



## CITY OF TACOMA

2019-2020 Consolidated Annual  
Performance and Evaluation Report (CAPER)  
Draft

### INTRODUCTION

The purpose of the 2019-2020 CAPER is to report on accomplishments and progress toward goals outlined in the 2015-2019 Consolidated Plan.

## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of Tacoma continues to face a growing housing affordability problem. Today, nearly 30,335 households in Tacoma pay more than 30 percent of their income on housing costs each month, reducing their ability to meet other needs like transportation, childcare, or healthcare. The City of Tacoma needs to stay affordable to help maintain the quality of life that Tacoma is known for, and to ensure housing costs do not worsen as the city grows over time.

In 2018, the City of Tacoma developed this Affordable Housing Action Strategy (AHAS) as an urgent response to its changing housing market, increasing risk of displacement among residents, and widespread need for high-quality, affordable housing opportunities for all. Received by the City Council in September 2018, the AHAS has the potential to produce 6,000 new affordable units; preserve 2,300 existing affordable units and serve an additional 2,200 households by 2028. In total, it will reach 10,500 households living in the City of Tacoma. Implementation of the AHAS will involve a mix of funding from federal dollars such as Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds and local resources.

Throughout the 2019 program year, efforts to advance AHAS objectives continued. Significant progress was made to support the following objectives: Creating More Units of Affordable Housing, Preserving More Units of Affordable Housing, and Helping More Households Afford and Attain Housing. Milestones include the passage of a real property disposition policy prioritizing affordable housing; initiatives to update land use options and development review processes; assistance with code compliance and home rehabilitation; dedicated funding for affordable housing and direct rental/utility assistance; and, identifying ways to minimize barriers for persons with limited literacy and English proficiency to apply for such assistance.

Further, to support its goal of expanding economic opportunities, the City directed resources towards meeting the City's vision as a livable and progressive city. The Community and Economic Development Department is working toward implementing three goals that include strengthening both the downtown and the neighborhood business districts. Implementation of these activities requires a partnership of public and private resources. Past efforts include the City receiving the HUD designation as a Renewal Community (RC) which brought commercial tax incentives to stimulate business and job growth. This designation allowed businesses and developers within the RC area to use federal tax credits and deductions. More recently, this area was also designated as a Community Empowerment Zone (CEZ), co-terminus with the Washington State CEZ. As a result, Tacoma continues to see development within the CEZ, which includes the downtown and the Port.

Local leaders also continue to advance strategies that will require a concentrated and united effort by public and private sector leaders. Among them are leveraging major economic assets; retaining and attracting a larger share of the Puget Sound region’s quality jobs; fostering a climate of business investment and attraction; embracing entrepreneurship; improving workforce training opportunities and employment centers; and balanced land use.

Lastly, the City was successful in obtaining Federal and other funds for the Tacoma Link expansion, which would be extended from the Theater District into the Stadium Districts and up to the MLK District. The project was awarded \$75 million under the federal Small Starts program. Construction is proposed to be completed in 2022. Lastly, the State's Community Revitalization Financing Act provides funding specifically to the City of Tacoma for infrastructure improvements. With the passage of this bill the State committed \$500,000 per year for 25 years for projects that occur in the downtown Revitalization Area.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Increase and preserve affordable housing choice	Affordable Housing Public Housing Homeless	CDBG: \$1253113 / HOME: \$1214793	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	20	0	0.00%			
Increase and preserve affordable housing choice	Affordable Housing Public Housing Homeless	CDBG: \$1253113 / HOME: \$1214793	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	71		0	71	

Increase and preserve affordable housing choice	Affordable Housing Public Housing Homeless	CDBG: \$1253113 / HOME: \$1214793	Rental units rehabilitated	Household Housing Unit	48	0	0.00%			
Increase and preserve affordable housing choice	Affordable Housing Public Housing Homeless	CDBG: \$1253113 / HOME: \$1214793	Homeowner Housing Added	Household Housing Unit	443	0	0.00%	9	0	0.00%
Increase and preserve affordable housing choice	Affordable Housing Public Housing Homeless	CDBG: \$1253113 / HOME: \$1214793	Homeowner Housing Rehabilitated	Household Housing Unit	1159	0	0.00%	138	0	0.00%
Increase and preserve affordable housing choice	Affordable Housing Public Housing Homeless	CDBG: \$1253113 / HOME: \$1214793	Direct Financial Assistance to Homebuyers	Households Assisted	139	0	0.00%	15	0	0.00%
Increase and preserve affordable housing choice	Affordable Housing Public Housing Homeless	CDBG: \$1253113 / HOME: \$1214793	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Infrastructure, facilities & economic opportunity	Non-Housing Community Development	CDBG: \$375934 / HOME: \$0 / ESG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	12000	1375	11.46%	0	1375	
Infrastructure, facilities & economic opportunity	Non-Housing Community Development	CDBG: \$375934 / HOME: \$0 / ESG: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	888		0	888	
Infrastructure, facilities & economic opportunity	Non-Housing Community Development	CDBG: \$375934 / HOME: \$0 / ESG: \$0	Jobs created/retained	Jobs	116	0	0.00%	9	0	0.00%

Infrastructure, facilities & economic opportunity	Non-Housing Community Development	CDBG: \$375934 / HOME: \$0 / ESG: \$0	Businesses assisted	Businesses Assisted	0	0		6	0	0.00%
Reduce homelessness and increase stability	Homeless Non-Homeless Special Needs	CDBG: \$375934 / HOME: \$0 / ESG: \$208750	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3475	20304	584.29%	27391	20304	74.13%
Reduce homelessness and increase stability	Homeless Non-Homeless Special Needs	CDBG: \$375934 / HOME: \$0 / ESG: \$208750	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	1100	0	0.00%	465	0	0.00%
Reduce homelessness and increase stability	Homeless Non-Homeless Special Needs	CDBG: \$375934 / HOME: \$0 / ESG: \$208750	Homeless Person Overnight Shelter	Persons Assisted	29700	2700	9.09%	3176	2700	85.01%
Reduce homelessness and increase stability	Homeless Non-Homeless Special Needs	CDBG: \$375934 / HOME: \$0 / ESG: \$208750	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

Federal resources allocated to address community needs is set, in part, by 2-YR funding priorities approved by the City Council set on 11/28/17. Few projects/programs approved for funding are geographic-based and most of the funding is used to support low-income persons and/or to

develop affordable housing. Annual priority recommendations from the Human Services Commission and the Tacoma Redevelopment Authority were adopted 5/7/19.

CDBG project applications 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.

1. General: Funds support activities consistent with existing plans; leverage other resources; that are committed within 12- 24 months; are proposed by an organization with a proven capacity for project completion and good management; show reasonable cost effectiveness; and do not need General Fund monies for project operation and maintenance.
2. Set-Aside: From the annual CDBG grant include up to 50% for housing development & rehabilitation; 15% to support human services; and up to \$100,000 has been set aside for a CDBG Public Facilities Fund. All programs and projects must be consistent with CDBG; and HOME, and any other funding source regulations and requirements as applicable.
3. CDBG and HOME Housing: Activities (a) benefitting low-income homeowners with repairs and rehabilitation, (b) assisting first-time homebuyers in purchasing a home, (c) preserving/maintaining affordable rental housing for families and the elderly, and (d) providing supportive housing for homeless and/or special needs individuals and families that may include emergency and transitional shelters, and special needs housing with support services. Output levels for the City's low-income housing programs are maintained through: 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).
4. CDBG Community Development: 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) street-related improvements such as installing curb cuts in low-to moderate-income neighborhoods, (b) eligible neighborhood innovative grant projects and (c) public facilities.
5. CDBG Economic Development: Increase jobs and business opportunities through: (a) job creation/retention for lower-income persons, (b) business services that support lower-income neighborhood and/or lower-income groups, (c) financial and technical assistance for disadvantaged persons who own or plan to start a business, and (d) revitalization of blighted or lower-income business districts through historic preservation, conservation, and neighborhood economic development.
6. CDBG Human Services: Human services funding priorities align with federal HEARTH legislation and respond to changes in ESG regulations.

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

7. The City received CDBG-CV and ESG-CV funds through the CARES Act that will be allocated for Emergency Income Payments, Administrative Costs, Economic Development, Property Acquisition, and Section 108 Debt Services. Activities and Accomplishments will be reflected in the 2020 CAPER.

<b>Project</b>	<b>Investment Amount</b>	<b>Jobs</b>
Tool Gauge Expansion	\$20 million	170
Tote Maritime	\$1 million	150
Port Parcel 77 Auto Import Terminal	\$10 million	107
NewCold	\$28 million	73
Founder's Choice Expansion	\$21.5 million	75
S&J Foods Expansion	\$5 million	46
McMenamins	\$30 million	125
Convention Center Hotel	\$73 million	320
Brewery Blocks	\$12 million	20+
Wellfound Behavioral Health Hospital	\$20 million	300

**Table 2 - Community and Economic Development: Renewal Community Development**

<b>Company Name</b>	<b>Activity</b>
Infoblox	Expansion
True Blue	Retention
Humming	Expansion
Compass Point Technologies	Recruitment
Sutter Metals	Retention
Concrete Technologies	Expansion
KNKX Radio	Recruitment
Namatad	Expansion
Aeroprecision	Expansion
Multicare	Expansion
Signature Health	Recruitment

**Table 3 - Community and Economic Development: Small Business Development, Expansion and Relocation**

<b>Name</b>	<b>Investment</b>
Amtrak Cascades Station Relocation	\$10 million
Prairie Line Trail	\$4.6 million
Pipeline Trail	\$5.1 million
Water Flume Line Trail	\$5.9 million
Tacoma Dome Renovation	\$30 million
Lincoln District Streetscape Improvements	\$11 million
Pantages Theater	\$12 million
People's Community Center Pool	\$4.5 million

**Table 4 - Community and Economic Development: Design and Construction Projects**



Building	Developer	Investment	Jobs
Historic Elks Building	McMenamins	\$30 million	125
Washington Building	Unico	\$12 million	housing
Old City Hall	Eli Moreno	\$10 million	45
748 Market Street	Don Morrison	\$3 million	10
Brewery Lofts	Horizon Partners	\$8 million	25
Merit Building	11th/Market LLC	TBD	

**Table 5 - Community and Economic Development: Rehabilitation of Blighted Historic Buildings**

Project	Investment
Maritime Blue Incubator	\$300,000
RAIN Incubator	\$1.2 million

**Table 6 - Community and Economic Development: Local Leaders Strategies**

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG	HOME	ESG
White	5,846	3	2,378
Black or African American	2,897	3	1,539
Asian	1,463	0	68
American Indian or American Native	286	0	165
Native Hawaiian or Other Pacific Islander	306	0	299
<b>Total</b>	<b>10,798</b>	<b>6</b>	<b>4,449</b>
Hispanic	688	0	734
Not Hispanic	10,110	6	4,716

**Table 7 – Table of assistance to racial and ethnic populations by source of funds**

### Narrative

These numbers reflect unduplicated participants served through CDBG, HOME, and ESG funds. Families assisted with CDBF funds benefited from economic development activities, public services, and single family home rehab. Families assisted with HOME funds benefited from homeownership assistance program(s). Families assisted with ESG funds benefitted from rapid re-housing, shelter, and exit services.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	6,571,880	2,768,576
HOME	public - federal	3,839,270	105,293
ESG	public - federal	233,670	199,344

**Table 8 - Resources Made Available**

### Narrative

Annually, the City of Tacoma receives an allocation of Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME) and Emergency Solutions Grant (ESG) funds from the United States Department of Housing and Urban Development. The City allocates these funds to support a variety of projects and programs.

CDBG funds support such programs as a home repair programs through partnerships with the Pierce County Community Development Corporation, Rebuilding Together South Sound and Associated Ministries; a small business incubator through Spaceworks Tacoma; and, social service programs in partnership with various nonprofits across the City. Through several substantial amendments to the 2019 Annual Action Plan, the City reprogrammed funding to expand support for existing and new programs. The amendments incorporate funds from prior years and cancelled projects.

HOME funds primarily support the development or rehabilitation of both large multi-family projects through partners such as the Tacoma Housing Authority and single-family homeownership units through partners such as Habitat for Humanity and the Homeownership Center. A portion is used by our consortium partner for similar activities through the City of Lakewood's Housing Rehabilitation Program and Affordable Housing Fund. These are coordinated, monitored, and evaluated by Tacoma Community Redevelopment Authority staff. A portion is used by our consortium partner for similar activities through the City of Lakewood's Housing Rehabilitation Program and Affordable Housing Fund. These are coordinated, monitored, and evaluated by Tacoma Community Redevelopment Authority staff.

ESG funds exclusively provide funding to programs that support the homeless community of the City. Funds were used to support the operating costs of emergency shelters for the homeless and eligible costs of rapid re-housing projects. Funds were also used to support City staff in their role of administering contracts on the local Homeless Management Information System (HMIS).

The amount reflected under ESG incorporates some prior year funding that was reallocated to Program Year 2019-2020 activities. This accounts for the amount spent over the grant amount.

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

**Table 9 – Identify the geographic distribution and location of investments**

**Narrative**

*The City allocates its funds citywide. It does not concentrate its funding through a “Target Area”. As defined by HUD.*

**Leveraging**

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

Grants, local funds, coordination with nonprofit and private housing developers, Low-Income Housing Tax Credits, corporate grants, donations, and volunteer hours are leveraged by the city to maximize the use of CDBG and HOME funds.

The City has established its first Affordable Housing Trust Fund with the passage of Washington HB1406. This fund is supplemental to the Affordable Housing Fund administered by the Tacoma Community Redevelopment Authority.

HB1406 allows Tacoma to take the maximum 0.0146 percent tax credit allowed against the state sales tax. Funds are to be used on projects serving persons whose income is at or below 60 percent of the area median income.

Both Tacoma General Government and Tacoma Public Utilities have adopted a disposition policy for real property that prioritizes affordable housing projects.

The Affordable Housing Trust Fund, HB1406, and public lands disposition policy are recommendations that have been implemented from the Affordable Housing Action Strategy.

## HOME

HOME funds match requirements are provided by the Tacoma-HOME Lakewood Consortium

In general, HOME funds are allocated to the construction of both multi-family and single-family development projects. The developers of these projects generally have matching dollars associated with a project. These matching funds include other local funds, private financing, funds from the State Housing Trust Fund and Low-Income Housing Tax Credit dollars.

In Program Year 2019-2020, HOME funds were used to provide downpayment assistance to first-time homebuyers. Administered through the Washington State Housing Finance Commission, HOME funds are matched on a 1:1 to basis, up to \$10,000. The information in Table 10 – Fiscal Summary – HOME Match Report reflects the cumulative amount of match provided to the 24 homebuyers assisted this program year.

## ESG

Projects receiving ESG funding from the City are required to provide matching funds in accordance with 24 CFR 576.201. Projects are required to submit a signed form to the City that details their source(s) of matching funds and to confirm that they meet the requirements outlined in 24 CFR 576.201. City staff also verify matching funds during on-site monitoring visits.

## CDBG

There are no similar matching requirements for CDBG funded projects.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	35,864,181
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	35,864,181
4. Match liability for current Federal fiscal year	21,382
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	35,842,799

Fiscal Year Summary – HOME Match								
Table 2 – Fiscal Year Summary - HOME Match Report					Match Contribution for the Federal Fiscal Year			
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
		0	0	0	0	0	0	0

Table 10 – Match Contribution for the Federal Fiscal Year

**HOME MBE/WBE report**

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
945,116	172,300	18,214	0	1,099,202

Table 11 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Dollar Amount	0	0	0			
Number	0	0	0			
<b>Sub-Contracts</b>						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 12 - Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</b>						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 13 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 14 – Relocation and Real Property Acquisition

**CR-20 - Affordable Housing 91.520(b)**

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	155	227
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>155</b>	<b>227</b>

Table 15 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	138	200
Number of households supported through Acquisition of Existing Units	17	27
<b>Total</b>	<b>155</b>	<b>227</b>

Table 16 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

The City continues work toward better addressing the City’s growing housing affordability crisis. Meeting the established goals outlined above has been a challenge given the limited resources available to support such efforts; cost escalations that have reduced the impact that said funds could provide; and, the length of time necessary to bring urgently needed single- and multi-family housing projects online. In addition, while programs providing housing rehabilitation assistance have been successful, resources have limited their reach.

**Discuss how these outcomes will impact future annual action plans.**

While quantifiable outcomes are not yet available, strategic implementation of the Affordable Housing Action Strategy is well underway. The City will continue to take proactive steps to improve its response to the affordable housing crisis through strategic, coordinated regional efforts.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	4,035	0
Low-income	17,010	2
Moderate-income	220	0
<b>Total</b>	<b>21,265</b>	<b>2</b>

**Table 17 – Number of Households Served**

**Narrative Information**

The table for Number of Households Served-HOME Actual doesn’t include a row for Very Low-Income households (those at 31-50 %AMI). The number of households served in 2019 for that income limit is 1. The table above reflects a zero total for households served in some rows because the completion and accomplishment data for projects were not entered into IDIS during the program year. To reduce confusion and duplication of data the completed projects were not entered manually into the 2019 CAPER and will instead be reported in the 2020 CAPER.



## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The primary goal for 2019-20 was to decrease the length of stay in emergency shelters and transitional housing for homeless families. The City continues to partner with local homeless service providers as well as Pierce County in an effort strategize a system wide plan for rapid re-housing and/or permanent supportive housing. The City participates in multiple collaboratives and committees to ensure alignment in standards of service delivery and coordination of referrals to maximize the number of households moved from emergency shelter into permanent housing.

The City of Tacoma implemented the Homeless Outreach Team (HOT) in 2017 in response to the City's Emergency Declaration on Homelessness to provide support to unsheltered individuals experiencing homelessness in efforts to connect them to supportive services with a goal of securing housing placement. Still in operation, HOT continues to provide outreach and engagement to unsheltered individuals and coordinating with homeless service providers in the area.

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

The primary goal for 2019-2020 was to decrease the length of stay in emergency shelters and transitional housing. To accomplish this, the City committed funds to establish additional shelter capacity at faith based organizations for individuals and families experiencing homelessness. The City's Temporary Shelter Regulations allow for non-profit organizations and faith based organizations to apply for a temporary use permit to operate an emergency shelter on their property.

City of Tacoma is still operating under a state of emergency in response to the growing number of individuals living in homeless encampments. The state of emergency will remain until the City can provide shelter for 95% of individuals experiencing homelessness as reported in the Annual Point in Time County for a consecutive three years. Under the declaration of emergency, the City has stood up two mitigation sites and three emergency shelters.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

One of the City's long-term goals is to prevent the number of individuals and families entering the homeless system. To support this goal the City funds rental assistance, homeless prevention and utility assistance programs to help those remain housed. The City also supports programs to help to sustain housing and establish financial independence through economic and financial empowerment programs. By leveraging different revenue sources the City ensures contracted homeless service providers are able to provide additional supports through case management, temporary financial assistance, counseling, and employment navigation. The City collaborates with homeless service providers to strategize best practices to ensure there are services available to make homelessness rare brief and non-recurring.

**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**

One of the City's priorities in 2019 was to decrease the amount of time households experience homelessness. The following is a list of results related to the actions taken by the City:

A total of \$179,932 was allocated to rapid re-housing providers, increasing the capacity of local service providers to move individuals and families from homelessness into permanent housing more quickly.

A total of \$731,210 was allocated to programs providing other housing services (affordable housing, housing first, permanent supportive housing, transitional housing).

A total of \$413,900 was allocated to the operation of a day drop-in center and an overnight young adult shelter. And a total of \$95,000 was allocated to the operation of a Crisis Residential Center for youth.

A total of \$187,938 was allocated to programs providing assistance to prevent households from losing their housing.

A total of \$99,000 was allocated to an Encampment Housing Navigator to provide housing navigation services for individuals living in encampments or other places to suitable for human habitation.

A total of \$159,320 was allocated to faith-based organizations to provide temporary sheltering for families on church property.

The budget for the state of public health emergency in 2019 was \$2.3M, and the 2020 budget was \$3.3M.

A total of \$ 20,000 was allocated in 2020 for Tenant Relocation Assistance, which provides financial support for tenants being displaced when a property owner terminates their tenancy because of change.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

Per the 5-YR Consolidated Plan, the Tacoma Housing Authority (THA) partners with the City to provide affordable housing opportunities for lower income residents through many programs. The City supports THA's efforts to improve its public housing stock and maintain levels of assistance to lower income residents, and cooperates to find methods of preserving Section 8 housing. It's anticipated the City will continue support of THA's efforts to rehabilitate and modernize their publicly-owned housing projects.

The redevelopment of 1800 Hillside Terrace (renamed The Rise at 19th) started construction in July '19 with Certificate of Occupancy expected in mid-November 2020. The redevelopment comprises a single 4-story building with 64 units of affordable housing. 40 1-bedroom units and 24 2-bedroom units serve individuals and small families earning less than 60% of Area Median Income (AMI). The AMI breakdown for the units are 32 @ 30% AMI, 16 @ 40% AMI and 16 @ 60% AMI. 20% of the units will serve individuals with disabilities and 20% will service individuals and small families experiencing homelessness.

The project replaces 18 units of Public Housing on the site that were demolished in 2012. Households were relocated according to HUD's URA guidelines. Hillside 1800 will complete and lease up in fall/winter 2020.

Construction of THA's Arlington Drive Youth Campus (AYC) began in 7/19 with certificates of occupancy in June and October '20. The target populations AYC are youth and young adults experiencing homelessness. The AYC is located at the northwest end of THA's Salishan HOPE VI redevelopment. It includes 58 permanent housing units for young adults aged 18-24 and a 12-bed crisis residential center for youth 12-17 years old. Funding sources for the projects include LIHTC, City of Tacoma, Pierce County and Washington State.

In 10/13, THA applied to the Rental Assistance Demonstration (RAD) program through the Department of Housing and Urban Development (HUD). RAD is HUD's key Public Housing program for converting selected Public Housing units to the Project Based Section 8 Program. Conversion allowed THA to attract LIHTC equity to finance the rehabilitation of Public Housing throughout Tacoma.

THA's application was accepted in 2/15. THA converted 456 Public Housing units to the Project Based Section 8 program. Residents' rents continue to be calculated at 30% of their income and no displacement resulted from the conversion. In buildings undergoing significant rehab, residents were temporarily relocated and returned to their same unit. The 9 sites, consisting of 456 units, received an allocation of LIHTC equity that closed 4/19/16. Construction on all 9 sites was completed by the end of 2017 and was closed out in Spring 2019.

In early 2021, THA begins the construction of Hilltop Lofts in partnership with Horizon Housing Alliance. The project consists of 57 studio units of permanent supportive housing for single individuals exiting

homelessness. Construction is expected to take 12-14 months. THA is providing project-based vouchers for all 57 units.

THA is exploring the redevelopment of three parcels near the Hiltop Lofts project. Construction of 210 +/- units could start as early as Q2 2021 with an 18-24 month construction period. All units would be affordable for households earning up to 60% of the AMI. There will be approximately 25,000 sf of commercial space.

THA has partnered with Shiloh Baptist Church as development consultant to redevelop 5 houses owned by the church into 2 apartment buildings, providing 60 units of affordable housing. One apartment building will be located on South 13th Street and the other on South I Street. The redevelopment will target low income families as well as individuals exiting the criminal justices system, in recovery and/or at risk of homelessness.

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

THA is a Moving to Work authority. The current THA five-year plan outlines its policies, programs, operations and strategies. THA offers opportunities for residents to be involved in management through representation on the THA Board of Commissioners. The Mayor appoints one THA resident as Commissioner. In addition, THA supports a Resident Advisory Board, TRAC, which includes representation from all seven of THA's senior buildings. THA provides funding to support TRAC. The Salishan HOPE VI housing redevelopment project includes homeownership potential for public housing residents.

In November 2015, THA applied to HUD for permission to dispose of 34 Public Housing Scattered Sites (single family homes) spread throughout the City of Tacoma. One home has been renovated and used to temporarily house homeless youth. Now that the AYC is completed, that house will be re-purposed. The other former residents of the scattered site homes were relocated. Before being listed for sale on the Multiple Listing Service existing residents were given the first priority to purchase the home in which they used to live. Clients and residents in the rest of the THA portfolio were given second priority. None of the public housing residents were interested in purchasing the homes so all 33 were listed on the Multiple Listing Service. The final sales were completed in June 2019.

### **Actions taken to provide assistance to troubled PHAs**

Tacoma Housing Authority (THA) is the only public housing authority (PHA) operating in the City of Tacoma. THA is a high functioning PHA that has a strong financial position and maintains a highly experienced and effective staff. Therefore, the City has seen no need to provide assistance to THA as they are not considered to be "troubled".

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken 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. 91.220 (j); 91.320 (i)**

The City acknowledges disparate effects that historic policies such as redlining have had on Tacoma's neighborhoods. Among these effects are depressed home values and decreased private investment in portions of the city, where, coupled with regional growth, residents are more vulnerable to displacement. To help reverse poor outcomes, the City has adopted the Equity Index. The interactive tool ensures that decision-making processes meet the needs of residents living in areas where access to affordable housing and job opportunities are low.

Since 2017, the City of Tacoma has been operating under a Declaration of Public Health Emergency to address the health and safety concerns caused by growing homeless populations living in encampments, including individuals, families, and unaccompanied youth. These encampments have been determined to pose numerous safety and health concerns for people living in them and in the neighborhoods where they are located.

The Declaration provides the City with the ability to more rapidly adapt policy and allocate funds to providing shelter and resources for unsheltered populations. For the biennium ending during program year 2019-2020, the City allocated an investment of \$10.9 million in homeless service contracts, inclement weather services, emergency declaration funding and encampment cleanups.

The City is currently implementing the Affordable Housing Action Strategy. This 10-year road map continues to guide our organization-wide response to a changing housing market, increasing displacement pressure among residents, and a widespread need for high-quality, affordable housing opportunities for all.

A community-informed, data-driven approach, the strategy sets out to ameliorate barriers to affordable housing development using a variety of mechanisms related to building codes, development finance, tax policies, zoning, and land use. Select programs and policies include:

- Affordable Housing Provider Loans
- Multifamily Property Tax Exemption
- Down Payment Assistance
- Housing Counseling
- Residential Infill Pilot Program
- Single-Family Rehabilitation Loan Program
- Housing Incentives for Affordable Housing (pending resources available, these include density bonuses, expedited permitting, and a reduction in permitting fees. Projects must have 20+units and an affordability period of 50 years.)
- Transfer of Development Rights

### **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The City continues to address the obstacles faced by low income residents in the community. It directs the bulk of its resources to housing activities. This includes direct support to the development of multifamily and single family units that is then leveraged through other private, local, state and federal resources; downpayment assistance so that first-time homebuyers can achieve the dream of homeownership; home repairs to include health and safety improvements and exterior paint work so that low income residents can extend the longevity of their homes; economic development opportunities so that individuals in the creative community can learn skills of entrepreneurship; and, services that serve the most vulnerable in the community to include homeless and victims of domestic violence.

### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The City continues to address lead-based paint issues in accordance with Title X of the 1992 HCDA. The following practices and procedures are followed to address lead-based paint hazards:

All owners of properties receiving up to \$5,000 of federally-funded assistance are provided a copy of the lead-based paint (LBP) pamphlet. If there is any work done on the property affecting paint surfaces, the surfaces are assumed to contain lead-based paint if the property was constructed prior to 1978, and safe work practices are followed. After work is completed, a notice to occupants is provided.

All owners of properties receiving between \$5,000 and \$25,000 in federally-funded rehabilitation assistance are also provided with a copy of the LBP pamphlet. If the home was constructed prior to 1978, a LBP risk assessment is completed by a certified LBP firm. If the surfaces to be disturbed are determined to contain lead-based paint, interim controls are exercised. A notice to occupants is provided and clearance test performed by an EPA certified firm after the work is completed.

All owners of properties receiving \$25,000 or more in federally funded rehabilitation assistance are provided with the LBP pamphlet. A written risk assessment is obtained from a certified risk assessor and the specifications for the work written to insure all deteriorated LBP surfaces are properly prepared and the necessary action taken to correct any deficiencies. A clearance test is performed by a certified firm after the work has been completed and the owner has received a notification of completion.

All property acquisition financed with federal funds are inspected for lead-based paint hazards when the property in question was constructed prior to 1978. In addition, all rental properties are inspected on a regular basis for LBP hazards.

During the program year, through the use of CDBG funds, Lead Safe Work Practices were practiced on 19 homes and Interim Controls or Standard Practices was practiced on 19 homes through participation in the single family acquisition, rehabilitation and resale program, the Single Family Rehab Loan Program and home repair programs administered through the Pierce County Community Development Corporation and Rebuilding Together South Sound.

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

The City continues to take an active role and provides leadership and cooperation with community-wide organizations to reduce the number of persons living below the poverty level.

Recognizing that supporting the health and safety of Tacoma residents contributes to reducing the number of poverty-level families, the City invests in programs that focus on providing support to some of the city's most vulnerable populations, including seniors and domestic violence survivors. The City manages a local Civil Rights Investigations program, which ensures that residents who are part of protected classes are aware of their rights to fair housing and equal employment opportunities. The program also provides swift recourse for those who have been targeted for discrimination or harassment to prevent threats to their housing and/or job status.

Examples like the Local Employment and Apprenticeship Program (LEAP) and Tacoma Training and Education Program (TTEP) prepare of Tacoma's residents to develop the skill necessary for high demand jobs, and to connect with the projects and employers that provide them. These programs are coordinated with a wide coalition of public and private sector participants to meet Tacoma's educational and workforce development needs.

The city's business retention and expansion efforts support existing Tacoma businesses to stay in the city and scale; while entrepreneur support for launching or growing a business creates additional job opportunities for local producers and designers. Our recruitment efforts identify and connect with companies seeking to relocate to the type of market Tacoma is able to provide. These programs support entrepreneurship and increase livable-wage opportunities for Tacoma's growing population.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The City's Affordable Housing Action Strategy represents the organizational response to the housing affordability crisis in Tacoma. The Strategy is being implemented in cooperation with almost every city department, including Tacoma Public Utilities - each playing a role in achieving success. Through this, the City hopes to embed the goals, implementation tactics and outcomes within the entire City institution.

Further, there are specific activities that continue to get support not only from federal funds such as CDBG, HOME, and ESG, as discussed in this report, but also from other public and private sources such as United Way of Pierce County, City of Tacoma General Fund, Tacoma Housing Authority, Washington State (e.g. Housing Trust Fund), the Puyallup Indian Tribe, Metropolitan Development Council's Community Action Agency funds and Impact Capital. These funded activities include emergency and transitional shelters, other homeless and special needs programs, job training programs as well as various activities to support the families and senior citizens on limited income.

Federal, state and private financing sources continue to require local government's commitment to

financing a project before they will commit their funds. It is essential that local governments provide housing development funds. As previously mentioned in this report, the City has made a substantial commitment to housing by setting aside 50% of its CDBG and 90% of HOME funds for affordable housing programs.

As recommended in the Affordable Housing Action Strategy, Tacoma has established two local funding sources better serve the housing needs of its citizens. The first is an Affordable Housing Trust Fund, which is supplemental to the Affordable Housing Fund administered by the Tacoma Community Redevelopment Authority.

The second, HB1406, allows Tacoma to take the maximum 0.0146 percent tax credit allowed against the state sales tax. Funds from HB1406 are to be used on projects serving persons whose income is at or below 60 percent of the area median income.

### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The City of Tacoma Human Rights, a section of the Office of Equity & Human Rights, provides education and technical assistance regarding federal, state and local fair housing laws. Education and outreach are tailored to suit housing providers, tenant advocacy groups, and public/private community organizations. Fair housing education and outreach during the fiscal year include:

- Crime Free Housing Recertification on May 20, 2019
- Homeward Bound Outreach presentation on April 5, 2019
- TRENDS Rental Housing Management Conference and Trade Show on December 14, 2018, at the Washington State Convention Center in Seattle, WA
- Landlord-Tenant Training- Tacoma Tenant Organizing Committee-3/6
- City of Tacoma Housing Town Hall-4/30
- THA Landlord Advisory Group-5/19
- Community Consultation w/Refugee Resettlement Agencies- 6/2
- Landlord Liaison Project: Rent Readiness Training-6/2
- THA Landlord-Advisory Group-6/16
- THA Case Managers Landlord-Tenant Training-7/15
- THA Landlord Advisory Group-8/18
- Associated Ministries Staff: Landlord-Tenant Training-8/27
- THA Rental Assistance Dept. Landlord-Tenant Training-9/23
- Landlord Liaison Project: Rent Readiness Training-10/16
- Pierce County Community Engagement Task Force – Workforce, 1/8
- DSHS – Pierce Co. Monthly Meeting, 1/15, 2/19, 3/18
- Tacoma Rescue Mission, 1/15
- City of Tacoma, MLK Celebration, 1/20
- Centro Latino, 1/23
- Tacoma Pierce County Coalition to End Homelessness –2/7, 2/21,3/6



## **Rental Housing Code**

On November 20, 2018, the Tacoma City Council passed Ordinance No. 28559 adding chapter 1.95 to the Tacoma Municipal Code, designated as the Rental Housing Code. The Rental Housing code requires:

- 60 or 120 days' written notice to a tenant before terminating tenancy, depending on the circumstances;
- 60 days' notice to a tenant for a landlord to increase rent; except the notice to increase rent is not required for "fixed lease agreement [that] includes agreed-upon rent increases during the term of the tenancy or agreement."
- Landlords to pay tenant relocation assistance in certain circumstances;
- Landlords to provide tenants with information relevant to the rental agreements, landlords and rental properties.

At all education and outreach opportunities, fair housing materials were distributed. On an ongoing basis, Human Rights staff provides technical assistance and guidance on the new Rental Housing Code and fair housing laws to community members, housing providers, social service organizations, and government entities.

## **Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

From July 1, 2001 through June 30, 2020, City of Tacoma Human Rights has resolved 394 complaints of discrimination filed in Tacoma under the federal Fair Housing Act and under the local fair housing provisions in Tacoma Municipal Code (TMC) Chapter 1.29. In these eighteen years, over \$80,750 in settlement awards have resulted from this local administrative enforcement process. In addition to non-monetary settlements, other relief included: waiver of rental payments, securing units, granting of reasonable accommodations (i.e. reserved parking spaces, increase in voucher size, and allowing service animals), updating rental documents to include equal housing opportunity logo and language, posting of fair housing information, and fair housing training.

From July 1, 2018 through June 30, 2020, City of Tacoma Human Rights completed 18 fair housing investigation that were dual-filed with the U.S. Department of Housing and Urban Development, 7 of the 18 were resolved through Pre-Finding Settlement Agreements. The settlement agreements included affirmative measures to ensure fair housing compliance including document review, updated policies, implementation of reasonable accommodation policy, posting of fair housing information, and fair housing training for rental owners/staff.

Human Rights receives an average of 45 inquires a month from residents who feel they have experienced housing discrimination. From July 1, 2018 to June 30, 2020, Human Rights staff opened 21 complaints; of the 21 cases, 18 were dual-filed with HUD. The investigations opened during this time period include alleged violations based on race, disability, national origin/ancestry, and familial status.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

By federal declaration of disaster by FEMA (DR-4481) and Washington's declaration of a state of emergency, the City of Tacoma has been placed under a general state of emergency in response to the spread of COVID-19 in the State.

On February 29, 2020, Gov. Jay Inslee declared a statewide emergency due to the spread of coronavirus (COVID-19), and the governor has continued to issue further orders limiting public gatherings and closing many businesses. In addition, many local governments have also declared local emergencies, which allows local officials to bypass procedural requirements related to expenditures and contracting, among other things.

The CED Housing Division 2019-2020 sub-recipient monitoring, which involves of on-site, in-person desk reviews has been delayed due to the COVID-19 pandemic. Additionally, the City's four (4) sub-recipients are operating under the statewide emergency procedures as well.

The four (4) sub-recipients that received CDBG funding from the City of Tacoma's Housing Division in support of affordable housing and economic development activities are as follows:

Associated Ministries / Paint Tacoma Pierce Beautiful

Rebuilding Together South Sound / Rebuilding Day & Year Round Services

Rebuilding Together South Sound / Tacoma Home Repair

TPC Chamber of Commerce / Spaceworks

Upon the availability of the sub-recipients listed above the City staff will conduct the on-site contract monitoring for the 2019-2020 and 2020-2021 Program years. The checklists provided by HUD will be utilized for on-site contract monitoring documentation. HUD has given grantees flexibility due to COVID-19 and understands the importance of safe work practices.

HOME funded programs:

Each year, the Housing Division or its representative will monitor and assess each funded activity to determine the degree to which an activity or subrecipient is at risk of noncompliance with program requirements. Some activities may warrant additional visits where conditions exist that indicate an activity may be high risk. In an effort to address these potential problem areas, Tacoma will utilize an informal risk assessment process to aid in determining the timing and frequency of monitoring visits required for individual activities. Projects determined by this process to be higher risk would then be monitored before, and more frequently, than lower risk projects. In FY19-20, no risk assessments were completed and no HOME projects were monitored.

Public Services CDBG and ESG funded programs:

Each year, NCS staff conducts a risk assessment of all funded programs to determine which programs need an on-site contract monitoring. Per City policy, all programs receive an on-site monitoring at least once every two years. Results are considered in subsequent application processes for funding.

When identifying which programs will be monitored, certain conditions automatically trigger a monitoring. Those conditions include, but are not limited to: breach of contract, City concern for client safety or well-being, being new to receiving City of Tacoma funding, having negative findings in the most recent agency financial audit, and/or not being monitored the previous year.

Other considerations in determining the need for an on-site contract monitoring include, but are not limited to, staff turnover, program performance, and other concerns identified by City staff.

Programs that are flagged for a monitoring receive a site visit prior to the end of the contract period (by June 30th of each year). A standard monitoring tool is used by staff during the site visit to evaluate program performance, compliance with applicable federal requirements, personnel and administration practices, and accounting practices. Any negative findings are summarized at the end of the monitoring form, along with corrective actions and a timeline for completing corrective actions. The monitoring results, summary of findings, and timeline for corrective action are then provided to the program.

In the FY 2018-19 contract period, fifteen (15) programs received CDBG and/or ESG funding from the City of Tacoma. All but one of the programs was monitored between May and June of 2019. The remaining program was be monitored in September of 2019. The results of the monitorings are included in the table on the following page.

Agency	Program	Monitoring Date	Funding Source	Findings (Y/N)	Findings Addressed (Y/N/N/A)
Korean Women's Association	We Are Family	6/25/2019	ESG	N	N/A
YWCA Pierce County	DV Shelter	5/7/2019	ESG/ CDBG	N	N/A
Exodus Housing	Rapid Re-housing DV	5/30/2019	ESG	N	N/A
Associated Ministries	Family Permanent Housing	6/11/2019	ESG	Y	N
Catholic Community Services	Homeless Adult Services	4/17/2019	ESG/ CDBG	N	N/A
Catholic Community Services	Family Housing Network	4/17/2019	ESG	N	N/A
The Rescue Mission	Men's Shelter	5/2/2019	ESG/ CDBG	Y	Y
The Rescue Mission	Family Shelter	6/21/2019	ESG	N	N/A
Korean Women's Association	Economic Stabilization	6/18/2019	CDBG	N	N/A
YWCA Pierce County	Legal Services	5/6/2019	CDBG	N	N/A
LASA	Prevention Services	9/6/2019	CDBG	N	N/A
New Phoebe House Association	Phoebe Family RRR	5/21/2019	CDBG	N	N/A
South Sound Outreach	Financial Empowerment	5/10/2019	CDBG	Y	N
St. Leo's Food Connection	Food Bank Program	6/14/2019	CDBG	N	N/A
Vadis	FLASH	6/7/2019	CDBG	N	N/A

**Table 18 - Public Services CDBG and ESG Funded Programs**

**Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The 15-day period for examination and review began on November 19, 2020 and ended on December 8, 2020. The City provided public notice on November 19, 2020 in the Legal section of the Tacoma publication of The News Tribune for print and online viewing. A copy of the public notice was shared with partner agencies. Due to the pandemic, draft copies were not available for in-person viewing and instead were offered via post upon request. The CAPER is also posted on the City's website.

No comments were received.

## **CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The Human Services Division of the Neighborhood and Community Services Department has not had any significant changes in their program objectives. The Housing Division of the Community and Economic Development Department has not had any significant changes in their program objectives.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

## **CR-50 - HOME 91.520(d)**

**Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

In Program Year 2019-20, inspections were conducted in December and January. All units in twenty five properties were inspected by a third party consultant which has performed the City's on-site inspections since 2014. Additionally, other properties receiving funding from the City in addition to the State Department of Commerce or Washington State Housing Finance Commission were inspected by the City's funding partners with results provided to the City. Some common findings in individual units include windows blocked by furniture, damaged doors, gaps in electrical panels, deteriorated caulking and damaged door hardware.

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

Each recipient of HOME funds signs a loan or grant agreement requiring their agency to retain records which show compliance with fair housing and equal opportunity requirements. The agreements also require that the borrower or grant recipient have an affirmative marketing plan in place that complies with 24 CFR 92.351. The City's Minority and Business Development Agency and Small Business

Enterprise program both assist minority and women-owned businesses in attaining general and sub-contractor agreements to construct projects assisted with City HOME funds.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

During the current reporting period the Tacoma-Lakewood Consortium received \$496,655.56 in program income. Of this amount, \$122,933.86 was spent on administrative costs for both the cities of Lakewood and Tacoma.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

The City continues to release an affordable housing NOFA annually. Both HOME and CDBG funds are made available for new construction and rehabilitation of multi-family rental and single-family homeownership projects. This NOFA is extremely important for multi-family rental developers as they are often not able to attract financing from other public lenders such as the state’s Housing Trust Fund or to position themselves well for housing tax credits without having a local commitment of funding. The also City continues to work closely with the Homeownership Center of Tacoma (HCT) and Habitat for Humanity to foster the development of affordable housing.

**CR-60 - ESG 91.520(g) (ESG Recipients only)**

**ESG Supplement to the CAPER in *e-snaps***

**For Paperwork Reduction Act**

**1. Recipient Information—All Recipients Complete**

**Basic Grant Information**

<b>Recipient Name</b>	TACOMA
<b>Organizational DUNS Number</b>	073135535
<b>EIN/TIN Number</b>	916001283
<b>Identify the Field Office</b>	SEATTLE
<b>Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance</b>	Tacoma/Lakewood/Pierce County CoC

**ESG Contact Name**

<b>Prefix</b>	Ms
<b>First Name</b>	Erica
<b>Middle Name</b>	R
<b>Last Name</b>	Azcueta
<b>Suffix</b>	0

**Title** Management Analyst III

**ESG Contact Address**

**Street Address 1** 747 Market Street, Room 836  
**Street Address 2** 0  
**City** Tacoma  
**State** WA  
**ZIP Code** -  
**Phone Number** 2535915015  
**Extension** 0  
**Fax Number** 0  
**Email Address** eazcueta@cityoftacoma.org

**ESG Secondary Contact**

**Prefix** Ms  
**First Name** Darian  
**Last Name** Lightfoot  
**Suffix** 0  
**Title** Contract and Program Auditor  
**Phone Number** 2535915874  
**Extension** 0  
**Email Address** dlightfoot@ci.tacoma.wa.us

**2. Reporting Period—All Recipients Complete**

**Program Year Start Date** 07/01/2019  
**Program Year End Date** 06/30/2020

**3a. Subrecipient Form – Complete one form for each subrecipient**

**Subrecipient or Contractor Name:** YWCA Pierce County  
**City:** Tacoma  
**State:** WA  
**Zip Code:** 98402, 3904  
**DUNS Number:** 364210302  
**Is subrecipient a victim services provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 20000

**Subrecipient or Contractor Name:** ASSOCIATED MINISTRIES OF TACOMA-PIERCE COUNTY

**City:** Tacoma

**State:** WA

**Zip Code:** 98405, 5021

**DUNS Number:** 180153637

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 30475

**Subrecipient or Contractor Name:** CATHOLIC COMMUNITY SERVICES OF WESTERN WASHINGTON

**City:** Tacoma

**State:** WA

**Zip Code:** 98405, 4457

**DUNS Number:** 799006341

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 40000

**Subrecipient or Contractor Name:** The Rescue Mission

**City:** Tacoma

**State:** WA

**Zip Code:** 98401, 1912

**DUNS Number:** 095731014

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 46201

**Subrecipient or Contractor Name:** Exodus Housing

**City:** Sumner

**State:** WA

**Zip Code:** 98390, 3249

**DUNS Number:** 120590331

**Is subrecipient a victim services provider:** Y

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 32151



**Subrecipient or Contractor Name:** Korean Women's Association

**City:** Tacoma

**State:** WA

**Zip Code:** 98445, 2001

**DUNS Number:** 180238727

**Is subrecipient a victim services provider:** Y

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 20000

**R-65 - Persons Assisted – See Sage ESG Report Attached at the end of this report.**

**CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes**

**10. Shelter Utilization**

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	171,550
Total Number of bed-nights provided	175,837
Capacity Utilization	102.50%

**Table 19 – Shelter Capacity**

**11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)**

ESG Performance Standards for 2019-20:

Project outcomes for ESG are aimed with creating a flexible and responsive homeless system where individuals and families experiencing homelessness is rare, brief, and non-recurring. Persons exiting to permanent housing at the end of the program year: Rapid Re-Housing exits to permanent housing were 75%, families in emergency shelter exits to permanent housing were 57%, and individuals in emergency shelter exits to permanent housing were 12%. (Target of 85% for Rapid Re-housing, 45% for families in Emergency Shelter, 10% for individuals in Emergency Shelter)

\*Please note: Programs reported on other outputs and outcomes for the City. Data on these performance standards came from HMIS.

Below are three tables that highlight the following:

1. Rapid Re-housing Outcomes: Target-> Exits to permanent housing (75%) and percentage of increased income (20%) for all ESG clients
2. Families in Shelter Outcomes:Target-> Exits to permanent housing (45%) and percentage of increased income (20%) for all ESG clients
3. Individuals in Emergency Shelter Outcomes:Target-> Exits to permanent housing (10%) and percentage of increased income (20%) for all ESG clients

Results indicate that individuals and families who receive rapid re-housing (RRH) experience more positive exits to permanent housing and increasing income when compared to individuals and families in emergency shelters. The total individuals served in RRH is substantially smaller than those families and individuals served in emergency shelters, because there are only two providers of RRH.

Families served in emergency shelters fare moderately well, and exceeded the permanent housing and

increasing income targets. Catholic Community Services interrupted operations on their overnight emergency shelter in September of 2018 to evaluate their services and systems, which impacted the overall outcomes of the cohort. They re-opened in February of 2019 as a day shelter while continuing to evaluate overnight options for families in partnership with faith based organizations and other shelter providers.

Individuals in emergency shelter are the largest population of persons experiencing homelessness. The programs collectively reached their exits to permanent housing target, yet were well below the target to increase income. This population takes numerous efforts of engagements during stays to build rapport and create a trajectory of change that can lead to permanent housing.

Agency	Individuals Served	Percentage of Permanent Housing Exits	Percentage of Increased Income
Associated Ministries	181	34%	11%
Exodus Housing	147	28%	42%
RRH Total/Averages	328	31%	27%

**Table 20 - Rapid Re-housing Outcomes**

Agency	Individuals Served	Percentage of Permanent Housing Exits	Percentage of Increased Income
Korean Women's Association	126	61%	10%
The Rescue Mission - Family	636	50%	7%
YWCA	256	40%	6%
Family Emergency Shelter Total/Averages	1,018	50%	8%
Korean Women's Association	126	61%	10%

**Table 21 - Families in Emergency Shelter Outcomes**

Agency	Individuals Served	Percentage of Permanent Housing Exits	Percentage of Increased Income
Catholic Community Services Men's Shelter	648	10%	1%
Catholic Community Services Women's Shelter	282	19%	0%
The Rescue Mission Men's Shelter	1,756	8%	0%
Emergency Shelter Total/Averages	2,686	12%	0%

**Table 22 - Individuals in Emergency Shelter Outcomes**

## CR-75 – Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Homelessness Prevention</b>	<b>0</b>	<b>0</b>	<b>0</b>

Table 23 – ESG Expenditures for Homelessness Prevention

#### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Expenditures for Rental Assistance	15,811	20,431	28,601
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	6,000	11,244	3,550
Expenditures for Housing Relocation & Stabilization Services - Services	34,181	30,000	30,475
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Rapid Re-Housing</b>	<b>55,992</b>	<b>61,675</b>	<b>62,626</b>

Table 24 – ESG Expenditures for Rapid Re-Housing

#### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Essential Services	0	0	26,201
Operations	109,025	120,000	95,894
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	1,000
<b>Subtotal</b>	<b>109,025</b>	<b>120,000</b>	<b>123,095</b>

Table 25 – ESG Expenditures for Emergency Shelter

**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Street Outreach	0	0	0
HMIS	5,061	5,046	0
Administration	15,179	15,140	13,623

**Table 26 - Other Grant Expenditures**

**11e. Total ESG Grant Funds**

Total ESG Funds Expended	2017	2018	2019
	185,257	201,861	199,344

**Table 27 - Total ESG Funds Expended**

**11f. Match Source**

	2017	2018	2019
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	20,000	20,000	20,000
Local Government	30,654	61,675	42,626
Private Funds	131,487	100,000	125,250
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>182,141</b>	<b>181,675</b>	<b>187,876</b>

**Table 28 - Other Funds Expended on Eligible ESG Activities**

**11g. Total**

Total Amount of Funds Expended on ESG Activities	2017	2018	2019
	367,398	383,536	387,220

**Table 29 - Total Amount of Funds Expended on ESG Activities**



**HUD ESG CAPER FY2020**

Grant: **ESG: Tacoma - WA - Report** Type: CAPER

**Report Date Range**  
7/1/2019 to 6/30/2020

**Q01a. Contact Information**

First name   
 Middle name   
 Last name   
 Suffix   
 Title   
 Street Address 1   
 Street Address 2   
 City   
 State   
 ZIP Code   
 E-mail Address   
 Phone Number   
 Extension   
 Fax Number

**Q01b. Grant Information**

As of 10/23/2020

Fiscal Year	Grant Number	Current Authorized Amount	Total Drawn	Balance	Obligation Date	Expenditure Deadline
2020	E20MCS30007	\$220,216.00	\$0	\$220,216.00	10/13/2020	10/13/2022
2019	E19MCS30007	\$208,750.00	\$199,344.66	\$9,405.34	7/12/2019	7/12/2021
2018	E18MCS30007	\$201,861.00	\$201,860.00	\$1.00	8/22/2018	8/22/2020
2017	E17MCS30007	\$202,381.00	\$202,381.00	\$0	9/22/2017	9/22/2019
2016	E16MCS30007	\$201,163.00	\$201,163.00	\$0	9/1/2016	9/1/2018
2015	E15MCS30007	\$197,634.61	\$197,634.61	\$0	7/29/2015	7/29/2017
2014	E14MCS30003	\$189,688.00	\$189,688.00	\$0	7/14/2014	7/14/2016
2013	E13MCS30003	\$162,867.00	\$162,867.00	\$0	7/31/2013	7/31/2015
2012						
2011						
<b>Total</b>		<b>\$1,584,560.61</b>	<b>\$1,354,938.27</b>	<b>\$229,622.34</b>		

**ESG Information from IDIS**

CAPER reporting includes funds used from fiscal year:

2020

**Project types carried out during the program year**

Enter the number of each type of projects funded through ESG during this program year.

Street Outreach   
 Emergency Shelter   
 Transitional Housing (grandfathered under ES)   
 Day Shelter (funded under ES)   
 Rapid Re-Housing   
 Homelessness Prevention

**Q01c. Additional Information**

**HMIS**

**Comparable Database**

Are 100% of the project(s) funded through ESG, which are allowed to use HMIS, entering data into HMIS?   
 Have all of the projects entered data into Sage via a CSV - CAPER Report upload?   
 Are 100% of the project(s) funded through ESG, which are allowed to use a comparable database, entering data into the comparable database?   
 Have all of the projects entered data into Sage via a CSV - CAPER Report upload?

**Q04a: Project Identifiers in HMIS**

Organization Name	Organization ID	Project Name	Project ID	HMIS Project Type	Method for Tracking ES	Affiliated with a residential project	Project IDs of affiliations	CoC Number	Geocode	Victim Service Provider	HMIS Software Name	Report Start Date	Report End Date	CSV Exception?	Uploaded via emailed hyperlink?
The Rescue Mission	5	TRM - Family Shelter - Shelter Only/Bedlists	103	1	0			WA-503	531554	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
The Rescue Mission	5	TRM - Downtown Campus - Shelter Only/Bedlists	119	1	0			WA-503	531554	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
YWCA	258	YWCA Domestic Violence Shelter	259	1	0			WA-503	531554	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
Korean Women's Association	374	Korean Women's Assoc - We Are Family DV Shelter	375	1	0			WA-503	531554	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
Exodus Housing	323	Exodus Housing - Bright Future RRH	373	13				WA-503	539053	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
Catholic Community Services of Western Washington	11	CCS - Family Day Center	465	11				WA-503	531554	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
Associated Ministries	122	AM - Homeless Housing and Assistance	299	13				WA-503	531554	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
Catholic Community Services of Western Washington	11	CCS - The Nativity House - Mens Shelter	106	1	0			WA-503	531554	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
Catholic Community Services of Western Washington	11	CCS - The Nativity House - Womens Shelter	107	1	0			WA-503	531554	0	ServicePoint	2019-07-01	2020-06-30	No	Yes

**Q05a: Report Validations Table**

Total Number of Persons Served	5545
Number of Adults (Age 18 or Over)	3950
Number of Children (Under Age 18)	1590
Number of Persons with Unknown Age	5
Number of Leavers	4939
Number of Adult Leavers	3571
Number of Adult and Head of Household Leavers	3574
Number of Stayers	606
Number of Adult Stayers	379
Number of Veterans	386
Number of Chronically Homeless Persons	1268
Number of Youth Under Age 25	295
Number of Parenting Youth Under Age 25 with Children	87
Number of Adult Heads of Household	3645
Number of Child and Unknown-Age Heads of Household	3
Heads of Households and Adult Stayers in the Project 365 Days or More	19

**Q06a: Data Quality: Personally Identifying Information (PII)**

Data Element	Client Doesn't Know/Refused	Information Missing	Data Issues	Total	% of Error Rate
Name	262	0	629	891	16.07 %
Social Security Number	755	100	806	1661	29.95 %
Date of Birth	0	11	318	329	5.93 %
Race	105	25	0	130	2.34 %
Ethnicity	56	30	0	86	1.55 %
Gender	9	5	0	14	0.25 %
Overall Score				1730	31.20 %

**Q06b: Data Quality: Universal Data Elements**

	Error Count	% of Error Rate
Veteran Status	46	1.16 %
Project Start Date	0	0.00 %
Relationship to Head of Household	191	3.44 %
Client Location	0	0.00 %
Disabling Condition	211	3.81 %

**Q06c: Data Quality: Income and Housing Data Quality**

	Error Count	% of Error Rate
Destination	2601	52.66 %
Income and Sources at Start	342	9.38 %
Income and Sources at Annual Assessment	18	94.74 %
Income and Sources at Exit	276	7.72 %

**Q06d: Data Quality: Chronic Homelessness**

	Count of Total Records	Missing Time in Institution	Missing Time in Housing	Approximate Date Started DK/R/missing	Number of Times DK/R/missing	Number of Months DK/R/missing	% of Records Unable to Calculate
ES, SH, Street Outreach	3120	0	0	716	665	705	24.40 %
TH	0	0	0	0	0	0	--
PH (All)	137	0	2	0	0	0	1.37 %
Total	3257	0	0	0	0	0	23.43 %

**Q06e: Data Quality: Timeliness**

	Number of Project Start Records	Number of Project Exit Records
0 days	485	584
1-3 Days	2971	2522
4-6 Days	462	225
7-10 Days	328	335
11+ Days	801	1273

**Q06f: Data Quality: Inactive Records: Street Outreach & Emergency Shelter**

	# of Records	# of Inactive Records	% of Inactive Records
Contact (Adults and Heads of Household in Street Outreach or ES - NBN)	0	0	--
Bed Night (All Clients in ES - NBN)	0	0	--

**Q07a: Number of Persons Served**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Adults	3950	2942	1002	0	6
Children	1590	0	1494	89	7
Client Doesn't Know/ Client Refused	0	0	0	0	0
Data Not Collected	5	0	0	0	5
Total	5545	2942	2496	89	18
For PSH & RRH - the total persons served who moved into housing	193	21	172	0	0

**Q08a: Households Served**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Total Households	3648	2897	745	2	4
For PSH & RRH - the total households served who moved into housing	72	19	53	0	0

**Q08b: Point-in-Time Count of Households on the Last Wednesday**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
January	496	384	111	0	1
April	409	316	92	0	1
July	427	337	89	0	1
October	591	453	138	0	0

**Q09a: Number of Persons Contacted**

	All Persons Contacted	First contact - NOT staying on the Streets, ES, or SH	First contact - WAS staying on Streets, ES, or SH	First contact - Worker unable to determine
Once	0	0	0	0
2-5 Times	0	0	0	0
6-9 Times	0	0	0	0
10+ Times	0	0	0	0
Total Persons Contacted	0	0	0	0

**Q09b: Number of Persons Engaged**

	All Persons Contacted	First contact - NOT staying on the Streets, ES, or SH	First contact - WAS staying on Streets, ES, or SH	First contact - Worker unable to determine
Once	0	0	0	0
2-5 Contacts	0	0	0	0
6-9 Contacts	0	0	0	0
10+ Contacts	0	0	0	0
Total Persons Engaged	0	0	0	0
Rate of Engagement	0.00	0.00	0.00	0.00



**Q10a: Gender of Adults**

	Total	Without Children	With Children and Adults	Unknown Household Type
Male	2736	2456	277	3
Female	1189	467	719	3
Trans Female (MTF or Male to Female)	9	8	1	0
Trans Male (FTM or Female to Male)	5	4	1	0
Gender Non-Conforming (i.e. not exclusively male or female)	7	6	1	0
Client Doesn't Know/Client Refused	4	1	3	0
Data Not Collected	0	0	0	0
Subtotal	3950	2942	1002	6

**Q10b: Gender of Children**

	Total	With Children and Adults	With Only Children	Unknown Household Type
Male	783	739	41	3
Female	796	747	45	4
Trans Female (MTF or Male to Female)	3	3	0	0
Trans Male (FTM or Female to Male)	2	0	2	0
Gender Non-Conforming (i.e. not exclusively male or female)	1	1	0	0
Client Doesn't Know/Client Refused	5	4	1	0
Data Not Collected	0	0	0	0
Subtotal	1590	1494	89	7

**Q10c: Gender of Persons Missing Age Information**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Male	0	0	0	0	0
Female	0	0	0	0	0
Trans Female (MTF or Male to Female)	0	0	0	0	0
Trans Male (FTM or Female to Male)	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	5	0	0	0	5
Subtotal	5	0	0	0	5

**Q10d: Gender by Age Ranges**

	Total	Under Age 18	Age 18-24	Age 25-61	Age 62 and over	Client Doesn't Know/ Client Refused	Data Not Collected
Male	3519	783	179	2268	289	0	0
Female	1985	796	160	967	62	0	0
Trans Female (MTF or Male to Female)	12	3	1	8	0	0	0
Trans Male (FTM or Female to Male)	7	2	2	3	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	8	1	3	3	1	0	0
Client Doesn't Know/Client Refused	9	5	1	3	0	0	0
Data Not Collected	5	0	0	0	0	0	5
Subtotal	5545	1590	346	3252	352	0	5

**Q11: Age**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Under 5	548	0	516	31	1
5 - 12	722	0	684	35	3
13 - 17	320	0	294	23	3
18 - 24	346	178	168	0	0
25 - 34	1030	630	396	0	4
35 - 44	968	675	292	0	1
45 - 54	733	623	110	0	0
55 - 61	521	493	27	0	1
62+	352	343	9	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	5	0	0	0	5
Total	5545	2942	2496	89	18

**Q12a: Race**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
White	2378	1525	829	24	0
Black or African American	1539	765	734	28	12
Asian	68	46	22	0	0
American Indian or Alaska Native	165	108	57	0	0
Native Hawaiian or Other Pacific Islander	299	58	241	0	0
Multiple Races	955	393	530	31	1
Client Doesn't Know/Client Refused	116	45	65	6	0
Data Not Collected	25	2	18	0	5
Total	5545	2942	2496	89	18

**Q12b: Ethnicity**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Non-Hispanic/Non-Latino	4716	2579	2063	61	13
Hispanic/Latino	734	335	372	27	0
Client Doesn't Know/Client Refused	56	17	38	1	0
Data Not Collected	39	11	23	0	5
<b>Total</b>	<b>5545</b>	<b>2942</b>	<b>2496</b>	<b>89</b>	<b>18</b>

**Q13a1: Physical and Mental Health Conditions at Start**

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults ☞	With Only Children	Unknown Household Type
Mental Health Problem	1479	1058	313	101	--	4	3
Alcohol Abuse	140	127	13	0	--	0	0
Drug Abuse	265	203	62	0	--	0	0
Both Alcohol and Drug Abuse	288	252	36	0	--	0	0
Chronic Health Condition	1028	733	205	83	--	6	1
HIV/AIDS	22	20	2	0	--	0	0
Developmental Disability	502	278	89	130	--	4	1
Physical Disability	1245	1022	180	43	--	0	0

☞ The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

**Q13b1: Physical and Mental Health Conditions at Exit**

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults ☞	With Only Children	Unknown Household Type
Mental Health Problem	1383	1005	283	88	--	4	3
Alcohol Abuse	138	127	11	0	--	0	0
Drug Abuse	264	208	56	0	--	0	0
Both Alcohol and Drug Abuse	278	246	32	0	--	0	0
Chronic Health Condition	956	699	177	72	--	4	4
HIV/AIDS	19	17	2	0	--	0	0
Developmental Disability	472	274	79	114	--	4	1
Physical Disability	1137	938	159	39	--	0	1

☞ The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

**Q13c1: Physical and Mental Health Conditions for Stayers**

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults ☞	With Only Children	Unknown Household Type
Mental Health Problem	142	88	40	14	--	0	0
Alcohol Abuse	14	12	2	0	--	0	0
Drug Abuse	23	14	9	0	--	0	0
Both Alcohol and Drug Abuse	28	21	7	0	--	0	0
Chronic Health Condition	124	74	34	15	--	1	0
HIV/AIDS	3	3	0	0	--	0	0
Developmental Disability	55	23	13	19	--	0	0
Physical Disability	142	108	28	6	--	0	0

☞ The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

**Q14a: Domestic Violence History**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	975	537	436	1	1
No	2890	2347	538	1	4
Client Doesn't Know/Client Refused	23	16	7	0	0
Data Not Collected	65	42	22	0	1
<b>Total</b>	<b>3953</b>	<b>2942</b>	<b>1003</b>	<b>2</b>	<b>6</b>

**Q14b: Persons Fleeing Domestic Violence**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	386	153	233	0	0
No	568	365	201	1	1
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	21	19	2	0	0
<b>Total</b>	<b>975</b>	<b>537</b>	<b>436</b>	<b>1</b>	<b>1</b>

**Q15: Living Situation**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
<b>Homeless Situations</b>	0	0	0	0	0
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	687	563	124	0	0
Transitional housing for homeless persons (including homeless youth)	5	4	1	0	0
Place not meant for habitation	2412	1700	710	0	2
Safe Haven	26	26	0	0	0
Host Home (non-crisis)	1	0	0	1	0
Interim Housing <sup>Ⓒ</sup>	0	0	0	0	0
<b>Subtotal</b>	3131	2293	835	1	2
<b>Institutional Settings</b>	0	0	0	0	0
Psychiatric hospital or other psychiatric facility	8	8	0	0	0
Substance abuse treatment facility or detox center	12	11	1	0	0
Hospital or other residential non-psychiatric medical facility	125	119	6	0	0
Jail, prison or juvenile detention facility	74	73	0	0	0
Foster care home or foster care group home	1	1	0	0	0
Long-term care facility or nursing home	3	3	0	0	0
Residential project or halfway house with no homeless criteria	0	0	0	0	0
<b>Subtotal</b>	223	215	7	0	1
<b>Other Locations</b>	0	0	0	0	0
Permanent housing (other than RRH) for formerly homeless persons	0	0	0	0	0
Owned by client, no ongoing housing subsidy	8	6	2	0	0
Owned by client, with ongoing housing subsidy	4	2	2	0	0
Rental by client, with RRH or equivalent subsidy	8	0	8	0	0
Rental by client, with HCV voucher (tenant or project based)	0	0	0	0	0
Rental by client in a public housing unit	1	1	0	0	0
Rental by client, no ongoing housing subsidy	121	92	29	0	0
Rental by client, with VASH subsidy	0	0	0	0	0
Rental by client with GPD TIP subsidy	0	0	0	0	0
Rental by client, with other housing subsidy	9	3	6	0	0
Hotel or motel paid for without emergency shelter voucher	52	28	24	0	0
Staying or living in a friend's room, apartment or house	80	54	23	0	3
Staying or living in a family member's room, apartment or house	220	190	29	1	0
Client Doesn't Know/Client Refused	26	15	11	0	0
Data Not Collected	70	43	27	0	0
<b>Subtotal</b>	599	434	161	1	3
<b>Total</b>	3953	2942	1003	2	6

<sup>Ⓒ</sup> Interim housing is retired as of 10/1/2019.

**Q16: Cash Income - Ranges**

	Income at Start	Income at Latest Annual Assessment for Stayers	Income at Exit for Leavers
No income	1828	1	1627
\$1 - \$150	45	0	44
\$151 - \$250	134	0	120
\$251 - \$500	179	0	151
\$501 - \$1000	777	0	701
\$1,001 - \$1,500	331	0	318
\$1,501 - \$2,000	174	0	172
\$2,001+	235	0	234
Client Doesn't Know/Client Refused	31	0	30
Data Not Collected	216	0	174
Number of Adult Stayers Not Yet Required to Have an Annual Assessment	0	360	0
Number of Adult Stayers Without Required Annual Assessment	0	18	0
<b>Total Adults</b>	3950	379	3571

**Q17: Cash Income - Sources**

	Income at Start	Income at Latest Annual Assessment for Stayers	Income at Exit for Leavers
Earned Income	468	0	470
Unemployment Insurance	23	0	17
SSI	695	0	644
SSDI	332	0	308
VA Service-Connected Disability Compensation	60	0	60
VA Non-Service Connected Disability Pension	51	0	45
Private Disability Insurance	1	0	0
Worker's Compensation	5	0	5
TANF or Equivalent	232	0	196
General Assistance	99	0	98
Retirement (Social Security)	31	0	26
Pension from Former Job	14	0	16
Child Support	71	0	56
Alimony (Spousal Support)	6	0	6
Other Source	98	0	87
Adults with Income Information at Start and Annual Assessment/Exit	0	1	0

**Q19b: Disabling Conditions and Income for Adults at Exit**

	AO: Adult with Disabling Condition	AO: Adult without Disabling Condition	AO: Total Adults	AO: % with Disabling Condition by Source	AC: Adult with Disabling Condition	AC: Adult without Disabling Condition	AC: Total Adults	AC: % with Disabling Condition by Source	UK: Adult with Disabling Condition	UK: Adult without Disabling Condition	UK: Total Adults	UK: % with Disabling Condition by Source
Earned Income	89	162	251	35.65 %	92	117	209	44.40 %	0	2	2	0.00 %
Supplemental Security Income (SSI)	461	63	524	88.09 %	84	24	108	77.81 %	1	0	1	100.00 %
Social Security Disability Insurance (SSDI)	242	25	267	90.46 %	31	7	38	81.53 %	0	0	0	-
VA Service-Connected Disability Compensation	44	5	49	89.76 %	9	0	9	100.00 %	0	0	0	-
Private Disability Insurance	0	0	0	-	0	0	0	-	0	0	0	-
Worker's Compensation	3	0	3	100.00 %	1	1	2	50.00 %	0	0	0	-
Temporary Assistance for Needy Families (TANF)	24	17	41	58.49 %	91	60	151	60.40 %	0	0	0	-
Retirement Income from Social Security	20	4	24	83.50 %	1	1	2	50.00 %	0	0	0	-
Pension or retirement income from a former job	11	4	15	73.33 %	0	0	0	-	0	0	0	-
Child Support	3	0	3	100.00 %	33	20	53	62.30 %	0	0	0	-
Other source	180	34	214	83.94 %	20	13	33	60.55 %	0	0	0	-
No Sources	617	670	1287	47.70 %	102	190	292	34.89 %	1	1	2	50.00 %
Unduplicated Total Adults	1549	952	2501		388	394	782		2	3	5	

**Q20a: Type of Non-Cash Benefit Sources**

	Benefit at Start	Benefit at Latest Annual Assessment for Stayers	Benefit at Exit for Leavers
Supplemental Nutritional Assistance Program	2261	1	2109
WIC	41	0	38
TANF Child Care Services	19	0	15
TANF Transportation Services	4	0	4
Other TANF-Funded Services	5	0	6
Other Source	24	0	30

**Q21: Health Insurance**

	At Start	At Annual Assessment for Stayers	At Exit for Leavers
Medicaid	2208	1	2006
Medicare	559	0	508
State Children's Health Insurance Program	1182	0	1041
VA Medical Services	165	0	158
Employer Provided Health Insurance	65	0	60
Health Insurance Through COBRA	1	0	0
Private Pay Health Insurance	44	0	39
State Health Insurance for Adults	823	0	761
Indian Health Services Program	9	0	6
Other	37	0	34
No Health Insurance	1019	0	886
Client Doesn't Know/Client Refused	37	0	28
Data Not Collected	140	27	106
Number of Stayers Not Yet Required to Have an Annual Assessment	0	578	0
1 Source of Health Insurance	3702	1	3317
More than 1 Source of Health Insurance	668	0	625

**Q22a2: Length of Participation – ESG Projects**

	Total	Leavers	Stayers
0 to 7 days	2073	1988	85
8 to 14 days	551	514	37
15 to 21 days	393	360	33
22 to 30 days	369	320	49
31 to 60 days	731	640	91
61 to 90 days	526	470	56
91 to 180 days	583	473	110
181 to 365 days	242	125	117
366 to 730 days (1-2 Yrs)	70	46	24
731 to 1,095 days (2-3 Yrs)	4	2	2
1,096 to 1,460 days (3-4 Yrs)	2	1	1
1,461 to 1,825 days (4-5 Yrs)	0	0	0
More than 1,825 days (> 5 Yrs)	1	0	1
Data Not Collected	0	0	0
Total	5545	4939	606

**Q22c: Length of Time between Project Start Date and Housing Move-in Date**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	21	0	21	0	0
8 to 14 days	13	0	10	3	0
15 to 21 days	29	4	22	3	0
22 to 30 days	29	1	19	9	0
31 to 60 days	20	4	14	2	0
61 to 180 days	19	0	17	2	0
181 to 365 days	0	0	0	0	0
366 to 730 days (1-2 Yrs)	2	0	2	0	0
Total (persons moved into housing)	133	9	105	19	0
Average length of time to housing	36.32	30.78	38.17	27.00	--
Persons who were exited without move-in	55	5	45	5	0
Total persons	188	14	150	24	0

**Q22d: Length of Participation by Household Type**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	2073	1504	555	10	4
8 to 14 days	551	269	277	5	0
15 to 21 days	393	195	191	5	2
22 to 30 days	369	137	224	8	0
31 to 60 days	731	302	414	15	0
61 to 90 days	526	183	326	13	4
91 to 180 days	583	237	332	6	8
181 to 365 days	242	82	141	19	0
366 to 730 days (1-2 Yrs)	70	26	36	8	0
731 to 1,095 days (2-3 Yrs)	4	4	0	0	0
1,096 to 1,460 days (3-4 Yrs)	2	2	0	0	0
1,461 to 1,825 days (4-5 Yrs)	0	0	0	0	0
More than 1,825 days (> 5 Yrs)	1	1	0	0	0
Data Not Collected	0	0	0	0	0
Total	5545	2942	2496	89	18

**Q22: Length of Time Prior to Housing - based on 3.917 Date Homelessness Started**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	579	490	82	0	7
8 to 14 days	101	51	49	1	0
15 to 21 days	95	42	49	3	1
22 to 30 days	88	52	34	2	0
31 to 60 days	250	107	141	2	0
61 to 180 days	468	261	188	19	0
181 to 365 days	396	288	107	1	0
366 to 730 days (1-2 Yrs)	382	313	67	2	0
731 days or more	619	581	32	6	0
Total (persons moved into housing)	2978	2185	749	36	8
Not yet moved into housing	108	12	88	8	0
Data not collected	947	624	296	27	0
Total persons	4033	2821	1133	71	8

**Q23: Exit Destination - All persons**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
<b>Permanent Destinations</b>	0	0	0	0	0
Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
Owned by client, no ongoing housing subsidy	6	3	3	0	0
Owned by client, with ongoing housing subsidy	1	1	0	0	0
Rental by client, no ongoing housing subsidy	460	217	242	1	0
Rental by client, with VASH housing subsidy	0	0	0	0	0
Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
Rental by client, with other ongoing housing subsidy	126	20	99	7	0
Permanent housing (other than RRH) for formerly homeless persons	95	42	53	0	0
Staying or living with family, permanent tenure	84	19	63	2	0
Staying or living with friends, permanent tenure	19	3	13	3	0
Rental by client, with RRH or equivalent subsidy	69	5	59	5	0
Rental by client, with HCV voucher (tenant or project based)	14	0	11	3	0
Rental by client in a public housing unit	17	2	15	0	0
<b>Subtotal</b>	891	312	558	21	0
<b>Temporary Destinations</b>	0	0	0	0	0
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	99	33	62	4	0
Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
Transitional housing for homeless persons (including homeless youth)	17	7	10	0	0
Staying or living with family, temporary tenure (e.g. room, apartment or house)	41	3	35	3	0
Staying or living with friends, temporary tenure (e.g. room, apartment or house)	37	8	27	2	0
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	1166	677	483	2	4
Safe Haven	0	0	0	0	0
Hotel or motel paid for without emergency shelter voucher	17	0	17	0	0
Host Home (non-crisis)	1	1	0	0	0
<b>Subtotal</b>	1378	729	634	11	4
<b>Institutional Settings</b>	0	0	0	0	0
Foster care home or group foster care home	0	0	0	0	0
Psychiatric hospital or other psychiatric facility	0	0	0	0	0
Substance abuse treatment facility or detox center	6	3	3	0	0
Hospital or other residential non-psychiatric medical facility	25	25	0	0	0
Jail, prison, or juvenile detention facility	7	5	2	0	0
Long-term care facility or nursing home	0	0	0	0	0
<b>Subtotal</b>	38	33	5	0	0
<b>Other Destinations</b>	0	0	0	0	0
Residential project or halfway house with no homeless criteria	3	3	0	0	0
Deceased	5	5	0	0	0
Other	23	4	16	3	0
Client Doesn't Know/Client Refused	25	4	18	3	0
Data Not Collected (no exit interview completed)	2576	1599	937	26	14
<b>Subtotal</b>	2632	1615	971	32	14
<b>Total</b>	4939	2689	2168	64	18
Total persons exiting to positive housing destinations	892	313	558	21	0
Total persons whose destinations excluded them from the calculation	30	30	0	0	0
Percentage	18.17 %	11.77 %	25.74 %	32.81 %	0.00 %

**Q24: Homelessness Prevention Housing Assessment at Exit**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Able to maintain the housing they had at project start--Without a subsidy	0	0	0	0	0
Able to maintain the housing they had at project start--With the subsidy they had at project start	0	0	0	0	0
Able to maintain the housing they had at project start--With an on-going subsidy acquired since project start	0	0	0	0	0
Able to maintain the housing they had at project start--Only with financial assistance other than a subsidy	0	0	0	0	0
Moved to new housing unit--With on-going subsidy	0	0	0	0	0
Moved to new housing unit--Without an on-going subsidy	0	0	0	0	0
Moved in with family/friends on a temporary basis	0	0	0	0	0
Moved in with family/friends on a permanent basis	0	0	0	0	0
Moved to a transitional or temporary housing facility or program	0	0	0	0	0
Client became homeless - moving to a shelter or other place unfit for human habitation	0	0	0	0	0
Client went to jail/prison	0	0	0	0	0
Client died	0	0	0	0	0
Client doesn't know/Client refused	0	0	0	0	0
Data not collected (no exit interview completed)	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Q25a: Number of Veterans**

	Total	Without Children	With Children and Adults	Unknown Household Type
Chronically Homeless Veteran	109	105	4	0
Non-Chronically Homeless Veteran	277	248	29	0
Not a Veteran	3518	2556	956	6
Client Doesn't Know/Client Refused	20	15	5	0
Data Not Collected	26	18	8	0
<b>Total</b>	<b>3950</b>	<b>2942</b>	<b>1002</b>	<b>6</b>

**Q25b: Number of Chronically Homeless Persons by Household**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Chronically Homeless	1268	888	373	3	4
Not Chronically Homeless	3408	1398	1949	51	10
Client Doesn't Know/Client Refused	16	12	4	0	0
Data Not Collected	853	644	170	35	4
<b>Total</b>	<b>5545</b>	<b>2942</b>	<b>2496</b>	<b>89</b>	<b>18</b>









Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

## Instructions for the HOME Match Report

### Applicability:

The HOME Match Report is part of the HOME APR and must be filled out by every participating jurisdiction that incurred a match liability. Match liability occurs when FY 1993 funds (or subsequent year funds) are drawn down from the U.S. Treasury for HOME projects. A Participating Jurisdiction (PJ) may start counting match contributions as of the beginning of Federal Fiscal Year 1993 (October 1, 1992). A jurisdiction not required to submit this report, either because it did not incur any match or because it had a full match reduction, may submit a HOME Match Report if it wishes. The match would count as excess match that is carried over to subsequent years. The match reported on this form must have been contributed during the reporting period (between October 1 and September 30).

### Timing:

This form is to be submitted as part of the HOME APR on or before December 31. The original is sent to the HUD Field Office. One copy is sent to the

Office of Affordable Housing Programs, CGHF  
Room 7176, HUD, 451 7th Street, S.W.  
Washington, D.C. 20410.

The participating jurisdiction also keeps a copy.

### Instructions for Part II:

1. **Excess match from prior Federal fiscal year:** Excess match carried over from prior Federal fiscal year.
2. **Match contributed during current Federal fiscal year:** The total amount of match contributions for all projects listed under Part III in column 9 for the Federal fiscal year.

3. **Total match available for current Federal fiscal year:** The sum of excess match carried over from the prior Federal fiscal year (Part II, line 1) and the total match contribution for the current Federal fiscal year (Part II, line 2). This sum is the total match available for the Federal fiscal year.

4. **Match liability for current Federal fiscal year:** The amount of match liability is available from HUD and is provided periodically to PJs. The match must be provided in the current year. The amount of match that must be provided is based on the amount of HOME funds drawn from the U.S. Treasury for HOME projects. The amount of match required equals 25% of the amount drawn down for HOME projects during the Federal fiscal year. Excess match may be carried over and used to meet match liability for subsequent years (see Part II line 5). Funds drawn down for administrative costs, CHDO operating expenses, and CHDO capacity building do not have to be matched. Funds drawn down for CHDO seed money and/or technical assistance loans do not have to be matched if the project does not go forward. A jurisdiction is allowed to get a partial reduction (50%) of match if it meets one of two statutory distress criteria, indicating "fiscal distress," or else a full reduction (100%) of match if it meets both criteria, indicating "severe fiscal distress." The two criteria are poverty rate (must be equal to or greater than 125% of the average national family poverty rate to qualify for a reduction) and per capita income (must be less than 75% of the national average per capita income to qualify for a reduction). In addition, a jurisdiction can get a full reduction if it is declared a disaster area under the Robert T. Stafford Disaster Relief and Emergency Act.

5. **Excess match carried over to next Federal fiscal year:** The total match available for the current Federal fiscal year (Part II, line 3) minus the match liability for the current Federal fiscal year (Part II, line 4). Excess match may be carried over and applied to future HOME project match liability.

### Instructions for Part III:

1. **Project No. or Other ID:** "Project number" is assigned by the C/MI System when the PJ makes a project setup call. These projects involve at least some Treasury funds. If the HOME project does not involve Treasury funds, it must be identified with "other ID" as follows: the fiscal year (last two digits only), followed by a number (starting from "01" for the first non-Treasury-funded project of the fiscal year), and then at least one of the following abbreviations: "SF" for project using shortfall funds, "PI" for projects using program income, and "NON" for non-HOME-assisted affordable housing. Example: 93.01.SF, 93.02.PI, 93.03.NON, etc.

Shortfall funds are non-HOME funds used to make up the difference between the participation threshold and the amount of HOME funds allocated to the PJ; the participation threshold requirement applies only in the PJ's first year of eligibility. [§92.102]

Program income (also called "repayment income") is any return on the investment of HOME funds. This income must be deposited in the jurisdiction's HOME account to be used for HOME projects. [§92.503(b)]

- Non-HOME-assisted affordable housing is investment in housing not assisted by HOME funds that would qualify as "affordable housing" under the HOME Program definitions. "NON" funds must be contributed to a specific project; it is not sufficient to make a contribution to an entity engaged in developing affordable housing. [§92.219(b)]
2. **Date of Contribution:** Enter the date of contribution. Multiple entries may be made on a single line as long as the contributions were made during the current fiscal year. In such cases, if the contributions were made at different dates during the year, enter the date of the last contribution.
  3. **Cash:** Cash contributions from non-Federal resources. This means the funds are contributed permanently to the HOME Program regardless of the form of investment the jurisdiction provides to a project. Therefore all repayment, interest, or other return on investment of the contribution must be deposited in the PJ's HOME account to be used for HOME projects. The PJ, non-Federal public entities (State/local governments), private entities, and individuals can make contributions. The grant equivalent of a below-market interest rate loan to the project is eligible when the loan is not repayable to the PJ's HOME account. [§92.220(a)(1)] In addition, a cash contribution can count as match if it is used for eligible costs defined under §92.206 (except administrative costs and CHDO operating expenses) or under §92.209, or for the following non-eligible costs: the value of non-Federal funds used to remove and relocate ECHO units to accommodate eligible tenants, a project reserve account for replacements, a project reserve account for unanticipated increases in operating costs, operating subsidies, or costs relating to the portion of a mixed-income or mixed-use project not related to the affordable housing units. [§92.219(c)]
  4. **Foregone Taxes, Fees, Charges:** Taxes, fees, and charges that are normally and customarily charged but have been waived, foregone, or deferred in a manner that achieves affordability of the HOME-assisted housing. This includes State tax credits for low-income housing development. The amount of real estate taxes may be based on the post-improvement property value. For those taxes, fees, or charges given for future years, the value is the present discounted cash value. [§92.220(a)(2)]
  5. **Appraised Land/Real Property:** The appraised value, before the HOME assistance is provided and minus any debt burden, lien, or other encumbrance, of land or other real property, not acquired with Federal resources. The appraisal must be made by an independent, certified appraiser. [§92.220(a)(3)]
  6. **Required Infrastructure:** The cost of investment, not made with Federal resources, in on-site and off-site infrastructure directly required for HOME-assisted affordable housing. The infrastructure must have been completed no earlier than 12 months before HOME funds were committed. [§92.220(a)(4)]
  7. **Site preparation, Construction materials, Donated labor:** The reasonable value of any site-preparation and construction materials, not acquired with Federal resources, and any donated or voluntary labor (see §92.354(b)) in connection with the site-preparation for, or construction or rehabilitation of, affordable housing. The value of site-preparation and construction materials is determined in accordance with the PJ's cost estimate procedures. The value of donated or voluntary labor is determined by a single rate ("labor rate") to be published annually in the Notice Of Funding Availability (NOFA) for the HOME Program. [§92.220(6)]
  8. **Bond Financing:** Multifamily and single-family project bond financing must be validly issued by a State or local government (or an agency, instrumentality, or political subdivision thereof). 50% of a loan from bond proceeds made to a multifamily affordable housing project owner can count as match. 25% of a loan from bond proceeds made to a single-family affordable housing project owner can count as match. Loans from all bond proceeds, including excess bond match from prior years, may not exceed 25% of a PJ's total annual match contribution. [§92.220(a)(5)] The amount in excess of the 25% cap for bonds may carry over, and the excess will count as part of the statutory limit of up to 25% per year. Requirements regarding bond financing as an eligible source of match will be available upon publication of the implementing regulation early in FY 1994.
  9. **Total Match:** Total of items 3 through 8. This is the total match contribution for each project identified in item 1.
- Ineligible forms of match include:**
1. Contributions made with or derived from Federal resources e.g. CDBG funds [§92.220(b)(1)]
  2. Interest rate subsidy attributable to the Federal tax-exemption on financing or the value attributable to Federal tax credits [§92.220(b)(2)]
  3. Contributions from builders, contractors or investors, including owner equity, involved with HOME-assisted projects. [§92.220(b)(3)]
  4. Sweat equity [§92.220(b)(4)]
  5. Contributions from applicants/recipients of HOME assistance [§92.220(b)(5)]
  6. Fees/charges that are associated with the HOME Program only, rather than normally and customarily charged on all transactions or projects [§92.220(a)(2)]
  7. Administrative costs

# Section 3 Reports HOME CDBG ESG



## Section 3 Summary Report

Economic Opportunities for Low- and Very Low-Income Persons  
 U.S. Department of Housing and Urban Development  
 Office of Fair Housing and Equal Opportunity

OMB Approval No. 2529-0043  
 (exp. 11/30/2018)

<b>Disbursement Agency</b>
City of Tacoma Neighborhood and Community Services
747 Market Street, Room 836, Tacoma, WA 98402
91-6001283

<b>Reporting Entity</b>
City of Tacoma Neighborhood and Community Services
747 Market Street, Room 836, Tacoma, WA 98402

Dollar Amount	\$1,556,383.81
Contact Person	Carrie Wickstrom
Date Report Submitted	11/17/2020

Reporting Period		Program Area Code	Program Area Name
From	To		
7/1/19	6/30/20	CDB1	Community Devel Block Grants

## Part I: Employment and Training

Job Category	Number of New Hires	Number of New Hires that Are Sec. 3 Residents	Aggregate Number of Staff Hours Worked	Total Staff Hours for Section 3 Employees	Number of Section 3 Trainees
Carpentry	3	3	0	0	3
Clerical	1	1	0	0	0

Total New Hires	4
Section 3 New Hires	4
Percent Section 3 New Hires	100%
Total Section 3 Trainees	3
The minimum numerical goal for Section 3 new hires is 30%.	

## Part II: Contracts Awarded

Construction Contracts	
Total dollar amount of construction contracts awarded	\$1,300,000.00
Total dollar amount of contracts awarded to Section 3 businesses	\$63,000.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	4.84%
Total number of Section 3 businesses receiving construction contracts	2
The minimum numerical goal for Section 3 construction opportunities is 10%.	

Non-Construction Contracts	
Total dollar amount of all non-construction contracts awarded	\$0.00
Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$0.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	N/A
Total number of Section 3 businesses receiving non-construction contracts	0
The minimum numerical goal for Section 3 non-construction opportunities is 3%.	

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing.	
Yes	Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
Yes	Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
Yes	Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
Yes	Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
No	Other; describe below.
<p>By federal declaration of disaster by FEMA (DR-4481) and Washingtons declaration of a state of emergency, the City of Tacoma was placed under a general state of emergency in response to the spread of COVID-19 in the State.</p> <p>On February 29, 2020, Gov. Jay Inslee declared a statewide emergency due to the spread of coronavirus (COVID-19), and the governor has continued to issue further orders limiting public gatherings and closing many businesses. In addition, many local governments have also declared local emergencies, which included the halting of all construction projects for a period of time.</p> <p>It was proving to be difficult to hire Section 3 residents because several of the local programs that assist were closed due to the pandemic.</p> <p>Additionally, there is a limited amount of Section 3 Businesses in the local Pierce County / Tacoma area.</p>	



### Section 3 Summary Report

Economic Opportunities for Low- and Very Low-Income Persons  
 U.S. Department of Housing and Urban Development  
 Office of Fair Housing and Equal Opportunity

OMB Approval No. 2529-0043  
 (exp. 11/30/2018)

<b>Disbursement Agency</b>
City of Tacoma Neighborhood and Community Services
747 Market Street, Room 836, Tacoma, WA 98402
91-6001283

<b>Reporting Entity</b>
City of Tacoma Neighborhood and Community Services
747 Market Street, Room 836, Tacoma, WA 98402

Dollar Amount	\$384,178.42
Contact Person	Carrie Wickstrom
Date Report Submitted	11/17/2020

Reporting Period		Program Area Code	Program Area Name
From	To		
7/1/19	6/30/20	HOME	HOME Program



**Part I: Employment and Training**

Job Category	Number of New Hires	Number of New Hires that Are Sec. 3 Residents	Aggregate Number of Staff Hours Worked	Total Staff Hours for Section 3 Employees	Number of Section 3 Trainees
The expenditure of these funds did not result in any new hires.					

Total New Hires	0
Section 3 New Hires	0
Percent Section 3 New Hires	N/A
Total Section 3 Trainees	0
The minimum numerical goal for Section 3 new hires is 30%.	

**Part II: Contracts Awarded**

Construction Contracts	
Total dollar amount of construction contracts awarded	\$0.00
Total dollar amount of contracts awarded to Section 3 businesses	\$0.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	N/A
Total number of Section 3 businesses receiving construction contracts	0
The minimum numerical goal for Section 3 construction opportunities is 10%.	

Non-Construction Contracts	
Total dollar amount of all non-construction contracts awarded	\$0.00
Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$0.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	N/A
Total number of Section 3 businesses receiving non-construction contracts	0
The minimum numerical goal for Section 3 non-construction opportunities is 3%.	

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing.	
Yes	Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
Yes	Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
Yes	Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
Yes	Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
No	Other; describe below.



### Section 3 Summary Report

Economic Opportunities for Low- and Very Low-Income Persons  
 U.S. Department of Housing and Urban Development  
 Office of Fair Housing and Equal Opportunity

OMB Approval No. 2529-0043  
 (exp. 11/30/2018)

<b>Disbursement Agency</b>
City of Tacoma Neighborhood and Community Services
747 Market Street, Room 836, Tacoma, WA 98402
91-6001283

<b>Reporting Entity</b>
City of Tacoma Neighborhood and Community Services
747 Market Street Room 836, TACOMA, WA 98402

Dollar Amount:	\$2,374.22
Contact Person:	Darian Lightfoot
Date Report Submitted:	11/17/2020

Reporting Period		Program Area Code	Program Area Name
From	To		
7/1/19	6/30/20	EMRG	Emergency Shelter Grants

The expenditure of these funds did not result in any covered contracts or new hires during the 12-month period selected.

# Citizen Participation Plan Records

## City of Tacoma Consolidated Annual Performance and Evaluation Report

A draft of the City of Tacoma's Consolidated Annual Performance and Evaluation Report, which describes the accomplishments of the City's Community Development Block Grant, HOME Investment Partnership Tacoma-Lakewood Consortium, and Emergency Solutions Grant programs for the Program Year July 1, 2019 – June 30, 2020, is available for public review.

The draft report is online at [cityoftacoma.org/conplan](http://cityoftacoma.org/conplan). Written comments may be submitted until 5 p.m. on Monday, December 8, 2020 to Felicia Medlen, Housing Division Manager, Community and Economic Development Department, 747 Market St., Room 900, Tacoma, WA 98402. Electronic comments may be submitted by email to [cedhousingdivision@cityoftacoma.org](mailto:cedhousingdivision@cityoftacoma.org) or using the [survey link](#) posted with the report at [cityoftacoma.org/conplan](http://cityoftacoma.org/conplan).



**AFFIDAVIT OF PUBLICATION**

Account #	Ad Number	Classification	EO	Amount	Rate	Length
374613	0064612388	City of Tacoma Consolidated Annual Performance		\$151.07	*	2.15 in

**Attention:**

TACOMA COMMUNITY REDEVELOPMENT AUTHORITY  
 747 MARKET ST., ROOM 900  
 TACOMA, WA 98402

**City of Tacoma Consolidated Annual Performance and Evaluation Report**

A draft of the City of Tacoma's Consolidated Annual Performance and Evaluation Report, which describes the accomplishments of the City's Community Development, Home Start, and Inpatient Partnership (Inpatient/Outpatient) programs, and Emergency Solutions Grant program for the period July 1, 2019 - June 30, 2020, is available for publication. The draft report is online at [cityoftacoma.org/corplan](http://cityoftacoma.org/corplan). Written comments may be submitted until 5 pm on Monday, December 8, 2020 to Felicia Meehan, Housing Division Manager, Community and Economic Development Department, 747 Market St., Room 900, Tacoma, WA 98402. Electronic comments may be distributed by email to [communityandeconomicdevelopment@cityoftacoma.org](mailto:communityandeconomicdevelopment@cityoftacoma.org) using the screen link posted with the report at [cityoftacoma.org/corplan](http://cityoftacoma.org/corplan).

VICTORIA RODELA, being duly sworn, deposes and says: That she is the Principal Clerk of the publication, The News Tribune, printed and published in Tacoma, Pierce County, State of Washington, and having a general circulation therein, and which said newspaper(s) have been continuously and uninterruptedly published in said County during a period of six months prior to the first publication of the notice, a copy of which is attached hereto; that said notice was published in The News Tribune, as amended: for:

1 Insertions

Published On:  
 November 15, 2020

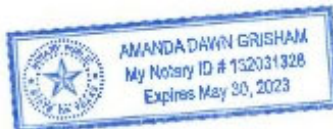
*V Rodela*

(Principal Clerk)

Subscribed and sworn on this 19th day of November in the year of 2020 before me, a Notary Public, personally appeared before me Victoria Rodela known or identified to me to be the person whose name subscribed to the within instrument, and being by first duly sworn, declared that the statements therein are true, and acknowledged to me that he/she executed the same.

Notary Public in and for the state of  
 Texas, residing in Dallas County

Extra charge for lost or duplicate affidavits.  
 Legal document please do not destroy!



*Amanda Dawn Grisham*

**AFFIDAVIT OF PUBLICATION**

Publication	Issue Number	Publication Title	City	Amount	Date	Length
256385	300150392	PUBLIC NOTICE HUD ANNUAL ACTION PLAN	Legal Notice	\$515.00	1	0.27 in

Attention: Chris Smith  
TACOMA ECONOMIC DEVELOPMENT  
747 MARKET ST RM 1035  
TACOMA, WA 984023701

**PUBLIC NOTICE  
HUD ANNUAL ACTION PLAN FOR  
2015-2020  
TACOMA-LAKEWOOD HOME  
CONSORTIUM**

Tacoma and Lakewood plan to adopt a 2015-2020 Department Annual Action Plan (AAP) for Housing and Community Development, providing a roadmap to address needs in both cities. As the lead entity of the HUD coalition, the Tacoma City Council will Approve Public Budget Objectives for both jurisdictions. CITY OF TACOMA - Proposed use of funds appropriated for Tacoma City Council purposes is based upon federal funding that includes \$3,995,531 (\$2,460,155 if tax election and \$830,376 if program income) in CDBG money and an estimated \$1,278,254 (\$1,038,208 if tax election, \$240,046 if program income) of the Tacoma portion of the Tacoma-Lakewood HOME Consortium money as well as \$201,893 in non-Federal funding. Supplemental activities will be implemented as part of the AAP beginning July 2015. CITY OF LAKEWOOD - Proposed use of funds appropriated for Lakewood City Council purposes is based upon federal funding that includes \$581,540 (\$475,005 if tax election, \$106,535 if CDBG program income) and \$42,924 in appropriated funds from fiscal years 2016 and 2017 in CDBG money (\$15,000 in 2016 program income, and \$27,924 in 2017 program income) and \$28,100 in tax election and \$28,100 in program income of the Lakewood portion of the Tacoma-Lakewood HOME Consortium money. Supplemental activities will be implemented as part of the AAP beginning July 2015. Public Hearing Notice: Public Hearing Notice for CDBG, HOME, and HUD are not yet finalized. Public Hearings shall be adjusted on a case-by-case basis and all awarded amounts will be adjusted accordingly. CITIZEN REVIEW COMMENTS: The 2015-2020 Annual Action Plan for each jurisdiction will be available for public review for a period of 30 days from April 1, 2015 to April 30, 2015. Copies of these comments are available to view at: City of Tacoma, 301 Market Street, Community & Economic Development Department, 2nd Floor, Customer Service Center (1000) as well as at Tacoma public libraries. The Department will also be available at the City website at [www.tacomawash.org/taconaplan](http://www.tacomawash.org/taconaplan). A public hearing by the Tacoma City Council is scheduled for April 16, 2015 at 9:00 a.m. with final adoption by the City Council estimated to be on May 7, 2015. Special arrangements for disabled persons can be made 72 hours in advance by calling (253) 921-3257. City of Lakewood, Tacoma City Development Department, 1200 West 1000 West Street SW, Lakewood Office, 8500 Wauchope Road SW and Hibbard Library, 14178 Washington Ave SW Lakewood WA. The Department is also available on the City's website at [www.lakewoodwa.com](http://www.lakewoodwa.com). A public hearing by the Lakewood City Council is scheduled for April 15, 2015, 1:00 p.m. Lakewood City Hall, with final adoption by the City Council estimated to be on May 27, 2015. Special arrangements for disabled persons can be made 72 hours in advance by calling (253) 989-2449. The Annual Action Plan will then be submitted to the Department of

STEFANI BEARD, being duly sworn, deposes and says that he/she is the Principal Clerk of the publication, printed and published in Tacoma, Pierce County, State of Washington and having a general circulation therein, and which said newspaper(s) have been continuously and uninterrupted published in said County during a period of six months prior to the first publication of the notice, a copy of which is attached hereto; that said notice was published in \_\_\_\_\_, as amended, for:

1 Insertions

Published On:  
April 21, 2015

*Stephaniel*  
Principal Clerk

Subscribed and sworn on this 1st day of April in the year of 2015 before me, a Notary Public, personally appeared before me Stefani Beard known or identified to me to be the person whose name subscribes to the within instrument, and being by first duly sworn, declared that the statements therein are true, and acknowledged to me that he/she executed the same.

*L. Cordery*  
Notary Public in and for the State of Texas, residing in Dallas County

Extra charge for lost or duplicate affidavits:  
Legal document please do not destroy!



Housing and Urban Development for their review and approval. Any person who wishes to submit written comments regarding this document may do so on or before April 30, 2020. Comments may be mailed to: OMB, HUD, Office and Support Staff, Comments, 6, 1020042; Department, Office of Economic Development, City of Tacoma, 701 Second St., Room 402 Tacoma, WA 98402 and take direct mail. The City of Department, Office of Economic Development, 6, 1020042. Visit: <http://www.omb.gov>





**Notice of Public Comment Period and Public Hearing  
on  
Substantial Amendment to Annual Action Plan  
for  
Housing and Community Development**

The City of Tacoma is proposing to substantially amend its program year 2019-2020 (July 1, 2019 – June 30, 2020) Annual Action Plan to program uncommitted prior year Community Development Block Grant (CDBG) funds provided to the City of Tacoma by the U.S. Department of Housing and Urban Development for use in Housing and Community Development activities. The substantial amendment to the Annual Action Plan proposes reprogramming funds as follows:

**CDBG Program Income from Single-Family Rehabilitation Program**

Reprogram \$1,000,000 in revolving loan fund Program Income received in program years 2017-2018 (July 1, 2017 – June 30, 2018) and 2018-2019 (July 1, 2018- June 30, 2019) to the program year 2019-2020 Annual Action Plan for use in Affordable Housing Fund activities:

- \$873,801.66 from Program Year 2017- 2018
- \$126,198.34 from Program Year 2018-2019

This amendment will allocate the \$1,000,000 to the Tacoma Housing Authority Arlington Youth Campus (Campus) project. Funds will support the construction of the Crisis Residential Center co-located on the Campus that will serve youth 12-17 year olds experiencing homelessness.

**CDBG Prior Year Resources**

Reprogram \$962,529 in Entitlement funds from prior year resources to the 2019- 2020 Annual Action Plan for use in community development activities:

- \$391,500 from the 2015-2016 Annual Action Plan
- \$556,166 from the 2016-2017 Annual Action Plan
- \$14,863 from 2017-2018 Annual Action Plan

This amendment will support the following projects that were approved for funding in program year 2019-2020:

1. Tacoma Housing Authority's (THA) 1800 Hillside project (\$227,006): This project will support off-site capital improvements that are necessary for THA to develop 64 units of affordable housing for households that make up to 60% of Area Median Income (AMI).
2. Associated Ministries' Paint Tacoma / Pierce Beautiful program (\$75,000): This program will paint homes of individuals that make up to 80% of AMI, own and reside in the home and whose home does not need major repairs prior to painting or poses a danger to volunteer painters.
3. Rebuilding Together South Sound's Tacoma Home Repair Program (\$310,000): This program will provide health and safety related home repairs and rehabs such as roof leaks, gutter repairs, plumbing and electrical fixes, and fence repairs.
4. Rebuilding Together South Sound's Rebuilding Day 2019 and Year-Round Services program (\$81,500): This program will provide emergency health and safety related home repairs and rehabs for low income, disabled, families with children and elderly households. Repairs include grab bars, floor repairs, roof repairs, electrical, and plumbing. Rebuilding Day is an annual event that takes place on the 3rd weekend of April each year.

5. Tacoma Pierce County Chamber of Commerce's Spaceworks Tacoma project (\$185,000): This project provides business support services and resources to creative entrepreneurs and artists.
6. Urban Business Support's Business Plan Training program (\$84,023): This program will provide technical assistance to existing small business owners in low income communities. The program will help business owners complete business plans and assist businesses with obtaining microloans to prevent displacement and help create jobs. Services will include a series of Business Plan in a Day boot camps and 10 week Entrepreneurship Programs held throughout the City. Ongoing technical assistance will be provided to graduates of the 10-week program.

Public comments regarding the proposed amendment will be heard during a public hearing to occur at 5:15 p.m., December 3, 2019 in Council Chambers, 747 Market Street, Tacoma, WA 98402 as part of a regularly scheduled Tacoma City Council meeting.

Comments may also be provided in writing during a 30 day public comment period commencing on November 9, 2019 and concluding on December 9, 2019. For more detailed information on the proposed amendments, contact Daniel Murillo at (253) 591-5238 or [dmurillo@cityoftacoma.org](mailto:dmurillo@cityoftacoma.org). Anyone wanting to submit written comments may do so no later than 5 p.m., December 9, 2019 to:

Daniel Murillo, Housing Division Manager  
Community & Economic Development Department  
747 Market Street, Room 900  
Tacoma, WA 98402

Notice of Public Comment Period and Public Hearing  
on  
Substantial Amendment to Annual Action Plan  
for  
Housing and Community Development

The City of Tacoma is proposing to substantially amend its program year 2019-2020 (July 1, 2019 – June 30, 2020) Annual Action Plan to program uncommitted current and prior year Community Development Block Grant (CDBG) funds provided to the City of Tacoma by the U.S. Department of Housing and Urban Development for use in Housing and Community Development activities. The substantial amendment to the Annual Action Plan proposes reprogramming funds as follows:

CDBG Prior Year Resources

Reprogram \$2,975,000 in Entitlement funds from current and prior year unallocated resources to the 2019- 2020 Annual Action Plan for use in community development activities:

- \$1,230,022 from the 2019-2020 Annual Action Plan
- \$481,699 from the 2018-2019 Annual Action Plan
- \$1,067,200 from 2017-2018 Annual Action Plan
- \$196,079 from 2016-2017 Annual Action Plan

This amendment will support the following projects in program year 2019-2020:

1. Homeownership Center Northwest (HCNW) I Street Site Acquisition project (\$1,275,000): This project will support the acquisition of six parcels of land near the intersection of South 9<sup>th</sup> Street and South I Street for the future development of units to be sold to low-income, first-time homebuyers.
2. The Tacoma Community Redevelopment Authority Property Acquisition (\$1,700,000): This project will acquire property on Tacoma Avenue South near the intersection of South 13<sup>th</sup> Street for the purpose of providing future affordable housing options.

Public comments regarding the proposed amendment will be heard during a public hearing to occur at 5:15 p.m., April 7, 2020 in Council Chambers, 747 Market Street, Tacoma, WA 98402 as part of a regularly scheduled Tacoma City Council meeting.

Comments may also be provided in writing during a 30-day public comment period commencing on March 13, 2020 and concluding on April 13, 2020. Limited copies of the report are available by calling (253) 591-[Input Darian's extension]. Hard copies are available for public review at the following locations:

Tacoma Municipal Building  
Community & Economic Development Department  
747 Market St., Room 900

Tacoma Municipal Building  
Customer Support Center  
747 Market St., Room 220

Tacoma Public Library  
1102 Tacoma Avenue S.

For more detailed information on the proposed amendments, contact Darian Lightfoot at (253) 591-5645 or [dlightfoot@cityoftacoma.org](mailto:dlightfoot@cityoftacoma.org). Anyone wanting to submit written comments may do so no later than 5 p.m., April 13, 2020 to:

Darian Lightfoot, Contract Program Auditor  
Community & Economic Development Department  
747 Market Street, Room 900  
Tacoma, WA 98402

**AFFIDAVIT OF PUBLICATION**

Account #	Ad Number	Description	PO	Amount	COS	Lines
255827	6004092050	City of Tacoma Notice of Funding Availability 2019		\$154.75	1	26

**Attention: Chris Suh**  
 CITY OF TACOMA COMM & ECON DEV  
 747 MARKET STREET 8TH FLOOR  
 TACOMA, WA 98402

By publication of this notice, the publisher is certifying that the publication of this notice is in accordance with the provisions of the Washington State Constitution, Article II, Section 2, which requires that all laws be published in the official gazette. The publisher is also certifying that the publication of this notice is in accordance with the provisions of the Washington State Constitution, Article II, Section 2, which requires that all laws be published in the official gazette. The publisher is also certifying that the publication of this notice is in accordance with the provisions of the Washington State Constitution, Article II, Section 2, which requires that all laws be published in the official gazette.

ELIZABETH BROWN, being duly sworn, deposes and says: That he/she is the Principal Clerk of the publication; The News Tribune, printed and published in Tacoma, Pierce County, State of Washington, and having a general circulation therein, and which said newspaper(s) have been continuously and uninterruptedly published in said County during a period of six months prior to the first publication of the notice, a copy of which is attached hereto; that said notice was published in The News Tribune, as aforesaid, for:

1 Insertions

Published On:  
 January 25, 2019

*Elizabeth Brown*  
 (Principal Clerk)

Subscribed and sworn on this 25th day of January in the year of 2019 before me, a Notary Public, personally appeared before me Elizabeth Brown known or identified to me to be the person whose name subscribed to the within instrument, and being by first duly sworn, declared that the statements herein are true, and acknowledged to me that he/she executed the same.



*Karen Gerhardt*  
 Notary Public in and for the state of Washington, residing in Pierce County 1660 S. State St, Tacoma, WA 98405