

**TACOMA-LAKEWOOD HOME CONSORTIUM
ANNUAL ACTION PLAN FOR HOUSING AND
COMMUNITY DEVELOPMENT 2015-2016**

May 2015

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FIRST YEAR ACTION PLAN

INTRODUCTION (AP15)

The City of Tacoma is using a conservative approach to estimating expected resources for the duration of the Consolidated Plan. Future revenues are based on a percentage of the FY 2014 and expected program income over the remaining four years.

EXPECTED RESOURCES

Table 1: Expected Resources Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Amount Available Remainder of Plan
			Annual Allocation	Program Income	Prior Year Resources	Total	
CDBG	Federal	Acquisition Admin & planning Economic development Housing Public improvements Public services	\$2,234,649	\$180,000	\$862,095	\$3,276,744	\$13,106,976
HOME	Federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownerships	\$943,877	\$30,000	\$0	\$973,878	\$3,895,512
ESG	Federal	Financial assistance; Overnight shelter; Rapid rehousing (rental assistance); Rental assistance; Services	\$199,158	\$0	\$20,545	\$219,702	\$878,808

Leveraging Funds and Matching Requirements (AP15)

The City of Tacoma matches CDBG and HOME funds with grants, local funds, nonprofit organizations, 2060 Recording Fees, corporate grants, and donations (among other sources) to increase the benefit and success of projects using federal CDBG, HOME, and ESG dollars. In fiscal year 2013, CDBG funds in the amount of about \$1.8 million and HOME funds (Consortium) of about \$1.2 million leveraged over \$37.5 million. 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 traditionally committed federal CDBG and HOME funds to affordable projects early in their stage of pre-development. This is very important because up-front local government support has been critical in legitimizing projects and obtaining additional funding from other sources.

HOME match requirements for the Consortium are met through multiple sources, including private grants and donations, 2060 Recording Fees, Low-Income Housing Tax Credits, and the State Housing Trust Fund. In Tacoma, ESG match requirements are met through various sources, depending on the project. Sources in 2014-2015 included the Washington State, Pierce County, foundations and corporate grants, private donations and City of Tacoma General Fund dollars.

Use of Publicly-owned Land or Property (AP15)

The City, through its Tacoma Community Redevelopment Authority (TCRA), is in the process of establishing an economic development fund (EDF) that will serve as a catalyst for job creation, blight reduction and urban renewal. In addition to providing economic development loans to small businesses in Tacoma the EDF will be able to directly acquire property. Such acquisitions will be based on the ability of each property to transform a community by reducing blight, creating quality jobs and sponsoring small business development. The EDF will serve as a companion to the existing Affordable Housing Fund (AHF), also administered by the TCRA.

Recently the AHF was used to successfully acquire a commercial property out of foreclosure. Known as Valhalla Hall the project will include the adaptive reuse of a three-story abandoned commercial building and transforming it into 23 units of housing, 8 of which will be set aside for households at or below 50% of area median income. There will also be approximately 1,500 sq. ft. of ground floor commercial/retail space.

It is anticipated that both funds will be used more proactively for direct acquisition of properties as the need and policy objectives dictate.

ANNUAL GOALS AND OBJECTIVES

Table 2: Goals Summary

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Increase and preserve affordable housing choice	2015	2016	Affordable housing; Public housing; Homeless	N/A	Affordable housing choice	TOTAL: \$2,338,909.50 CDBG: \$1,459,419.50 to include \$1,117,324.50 (2015-16 Grant 50% of grant allocation); \$312,095 (reprogrammed funds) HOME: \$879,490 to include \$671,947 (2015-16 Grant) Tacoma & Lakewood (\$177,543 2015-16 Grant and \$30,000 in program income)	Rental units rehabilitated /constructed 75 housing units; homeowner housing rehabilitated 273 households housing units; Direct financial assistance to homebuyers 10 households housing units; Homeowner housing added 4 household housing unit
Reduce homelessness and increase stability	2015	2016	Homeless Non-homeless special needs	N/A	Basic services and homeless prevention / intervention	TOTAL: \$534,984.15 CDBG: \$335,197.00 (2015-16 Grant) ESG: \$199,787.15 to include \$179,242.20 (90% of 2015-16 Grant) and \$20,544.95 (reprogrammed funds)	Public service activities other than low/moderate-income housing benefit 695 persons assisted; Tenant-based rental assistance/rapid rehousing 145 households assisted; Homeless person overnight shelter 5,940 persons assisted
Improve infrastructure, facilities and economic development	2015	2016	Non-housing community development	N/A	Community and economic development	TOTAL \$885,097.35 CDBG: \$885,197.35 to include \$335,197.35 (2015-16 Grant); \$550,000 (reprogrammed funds)	Public facility or infrastructure activities other than low/moderate-income housing benefit 15,753 persons assisted; Jobs created/retained 25 jobs.

PROJECTS*Introduction (AP35)***Table 3: Project Information**

Project #	Project Name
1	CDBG Administration
2	Affordable Housing Trust Fund
3	MDC - Minor Home Repair weatherization
4	Rebuilding Together South Sound
5	Associated Ministries, Paint Tacoma Beautiful
6	MDC Home Repair
7	TCRA Housing Rehabilitation Staff
8	William Factory Small Business Incubator Micro-Enterprise Program
9	William Factory Small Business Incubator Tacoma Entrepreneurial Assistance
10	Tacoma CED & Chamber of Commerce, Spaceworks
11	City of Tacoma CEDD, Sidewalk and ADA Ramp Public Improvements
12	Valhalla Hall Adaptive Reuse Project
13	Economic Development Fund
14	City of Tacoma HOME Administration
15	City of Tacoma HOME Down Payment Assistance
16	City of Tacoma HOME Affordable Housing Fund
17	City of Tacoma CHDO Set-Aside
18	City of Lakewood HOME Administration
19	City of Lakewood HOME Down Payment Assistance
20	City of Lakewood HOME Affordable Housing Fund
21	City of Lakewood HOME Housing Rehabilitation Program
22	CCS-Family Housing Network
23	CCS-HAS Supportive Services
24	Exodus Housing /Rapid Re-Housing Domestic Violence
25	Mercy Housing Northwest/Service- Enriched Housing
26	New Phoebe House Association
27	Salvation Army-Jarvie Family Emergency Housing Center
28	Tacoma housing Authority
29	The Rescue Mission
30	VADIS-FLASH
31	YWCA Pierce County-Domestic Violence Shelter
32	CCS-Family Housing Network
33	CCS-HAS Supportive Services
34	Salvation Army-Jarvie Family Emergency Housing Center
35	The Rescue Mission
36	YWCA Pierce County – Domestic Violence Shelter
37	Courage 360 (WWEE)- Housing Bridges to Self-sufficiency
38	Exodus Housing-Rapid Rehousing Domestic Violence

39	City of Tacoma / ESG Administration
40	City of Tacoma / HMIS Operations

Project Summary Information (AP38)

	Project name	City of Tacoma CDBG Administration
	Target area	N/A
	Goals supported	N/A
	Needs addressed	N/A
	Funding	CDBG = \$446,930
	Description	Program management, contract administration, and monitoring related to the City of Tacoma's CDBG program.
	Location description	N/A
	Planned activity	Administration
	Target date	June 30, 2016
	Indicator/outcome	N/A
	Project name	Affordable Housing Trust Fund
	Target area	N/A
	Goals supported	#1
	Needs addressed	#1
	Funding	CDBG = \$524,090; \$180,000 program income
	Description	Funds will support the repair, rehabilitation or purchase of affordable housing for the benefit of low-income residents. HOME funds may also be used to facilitate the development of new housing projects that provide permanent rental and homeownership opportunities for low income residents including emergency and/or special needs housing for the homeless and people with a mental disabilities. The funds will be managed by TCRA with staff support from the Tacoma Community and Economic Development (CED) Department located at 747 Market Street, Tacoma, WA 98402.
	Location description	Citywide
	Planned activity	Housing rehabilitation and development
	Target date	June 30, 2016
	Indicator/outcome	GOI = 7, 8, 9, 10; Units = unable to determine
	Project name	MDC - Minor Home Repair Weatherization
	Target area	N/A
	Goals supported	#1
	Needs addressed	#1
	Funding	CDBG = \$40,000
	Description	Provide minor home repairs to homes occupied by low-income seniors and persons with disabilities.
	Location description	Citywide

	Planned activity	Homeowner rehab
	Target date	June 30,2016
	Indicator/outcome	GOI = 10; Units = 50 households
	Project name	Rebuilding Together South Sound
	Target area	N/A
	Goals supported	#1
	Needs addressed	#1
	Funding	CDBG = \$25,000
	Description	Health and safety related repairs or modifications to homes owned and occupied by low-income seniors, disabled and low-income families.
	Location description	Citywide
	Planned activity	Homeowner rehab
	Target date	June 30, 2016
	Indicator/outcome	GOI = 10: Units = 25 households
	Project name	Associated Ministries - Paint Tacoma Beautiful
	Target area	N/A
	Goals supported	#1
	Needs addressed	#1
	Funding	CDBG = \$65,000
	Description	Exterior painting and yard work conducted on single family homes belonging to low-income seniors, disabled and low-income families.
	Location description	Citywide
	Planned activity	Homeowner rehab
	Target date	June 30, 2016
	Indicator/outcome	GOI = 10: Units = 33 households
	Project name	Metropolitan Development Council - Home Repair
	Target area	N/A
	Goals supported	#1
	Needs addressed	#1
	Funding	CDBG = \$250,000
	Description	Combination of Emergency Minor Home Repair and Moderate Home Repair programs which would provide one-time repair services up to \$5,000 per home.
	Location description	Citywide
	Planned activity	Homeowner rehab
	Target date	June 30, 2016
	Indicator/outcome	GOI = 10: Units = 160 households
	Project Name	TCRA Housing Rehabilitation Staff
	Target Area	N/A
	Goals Supported	N/A
	Needs Addressed	N/A
	Funding	CDBG = \$150,000

Description	Provides accounting, loan servicing and administrative costs including insurance, bonds and legal fees for the operation of TCRA. As a public corporation, TCRA is used in distributing public monies for the provision of affordable housing.
Location description	Citywide
Planned Activity	N/A
Target date	June 30, 2016
Indicator/outcome	N/A
Project name	William Factory Small Business Incubator - Micro Enterprise Program
Target area	N/A
Goals supported	#3
Needs addressed	#3
Funding	CDBG = \$94,489
Description	Provide tenant space for up to 40 microenterprise business owners with tech. assistance primarily in the fields of construction and information technology. Based on past performance the program's tenant businesses will create approximately 8 full-time equivalent jobs.
Location description	Citywide
Planned activity	Jobs creation
Target date	June 30, 2016
Indicator/outcome	GOI = 16: Units = 8 jobs
Project name	William Factory Small Business Incubator - Tacoma Entrepreneurial Assistance
Target area	N/A
Goals supported	#3
Needs addressed	#3
Funding	CDBG = \$71,781
Description	Provides small business counseling, services & training aimed at creating/growing employment. Targeted groups: women, minorities, veterans and low-income individuals.
Location description	Citywide
Planned activity	Jobs creation
Target date	June 30, 2016
Indicator/outcome	GOI = 16: Units = 8 jobs
Project name	Tacoma CED & Chamber of Commerce - Spaceworks
Target area	N/A
Goals supported	#3
Needs addressed	#3
Funding	CDBG = \$93,927
Description	Matches underutilized retail space with creative arts entrepreneurs looking to expand their business into a retail storefront and provides them with donated or low cost space creating a decentralized incubator program with ancillary technical assistance services.

	Location description	Citywide
	Planned activity	Jobs creation
	Target date	June 30, 2016
	Indicator/outcome	GOI = 16: Units = 8 jobs
	Project name	City of Tacoma CEDD - ADA Ramp Public Improvements
	Target area	N/A
	Goals supported	#3
	Needs addressed	#3
	Funding	CDBG = \$100,000
	Description	Funds would be used to assist neighborhood identified public improvement project(s). Likely projects would include curb and gutter build-out or ADA improvements linked to larger housing or ED programs.
	Location description	Lincoln or South Tacoma
	Planned activity	Public Facilities / Improvements
	Target date	June 30, 2016
	Indicator/outcome	GOI = 1: Units = 3,000 (duplicated individuals)
	Project name	Valhalla Hall
	Target area	N/A
	Goals supported	#1
	Needs addressed	#1
	Funding	CDBG = \$375,330
	Description	Adaptive re-use of an existing building to develop affordable and market rate rental units and onsite retail space.
	Location description	1216-1218 Martin Luther King Jr Way, Tacoma. Hilltop District
	Planned activity	Rehabilitation
	Target date	June 30, 2016
	Indicator/outcome	GOI = 8: Units = 23 rental units
	Project name	Economic Development Fund
	Target area	N/A
	Goals supported	#3
	Needs addressed	#3
	Funding	CDBG = \$525,000
	Description	TCRA to directly acquire property for redevelopment through its existing newly created Economic Development Fund. Through the Annual Action Plan process, the City Council will allocate CDBG and any other funds to support the recommended Economic Development Fund (EDF) operated by TCRA. TCRA will receive through an open application process, request for funding economic development activities through its EDF program
	Location description	Citywide
	Planned activity	Development
	Target date	June 30, 2016
	Indicator/outcome	GOI = 16; Units = 5 jobs

Project name	City of Tacoma HOME Administration
Target area	N/A
Goals supported	#1
Needs addressed	#1
Funding	HOME = 74,661
Description	Program management, contract administration, and monitoring related to the City of Tacoma's Consortium HOME program.
Location description	N/A
Planned activity	Administration
Target date	June 30, 2016
Indicator/outcome	N/A
Project name	City of Tacoma HOME Down Payment Assistance
Target area	N/A
Goals supported	#1
Needs addressed	#1
Funding	HOME = \$150,000
Description	Program provides down payment assistance to eligible low income homebuyers.
Location description	Citywide
Planned activity	Down payment assistance and related costs, including housing counseling services.
Target date	June 30, 2016
Indicator/outcome	GOI = 11 / Direct financial assistance to homebuyers 25 Households assisted
Project name	City of Tacoma HOME Affordable Housing Fund
Target area	N/A
Goals supported	#1
Needs addressed	#1
Funding	HOME = \$394,523.50
Description	Provides funding for a permanent affordable housing fund.
Location description	Citywide
Planned activity	Funding supports the acquisition, construction and/or rehabilitation of affordable housing for low income rentals and/or to facilitate new homeownership opportunities.
Target date	June 30, 2016
Indicator/outcome	GOI = 9 / Homeowner housing added 85 Household housing unit
Project name	CHDO Set-aside
Target Area	N/A
Goals Supported	#1
Needs addressed	#1
Funding	HOME = \$127,423.50
Description	A percentage of the annual HOME funding will be set-aside for the

		operational support of local Community Development Housing Organizations (CHDOs) to facilitate the development of affordable housing opportunities.
	Location description	Citywide
	Planned Activity	Funding supports the acquisition, construction and/or rehabilitation of affordable housing for low income homeowners and/or to facilitate new homeownership opportunities.
	Target Date	June 30, 2016
	Indicator/outcome	GOI = 9 / 2 Households
	Project name	City of Lakewood HOME Administration
	Target area	N/A
	Goals supported	#1
	Needs addressed	#1
	Funding	HOME = \$19,727
	Description	Program management, coordination, monitoring and evaluation of the City of Lakewood's HOME program. The project is managed by staff from the Tacoma Community and Economic Development (CED) Department on behalf of the City of Lakewood located at 747 Market Street, Tacoma WA 98402.
	Location description	N/A
	Planned activity	Administration
	Target date	June 30, 2016
	Project name	City of Lakewood HOME Administration
	Project name	City of Lakewood HOME Down Payment Assistance
	Target area	N/A
	Goals supported	Increase and preserve affordable housing choice
	Needs addressed	Affordable housing choice
	Funding	HOME: \$20,000
	Description	Program provides down payment assistance to eligible low income homebuyers.
	Location description	Citywide
	Planned activity	Down payment assistance and related costs, including housing counseling services.
	Target date	June 30, 2016
	Indicator/outcome	Direct financial assistance to homebuyers 2 Households assisted
	Project name	City of Lakewood HOME Affordable Housing Fund
	Target area	N/A
	Goals supported	Increase and preserve affordable housing choice
	Needs addressed	Affordable housing choice
	Funding	HOME: \$77,543
	Description	Provides funding for a permanent affordable housing fund.
	Location description	Citywide

Planned activity	Funding supports the acquisition, construction and/or rehabilitation of affordable housing for low income rentals and/or to facilitate new homeownership opportunities.
Target date	June 30, 2016
Indicator/outcome	Homeowner housing added 1 Household housing unit
Project name	City of Lakewood HOME Housing Rehabilitation Program
Target area	N/A
Goals supported	Increase and preserve affordable housing choice
Needs addressed	Affordable housing choice
Funding	HOME: \$80,000; HOME Program Income \$30,000
Description	Loan program to assist eligible low income homeowners with housing rehabilitation.
Location description	Citywide
Planned activity	Includes architectural barrier removal, roofing, plumbing, electrical, weatherization, major systems replacement/upgrade, and general home rehabilitation for eligible low income homeowners.
Target date	June 30, 2016
Indicator/outcome	Homeowner housing rehabilitated 2 Households housing unit
Project name	Catholic Community Services/Family Housing Network
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	CDBG - \$35,657
Description	Emergency shelter and supportive services for families experiencing homelessness
Location description	Leave blank for now
Planned activity	Emergency shelter
Target date	June 30, 2016
Indicator/outcome	GOI=13; Units=830 individuals
Project name	Catholic Community Services/Homeless Adult Services: Supportive Services
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	CDBG - \$79,053
Description	Emergency shelter and supportive services for single adults experiencing homelessness
Location description	
Planned activity	Emergency Shelter
Target date	June 30, 2016
Indicator/outcome	GOI=13; Units=750 individuals
Project name	Exodus Housing/Rapid Re-housing DV
Target area	N/A

Goals supported	#2
Needs addressed	#2
Funding	CDBG - \$20,000
Description	Rapid re-housing services for victims of domestic violence and their families
Location description	
Planned activity	Housing stabilization services
Target date	June 30, 2016
Indicator/outcome	GOI=12; Units=75 households
Project name	Mercy Housing Northwest/Service-Enriched Housing
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	CDBG - \$28,800
Description	On-site supportive services for low-income and formerly homeless families residing in permanent affordable housing units
Location description	
Planned activity	Supportive services
Target date	June 30, 2016
Indicator/outcome	GOI=3; Units=350 individuals
Project name	New Phoebe House Association
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	CDBG - \$20,000
Description	Transitional housing and supportive services for chemically dependent women with children who are either in foster care or at risk of removal from the parent's custody.
Location description	
Planned activity	Temporary housing and supportive services
Target date	June 30, 2016
Indicator/outcome	GOI=3; Units=70 individuals
Project name	Salvation Army/Jarvie Family Emergency Housing Center
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	CDBG - \$20,000
Description	Emergency housing and supportive services for families and single women experiencing homelessness
Location description	
Planned activity	Emergency shelter

Target date	June 30, 2016
Indicator/outcome	GOI=13; Units=250 individuals
Project name	Tacoma Housing Authority
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	CDBG - \$32,049
Description	Individualized case management and education/employment services for residents of public and subsidized housing, with the goal of moving households towards self-sufficiency
Location description	
Planned activity	Employment/education services
Target date	June 30, 2016
Indicator/outcome	GOI=3; Units=225 individuals
Project name	The Rescue Mission
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	CDBG - \$59,638
Description	Emergency shelter for men experiencing homelessness
Location description	
Planned activity	Emergency shelter
Target date	June 30, 2016
Indicator/outcome	GOI=13: Units=860 individuals
Project name	VADIS/FLASH
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	CDBG - \$20,000
Description	Workforce training and life skills for youth exiting homelessness
Location description	
Planned activity	Employment/education services
Target date	June 30, 2016
Indicator/outcome	GOI=3; Units=50 individuals
Project name	YWCA/DV Shelter
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	CDBG - \$20,000
Description	Emergency shelter for survivors of intimate partner abuse
Location description	

Planned activity	Emergency shelter
Target date	June 30, 2016
Indicator/outcome	GOI=13; Units=280 individuals
Project name	Catholic Community Services/Family Housing Network
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	ESG - \$24,428
Description	Emergency shelter and supportive services for families experiencing homelessness
Location description	Leave blank for now
Planned activity	Emergency shelter
Target date	June 30, 2016
Indicator/outcome	GOI=13; Units=830 individuals
Project name	Catholic Community Services/Homeless Adult Services: Supportive Services
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	ESG - \$20,000
Description	Emergency shelter and supportive services for single adults experiencing homelessness
Location description	
Planned activity	Emergency Shelter
Target date	June 30, 2016
Indicator/outcome	GOI=13; Units=750 individuals
Project name	Salvation Army/Jarvie Family Emergency Housing Center
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	ESG - \$20,000
Description	Emergency housing and supportive services for families and single women experiencing homelessness
Location description	
Planned activity	Emergency shelter
Target date	June 30, 2016
Indicator/outcome	GOI=13; Units=250 individuals
Project name	The Rescue Mission
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	ESG - \$20,000

Description	Emergency shelter for men experiencing homelessness
Location description	
Planned activity	Emergency shelter
Target date	June 30, 2016
Indicator/outcome	GOI=13; Units=860 individuals
Project name	YWCA/DV Shelter
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	ESG - \$30,000
Description	Emergency shelter for survivors of intimate partner abuse
Location description	
Planned activity	Emergency shelter
Target date	June 30, 2016
Indicator/outcome	GOI=13; Units=280 individuals
Project name	Courage 360 (WWEE)/Housing Bridges to Self-Sufficiency
Target area	
Goals supported	#2
Needs addressed	#2
Funding	ESG - \$35,359
Description	Rapid re-housing services for individuals and families
Location description	
Planned activity	Tenant-based rental assistance, housing stabilization services
Target date	June 30, 2016
Indicator/outcome	GOI=12; Units=70 households
Project name	Exodus Housing/Rapid Re-housing DV
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	ESG - \$50,000
Description	Rapid re-housing services for victims of domestic violence and their families
Location description	
Planned activity	Tenant-based rental assistance, housing stabilization services
Target date	June 30, 2016
Indicator/outcome	GOI=12; Units=75 households
Project name	City of Tacoma/ESG Administration
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	ESG - \$14,936

Description	Program management, contract administration, and monitoring related to the City of Tacoma's ESG program.
Location description	
Planned activity	Administration
Target date	June 30, 2016
Indicator/outcome	From drop down
Project name	City of Tacoma/HMIS Operations
Target area	N/A
Goals supported	#2
Needs addressed	#2
Funding	ESG - \$4,979
Description	Review and implementation of HMIS reporting requirements for ESG recipients and subrecipients, including compilation and reporting of service activity
Location description	
Planned activity	HMIS operations
Target date	June 30, 2016
Indicator/outcome	From drop down

Allocation Priorities and Barriers (AP35)

The allocation of federal resources to address community needs is prioritized, in part, by bi-annual funding priorities approved prior to the start of the application process by the Tacoma City Council. The most recently approved priorities are discussed in detail in the following paragraphs.

Regarding the distribution of HUD resources within the community, very few projects or programs approved for funding are geographic-based. 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 (e.g. Local Improvement Districts) to include the installation of curb cuts in lower to moderate income areas.

All programs and projects must be consistent with Community Development Block Grant (CDBG); and HOME Investment Partnership Program (HOME) and any other funding source regulations and requirements as applicable. CDBG projects must meet one of three major criteria: (1) benefitting lower-income persons, (2) removing blight, or (3) meeting an urgent need. HOME projects must provide housing or assist in housing for low-income persons.

The Funding Priorities are organized into six categories: (1) General; (2) Set-asides; (3) Housing; (4) Community Development; (5) Economic Development; and (6) Human Services. Each of the categories is briefly summarized as follows:

General Priorities (CDBG and HOME) – Community Development Block Grant (CDBG) and HOME Investment Partnership Act (HOME) funds will be used to support activities that: (a) are consistent with existing plans (e.g. Consolidated Plan, Comprehensive Plan, Human Services Strategic Plan); (b) leverage other funding resources when applicable; (c) the funds can be committed within 12 to 24 months; (d) the project is proposed by an organization with a proven capacity for project completion and good management; (e) shows reasonable cost effectiveness; and (f) there is no General Fund monies needed for project operation and maintenance.

Set-Aside Priorities – Council has identified the following priorities to be set-aside from the annual CDBG grant: (a) 50% for housing development & rehabilitation; (b) 15% (HUD Maximum) to support human services; and (c) up to \$100,000 for community development (neighborhood improvement projects such as LID assistance and installing curb cuts, and innovative grants).

Housing Priorities (CDBG and HOME) – The priorities for housing activities are: (a) homeownership programs that benefit low-income owners with repairs and rehabilitation; (b) programs that assist first-time homebuyers to purchase a home; (c) maintaining and expanding affordable rental housing for families and elderly; (d) providing 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.

Community Development Priorities (CDBG only) – The priorities for Community Development are 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) – The priorities for economic Development are activities that help increase jobs and business opportunities such as: (a) creation or retention of jobs for lower income persons; (b) business services that support lower income neighborhood and/or lower income groups; and (c) financial and technical assistance for disadvantaged persons who own or plan to start a business; (d) revitalization of blighted or lower income business districts through historic preservation, conservation actions and neighborhood economic development.

Human Services Priorities (CDBG) – The priorities for human services supported with CDBG funds are identified below.

Funded programs must be able to show significant impact of their services on lower income populations through acceptable Outcome Based Evaluation (OBE) systems. Programs must participate in efforts

toward improving the systems serving persons who are experiencing homelessness or who are at risk of homelessness.

CDBG funds will only be used for programs which target lower income Tacoma residents, provide stabilization services, and address housing stabilization services, economic stabilization services, and youth emergency stabilization services.

GEOGRAPHIC DISTRIBUTION (AP50)

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

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

New efforts at urban renewal are also being prioritized in Tacoma's various neighborhood serving business districts. For example, the Lincoln Business District will benefit from more the \$4 million in City funds to be used 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. Within the residential neighborhoods immediately surrounding the Lincoln Business District, a marketing campaign will be initiated to highlight the City's down payment assistance and home owner occupied rehabilitation programs. Other areas such as the McKinley Business District are also benefitting from an initial feasibility study that will determine the possibility of adaptively reusing a former police substation by turning it into artist lofts.

AFFORDABLE HOUSING

In 2010 the Tacoma-Pierce County Affordable Housing Consortium (AHC) established an Affordable Housing Policy Advisory Group to create new affordable housing policy for the city of Tacoma. Over the six months, the group reviewed prior efforts to address affordable housing policy researching existing

demographic data and policy documents. Their primary goal was to produce a report which could be used to help build a consensus to further advocate for affordable housing in the community.

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

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

Table 4: One Year Goals for Affordable Housing by Support Requirements

One-Year Goals for the Number of Households to be Supported	
Homeless	6,085
Non-homeless	695
Special needs	355
Total	7,135

Table 5: One Year Goals for Affordable Housing by Support Type

One-Year Goals for the Number of Households to be Supported	
Rental assistance	0
Production of new units	80
Rehab of existing units	238
Acquisition of existing units	25
Total	343

Discussion (AP55)

PUBLIC HOUSING

Actions to Support Public Housing Needs (AP60)

The Tacoma Housing Authority (THA) continues to excel at partnership with their housing residents to not only improve the self-sufficiency of the residents, but also to include them in resident councils in the design and operations of their complexes. THA's HOPE VI project, Salishan, was completed in 2011 and continues to set a standard of resident involvement that is repeated throughout other projects. During the previous funding year, THA completed its final stage redevelopment for Bayside Terrace Phase 1. The redevelopment included the demolition of 104 public housing units located on two sites and the construction of 70 new units along with a community center on one block for Phase One. THA anticipates beginning construction on Phase II in the fall of 2015. This final phase will provide an additional 80 units of housing. Hilltop Lofts is another THA project which is located along the City's Martin Luther King, Jr. corridor. It will consist of up to 74 units of new affordable housing that will augment several adaptive reuse projects occurring in close proximity. Together these projects will serve as a catalyst to transform the Hilltop neighborhood of the City.

Actions to Encourage Residents (AP60)

The City continues to promote homeownership opportunities for all through the down payment assistance program. 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.

HOMELESS AND OTHER SPECIAL NEEDS ACTIVITIES (AP65)

Assessing Individual Needs (AP65)

Studies of homelessness have shown that there are as many causes for homelessness as there are homeless persons and efforts to address the problem are often as complex as the reasons causing homelessness. There are no reliable data at the local or community level to make a valid estimate of the numbers of families at risk of homelessness. Causes range from extreme cost burdens, to domestic violence, illness, addiction, unemployment, and physical/mental health issues. Recent homeless counts have found as many as 1,464 persons homeless in Pierce County (CoC Point-in-Time count taken in January 2014). While this number represents a significant population of persons in need, it is suspected this number is actually low. The CoC actually estimates at least 4,371 persons experience homelessness each year, which is the number of individuals that contacted the Centralized Intake system in Pierce County in 2014.

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

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

Addressing Emergency Shelter and Transitional Housing Needs (AP65)

The City of Tacoma uses both local and federal funds to support emergency shelters and transitional housing for individuals and families. With the national shift in emphasis from transitional housing to rapid re-housing, most of the transitional housing providers are making changes to the way they operate their programs. The City is supportive of Pierce County's plan to evaluate the current continuum of services and develop a strategy to convert some transitional housing units to rapid re-housing or permanent supportive housing. At the same time, the City and County are committed to ensuring there

is adequate emergency shelter for unsheltered individuals and families. This not only involves maintaining the current inventory of shelter beds, but also encouraging practices which move residents out of the shelter more quickly and into permanent housing so that beds are freed up for others in need.

The City's primary goal for 2015-16 is to decrease the length of stay in emergency shelters and transitional housing for homeless families. Action steps include:

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

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

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

Transitions to Permanent Housing and Homeless Prevention (AP65)

Tacoma fully supports the Continuum's Plan to End Homelessness. The 2012 Plan calls for significant changes over the coming years to retool homeless housing resources available within the County. The plan calls for converting some of the time-limiting homeless housing stock into permanent housing with supports tailored to unique needs. Where appropriate, transitional housing will be converted to permanent supportive housing and/or rapid rehousing resources and financial resources will be increasingly dedicated for that purpose. In addition to expanding rapid rehousing, the Continuum and its partners are working to improve the capacity of homeless providers to assist families and individuals successfully make the transition to permanent housing. A primary effort is working with homeless housing providers to reduce barriers to housing so that rapid placement into stable housing can be achieved.

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

Assistance with Discharge Housing and services (AP65)

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

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

HOPWA GOALS (AP-70)

The City of Tacoma is not a recipient of HOPWA funds.

BARRIERS TO AFFORDABLE HOUSING (AP75)

Lack of affordable housing is a pressing problem in Tacoma. The barriers to providing new affordable housing and retaining existing units in the city, as in other substantially developed cities, are a combination of factors: low household income relative to rising housing costs (particularly for homeownership); housing demand fluctuating with the economy in the Puget Sound region including changes in troop levels at nearby JBLM; lack of sufficient stable, living wage jobs in Tacoma; lack of vacant land with infrastructure in place for development; high cost of labor and materials; and, lack of economic incentives for private market investment in redevelopment or new development.

Market perception also prevents development in some neighborhoods because potential investors and even residents perceive a neighborhood as dangerous due to crime, a poor investment for short-term profit, and/or continued deterioration. Tacoma has focused on crime-free neighborhoods, code enforcement and removal of blight in troubled neighborhoods. Tacoma is committed to investing in

infrastructure and public facilities to invigorate neighborhoods and create incentives for housing and other development.

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

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

OTHER ACTIONS

Actions to Meet Underserved Needs (AP85)

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 toward Affordable Housing (AP85)

Tacoma is committed to creating vibrant and healthy neighborhoods with housing choices for all residents and has recently updated the Housing Element of their respective Comprehensive Plan (2014) and integrated policies for developing affordable housing. In addition to policies and strategies to increase affordable housing and maintaining/improving neighborhood quality, the City is providing for increased density along transportation corridors, urban centers, and mixed-use centers.

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

amenities, transportation options, choices in housing and other opportunities enriching the neighborhoods and the city.

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

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

Actions to Reduce Lead-Based Paint Hazards (AP85)

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

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

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

Actions to Reduce Number of Poverty-Level Families (AP85)

Tacoma will continue to support programs and projects that assist low-income persons, including projects that offer solutions to help them out of poverty. All three of the goals in this Strategic Plan have the capacity to reduce the number of households living in poverty. Further, CDBG, HOME and ESG funds

leverage additional monies to address the same issues. Projects are also the result of long collaborations between agencies and partners, including Pierce County, the Tacoma Housing Authority and the Pierce County Housing Authority. Funding from other sources – local, state, federal, foundations, private donors – are coordinated for the best benefit given continually declining resources.

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

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

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

Actions to Develop Institutional Structure (AP85)

The overall strategy of the Lakewood/Tacoma/Pierce County Continuum of Care related to planning to prevent the discharge of persons from institutions into homelessness is to provide or broker tailored services and treatment in housing and prevention programs. The Continuum's Discharge Planning subcommittee has worked on developing plans and actions for improving the system of discharging from institutions to prevent individuals from becoming homeless. The City of Tacoma will continue to utilize funds generated by the mental health/chemical dependency sales tax to facilitate system-wide improvements to the delivery of mental health and chemical dependency services.

The State Department of Corrections will continue to have a place at the table to assist in the Continuum of Care's planning process. The Department will principally work with the Incarcerated

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

Actions to Enhance Coordination (AP85)

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

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

Tacoma, Lakewood and Pierce County adopted a Ten-Year Plan to End Chronic Homelessness in 2004, and are represented on the Tacoma/Pierce County Coalition for the Homeless to collaborate in reducing chronic homelessness. The plan describes a need for therapeutic treatment and case management services for the mentally ill and substance abusing populations, linking housing with services, creating low cost permanent supportive housing and creating systems changes through education and advocacy.

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

PROGRAM SPECIFIC REQUIREMENTS**Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)**

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 reprogramed	\$758,650
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	\$758,650

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	100%

HOME Investment Partnership Program (HOME) Reference 24 CFR 91.220(I)(2)**Other Investments (AP90)**

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, grants and other forms of assistance.

The City of Tacoma will complete a HOME Program Subsidy Layering Review Checklist for each rental housing project that is recommended to receive HOME program funds. The checklist is designed to meet the requirements specified in HUD CPD Notice 94-24. The checklist is used to evaluate projects receiving HOME program funds to ensure that the amount of HOME program funds invested in a project does not exceed the amount of funds needed.

Guidelines for Resale/Recapture of HOME Funds (AP90)

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. Upon sale, transfer, or if the HOME-assisted property is no longer the primary residence of the homebuyer, the Consortium will recapture the entire balance of principal, interest and contingent interest, if any, of its total HOME Investment. The amount recaptured will not exceed the total net proceeds available.

Contingent interest, if any, will be reduced according to the amount of time the homeowner has owned and occupied the assisted property, as measured against the specific contract terms of the loan and the federal period of affordability.

If there are not sufficient net proceeds to recover the total amount of the HOME investment, or a reduced amount, plus enable the owner to recover the amount of any non-HOME-assisted closing costs and any approved permanent improvements to the property, the net proceeds will be divided proportionally between the owner and the Consortium as set forth in the following mathematical formula:

$$\frac{\text{HOME Investment} \times \text{Net Proceeds}}{\text{HOME Investment} + \text{homeowner investment}} = \text{HOME Amount to be Recaptured}$$

$$\frac{\text{Homeowner investment} \times \text{Net Proceeds}}{\text{HOME Investment} + \text{homeowner investment}} = \text{Amount to Homeowner}$$

The federal affordability restrictions may terminate upon foreclosure, transfer in lieu of foreclosure, or assignment of an FHA-insured mortgage to HUD.

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. 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.

To ensure affordability, the Consortium adheres to recapture requirements as set forth in 24 CFR 92.254(a)(4) and 24 CFR 92.254(a)(5)(ii)(A)(3) and (A)(5).

Guidelines Ensuring Affordability (AP90)

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.

Refinancing Plans (AP90)

The City does not allow for refinancing to homeowners. For rental projects, the City of Tacoma will allow for pay-off of bridge loans if necessary to maintain long term affordability. However, due to limited resources, it is unlikely the City will consider long term refinancing of permanent mortgage loans made with HOME funds.

Emergency Solutions Grant (ESG) (AP90)

Standards for providing ESG assistance (AP90)

All emergency shelters are responsible for developing their own policies and procedures regarding admission, diversion, referral and discharge. This includes domestic violence service providers, which adhere to statewide standards for provision of services. In an effort to enhance coordination among providers, the City of Tacoma will continue to work with shelter providers and the local Continuum of Care during 2014-15/2015-16 to implement system-wide policies and procedures where appropriate. Pierce County has begun a new diversion program that will assist households that call in to Access Point 4 Housing to resolve problems in order to prevent them from becoming homeless or entering the homeless service system.

All emergency shelters receiving ESG funds will conduct assessments of their clients' needs for essential services. For most shelters, this will occur at intake or shortly thereafter. Clients will participate in identifying and prioritizing needs. Unmet needs will be addressed either by the shelter or by other providers of essential services. Staff will also identify strengths, use motivational interviewing and progressive engagement techniques to motivate potential rapid re-housing candidates. Reassessment will occur at a frequency determined by each provider.

Within Pierce County, coordination among homeless service providers occurs primarily through the centralized intake system for housing assistance. Both shelters and rapid re-housing providers get their referrals from Access Point 4 Housing. Emergency shelters that offer same-day entry may serve households that have not gone through centralized intake, but it is expected that program staff attempt to get those households assessed by Access Point 4 Housing as soon as possible. City-funded rapid re-housing providers participate in the CoC's Rapid Re-housing Collaborative in order to coordinate their efforts, troubleshoot system or service challenges, and engage in peer learning. This group meets on a monthly basis. Individuals and families experiencing a housing crisis in Tacoma are directed to use Access Point 4 Housing. Exceptions are made for households who show up on their own to emergency shelters that offer same-day entry; these households may be screened and served without first going through centralized intake.

Standards for determining the share of rent and utilities costs that each homelessness prevention or rapid re-housing program participant pays, as well as how long a participant receives assistance, were developed by the City in consultation with the CoC. Efforts have been made to align standards across funding and jurisdictions. Current standards allow programs to cover up to 100% of move-in costs for rapid re-housing and homelessness prevention clients. After the first month, each household is required to contribute at least 30% of their current income towards rent. Duration of assistance depends on the specific needs of each household. Service providers are encouraged to use a progressive engagement

model and provide the least amount of assistance necessary for the household to achieve housing stability.