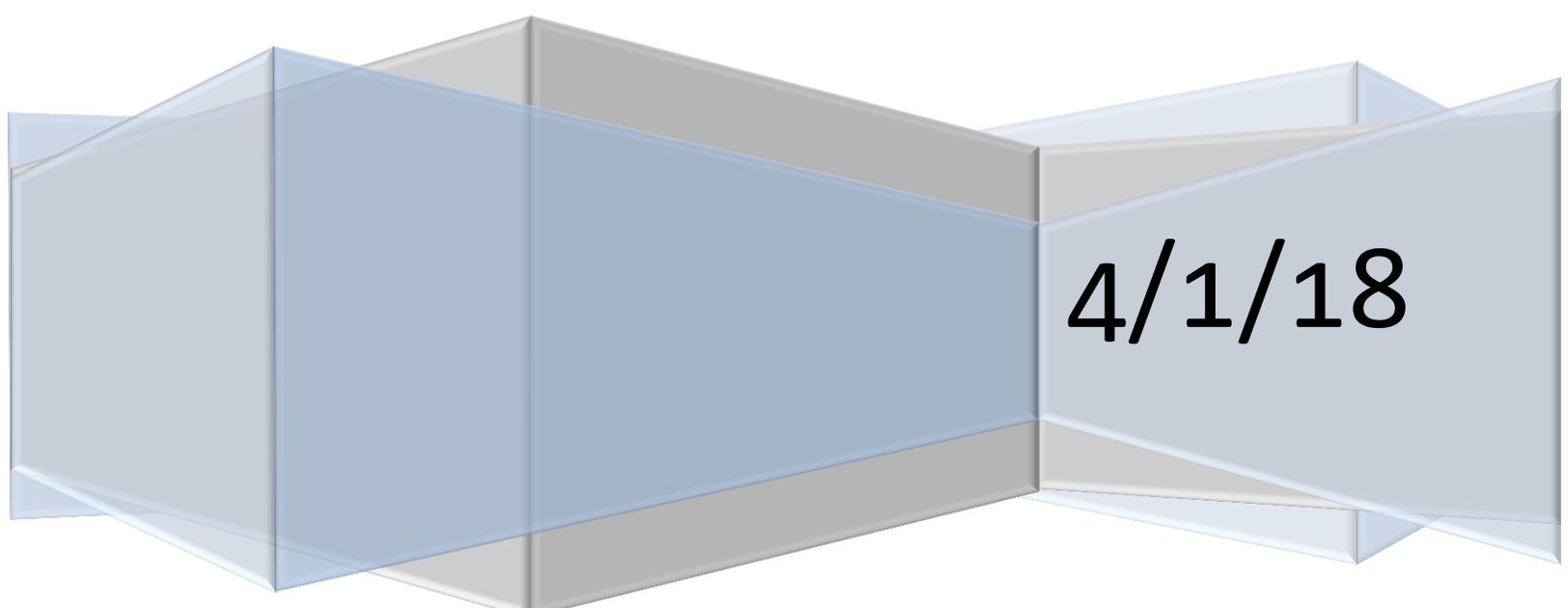


**Program Year 2018-2019 Community  
Development Block Grant, HOME  
Investment Partnerships Program and  
Emergency Solutions Grant  
Annual Action Plan (DRAFT)**

Tacoma Lakewood HOME Consortium



4/1/18



## Executive Summary

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

#### 1. Introduction

Annual Action Plan  
2018

1

The 2018-2019 Annual Action Plan of the five year 2015-2019 Consolidated Housing and Community Development Plan for the Tacoma and Lakewood HOME Consortium provides a consolidated framework for addressing housing, community and economic development, and human services needs within these cities. The plan is required by the US Department of Housing and Urban Development (HUD) to apply for funds from three federal programs: the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) and, for the City of Tacoma, Emergency Solutions Grants (ESG).

The Citizen Participation process for the fiscal year 2018-19 submission of the City of Tacoma's Annual Action Plan (AAP) was implemented consistent with goals and objectives of the City of Tacoma's current five year Consolidated Plan (2015-2019). Primary components of this year's annual citizen participation process actions by the City of Tacoma included:

\*A Notice of Funding Availability for PY2018-19 Community Development Block Grant services funding was released on Dec. 28, 2017. The notice and instructions for accessing the application were posted in The Tacoma News Tribune, advertised in a City of Tacoma news release, posted on the City's website and e-mailed to all projects funded in the current program year and those listed on an interested parties list;

Applications for 2018-19 funding were made available online on December 11, 2017 and submitted to the City by January 12, 2018. The HSC and ESG Review Panel heard oral presentations from applicants on February 7, 2018 and met on February 21, 2018 to finalize their ratings and make funding allocation recommendations.

\* A notice in the Tacoma News Tribune will be posted on March 30, 2018 and will indicate the availability of the draft 2018-2019 Annual Action Plan (AAP) for a 30 day public review and comment period beginning April 1, 2018 and ending April 30, 2018; including a public hearing by the Tacoma City Council that will take place on April 17, 2018.

\* Comments received in response to the 30 day review period, either in writing or verbally at the public hearing, will be incorporated and summarized in the final 2018-19 Annual Action Plan.

\* Funding recommendations will be recommended for consideration by the City Council during a study session meeting on April 10, 2018.

\* The final Annual Action Plan (AAP) document will be considered for approval the City Council on May 1, 2018 after completion of the public comment period.

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

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

In recent years, the City of Tacoma has received less federal housing and community development funding which has made it increasingly more difficult to address the identified needs. As a consequence, the City's multi-year objectives included in the past three five-year consolidated plans as well as the current 2015-2019 Consolidated Plan have been established based upon a reduced level of financial support.

Recommended programming by funding categories for 2018-2019 include the following:

Housing Improvements - Up to \$1,121,172 in CDBG funds are recommended for four housing related activities, one public facility activity that supports housing and another large portion of the funds being used to support housing activities and to capitalize the Affordable Housing Fund. In addition \$868, 348 in new HOME monies will be used to fund affordable housing programs and projects through an annual Notice for Funding Availability (NOFA) process.

Neighborhood Community Development Projects - Includes infrastructure improvements tied to Community and Economic Development Department catalytic housing and economic development projects. A total of \$100,000 in CDBG monies is being recommended to support ongoing neighborhood improvement projects.

Economic Development – One program is recommended for CDBG funding in the amount of \$180,000. The remaining balance of \$56,352 will be allocated to the Economic Development Fund (EDF). Both will serve entrepreneurial assistance activities.

Public Services – A combination of CDBG and ESG funding is recommended to support 18 public services focusing primarily on housing and employment-related services.

Other Activities – This category primarily represents use of CDBG, HOME and ESG funds for general administrative costs associated with operating the three programs

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

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

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

As specified in the City of Tacoma's five year Consolidated Plan (2015-2019), the three primary goals of Tacoma's and Lakewood's Consolidated Plans are to: (1) provide decent housing for all residents of the community through ongoing support of a continuum of housing opportunities; (2) provide a suitable living environment through maintenance and improvement of existing neighborhoods, addressing service deficiencies and implementing the City's growth and development concepts; and (3) expand economic opportunities by strengthening the downtown and making neighborhoods more livable for its

residents, and through creation and retention of employment opportunities, especially for low and moderate income persons.

The 2017-2018 Annual Action Plan (AAP) which is currently being implemented includes many ongoing activities which have been funded in previous years and are recommended for continued support for the 2018-2019 AAP. As specified in the City's annual monitoring report for the Consolidated Annual Performance and Evaluation Report (CAPER), the expected units of activity (i.e. benchmarks) for each five year goal and objectives are anticipated to be met at the end of the current fiscal year. Any unmet objectives can be directly attributed to the ongoing reduction in federal entitlements and/or program or lapse in program/project momentum due to loss of staff and/or organizational changes.

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

Summary from citizen participation section of plan.

Summary from citizen participation section of plan.

Since approval of the 1995 Consolidated Plan, the City of Tacoma has updated its Citizen Participation Plan four times, most recently in 2015. The first update encouraged greater citizen involvement in federal programs beyond CDBG, including HOME Investment Partnership Program and the Emergency Shelter Grant (ESG) Program. In December 1997, the City of Tacoma further amended its Citizen Participation Plan to improve the allocation process to affordable housing developers. These improvements were made to permit the Tacoma Community Redevelopment Authority (TCRA) to make specific project selections in the area of housing development based on specific funding criteria. In 2013, the City Council further amended the Citizen Participation Plan to include a new section to facilitate the participation of residents with limited English proficiency and to update the ESG allocation process to meet current ESG regulatory requirements. In 2015, the City Council amended the plan to include specific language and new responsibilities for the TCRA to directly acquire property for redevelopment through its existing Affordable Housing Fund and newly created Economic Development Fund.

#### **5. Summary of public comments**

The City of Tacoma will include in the appendix all letters and other correspondence received during the citizen participation process for the 2018-2019 Annual Action Plan (AAP). To facilitate community input, significant notification and public information has been distributed to various organizations and individuals during the various stages of the participation process including the Annual Action Plan Needs Assessment Meeting, the Annual Action Plan application process, the 30 day public comment period for the draft 2018-2019 Annual Action Plan, which includes holding a public hearing and the final approval process by the Tacoma City Council

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

N/A

DRAFT

## PR-05 Lead & Responsible Agencies - 91.200(b)

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

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

Agency Role	Name	Department/Agency
CDBG Administrator		City of Tacoma
HOME Administrator		City of Tacoma
ESG Administrator		City of Tacoma

Table 1 – Responsible Agencies

### Narrative

The Tacoma Community Redevelopment Authority (TCRA) a public corporation organized pursuant to the ordinances of the City of Tacoma. The purpose of the TCRA is to provide an independent means of carrying out and administering programs, included but not limited to programs provided for in agreements between the City of Tacoma and the United States pursuant to the provisions of the Demonstration Cities and Metropolitan Development Act of 1966, and to administer and execute other federal grants or programs pursuant to the provisions of the Housing and Community Development Act of 1974 and as authorized by grant agreements between the City of Tacoma and the United States and by agreement or agreements between the City of Tacoma and the TCRA and in furtherance, subject to approval by resolution of the City Council of the City of Tacoma, of an agreement or agreements by the TCRA with the United States to administer and execute such federal grants or programs. The TCRA is intended to provide increased flexibility and efficiency in administering federal grants and programs in projects or activities financed from funds in conjunction with the federal Community Development Program of the City of Tacoma.

**Consolidated Plan Public Contact Information**

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## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The planning process to develop the five year 2015-2019 Consolidated Plan for Housing and Community Development was a joint effort of the City of Lakewood working closely with the City of Tacoma as partners in the Tacoma-Lakewood HOME Consortium. In addition the plan was developed in consultation with a broad number of groups to identify community needs.

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).**

Tacoma and Lakewood established a committee to provide public oversight, comment in the planning process and make funding recommendations. Opportunities for public participation in and needs in the community and strategies to address those needs were also identified. They analyzed population demographics, the needs of low income persons, including those who are homeless or face other barriers to finding housing, and a housing market analysis. They determined through analysis impediments to fair housing as well as non-housing community development needs including infrastructure, public facilities and public service and human service needs. Agreed upon goals were reached.

Tacoma conducted focus groups with neighborhood groups and key stakeholders to seek information on needs, priorities and strategies for the Con Plan. Comments helped direct the focus of research and were included directly in the body of the Plan. The Tacoma/Pierce County Human Services Coalition included representatives of key agencies in Pierce County providing services to youth, victims of domestic violence, low income individuals and families, elderly persons, military families, displaced homemakers, ethnic minorities, homeless and hungry persons, and persons leaving incarceration and the families of persons incarcerated. Schools and school-based programs for low income youth and families, the Tacoma/Pierce County Health Department, and other governmental agencies providing health and human services were also included. A focus group of housing providers was convened by the Tacoma-Pierce County Affordable Housing Consortium and was attended by 19 providers and developers of low income housing, special needs housing, and military housing in Pierce County. In addition to providers, representatives of lending institutions and redevelopment agencies were able to contribute information on current needs and barriers. Neighborhood Councils were consulted during the planning process. During regularly scheduled meetings, the Neighborhood Councils were asked to comment on needs pertinent to the Consolidated Plan both generally in Tacoma and in the neighborhood. Focus groups were conducted with the Eastside, South End, South Tacoma, Central, West End, and North East Neighborhood Councils. These included communities with a high level of lower income households – those typically eligible for use of CDBG and HOME funds. Phone interviews were conducted with stakeholders able to provide critical input on the needs of homeless and lower income

residents of the City. Members included Tacoma City Council, the Tacoma City Manager, the Mayor, City of Tacoma staff, the Tacoma Housing Authority, Greater Lakes Mental Health, and other providers who could speak to the needs of Tacoma and Pierce County residents.

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

The City of Tacoma is an active member of the Tacoma/Lakewood/Pierce County Continuum of Care and participates in planning activities at both the oversight committee and subcommittee level. There is no longer a HEARTH Act Implementation Subcommittee, but there are other opportunities for the City to coordinate efforts to address the needs of homeless persons. For example, the Rapid Re-housing Collaborative meets monthly to discuss strategies in implementing rapid re-housing, address challenges associated with that intervention, share information about resources, and align policies/practices across service providers and funders. Staff from the City participates in those meetings. In addition, the City has a Homeless Services Manager who regularly meets with Pierce County staff and hears about pending changes in the homeless service system. Information is brought back to the City for management to consider in decision making.

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

consultation requirement in the allocation of ESG funds. Rather than solely relying on the Human Services Commission (a Council-appointed citizen panel), Tacoma established and continues to utilize a separate review panel comprised of members of the Human Services Commission and the Continuum of Care, as well as at least one formerly homeless individual.

Performance Standards: Performance standards and outcomes of activities funded through ESG are based on consultation with the CoC and measures established in the HEARTH Act. The following will be tracked through HMIS:

- \* Length of time persons are homeless
- \* Exits to permanent housing
- \* Income

Outcomes for ESG will include the following:

- \* Shortening the time people experience homelessness (Target: Rapid re-housing clients will find permanent housing within 30 days of the start of services)
- \* Increasing the percentage of persons who exit to permanent housing or remain in permanent housing at the end of the program year (Target: 85% for rapid re-housing clients)

\* Increasing the percentage of persons over 18 who increased their total income at program exit or at the end of the program year (Target: 20% for all ESG clients)

HMIS: Currently, Pierce County’s Community Connections Department manages the county-wide HMIS database and is responsible for developing policies and procedures. Programs contracted by the City are required to follow these policies/procedures. The City of Tacoma has full administrative privileges in order to effectively manage the required reporting for City ESG projects. City responsibilities in HMIS include the following:

- \* Reviewing and implementing HMIS reporting requirements for ESG recipients and sub-recipients to ensure full compliance with HUD regulations
- \* Notifying Pierce County and the Continuum of Care of system issues related to data quality, visibility or other operating issues

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

Table 2 – Agencies, groups, organizations who participated

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

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Pierce County	

Table 3 – Other local / regional / federal planning efforts

## **AP-12 Participation - 91.401, 91.105, 91.200(c)**

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

Since approval of the 1995 Consolidated Plan, the City of Tacoma has updated its Citizen Participation Plan four times, most recently in 2015. The first update encouraged greater citizen involvement in federal programs beyond CDBG, including HOME Investment Partnership Program and the Emergency Shelter Grant (ESG) Program. In December 1997, the City of Tacoma further amended its Citizen Participation Plan to improve the allocation process to affordable housing developers. These improvements were made to permit the Tacoma Community Redevelopment Authority (TCRA) to make specific project selections in the area of housing development based on specific funding criteria. In 2013, the City Council further amended the Citizen Participation Plan to include a new section to facilitate the participation of residents with limited English proficiency and to update the ESG allocation process to meet current ESG regulatory requirements. In 2015, the City Council amended the plan to include specific language and new responsibilities for the TCRA to directly acquire property for redevelopment through its existing Affordable Housing Fund and newly created Economic Development Fund.

The City of Tacoma's five year 2015-2019 Consolidated Plan was developed with substantial input from and coordination with the City of Lakewood, the Tacoma Housing Authority, Pierce County, citizens and neighborhood groups, Tacoma City Council members, Tacoma's Mayor and City Manager, City staff, service providers and community-based organizations working to meet the needs of homeless and low income persons in Tacoma and Pierce County.

The Citizen Participation process implemented by the City of Tacoma to develop the current five year Consolidated Plan (2015-2019) exceeded HUD's requirements for public input. Elements in the City's Citizen Participation process include:

- \* Focus groups held with key neighborhood groups.
- \* Interviews with key stakeholders and individuals knowledgeable of needs and resources in Tacoma.
- \* Review of existing planning documents for local area agencies.
- \* Meeting with the City Council's Neighborhoods and Housing Committee as the Consolidated Plan was developed.
- \* Meetings with the Tacoma Community Redevelopment Authority on plan development.
- \* Meetings held with each City Council member, the Mayor and City Manager.

For the 2018-2019 Annual Action Plan (AAP) process, a notification in The Tacoma News Tribune was published on December 28, 2017 by the City of Tacoma of acceptance of proposals through January 22, 2018. The notice was intended to housing, economic development and capital improvement proposals to be supported with CDBG and HOME funding for fiscal year 2017-2018.

The draft Annual Action Plan to the Consolidated Plan was made available to the public for review and comment beginning April 1, 2018 (advertised in The Tacoma News Tribune), and a public hearing by the Tacoma City Council conducted on April 17, 2018. Comments received in response to the 30 day review period are incorporated in the final 2018-2019 Annual Action Plan. No written comments were received. The final Annual Action Plan document was approved by the City Council on May 1, 2018 after the public comment period (ending April 30, 2018).

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	TBD	TBD		
2	Newspaper Ad	Non-targeted/broad community	TBD	TBD		
3	Internet Outreach	Non-targeted/broad community	TBD	TBD		

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

Funds in the first year of the plan are FY 2015 allocations. The amounts assumed to be available in the remaining four years of the plan are based on a combination of strategies. The City of Tacoma used multiples of total annual funds, assuming stable annual allocations and equal program income.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,424,344	839,375	0	3,263,719	3,856,166	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	964,831	0	0	964,831	(116,633)	
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	202,381	0	0	202,381	272,883	

Table 2 - Expected Resources – Priority Table

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

The City of Tacoma matches CDBG and HOME funds with grants, local funds, nonprofit organizations, Low-Income Housing Tax Credits, corporate grants, and donations (among other sources) to increase the benefit and success of projects using federal CDBG, HOME, and ESG

dollars. The Affordable Housing Fund, under the oversight of the Tacoma Community Redevelopment Authority, increases the ability of partners to provide affordable housing by providing a stable source of funding to leverage additional resources. Tacoma has committed federal CDBG and HOME funds to affordable projects early. Up-front local government support has been critical in anchoring projects and obtaining additional funding. Without that early commitment, competition would take funding elsewhere.

In Lakewood, leverage ratios are expected to decline in FY 2018 as funding prioritization has been focused on small-scale infrastructure projects and housing rehabilitation/relocation activities. As CDBG and HOME funding have dwindled, State and local funding opportunities have followed suit, leaving many local jurisdictions with fewer opportunities to invest in critical community development and affordable housing projects. For 2018, the City does not expect to include leveraged investment in its CDBG funded activities; however, the City does expect to leverage private investment through its HOME Affordable Housing Fund. Continued partnerships with local non-profits, developers, and Tacoma-Pierce County Habitat for Humanity are expected to continue to provide new opportunities to develop affordable housing throughout Lakewood. Finally, revolving loan funds from program income will be used in support of affordable housing, economic development, infrastructure improvements, and public facilities.

HOME match requirements for the Consortium are met through multiple sources, including sources such as private grants and donations and the State Housing Trust Fund. In Tacoma, ESG match requirements are met through various sources, depending on the project. Sources in 2018-19 included the Washington State, Pierce County, foundations and corporate grants, and private donations.

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

Use of publicly-owned land or property is not anticipated in projects currently planned or underway although if those opportunities arise, such land and property will be included.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase and preserve affordable housing choice	2015	2019	Affordable Housing Public Housing Homeless		Affordable Housing Choice	CDBG: \$1,245,000 HOME: \$898,200	Rental units constructed: 40 Household Housing Unit Rental units rehabilitated: 59 Household Housing Unit Homeowner Housing Added: 5 Household Housing Unit Homeowner Housing Rehabilitated: 119 Household Housing Unit Direct Financial Assistance to Homebuyers: 15 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Reduce homelessness and increase stability	2015	2019	Homeless Non-Homeless Special Needs		Basic services & homeless prevention/intervention	CDBG: \$336,352 ESG: \$202,381	Public service activities other than Low/Moderate Income Housing Benefit: 1960 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 438 Households Assisted Homeless Person Overnight Shelter: 4881 Persons Assisted
3	Infrastructure, facilities & economic opportunity	2015	2019	Non-Housing Community Development		Community and economic development	CDBG: \$475,730	Jobs created/retained: 6 Jobs Businesses assisted: 6 Businesses Assisted

**Table 3 – Goals Summary**

### Goal Descriptions

1	<b>Goal Name</b>	Increase and preserve affordable housing choice
	<b>Goal Description</b>	
2	<b>Goal Name</b>	Reduce homelessness and increase stability
	<b>Goal Description</b>	

<b>3</b>	<b>Goal Name</b>	Infrastructure, facilities & economic opportunity
	<b>Goal Description</b>	

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

In recent years, the City of Tacoma has received less federal housing and community development funding which has made it increasingly more difficult to address the identified needs. As a consequence, the City's multi-year objectives included in the past three five-year consolidated plans as well as the current 2015-2019 Consolidated Plan have been established based upon a reduced level of financial support.

Of the anticipated amount of funds to be received, twenty percent is proposed for administrative purposes correlating with the management of the City's CDBG program. Fifteen percent is proposed for human services related public services. In accordance with the Consolidated Plan, up to fifty percent is proposed for housing assistance projects. Staff proposes setting aside one hundred thousand dollars for neighborhood projects and public improvements, such as ADA enhancements and curb cuts. Staff proposes the remaining balance of funds be allocated to economic development projects. These allocations are consistent with the City Council's two-year funding priorities that were approved in November 2017.

#	Project Name
1	Single Family Residence Rehabilitation Loan Program
2	RTSS Rebuilding Day 2018 and Year-Round Program
3	RTSS Tacoma Home Repair
4	MDC Weatherization Program
5	Associated Ministries - Paint Tacoma / Pierce Beautiful
6	Spaceworks Tacoma-Creative Enterprise
7	Affordable Family Housing Project
8	Phoebe Family Reunification and Resiliency
9	Credit Up Financial Empowerment
10	The Rescue Mission Emergency Services (Men's Shelter)
11	VADIS Flash
12	YWCA Domestic Violence Shelter
13	YWCA Pierce County Legal Services Program
14	Community Development / Neighborhood Revitalization
15	Economic Development Fund
16	Korean Women's Association: Economic Stabilization
17	Living Access Support Alliance (LASA): Prevention Services
18	St Leo's Food Connection: St Leo Food Bank
19	TCRA Affordable Housing Fund
20	CDBG Administration

**Table 4 – Project Information**

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

The allocation of federal resources to address community needs is prioritized, in part, by bi-annual funding priorities approved prior to the start of the application process by the Tacoma City Council. Very few projects or programs approved for funding are geographic-based and most of the funding is used to support low income persons directly and/or the provision of affordable housing. A small amount of CDBG funds (\$100,000) has been set-aside to establish a CDBG Public Facilities Fund to support community development activities that facilitate neighborhood improvements such as street-related improvements to include the installation of curb cuts in lower to moderate income areas. All programs and projects must be consistent with Community Development Block Grant (CDBG); and HOME Investment Partnership Program (HOME) and any other funding source regulations and requirements as applicable. CDBG projects must meet one of three major criteria: (1) benefitting lower- income persons, (2) removing blight, or (3) meeting an urgent need. HOME projects must provide housing or assist in housing for low-income persons. The Funding Priorities include: (1) General; (2) Set-asides; (3) Housing; (4) Community Development; (5) Economic Development; and (6) Human Services. Housing Priorities (CDBG and HOME) Activities are: (a) homeownership programs that benefit low-income owners with repairs and rehabilitation; (b) programs that assist first-time homebuyers in purchasing a home; (c) maintain and expand affordable rental housing for families and the elderly; and (d) provide supportive housing for homeless and/or special needs individuals and families that may include emergency and transitional shelters, and special needs housing with support services. In furtherance of these efforts, maintain minimum output levels for the City's low-income housing programs: single family homeowner occupied rehabilitation loan program (CDBG); single family rehabilitation grant and loan programs (CDBG); and Down Payment Assistance for first time home buyers (HOME). Community Development Priorities (CDBG only) Activities that support neighborhood improvements for lower income residents whose income does not exceed 80% of the area median income (AMI), as defined by HUD. Such activities may include; (a) payment of LID assessments for lower income homeowners; (b) street-related improvements such as installing curb cuts in low to moderate income neighborhoods; (c) eligible neighborhood innovative grant projects; and (d) public facilities. Economic Development Priorities (CDBG only) Help increase jobs and business opportunities such as: (a) creation or retention of jobs for lower income persons; (b) business services that support lower income neighborhood and/or lower income groups; and (c) financial and technical assistance for disadvantaged persons who own or plan to start a business; (d) revitalization of blighted or lower income business districts through historic preservation, conservation actions and neighborhood economic development. Human Services Priorities (CDBG) - Human services funding priorities align with federal HEARTH legislation and respond to changes in ESG regulations. CDBG funds remain targeted toward low and moderate income persons, with a new emphasis on stabilization services that support individuals and families to move toward housing and economic stability. A category for youth stabilization services was added to reflect the local priority to provide services to unaccompanied youth who are at risk for or currently experiencing homelessness. ESG funds were re-focused on HUD's new categories of eligible activities, including rapid re-housing.

## AP-38 Project Summary

1	<b>Project Name</b>	Single Family Residence Rehabilitation Loan Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	CDBG: \$448,000
	<b>Description</b>	City of Tacoma residents who own and live in a single family property located within the city limits and whose income qualifies at or below 80% of the areas median income (for their household size) may qualify to receive up to \$30k in a zero percent interest loan to correct the health and safety items occurring to their home. The goal of the program is to provide rehabilitation and repair through funding provided by the Department of Housing and Urban Development (HUD) through Community Development Block Grants (CDBG) to correct components of the house not in compliance with Housing Quality Standards (HQS), Uniform Physical Conditions Standards (UPCS), and local building codes.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 18 families will be assisted with these federal funds.
	<b>Location Description</b>	City wide
	<b>Planned Activities</b>	To correct health and safety issues occurring to a homeowner's primary residence.
2	<b>Project Name</b>	RTSS Rebuilding Day 2018 and Year-Round Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	CDBG: \$73,350

	<b>Description</b>	Health and safety related home repairs and rehabs for low income disabled, families with children and elderly households. Repairs include grab bars, floor repairs, roof repairs, electrical, plumbing, etc. Provide emergency services and Rebuilding Day services. Year-round services are provided by licensed contractors who are volunteers and who provide the services as their time allows. Rebuilding Day is done the 3rd weekend of April each year and is done by volunteers, both those who are contractors and those who are not.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 20 families will be assisted with these federal funds.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	To correct health and safety issues occurring to a homeowner's primary residence
<b>3</b>	<b>Project Name</b>	RTSS Tacoma Home Repair
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	CDBG: \$248,000
	<b>Description</b>	Health and safety related home repairs and rehabs such as roof leaks, gutter repairs, plumbing and electrical fixes, fence repairs etc. Majority of the repairs will be completed by an on staff Construction Manager dedicated to this program. The program's services are similar to what is already offered through its Year-Round and Rebuilding Day program; however programs are operated differently.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 50 families will be served
	<b>Location Description</b>	Citywide

	<b>Planned Activities</b>	Health and safety related home repairs and rehabs such as roof leaks, gutter repairs, plumbing and electrical fixes, fence repairs etc. Majority of the repairs will be completed by an on staff Construction Manager dedicated to this program. The program's services are similar to what is already offered through its Year-Round and Rebuilding Day program; however programs are operated differently.
4	<b>Project Name</b>	MDC Weatherization Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	CDBG: \$42,000
	<b>Description</b>	Health and safety related home repairs and rehabs such as roof leaks, gutter repairs, plumbing and electrical fixes, fence repairs etc. Majority of the repairs will be completed by an on staff Construction Manager dedicated to this program. The program's services are similar to what is already offered through its Year-Round and Rebuilding Day program; however programs are operated differently.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 18 families will benefit from these federal funds.
	<b>Location Description</b>	Citywide
<b>Planned Activities</b>	CoT funds will used for the salaries of staff in the weatherization program	
5	<b>Project Name</b>	Associated Ministries - Paint Tacoma / Pierce Beautiful
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$75,000

	<b>Description</b>	The program paints the homes of individuals who are 80% or less of AMI, own and reside in the home and whose home does not need major repairs prior to painting or pose a danger to volunteer painters. The majority of homeowners earn 50% or less of AMI. The value of the service is an estimated \$6,825 per home. Program serves of all Tacoma and Pierce County with a majority of work within City boundaries. Volunteer paint crews perform the painting. Supplies and paint are obtained at discounted prices using non-CDBG funds.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 27 families will be assisted with these federal funds.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Four main staff members work on the program-- none full-time. Additionally, officers for programs, finance, and development provide 8% FTE supervision, billing, and contract management support. CDBG funds would be used to cover 84% of personnel costs for the five staff members. Funds will also be used for travel conducted to assess homes for painting, advertising, outreach, postage, space, telecommunications and indirect costs.
6	<b>Project Name</b>	Spaceworks Tacoma-Creative Enterprise
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Community and economic development
	<b>Funding</b>	CDBG: \$180,000
	<b>Description</b>	Program is a decentralized incubator. It operates two creative entrepreneurial cohorts per year. Entrepreneurs are provided technical assistance. Spaceworks then assists them in securing lease space at a discounted rate for a short term. The space is provided by property owners whose space is underutilized. Program is in its 8th year and 75% of participants signed long-term leases after the introductory lease period. The program also serves alumni participants by providing continued assistance as they grow their businesses and job base. The total value of client services is \$11,500. Program is actively working with CEDD and property owners in revitalization areas to place program participants in area storefronts.

	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	6 microenterprises and 6 FTEs
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Salaries, supplies, printing/advertising, legal services, insurance, and other operating expenses.
<b>7</b>	<b>Project Name</b>	Affordable Family Housing Project
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	CDBG: \$250,000
	<b>Description</b>	The project is a new 4,000 square foot construction development that will include 53 affordable housing units serving households that are low-income (50% of AMI or less) or experiencing homelessness. 75% of the units will serve homeless households. The development will also include space for program staff to provide social services onsite as well as office space (e.g. lobby, counseling offices, therapy room, meeting rooms, restrooms, and staff break room).
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	The YWCA is requesting City CDBG funding to cover project soft costs including architectural fees, and project management fees for the non-residential component of the development. CDBG funds will not be used for ongoing program operations.
<b>8</b>	<b>Project Name</b>	Phoebe Family Reunification and Resiliency
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention

	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Provides transitional housing, services, and support to women with children under 7 impacted by chemical dependency, homelessness, and domestic violence.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 60 families will benefit from these funds.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Provides transitional housing, services, and support to women with children under 7 impacted by chemical dependency, homelessness, and domestic violence.
<b>9</b>	<b>Project Name</b>	Credit Up Financial Empowerment
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention
	<b>Funding</b>	CDBG: \$73,452
	<b>Description</b>	Program is designed to improve financial outcomes for clients and customers through credit-building loans, micro loans, financial capabilities classes, and one-on-one coaching.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Program is designed to improve financial outcomes for clients and customers through credit-building loans, micro loans, financial capabilities classes, and one-on-one coaching.
<b>10</b>	<b>Project Name</b>	The Rescue Mission Emergency Services (Men's Shelter)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Reduce homelessness and increase stability
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention

	<b>Funding</b>	CDBG: \$71,000
	<b>Description</b>	The Rescue Mission Men's Shelter Program addresses the most basic, yet essential, needs of the growing population of homeless men in our community. It provides safe, warm shelter and hot, nutritious meals along with vital services, programs and personal support to men in our community who would otherwise be living and subsisting in "places not meant for human habitation."
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1,276 individuals experiencing homelessness.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Provides safe, warm shelter and hot, nutritious meals along with vital services, programs and personal support to men in our community who would otherwise be living and subsisting in "places not meant for human habitation."
<b>11</b>	<b>Project Name</b>	VADIS Flash
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Provides the employment services and life skills training components in the Housing 4 Success partnership, focusing on eliminating barriers to employment and schooling, reducing homelessness and returns to homelessness for youth and young adults.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 50 homeless youth experiencing homeless will benefit from these funds.
	<b>Location Description</b>	Citywide

	<b>Planned Activities</b>	Provides the employment services and life skills training components in the Housing 4 Success partnership, focusing on eliminating barriers to employment and schooling, reducing homelessness and returns to homelessness for youth and young adults.
<b>12</b>	<b>Project Name</b>	YWCA Domestic Violence Shelter
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Provides confidential and secure emergency shelter for survivors of intimate partner violence and their children, and also connects survivors to resources for safe permanent housing.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Provides confidential and secure emergency shelter for survivors of intimate partner violence and their children, and also connects survivors to resources for safe permanent housing.
<b>13</b>	<b>Project Name</b>	YWCA Pierce County Legal Services Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention
	<b>Funding</b>	CDBG: \$24,000
	<b>Description</b>	Provides free legal assistance to survivors of domestic violence.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 1200 domestic violence survivors will benefit from these funds.
	<b>Location Description</b>	Citywide

	<b>Planned Activities</b>	Provides free legal assistance to survivors of domestic violence.
<b>14</b>	<b>Project Name</b>	Community Development / Neighborhood Revitalization
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Community and economic development
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	Funds will be used to assist in identified public improvement project(s). Likely projects will include curb and gutter build-out or ADA improvements linked to high priority housing or Economic Development programs.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Citywide
<b>Planned Activities</b>	Funds will be used to assist in identified public improvement project(s). Likely projects will include curb and gutter build-out or ADA improvements linked to high priority housing or Economic Development programs.	
<b>15</b>	<b>Project Name</b>	Economic Development Fund
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Community and economic development
	<b>Funding</b>	CDBG: \$96,352
	<b>Description</b>	Tacoma Community Redevelopment Authority (TCRA) to directly acquire property for redevelopment through its existing newly created Economic Development Fund (EDF). Through the Annual Action Plan process, the City Council will allocate CDBG and other funds to support the recommended EDF operated by the TCRA.
	<b>Target Date</b>	6/30/2019

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Number of people served will vary and will depend on the activity.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Tacoma Community Redevelopment Authority (TCRA) to directly acquire property for redevelopment through its existing newly created Economic Development Fund (EDF). Through the Annual Action Plan process, the City Council will allocate CDBG and other funds to support the recommended EDF operated by the TCRA.
<b>16</b>	<b>Project Name</b>	Korean Women's Association: Economic Stabilization
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure, facilities & economic opportunity
	<b>Needs Addressed</b>	Community and economic development
	<b>Funding</b>	CDBG: \$32,900
	<b>Description</b>	KWA's Economic Stabilization Program provides direct services to Tacoma Residents in order to increase economic stability for low-income populations, meet fundamental needs, and provide pre-employment training, job placement, and financial education.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1275 low-income residents
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Assistance with resources for basic needs, job connection, resume/interview preparation, financial education
<b>17</b>	<b>Project Name</b>	Living Access Support Alliance (LASA): Prevention Services
	<b>Target Area</b>	
	<b>Goals Supported</b>	Reduce homelessness and increase stability
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention
	<b>Funding</b>	CDBG: \$55,000

	<b>Description</b>	LASA's Prevention Program addresses the immediate needs for individuals and households at risk of experiencing homelessness, then provides access to complimentary services as well as access to additional services.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	500 individuals at risk of experiencing homelessness.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Assistance with rent, utilities, transportation, complimentary services, resources, housing navigation, and referrals.
<b>18</b>	<b>Project Name</b>	St Leo's Food Connection: St Leo Food Bank
	<b>Target Area</b>	
	<b>Goals Supported</b>	Reduce homelessness and increase stability
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	The St. Leo Food Bank offers emergency food assistance to more than 14,000 people in Tacoma. Our services focus on ease of access, supporting the inherent dignity of our clients, and hosting additional support services that improve the lives of Tacoma families.
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	17,625 low-income individuals
	<b>Location Description</b>	1323 S. Yakima Ave, Tacoma WA 98405
	<b>Planned Activities</b>	Emergency food assistance for low-income families.
<b>19</b>	<b>Project Name</b>	TCRA Affordable Housing Fund
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	CDBG: \$432,822

	<b>Description</b>	Funds will support the repair, rehabilitation or purchase of affordable housing for the benefit of low-income residents. The funds may also be used to facilitate the development of new housing projects that provide permanent rental and homeownership opportunities for low income residents including emergency and/or special needs housing for the homeless and people with a mental disabilities. The funds will be managed by TCRA with staff support from the Tacoma Community and Economic Development (CED) Department located at 747 Market Street, Tacoma, WA 98402. Allocated funds will include
	<b>Target Date</b>	6/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It will vary based on activity
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Funds will support the repair, rehabilitation or purchase of affordable housing for the benefit of low-income residents. The funds may also be used to facilitate the development of new housing projects that provide permanent rental and homeownership opportunities for low income residents including emergency and/or special needs housing for the homeless and people with a mental disabilities. The funds will be managed by TCRA with staff support from the Tacoma Community and Economic Development (CED) Department located at 747 Market Street, Tacoma, WA 98402. Allocated funds will include
20	<b>Project Name</b>	CDBG Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$448,469
	<b>Description</b>	Provide funding to be used to support program management, coordination, monitoring and evaluation of the City of Tacoma's CDBG program. The project is managed by staff from the Tacoma Community Redevelopment Authority located at 747 Market Street, RM 808 Tacoma WA 98402.
	<b>Target Date</b>	6/30/2019

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	N/A
	<b>Planned Activities</b>	Provide funding to be used to support program management, coordination, monitoring and evaluation of the City of Tacoma's CDBG program. The project is managed by staff from the Tacoma Community Redevelopment Authority located at 747 Market Street, RM 808 Tacoma WA 98402.

## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

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

In targeting CDBG and HOME funds, the City has typically looked to block groups with at least 51% low and moderate income populations as many of Tacoma's minority and ethnic populations continue to be concentrated in these areas. Many of these block groups tend to have a higher concentration of renter-occupied housing units that suffer from a general state of slums and blight, large concentrations of aged housing stock suffering from a lack of routine maintenance, and infrastructure improvements that are either inadequate or are outdated in accordance with current development requirements.

Tacoma recognizes the advantages gained in focusing development in areas, matching funding sources and concentrating efforts to make a noticeable and sustainable difference in an area for the benefit of the neighborhood and the larger jurisdiction. CDBG funds will be matched with funds from other sources to accomplish this goal. The City has partnered with the Tacoma Housing Authority, nonprofit housing and service providers, and other stakeholders to make dramatic improvements in the Central, Eastside, South Tacoma and South End neighborhoods. The Central Business District has benefited and remains a priority.

New efforts at urban renewal are also being prioritized in Tacoma's various neighborhood serving business districts. For example, over the course of the last year and a half, the Hilttop Neighborhood benefitted from the new construction of a 26 unit mixed-income apartment complex at the former Valhalla hall site. Of the 26 units, nine (9) units will be made available to low income households whose income does not exceed 50% of the area's median income (AMI). In addition, the Lincoln Business District has benefitted from City funds targeted use for public improvements and streetscape beautification. At the same time, it is anticipated that TCRA funds will be made available for business development loans, other streetscape improvements and community development projects as they arise. Other areas such as the McKinley Business District are also benefitting from adaptively reusing a former police substation by turning it into artist lofts where a mix of units will be offered to households at or below 50, 60 and 80% AMI.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>

**Table 5 - Geographic Distribution**

# Affordable Housing

## AP-55 Affordable Housing - 91.420, 91.220(g)

### Introduction

In 2010 the Tacoma-Pierce County Affordable Housing Consortium (AHC) established an Affordable Housing Policy Advisory Group to create new affordable housing policy for the city of Tacoma. Over the six months, the group reviewed prior efforts to address affordable housing policy researching existing demographic data and policy documents. Their primary goal was to produce a report which could be used to help build a consensus to further advocate for affordable housing in the community.

On December 3, 2010, their final report was presented to the City which was discussed over the ensuing four months. On May 17, 2011, the Tacoma City Council passed Resolution 38264 adopting recommended Affordable Housing Policy Principles. As stated in the resolution, the housing principles can be summarized as follows:

1. The City's welfare requires an adequate supply of well-built and well-managed affordable housing serving the full range of incomes appearing among its residents. An adequate supply of this housing is vital to important civic needs and values
2. Affordable housing development by nonprofit developers, public and private, in the City, region, and nation have been among the most attractively designed, most environmentally innovative and best managed in the market place;
3. Nonprofit development of affordable housing will never likely be adequate to meet the City's needs. The City needs a companion strategy to enlist the engine of private market rate developments to include a measure of affordable units. These strategies also provide the added benefit of economic and demographic integration;
4. Affordable housing development has spurred the revitalization of neighborhoods, encouraging both public and private investment, helping the City attain its desired density, and furthering neighborhood economic development
5. Affordable housing is an asset to be encouraged and not a detriment to be tolerated and controlled;
6. The City should provide the development of affordable housing in every neighborhood;
7. In seeking the appropriate balance, the City should not have to compromise important neighborhood design standards in order to promote affordable housing. Instead, proper design should allow affordable housing to show the way for all development serving all incomes toward a greener, more sustainable urban future that accommodates the appropriate density that the City's planning documents anticipate

to be necessary for the City’s projected population allocations; and

8. In a complex community like Tacoma, interests and policies often clash. Good governance is the effort to balance them appropriately. In doing so, the City should give a very high priority to the promotion of affordable housing development.

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

**Table 6 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	29
Rehab of Existing Units	190
Acquisition of Existing Units	6
Total	225

**Table 7 - One Year Goals for Affordable Housing by Support Type**

## Discussion

The numbers listed includes both Tacoma and Lakewood's proposed production numbers that will be funded with HOME funds and include the following projects and project types:

New construction of MF units: Valhalla Hall anticipates having 26 new units come online in July 2018 and McKinley Artist Lofts anticipates bringing 14 new units online in summer of 2018.

New Construction of homeownership Units: Homeownership Center of Tacoma anticipates bringing three new units on during the program year.

Rehabilitated homeowner units: Homeownership Center of Tacoma anticipates rehabilitating four existing single family residences and the Tacoma Community Redevelopment Authority anticipates acquiring and rehabilitating two single family residences during PY 2018-19. All homes will be sold to new homebuyers whose household income does not exceed 80% of the area's median income for Pierce County.

Rehabilitate MF units: 435 Fawcett Ave anticipates bringing 59 new units online in May of 2018.

In addition to the HOME Affordable Housing goals The City anticipates assisting up to 131 qualified

homeowners at or below 80% of the areas median income with home repair and home purchase programs funded with CDBG funds. These services will be offered through grant and loan programs administered by the TCRA, Metropolitan Development Council (MDC), Associated Ministries and Rebuilding Together South Sound (RTSS).

## **AP-60 Public Housing - 91.420, 91.220(h)**

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

The Tacoma Housing Authority (THA) continues to excel at partnership with their housing residents to not only improve the self-sufficiency of the residents, but also to include them in resident councils and in the design and operations of their complexes. THA's HOPE VI project, Salishan, was completed in 2011 and continues to set a standard of resident involvement that is repeated throughout other projects. During the 2016 funding year, THA converted their remaining 456 units of public housing to the Rental Assistance Demonstration (RAD) program. This conversion removed the last of the public housing units from THA's portfolio. THA has completed the renovation of these 456 units and will close out the project by the end of 2018. The work was completed utilizing bonds and 4% tax credits.

THA plans to renovate and sell 13 of the remaining 14 Public Housing Scattered sites. These single family homes will be sold through HUD's Section 32 Program to buyers earning at or below 80% of Area Median Income. THA is offering grants to eligible buyers in order to subsidize the cost of these homes. The other home will be used by Community Youth Services which provides housing and supportive services to youth experiencing homelessness. This House will be able to serve to 6 youth at a time on a temporary basis.

In 2018, THA will utilize one acre of vacant land they currently own to continue planning the development of a campus to provide housing for youth experiencing homelessness. The campus will include a Crisis Residential Center (CRC) for 12-17 year olds and 40-60 units of permanent supportive rental housing for homeless young adults aged 18-24. The rental housing development will include offices for service providers.

The CRC is a leading edge, modern, 12-bed facility operating 24-hours, 7 days per week. In a homelike environment, the CRC will provide shelter, meals, case management, counseling, education assistance, transportation, service referrals, activities and support for up to 15 days. The goal for participants is family reconciliation or transfer to safe, stable, long-term housing. The CRC target population is at-risk youth, ages 12-17, who have run away, are in conflict with their families or lack options. The facility is anticipated to become operational in 2019.

Once operational, the CRC anticipates serving over 500 youth annually. Youth will be provided with clean clothes and bedding; new hygiene supplies; in-house counseling; goal setting and planning; family preservation services; referrals for services, including medical/dental/vision care and mental health and substance abuse treatment and transportation to appointments and school. A spacious recreational room for positive peer interaction and entertainment as well as a quiet study area for academics and/or GED advancement.

The 1800 Block project on South 19th and G Streets received an allocation of 9% low income housing tax credits. The project will include a midrise building with 70, one (1) and two (2) bedroom units for

residents earning less than 30%, 40% and 60% of area median income. Planning is in process and the project is expected to be fully occupied by the end of 2020.

The City also maintains connections with many nonprofit housing organizations such as: LASA, Metropolitan Development Council, Catholic Community Services, The Rescue Mission, Pierce County Coalition for Developmental Disabilities, Rebuilding Together South Sound, Greater Lakes, and Associated Ministries. It is through these partnerships the City is able to leverage its resources and develop projects on a much larger scale than would be possible on our own.

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

The City acknowledges one of the primary obstacles to homeownership for low and moderate income households remains the inability to sufficiently save for a down payment. Through the down payment assistance program, the City is able to provide low income households with the funds necessary to acquire a home. Loans are provided as a second mortgage with affordable monthly payments limited to 35 percent of household income (combined 1st and 2nd mortgage payment). As part of the program, homeownership counseling is provided to ensure the new homebuyers are successful both in their ability to continue to afford and maintain their new home. In addition, the City anticipates using some of its 2018 federal resources to acquire distressed, foreclosed upon and abandoned single family properties for the purpose of rehabilitating and reselling them to low income first time homebuyers.

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

This does not apply

## **AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)**

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.**

Studies of homelessness have shown that there are as many causes for homelessness as there are homeless persons and efforts to address the problem are often as complex as the reasons causing homelessness. There are no reliable data at the local or community level to make a valid estimate of the numbers of families at risk of homelessness. Causes range from extreme cost burdens including rising cost of housing, to domestic violence, illness, addiction, unemployment, and physical/mental health issues. Recent homeless counts have found as many as 1,762 persons homeless in Pierce County (CoC Point-in-Time count taken in January 2016). While this number represents a significant population of persons in need, it is widely recognized that this number is actually low. The CoC actually estimates at least 8,000 persons experience homelessness each year, which is the number of individuals that contacted the Centralized Intake system in Pierce County in 2016.

The City of Tacoma uses the county-wide centralized intake system, Access Point 4 Housing, to provide housing assistance to homeless persons within the City. Households experiencing homelessness get screened for eligibility and assessed to determine the best housing program match. Since Access Point 4 Housing opened its doors in January 2011, local jurisdictions and service providers have worked to get the word out in the community about using it as the point of entry to services, and to publicize the phone number for households to call. The City of Tacoma opened a new Customer Support Center in 2013, as well as implemented a 3-1-1 hotline for citizens to call with questions about City resources. Information about Access Point 4 Housing is given out to individuals experiencing homelessness who call in for help.

Efforts in Tacoma to respond to homelessness are coordinated through the Pierce County Continuum of Care (CoC), a group of homeless providers, developers, and governmental agencies with a goal of ending homelessness in the county. Tacoma, as a member of the CoC participates in monthly meetings to discuss issues related to the long range plan of ending homelessness. Additionally, Tacoma serves on the CoC funding committee with members from Lakewood, Pierce County, and nonprofit organizations allocating funding to homeless housing and services providers.

As far as outreaching and engaging people experiencing homelessness (especially those who are not in shelters), the City contracted with Comprehensive Life Resources to create the Positive Interactions Street Outreach Program. This street outreach team has three full time staff and one supervisor that respond directly to complaints and issues as related to homelessness from the business owners and provide resources directly to people living on the streets.

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

The City of Tacoma uses both local and federal funds to support emergency shelters and transitional housing for individuals and families. With the national shift in emphasis from transitional housing to rapid re-housing, most of the transitional housing providers are making changes to the way they operate their programs. The City is supportive of Pierce County's plan to evaluate the current continuum of services and develop a strategy to convert some transitional housing units to rapid re-housing or permanent supportive housing. City of Tacoma Neighborhood and Community Services staff serve on collaboratives with Pierce County including the Rapid Rehousing Service Providers, Permanent Supportive Housing, Family Shelter and Coordinated Entry.. At the same time, the City and County are committed to ensuring there is adequate emergency shelter for unsheltered individuals and families. This not only involves maintaining the current inventory of shelter beds, but also encouraging practices which move residents out of the shelter more quickly and into permanent housing so that beds are freed up for others in need.

The City's primary goal for 2018-19 is to decrease the length of stay in emergency shelters and transitional housing for homeless families. Action steps include:

Participate in Pierce County's efforts to develop a system-wide plan for conversion of transitional housing to rapid re-housing and/or permanent supportive housing.

Participate in the rapid re-housing collaborative group associated with Pierce County's Continuum of Care to ensure alignment in standards of service delivery and coordination of referrals between the shelters, rapid re-housing providers, and Access Point 4 Housing in order to maximize the number of households moved from emergency shelter into permanent housing.

Continue systems innovation work with Pierce County, which is focused on implementing strengths-based services, decreasing barriers to housing, and tailoring services to the specific and individualized needs of clients/families.

**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**

Plan calls for converting some of the time-limiting homeless housing stock into permanent housing with supports tailored to unique needs. Where appropriate, transitional housing will be converted to permanent supportive housing and/or rapid rehousing resources and financial resources will be increasingly dedicated for that purpose. In addition to expanding rapid rehousing, the Continuum and its partners are working to improve the capacity of homeless providers to assist families and individuals successfully make the transition to permanent housing. A primary effort is working with homeless

housing providers to reduce barriers to housing so that rapid placement into stable housing can be achieved.

In December 2014, Nativity House opened 50 units of permanent affordable housing. This project which is sponsored by Catholic Community Services sits alongside their overnight shelter and service center that was developed as a comprehensive homeless services facility. Separately, Metropolitan Development Council (MDC) redeveloped Randall Townsend Apartments which will add an additional 35 units of housing to previously homeless adults. In early 2015, Mercy Housing, Northwest broke ground on its New Tacoma Phase II project that will provide 40 additional units of senior housing next door to the existing 74 units that was previously developed.

To address needs of the homeless unaccompanied homeless minors, the City is working with Tacoma Housing Authority to develop a 5,000 square foot Crisis Residential Center to serve as a day and overnight shelter for youth aged 12-17. The site is slated to be in operation by 2019.

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

The overall strategy of the Continuum of Care related to planning to prevent the discharge of persons from institutions into homelessness is to provide or broker tailored services and treatment in housing and prevention programs. The Continuum's Discharge Planning subcommittee has worked on developing plans and actions for improving the system of discharging from institutions to prevent individuals from becoming homeless. Agencies will work with health and mental health care facilities to find housing for persons being discharged following their health care. Key players working toward the goal of successful transitions of mental health discharges to the community will be the PATH teams, Positive Interactions, Western State Hospital, Franciscan Health Care, Multicare/Good Samaritan Greater Lakes Mental Health Care, the Rescue Mission, Comprehensive Life Resources and Catholic Community Services. In an effort to ease the transition from incarceration, the Washington State Department of Corrections will coordinate with the Incarcerated Veterans Program, Pioneer Human Services, shelters and the Metropolitan Development Council to prevent discharges into homelessness. Additionally, multidisciplinary teams will begin the planning for children aging out of foster care six months prior to the "aging out" date and will use housing and transitional housing resources primarily available through the Pierce County Alliance and the Housing for Success partnership.

As part of a comprehensive effort to eliminate homelessness, the Continuum has worked diligently to increase education and information exchange among homeless providers and governmental entities on national best practices in order to facilitate access to affordable housing and enhance stabilization to

prevent return

## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

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

The City of Tacoma Affordable Housing Policy Advisory Group (AHPAG) made a number of policy recommendations to the Tacoma City Council in 2010 to increase affordable housing. The AHPAG continues to work with the City, through the Tacoma Planning Commission to integrate policies and create incentives for increased affordable housing development. In addition to making policy and zoning changes, the AHPAG recognizes the importance of increasing the demand side of the equation – working to raise education/job skills, economic development/job creation, and improved transportation.

Tacoma is a member of the Tacoma/Pierce County Affordable Housing Consortium which brings together nonprofit and for-profit developers to identify and support strategies to increase and preserve affordable housing. The Tacoma Community Redevelopment Authority (supported by both Cities) has loaned over \$35 million and leveraged \$350 million since 1998 to create and preserve affordable housing.

In addition, In December 2017, the City established an Internal Cross-Departmental Task Force to develop an affordable housing action strategy (AHS) for City Council consideration. The goal of the Task Force is to develop policies and programs to preserve and increase the supply of affordable housing; to provide a safe, healthy and affordable place to live for people of all income levels; and to sustain Tacoma's livability and economic vitality. The AHS will identify a clear set of actions to create a significant increase in affordable housing opportunities over the next ten years from new development to preservation of the existing affordable housing supply. A Technical Advisory Group (TAG), with expertise in different facets of housing development (for profit, non-profit, finance, real estate, planning/design, land development, etc.), will inform the identification of tools for providing affordable housing. The TAG will review the initial list of potential actions; test and refine an evaluation tool that will assess effectiveness of these actions; and provide staff and the City Council with their technical expertise and insights into the effectiveness and impacts of potential actions. City staff and the City Council will use the refined list to formulate and adopt an AHS that will prescribe which actions the City Council will take and at what time. The TAG will provide invaluable advice and insights on potential tools; however, its role does not include making a recommendation to City Council or representing all the viewpoints of community stakeholders. There will be a separate, parallel community engagement process that will inform the work of the TAG and the City Council.

## **Discussion**



## **AP-85 Other Actions - 91.420, 91.220(k)**

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

The City will continue to support fair housing education and other activities that support fair housing for all. Potential activities include workshops focused on education and the equal application of landlord/tenant and fair housing laws and relocation assistance for individuals at risk of homelessness through no fault of their own due to discriminatory housing practices, or as a result of building and code enforcement closures, fires, or redevelopment activities.

The City will continue to maintain funds to provide relocation assistance and rent subsidies to lower-income tenants being displaced by code enforcement. The program will be administered by the City's Neighborhood and Community Services Department and will be funded through the general fund.

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

Tacoma will continue to review policies in their Comprehensive Plan to encourage affordable housing, including such strategies as infill housing and accessory dwellings. They will likewise encourage higher densities, particularly in mixed-use and urban centers. In public "visioning meetings" held to check in with and pass on information to attendees, higher densities were seen as positive (consistent with neighborhood character and design). Increasingly mixed-use centers are seen as offering more amenities, transportation options, choices in housing and other opportunities enriching the neighborhoods and the city.

Tacoma will continue to provide support for nonprofit agencies through funding and collaboration to increase the opportunity for affordable housing development and will continue to support downpayment assistance as a strategy to increase homeownership, coupled with homebuyer education in readiness for ownership.

Tacoma will continue to focus on revitalizing neighborhoods through code enforcement, crime-free housing, infrastructure provision and addressing blighting conditions to raise neighborhood stability and quality and promote new investment. This is an opportunity for partnerships with nonprofit agencies and non-profit development. At the same time, Tacoma recognizes the need to work toward relieving concentrations of poverty and low-access to opportunities by encouraging projects that revitalize and improve the quality of neighborhoods along with projects and policies that increase the capacity of residents.

In 2018, The Tacoma Community Redevelopment Authority, on behalf of the City of Tacoma (City), hired a consultant to work with staff and a Technical Advisory Group (TAG) to achieve many objectives and to develop and use an analytical tool to produce a comparative evaluation of potential actions that could be included in Tacoma's AHS. The objectives were to: Assess tools currently in place to create and preserve affordable housing utilizing studies, regulations, and staff resources; review best practices/most

effective tools being used elsewhere; build on efforts already underway by identifying a focused set of additional tools to employ in Tacoma; review public funding levels and whether/how to augment current public resources including capitalizing the City's Housing Trust Fund; assess the barriers that exist to creating and preserving affordable housing in Tacoma; integrate the above into an action plan, with clear directives about what the City is working to achieve, tools to be utilized, specific and measureable goals/targets, and metrics to gauge performance. The AHS will represent a set of actions the City can begin implementing immediately and continue over the next three to five years with the goal of preserving and increasing the supply of affordable housing. It will contain performance measures that can be applied to track progress and effectiveness of the actions. The AHS will be monitored and adjusted periodically based on performance measures, new information and established review timelines. The consultant will develop an analytical tool and/or dashboard to evaluate the potential actions using criteria being developed by the TAG. The tool will provide TAG members, the public, staff and decision makers with the ability to compare the relative effectiveness of various actions in producing affordable housing. The framework for this evaluation is based on working with the TAG, staff and City Council to identify potential actions and comparable indicators of how well the actions could be expected to perform over time in terms of increasing the amount of affordable housing in Tacoma. The selected firm or firms will design and develop the evaluation tool (including testing and refining), perform the evaluation, and present results to the TAG, staff and to the City Council.

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

Consistent with Title X of the Housing and Community Development Act of 1992, the City of Tacoma provides information on lead-safe practices to owners of all properties receiving up to \$5,000 of federally-funded assistance. If work on painted surfaces is involved in properties constructed prior to 1978, the presence of lead is assumed and safe work practices are followed. In addition to the above, homes with repairs in excess of \$5,000 in federally-funded rehabilitation assistance are assessed for risk (completed by a certified LBP firm) or are presumed to have lead. If surfaces to be disturbed are determined to contain lead, interim controls are exercised, occupants notified, and clearance test performed by an EPA certified firm. Properties constructed prior to 1978 and acquired with federal funds are inspected for hazards and acquired rental properties are inspected periodically.

Much of the housing stock in Tacoma was constructed prior to 1978. While not exclusively the case, older units with irregular maintenance may pose a risk to residents. Housing repair projects favor lower-income households by virtue of their eligibility, and at-risk housing units by virtue of their affordability (condition and age). The City and its representatives provide information on lead-safe practices to households involved in the repair programs and have brochures in the City offices for the general public on the dangers of lead and the importance of safe practices.

Lead-safe practices are required in all rehabilitation programs where housing was constructed prior to 1978, as described above.

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

Tacoma will continue to support programs and projects that assist low-income persons, including projects that offer solutions to help them out of poverty. All three of the goals in this Strategic Plan have the capacity to reduce the number of households living in poverty. Further, CDBG, HOME and ESG funds leverage additional monies to address the same issues. Projects are also the result of long collaborations between agencies and partners, including Pierce County, the Tacoma Housing Authority and the Pierce County Housing Authority. Funding from other sources – local, state, federal, foundations, private donors – are coordinated for the best benefit given continually declining resources.

The goal of increasing and preserving affordable housing choice includes projects that will provide new housing to lower income households, some with ongoing subsidy and support. Decreasing the cost of housing is one significant way of increasing household income, leaving more for households to allocate to helping themselves (training, transportation, childcare). Down payment assistance programs, along with housing counseling, will allow households to build equity and achieve stability in neighborhoods. Housing repair programs allow persons to live in safer housing and improve the neighborhood. Funds used to acquire blighted properties and replace with safe units for ownership create avenues out of poverty for low-income buyers and increase the value of neighboring properties.

The goal of reducing homelessness and increasing stability of residents likewise offers a path out of poverty and homelessness. Household-focused and individual-focused case management, coupled with rapid rehousing can eliminate periods of debilitating homelessness and rebuild attachment to the community, productive employment and education, all of which are challenged during periods of homelessness. Support for job training, literacy, and early interventions for youth provide incentives and skills for employment.

The goal of improving infrastructure, facilities and economic opportunities also has the capacity to help households and neighborhoods out of poverty. Investing in infrastructure and improvements to revitalize neighborhoods raises the quality of the neighborhood, makes it more attractive for new residents and more attractive to other investment and businesses providing jobs. Projects to improve business areas and to make façade improvements also increase the potential for investment. Projects also fund small business development directly, some through revolving loan funds, all of which result in jobs for lower income persons, some of whom enter the programs from poverty. Major barriers to achieving reductions in the number of households in poverty are limited resources (including funding) and broad changes in local economies beyond control of the City.

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

The overall strategy of the Lakewood/Tacoma/Pierce County Continuum of Care related to planning to prevent the discharge of persons from institutions into homelessness is to provide or broker tailored services and treatment in housing and prevention programs. The Continuum's Discharge Planning

subcommittee has worked on developing plans and actions for improving the system of discharging from institutions to prevent individuals from becoming homeless. The City of Tacoma will continue to utilize funds generated by the mental health/chemical dependency sales tax to facilitate system-wide improvements to the delivery of mental health and chemical dependency services.

The State Department of Corrections will continue to have a place at the table to assist in the Continuum of Care's planning process. The Department will principally work with the Incarcerated Veterans Program, Pioneer Human Services, shelters and the Metropolitan Development Council to prevent discharges into homelessness. Several agencies will work with health and mental health care facilities to find housing for persons being discharged following their health care. Key players working toward the goal of successful transitions of mental health discharges to the community will be the PATH teams, Positive Interactions, Western State Hospital, Franciscan Health Care, Multicare/Good Samaritan Greater Lakes Mental Health Care, the Rescue Mission, Comprehensive Life Resources and Catholic Community Services. Multidisciplinary teams will begin the planning for children aging out of foster care six months prior to the "aging out" date and will use housing and transitional housing resources primarily available through the Pierce County Alliance and the Housing for Success partnership.

The City Human Services Division is embarking on Systems Development work with our contracted providers and other funders in the County using the Collective Impact model. The desired outcomes are that social service providers would work closer together by operating from a common agenda while sharing same performance measurements and accountability. Our goal is for our community partners to work in alignment and in collaboration with each other thus eliminating work silos and maximizing service efficiency.

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

The City is the convener of monthly human services Collaboration meetings. Collaboration partners include for profit and nonprofit providers of housing, services, homeless programs, domestic violence and family services, youth programs, food banks, and healthcare services.

Pierce County homeless providers, developers and governmental agencies have joined to develop a comprehensive plan for a coordinated care system for the homeless with the goal of ending homelessness in the county. In 1996, the Tacoma/Pierce County Coalition for the Homeless created the Pierce County Continuum of Care (CoC) to serve as the planning body of this Coalition. Tacoma is a member of the CoC and participates in the monthly meeting to discuss issues related to the activities of the long-range plan of reducing homelessness.

Tacoma, Lakewood and Pierce County adopted a Ten-Year Plan to End Chronic Homelessness in 2004, and are represented on the Tacoma/Pierce County Coalition for the Homeless to collaborate in reducing chronic homelessness. The plan describes a need for therapeutic treatment and case management

services for the mentally ill and substance abusing populations, linking housing with services, creating low cost permanent supportive housing and creating systems changes through education and advocacy.

The City continues to maintain collaborative relationships with many nonprofit agencies, local housing authorities, mental and social service agencies, and local and State governmental agencies to provide access to health care and other programs and services, provide a continuum of affordable housing, support education and training opportunities to aid in obtaining livable-wage jobs, and promote services that encourage self-sufficiency as a lasting solution to breaking the cycle of poverty.

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	839,375
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>839,375</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

#### HOME Investment Partnership Program (HOME)

##### Reference 24 CFR 91.220(I)(2)

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

The City of Tacoma uses only specified forms of assistance (i.e. 24CFR 92.205b) such as equity investments, interest-bearing loans, deferred payment loans, and grants.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used

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for homebuyer activities as required in 92.254, is as follows:

for homebuyer activities as required in 92.254, is as follows:

The Tacoma Consortium utilizes Recapture for its homebuyer programs. Recapture includes any HOME investment, including interest, if any, that reduced the initial purchase price from the fair market value to an affordable price (“Direct Subsidy”), but excludes the amount between the initial cost of producing the unit and the fair market value of the property. Recaptured HOME funds are due upon sale, transfer, or if the HOME-assisted property is no longer the primary residence of the homebuyer. The Consortium allows for each Subrecipient to determine the method of recapture on a program by program basis, provided it meets one of the two methods outlined below:

A. Recapture the Entire Amount. The Consortium will recapture the entire outstanding balance of principal and interest, including any late fees, of its total HOME Investment. The amount recaptured will not exceed the total net proceeds available.

B. Reduction during Affordability Period. The Consortium may reduce the HOME investment amount to be recaptured on a prorata basis for the time the homeowner has owned and occupied the housing measured against the required affordability period. The Consortium requires a 30-year affordability period when forgiving debt to homebuyers. The HOME investment is decreased in equal amounts over a 25-year amortization schedule beginning in year 6. The amount recaptured will not exceed the total net proceeds available.

The Consortium’s Subrecipient and Development partners utilize the following recapture methods:

Tacoma Community Redevelopment Authority (Directly administered programs) - Recapture Entire Amount; City of Lakewood (for Directly administered programs) - Recapture Entire Amount; Washington State Housing Finance Commission (Subrecipient) - Recapture Entire Amount; Homeownership Center of Tacoma (CHDO / Development) - Recapture Entire Amount ; T/PC Habitat for Humanity (Development) - Reduction during Affordability Period. The amount recaptured will not exceed the total net proceeds available.

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

Each homebuyer is underwritten to ensure that they meet not only income-eligibility requirements, but that the burden of overall mortgage proposed is affordability to that household. Since 2002, the Consortium has had a policy for front and back-end ratios, examining the overall housing debt and the debt of each family, the appropriateness of the assistance, and financial resources to sustain homeownership. Each HOME assisted property will require a promissory note, deed of trust restrictions, and a written HOME agreement during the federal period of affordability with specific

terms and conditions established by each Consortium member.

To ensure affordability, the Consortium adheres to affordability requirements as set forth in 24 CFR 92.254(a)(4): When the total HOME investment is less than \$15,000, a federal affordability period of not less than 5- years will be required. When the total HOME investment is \$15,000 to \$40,000, a federal affordability period of not less than 10-years will be required; for investments of over \$40,000, the required federal affordability period will be a minimum of 15-years. This federal affordability period is not contingent on loan terms or an amortization period. When the Consortium forgives homebuyer investment, an affordability period of 30-years shall be required.

Funds that are recaptured from the sale of property by the homebuyer, or if the property is no longer used as their primary residence during the federal affordability period, will be returned to the City of Tacoma, as lead agency of the Consortium. The federal affordability restrictions may terminate upon foreclosure, transfer in lieu of foreclosure, or assignment of an FHA-insured mortgage to HUD.

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

The City does not allow for refinancing to homeowners or for multi-family properties.

### **Emergency Solutions Grant (ESG)**

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

Please see Specific ESG Program Requirements attachment in AD 25 section under Unique Appendices.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

Pierce County's centralized intake and assessment system (operated through Access Point 4 Housing) has been online since January 31, 2011. In Pierce County, there is one number to call to access information and services for households experiencing homelessness. Access Point 4 Housing staff conducts initial eligibility screenings to determine whether or not callers qualify for housing resources. Within 5 business days of the screening, eligible clients receive intake assessments to determine which housing provider to refer them to. For clients who do not qualify for ESG, staff provides referrals to other community resources.

Providers participate in centralized intake as follows: Time-limited housing programs that do not admit clients the same day must list all openings in the Daily Vacancy & Tracking Form, and can only take clients that have been assessed by Access Point 4 Housing. Clients in a time-limited housing program that have been assessed by Access Point 4 Housing can go directly to a rapid re-housing, transitional or permanent supportive housing program in the community without going back to Access Point for Housing.

Some housing providers voluntarily list openings in the Daily Vacancy & Tracking Form and may take clients from Access Point 4 Housing, but are not required to do so. These include shelter programs that admit clients the same day; permanent supportive housing programs and time-limited housing programs that serve a specialized population and/or house only clients they currently serve through other programs in their agency; and domestic violence programs.

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

In keeping with the City's Citizen Participation Plan, Tacoma utilizes a competitive process to make sub-awards. Applications for ESG funding are accepted every two years. Awards are made for one year, with the second year of funding contingent upon program performance and availability of funding. The most recent application process occurred in January-March of 2016.

The regular review body for human service applications is the City Council-appointed Human Services Commission. However, in order to comply with the ESG requirement to consult with the local Continuum of Care, the City utilizes a special ESG review panel, comprised of subject matter experts who have knowledge of homelessness issues and/or are connected to the Tacoma/Lakewood/Pierce County Continuum of Care. This 5-member review panel was convened in January/February of 2016 to review applications and make funding recommendations. Nine of the fifteen programs were recommended for ESG funding in 2016-17. Six of these were emergency shelters and three were rapid re-housing programs.

In accordance with the City's Citizen Participation Plan and process for making funding decisions, recommendations were presented to Council and published for public comment. A public hearing was held on April 12, 2016. City Council approved the recommendations on May 3, 2016. Following the acceptance and approval of the substantial amendment by HUD, funds will be committed to programs through the City's contracting process.

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

The City of Tacoma's policy making entity is the City Council. One of the City Council members is a

formerly homeless person; the City met the homeless participation requirement. Further, a member of the 2017-18 ESG Review Panel making funding recommendations is a formerly homeless individual.

5. Describe performance standards for evaluating ESG.

The City will continue to consult with the CoC regarding performance measures of the HEARTH ACT. This will include identifying performance objectives and targets. The following will be tracked through HMIS:

- Length of time persons are homeless

- Exits to permanent housing

- Income

Performance standards for ESG will include the following:

- Shortening the time people spend homeless (Target: Rapid re-housing clients will find permanent housing within 30 days of the start of services)

- Increasing the percentage of persons who exit to permanent housing or remain in permanent housing at the end of the program year (Target: 85% for rapid re-housing clients)

- Increasing the percentage of persons over 18 who increased their total income at program exit or at the end of the program year (Target: 20% for all ESG clients)

