email: jgilmore@hrdfwv.org</p>	<p>Thomas Layton Career Specialist 206 Stone Drive Ripley, WV 25271 Phone: (304) 373-0313 Email: tlayton@hrdfwv.org</p>	<p>*Mailing Address for R2 WBLS* HRDF, Inc. Attn: Chad Judge P.O. Box 9261 Huntington, WV 25704-2057</p>
<p>Anita Baum Administrative Assistant/ Career Specialist 1824 Murdoch Avenue, 5th Floor Parkersburg, WV 26101 Phone: (681) 588-0056, ext. 67 Fax: (304) 424-6020 Cell: (304) 468-1966 Email: abaum@hrdfwv.org</p>	<p>Susan Baileys Administrative Assistant/ Career Specialist 206 Stone Drive Ripley, WV 25271 Phone: (304) 373-0313 Cell: (304) 615-6024 Email: sbaileys@hrdfwv.org</p>	<p>*Mailing Address for R4 One Stop*</p> <p>Amber Jackson One Stop Coordinator Region IV One Stop/HRDF, Inc. 600 18th Street, 5th Floor Parkersburg, WV 26101</p>

PROGRAMS

National Dislocated Worker Severe Storm Clean Up NDWG 2018 Eastern Panhandle		
<p>Taylor Runner Program Manager 1644 Mileground Morgantown, WV 26505 Phone: (304) 296-8223, ext. 28 Cell Phone: (304) 276-8959 Email: trunner@hrdfwv.org</p>	<p>Debbie Anderson Program Coordinator 120 South Linden Avenue Clarksburg, WV 26301 Cell Phone: (304) 591-2494 Email: danderson@hrdfwv.org</p>	<p>Hampshire Co. Worksite Supervisor David Staggs Cell: 304-359-4440</p> <p>Hardy Co. Worksite Supervisor Jack Wetzell Cell: 304-257-8014</p>

National Dislocated Worker Severe Storm Clean Up NDWG 2018 Ohio River Valley		
<p>Taylor Runner Program Manager 1644 Mileground Morgantown, WV 26505 Phone: (304) 296-8223, ext. 28 Cell Phone: (304) 276-8959 Email: trunner@hrdfwv.org</p> <hr/> <p>Tabetha Burch Special Grants Assistant 1644 Mileground Morgantown, WV 26505 Phone: (304) 296-8223, ext. 12 Email: tburch@hrdfwv.org</p>	<p>Michael Rickman Program Coordinator Cell Phone: 304-690-2974</p> <hr/> <p>Safety Coordinator (To be announced)</p>	<p>Calhoun Co. Worksite Supervisor Ben Cunningham Cell: 304-532-1057</p> <p>Lincoln Co. Worksite Supervisor Kevin Britton Cell: 304-687-6929</p> <p>Taylor Co. Worksite Supervisor Mistie McClure Cell: 681-433-2822</p> <p>Harrison Co. Worksite Supervisor Daniel Coen Cell: 304-709-2979</p> <p>Preston Co. Worksite Supervisor Ricky Waybright Cell: 304-777-9872</p> <p>Wayne Co. Worksite Supervisor Jamie Hatfield Cell: 304-634-2349</p> <p>Wood Co. Worksite Supervisor Vacant Cell: 304-</p>

10/21/19

MESSAGE FROM THE EXECUTIVE DIRECTOR

Dear Friends:

In previous messages, I have presented an overview of the bricks and mortar side of HRDE and Unity Housing and continue to be very proud of our accomplishments. This message focuses on the day-to-day operations of all our facilities. More specifically, it focuses on the people who work day in and day out to not only continue the mission, but in a more personal way, to perform their duties in order to preserve our buildings and to ensure our residents enjoy homes that are well cared for, safe, and pleasurable to live in.

Our secretaries, who are on the front line and normally the first contact for residents and visitors, go about their jobs professionally and with welcoming demeanors as they assist residents and visitors with their needs. And yes, don't forget the constant ringing of the phones that they answer as they go about their other duties of filing, keying various information into the computers and hundreds of other distractions that they deal with daily. Thank you to all our secretaries.

How about maintenance staff who could tell war stories of their experiences. These folks do everything from fixing water leaks to preparing bedbug infested apartments for extermination. The maintenance staff are vital to the success and the preservation of our facilities. Thank you to all our maintenance staff.

In some facilities, we are blessed with service coordinators. These professional social workers do tremendous work connecting residents to vital community services that ensures a better, healthier, more comfortable life for our elderly and disabled residents. Without the service coordinators help, many, many residents would simply sit in their apartments and suffer through their dilemmas without even knowing that there are services to help them. Thank you to all our service coordinators.

Managers, who are predominantly residents in our facilities, are the 24/7 leaders of their properties. They do everything and are responsible for everything. To try to detail their daily schedule would be impossible. These special folks are the heart and soul of our housing facilities and receive more criticism than accolades. Criticism from residents, visitors, family members, and the list goes on and on and is usually not deserved. Thank you to all our managers.

How about our fiscal staff in the main office? This group of bookkeepers, payroll clerks, accounts payable workers and supervisors do an outstanding job. They account for the finances of all facilities, proof all paperwork and electronic submittals and ensure that at the end of the day, the financial posture of all HRDE and HRDF corporations are prepared for audits and audits without any findings. Thank you to all our fiscal staff.

It is also my pleasure to acknowledge a few staff by name who are my right arms. Our Northern Housing Director, Tina Buchanan, does an outstanding job directly overseeing the northern facilities. She works tirelessly coordinating HRDE, Unity Housing, HUD, and LIHTCP guidance with her managers to ensure total compliance with all regulations. Thank you Tina.

Our Southern Housing Director, Jerry Allen, has the responsibility to coordinate, like Tina, all of his managers and facilities to ensure compliance. Jerry also manages Fayette Hills Unity, thereby wearing a couple different hats. Thank you Jerry.



Last, but certainly not least, is the Housing Administrative Assistant, Sharon Michels. Sharon is simply amazing. She is certainly my right arm person to whom every staff member relies on for accurate, informed information. Along with her regular duties, Sharon does critical work in assisting with the refinancing of two housing complexes and also is deeply involved in providing due diligence documentation to funding sources for Reconnecting McDowell's Renaissance Village project being constructed in Welch, WV. I dare say, my responsibilities could not be totally fulfilled without the vital assistance that Sharon provides. Thank you Sharon.

So, there you have it. This message provides only a brief overview of the folks that make HRDE and Unity Housing the best. Thank you to all my staff.

Respectfully,

Don

Donald R. Savage
Executive Director

DRS/sm
aft 4009, afl-cio

P.S. During this year, we lost a dear friend of HRDE and Unity Housing. Mr. Homer Kincaid passed on August 21, 2019. Homer's vision, tenacity and heart felt concern for the economically disadvantaged people of WV, inspired him to make HRDE and Unity Housing what it is today.

HUMAN RESOURCE DEVELOPMENT AND EMPLOYMENT, INC.

HRDE OWNED AND MANAGED PROPERTIES

MORGANTOWN CENTRAL OFFICE



The Morgantown Central Office, housing Administrative and Program Staff for HRDE and Human Resource Development Foundation, Inc. (HRDF), was purchased in 1978 for \$200,000 and provides approximately 6,974 square feet of office, storage, and common area for approximately 20 personnel.

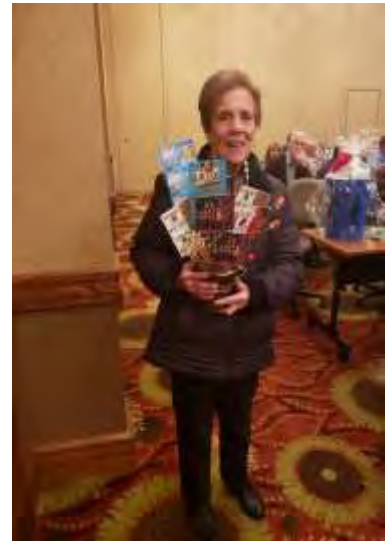
OTHER HRDE ASSETS

Main Office – Morgantown Main Office Building 4 Chalets 1 Garage 1 Storage Building 1 Old House Total Acreage: 3.953	Beth Place Apartments – Romney 10 Units Total Acreage: 0.662	EUA Lower Parking Lot-Fairmont Total Acreage: 0.353
Linden School Bldg – Clarksburg Total Acreage: 0.738	Wellsburg Pleasant Apartments-Wellsburg 12 Units Total Acreage: 0.63	Parkersburg – 2 Vacant Lots 1-adjacent to UCA (1.08 acres) 1-adjacent to SPUP/GUA (.497 acres) Total Acreage: 1.577
Charleston – Vacant Lot Adjacent to HVU Total Acreage: 0.66	Oak Hill – 2 Vacant Lots 1-adjacent to FHU (2.54 acres) 1-adjacent to FHU (.384 acres) Total Acreage: 2.924	Mullens – Vacant Lot Total Acreage: 0.3273

SUSIE HAUN MEMORIAL SCHOLARSHIP FUND

On September 20, 1989, Joyce Sue (Susie) Haun, Manager of Unity Terrace Apartments, was fatally wounded by a tenant in the laundromat of Unity Terrace Apartments; ending the life of a caring person who spent thirteen years of her life helping others improve their lives. One of Susie's greatest pleasures was working with the Unity Terrace children; therefore, in 1991 HRDF/HRDE staff established the "Susie Haun Memorial Scholarship Fund". The Susie Haun Memorial Fund is a successful tool for providing opportunities to children across the state who have limited resources. HRDF/HRDE Staff participate in various activities; from donations to basket raffles, to raise money for the Susie Haun Memorial Scholarship Fund. Activities most recently supported include a collaborative effort with the Appalachian Council to provide Head Start students, who may not have adequate resources, with backpacks filled with non-perishables during weekends and holidays. As of June 30, 2019, the account had a balance of \$47,552.35.

Below are a few photos of raffle baskets made and donated by staff during the HRDF/HRDE Staff Training Conference, October 22-24, 2019, at Stonewall Resort:



BETH PLACE APARTMENTS

Overview		
Population Served	Elderly	
Date Opened	1999	
Number of Units	10 units	
Current Vacancies / Percent	0	0%
R&R Balance and Per Unit Amount	\$81,074	\$8,107
Income		
	Year to Date	
Tenant Rents	\$25,124	
USDA Assistance Payments	\$56,574	
Other Income	\$1,188	
Total Income	\$82,886	
Expenses		
Administrative Expenses	\$10,594	
Utilities	\$8,437	
Operating and Maintenance	\$7,827	
Taxes and Insurance	\$10,927	
Interest Expense - Mortgage	\$22,824	
HRDE Management Fee	\$5,856	
Total Expenses	\$66,465	
Excess (deficiency) of revenues over expenses before reserve funding	\$16,421	



Beth Place Apartments

In April 1999, HRDE purchased Beth Place Apartments (BPA), a ten-unit apartment complex for the elderly located in Romney, West Virginia, at a cost of \$360,154. This project is subsidized through the U.S. Dept. of Agriculture, Rural Housing Service, and was HRDE's first venture with this agency. The project contains a laundry room, office, and 10 apartments in a total of two buildings. Both Beth Place Apartments and Romney Unity Apartments share the same Tenant Association.

RENT STRUCTURE

<i>Units</i>	<i>Type</i>	<i>Basic Rent</i>	<i>Note Rate Rent</i>
10	One-Bedroom	\$512	\$661

PROJECT LOCATION AND STAFFING

675 Kuykendall Street Romney, WV 26757 (304) 822-7985		
Schenck, Lisa	Manager	
Rose, Richard	Maintenance Person (PPT)	AFT

Management denoted in bold print.

WELLSBURG PLEASANT APARTMENTS

Overview		
Population Served	Family	
Date Opened	1989	
Number of Units	12 units	
Current Vacancies / Percent	0	0%
R&R Balance and Per Unit Amount	\$7,061	\$588
Income		
	Year to Date	
Tenant Rents	\$50,464	
Other Income	\$51	
Total Income	\$50,515	
Expenses		
Administrative Expenses (includes all wages and fringes)	\$38,588	
Utilities	\$3,436	
Operating and Maintenance	\$6,484	
Taxes and Insurance	\$6,211	
Total Expenses	\$54,719	
Excess (deficiency) of revenues over expenses before reserve funding	<\$4,204>	



Wellsburg Pleasant Apartments

In May 1989, HRDE purchased Wellsburg Pleasant Apartments (WPA) for \$163,344. This 12-unit apartment complex is located adjacent to Wellsburg Unity Apartments. Although Wellsburg Pleasants Apartments is not a subsidized project, some units are occupied by HUD certificate holders. Some residents attend the tenant meetings and social events hosted at Wellsburg Unity Apartments.

RENT STRUCTURE

<i>Units</i>	<i>Type</i>	<i>Rent</i>
8	One-Bedroom	\$385
4	Two-Bedroom	\$410

PROJECT LOCATION AND STAFFING

2702 Commerce Street Wellsburg, WV 26070		
Billie Gay	Manager	
Plaster, David "Grant"	Maintenance Person (PPT)	AFT

Management denoted in bold print.

HUMAN RESOURCE DEVELOPMENT AND EMPLOYMENT, INC.

BALANCE SHEET AS OF JUNE 30, 2019

ASSETS

CURRENT ASSETS		
Cash	\$638,419.00	
Grants and Accounts Receivable	0.00	
Other Current Assets	42,388.00	
Total Current Assets		\$680,807.00
PROPERTY AND EQUIPMENT - AT COST		
Total Property and Equipment		769,503.00
OTHER ASSETS		
Restricted Cash Accounts	81,074.00	
Accounts Receivable-Related Party	1,322,545.00	
Investments and Mortgage Notes Receivable	93,629.00	
Deferred Financing Costs, Net of Amortization	0.00	
Total Other Assets		<u>1,497,248.00</u>
TOTAL ASSETS		\$2,947,558.00

LIABILITIES AND FUND BALANCE

CURRENT LIABILITIES		
Accounts Payable and Accrued Liabilities	\$138,126.00	
Current Maturity of Long-Term Debt	4,475.00	
Payroll Payable	103,773.00	
Other Current Liabilities	14,051.00	
TOTAL CURRENT LIABILITIES		\$ 260,425.00
DEFERRED REVENUES		498.00
LONG-TERM DEBT LESS CURRENT MATURITIES		308,003.00
UNRESTRICTED NET ASSETS		<u>2,378,632.00</u>
TOTAL LIABILITIES		\$2,947,558.00

HUMAN RESOURCE DEVELOPMENT AND EMPLOYMENT, INC.

STATEMENT OF INCOME AND FUND BALANCE YEAR ENDING JUNE 30, 2019

INCOME		EXPENSES	
Tuitions	\$ 0.00	Salaries	\$281,392.00
Rent	224,446.00	Employee Benefits/Payroll Taxes	100,839.00
Investment Income	11,710.00	Travel	5,325.00
Administrative Fees	410,908.00	Building and Equipment Rental	0.00
Grant Income	0.00	Interest Expense	22,824.00
Other Income	7,613.00	Office Supplies	19,678.00
Development Income	0.00	Insurance	27,412.00
TOTAL REVENUE	654,677.00	Miscellaneous Expenses	42,114.00
		Repairs and Maintenance	47,360.00
		Classroom Expenses	1,380.00
		Contribution to Related Party	0.00
		Advertising	782.00
		Management Fees	41,856.00
		Utilities	37,992.00
		Depreciation and Amortization	46,676.00
		Professional Fees	57,384.00
		TOTAL EXPENSES	\$733,014.00
TOTAL REVENUE	\$654,677.00		
TOTAL EXPENSES	\$733,014.00		
NET INCOME	<78,337.00>		
FUND BALANCE	<u>\$ 1,909,763.00</u> (per audit)		
FUND BALANCE – END	<u>\$1,831,426.00</u>		

UNITY HOUSING APARTMENTS, LP

Unity Housing Apartments is the project name for the restructured ownership of Morgantown Unity Manor, Eastview Unity Apartments, Gihon Unity Apartments, and Wellsburg Unity Apartments. The refinancing involved a HUD guarantee of a 40-year loan, tax credit allocations from WVHDF, a permanent loan from CW Capital, and tax credit equity invested by Huntington CDC. This project was provided HUD Mortgage Insurance under Section 221(d)(4) and was a major undertaking which combined project funding resources in excess of 32 million dollars. During the rehabilitation, 293 units of senior housing received major renovations and this “scattered site” project is currently serving the housing needs of four WV communities.

MORGANTOWN UNITY MANOR

Overview

Population Served	Elderly	
Date Opened	2009	
Number of Units	121 + 1 manager unit	
Current Vacancies / Percent	12	9.84%
R&R Balance and Per Unit Amount	\$68,485	\$561
R&R Balance and Per Unit Amount (UHLP Combined)	\$788,928	\$2,693
Residual Receipts	\$82,642	

Income

	Year to Date
Tenant Rents	\$416,472
HUD Assistance Payments	\$551,380
Other Income	\$127,738
Total Income	\$1,095,590

Expenses

Administrative Expenses	\$140,144
Utilities	\$67,404
Operating and Maintenance	\$237,483
Taxes and Insurance	\$147,636
Service Coordinator	\$79,235
Interest Expense - Mortgage	\$193,209
Interest Expense – Seller Note	\$208,188
Mortgage Insurance	\$11,460
Miscellaneous Financial Expense	\$1,068
HRDE Management Fee	\$64,127
Total Expenses	\$1,149,954

Excess (deficiency) of revenues over expenses before reserve funding	<\$54,364>
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Morgantown Unity Manor

MUM is a 122-unit high-rise complex for the elderly and disabled (Section 202/8), which was built in 1981, at a cost of 4.5 million dollars. MUM is a vibrant community that residents take pride in. A 14-passenger van provides transportation for shopping trips around the Morgantown area.

RENT STRUCTURE

<i>Units</i>	<i>Type</i>	<i>Contract Rent</i>	<i>Utility Allowance</i>	<i>Total</i>
113	One-Bedroom	\$724	\$44	\$768
8	Two-Bedroom	\$794	\$87	\$881
1	Two-Bedroom (Manager)			

PROJECT LOCATION AND STAFFING

400 Willey Street Morgantown, WV 26505 (304) 296-5519		
Bloom, Darien	Resident Manager	
Coombs, Patty	Secretary/Receptionist	AFT
Stewart, James "Randy"	Maintenance Person	AFT
Walker, David	Service Coordinator	AFT
Samples, Justin	Maintenance Person	AFT

Management denoted in bold print.

UNITY HOUSING APARTMENTS, LP

EASTVIEW UNITY APARTMENTS

Overview		
Population Served	Elderly	
Date Opened	2009	
Number of Units	85 + 1 manager unit	
Current Vacancies / Percent	17	19.77%
R&R Balance and Per Unit Amount	\$511,105	\$5,943
R&R Balance and Per Unit Amount (UHLP Combined)	\$788,928	\$2,693
Residual Receipts	<\$7,249>	
Income		
	Year to Date	
Tenant Rents	\$371,007	
HUD Assistance Payments	\$366,860	
Other Income	\$106,558	
Total Income	\$844,425	
Expenses		
Administrative Expenses	\$120,612	
Utilities	\$65,841	
Operating and Maintenance	\$177,747	
Taxes and Insurance	\$88,268	
Service Coordinator	\$51,454	
Interest Expense - Mortgage	\$138,006	
Interest Expense – Seller Note	\$82,884	
Mortgage Insurance	\$8,190	
Miscellaneous Financial Expense	\$768	
HRDE Management Fee	\$47,901	
Total Expenses	\$781,671	
Excess (deficiency) of revenues over expenses before reserve funding	\$62,754	



Eastview Unity Apartments

EUA, formerly the Fairmont Hotel, was renovated in 1984 into an 86-unit apartment complex for the elderly and disabled (Section 202/8). EUA has over 6,400 square feet of commercial space and a beautiful ballroom for social and civic functions. Renovations were completed at a cost of 3.9 million dollars. Eastview provides a variety of services to residents; such as, bus trips to grocery stores, malls, etc.

Project Location and Staffing

200 Jefferson Street
Fairmont, WV 26554
(304) 366-6934

Currently Vacant Resident Manager

Michael Lawrence
Maintenance Person AFT

Heather Clevenger
Service Coordinator AFT

Pam Shannon
Secretary-Receptionist AFT

Currently Vacant
Maintenance Person (PPT)

Management denoted in bold print.

RENT STRUCTURE

<i>Units</i>	<i>Type</i>	<i>Contract Rent</i>	<i>Utility Allowance</i>	<i>Total</i>
6	Efficiency	\$864	\$49	\$913
76	One-Bedroom	\$952	\$73	\$1,025
3	Two-Bedroom	\$1,048	\$91	\$1,139
1	Three Bedroom (Manager)			

UNITY HOUSING APARTMENTS, LP

WELLSBURG UNITY APARTMENTS

Overview		
Population Served	Elderly	
Date Opened	2009	
Number of Units	34 + 1 manager unit	
Current Vacancies / Percent	4	11.43%
R&R Balance and Per Unit Amount	\$37,668	\$1,076
R&R Balance and Per Unit Amount (UHLP Combined)	\$788,928	\$2,693
Residual Receipts	\$9,513	
Income		
	Year to Date	
Tenant Rents	\$128,330	
HUD Assistance Payments	\$165,551	
Other Income	\$26,165	
Total Income	\$320,046	
Expenses		
Administrative Expenses	\$72,723	
Utilities	\$17,003	
Operating and Maintenance	\$251,262	
Taxes and Insurance	\$46,316	
Service Coordinator	\$0	
Interest Expense - Mortgage	\$50,602	
Interest Expense – Seller Note	\$36,636	
Mortgage Insurance	\$3,000	
Miscellaneous Financial Expense	\$276	
HRDE Management Fee	\$19,056	
Total Expenses	\$496,874	
Excess (deficiency) of revenues over expenses before reserve funding		
	<\$176,828>	



Wellsburg Unity Apartments

WUA, an apartment complex for the elderly (Section 202), opened its doors in August 1986. The construction cost was 1.75 million dollars. The complex contains 35 units (four are designed for the disabled), in a three-story structure; along with a multi-purpose room, with kitchen facilities.

Project Location and Staffing

2702 Commerce Street
Wellsburg, WV 26070
(304) 737-3707

Billie Gay
Resident Manager

David "Grant" Plasters
Maintenance (PPT) AFT

Management denoted in bold print.

RENT STRUCTURE

<i>Units</i>	<i>Type</i>	<i>Contract Rent</i>	<i>Utility Allowance</i>	<i>Total</i>
9	Efficiency	\$748	\$43	\$791
25	One-Bedroom	\$890	\$51	\$941
1	Two-Bedroom (Manager)			

UNITY HOUSING APARTMENTS, LP

GIHON UNITY APARTMENTS

Overview	
Population Served	Elderly
Date Opened	2009
Number of Units	49 + 1 manager unit
Current Vacancies / Percent	2 4.00%
R&R Balance and Per Unit Amount	\$171,669 \$3,433
R&R Balance and Per Unit Amount (UHLP Combined)	\$788,928 \$2,693
Residual Receipts	\$16,145
Income	
	Year to Date
Tenant Rents	\$148,659
HUD Assistance Payments	\$322,159
Other Income	\$69,328
Total Income	\$540,146
Expenses	
Administrative Expenses	\$71,185
Utilities	\$26,414
Operating and Maintenance	\$102,248
Taxes and Insurance	\$75,661
Service Coordinator	\$30,977
Interest Expense - Mortgage	\$78,204
Interest Expense – Seller Note	\$51,804
Mortgage Insurance	\$4,638
Miscellaneous Financial Expense	\$432
HRDE Management Fee	\$30,632
Total Expenses	\$472,195
Excess (deficiency) of revenues over expenses before reserve funding	\$67,951



Gihon Unity Apartments

GUA is a 50-unit apartment complex for the elderly and disabled (Section 202/8), which was built in 1988 at a cost of 2.2 million dollars. A very active Tenant Association has continued to sponsor Country and Gospel Music weekly for the past 24 years.

Project Location and Staffing

2601 Unity Place
Parkersburg, WV 26101
(304) 428-7176

Rick McNemar Manager

Gary McIntire	Resident Maintenance Person	AFT
Jeff Wagner	Maintenance Person	AFT
Natasha Spriggs	Service Coordinator	AFT
Donna Wells	Secretary-Receptionist	AFT

Management denoted in bold print.

RENT STRUCTURE

<i>Units</i>	<i>Type</i>	<i>Contract Rent</i>	<i>Utility Allowance</i>	<i>Total</i>
13	Efficiency	\$774	\$40	\$814
36	One-Bedroom	\$931	\$47	\$978
1	Two-Bedroom (Maintenance)			

Overview of UHLP Combined

Population Served	Elderly	
Date Opened	2009	
Number of Units	293	
Current Vacancies / Percent	35	11.95%
R&R Balance and Per Unit Amount	\$788,928	\$2,693
Residual Receipts	\$101,051	
Operating Cash Balance	\$351,122	
Accounts Payable	\$76,795	
Income	Year to Date	
Tenant Rents	\$1,064,468	
HUD Assistance Payments	\$1,405,950	
Other Income	\$329,789	
Total Income	\$2,800,207	
Expenses		
Administrative Expenses	\$404,664	
Utilities	\$176,662	
Operating and Maintenance	\$768,740	
Taxes and Insurance	\$357,881	
Service Coordinator	\$161,666	
Interest Expense - Mortgage	\$460,021	
Interest Expense – Seller Note	\$379,512	
Mortgage Insurance	\$27,288	
Miscellaneous Financial Expense	\$2,544	
HRDE Management Fee	\$161,716	
Total Expenses	\$2,900,694	
Excess (deficiency) of revenues over expenses before reserve funding	<\$100,487>	



Morgantown Unity Manor



Eastview Unity Apartments



Wellsburg Unity Apartments



Gihon Unity Apartments

UNITY HOUSING, INC.

SOUTH PARKERSBURG UNITY PLAZA

Overview

Population Served	Elderly
Date Opened	1983
Number of Units	59 + 1 manager unit

Current Vacancies / Percent	0	0%
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Reserve for Replacement Balance and Per Unit Amount	\$112,099	\$1,868
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Residual Receipts	\$0
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Operating Cash Balance	\$0
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Accounts Payable	\$148,163
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Income

Year to Date

Tenant Rents	\$184,807
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HUD Assistance Payments	\$362,184
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Other Income	\$53,411
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Total Income	\$600,402
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Expenses

Administrative Expenses	\$79,827
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Utilities	\$34,746
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Operating and Maintenance	\$93,983
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Taxes and Insurance	\$76,560
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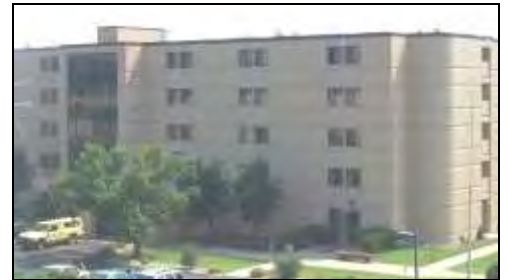
Service Coordinator	\$31,521
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Bond Interest	\$70,965
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HRDE Management Fee	\$31,573
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Total Expenses	\$419,175
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Excess (deficiency) of revenues over expenses before reserve funding	\$181,227
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South Parkersburg Unity Plaza

SPUP was built in 1983, in Parkersburg, at a cost of 2.6 million dollars. This 60-unit complex contains a large multi-purpose room with a kitchen and spacious outdoor recreational facilities. SPUP is one of the most desirable residential facilities for senior citizens (Section 202) in the Parkersburg area. A Neighborhood Networks Center is available to residents, which provides access to computers and other activities.

Project Location and Staffing

2600 Unity Place
Parkersburg, WV 26101
(304) 424-7323

Rick McNemar Resident Manager

Jeff Wagner		
Maintenance Person		AFT

Natasha Spriggs		
Service Coordinator		AFT

Donna Wells		
Secretary-Receptionist		AFT

Management denoted in bold print.

RENT STRUCTURE

Units	Type	Contract Rent	Utility Allowance	Total
54	One-Bedroom	\$768	\$67	\$835
5	Two-Bedroom	\$848	\$117	\$965
1	Two-Bedroom (Manager)			

MARION UNITY APARTMENTS, INC.

Overview

Population Served	Elderly
Date Opened	1987
Number of Units	97 + 1 manager unit
Current Vacancies / Percent	14 14.29%
R&R Balance and Per Unit Amount	\$115,024 \$1,174
Residual Receipts	\$0
Operating Cash Balance	\$3,608
Accounts Payable	\$224,696

Income

	Year to Date
Tenant Rents	\$369,358
HUD Assistance Payments	\$439,720
Other Income	\$131,548
Total Income	\$940,626

Expenses

Administrative Expenses	\$121,454
Utilities	\$53,090
Operating and Maintenance	\$178,812
Taxes and Insurance	\$110,132
Service Coordinator	\$62,734
Bond Interest	\$209,062
HRDE Management Fee	\$49,091
Total Expenses	\$784,375

Excess (deficiency) of revenues over expenses before reserve funding	\$156,251
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Marion Unity Apartments

In August 1988, the Salvation Army transferred ownership of Booth Towers to Marion Unity Apartments, Inc. This 98-unit high-rise for the elderly and disabled (Section 202/8), was constructed in 1983 at a cost of 4.4 million dollars. The building was dedicated posthumously to *Mr. Claude J. Arnett* on August 31, 2007.

Project Location and Staffing

401 Quincy Street
Fairmont, WV 26554
(304) 366-2816

Mary Ann Jordan
Manager

AFT*

Todd Cunningham
Maintenance Person

AFT

Starla Daniels
Service Coordinator

AFT

Pam Shannon
Secretary-Receptionist

AFT

Dale Oehlstrom
Maintenance Person (PPT)

AFT

Management denoted in bold print.

* Previous Union Affiliation

RENT STRUCTURE

Units	Type	Contract Rent	Utility Allowance	Total
93	One-Bedroom	\$799	\$45	\$844
4	Two-Bedroom	\$887	\$65	\$952
1	Two-Bedroom (Manager)			

ROMNEY UNITY APARTMENTS, INC.

Overview

Population Served	Elderly
Date Opened	1997
Number of Units	31 + 1 manager unit
Current Vacancies / Percent	1 3.13%
Reserve for Replacement Balance and Per Unit Amount	\$115,753 \$3,617
Residual Receipts	\$11,648
Operating Cash Balance	\$15,693
Accounts Payable	\$21,843



Romney Unity Apartments

On October 31, 1997, construction was completed on RUA. This 32-unit apartment complex for the elderly (Section 202) was built at a cost of 2.2 million dollars. A multi-purpose room is available for social gatherings and the landscaping provides an outdoor recreational area. On October 29, 2008, the building was dedicated to *Mr. Charles Finkenbinder*.

Income

	Year to Date
Tenant Rents	\$79,880
HUD Assistance Payments	\$161,805
Other Income	\$21,006
Total Income	\$262,691

Expenses

Administrative Expenses	\$68,846
Utilities	\$34,754
Operating and Maintenance	\$51,268
Taxes and Insurance	\$67,840
Miscellaneous Financial Expense	\$8,142
HRDE Management Fee	\$17,450
Total Expenses	\$248,300

Excess (deficiency) of revenues over expenses before reserve funding	\$14,391
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RENT STRUCTURE

Units	Type	Contract Rent	Utility Allowance	Total
31	One-Bedroom	\$662	\$75	\$737
1	Two-Bedroom (Manager)			

PROJECT LOCATION AND STAFFING

240 Fairfax Street Romney, WV 26757 (304) 822-7985		
Schenck, Lisa	Manager	
Rose, Richard	Maintenance Person (PPT)	AFT

Management denoted in bold print.

LINCOLN UNITY APARTMENTS, INC.

Overview	
Population Served	Elderly
Date Opened	1993
Number of Units	48 + 1 manager unit
Current Vacancies / Percent	2 4.09%
Reserve for Replacement Balance and Per Unit Amount	\$75,574 \$1,542
Residual Receipts	\$26,161
Operating Cash Balance	\$5,350
Accounts Payable	\$44,212
Income	
	Year to Date
Tenant Rents	\$113,963
HUD Assistance Payments	\$132,255
Other Income	\$34,121
Total Income	\$280,339
Expenses	
Administrative Expenses	\$63,687
Utilities	\$26,755
Operating and Maintenance	\$110,162
Taxes and Insurance	\$35,652
Miscellaneous Financial Expense	\$13,903
HRDE Management Fee	\$26,485
Total Expenses	\$276,644
Excess (deficiency) of revenues over expenses before reserve funding	\$3,695



Lincoln Unity Apartments

Lincoln Unity Apartments, a 49-unit apartment complex for the elderly (Section 202), opened in November 1993. The site was completed at a total cost of 2.1 million dollars. The Tenants Association holds many fundraisers throughout the year to raise money. Many classes, clinics and outside speakers are offered throughout the year for the education and entertainment of the tenants.

RENT STRUCTURE

Units	Type	Contract Rent	Utility Allowance	Total
48	One-Bedroom	\$459	\$75	\$534
1	Two-Bedroom (Manager)			

PROJECT LOCATION AND STAFFING

7 Lincoln Plaza Branchland, WV 25506 (304) 824-3717		
McKee, Tiffany	Resident Manager	
Blankenship, Brandon	Maintenance Person	AFT

Management denoted in bold print.

UNITY HOUSE APARTMENTS, INC.

Overview		
Population Served		Disabled
Date Opened		2000
Number of Units		35 + 1 manager unit
Current Vacancies / Percent	0	0%
Reserve for Replacement Balance and Per Unit Amount	\$160,408	\$4,456
Residual Receipts		\$8,885
Operating Cash Balance		\$9,148
Accounts Payable		\$16,380
Income		Year to Date
Tenant Rents		\$90,009
HUD Assistance Payments		\$137,682
Other Income		\$16,699
Total Income		\$244,390
Expenses		
Administrative Expenses		\$75,884
Utilities		\$22,991
Operating and Maintenance		\$63,082
Taxes and Insurance		\$50,932
HRDE Management Fee		\$19,405
Total Expenses		\$232,294
Excess (deficiency) of revenues over expenses before reserve funding		\$12,096



Unity House Apartments

On September 12, 2000, Unity House, a 36-unit apartment complex for the physically disabled (Section 811), opened its doors. UHA was HRDE's first housing facility specifically for persons with physical disabilities and the total cost, of this project, was 3.2 million dollars. On April 16, 2002, the building was dedicated to *Homer R. Kincaid*. There are activity rooms for socializing, working puzzles, reading, and table games. A multipurpose room with a kitchen is located on the first floor and is available to the Tenant's Association for fundraising dinners and/or other events.

RENT STRUCTURE

Units	Type	Contract Rent	Utility Allowance	Total
35	One-Bedroom	\$544	\$55	\$599
1	Two-Bedroom (Manager)			

PROJECT LOCATION AND STAFFING

3180 Collins Ferry Road Morgantown, WV 26505 (304) 598-8665		
Baldwin, Diane	Resident Manager	
Cheslock, Jonathan	Light Maintenance	AFT

Management denoted in bold print.

SOUTH CHARLESTON UNITY APARTMENTS, INC.

Overview

Population Served	Elderly
Date Opened	1999
Number of Units	42 + 1 manager unit
Current Vacancies / Percent	3 6.98%
Reserve for Replacement Balance and Per Unit Amount	\$80,120 \$1,863
Residual Receipts	\$18,795
Operating Cash Balance	\$12,976
Accounts Payable	\$15,294
Income	
	Year to Date
Tenant Rents	\$106,060
HUD Assistance Payments	\$124,304
Other Income	\$17,412
Total Income	\$247,776
Expenses	
Administrative Expenses	\$75,056
Utilities	\$30,318
Operating and Maintenance	\$53,699
Taxes and Insurance	\$37,276
HRDE Management Fee	\$25,599
Total Expenses	\$221,948
Excess (deficiency) of revenues over expenses before reserve funding	\$25,828



On March 29, 1999, South Charleston Unity, a 43-unit apartment complex for the elderly (Section 202), opened its doors. SCU has 42 one-bedroom apartments and one two-bedroom apartment for the Resident Manager. This facility was completed at a total cost of 3.0 million dollars. On May 2, 1999, the building was dedicated to *Mr. Joseph W. Powell* in a formal ceremony.

An active Tenant Association sponsors monthly dinners, bingo and holiday parties.

RENT STRUCTURE

<i>Units</i>	<i>Type</i>	<i>Contract Rent</i>	<i>Utility Allowance</i>	<i>Total</i>
42	One-Bedroom	\$490	\$80	\$570
1	Two-Bedroom (Manager)			

PROJECT LOCATION AND STAFFING

4718 Kanawha Avenue, SW South Charleston, WV 25309 (304) 766-2464		
Render, Darrell	Resident Manager	
Thaxton, Johnny	Maintenance Person	AFT

Management denoted in bold print.

CABELL-HUNTINGTON UNITY APARTMENTS, INC.

Overview

Population Served	Disabled
Date Opened	1999
Number of Units	24 + 1 manager unit
Current Vacancies / Percent	1 4.00%
Reserve for Replacement Balance and Per Unit Amount	\$131,609 \$5,264
Residual Receipts	\$14,913
Operating Cash Balance	\$553
Accounts Payable	\$21,786
Income	
	Year to Date
Tenant Rents	\$60,268
HUD Assistance Payments	\$104,400
Other Income	\$20,737
Total Income	\$185,405
Expenses	
Administrative Expenses	\$58,439
Utilities	\$24,737
Operating and Maintenance	\$45,909
Taxes and Insurance	\$44,602
HRDE Management Fee	\$13,635
Total Expenses	\$187,322
Excess (deficiency) of revenues over expenses before reserve funding	<\$1,917>



Cabell-Huntington Unity Apartments

On September 13, 2000, Cabell-Huntington Unity, a 25-unit apartment complex for the physically disabled (Section 811), opened its doors. CHU has 24 one-bedroom apartments and a one-bedroom apartment for the Resident Manager. This facility was completed at a total cost of 2.1 million dollars. On September 26, 2000, the building was dedicated to *Mr. Jack R. McComas* in a formal ceremony. The Tenant Association sponsors dinners, game night, crafts and holiday parties.

RENT STRUCTURE

Units	Type	Contract Rent	Utility Allowance	Total
24	One-Bedroom	\$631	\$55	\$686
1	One-Bedroom (Manager)			

PROJECT LOCATION AND STAFFING

601 Sixth Street Huntington, WV 25701 (304) 522-8400		
Childress, Nicole	Resident Manager (PPT)	New Hire
Wilson, Brady	Light Maintenance (PPT)	AFT

Management denoted in bold print.

UNITY COURT APARTMENTS, INC.

Overview

Population Served	Elderly
Date Opened	2001
Number of Units	19 + 1 manager unit
Current Vacancies / Percent	0 0%
Reserve for Replacement Balance and Per Unit Amount	\$74,592 \$3,730
Residual Receipts	\$5,095
Operating Cash Balance	\$11,039
Accounts Payable	\$4,568
Income	Year to Date
Tenant Rents	\$41,620
HUD Assistance Payments	\$101,194
Other Income	\$16,534
Total Income	\$159,348
Expenses	
Administrative Expenses	\$36,853
Utilities	\$19,343
Operating and Maintenance	\$44,088
Taxes and Insurance	\$33,200
Financial Expense	\$94
HRDE Management Fee	\$11,136
Service Coordinator	\$0
Total Expenses	\$144,714
Excess (deficiency) of revenues over expenses before reserve funding	\$14,634



Unity Court Apartments

On August 22, 2001, Unity Court, a 20-unit apartment complex for the elderly (Section 202), adjacent to South Parkersburg Unity Plaza and Gihon Unity Apartments, opened its doors. UCA has 19 one-bedroom apartments and one 2-bedroom apartment. The total cost of this project was 2.0 million dollars.

RENT STRUCTURE

<i>Units</i>	<i>Type</i>	<i>Contract Rent</i>	<i>Utility Allowance</i>	<i>Total</i>
19	One-Bedroom	\$668	\$77	\$745
1	Two-Bedroom (Manager)			

PROJECT LOCATION AND STAFFING

2604 Unity Place Parkersburg, WV 26101 (304) 424-7323		
McNemar, Rick	Manager	
Wagner, Jeff	Maintenance Person	AFT

*Management denoted in bold print.

CROSS LANES UNITY APARTMENTS, INC.

Overview

Population Served	Elderly
Date Opened	2001
Number of Units	24 + 1 manager unit
Current Vacancies / Percent	0 0%
Reserve for Replacement Balance and Per Unit Amount	\$92,988 \$3,720
Residual Receipts	\$6,257
Operating Cash Balance	\$25,628
Accounts Payable	\$13,423
Income	
	Year to Date
Tenant Rents	\$59,938
HUD Assistance Payments	\$132,071
Other Income	\$20,267
Total Income	\$212,276
Expenses	
Administrative Expenses	\$56,206
Utilities	\$23,510
Operating and Maintenance	\$41,034
Taxes and Insurance	\$34,963
Misc. Financial Expense	\$7
HRDE Management Fee	\$14,730
Total Expenses	\$170,450
Excess (deficiency) of revenues over expenses before reserve funding	\$41,826



Cross Lanes Unity Apartments

On May 25, 2001, Cross Lanes Unity, a 25-unit apartment complex for the elderly (Section 202), opened its doors. CLU has 24 one-bedroom apartments and one two-bedroom apartment for the Resident Manager. The cost of the site was 1.9 million dollars. On October 29, 2004, the building was dedicated to *Mr. James L. Bowen*.

RENT STRUCTURE

Units	Type	Contract Rent	Utility Allowance	Total
24	One-Bedroom	\$687	\$70	\$757
1	Two-Bedroom (Manager)			

PROJECT LOCATION AND STAFFING

101 Unity Lane Cross Lanes, WV 25313 (304) 776-8474		
Sharp, Marti	Resident Manager (PPT)	
Thaxton, Johnny	Maintenance Person	AFT

Management denoted in bold print.

HIGHVIEW UNITY APARTMENTS, INC.

Overview

Population Served	Elderly
Date Opened	2001
Number of Units	19 + 1 manager unit
Current Vacancies / Percent	2 10%
Reserve for Replacement Balance and Per Unit Amount	\$43,576 \$2,179
Residual Receipts	\$0
Operating Cash Balance	\$2,026
Accounts Payable	\$33,891
Income	
	Year to Date
Tenant Rents	\$56,044
HUD Assistance Payments	\$102,038
Other Income	\$16,416
Total Income	\$174,498
Expenses	
Administrative Expenses	\$47,085
Utilities	\$30,240
Operating and Maintenance	\$43,889
Taxes and Insurance	\$23,347
HRDE Management Fee	\$10,497
Total Expenses	\$155,058
Excess (deficiency) of revenues over expenses before reserve funding	\$19,440



On November 19, 2002, Highview Unity, a 20-unit apartment complex for the elderly (Section 202), opened its doors. The cost of the site was 2.0 million dollars. HVU was dedicated to *Mr. Frank Veltri* on October 8, 2002 during a formal ceremony and open house. HVU is listed as a 2007 Top Performing Multifamily Property.

RENT STRUCTURE

Units	Type	Contract Rent	Utility Allowance	Total
19	One-Bedroom	\$774	\$83	\$857
1	Two-Bedroom (Manager)			

PROJECT LOCATION AND STAFFING

701 Garvin Avenue Charleston, WV 25302 (304) 346-2162		
Guerin, Mark	Manager	
Anderson, Anthony	Maintenance Person	AFT

Management denoted in bold print.

WEST HAMLIN UNITY PLACE, INC.

Overview

Population Served	Disabled
Date Opened	2002
Number of Units	15 + 1 manager unit
Current Vacancies / Percent	0 0%
Reserve for Replacement Balance and Per Unit Amount	\$58,901 \$3,681
Residual Receipts	\$11,015
Operating Cash Balance	\$1,793
Accounts Payable	\$30,084
Income	
	Year to Date
Tenant Rents	\$45,239
HUD Assistance Payments	\$71,853
Other Income	\$18,312
Total Income	\$135,404
Expenses	
Administrative Expenses	\$52,706
Utilities	\$13,107
Operating and Maintenance	\$39,620
Taxes and Insurance	\$21,948
Miscellaneous Financial Expense	\$7,407
HRDE Management Fee	\$8,267
Total Expenses	\$143,055
Excess (deficiency) of revenues over expenses before reserve funding	<\$7,651>



West Hamlin Unity Place

On July 26, 2002, WHU, a 16-unit apartment complex for persons with disabilities (Section 811) opened its doors. WHU is located adjacent to Lincoln Unity Apartments in West Hamlin. The cost of this site was 1.6 million dollars. The building was dedicated to *Mr. Wylie Stowers* on October 8, 2002, during a formal ceremony and open house.

RENT STRUCTURE

Units	Type	Contract Rent	Utility Allowance	Total
15	One-Bedroom	\$734	\$74	\$808
1	One-Bedroom (Assistant)			

PROJECT LOCATION AND STAFFING

22 Unity Place Branchland, WV 25506 (304) 824-3717		
McKee, Tiffany	Manager	New Hire
Blankenship, Brandon	Maintenance Person	AFT

Management denoted in bold print.

FAYETTE HILLS UNITY, INC.

Overview

Population Served	Disabled
Date Opened	2007
Number of Units	18 + 1 manager unit
Current Vacancies / Percent	0 0%
Reserve for Replacement Balance and Per Unit Amount	\$112,115 \$5,901
Residual Receipts	\$10
Operating Cash Balance	\$1,819
Accounts Payable	\$15,757



Fayette Hills Unity

In June 2007, Fayette Hills Unity, a 19-unit apartment complex for the disabled (Section 811), opened its doors. FHU has 18 one-bedroom apartments for the disabled; and, a one-bedroom apartment for the Resident Manager. The site was completed at a total cost of 2.0 million dollars.

Income

	Year to Date
Tenant Rents	\$48,714
HUD Assistance Payments	\$126,240
Other Income	\$19,346
Total Income	\$194,300

Expenses

Administrative Expenses	\$51,883
Utilities	\$21,469
Operating and Maintenance	\$49,219
Taxes and Insurance	\$31,455
Misc. Financial Expense	\$0
HRDE Management Fee	\$10,883
Total Expenses	\$164,909

Excess (deficiency) of revenues over expenses before reserve funding	\$29,391
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RENT STRUCTURE

Units	Type	Contract Rent	Utility Allowance	Total
18	One-Bedroom	\$823	\$79	\$902
1	One-Bedroom (Manager)			

PROJECT LOCATION AND STAFFING

300 High Street South Oak Hill, WV 25901 (304) 465-8240		
Allen, Jerry	Resident Manager/Southern Housing Director	
Massie, Curtis	Maintenance Person (PPT)	AFT

Management denoted in bold print.

THOMAS PATRICK MARONEY UNITY APARTMENTS, INC.

Overview

Population Served	Disabled	
Date Opened	2015	
Number of Units	13 + 1 manager unit	
Current Vacancies / Percent	1	7.15%
Reserve for Replacement Balance and Per Unit Amount	\$75,468	\$5,391
Residual Receipts	\$0	
Operating Cash Balance	\$2,756	
Accounts Payable	\$47,587	
Income	Year to Date	
Tenant Rents	\$54,372	
HUD Assistance Payments	\$59,420	
Other Income	\$12,041	
Total Income	\$125,833	
Expenses		
Administrative Expenses	\$50,100	
Utilities	\$18,186	
Operating and Maintenance	\$27,816	
Taxes and Insurance	\$24,762	
HRDE Management Fee	\$7,070	
Total Expenses	\$127,934	
Excess (deficiency) of revenues over expenses before reserve funding	<\$2,101>	



Thomas Patrick Maroney Unity

In April 2015, Thomas Patrick Maroney Unity, a 14-unit apartment complex for the disabled (Section 811), was placed in service. TPMU has 13 one-bedroom apartments for the disabled; and, a two-bedroom apartment for the Resident Manager. The site was completed at a total cost of \$2,546,052.

RENT STRUCTURE

Units	Type	Contract Rent	Utility Allowance	Total
13	One-Bedroom	\$843	\$0	\$843
1	One-Bedroom (Manager)			

PROJECT LOCATION AND STAFFING

1004 John Norman Street Charleston, WV 25301 (304) 341-0405		
Guerin, Mark	Resident Manager	
Anderson, Anthony	Maintenance Person	AFT

Management denoted in bold print.

HRDE-MANAGED HOUSING FACILITIES

PROJECT	ACQUIRED	UNITS	TOTAL COST
Morgantown Unity Manor**	1981	122	\$4.5 Million
South Parkersburg Unity Plaza**	1983	60	\$2.6 Million
Eastview Unity Apartments**	1984	86	\$3.9 Million
Wellsburg Unity Apartments**	1986	35	\$1.75 Million
Gihon Unity Apartments**	1988	50	\$2.2 Million
Marion Unity Apartments**	1988	98	\$4.4 Million
Wellsburg Pleasant Apartments*	1989	12	\$163,344
Lincoln Unity Apartments**	1993	49	\$2.1 Million
Romney Unity Apartments**	1997	32	\$2.2 Million
Beth Place Apartments**	1999	10	\$360,000
South Charleston Unity Apartments**	1999	43	\$3.1 Million
Unity House Apartments***	2000	36	\$3.2 Million
Cabell-Huntington Unity Apts.***	2000	25	\$2.1 Million
Cross Lanes Unity Apartments**	2001	25	\$1.9 Million
Unity Court Apartments**	2001	20	\$2.0 Million
West Hamlin Unity Place***	2002	16	\$1.6 Million
Highview Unity Apartments**	2002	20	\$2.0 Million
Fayette Hills Unity***	2007	19	\$2.0 Million
Thomas Patrick Maroney Unity Apts.***	2015	14	\$2,546,052
TOTAL HOUSING UNITS / COST		772	\$44,619,396
* FAMILY UNITS / COST	(236)	12	\$163,344
** ELDERLY/DISABLED UNITS / COST	(202)	650	\$33,010,000
*** PERSONS WITH DISABILITIES UNITS /COST	(811)	110	\$11,446,052

Human Resource Development and Employment, Inc.

TDD: #: 1-800-982-8771

<p style="text-align: center;">Donald R. Savage Executive Director/Vice President 1644 Mileground Morgantown, WV 26505 Phone: (304) 296-8223, Ext. 21 Fax: (304) 296-8839 Cell Phone: (304) 282-8223 E-Mail: dsavage@hrdevwv.org</p>	<p style="text-align: center;">Tina Buchanan Northern Housing Director 1644 Mileground Morgantown, WV 26505 Phone: (304) 296-8223, Ext. 31 Fax: (304) 296-8839 Cell Phone: (304) 216-8025 E-Mail: tbuchanan@hrdevwv.org</p>	<p style="text-align: center;">Jerry Allen Southern Housing Director 300 High Street South Oak Hill, WV 25901 Phone: (304) 465-8240 Fax: (304) 465-8240 Cell Phone: (304) 877-8545 E-Mail: jhu@hrdevwv.org</p>
HRDE Managed and Owned Sites		
<p>CABELL-HUNTINGTON UNITY APTS. 601 Sixth Street Huntington, WV 25701 Manager: Nicole Childress Phone: (304) 522-8400 Fax: (304) 522-8400 Cell Phone: E-mail: chud@hrdevwv.org Code: 146 Type: Disabled (physical) No. of Units: 25</p>	<p>LINCOLN UNITY APARTMENTS 7 Lincoln Plaza Branchland, WV 25506 Manager: Tiffany McKee Phone: (304) 824-3717 Fax: (304) 824-3717 Cell Phone: (757) 774-1757 E-mail: luc@hrdevwv.org Code: 126 Type: Seniors No. of Units: 49</p>	<p>THOMAS PATRICK MARONEY UNITY APTS. 1004 John Norman Street Charleston, WV 25301 Manager: Mark Guerin Phone: (304) 341-0405 Fax: (304) 341-0405 Cell Phone: (786) 302-6965 E-mail: tm@hrdevwv.org Code: 105 Type: Disabled No. of Units: 14</p>
<p>CROSS LANES UNITY APARTMENTS 101 Unity Lane Cross Lanes, WV 25313 Manager: Marb Sharp Phone: (304) 776-8474 Fax: (304) 776-8474 Cell Phone: (614) 619-3007 E-mail: clu@hrdevwv.org Code: 147 Type: Seniors No. of Units: 25</p>	<p>MARION UNITY APARTMENTS 401 Quincy Street Fairmont, WV 26554 Manager: Mary Ann Jordan Phone: (304) 366-2816 Fax: (304) 366-4780 Cell Phone: (304) 288-8103 E-mail: mua@hrdevwv.org Service Coordinator: Starla Daniels Phone: (304) 363-0678 Code: 104 Type: Seniors/Disabled No. of Units: 98</p>	<p>UNITY COURT APARTMENTS 2604 Unity Place Parkersburg, WV 26101 Manager: Rick McNemar Phone: (304) 424-7323 Fax: (304) 428-7670 Cell Phone: (304) 376-6685 Service Coordinator: Natasha Spriggs Phone: (304) 422-7222 E-mail: sou@hrdevwv.org Code: 150 Type: Seniors No. of Units: 20</p>
<p>EASTVIEW UNITY APARTMENTS 200 Jefferson Street Fairmont, WV 26554 Manager: Vacant Phone: (304) 366-6934 Fax: (304) 366-1337 Cell Phone: Service Coordinator: Heather Clevenger Phone: (304) 366-6931 E-mail: eva@hrdevwv.org Code: 119 Type: Seniors/Disabled No. of Units: 86</p>	<p>MORGANTOWN UNITY MANOR 400 Willey Street Morgantown, WV 26505 Manager: Darien Bloom Phone: (304) 296-5519 Fax: (304) 291-5857 Service Coordinator: David Walker Phone: (304) 296-5959 E-mail: mum@hrdevwv.org Code: 121 Type: Seniors/Disabled No. of Units: 122</p>	<p>UNITY HOUSE APARTMENTS 3180 Collins Ferry Road, Apt. 108 Morgantown, WV 26505 Manager: Diane Baldwin Phone: (304) 598-8665 Fax: (304) 598-5607 Cell Phone: (304) 816-6715 E-mail: uha@hrdevwv.org Code: 151 Type: Disabled (physical) No. of Units: 36</p>
<p>FAYETTE HILLS UNITY 300 High Street South Oak Hill, WV 25901 Manager: Jerry Allen Phone: (304) 465-8240 Fax: (304) 465-8240 Cell Phone: (304) 877-8545 E-mail: flu@hrdevwv.org Code: 117 Type: Disabled No. of Units: 19</p>	<p>ROMNEY UNITY APARTMENTS/ BETH PLACE APARTMENTS 240 Fairfax Street, Apt. #103 Romney, WV 26757 Manager: Lisa Schenck Phone: (304) 822-7985 Fax: (304) 822-7985 Cell Phone: (304) 282-1110 E-mail: rua@hrdevwv.org Code: 124 Type: Seniors No. of Units: 32</p>	<p>WELLSBURG UNITY APARTMENTS/ WELLSBURG PLEASANT APARTMENTS 2702 Commerce Street Wellsburg, WV 26070 Manager: Billie J. Gay Phone: (304) 737-3707 Fax: (304) 737-3292 Cell Phone: (304) 216-7538 E-mail: wua@hrdevwv.org Code: 122 Type: Seniors/Disabled No. of Units: 35</p>
<p>GIHON UNITY APARTMENTS 2601 Unity Place Parkersburg, WV 26101 Manager: Rick McNemar Phone: (304) 424-7323 Fax: (304) 428-7670 Cell Phone: (304) 376-6685 Service Coordinator: Natasha Spriggs Phone: (304) 422-7222 E-mail: spu@hrdevwv.org Code: 120 Type: Seniors/Disabled No. of Units: 50</p>	<p>SOUTH CHARLESTON UNITY APTS. 4718 Kanawha Avenue, SW South Charleston, WV 25309 Manager: Darrell Render, Jr. Phone: (304) 766-2464 Fax: (304) 766-9299 Cell Phone: (404) 388-9690 E-mail: scu@hrdevwv.org Code: 149 Type: Seniors No. of Units: 43</p>	<p>WEST HAMLIN UNITY PLACE 7 Lincoln Plaza (22 Unity Place-Physical Address) Branchland, WV 25506 Manager: Tiffany McKee Phone: (304) 824-3717 Fax: (304) 824-3717 Cell Phone: (757) 774-1757 E-mail: whu@hrdevwv.org Code: 152 Type: Disabled (total) No. of Units: 16</p>
<p>HIGHVIEW UNITY APARTMENTS 701 Garvin Avenue Charleston, WV 25302 Manager: Mark Guerin Phone: (304) 346-2162 Fax: (304) 346-2162 Cell Phone: (786) 302-6965 E-mail: hvu@hrdevwv.org Code: 148 Type: Seniors No. of Units: 20</p>	<p>SOUTH PARKERSBURG UNITY PLAZA 2600 Unity Place Parkersburg, WV 26101 Manager: Rick McNemar Phone: (304) 424-7323 Fax: (304) 428-7670 Cell Phone: (304) 376-6685 Service Coordinator: Natasha Spriggs Phone: (304) 422-7222 E-mail: spu@hrdevwv.org Code: 106 Type: Seniors/Disabled No. of Units: 60</p>	<p>LINDEN SCHOOL BUILDING 120 South Linden Avenue Clarksburg, WV 26301 Phone: (304) 623-6367 Fax: (304) 623-6036 Toll Free: 1-888-781-0323</p>

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