

Executive Summary

This is an amendment to the previously approved Program Year 2019-2020 (July 1, 2019 – June 30, 2020) Annual Action Plan. Changes are noted in either strikethrough or underlined format.

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

1. Introduction

The 2019-20 Annual Action Plan of the five year 2015-19 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 2019-20 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 Con Plan (2015-19). Primary components of this year's annual citizen participation process actions by the City of Tacoma included: A Notice of Funding Availability (NOFA) for PY 2019-20 CDBG services funding was released on 1/25/19. 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. The Human Services Commission (HSC) and/or a special ESG review panel has the responsibility for recommending to the City Council programs that meet the CDBG and ESG priorities for public services (i.e. human services). Every two years, these reviewers read and rate applications and recommend programs for CDBG and ESG funding. CDBG funds may be allocated to programs that meet one of the Council-adopted strategic priorities of Housing Stabilization Services, Economic Stabilization Services, and Youth Emergency Stabilization services. ESG funds can be used for the following program components: Street Outreach, Emergency Shelter, Homelessness Prevention, and Rapid Re-housing. There is a cap on Street Outreach and Emergency Shelter as no more than 60% of the total annual HUD allocation may be used for these two categories. Programs that are awarded funding enter into annual contracts, with the second year of funding contingent upon funding availability as well as the program's performance and continued ability to meet a strategic priority. Programs receiving PY 2018-19 CDBG and ESG funding for public services underwent a performance review by City staff in 1/19. The HSC met on 2/27/19 to discuss the results of the performance review and make final funding recommendations for PY 2019-20. The City published a notice in the Tacoma News Tribune on 4/1/19 and indicated the availability of the draft 2019-20 AAP for a 30 day public review and comment period beginning 4/1/19 and ending 4/30/19, to include a public hearing by the Tacoma City Council that took place on 4/16/19. 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 2019-20 AAP. The City presented funding

recommendations to the City Council during a study session meeting on 4/9/19. The final AAP document will be considered for approval by the City Council on 5/7/19 after completion of the public comment period. Goals and priorities of the AAP are to be consistent with national objectives and priorities established by HUD and shall be consistent with the goals and strategies identified in the 5-Year Con Plan. Strategies identified in this Plan were built upon a broad citizen participation process in consultation with public and private agencies.

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 the past 10 years, the City of Tacoma has received less federal funding from the Department of Housing and Urban Development. This has made it increasingly more difficult to address the needs identified in the five-year Consolidated Plan. 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 2019-2020 include the following:

Housing Improvements - (Up to \$1,253,113 in CDBG funds) Three housing related activities, two public improvement projects supporting affordable housing and another large portion of the funds being used to support housing activities and to capitalize the Affordable Housing Fund. In addition, \$1,105,546 HOME funds will fund affordable housing programs and projects through an annual Notice for Funding Availability (NOFA) process.

Neighborhood Community Development Projects (\$100,000 in CDBG funds) - Includes infrastructure improvements tied to Community and Economic Development Department catalytic housing and economic development projects.

Economic Development (\$275,934 in CDBG funds) – Two programs are recommended for CDBG funding in the amount of \$269,023. Both programs will provide business technical assistance and mentoring. The remaining \$6,911 is recommended to the Economic Development Fund that will support economic development activities.

Public Services – A combination of CDBG and ESG funding is recommended to support 15 public service projects 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.

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 2018-2019 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 2019-2020 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.

4. Summary of Citizen Participation Process and consultation process

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 Solutions 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

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

The City of Tacoma will include in the appendix all letters and other correspondence received during the citizen participation process for the 2019-2020 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 AAP application process, the 30 day public comment period for the draft 2019-2020 AAP, 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

No comments or views were not accepted.

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		Community and Economic Development/ City of Tacoma
HOME Administrator		Community and Economic Development/ City of Tacoma
ESG Administrator		Neighborhood and Community Services/City of Tacoma

Table 1 – Responsible Agencies

Narrative

The Tacoma Community Redevelopment Authority (TCRA) is 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, including 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 (Con Plan) 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, to comment on the planning process and to 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 an analysis of 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 within neighborhoods and met with 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. Those consulted from 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

Persons leaving incarceration and the families of persons incarcerated

Schools and school-based programs for low-income youth and families

Tacoma/Pierce County Health Department and other governmental agencies providing health and human services

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 Con Plan both generally in Tacoma and in the neighborhood. Focus groups were conducted with the Eastside, South End, South Tacoma, Central, West End, and Northeast 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 Executive committee and subcommittee level. The City currently participates in the recruitment subcommittee and governance charter subcommittee. City staff also attend the Rapid Re-housing and Coordinated Entry Collaborative to discuss strategies in implementing the programs, address challenges associated with that intervention, share information about resources, and align policies/practices across service providers and funders.

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

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, Pierce County Human Services staff, community members and 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:

- * Decreasing the length of time people experience homelessness
- * Increasing the percentage of persons who exit to permanent housing
- * Increasing the percentage of persons who increased their total income at program exit or at the end of the program year

HMIS: Pierce County Human Services 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 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

1	Agency/Group/Organization	Affordable Housing Action Strategy Technical Advisory Group
	Agency/Group/Organization Type	Planning organization
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	

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

Narrative

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 Con 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 Solutions 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 Con 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 2015-2019 Con Plan 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 2019-2020 AAP process, a notification in The Tacoma News Tribune was published on January 25, 2019 by the City of Tacoma. The notice referenced the release of a Notice of a NOFA and the acceptance of proposals through February 15, 2019. In response to the NOFA, organizations could submit a proposal related to housing, economic development, public improvements in support of affordable housing, and capital improvement proposals that are eligible for CDBG and HOME funding.

The draft AAP to the Con Plan was made available to the public for review and comment beginning April 1, 2019 (advertised in The Tacoma News Tribune), and a public hearing by the Tacoma City Council took place on April 16, 2019.

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)

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City of Tacoma finds it necessary to complete a “Substantial Amendment” to its 2019-2020 Annual Action Plan. The “Anticipated Resources” section below include changes to the resources noted in the approved 2019-2020 Annual Action Plan. This amendment will provide \$2,975,000 to two new projects. Funding from these projects will come from current year funds as well as funds from prior years that were not allocated to projects and available for funding. The City will program \$1,230,022 in 2019-2020 funding from the 2019-2020 Annual Action Plan. These funds result from the cancellation of projects allocated in the original Annual Action Plan (as noted below and shown as a strikethrough). Funds are also available as the result of a prior substantial amendment.

In addition, the City will add \$1,744,978 in “Prior Year Resources”. Specifically, the City will reprogram the following funds:

1. \$481,699 from the 2018-2019 Annual Action Plan
2. \$1,067,200 from 2017-2018 Annual Action Plan
3. \$196,079 from 2016-2017 Annual Action Plan

Details of these projects are included on pages 33-42.

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	2,506,226	1,839,571	962,259 <u>2,707,237</u>	5,308,326 <u>7,053,034</u>	292,753	
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,349,770	268,788	0	1,618,558	(2,038,075)	A negative amount show for HUD due to an underreporting of anticipated program income for the 5-year period in the Consolidated Plan

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	208,750	0	0	208,750	64,553	

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 reports matches to their annual CDBG, ESG, and HOME funds with grants, local funds contributed by contracted agencies receiving annual CDBG and/or HOME funds via the NOFA process, 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 housing 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.

Leverage ratios are expected maintain at levels similar to those seen in fiscal years 2017 and 2018 as funding continues to be allocated to small-scale infrastructure projects and housing rehabilitation-related activities, traditionally low leverage ratio activities. Housing rehabilitation activities undertaken as part of the Major Home Repair program do not utilize match or leverage funding. The Major Home Repair program provides loans to low income households to maintain their existing home where funding would otherwise be unavailable or out of reach for many households with limited incomes. Additional activities include debt service of Section 108 funding used for infrastructure improvements, energy efficiency street lighting improvements in census tract 072106, and job training/apprenticeship programs for low income individuals; of which, only the job training/apprenticeship program will provide leveraged funding at a rate of 10.33:1 (leveraging \$465,000 with \$45,000 investment).

With funding options for infrastructure projects dwindling and the need to replace aging infrastructure growing, many communities are faced with the very real possibility of not being able to keep up with infrastructure maintenance or replacement. Historically, the CDBG and HOME programs have provided a breakwater to communities struggling to balance infrastructure needs with economic development, housing, and human services needs for low and moderate income populations. As these funds have continued to diminish, many jurisdictions have been left to scramble to fill the void.

HOME funds match requirements and leverage is provided as part of the Tacoma-Lakewood HOME Consortium and is reported in Tacoma's portion of the Plan.

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.

Discussion

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: \$1,253,113 HOME: \$1,214,793	Rental units constructed: 0 Household Housing Unit Rental units rehabilitated: 0 Household Housing Unit Homeowner Housing Added: 9 Household Housing Unit Homeowner Housing Rehabilitated: 138 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: \$375,934 ESG: \$208,750	Public service activities other than Low/Moderate Income Housing Benefit: 27391 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 465 Households Assisted Homeless Person Overnight Shelter: 3176 Persons Assisted
3	Infrastructure, facilities & economic opportunity	2015	2019	Non-Housing Community Development		Community and economic development	CDBG: \$375,934	Jobs created/retained: 9 Jobs Businesses assisted: 6 Businesses Assisted

Table 3 – Goals Summary

Goal Descriptions

1	Goal Name	Increase and preserve affordable housing choice
	Goal Description	
2	Goal Name	Reduce homelessness and increase stability
	Goal Description	

3	Goal Name	Infrastructure, facilities & economic opportunity
	Goal Description	

AP-35 Projects - 91.420, 91.220(d)

Introduction

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 Con Plan, up to fifty percent is proposed for housing assistance projects. Staff proposes setting aside \$100,000 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 by the City Council in November 2017.

#	Project Name
1	Rebuilding Together South Sound Rebuilding Day 2019 and Year-Round Services
2	Rebuilding Together South Sound Tacoma Home Repair
3	Associated Ministries - Paint Tacoma / Pierce Beautiful
4	Spaceworks Tacoma
5	Urban Business Support - Business Plan Training
6	1800 Hillside Terrace - Tacoma Housing Authority
7	Arlington Youth Campus - Tacoma Housing Authority
8	Single Family Residence Rehabilitation Loan Program
9	New Phoebe House Association: Family Reunification, Recovery and Resiliency
10	South Sound Outreach Services: Credit Up Financial Empowerment
11	The Rescue Mission Emergency Services
12	Korean Women's Association: Economic Stabilization
13	Catholic Community Services Homeless Adult Services
14	Living Access Support Alliance (LASA): Prevention Services
15	St Leo's Food Connection: St Leo's Food Bank
16	Vadis: FLASH
17	YWCA Pierce County: Domestic Violence Shelter
18	YWCA Pierce County: Legal Services Program
19	Community Development / Neighborhood Revitalization
20	TCRA Affordable Housing Fund
21	CDBG Administration
23	CHDO Set Aside
24	City of Lakewood HOME Housing Rehabilitation Program
25	City of Lakewood HOME Affordable Housing Fund
26	City of Lakewood HOME Administration
27	City of Tacoma HOME Affordable Housing Fund
29	City of Tacoma HOME Administration
30	Economic Development Fund

#	Project Name
31	Down Payment Assistance
32	HESG/ESG Projects

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 two-year funding priorities approved by the City Council prior to the start of the application process. 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 CDBG; and 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, and (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 are currently experiencing homelessness. ESG funds were re-focused on HUD's new categories of eligible activities, including rapid re-housing.

AP-38 Project Summary

Project Summary Information

1	Project Name	Rebuilding Together South Sound Rebuilding Day 2019 and Year-Round Services
	Target Area	
	Goals Supported	Increase and preserve affordable housing choice
	Needs Addressed	Affordable Housing Choice
	Funding	CDBG: \$81,500
	Description	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.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 20 families will be assisted with these federal funds.
	Location Description	Citywide
	Planned Activities	To correct health and safety issues occurring to a homeowner's primary residence
2	Project Name	Rebuilding Together South Sound Tacoma Home Repair
	Target Area	
	Goals Supported	Increase and preserve affordable housing choice
	Needs Addressed	Affordable Housing Choice
	Funding	CDBG: \$310,000

	Description	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.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 73 families will be served.
	Location Description	Citywide
	Planned Activities	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
3	Project Name	Associated Ministries - Paint Tacoma / Pierce Beautiful
	Target Area	
	Goals Supported	Increase and preserve affordable housing choice
	Needs Addressed	Affordable Housing Choice
	Funding	CDBG: \$75,000
	Description	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 program serves all of Tacoma. Volunteer paint crews perform the painting. Supplies and paint are obtained at discounted prices using non-CDBG funds
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 27 families will be assisted through volunteer work that these federal funds help to facilitate.
	Location Description	Citywide

	Planned Activities	Funds will support the salaries of staff. Funds will also support program costs to include travel necessary for home assessments and indirect costs.
4	Project Name	Spaceworks Tacoma
	Target Area	
	Goals Supported	
	Needs Addressed	Community and economic development
	Funding	CDBG: \$185,000
	Description	Program provides business support services to any local, fledgling to experience entrepreneur, who in turn develop new businesses, and create and retain jobs within the City of Tacoma. Services include business plan development, marketing plan development, lease negotiations, and financial management.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	6 microenterprises and 6 FTEs
	Location Description	Citywide
	Planned Activities	Salaries, supplies, printing/advertising, legal services, insurance, contracting, and other operating expenses.
5	Project Name	Urban Business Support - Business Plan Training
	Target Area	
	Goals Supported	
	Needs Addressed	Community and economic development
	Funding	CDBG: \$84,023
	Description	Program provides technical assistance to existing small business owners in LMI communities. The program will help business owners complete business plans and assist businesses with obtaining microloans to prevent displacement and help create jobs. There will be a series of Business Plan in a Day boot camps and 10 week Entrepreneurship Programs held throughout the City. Ongoing technical assistance will be provided to graduates of the 10 week program.

	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	3 FTE's will be created
	Location Description	Citywide
	Planned Activities	Salaries, supplies, printing/advertising, contractor, telecommunications, space/utilities, insurance, legal, accounting, subscriptions.
6	Project Name	1800 Hillside Terrace - Tacoma Housing Authority
	Target Area	
	Goals Supported	Increase and preserve affordable housing choice Reduce homelessness and increase stability
	Needs Addressed	Affordable Housing Choice Basic services & homeless prevention/intervention
	Funding	CDBG: \$227,006
	Description	The project is being developed to address the need for affordable housing in Tacoma and Pierce County. The development would provide 64 one and two bedroom affordable units serving individuals and families earning up to 60% AMI. There will be a 20% set-a-side units for persons experiencing disabilities and 20% set-a-side units for persons experiencing homelessness.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Citywide
	Planned Activities	Tacoma Housing Authority is seeking funding to fulfill a \$2 million gap that was created after State Prevailing Wages escalated costs.
7	Project Name	Arlington Youth Campus - Tacoma Housing Authority
	Target Area	
	Goals Supported	Increase and preserve affordable housing choice Reduce homelessness and increase stability

	Needs Addressed	Affordable Housing Choice Basic services & homeless prevention/intervention
	Funding	CDBG: \$1,000,000
	Description	The project is being developed to address the growing numbers of homeless youth and young adults in Tacoma and Pierce County. The first phase of the project will include a 58 unit apartment building for young adults ages 18-24 and 12-bed crisis residential center for youth ages 12-17 experiencing homelessness.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Site improvements including sidewalk, street, curb and driveway, rights of way restoration, curb ramps at all corners, storm water management, traffic impact revision, fire, sanitation and utility requirements.
8	Project Name	Single Family Residence Rehabilitation Loan Program
	Target Area	
	Goals Supported	Increase and preserve affordable housing choice
	Needs Addressed	Affordable Housing Choice
	Funding	CDBG: \$448,000
	Description	City of Tacoma residents who own and live in a single family property located within city limits and whose income qualifies at or below 80% of the area's 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. Currently, there are discussions to increase the loan amount to \$50k due to the current climate of the construction industry. 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.

	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 18 families will be assisted with these federal funds.
	Location Description	Citywide
	Planned Activities	To correct health and safety issues occurring to a homeowner's primary residence.
9	Project Name	New Phoebe House Association: Family Reunification, Recovery and Resiliency
	Target Area	
	Goals Supported	Reduce homelessness and increase stability
	Needs Addressed	Basic services & homeless prevention/intervention
	Funding	CDBG: \$20,000
	Description	The project will provide transitional housing, services, and support to women with children under 7 impacted by chemical dependency, homelessness, and domestic violence.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 65 individuals will benefit from these funds.
	Location Description	Citywide
	Planned Activities	The project will provide transitional housing, services, and support to women with children under 7 impacted by chemical dependency, homelessness, and domestic violence.
10	Project Name	South Sound Outreach Services: Credit Up Financial Empowerment
	Target Area	
	Goals Supported	Reduce homelessness and increase stability
	Needs Addressed	Basic services & homeless prevention/intervention
	Funding	CDBG: \$73,452

	Description	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
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 600 individuals will be served
	Location Description	Citywide
	Planned Activities	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
11	Project Name	The Rescue Mission Emergency Services
	Target Area	
	Goals Supported	Reduce homelessness and increase stability
	Needs Addressed	Basic services & homeless prevention/intervention
	Funding	CDBG: \$71,000
	Description	The Rescue Mission addresses the most basic, yet essential, needs of the growing population of homeless in our community. It provides safe, warm shelter and hot, nutritious meals along with vital services, programs and personal support to homeless in our community who would otherwise be living and subsisting in "places not meant for human habitation."
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	1,276 individuals experiencing homelessness.
	Location Description	Citywide
Planned Activities	It provides safe, warm shelter and hot, nutritious meals along with vital services, programs and personal support to homeless in our community who would otherwise be living and subsisting in "places not meant for human habitation."	

12	Project Name	Korean Women's Association: Economic Stabilization
	Target Area	
	Goals Supported	
	Needs Addressed	Community and economic development
	Funding	CDBG: \$32,900
	Description	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
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 750 low-income residents will benefit from these funds.
	Location Description	Citywide
	Planned Activities	Assistance with resources for basic needs, job connection, resume/interview preparation, financial education.
13	Project Name	Catholic Community Services Homeless Adult Services
	Target Area	
	Goals Supported	Reduce homelessness and increase stability
	Needs Addressed	Basic services & homeless prevention/intervention
	Funding	CDBG: \$39,582
	Description	Provides- day and overnight shelter, case management, housing services, access to mainstream benefits and health services, and basic needs such as food and clothing for men and women experiencing homelessness.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	850 individuals experiencing homelessness.
	Location Description	Citywide

	Planned Activities	Provides- day and overnight shelter, case management, housing services, access to mainstream benefits and health services, and basic needs such as food and clothing for men and women experiencing homelessness.
14	Project Name	Living Access Support Alliance (LASA): Prevention Services
	Target Area	
	Goals Supported	Reduce homelessness and increase stability
	Needs Addressed	Basic services & homeless prevention/intervention
	Funding	CDBG: \$55,000
	Description	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.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 735 individuals at risk of experiencing homelessness will benefit from these funds.
	Location Description	Citywide
Planned Activities	Assistance with rent, utilities, transportation, complementary services, resources, housing navigation, and referrals.	
15	Project Name	St Leo's Food Connection: St Leo's Food Bank
	Target Area	
	Goals Supported	Reduce homelessness and increase stability
	Needs Addressed	Basic services & homeless prevention/intervention
	Funding	CDBG: \$20,000
	Description	The St. Leo's Food Bank offers emergency food assistance to low-income individuals and families in Tacoma. Services focus on ease of access, supporting the inherent dignity of clients, and hosting additional support services that improve the lives of Tacoma families.
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 20,000 low-income residents will benefit from these funds.
	Location Description	1323 S. Yakima Ave, Tacoma WA 98405
	Planned Activities	Emergency food assistance for low-income families.
16	Project Name	Vadis: FLASH
	Target Area	
	Goals Supported	Reduce homelessness and increase stability
	Needs Addressed	Basic services & homeless prevention/intervention
	Funding	CDBG: \$20,000
	Description	The project provides 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.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 57 homeless youth and young adults experiencing homeless will benefit from these funds.
	Location Description	Citywide
	Planned Activities	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.
17	Project Name	YWCA Pierce County: Domestic Violence Shelter
	Target Area	
	Goals Supported	Reduce homelessness and increase stability
	Needs Addressed	Basic services & homeless prevention/intervention
	Funding	CDBG: \$20,000

	Description	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.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 250 families will be assisted.
	Location Description	Citywide
	Planned Activities	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.
18	Project Name	YWCA Pierce County: Legal Services Program
	Target Area	
	Goals Supported	Reduce homelessness and increase stability
	Needs Addressed	Basic services & homeless prevention/intervention
	Funding	CDBG: \$24,000
	Description	Provides free legal assistance to survivors of domestic violence.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 910 domestic violence survivors will benefit from these funds.
	Location Description	Citywide
	Planned Activities	Provides free legal assistance to survivors of domestic violence.
19	Project Name	Community Development / Neighborhood Revitalization
	Target Area	
	Goals Supported	
	Needs Addressed	Community and economic development
	Funding	CDBG: \$100,000

	Description	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.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Citywide
	Planned Activities	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.
20	Project Name	TCRA Affordable Housing Fund
	Target Area	
	Goals Supported	Increase and preserve affordable housing choice
	Needs Addressed	Affordable Housing Choice
	Funding	CDBG: \$367,045
	Description	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 mental disabilities. Funds may also be used for public improvements such as ADA ramps, water and sewer, streets, sidewalks, and water and sewer lines.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It will vary based on activity.
	Location Description	Citywide

	Planned Activities	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 mental disabilities. Funds may also be used for public improvements such as ADA ramps, water and sewer, streets, sidewalks, and water and sewer lines.
21	Project Name	CDBG Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$585,182
	Description	The project will provide funding 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.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	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.
22	Project Name	CHDO Set Aside
	Target Area	
	Goals Supported	Increase and preserve affordable housing choice
	Needs Addressed	Affordable Housing Choice
	Funding	HOME: \$202,465

	Description	A percentage of the annual HOME funding will be set aside for the operational support of local Community Housing Development Organizations (CHDOs) to facilitate the development of affordable housing opportunities.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 7 low income families will benefit from these funds
	Location Description	Citywide
	Planned Activities	A percentage of the annual HOME funding will be set aside for the operational support of local Community Housing Development Organizations (CHDOs) to facilitate the development of affordable housing opportunities. It is anticipated that 4 existing single family properties will be rehabilitated and 3 new construction properties will be built and sold to low-income first-time home buyers.
23	Project Name	City of Lakewood HOME Housing Rehabilitation Program
	Target Area	
	Goals Supported	
	Needs Addressed	Affordable Housing Choice
	Funding	HOME: \$42,254
	Description	Loan program made available to eligible low income homeowners to correct health and safety items occurring to their home.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that one low-income family will benefit from these funds.
	Location Description	Citywide
	Planned Activities	Loan program made available to eligible low income homeowners to correct health and safety items occurring to their home.
24	Project Name	City of Lakewood HOME Affordable Housing Fund
	Target Area	

	Goals Supported	Increase and preserve affordable housing choice
	Needs Addressed	Affordable Housing Choice
	Funding	HOME: \$308,903
	Description	Provides funding for a permanent affordable housing fund to support the acquisition, construction and/or rehabilitation of affordable housing low income rentals and/or to facilitate new homeownership opportunities.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that three low-income families will benefit from these funds.
	Location Description	Citywide
	Planned Activities	Provides funding for a permanent affordable housing fund to support the acquisition, construction and/or rehabilitation of affordable housing low income rentals and/or to facilitate new homeownership opportunities.
25	Project Name	City of Lakewood HOME Administration
	Target Area	
	Goals Supported	Increase and preserve affordable housing choice
	Needs Addressed	
	Funding	HOME: \$39,017
	Description	Provide funding to be used to support program management, coordination, monitoring and evaluation of the City of Lakewood's HOME program. The project is managed by staff from the Tacoma Community Redevelopment Authority.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A

	Planned Activities	Provide funding to be used to support program management, coordination, monitoring and evaluation of the City of Lakewood's HOME program. The project is managed by staff from the Tacoma Community Redevelopment Authority.
26	Project Name	City of Tacoma HOME Affordable Housing Fund
	Target Area	
	Goals Supported	Increase and preserve affordable housing choice
	Needs Addressed	Affordable Housing Choice
	Funding	HOME: \$828,081
	Description	Funding supports the acquisition, construction and/or rehabilitation of affordable housing for low-income rentals and/or to facilitate new homeownership opportunities.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 133 households will benefit from these funds.
	Location Description	Citywide
	Planned Activities	
27	Project Name	City of Tacoma HOME Administration
	Target Area	
	Goals Supported	Increase and preserve affordable housing choice
	Needs Addressed	
	Funding	HOME: \$122,838
	Description	This funding will be used to support program management, coordination, monitoring and evaluation of the City of Tacoma's HOME Program.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	

	Location Description	Citywide
	Planned Activities	Provide funding to support program management, coordination, monitoring and evaluation of the City of Tacoma and the City of Tacoma Redevelopment Authority.
28	Project Name	Economic Development Fund
	Target Area	
	Goals Supported	
	Needs Addressed	Community and economic development
	Funding	CDBG: \$6,911
	Description	Funds to be used in support of economic development activities.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Citywide
	Planned Activities	Funds to be used in support of economic development activities.
29	Project Name	Down Payment Assistance
	Target Area	
	Goals Supported	Increase and preserve affordable housing choice
	Needs Addressed	Affordable Housing Choice
	Funding	HOME: \$75,000
	Description	Will make loans in the maximum amount of \$20k to income qualified (below 80% AMI) first time homebuyers purchasing a home within the Tacoma city limits.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	15
	Location Description	

	Planned Activities	Provide low income first time homebuyers with down payment assistance on the purchase of a new home.
30	Project Name	HESG/ESG Projects
	Target Area	
	Goals Supported	Reduce homelessness and increase stability
	Needs Addressed	Basic services & homeless prevention/intervention
	Funding	ESG: \$208,750
	Description	Rapid re-housing households will be provided with housing search, placement, and other assistance, including case management services, and short- or medium- term rental assistance under a graduated rental subsidy to ensure housing stability prior to exit. Persons served through emergency shelter facilities will receive a safe shelter, children's services, life skills training, navigation services, domestic violence safety planning and advocacy, 24-hour crisis line for domestic violence victims, and homeless teen services that include meals, needs assessment and planning, connection to resources, and other essential services. Of the \$208,750 in new grant funds, \$61,675 is allocated to rapid re-housing, \$126,201 for Emergency Shelter, \$15,656 for ESG Administration and \$5,218 for HMIS activities which include data entry, data quality, and reporting.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 929 families will benefit from these funds.
	Location Description	Citywide

	Planned Activities	Rapid re-housing households will be provided with housing search, placement, and other assistance, including case management services, and short- or medium-term rental assistance under a graduated rental subsidy to ensure housing stability prior to exit. Persons served through emergency shelter facilities will receive a safe shelter, children's services, life skills training, navigation services, domestic violence safety planning and advocacy, 24-hour crisis line for domestic violence victims, and homeless teen services that include meals, needs assessment and planning, connection to resources, and other essential services. Of the \$208,750 in new grant funds, \$61,675 is allocated to rapid re-housing, \$126,201 for Emergency Shelter, \$15,656 for ESG Administration and \$5,218 for HMIS activities which include data entry, data quality, and reporting.
31	Project Name	<u>Homeownership Center Northwest (HCNW) I Street Site Acquisition</u>
	Target Area	
	Goals Supported	<u>Increase and preserve affordable housing choice</u>
	Needs Addressed	<u>Affordable Housing Choice</u>
	Funding	<u>CDBG: \$1,275,000</u>
	Description	<u>This project will support the acquisition of six parcels of land near the intersection of South 9th Street and South I Street for the future development of units to be sold to low-income, first-time homebuyers.</u>
	Target Date	<u>6/30/2020</u>
	Estimate the number and type of families that will benefit from the proposed activities	<u>20 or more units for low-income, first-time homebuyers.</u>
	Location Description	<u>Citywide</u>
	Planned Activities	<u>Site acquisition</u>
32	Project Name	<u>The Tacoma Community Redevelopment Authority Property Acquisition</u>
	Target Area	
	Goals Supported	<u>Increase and preserve affordable housing choice</u>
	Needs Addressed	<u>Affordable Housing Choice</u>
	Funding	<u>CDBG: \$1,700,000</u>

<u>Description</u>	<u>This project will acquire property on Tacoma Avenue South near the intersection of South 13th Street for the purpose of providing future affordable housing options.</u>
<u>Target Date</u>	<u>6/30/2020</u>
<u>Estimate the number and type of families that will benefit from the proposed activities</u>	<u>Uses could include multi-family housing.</u>
<u>Location Description</u>	<u>Citywide</u>
<u>Planned Activities</u>	<u>Site acquisition</u>

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. 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 Hilltop, Eastside, South Tacoma, Lincoln, and South End neighborhoods.

In addition, the Lincoln Business District has benefitted from City funds targeted 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.

Geographic Distribution

Target Area	Percentage of Funds

Table 5 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Does not apply

Discussion

None

Affordable Housing

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

Introduction

The City of Tacoma is known for being one of the safest and most diverse cities in the country. When asked about the city’s future, members of the public summed it up in one word: “potential.” Yet, this future is slowly slipping away for many residents or seems out of reach for others.

Why? Because the City of Tacoma lacks affordable, high-quality homes for all its residents. The cost of rental homes increased by nearly 40 percent and home values nearly doubled since 1990, and within the last few years, these costs have begun to accelerate.

Today, nearly 33,000 households in Tacoma pay at least 30 percent of their income on housing costs each month, reducing their ability to meet other needs like transportation, childcare, or healthcare. The City of Tacoma needs to stay affordable to help maintain the quality of life that Tacoma is known for and to ensure housing costs do not worsen as the city grows over time.

The City of Tacoma developed an Affordable Housing Action Strategy (AHAS) as an urgent response to its changing housing market, increasing risk of displacement among residents, and widespread need for high-quality, affordable housing opportunities for all.

Aligned under four strategic objectives, the actions in the AHAS aim to reach Tacomans in every walk of life. Because needs within the City of Tacoma vary—across owners and renters, neighborhoods, incomes, and abilities, among other factors—these actions cover a wide range of needs.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	155
Special-Needs	0
Total	155

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	138
Acquisition of Existing Units	17
Total	155

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

Discussion

New construction of homeownership Units:

Homeownership Center of Tacoma anticipates bringing three new units on during the program year and Habitat will introduce four new units.

Rehabilitated homeowner units:

Tacoma Community Redevelopment Authority anticipates acquiring and rehabilitating two single family residences during PY 2019-20. All homes will be sold to new homebuyers whose household income does not exceed 80% of the AMI for Pierce County.

In addition to the HOME Affordable Housing goals, the City anticipates assisting up to 120 qualified homeowners at or below 80% of the AMI 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, Associated Ministries, and Rebuilding Together South Sound (RTSS).

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

Introduction

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

The Tacoma Housing Authority (THA) continues to excel at partnering with its 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 plans to sell 4 of the 5 remaining 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 AMI. THA is offering grants to eligible buyers in order to subsidize the cost of these homes. The remaining home is used by the Community Youth Services which provides housing and support services to youth experiencing homelessness. This house is available to serve up to 6 youth at a time on a temporary basis.

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 64, 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.

In 2019, 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 58 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 2020.

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 City also maintains connections with many nonprofit housing organizations such as: LASA, Catholic Community Services, Mercy Housing Northwest, YWCA, Korean Women's Associations, The Rescue Mission, Pierce County Coalition for Developmental Disabilities, Rebuilding Together South Sound, Greater Lakes, and Associated Ministries. 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 2019 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

Discussion

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

Introduction

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

Addressing the emergency shelter and transitional housing needs of homeless persons

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

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.

Discussion

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

Introduction

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

In December 2017, the City established an Internal Cross-Departmental Task Force to develop an affordable housing action strategy (AHAS) for City Council consideration. The goal of the Task Force was 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. 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.), was also created to inform the identification of tools for providing affordable housing. The TAG reviewed the initial list of potential actions; tested and refined an evaluation tool that assesses effectiveness of these actions; and provided staff and the City Council with their technical expertise and insights into the effectiveness and impacts of potential actions proposed for AHAS.

The AHAS was received by the Tacoma City Council in early 2018. It identifies four key strategic approaches to provide housing opportunities for 10,500 Tacoma households over the next 10 years. The approaches are as listed:

Create new affordable housing;

Preserve existing affordable housing to ensure its long-term affordability;

Provide resources and other assistance to help Tacoma households to remain in their existing homes;
and

Reducing barriers to affordable housing for populations who often encounter them.

Tacoma anticipates producing 6,000 new affordable units, preserving 2,300 units and serving an additional 2,200 households through the AHAS. The implementation of AHAS launched in 2019. The success of the strategic plan will require the ongoing collective support of the community, partners and the City Council, cross-departmental collaboration and an investment of up to \$70 million over the next 10 years from public, philanthropic and private resources.

Discussion

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

Introduction

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 down payment 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.

These and other strategic measures will be carried out through Tacoma's Affordable Housing Action

Strategy (AHAS).

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 Lead Based Paint 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 and 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 the control of the City.

Actions planned to develop institutional structure

The City's Neighborhood and Community Services department is enhancing work on Systems Development and collective impact models with our contracted providers. The desired outcomes are that social service providers would work closer together by operating from a common agenda while sharing the 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.

The City is also implementing strategies to align the systems of our contracted providers in an effort to streamline services and enhance services to the community. Contracted youth homeless service providers are required to coordinate quarterly convening's to address any gaps in services and identify opportunities to leverage existing services and strengthen the network of services available to homeless youth in the community. In addition to quarterly youth convening's, the City coordinates quarterly meetings for contracted mental health providers to similarly, identify gaps and leverage existing resources.

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

The City actively participates in several 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.

In 2019 the City of Tacoma continues to maintain collaborative relationships with many nonprofit agencies, local housing authorities, mental health 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.

Discussion

Program Specific Requirements

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

Introduction

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
Total Program Income:	839,375

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 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 affordable 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 by 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 Coordinated Entry) 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. Coordinated Entry 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 Coordinated Entry 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 Coordinated Entry. Clients in a time-limited housing program that have been assessed by Coordinated Entry can go directly to a rapid re-housing, transitional or permanent supportive housing program in the community without going back to Coordinated Entry.

Some housing providers voluntarily list openings in the Daily Vacancy & Tracking Form and may take clients from Coordinated Entry, but they 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 2018.

The Human Services Commission ("HSC") has the responsibility for recommending to City Council programs that meet the CDBG priorities for public services (i.e. human services). Every two years, the HSC reads and rates applications and recommends programs for CDBG funding. CDBG funds may be allocated to programs that meet one of the Council-adopted strategic priorities of Housing Stabilization Services, Economic Stabilization Services, and Youth Emergency Stabilization services. Programs that are awarded funding enter into annual contracts, with the second year of funding contingent upon funding availability as well as the program's performance and continued ability to meet a strategic priority.

The responsibility for reviewing ESG proposals and making recommended allocations for funding lies with a special ESG Review Panel. This is due to regulations issued by HUD that require the City to make ESG funding decisions in consultation with the Pierce County Continuum of Care—the local planning body for homeless services. ESG funds can be used for the following program components: Street Outreach, Emergency Shelter, Homelessness Prevention, and Rapid Re-Housing. There is a cap on Street Outreach and Emergency Shelter as no more than 60% of the total annual HUD allocation may be used for these two categories.

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.

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. Two public hearings were held on April 17th and on June 12th, 2018. City Council approved the recommendations on June 19, 2018.

Programs receiving PY 2018-2019 ESG funding underwent a performance review by City staff in January 2019. The review included sections on service-related output performance, billing and reporting timeliness and accuracy, on-site monitoring results, and participation in work related to equity, diversity, and inclusion. The results of the review were presented to the HSC, which was tasked with making recommendations for PY 2019-2020 funding. The HSC met on February 27, 2019, to discuss the results of the performance review and make final funding recommendations for PY 2019-2020.

The total amount being recommended for homeless services through ESG funding is \$208,750, distributed across eight (8) 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. Two public hearings were held on April 17 and on June 12th, 2018. City Council approved the recommendations on June 19, 2018. 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. Since none of the City Council members is either currently or formerly homeless, the City met the homeless participation requirement by including a formerly homeless individual on the review panel that made funding recommendations during the sub-award process. This individual is also a member of the Pierce County Continuum of Care.

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)

