

**Fiscal Year 2016-2017 Annual  
Action Plan of the Five Year  
2015-2016 Consolidated  
Housing and Community  
Development Plan for the  
Tacoma and Lakewood  
Consortium**





## **Executive Summary**

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

#### **1. Introduction**

The 2016-2017 Annual Action Plan of the five year 2015-2019 Consolidated Housing and Community Development Plan for the Tacoma and Lakewood HOME Consortium provides a consolidated framework for addressing housing, community and economic development, and human services needs within these cities. The plan is required by the US Department of Housing and Urban Development (HUD) to apply for

funds from three federal programs: the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) and, for the City of Tacoma, Emergency Solutions Grants (ESG).

The Citizen Participation process for the fiscal year 2016-2017 submission of the City of Tacoma's Annual Action Plan (AAP) was implemented consistent with goals and objectives of the City of Tacoma's current five year Consolidated Plan (2015-2019). Primary components of this year's annual citizen participation process actions by the City of Tacoma included:

- \* A notice in the Tacoma News Tribune December 3, 2015 indicating acceptance of proposals for community and economic development, housing, and human service program applications between December 3, 2015 and January 13, 2016 along with a public needs assessment meeting held on October 14, 2016 and on October 22, 2016;

- \* A needs assessment public hearing for public service programs was held at the regularly scheduled October 14, 2016 Human Services Commission meeting. A separate needs assessment hearing for housing and community and economic development projects was held at the October 22, 2016 Tacoma Community Redevelopment Authority meeting. These needs are considered in the funding recommendations for inclusion in the 2016-2017 Annual Action Plan.

- \* A notice in the Tacoma News Tribune March 28, 2016 indicating the availability of the draft 2016-2017 Annual Action Plan (AAP) for a 30 day public review and comment period from April 1, 2016 through April 30, 2016, including a public hearing by the Tacoma City Council that took place on April 12, 2016.

- \* Comments received in response to the 30 day review period, either in writing or verbally at the public hearing, incorporated and summarized in the final 2016-17 Annual Action Plan.

- \* Funding recommendations were finalized at the March 15, 2016, special meeting of the Community Vitality and Sustainability Committee, and were recommended for consideration by the City Council at its meeting of May 3, 2016

- \* The final Annual Action Plan (AAP) document was approved by the City Council on May 3, 2016 after completion of the public comment period.

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

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

In recent years, the City of Tacoma has received less federal housing and community development funding which has made it increasingly more difficult to address the identified needs. As a consequence, the City's multi-year objectives included in the past three five-year consolidated plans as well as the

current 2015-2019 Consolidated Plan have been established based upon a reduced level of financial support.

Over the course of seven funding cycles, the City of Tacoma has experienced an overall trend of decreased funding across the CDBG, HOME and ESG programs. However, there appears to be a year-over-year increase in funds of approximately 1.7% for PY2016-2017.

Recommended programming by funding categories for 2016-2017 include the following:

*Housing Improvements* - Up to \$1,123,999 in CDBG monies and \$897,467 in HOME funds are recommended for seven housing related activities with most of the funds being used to support housing activities it and to capitalize the Affordable Housing Fund.

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

*Economic Development* – Three programs are recommended for CDBG funding, all related to entrepreneurial assistance, workforce development and the Economic Development Fund (EDF).

*Public Services* – A combination of CDBG and ESG funding is recommended to support 14 public services focusing primarily on housing and employment-related services.

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

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

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

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 2015-2016 Annual Action Plan (AAP) which is currently being implemented includes many ongoing activities which have been funded in previous years and are recommended for continued support for

the 2016-2017 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 were met during the 2015-2016 fiscal year and are anticipated to be met at the end of the current fiscal year. Any unmet objectives can be directly attributed to the ongoing reduction in federal entitlements.

#### **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 Shelter Grant (ESG) Program. In December 1997, the City of Tacoma further amended its Citizen Participation Plan to improve the allocation process to affordable housing developers. These improvements were made to permit the Tacoma Community Redevelopment Authority (TCRA) to make specific project selections in the area of housing development based on specific funding criteria. In 2013, the City Council further amended the Citizen Participation Plan to include a new section to facilitate the participation of residents with limited English proficiency and to update the ESG allocation process to meet current ESG regulatory requirements. In 2015, the City Council amended the plan to include specific language and new responsibilities for the TCRA to directly acquire property for redevelopment through its existing Affordable Housing Fund and newly created Economic Development Fund.

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

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 has included in the appendix all letters and other correspondence received during the citizen participation process for the 2016-2017 Annual Action Plan (AAP). To facilitate community input, significant notification and public information has been distributed to various organizations and individuals during the various stages of the participation process including the Annual Action Plan Needs Assessment Meeting, the Annual Action Plan application process, the 30 day public comment period for the draft 2016-2017 Annual Action Plan, including the public hearing as well as 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 received not accepted. All comments received were responded to by City staff in a thorough and timely manner.

#### **7. Summary**



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

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

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

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

**Table 1 – Responsible Agencies**

**Narrative**

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

**Consolidated Plan Public Contact Information**

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

### **1. Introduction**

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

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

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

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

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

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

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

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

ESG Allocation: Tacoma's Citizen Participation Plan was updated in 2013 to incorporate HUD's consultation requirement in the allocation of ESG funds. Rather than solely relying on the Human Services Commission (a Council-appointed citizen panel), Tacoma established and continues to utilize a separate review panel comprised of members of the Human Services Commission and the Continuum of Care, as well as at least one formerly homeless individual.

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

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

Outcomes for ESG will include the following:

- \* Shortening the time people 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)

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

\* Reviewing and implementing HMIS reporting requirements for ESG recipients and sub-recipients to ensure full compliance with HUD regulations

\* Notifying Pierce County and the Continuum of Care of system issues related to data quality, visibility or other operating issues

\* Compiling and reporting service activity for its ESG-funded projects, in accordance with HUD established requirements

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

**Table 2 – Agencies, groups, organizations who participated**

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

N/A

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

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

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

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

For the 2016-2017 Annual Action Plan (AAP) process, a notification in The Tacoma News Tribune was published on December 3, 2015 by the City of Tacoma of acceptance of proposals between December 3, 2015 and January 13, 2016. The notice was intended to solicit home repair/blight removal services, economic development, capital improvement, and human services proposals to be supported with CDBG, HOME, and ESG funding for fiscal year 2016-2017.

The draft Annual Action Plan to the Consolidated Plan was made available to the public for review and comment beginning April 1, 2016 (advertised in The Tacoma News Tribune), and a public hearing by the Tacoma City Council conducted on April 12, 2016. Comments received in response to the 30 day review period are incorporated in the final 2016-2017 Annual Action Plan, with copies of letters received and a summary of substantive comments included in the appendix of the final plan. The final Annual Action Plan document was approved by the City Council on May 3, 2016 after the public comment period (ending April 30, 2016).

**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

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

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	2,247,997	839,375	0	3,087,372	13,106,976	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	997,185	0	0	997,185	3,895,508	
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	201,163	0	8,969	210,132	878,808	

Table 1 - Expected Resources – Priority Table

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

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



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

In Lakewood, as in Tacoma, CDBG expenditures leverage funding from multiple sources on nearly all projects, with the exception of homeowner rehabilitation/repair program (Major Home Repair and HOME Housing Rehabilitation). In fiscal year 2013, for example, CDBG funds in the amount of approximately \$400,000 leveraged non-CDBG funds nearly seven times that amount. A loan pool was established with a Section 108 loan for the purpose of economic development and job creation. Revolving loan funds from program income support housing development, infrastructure, economic development and public facilities. A joint-venture between the City of Lakewood, the Tacoma Housing Authority and LASA (Living Access Support Alliance) will provide housing and services for homeless individuals and families. A successful partnership between the City of Lakewood and Tacoma-Pierce County Habitat for Humanity will continue to provide new affordable housing opportunities in the Tillicum neighborhood.

HOME match requirements for the Consortium are met through multiple sources, including sources such as private grants and donations, Attorney General Funds, 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.

**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: \$1,123,999 HOME: \$897,467	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 4 Households Assisted Rental units constructed: 50 Household Housing Unit Homeowner Housing Added: 2 Household Housing Unit Homeowner Housing Rehabilitated: 226 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: \$337,200 HOME: \$0 ESG: \$201,163	Public service activities other than Low/Moderate Income Housing Benefit: 695 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 220 Households Assisted Homeless Person Overnight Shelter: 5940 Persons Assisted
3	Infrastructure, facilities & economic opportunity	2015	2019	Non-Housing Community Development		Community and economic development	CDBG: \$337,200 HOME: \$0 ESG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted Jobs created/retained: 6 Jobs Businesses assisted: 6 Businesses Assisted

**Table 2 – Goals Summary**

**Goal Descriptions**

1	<b>Goal Name</b>	Increase and preserve affordable housing choice
	<b>Goal Description</b>	

<b>2</b>	<b>Goal Name</b>	Reduce homelessness and increase stability
	<b>Goal Description</b>	
<b>3</b>	<b>Goal Name</b>	Infrastructure, facilities & economic opportunity
	<b>Goal Description</b>	

**Table 3 – Goal Descriptions**

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

### Introduction

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

Over the course of seven funding cycles, the City of Tacoma has experienced an overall trend of decreased funding across the CDBG, HOME and ESG programs. However, there appears to be a year-over-year increase in funds of approximately 1.7% for PY2016-2017.

Of the anticipated amount of funds to be received, twenty percent is proposed for administrative purposes correlating with the management of the City's CDBG program. Fifteen percent is proposed for human services related public services. In accordance with the Consolidated Plan, up to fifty percent is proposed for housing assistance projects. Staff proposes setting aside one hundred thousand dollars for neighborhood projects and public improvements, such as ADA enhancements and curb cuts. Staff proposes the remaining balance of funds be allocated to economic development projects. These allocations are consistent with the City Council's two-year funding priorities that were approved in December 2015.

#	Project Name
1	Associated Ministries - Paint Tacoma / Pierce Beautiful
2	MDC Weatherization Program
3	RTSS Rebuilding Day 2017 and Year-Round Program
4	RTSS Minor Home Repair Program
5	TCRA Housing Rehabilitation Staff
8	CED/CC Spaceworks Tacoma Program
9	City of Tacoma CEDD, ADA Ramp Public Improvements
10	City of Tacoma CED and NCS Workforce Development
11	Economic Development Fund
12	CCS Homeless Adult Services: Supportive Services
13	YWCA Pierce County Legal Services Program
15	South Sound Outreach Services Financial Empowerment
16	Phoebe Family Reunification and Resiliency
18	Tacoma Housing Authority - Moving to Work
19	The Rescue Mission Family Shelter
20	VADIS Flash
21	YWCA Domestic Violence Shelter

#	Project Name
22	Community Development Housing Organization (CHDO Set-ASide)
23	City of Tacoma CDBG Administration
24	City of Tacoma HOME Administration
25	City of Lakewood HOME Administration
26	City of Tacoma HOME Down Payment Assistance
27	City of Tacoma HOME Affordable Housing Fund
28	City of Lakewood HOME Affordable Housing Fund
29	City of Lakewood HOME Housing Rehabilitation Program
31	TCRA Affordable Housing Fund
32	ESG15 Tacoma (2015)

**Table 3 – Project Information**

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

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

Very few projects or programs approved for funding are geographic-based and most of the funding is used to support low income persons directly and/or the provision of affordable housing. A small amount of CDBG funds (\$100,000) has been set-aside to establish a CDBG Public Facilities Fund to support community development activities that facilitate neighborhood improvements such as street-related improvements to include the installation of curb cuts in lower to moderate income areas.

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

The Funding Priorities include: (1) General; (2) Set-asides; (3) Housing; (4) Community Development; (5) Economic Development; and (6) Human Services.

Housing Priorities (CDBG and HOME) – Activities are: (a) homeownership programs that benefit low-income owners with repairs and rehabilitation; (b) programs that assist first-time homebuyers in purchasing a home; (c) maintain and expand affordable rental housing for families and the elderly; and (d) provide supportive housing for homeless and/or special needs individuals and families that may include emergency and transitional shelters, and special needs housing with support services. In furtherance of these efforts, maintain minimum output levels for the City’s low-income housing programs: single family homeowner occupied rehabilitation loan program (CDBG); single family rehabilitation grant and loan programs (CDBG); and Down Payment Assistance for first time home

buyers (HOME).

Community Development Priorities (CDBG only) – Activities that support neighborhood improvements for lower income residents whose income does not exceed 80% of the area median income (AMI), as defined by HUD. Such activities may include; (a) payment of LID assessments for lower income homeowners; (b) street-related improvements such as installing curb cuts in low to moderate income neighborhoods; (c) eligible neighborhood innovative grant projects; and (d) public facilities.

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

Human Services Priorities (CDBG) - Human services funding priorities align with federal HEARTH legislation and respond to changes in ESG regulations. CDBG funds remain targeted toward low and moderate income persons, with a new emphasis on stabilization services that support individuals and families to move toward housing and economic stability. A category for youth stabilization services was added to reflect the local priority to provide services to unaccompanied youth who are at risk for or currently experiencing homelessness. ESG funds were re-focused on HUD's new categories of eligible activities, including rapid re-housing.

## AP-38 Project Summary

### Project Summary Information

Table 4 – Project Summary

<b>1</b>	<b>Project Name</b>	Associated Ministries - Paint Tacoma / Pierce Beautiful
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choice
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	:
	<b>Description</b>	The program paints the homes of individuals who earn 80% or less of Area Median Income (AMI), own and reside in the home and whose home does not need major repairs prior to painting or pose a danger to volunteer painters. The majority of homeowners earn 50% or less of AMI. The value of the service is an estimated \$2,200 per home. Program serves of all Tacoma and Pierce County with a majority of work within City boundaries. Volunteer paint crews perform the painting. Supplies and paint are obtained at discounted prices using non CDBG funds. Will paint 27 homes. The program is managed by Associated Ministries located at 903 S 13th Street, Tacoma, WA 98405.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 27 families at or below 80% of the Area Median Income will benefit from the proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Homeowner rehab.  Funds will support administration of the Paint Tacoma-Pierce Beautiful program including the organization of volunteer labor for painting and minor repairs to income qualified homeowners unable to repair their own homes.



<b>2</b>	<b>Project Name</b>	MDC Weatherization Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choice
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	:
	<b>Description</b>	The program provides weatherization services to homeowners who earn 50% or less of Area Median Income (AMI). The program's scope of services will be expanded slightly to include some minor home repairs give that MDC will not offer its Emergency Minor Home Repair or Home Repair programs in the 2016- 2017 program-year. Will weatherize 50 homes.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 30 families earning 50% or less of the Area Median Income will benefit from the proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Homeowner rehab. Funds will be used to conduct minor home repairs and weatherization for income qualified persons unable to afford the repairs themselves.
<b>3</b>	<b>Project Name</b>	RTSS Rebuilding Day 2017 and Year-Round Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choice
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	:

	<b>Description</b>	Program provides health and safety related home repairs and rehabilitation for low income disabled, families with children and elderly households earning 50% or less of Area Median Income. Repairs include installation of grab bars, installation of wheelchair ramps, floor repairs, roof repairs, electrical, plumbing, etc. Rebuilding Day occurs the third Saturday of April annually. Skilled and unskilled volunteers participate. Year-round services are provided by licensed contractors who are volunteers and who provide the services as their time allows. Will serve 34 homeowners.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 34 families who are low income disabled, families with children and elderly households earning 50% or less of the Area Median Income will benefit from the proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Homeowner rehab.  Funds will be used to conduct health and safety related repairs or modifications to homes owned and occupied by low-income seniors, disables persons and low-income families unable to afford to make them corrections.
<b>4</b>	<b>Project Name</b>	RTSS Minor Home Repair Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choice
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	:

	<b>Description</b>	Program provides health and safety related home repairs and rehabilitation such as patching roof leaks, gutter repairs, plumbing and electrical fixes, fence repairs etc. Majority of the repairs will be completed by a Construction Manager hired specifically for this program. An administrator will be hired to conduct record keeping and another AmeriCorps member will be sought to help coordinate services. The program's services will be similar to what is already offered through its Year-Round and Rebuilding Day program with the exception that an in-house Construction Manager will perform most of the work. RTSS anticipates it will be able to service more homeowners in potentially a quicker timeframe (between 3-6 months is the current average) through the abilities of the Construction Manager. Will provide services to 120 homeowners.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 120 families who earn 50% or less of the Area Median Income will benefit from the proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Funds will provide grants of up to \$5,000 to income qualified homeowners to conduct repairs to their homes.
5	<b>Project Name</b>	TCRA Housing Rehabilitation Staff
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choice Infrastructure, facilities & economic opportunity
	<b>Needs Addressed</b>	Affordable Housing Choice Community and economic development
	<b>Funding</b>	:

	<b>Description</b>	Funding for City staff costs to process loans and provide related rehabilitation oversight for the Single Family Homeowner Occupied Rehabilitation Loan Program, the multifamily NOFA Program, the affordable housing and economic development contracts, and public improvements project(s). These programs are managed by the staff of the Tacoma Community and Economic Development (CED) Department located at 747 Market Street, Tacoma, WA 98402.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	N/A
	<b>Planned Activities</b>	Funding for City staff costs to process loans and provide related rehabilitation oversight for the Single Family Homeowner Occupied Rehabilitation Loan Program, the multifamily NOFA Program, the affordable housing and economic development contracts, and public improvements project(s).
<b>6</b>	<b>Project Name</b>	CED/CC Spaceworks Tacoma Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure, facilities & economic opportunity
	<b>Needs Addressed</b>	Community and economic development
	<b>Funding</b>	:

	<b>Description</b>	Program is a decentralized incubator. It operates two creative entrepreneurial cohorts per year. Entrepreneurs are provided technical assistance through a series of business assistance courses. Spaceworks then microenterprise start-ups in securing operating space in commercial buildings that are privately owned and are vacant or underutilized. The microenterprises benefit from a discounted rate for 6 months. At the end of 6 months the entrepreneur has an opportunity to sign a long-term lease with the property owner. The program is in its 6th year and approximately 75% of participants have signed long-term leases after their 6 month introductory period. the program received a grant from Chase Bank in 2015. They will use this, in part, to create a Tier 2, for which they have hired additional staff to provide ongoing support to program alumni. The program is actively working with property owners in the Lincoln District Revitalization Area to place program participants in Lincoln District store fronts.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 6 individuals will benefit from full time employment from the proposed activities.
	<b>Location Description</b>	Program will be offered citywide. However, the program will continue actively working with property owners in the Lincoln District Revitalization Area to place program participants in Lincoln District store fronts. wide
	<b>Planned Activities</b>	Jobs created/retained
<b>7</b>	<b>Project Name</b>	City of Tacoma CEDD, ADA Ramp Public Improvements
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure, facilities & economic opportunity
	<b>Needs Addressed</b>	Community and economic development
	<b>Funding</b>	:

	<b>Description</b>	Funds will be used to assist in identified public improvement project(s) targeting either the Lincoln or South Tacoma areas. Likely projects will include curb and gutter build-out or ADA improvements linked to high priority housing or Economic Development programs.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 3000 persons will benefit from the proposed activities
	<b>Location Description</b>	The funds may be used to fund citywide projects. However, efforts will be made to target the funds either in the Lincoln or South Tacoma high priority areas.
	<b>Planned Activities</b>	Public Facilities/Improvements
<b>8</b>	<b>Project Name</b>	City of Tacoma CED and NCS Workforce Development
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choice
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	:
	<b>Description</b>	Funds will be used for workforce development activities in demand occupations specifically in construction and advanced manufacturing. The workforce development programming provides outreach and assessment, job-readiness, supportive services, pre-apprenticeship training, and job placement/retention services to adults (18-years and older) at State certified pre-apprenticeship programs such as the Manufacturing Academy and the TOOL Center, a pre-apprenticeship program that offers a pathway to living wage employment.
	<b>Target Date</b>	6/30/2017

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Workforce development
9	<b>Project Name</b>	Economic Development Fund
	<b>Target Area</b>	
	<b>Goals Supported</b>	Infrastructure, facilities & economic opportunity
	<b>Needs Addressed</b>	Community and economic development
	<b>Funding</b>	:
	<b>Description</b>	Tacoma Community Redevelopment Authority (TCRA) to directly acquire property for redevelopment through its existing newly created Economic Development Fund (EDF). Through the Annual Action Plan process, the City Council will allocate CDBG and other funds to support the recommended EDF operated by the TCRA.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Development
10	<b>Project Name</b>	CCS Homeless Adult Services: Supportive Services

	<b>Target Area</b>	
	<b>Goals Supported</b>	Reduce homelessness and increase stability
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention
	<b>Funding</b>	:
	<b>Description</b>	Provides overnight emergency shelter and tailored services to homeless adult individuals, with the goal of moving them towards more stable housing.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 761 single adults experiencing homelessness will benefit from the proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Emergency Shelter
<b>11</b>	<b>Project Name</b>	YWCA Pierce County Legal Services Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Reduce homelessness and increase stability
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention
	<b>Funding</b>	:
	<b>Description</b>	Provides free legal assistance to survivors of domestic violence.
	<b>Target Date</b>	6/30/2017



	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 1200 survivors of domestic violence will benefit from the proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Supportive Services
<b>12</b>	<b>Project Name</b>	South Sound Outreach Services Financial Empowerment
	<b>Target Area</b>	
	<b>Goals Supported</b>	Reduce homelessness and increase stability
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention
	<b>Funding</b>	:
	<b>Description</b>	Program is designed to improve financial outcomes for clients and customers through credit-building loans, micro loans, financial capabilities classes, and one-on-one coaching.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 400 client assessments and families and individuals seeking financial education and services for gaining financial stability will benefit from the proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Financial Empowerment
<b>13</b>	<b>Project Name</b>	Phoebe Family Reunification and Resiliency
	<b>Target Area</b>	

	<b>Goals Supported</b>	Reduce homelessness and increase stability
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention
	<b>Funding</b>	:
	<b>Description</b>	Provides transitional housing, services, and support to women with children under 7 impacted by chemical dependency, homelessness, and domestic violence.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	it is estimated that 60 women with co-occurring chemical dependency and mental health challenges who are experiencing homelessness will benefit from the proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Housing Stabilization Services
<b>14</b>	<b>Project Name</b>	Tacoma Housing Authority - Moving to Work
	<b>Target Area</b>	
	<b>Goals Supported</b>	Reduce homelessness and increase stability
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention
	<b>Funding</b>	:
	<b>Description</b>	Provides case management, financial literacy training, employment preparation, post-employment support, and educational services to help low-income residents of public housing obtain employment and wage progression.
	<b>Target Date</b>	6/30/2017

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 250 low income THA residents and clients will benefit from the proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Economic Stabilization Services
15	<b>Project Name</b>	The Rescue Mission Family Shelter
	<b>Target Area</b>	
	<b>Goals Supported</b>	Reduce homelessness and increase stability
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention
	<b>Funding</b>	:
	<b>Description</b>	Provides for the basic needs of single women and families experiencing homelessness, while linking them with services and supports to obtain permanent housing and self-sufficiency.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 650 single women and families experiencing homelessness will benefit from the proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Family Shelter
16	<b>Project Name</b>	VADIS Flash
	<b>Target Area</b>	

	<b>Goals Supported</b>	Reduce homelessness and increase stability
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention
	<b>Funding</b>	:
	<b>Description</b>	Provides the employment services and life skills training components in the Housing 4 Success partnership, focusing on eliminating barriers to employment and schooling, reducing homelessness and returns to homelessness for youth and young adults.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 50 unaccompanied youth and young adults (ages 13-14) experiencing homelessness will benefit from the proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	FLASH, Fostering Living and Supportive Housing
<b>17</b>	<b>Project Name</b>	YWCA Domestic Violence Shelter
	<b>Target Area</b>	
	<b>Goals Supported</b>	Reduce homelessness and increase stability
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention
	<b>Funding</b>	:
	<b>Description</b>	Provides confidential and secure emergency shelter for survivors of intimate partner violence and their children, and also connects survivors to resources for safe permanent housing.
	<b>Target Date</b>	6/30/2017

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 250 survivors of domestic violence and their families will benefit from the proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Emergency shelter for survivors of intimate partner abuse.
18	<b>Project Name</b>	Community Development Housing Organization (CHDO Set-ASide)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choice
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	:
	<b>Description</b>	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. 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 98402.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 2 low income families will benefit from the proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Housing rehabilitation and development

19	<b>Project Name</b>	City of Tacoma CDBG Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choice Reduce homelessness and increase stability Infrastructure, facilities & economic opportunity
	<b>Needs Addressed</b>	Affordable Housing Choice Basic services & homeless prevention/intervention Community and economic development
	<b>Funding</b>	:
	<b>Description</b>	Provide funding to be used to support program management, coordination, monitoring and evaluation of the City of Tacoma's CDBG program. The project is managed by staff from the Tacoma Community and Economic Development (CED) Department located at 747 Market Street, Tacoma WA 98402.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	Citywide
<b>Planned Activities</b>	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 and Economic Development (CED) Department located at 747 Market Street, Tacoma WA 98402.	
20	<b>Project Name</b>	City of Tacoma HOME Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choice

	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	:
	<b>Description</b>	Provide funding to be used to support program management, coordination, monitoring and evaluation of the City of Tacoma's HOME program. The project is managed by staff from the Tacoma Community and Economic Development (CED) Department located at 747 Market Street, Tacoma WA 98402.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Provide funding to be used to support program management, coordination, monitoring and evaluation of the City of Tacoma's HOME program. The project is managed by staff from the Tacoma Community and Economic Development (CED) Department located at 747 Market Street, Tacoma WA 98402.
<b>21</b>	<b>Project Name</b>	City of Lakewood HOME Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choice
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	:
	<b>Description</b>	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 and Economic Development (CED) Department on behalf of the City of Lakewood located at 747 Market Street, Tacoma WA 98402.

	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	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 and Economic Development (CED) Department on behalf of the City of Lakewood located at 747 Market Street, Tacoma WA 98402.
22	<b>Project Name</b>	City of Tacoma HOME Down Payment Assistance
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choice
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	:
	<b>Description</b>	Program provides down payment assistance to eligible low income homebuyers. The estimated amount includes a carryover amount \$150,000 in previous years funds and does not include FY2016-17 new grant monies.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 15 low income families will benefit from the proposed activities.
	<b>Location Description</b>	Citywide



	<b>Planned Activities</b>	Down payment assistance and related costs, including housing counseling services.
<b>23</b>	<b>Project Name</b>	City of Tacoma HOME Affordable Housing Fund
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choice
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	:
	<b>Description</b>	Funding supports the acquisition, construction and/or rehabilitation of affordable housing for low income rentals and/or to facilitate new homeownership opportunities.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Citywide
<b>Planned Activities</b>	Housing rehabilitation and development	
<b>24</b>	<b>Project Name</b>	City of Lakewood HOME Affordable Housing Fund
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choice
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	:
	<b>Description</b>	Provides funding for a permanent affordable housing fund to support the acquisition, construction and/or rehabilitation of affordable housing for low income rentals and/or to facilitate new homeownership opportunities.

	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 2 low income households will benefit from teh proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Housing rehabilitation/development
<b>25</b>	<b>Project Name</b>	City of Lakewood HOME Housing Rehabilitation Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase and preserve affordable housing choice
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	:
	<b>Description</b>	Loan program to assist eligible low income homeowners with housing rehabilitation.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 1 household will benefit from the proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Homeowner rehab
<b>26</b>	<b>Project Name</b>	TCRA Affordable Housing Fund
	<b>Target Area</b>	

	<b>Goals Supported</b>	Increase and preserve affordable housing choice
	<b>Needs Addressed</b>	Affordable Housing Choice
	<b>Funding</b>	:
	<b>Description</b>	Funds will support the repair, rehabilitation or purchase of affordable housing for the benefit of low-income residents. The funds may also be used to facilitate the development of new housing projects that provide permanent rental and homeownership opportunities for low income residents including emergency and/or special needs housing for the homeless and people with a mental disabilities. CDBG funding includes \$839,375* in program income. 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.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 29 low income households will benefit from the proposed activities.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Housing rehabilitation and development
<b>27</b>	<b>Project Name</b>	ESG15 Tacoma (2015)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Reduce homelessness and increase stability
	<b>Needs Addressed</b>	Basic services & homeless prevention/intervention
	<b>Funding</b>	:

<b>Description</b>	Rapid rehousing 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 \$219,702.95 available in ESG funding, to include \$199,158 in new grant funds and \$20,544.95 in reprogrammed funds, \$85,359 is allocated to rapid rehousing, \$114,428.15 for Emergency Shelter, 14,937 for ESG Administration and \$4,978.8 for HMIS . HMIS activities include data entry, data quality, and reporting.
<b>Target Date</b>	6/30/2017
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 695 persons will be benefit from public service activites other than low/moderate income housing; 145 households will benefit from tenant-based rental assistance / rapid rehousing activities; and 5,940 homeless persons will benefit from overnight shelter activities.
<b>Location Description</b>	Citywide
<b>Planned Activities</b>	Emergency Shelter, Rapid Re-housing, Administration and HIMIS Operations

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

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

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

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

New efforts at urban renewal are also being prioritized in Tacoma's various neighborhood serving business districts. For example, 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.

## Geographic Distribution

Target Area	Percentage of Funds

Table 5 - Geographic Distribution

## Rationale for the priorities for allocating investments geographically

## Discussion

# Affordable Housing

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

### Introduction

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

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

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

sustainable urban future that accommodates the appropriate density that the City’s planning documents anticipate to be necessary for the City’s projected population allocations; and

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

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	6,085
Non-Homeless	695
Special-Needs	355
Total	7,135

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

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	50
Rehab of Existing Units	226
Acquisition of Existing Units	17
Total	293

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

**Discussion**



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

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.

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

### **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**

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

The City of Tacoma uses both local and federal funds to support emergency shelters and transitional

housing for individuals and families. With the national shift in emphasis from transitional housing to rapid re-housing, most of the transitional housing providers are making changes to the way they operate their programs. The City is supportive of Pierce County's plan to evaluate the current continuum of services and develop a strategy to convert some transitional housing units to rapid re-housing or permanent supportive housing. 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.

**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**

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.

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

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

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

## **Discussion**

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

## **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**

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.

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

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

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

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

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

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

The goal of increasing and preserving affordable housing choice includes projects that will provide new housing to lower income households, some with ongoing subsidy and support. Decreasing the cost of housing is one significant way of increasing household income, leaving more for households to allocate to helping themselves (training, transportation, childcare). Down payment assistance programs, along with housing counseling, will allow households to build equity and achieve stability in neighborhoods. Housing repair programs allow persons to live in safer housing and improve the neighborhood. Funds

used to acquire blighted properties and replace with safe units for ownership create avenues out of poverty for low-income buyers and increase the value of neighboring properties.

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

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

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

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

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

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

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

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

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

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

## **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
<b>Total Program Income:</b>	<b>839,375</b>

#### Other CDBG Requirements

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

**HOME Investment Partnership Program (HOME)**  
**Reference 24 CFR 91.220(l)(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 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

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

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

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

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

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

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

**Emergency Solutions Grant (ESG)  
Reference 91.220(l)(4)**

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

Please see attachment in AD 25 section under Unique Appendices.

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

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

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

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

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

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

The regular review body for human service applications is the City Council-appointed Human Services Commission. However, in order to comply with the ESG requirement to consult with the local Continuum of Care, the City utilizes a special ESG review panel, comprised of subject matter

experts who have knowledge of homelessness issues and/or are connected to the Tacoma/Lakewood/Pierce County Continuum of Care. This 5-member review panel was convened in January/February of 2016 to review applications and make funding recommendations. Nine of the fifteen programs were recommended for ESG funding in 2016-17. Six of these were emergency shelters and three were rapid re-housing programs.

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

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

The City of Tacoma's policy making entity is the City Council. 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)



## Discussion

