



**TO:** Elizabeth Pauli, City Manager and Tadd Wille, Deputy City Manager  
**FROM:** Jason McKenzie, Management Analyst III, Neighborhood and Community Services  
 Linda Stewart, Director, Neighborhood and Community Services  
 Jeff Robinson, Director, Community and Economic Development  
**COPY:** City Council and City Clerk  
**SUBJECT:** Request for Council Approval of a Substantial Amendment to the City of Tacoma’s 2021-2022 Annual Action Plan  
**DATE:** December 14, 2021

**SUMMARY AND PURPOSE:**

The Neighborhood & Community Services Department requests approval of an amendment to the City of Tacoma’s 2021-2022 Department of Housing & Urban Development Annual Action Plan (AAP). The amendment will specify how remaining funds will be allocated that were not specified in the original AAP. The amendment includes updated funding recommendations for Community Development Block Grant (CDBG) Public Services and Emergency Solutions Grant (ESG) projects for January 1, 2022, through June 30, 2022.

**BACKGROUND:**

**This Department’s Recommendation is Based On:** The City is required to submit an AAP to the federal Department of Housing and Urban Development (HUD) to receive entitlement funding. The AAP outlines the uses of Community Development Block Grant (CDBG) HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) funds. Periodically, changes to submitted AAPs are necessary. Depending on the significance of the change, the City must implement a “substantial amendment” process.

The original 2021-2022 HUD AAP was approved by Council on May 11, 2021. The original plan stated that CDBG Public Services and ESG funds would be allocated as follows:

- Approximately 50% to extend contracts for providers receiving 2020-2021 CDBG Public Services and ESG funding for an additional six months (July 1, 2021 through December 31, 2021).
- Remaining funds (approximately 50%) would later be allocated for expenditure from January 1, 2022, through June 30, 2022.

NCS staff have worked with the Human Services Commission to determine how to allocate the remaining funds for January 1, 2022, through June 30, 2022. The recommendations are listed below:

CDBG Public Services (\$194,464 available)		
Agency	Program	Amount
Life Enrichment Group	Young Adult Shelter	\$194,464



ESG (\$98,615 available)		
Agency	Program	Amount
Comprehensive Life Resources	Positive Interactions (Street Outreach)	\$60,000
Exodus Housing	Rapid Re-Housing DV (Rapid Re-Housing)	\$16,000
Living Access Support Alliance	Prevention Services (Homeless Prevention)	\$22,615

These recommendations were presented to the HSC on 10/13, the Pierce County Continuum of Care on 10/20, the Community Vitality & Safety Committee on 10/28, and at a Public Hearing on 11/30.

**COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:**

Prior to the public hearing, beginning on November 5, 2021, and ending on December 7, 2021, the City published a legal ad in The News Tribune notifying the public of the opportunity to make verbal comment on the proposed amendment. As a HUD grantee, the City is required to respond to written comments. A summary of public comments and why the comments were accepted or rejected will be attached to the amendment prior to its submission to HUD.

**2025 STRATEGIC PRIORITIES:**

**Equity and Accessibility:**

The programs represented in the above funding recommendations serve vulnerable populations, including those experiencing homelessness (both young adults and adults), domestic violence survivors, and low- to moderate-income households at risk of experiencing homelessness. Systemic racism and racial inequities have resulted in communities of color being disproportionately represented in our populations experiencing homelessness. In 2018, Supporting Partnerships for Anti-Racist Communities (SPARC) conducted a research study to “identify how people are experiencing the accrual of systemic racism” in our community. They found that according to data from the Homeless Management Information System (HMIS) in Tacoma/Pierce County, “Black/African American people represent the HMIS population at a rate of 26.3%, despite only making up 6.6% of the general population in this area.” In addition, the Washington State Low Income Housing Alliance reported that “COVID-19 and economic recession threatens significant increases in evictions and homelessness especially among black and latinx renter households.”

**Livability: Equity Index Score: Moderate Opportunity**

Improve access and proximity by residents to diverse income levels and race/ethnicity to community facilities, services, infrastructure, and employment.

Increase positive public perception of safety and overall quality of life.

**Explain how your legislation will affect the selected indicator(s).**

The recommended funding allocations support programs providing shelter and supportive services for young adults, street outreach services for those experiencing homelessness, housing services for domestic violence survivors and their families, and prevention services for individuals and families at risk of experiencing homelessness.



Funded programs provide services to individuals and households throughout the City of Tacoma. The Equity Index score for the above indicators reflects the citywide score.

**ALTERNATIVES:**

Alternative(s)	Positive Impact(s)	Negative Impact(s)
1. Not approve the amendment		The City is unable to submit the amended AAP to HUD. Staff would need to present new recommendations for allocating funding.
2. Request changes to the funding recommendations	Council provides additional input on funding recommendations.	Postpones the approval of the amendment and, as a result, delays submittal of the amended AAP to HUD and allocation of funds to service providers.

**EVALUATION AND FOLLOW UP:**

Each program will track the demographic information of households served. Program outcomes and expenditures will be reported in the city’s Consolidated Annual Performance and Evaluation Report.

**STAFF/SPONSOR RECOMMENDATION:**

Staff recommends approving the amendment and funding recommendations as presented.

**FISCAL IMPACT:**

The proposed substantial amendment to the City’s AAP will incorporate the funding recommendations for CDBG and ESG funds totaling \$293,079.

Fund Number & Name	COST OBJECT (CC/WBS/ORDER)	Cost Element	Total Amount
1195-FGRT – Special Rev Fund Federal Grants	GRT-00535	4331281	\$194,464
1195-FGRT – Special Rev Fund Federal Grants	GRT-00537	4331282	\$98,615
<b>TOTAL</b>			\$293,079



City of Tacoma

City Council Action Memorandum

**What Funding is being used to support the expense?** Community Development Block Grant and Emergency Solutions Grant

**Are the expenditures and revenues planned and budgeted in this biennium's current budget?**

YES

**Are there financial costs or other impacts of not implementing the legislation?**

YES

Failing to approve the amendment and, as a result, failing to submit the amended AAP to HUD, will delay or prevent expenditure of funds.

**Will the legislation have an ongoing/recurring fiscal impact?**

No

**Will the legislation change the City's FTE/personnel counts?**

No

**ATTACHMENTS:**

2021-2022 Annual Action Plan – First Amendment - Draft