



CITY OF TACOMA
COMMUNITY AND
ECONOMIC DEVELOPMENT
Tacoma-Lakewood HOME
Consortium – 2020-2021
Consolidated Annual Performance
and Evaluation Report (CAPER)
September 2021

INTRODUCTION

The purpose of the CAPER is to report on progress made towards goals outlined in Tacoma-Lakewood HOME Consolidated Plans and Annual Action Plans.

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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 faces a housing affordability problem. Many households pay more than 30% of income on monthly housing, reducing their ability to meet other needs like transportation, childcare, or healthcare. The city needs to stay affordable to help maintain the quality of life that Tacoma is known for and ensure housing costs do not worsen as the city grows.

In 2018, the City of Tacoma developed the Affordable Housing Action Strategy (AHAS) in response to a changing housing market, risk of displacement among residents, and need for high-quality, affordable housing opportunities for all. Implementation of the AHAS involves a mix of funding sources, including Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds, and local resources. 2020 AHAS milestones include a policy prioritizing surplus property for affordable housing; efforts to update land use and development review processes; assistance with code compliance; dedicated funding for affordable housing and direct rental/utility assistance; and, minimizing barriers for persons with limited literacy and English proficiency.

The City is marketing its Opportunity Zones and has secured investments in 4 significant projects: 2 housing projects, 1 mixed use project, and 1 office project. Local public and private sector leaders continue to retain and attract a larger share of the Puget Sound region's quality jobs; foster a climate of business investment; improve workforce training opportunities and employment centers; and balance land use.

The City received CDBG-CV and ESG-CV funds through the CARES Act to provide emergency response to the coronavirus pandemic. During the program year, CV funds supported 118 business resiliency grants, three warming centers, overflow shelter, two micro shelter sites, and two hygiene stations set up to support encampment residents. In addition, 423 households whose incomes were impacted by COVID-19 were provided emergency rental assistance.

The City awarded 236 small businesses \$3,323,000 in loans and grants for COVID recovery. \$1,185,000 in grants were awarded weighted to the City of Tacoma's Equity Index. 113 of the businesses were women-owned and 52-percent of all recipients were minorities. Technical assistance was provided to all requesting recipients. Tacoma established a KIVA micro-business loan program. Seven local businesses have received investments through the program, with a dozen more pending underwriting. SpaceWorks Tacoma established the Black Business Accelerator, providing technical assistance to Black business founders.

Table 1 reflects accomplishments tied to 2020-2024 Consolidated Plan goals. Due to the timing of the Consortium's funding cycles, contract process, and the nature of the activities supported by federal grants, annual CAPERs includes projects and activities that were closed out during the program year, which do not contribute to 2020-2024 Consolidated Plan goals. Activities that are funded during the program year and also time-limited will have accomplishments reflected in the 2021-2022 CAPER. Other activities, such as acquisitions, rehabilitation, and new construction, may span multiple years before accomplishments are reported.

Note: Under the 2020-2024 Consolidated Plan goal to Stabilize Existing Residents, the City of Tacoma completed 13 single-family rehabilitation projects that are not reflected in Table 1.

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)

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 availability of cultural services	Homeless Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	28120	0	0.00%	0	0	0
Increase availability of cultural services	Homeless Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0.00%	28120	0	0.00%
Increase diverse rental and homeownership opps	Affordable Housing	CDBG: \$2978421 / HOME: \$ / ESG: \$220216	Homeowner Housing Added	Household Housing Unit	735	0	0.00%	735	0	0.00%
Prevent and reduce homelessness	Affordable Housing Homeless	CDBG: \$2978421 / HOME: \$1783631 / ESG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0	0	1605	0	0.00%
Prevent and reduce homelessness	Affordable Housing Homeless	CDBG: \$2978421 / HOME: \$1783631 / ESG: \$	Homelessness Prevention	Persons Assisted	1605	0	0.00%	0	0	0

Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	12000	0	0.00%	12000	0	0.00%
Resource provision	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$2978421 / HOME: \$1783631 / ESG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3133	0	0.00%	0	0	0
Resource provision	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$2978421 / HOME: \$1783631 / ESG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0	500	0	0.00%
Stabilize existing residents	Affordable Housing Public Housing Non-Housing Community Development	CDBG: \$ / HOME: \$ / ESG: \$	Jobs created/retained	Jobs	36	0	0.00%	36	0	0.00%
Stabilize existing residents	Affordable Housing Public Housing Non-Housing Community Development	CDBG: \$ / HOME: \$ / ESG: \$	Businesses assisted	Businesses Assisted	2	0	0.00%	2	0	0.00%

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.

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.

Community needs inform funding priorities for the use of CDBG, HOME, and ESG grants. Annual priority recommendations from the Human Services Commission and the Tacoma Redevelopment Authority were adopted by Tacoma City Council on 6/2/20. Priorities are as follows:

Housing (CDBG, HOME): Development of new affordable housing, repairs and major rehabilitation for low-income homeowners, assistance to first-time homebuyers, maintaining and expanding rental housing affordable to low-income households, and supportive housing – including special needs housing, and emergency and transitional shelters.

Community Development (CDBG): Street-related improvements such as sidewalk repair or ADA improvements in lower income neighborhoods, public infrastructure improvements, off-site infrastructure improvements for affordable housing developments, and improvements to public facilities

Economic Development (CDBG) business services that support lower income neighborhoods and/or lower income groups, financial and technical assistance for low- to moderate-income business owners, revitalization of low- to moderate-income business districts through historic preservation, conservation actions and neighborhood economic development, and code enforcement to prevent health and safety concerns that result in derelict buildings.

Human Services (CDBG, ESG): Stabilization services that support individuals and families to move toward housing and economic stability, youth stabilization services to provide services to unaccompanied youth who are at risk for or currently experiencing homelessness, and rapid re-housing and homeless prevention.

CARES Act - The City received CDBG-CV and ESG-CV funds through the CARES Act to provide emergency response to the coronavirus pandemic. During the program year, CV funds supported 118 business resiliency grants, three warming centers, overflow shelter, two micro shelter sites, and two hygiene stations set up to support encampment residents.

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	1513	36	1181
Black or African American	862	32	934
Asian	809	6	76
American Indian or American Native	47	0	118
Native Hawaiian or Other Pacific Islander	104	1	168
Asian & White	33		21
Black/African American & White	86	1	104
Amer. Indian/Alaskan Native & Black/African Amer.	30		72
Other multi-racial	238	1	169
Total	3722	77	3514
Hispanic	308	7	554
Not Hispanic	3414	70	2960

Table 2 – 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 CDBG 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	2,978,421	4,123,231.42
HOME	public - federal	1,696,351	2,850,304.22
ESG	public - federal	220,216	228,976.40

Table 3 - 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 in partnerships with the Pierce County Community Development Corporation, Rebuilding Together South Sound and Associated Ministries; small business incubators through Spaceworks Tacoma and Urban Business Support; and, social service programs in partnership with various nonprofits across the City.

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. Finally, HOME funds are used to support several down payment assistance and homebuyer counseling programs to low-income households.

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 City spent \$9405.34 in PY2019 ESG and \$219,391.06 in PY2020 ESG, totaling \$228,976.40. There is an unexpended amount of \$824.40 in PY2020 ESG that will be allocated and spent before it expires.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
N/A	N/A	N/A	N/

Table 4 – 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.

In 2019, the City 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.

In 2021, with widespread support from the community and endorsement by the Tacoma Community Redevelopment Authority, the City established an additional funding source for affordable housing through Washington HB 1590. The 1/10th of one percent sales tax increase is projected to raise \$4.5-5.5 million annually for construction of affordable housing, operations, and support services for individuals with mental illness, veterans, senior citizens, homeless families with children, unaccompanied homeless youth, persons with disabilities, or domestic violence victims. If bonded against, the additional revenue source could provide up to \$20 million in upfront funding.

Both Tacoma General Government and Tacoma Public Utilities have adopted a disposition policy for real property that prioritizes affordable housing projects. During the program year, a City of Tacoma-owned property was identified for surplus under this policy and a geotechnical analysis was completed.

The Affordable Housing Trust Fund, HB1406, HB1590, 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 2020-21, the Tacoma-Lakewood HOME Consortium's HOME match liability was suspended pursuant to Section 290 of the Cranston-Gonzalez National Affordable Housing Act of 1990. As a result of the COVID-19 pandemic, the US Department of Housing and Urban Development has authority to suspend HOME statutory requirements to assist participating jurisdictions in disaster recovery.

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.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	35,842,799
2. Match contributed during current Federal fiscal year	3,900,000
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	39,742,799
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	39,742,799

Table 5 – 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
Mercy Housing – IDIS 2321	09/04/2020	3,900,000						3,900,000

Table 6 – 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 \$
1,099,202	561,114.38	180,452.95	0	1,479,863.43

Table 7 – Program Income

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

Table 8 - Minority Business and Women Business Enterprises

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						
	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 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – 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		2		\$32,416.13		
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 10 – 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	2,537	0
Number of Non-Homeless households to be provided affordable housing units	1,092	175
Number of Special-Needs households to be provided affordable housing units	44	0
Total	3,673	175

Table 11 – 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	12	26
Number of households supported through Rehab of Existing Units	144	146
Number of households supported through Acquisition of Existing Units	0	3
Total	156	175

Table 12 – Number of Households Supported

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

Meeting the established goal of Production of New Units continues to be a challenge given the limited resources available to support such efforts; cost escalations that reduce the impact already limited funds can provide; limitations on developable land based on current zoning codes; and, the length of time necessary to bring urgently needed single- and multi-family housing projects online.

The City of Tacoma is concentrating institution-wide efforts to addressing this challenge through implementation of the Affordable Housing Action Strategy (AHAS). The AHAS' Strategic Objective to Create More Homes for More People includes twelve actions to meet this objective along with benchmarks to measure progress. Some of the actions the City has achieved or is currently working towards are listed below:

- Seed the Tacoma Housing Trust Fund with local sources of funding
- Modify inclusionary housing provisions to target unmet need and align with market realities
- Update the Multifamily Tax Exemption Program to increase its impact
- Leverage publicly and partner-owned land for affordable housing
- Encourage more diverse types of housing development through relaxed land use standards, technical assistance, and financial incentives
- Establish a dedicated source of funding for the Tacoma Housing Trust Fund
- Explore innovative, low-cost housing solutions to serve persons experiencing homelessness

Tables 11 and 12 also reflect accomplishments tied to goals set in the 2020-2024 Consolidated Plan. Due to the timing of the Consortium’s funding cycles, contract process, and the nature of the activities supported by federal grants, annual CAPERs include accomplishments from activities funded in prior Consolidated Planning cycles. Goals, such as Acquisitions and the Production of New Units - including special needs housing - may span multiple years before accomplishments are reported.

Discuss how these outcomes will impact future annual action plans.

New local sources of funding increase the feasibility of affordable housing production, as do adjustments to inclusionary housing provisions and updating tax incentives. One possibility is that by resourcing housing production through these local means, economic development funds allocated through the Annual Action Plan may prioritize complementary uses such as infrastructure and capital improvements or workforce development.

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.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	24	0
Low-income	80	18
Moderate-income	8	
Total	112	18

Table 13 – 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 2020 for that income limit is 18.

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 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.

In early 2021, staff conducted outreach with individuals in encampments about their experiences living outside, services they have accepted, services and supports they need to remain safe, barriers to housing, and what housing options may best meet their needs. Through those conversations, we learned:

- COVID-related job loss was reported as a reason for some individuals' episode of homelessness
- Many reported that COVID has negatively impacted their ability to access services and supports due to changing process/procedures
- Reports of wanting to stay in place with their community in the absence of housing
- Reports of the need for hygiene, showers, toilets, and garbage/waste/debris removal
- Staff directly observed and heard reports of widespread medical, mental health and substance use disorder needs
- Many persons reported having been in emergency or temporary shelter sites previously (Stability Site, TEMS, etc.)
- Some individuals reported having employment, yet more were unemployed or collected unemployment or other benefits such as Social Security and Social Security Disability

These conversations have informed the City's efforts to develop alternate shelter in 2021 and continued conversations with these individuals will inform the City's development of its five-year strategy on homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Tacoma has been operating under a state of emergency in response to the growing number of individuals living in homeless encampments since 2017. 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 Count for a consecutive three years. Under the declaration of emergency, the City has stood up a mitigation site, three emergency micro-shelter locations and operated warming and cooling

centers to address inclement weather.

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. Under these regulations, the City supported two faith-based shelters which operated 24/7 to serve single women and families with children during the COVID-19 pandemic.

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 reduce 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

In 2020, the City of Tacoma had to pivot many services to immediately address the impacts of the COVID-19. One of those pivots included providing almost \$1 Million in rental assistance for households at or below 50% of the Area Median Income with direct impacts from COVID-19. The City was able to distribute \$902,000 in assistance, in addition, 78% of the households served were headed by a person of color.

In addition to this financial assistance and homeless prevention effort, the City continued its historic investments in rapid re-housing, permanent supportive housing and transitional housing as well as youth services and temporary financial assistance.

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

THA Actions taken to address the needs of public housing

Tacoma Housing Authority (THA) partners with the City to provide affordable housing opportunities for lower income residents. The City supports THA's efforts to improve its housing stock, maintain levels of assistance to lower income residents, and preserve Section 8 housing. In partnership, the City and THA rehabilitate and modernize publicly-owned housing.

Redevelopment of 1800 Hillside Terrace (The Rise at 19th) began 7/2019. Certificate of Occupancy (CO) was issued 5/2021. The redevelopment offers 40 1-bedroom units and 24 2-bedroom units to individuals and small families earning less than 60% of Area Median Income (AMI). 20% of the units serve individuals with disabilities and 20% serve individuals and small families experiencing homelessness. TCO was issued in 12/2020; full occupancy was achieved 4/2021.

COs for Arlington Youth Campus (AYC) were issued in late 2020. AYC serves youth and young adults experiencing homelessness. AYC includes 58 permanent housing units for young adults aged 18-24 and a 12-bed crisis residential center for youth aged 12-17 years old. The CRC was operational in 2020 and permanent housing was fully occupied by 2021.

Construction has begun on Hilltop Lofts, which will offer 57-units of permanent supportive housing to individuals exiting homelessness. THA provides a long-term ground lease for the project. Funding sources include City of Tacoma, Pierce County, WA State Housing Trust and the 9% LIHTC from WSHFC. Estimated completion is 7/2022.

THA is exploring redevelopment of three nearby parcels into ≈230 units affordable to households earning up to 60% AMI and 25,000 sf of commercial space. Construction could start Q2 2022 with an 18–24-month timeline.

THA is consulting Shiloh Baptist Church on a redevelopment producing 2 apartment buildings with 60 units of affordable housing. The redevelopment will serve low income families, and individuals exiting the criminal justices system, in recovery and/or at risk of homelessness.

THA 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.

THA 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)

Historic policies such as redlining have produced ongoing disparities across Tacoma’s neighborhoods. Depressed home values and decreased private investment in portions of the city, coupled with regional growth, increases vulnerability for displacement. To help reverse poor outcomes, the City has adopted the Equity Index. The interactive tool ensures that decision-making processes serve residents living in areas where access to affordable housing and job opportunities are low.

The City of Tacoma has been operating under a Declaration of Public Health Emergency to address the health and safety concerns for residents in and near homeless encampments, including individuals, families, and unaccompanied youth. The Declaration allows the City to rapidly adapt policy and allocate funds to shelter and resources for unsheltered populations through homeless service contracts, inclement weather services, emergency declaration funding and encampment cleanups.

The City is currently implementing the Affordable Housing Action Strategy, guiding an 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. 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 and 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, Lead Safe Work Practices were practiced on 12 homes, Abatement was implemented on 27 homes, and Visual Assessment/Paint Stabilization was practiced on 21 homes, through participation in the single family acquisition, rehabilitation and resale program, the Single Family Rehab Loan Program and home repair programs administered thorough 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.

Tacoma has joined more than thirty cities to explore a guaranteed income pilot program. The City has accepted two grants totaling \$600,000 to implement Growing Resilience in Tacoma (GRIT) Gauranteed

Income Demonstration program. In partnership with United Way of Pierce County, the City will provide a group of 100 families with \$500 per month to supplement their income and public benefits. To be eligible, a household must be headed by a single parent or guardian and meet the definition for ALICE (Asset Limited, Income Constrained, Employed).

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.

To combat discriminatory housing and hiring practices, 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 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 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 continues to embed organization-wide goals, implementation tactics, and outcomes for improved housing access.

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 three 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, Washington 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.

Finally, Washington HB1590 allows Tacoma to impose a 1/10th of one percent sales tax increase for construction of affordable housing, operations, and support services for individuals with mental illness, veterans, senior citizens, homeless families with children, unaccompanied homeless youth, persons with disabilities, or domestic violence victims.

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.

These are the outreach events Landlord/Tenant Coordinator participated in from July 2020 to June 2021 for Landlord-Tenant Program:

- Landlord-Tenant Training- July 15, 2020
- Associated Ministries Renters Readiness- August 27, 2020
- City of Tacoma Landlord-Tenant/Fair Housing Training-March 9, 2021
- Associated Ministries Renters Readiness- April 21, 2021
- City of Tacoma- Community Feedback Events- May 13th and 14th
- Community Consultation with Resettlement Agencies- 6/17/21

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, 2021, City of Tacoma Human Rights has resolved 402 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 nineteen years, over \$82,750 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, 2021, City of Tacoma Human Rights completed 25 fair housing investigation that were dual-filed with the U.S. Department of Housing and Urban Development, 9 of the 25 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, 2021, Human Rights staff opened 28 complaints; of the 28 cases, 25 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.

Below, are the outreach events the Fair Housing Coordinator participated in during the reporting period, from July 2020 to June 2021:

National League of Cities – National Housing, Hazards and Health Municipal Convening	October 20, 2020
Diversity, Equity and Inclusion Summit	Jan 21-22, 2021
National League of Cities – Eviction Prevention Learning Lab	Feb. 3, 2021
National League of Cities – How Cities Can Engage Partners to Advance Healthy Housing	Feb. 18, 2021
Housing Provider Education, Tacoma Housing Authority	February 19, 2021
National League of Cities – Effectively Distributing Rental Assistance: Evidence for Local Governments	Mar. 5, 2021
Housing Provider Education City of Tacoma / Fair Housing	Mar. 9, 2021
GARE	May 19-21, 2021
National League of Cities – Healthy Housing Learning Lab: Federal Housing	May 27, 2021
HUD – On the Brink: The Looming Eviction and Foreclosure Crisis	Jun. 16, 2021
Innovative Partnerships for Affordable Housing	June 21, 2021

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 during the program year 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 2020-2021 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

HOME funded programs:

Each year, the City or its representative monitors HOME assisted projects annually throughout the term of the regulatory agreement and the period of affordability. Monitoring is used to assess the subrecipients' compliance with requirements of the HOME-funded programs that they administer, and that HOME-assisted multifamily projects are operated in compliance with the corresponding HOME requirements. Subrecipients and projects are monitored consistent with the requirements of 24 CFR Part 92.252 and any additional requirements contained in the regulatory and any other agreements with the City of Tacoma and HUD.

Staff uses a formal, documented risk-based assessment process to determine which HOME recipients have the highest probability of non-compliance. Risk-based assessment is conducted for all HOME assisted projects and programs.

For multi-family projects TCRA staff use information collected in a web-based reporting database to conduct risk assessment. If the project demonstrates 3 or more risk factors, the project will be selected

for monitoring. During monitoring, 20% of units or client files are tested. The property owner will receive a Performance Letter with monitoring conclusions detailing any findings, areas of concern and any necessary follow-up actions.

During the 2020 Program year City staff conducted remote monitoring for two Subrecipients and six multifamily projects.

Each year, NCS staff conducts an 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 2020-21 contract period, fifteen (15) programs received CDBG and/or ESG funding from the City of Tacoma. The results of the most recent monitoring for each program are included in the table below. Programs last monitored in 2019 will be monitored prior to the end of 2021.

Agency	Program	Monitoring Date	Funding Source	Findings (Y/N)	Findings Addressed (Y/N/N/A)
Korean Women’s Association	We Are Family	9/17/2020	ESG	N	N/A
YWCA Pierce County	DV Shelter	9/30/2020	ESG/ CDBG	N	N/A
Exodus Housing	Rapid Re-housing DV	8/24/2020	ESG	N	N/A
Associated Ministries	Family Permanent Housing	10/30/2020	ESG	Y	N
Catholic Community Services	Homeless Adult Services	10/19/2020	ESG/ CDBG	Y	Y
Catholic Community Services	Family Housing Network	10/19/2020	ESG	Y	Y

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	9/21/2020	CDBG	N	N/A
YWCA Pierce County	Legal Services	5/6/2019	CDBG	N	N/A
LASA	Prevention Services	10/2/2020	CDBG	N	N/A
New Phoebe House Association	Phoebe Family RRR	10/5/2020	CDBG	N	N/A
South Sound Outreach	Financial Empowerment	10/6/2020	CDBG	Y	N
St. Leo's Food Connection	Food Bank Program	10/30/2020	CDBG	N	N/A
Vadis	FLASH	10/21/2020	CDBG	N	N/A

Table 14 - 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 September 1, 2021 and ended on September 16, 2021. The City provided public notice on September 1, 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 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.

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

Wright Park Manor and Wright Park Square are the two projects that were identified for monitoring in the 2020-2021 program year. However because of the COVID 19 Pandemic, HUD issued a memorandum in April 10,2020 that suspended the On-Site Inspections of HOME assisted Rental Housing through Sept 30, 2021.

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, Equity in Contracting (EIC), and Local Employment and Apprenticeship Program (LEAP) programs 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 \$78,359.94 in additional program income. Of program income on hand, \$74,345.78 was spent on administrative costs for both the cities of Lakewood and Tacoma.

\$717,216.62 in program income was spent on eleven projects in support of the following activities:

- Rehab funds made available to very low-income homeowners for safety related home improvements, including multiple ADA improvements, electrical modifications, and other home repairs
- Soft costs for ongoing construction of multifamily rental units dedicated to very low income households transitioning from domestic violence shelter
- Construction of housing for resale to qualified, low income homebuyers and homebuyer assistance.
- Acquisition and rehabilitation of substandard single family homes or construction of new homes for resale to qualified, low income homebuyers
- DPA, second mortgage, and closing costs for low income homebuyers

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

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

ESG Contact Name

Prefix	Mr
First Name	Jason
Middle Name	T
Last Name	McKenzie
Suffix	0
Title	Resource Manager

ESG Contact Address

Street Address 1	747 Market Street, Room 836
Street Address 2	0
City	Tacoma
State	WA
ZIP Code	-
Phone Number	2535915047
Extension	0
Fax Number	0
Email Address	jmckenzie@cityoftacoma.org

ESG Secondary Contact

Prefix

First Name

Last Name

Suffix

Title

Phone Number

Extension

Email Address

2. Reporting Period—All Recipients Complete

Program Year Start Date 07/01/2020

Program Year End Date 06/30/2021

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: \$21,000

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: \$32,195

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: \$42,000

Subrecipient or Contractor Name: The Rescue Mission

City: Tacoma

State: Tacoma

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: \$48,129

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: \$33,871

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: \$21,000

CR-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 - nighths available	167,325
Total Number of bed - nighths provided	141,582
Capacity Utilization	85%

Table 23 – Shelter Capacity

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

ESG Performance Standards for 2020-21:

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 69%, families in emergency shelter exits to permanent housing were 50%, and individuals in emergency shelter exits to permanent housing were 12%. (Target of 75% for Rapid Re-housing, 40% for families in Emergency Shelter, 40% 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 (40%) and percentage of increased income (20%) for all ESG clients
3. Individuals in Emergency Shelter Outcomes:Target-> Exits to permanent housing (40%) 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

target.

Individuals in emergency shelter are the largest population of persons experiencing homelessness. The programs were well below the targets for exits to permanent housing and increased 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. Additionally, the COVID-19 pandemic created additional barriers to supporting exits to permanent housing.

Agency	Individuals Served	Percentage of Permanent Housing Exits	Percentage of Increased Income
Associated Ministries	213	61%	11%
Exodus Housing	205	76%	11%
RRH Total/Averages	418	69%	11%

Table 24 - Rapid Re-housing Outcomes

Agency	Individuals Served	Percentage of Permanent Housing Exits	Percentage of Increased Income
Korean Women's Association	202	55%	10%
The Rescue Mission - Family	483	56%	12%
YWCA	304	58%	19%
Family Emergency Shelter Total/Averages	989	50%	12%

Table 25 - Families in Emergency Shelter Outcomes

Agency	Individuals Served	Percentage of Permanent Housing Exits	Percentage of Increased Income
Catholic Community Services Men's Shelter	337	10%	17%
Catholic Community Services Women's Shelter	147	14%	16%
The Rescue Mission Men's Shelter	1,409	11%	8%
Emergency Shelter Total/Averages	1,893	12%	14%

Table 26 - Individuals in Emergency Shelter Outcomes

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2018	2019	2020
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
Subtotal Homelessness Prevention	0	0	0

Table 27 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2018	2019	2020
Expenditures for Rental Assistance		3625.30	33871
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			0
Expenditures for Housing Relocation & Stabilization Services - Services		3625.3	32194.61
Expenditures for Homeless Assistance under Emergency Shelter Grants Program		0	0
Subtotal Rapid Re-Housing		7251	66066

Table 28 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2018	2019	2020
Essential Services			271
Operations		2154.74	104,999.46
Renovation			0
Major Rehab			0
Conversion			0
Subtotal		2155	132128

Table 29 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2018	2019	2020
Street Outreach			0
HMIS			5,505
Administration			15,691

Table 30 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2018	2019	2020
		9406	219391

Table 31 - Total ESG Funds Expended

11f. Match Source

	2018	2019	2020
Other Non-ESG HUD Funds			
Other Federal Funds			
State Government		2154.74	21000
Local Government		7250.60	66066
Private Funds			111129
Other			
Fees			
Program Income			
Total Match Amount		9405	198195

Table 32 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2018	2019	2020
		18811	417586

Table 33 - Total Amount of Funds Expended on ESG Activities

Attachments

- PR 26 CDBG Financial Summary Report
- HOME Match FY19-20
- Citizen Participation Plan News Affidavits
- SAGE Reports



PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	2,527,852.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	2,527,852.00

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	3,140,000.31	
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00	
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	3,140,000.31	
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	528,321.00	
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	255,885.53	Adjusted to reflect Section 108 voucher not generated on PR26
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00	
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	3,924,206.84	
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	(1,396,354.84)	

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00	
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	464.28	Adjusted to include funds disbursed for IDIS 2153
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	3,057,698.97	
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00	
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	3,058,163.25	
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	97.39%	

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00

25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00	
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%	
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS		
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	850,582.11	
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00	
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00	
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	(623,671.00)	Adjusted to remove IDIS 2319 under CARES waiver
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	226,911.11	
32 ENTITLEMENT GRANT	2,527,852.00	
33 PRIOR YEAR PROGRAM INCOME	2,324,424.45	
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	(2,948,095.45)	
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,904,181.00	
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	11.92%	
PART V: PLANNING AND ADMINISTRATION (PA) CAP		
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	528,320.52	
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00	
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00	
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00	
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	528,320.52	
42 ENTITLEMENT GRANT	2,527,852.00	
43 CURRENT YEAR PROGRAM INCOME	904,905.55	Adjustment to include PI not entered in IDIS when report was run
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00	
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	3,432,757.55	
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	15.39%	

LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

<u>Plan Year</u>	<u>IDIS Project</u>	<u>IDIS Activity</u>	<u>Activity Name</u>	<u>Matrix Code</u>	<u>National Objective</u>	<u>Drawn Amount</u>
2016	30	2153	824 MLK Jr Way	01	LMH	\$464.28
						\$464.28
Total						\$464.28

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

<u>Plan Year</u>	<u>IDIS Project</u>	<u>IDIS Activity</u>	<u>Voucher Number</u>	<u>Activity Name</u>	<u>Matrix Code</u>	<u>National Objective</u>	<u>Drawn Amount</u>
2019	73	2298	6411686	HCT- 1308 South I St	01	LMH	\$61,000.00
						\$61,000.00	

2018	26	2320	6483761	Fern Hill	03K	LMH	\$26,908.56
2018	26	2320	6488463	Fern Hill	03K	LMH	\$21,782.44
2018	26	2320	6489208	Fern Hill	03K	LMH	\$76.00
2019	6	2273	6411686	1800 Hillside Terrace Offsite Improvements	03K	LMA	\$33,244.95
2019	6	2273	6460481	1800 Hillside Terrace Offsite Improvements	03K	LMA	\$144,995.97
2019	6	2273	6483761	1800 Hillside Terrace Offsite Improvements	03K	LMA	\$42,709.41
2019	6	2273	6489208	1800 Hillside Terrace Offsite Improvements	03K	LMA	\$6,049.67
					03K	Matrix Code	\$275,767.00
2020	24	2305	6460475	CCS Homeless Adult Services	03T	LMC	\$19,958.52
2020	24	2305	6480821	CCS Homeless Adult Services	03T	LMC	\$6,652.84
2020	30	2311	6460475	TRM Emergency Services	03T	LMC	\$22,291.88
2020	30	2311	6480821	TRM Emergency Services	03T	LMC	\$10,837.32
2020	30	2311	6488463	TRM Emergency Services	03T	LMC	\$2,257.32
					03T	Matrix Code	\$61,997.88
2020	33	2314	6460475	YWCA Legal Services	05C	LMC	\$8,890.59
2020	33	2314	6480821	YWCA Legal Services	05C	LMC	\$4,716.65
2020	33	2314	6488463	YWCA Legal Services	05C	LMC	\$2,814.79
					05C	Matrix Code	\$16,422.03
2020	31	2312	6460475	Vadis FLASH	05D	LMC	\$7,135.24
2020	31	2312	6480821	Vadis FLASH	05D	LMC	\$3,279.53
2020	31	2312	6488463	Vadis FLASH	05D	LMC	\$1,629.34
					05D	Matrix Code	\$12,044.11
2020	32	2313	6460475	YWCA DV Shelter	05G	LMC	\$11,548.96
2020	32	2313	6480821	YWCA DV Shelter	05G	LMC	\$3,016.03
2020	32	2313	6488463	YWCA DV Shelter	05G	LMC	\$1,900.89
					05G	Matrix Code	\$16,465.88
2019	75	2319	6460481	LASA Rental Assistance	05Q	LMC	\$623,671.00
					05Q	Matrix Code	\$623,671.00
2020	29	2310	6460475	St Leo's Food Bank	05W	LMC	\$20,332.00
					05W	Matrix Code	\$20,332.00
2019	14	2289	6460475	LASA Prevention Services	05Z	LMC	\$7,552.06
2020	25	2306	6460475	KWA Economic Stabilization	05Z	LMC	\$14,989.52
2020	25	2306	6480821	KWA Economic Stabilization	05Z	LMC	\$4,333.37
2020	25	2306	6488463	KWA Economic Stabilization	05Z	LMC	\$2,797.80
2020	26	2307	6460475	LASA Prevention Services	05Z	LMC	\$4,279.19
2020	27	2308	6460475	NPHA PFRRR	05Z	LMC	\$11,081.85
2020	27	2308	6480821	NPHA PFRRR	05Z	LMC	\$3,715.22
2020	27	2308	6488463	NPHA PFRRR	05Z	LMC	\$2,630.51
2020	28	2309	6460475	Sound Outreach Credit Up Financial Empowerment	05Z	LMC	\$31,815.37

2020	28	2309	6480821	Sound Outreach Credit Up Financial Empowerment	05Z	LMC	\$11,620.35
2020	28	2309	6488463	Sound Outreach Credit Up Financial Empowerment	05Z	LMC	\$4,833.97
					05Z	Matrix Code	\$99,649.21
2019	3	2291	6460481	AM-Paint Tacoma Pierce Beautiful	14A	LMH	\$17,175.27
2019	8	2261	6444071	SFR Loan Program	14A	LMH	\$436,607.40
2019	8	2261	6483761	SFR Loan Program	14A	LMH	\$184,120.56
2019	8	2261	6489208	SFR Loan Program	14A	LMH	\$41,565.39
2020	1	2335	6483761	SFR - Brennenman 5620 S. L. Street	14A	LMH	\$39,564.00
2020	1	2336	6483761	SFR - Port 1514 S. L. Street	14A	LMH	\$45,965.72
2020	1	2337	6483761	SFR - Briney-Gilmore 5320 S. State Street	14A	LMH	\$18,592.94
2020	1	2337	6489208	SFR - Briney-Gilmore 5320 S. State Street	14A	LMH	\$49,003.74
2020	1	2338	6483761	SFR - Karanasos - 1316 N. Highland Parkway	14A	LMH	\$38,506.56
2020	1	2338	6489208	SFR - Karanasos - 1316 N. Highland Parkway	14A	LMH	\$14,794.54
2020	1	2339	6483761	SFR - Middlebrook 2124 S. Sheridian Street	14A	LMH	\$47,202.82
2020	1	2339	6489208	SFR - Middlebrook 2124 S. Sheridian Street	14A	LMH	\$12,224.93
2020	1	2340	6483761	SFR - Romaneschi 414 S. 51st Street	14A	LMH	\$49,355.63
2020	1	2340	6489208	SFR - Romaneschi 414 S. 51st Street	14A	LMH	\$36,281.92
2020	1	2341	6483761	SFR - Chevez 2201 E. 66th Street	14A	LMH	\$13,389.30
2020	1	2341	6489208	SFR - Chevez 2201 E. 66th Street	14A	LMH	\$34,507.92
2020	1	2342	6483761	SFR - Nochella 5638 S. Sheridian Street	14A	LMH	\$28,261.27
2020	1	2343	6489208	SFR - Graham 4419 S. 7th Street	14A	LMH	\$80,472.46
2020	1	2344	6483761	SFR - Aagaard f/k/a Kiesling 4823 6th Ave	14A	LMH	\$13,005.80
2020	1	2344	6489208	SFR - Aagaard f/k/a Kiesling 4823 6th Ave	14A	LMH	\$36,948.95
2020	1	2345	6483761	SFR - O'Reilly 6230 S. D Street	14A	LMH	\$3,411.79
2020	1	2346	6483761	SFR - Stephani 1911 N. Mullen Street	14A	LMH	\$2,509.25
2020	7	2333	6488463	RTSS Tacoma Home Repair	14A	LMH	\$233,046.10
2020	7	2333	6488994	RTSS Tacoma Home Repair	14A	LMH	\$34,819.93
2020	8	2334	6488463	RTSS Safe at Home	14A	LMH	\$39,588.52
2020	8	2334	6488994	RTSS Safe at Home	14A	LMH	\$21,536.48
					14A	Matrix Code	\$1,572,459.19
2019	8	2280	6444071	Housing Rehab Staff- Deliverables	14H	LMC	\$56,523.75
2019	8	2280	6483761	Housing Rehab Staff- Deliverables	14H	LMC	\$3,820.00
2020	1	2349	6480997	Housing Rehab ADC	14H	LMC	\$107,960.52
2020	1	2349	6488463	Housing Rehab ADC	14H	LMC	\$9,766.21
2020	1	2349	6489208	Housing Rehab ADC	14H	LMC	\$1,220.92
					14H	Matrix Code	\$179,291.40
2019	4	2279	6421989	TPCC Spacework Program	18C	LMCMC	\$50,608.85
2020	13	2328	6488463	2020 Spaceworks Incubator	18C	LMCMC	\$42,213.19
2020	14	2329	6480997	Urban Business Support	18C	LMCMC	\$23,351.72

2020	14	2329	6488463	Urban Business Support			18C	LMCMC	\$2,425.51	
								18C	Matrix Code	\$118,599.27
Total										\$3,057,698.97

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	voucher Number	Activity to prevent	Activity Name	Grant Number	Fund Type	Matrix Code	National Objective	Drawn Amount
2020	24	2305	6460475	No	CCS Homeless Adult Services	B20MC530007	EN	03T	LMC	\$19,958.52
2020	24	2305	6480821	No	CCS Homeless Adult Services	B20MC530007	EN	03T	LMC	\$6,652.84
2020	30	2311	6460475	No	TRM Emergency Services	B20MC530007	EN	03T	LMC	\$22,291.88
2020	30	2311	6480821	No	TRM Emergency Services	B20MC530007	EN	03T	LMC	\$10,837.32
2020	30	2311	6488463	No	TRM Emergency Services	B20MC530007	EN	03T	LMC	\$2,257.32
								03T	Matrix Code	\$61,997.88
2020	33	2314	6460475	No	YWCA Legal Services	B20MC530007	EN	05C	LMC	\$8,890.59
2020	33	2314	6480821	No	YWCA Legal Services	B20MC530007	EN	05C	LMC	\$4,716.65
2020	33	2314	6488463	No	YWCA Legal Services	B20MC530007	EN	05C	LMC	\$2,814.79
								05C	Matrix Code	\$16,422.03
2020	31	2312	6460475	No	Vadis FLASH	B20MC530007	EN	05D	LMC	\$7,135.24
2020	31	2312	6480821	No	Vadis FLASH	B20MC530007	EN	05D	LMC	\$3,279.53
2020	31	2312	6488463	No	Vadis FLASH	B20MC530007	EN	05D	LMC	\$1,629.34
								05D	Matrix Code	\$12,044.11
2020	32	2313	6460475	No	YWCA DV Shelter	B20MC530007	EN	05G	LMC	\$11,548.96
2020	32	2313	6480821	No	YWCA DV Shelter	B20MC530007	EN	05G	LMC	\$3,016.03
2020	32	2313	6488463	No	YWCA DV Shelter	B20MC530007	EN	05G	LMC	\$1,900.89
								05G	Matrix Code	\$16,465.88
2019	75	2319	6460481	Yes	LASA Rental Assistance	B19MC530007	EN	05Q	LMC	\$623,671.00
								05Q	Matrix Code	\$623,671.00
2020	29	2310	6460475	No	St Leo's Food Bank	B20MC530007	EN	05W	LMC	\$20,332.00
								05W	Matrix Code	\$20,332.00
2019	14	2289	6460475	No	LASA Prevention Services	B19MC530007	EN	05Z	LMC	\$7,552.06
2020	25	2306	6460475	No	KWA Economic Stabilization	B20MC530007	EN	05Z	LMC	\$14,989.52
2020	25	2306	6480821	No	KWA Economic Stabilization	B20MC530007	EN	05Z	LMC	\$4,333.37
2020	25	2306	6488463	No	KWA Economic Stabilization	B20MC530007	EN	05Z	LMC	\$2,797.80
2020	26	2307	6460475	No	LASA Prevention Services	B20MC530007	EN	05Z	LMC	\$4,279.19
2020	27	2308	6460475	No	NPHA PFRRR	B20MC530007	EN	05Z	LMC	\$11,081.85
2020	27	2308	6480821	No	NPHA PFRRR	B20MC530007	EN	05Z	LMC	\$3,715.22
2020	27	2308	6488463	No	NPHA PFRRR	B20MC530007	EN	05Z	LMC	\$2,630.51
2020	28	2309	6460475	No	Sound Outreach Credit Up Financial Empowerment	B20MC530007	EN	05Z	LMC	\$31,815.37
2020	28	2309	6480821	No	Sound Outreach Credit Up Financial Empowerment	B20MC530007	EN	05Z	LMC	\$11,620.35

2020	28	2309	6488463	No	Sound Outreach Credit Up Financial Empowerment	B20MC530007	EN	05Z	LMC	\$4,833.97
								05Z	Matrix Code	\$99,649.21
				No	Activity to prevent, prepare for, and respond to Coronavirus					\$226,911.11
				Yes	Activity to prevent, prepare for, and respond to Coronavirus					\$623,671.00
Total										\$226,911.11

Adjusted to remove \$623,671 under CARES waiver.

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	21	2277	6395250	TCRA Operation	21A		\$15,636.89
2019	21	2277	6444071	TCRA Operation	21A		\$49,483.79
2019	21	2277	6460481	TCRA Operation	21A		\$54,887.56
2019	21	2278	6460481	CDBG Administration	21A		\$110,297.50
2019	21	2278	6483761	CDBG Administration	21A		\$33,439.03
2020	6	2347	6480821	CDBG Admin	21A		\$137,254.35
2020	6	2347	6488463	CDBG Admin	21A		\$20,908.93
2020	6	2348	6483761	TCRA Operations	21A		\$60,469.22
2020	6	2348	6488463	TCRA Operations	21A		\$24,096.29
2020	6	2348	6489208	TCRA Operations	21A		\$21,846.96
					21A	Matrix Code	\$528,320.52
Total							\$528,320.52

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

CITY OF TACOMA

CITIZEN PARTICIPATION PLAN GUIDE FOR CITIZEN INVOLVEMENT

CONSOLIDATED PLAN FOR HOUSING AND COMMUNITY DEVELOPMENT

Community and Economic Development Department
747 Market Street, Suite 900
Tacoma, WA 98402-3794

March 1988
Amended June 1995
Amended December 1997
Amended May 2005
Amended December 2013
Amended May 2015
Amended May 2020

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Citizen Participation Plan

In Tacoma, citizen participation has always been strong, but often this participation has not fully represented all of Tacoma's citizens, such as low income, the elderly, minorities, persons with disabilities, youth or persons with limited English proficiency. However, Tacoma's city government and its citizens are committed to the growth of Tacoma as a pleasant, safe and united community for all its citizens and believe this goal can best be met by increasing opportunities for citizen participation in local government decisions that improve the quality of life in Tacoma.

To receive funding for housing and community development programs from the Department of Housing and Urban Development (HUD), the City must develop a Consolidated Plan for the use of these funds. The Plan consolidates a five-year strategic plan with the applications for the Community Development Block Grant (CDBG), Home Investment Partnership (HOME), and Emergency Solutions Grant (ESG) Programs. The City encourages the participation of all citizens in developing the Consolidated Plan, any substantial Plan amendments, and the Plan performance report. The City particularly encourages the participation of low-income persons, persons living in low-income neighborhoods, persons living in areas targeted for revitalization, residents of public and assisted housing, minorities, non-English speaking persons, persons with disabilities, and other persons affected by the Plan. In addition, the City encourages businesses, developers, philanthropic organizations, community and faith-based organizations, and public housing authorities to participate in the planning process.

The Citizen Participation Plan was initially adopted to encourage involvement in the CDBG Program and was subsequently amended to provide an ongoing mechanism for widespread citizen participation in HUD funded programs.

In 1997, the City Council modified the allocation process for federal funds to make the development of housing projects more effective and efficient. The December 1997 amendment to the Citizen Participation Plan modified the allocation process by separating the housing development allocations from all other allocations of federal CDBG, HOME, and ESG funds.

In 2005, the City Council amended the Citizen Participation Plan to further define the responsibilities of the Human Services Commission (HSC) and the Tacoma Community Redevelopment Authority (TCRA), committees appointed by the Council.

In 2013, the City Council amended the Citizen Participation Plan to include a new section to facilitate the participation of residents with limited English proficiency. This new section is intended to increase language access to the Consolidated Plan and related documents and to the planning process associated with the development and implementation of these documents. The Plan will also update changes to City department names, federal grant name changes and the responsibilities of the HSC and TCRA.

In 2015, the City Council amended the Plan to include specific language and new responsibilities for the TCRA to directly acquire property for redevelopment through its existing Affordable Housing Fund and newly created Economic Development Fund.

In 2020, in response to the COVID-19 crisis, HUD allowed cities to offer a shorted 5-day public comment period on substantial amendments to the Annual Action Plan on funds related to crisis relief. The City amended the Plan to permit a 5-day public comment period as well as allow for virtual public hearings if attendance could cause a public safety issue.

A. Background

The City encourages citizens to be involved in the identification of needs, the development of plans and strategies, the review of proposed activities, and the review of program performance. The Consolidated Plan and the programs funded by the Plan are designed to improve opportunities for decent housing, a suitable living environment, and economic development, particularly for low and moderate income persons. This Citizen Participation Plan outlines the opportunities citizens have to participate in the program.

Tacoma's citizens and community groups have demonstrated their understanding of the city's needs and their commitment to improving the quality of life in Tacoma. Therefore, recognizing the valuable contribution by citizens in the community development process, the City of Tacoma encourages their continued participation.

While this Citizen Participation Plan gives citizens many opportunities to participate in the planning, implementation and assessment of the Consolidated Plan programs, final local authority for development, modification and execution of the Consolidated Plan lies with the City Council and its appointed officials.

Tacoma citizens have the opportunity to participate throughout the Consolidated Plan development process.

Groups and individuals are encouraged to identify needs, to express their opinions at one or more needs assessment public hearings, and to submit project proposals to meet community needs.

On the citywide level, several citizen committees are appointed by the City Council to provide advice and input into the process of developing and implementing the Consolidated Plan. The Human Services Commission (HSC), the Tacoma Community Redevelopment Authority (TCRA) and the Planning Commission provide input on housing and community development needs and strategies. Specifically, the Planning Commission reviews and makes recommendations on the five-year Consolidated Plan. The HSC and TCRA develop, for City Council approval, biennial funding strategies in the Funding Priorities Statement for their respective human service, housing, community and economic development activities and programs. In addition, TCRA reviews proposals for minor housing/capital projects, public facility projects, and economic development activities, including applications for use of designated housing and community development funds supported with CDBG and HOME monies. The HSC reviews proposals for human service programs supported with CDBG public services funding.

With regard to ESG funding, federal regulations now require the City to consult with the Tacoma/Lakewood/Pierce County Continuum of Care, the local planning body for homeless services. As a result, the responsibility for reviewing proposals and making recommendations for ESG funding no longer exclusively resides with the Human Services Commission. A special 5-member review panel that includes Continuum of Care members, HSC members, and a formerly homeless individual is responsible for reviewing applications and making funding recommendations for City Council approval.

Funding recommendations for all of these projects are made to City Council once each year. The City Council holds a public hearing prior to making final funding decisions and submitting the Five Year Consolidated Plan and/or the Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD) for approval.

B. Purpose

The purpose of the Citizen Participation Plan is to inform citizens of opportunities to express their needs and wishes for community improvements and to participate in planning and implementing needed improvements. Additionally, this plan provides for representation of all of Tacoma's citizens by allowing them to have a voice in the decision-making process. Citizens are provided an opportunity to participate in developing the Consolidated Plan, including annual updates and any significant amendments.

C. Consolidated Plan Processes

Five Year Consolidated Plan

The HSC and the TCRA, in consultation with the Community and Economic Development (CED) Department, Neighborhood and Community Services (NCS) Department, city officials, public agencies, housing developers and providers, community groups, service providers, and citizens, develop a community profile, identify housing and community development needs, and develop a five-year strategic plan. The Consolidated Plan is reviewed by the Planning Commission prior to consideration by the City Council.

Annual Action Plan

Before the beginning of the Annual Action Plan process, CED and NCS provides citizens, public agencies and other interested parties with basic information about the program (amount of funds expected to be available, range of activities that will be considered, and an estimate of the amount of funds that will benefit low income persons), and outlines specific opportunities to participate in developing the Annual Action Plan. The Departments publishes an advertisement in a newspaper of general circulation which provides basic program information, outlines opportunities to participate in the process, and notifies citizens when the process begins.

One or more public hearings are held at the beginning of the process to assess housing and community development needs. Citizen input is considered when establishing funding priorities. All citizens, housing developers and providers, and community organizations representing low and moderate income persons and residents of blighted and deteriorated neighborhoods, are encouraged to submit proposals for funding. During the proposal application period, applications

may be obtained from the City's Customer Service Center, CED, NCS, or downloaded from the City's website.

At least 30 days prior to adoption of the Consolidated Plan Five Year Strategic Plan and/or the Annual Action Plan, the City will publish a summary of the draft plan in a newspaper of general circulation. As stated in the CARES act, a 5-day comment period is permitted regarding all funds associated with the act and responding to community impacts due to COVID-19.

Free copies will be made available for citizen review in the Tacoma Public Library, CED, NCS, the City's website and other public places. A summary of citizen comments will be incorporated into the final Consolidated Plan and/or Annual Action Plan.

Virtual Public Hearing Option: Under certain condition, including but not limited to states of emergency, national state or local declarations, disaster declarations, or similar declarations resulting from health or other public safety concerns, the City may have the option to conduct one or all of its public hearing via virtual means, provided the hearing allows questions in real time, with answers coming directly from the elected representatives to all "attendees". The public hearing must provide accessibility for persons with disabilities and those with limited English proficiency.

D. Annual Action Plan - Human Services Recommendations

All CDBG and ESG supported human service proposals are submitted to NCS and then provided to the HSC and ESG Review Panel for review and recommendation to the City Council. The final decision for CDBG funded human services and ESG funded proposals is made by the City Council.

After the HSC and ESG Review Panel has made their recommendations to the City Council regarding CDBG and ESG supported human service programs, but prior to final City Council action on the Annual Action Plan, applicants submitting specific proposals are notified in writing whether or not their proposals have been recommended for funding. This notification includes the date, time and place of the public hearing before the City Council.

E. Annual Action Plan - Housing / Community Development Recommendations

All housing and community development proposals (e.g. minor housing/capital projects, community/public facilities, and economic development) are submitted to CED and provided to TCRA for their funding recommendations to City Council. The final decision for these specific CDBG and HOME funded housing and community development proposals is made by the City Council. City Council will also allocate funds directly to TCRA for their operation of direct housing programs such as homeowner rehabilitation and down payment assistance.

Through the Annual Action Plan Process, the City Council will allocate CDBG, HOME and any other funds to support the Affordable Housing Fund (AHF) and/or the Economic Development Fund (EDF) administrated by TCRA. Under the AHF program, TCRA will invite developers to

submit proposals to TCRA. Housing proposals are then reviewed and funds awarded by the TCRA with decisions based on funding priorities adopted by the City Council and prudent lending practices within the affordable housing industry. TCRA will also conduct an open application process, request for funding economic development activities through its EDF program. These activities will also be reviewed and funded by TCRA. TCRA may, under either fund, choose to directly acquire and redevelop real property.

Prior to awarding funds from either the AHF or the EDF or for any TCRA direct acquisition or redevelopment project, TCRA will provide a 30-day public comment period (or 5-day comment period if responding to COVID-19 impacts) on the application(s) and/or project(s) under consideration. TCRA will also provide an opportunity to receive oral comments within the comment period. Applicants will be notified in writing whether or not their application has received approval for funding by the TCRA and informed of the process for appealing TCRA decisions and the grounds on which an appeal may be based. Similarly, members of the public will be informed of the process for submitting comments during the comment period regarding any TCRA direct property acquisition(s). These comments will be made available to the TCRA Board for its consideration. Projects approved by the TCRA Board will be published in the local paper as an Amendment to the Annual Action Plan, following the amendment guidelines stated below. This process is incorporated into the funding agreement between TCRA and the City.

F. Contingencies and Amendments

The HSC and TCRA may recommend to the City Council alternate projects which can be implemented if projects approved by the City Council, HSC or the TCRA are rejected by the Department of Housing and Urban Development. When projects are substantially changed, the HSC and/or TCRA are notified and consulted for comments or recommendations prior to implementation of the amendment. Prior to City Council action on a substantial amendment to the Plan, a notice of the proposed change is published in a newspaper of general circulation 30 days (or 5 days if the amendment is responding to impacts of COVID-19) prior to implementation.

When a substantial amendment is proposed, the City Council allows public comment at a regularly scheduled Council meeting before acting on the substantial amendment to an approved Consolidated Plan. This public comment opportunity takes the place of a formal public hearing. A summary of citizen comments and why the comments were accepted or rejected will be attached to the amendment prior to its submission to HUD.

A substantial amendment is defined as:

1. A change of 25 percent or more in project funding. Changes that are less than \$100,000 are not considered substantial.
2. A change of 25 percent or more in project beneficiaries (i.e. income groups, ethnic groups, limited clientele groups, residents of a targeted area) or a change in purpose, scope or location which would change the project beneficiaries by more than 25 percent, or

3. A determination is made by the Director of either CED or NCS that the change is substantial, even though it falls below the standards in Sections 1 and 2 above.

TCRA funding decisions that meet the approved criteria of an established loan program or an approved Affordable Housing Fund (AHF) or Economic Development Fund (EDF) allocation are not considered substantial amendments. TCRA may select alternate projects during a funding cycle which can be implemented if an approved project does not achieve milestones set at the time of funding, the project is discontinued or postponed, or for whatever other reason an approved project is unable to perform in a timely manner. If alternative projects are not recommended and a project fails, the funds are reallocated for a future round of funding.

G. Performance Report

The City prepares a Consolidated Annual Performance and Evaluation Report (CAPER) for Consolidated Plan programs at the end of each program year. The City publishes a notice in a newspaper of general circulation that the report has been completed and is available for review at least 15 days prior to submission of the CAPER to HUD. Citizens are given at least 15 days to submit comments on the report. The City considers any comments received and summarizes the comments in the report.

H. Consolidated Plan Public Hearings

The City holds two types of public hearings each year.

The first hearing (or hearings) is held to allow citizens and applicants the opportunity to identify needs and priorities and comment on prior performance. Hearings are held in locations which are accessible to residents of areas where housing and community development activities are proposed and ongoing. Hearings are held at times which are convenient to those affected by the Consolidated Plan programs. A final hearing is held by the City Council prior to adopting the City's Five Year Consolidated Plan and/or Annual Action Plan, giving citizens and applicants an opportunity to comment on the proposed plan and on program performance.

CED and NCS will notify citizens and applicants of the dates, times, places and procedures of public hearings through newspaper advertisements. Notices of public hearings will be provided to agencies serving non-English speaking residents of the city. Upon request, the City will have translation services available during the public hearings. Interested citizens must notify CED and NCS 72 hours in advance of the scheduled hearing of the type of translation services needed. (refer to the Limited English Proficiency section of this plan). All public hearings and public meetings scheduled as part of the Consolidated Plan process will be held in facilities which are accessible to physically disabled persons.

I. Meetings

All public hearings, citizen advisory committee meetings and other public meetings are open to the public in accordance with the RCW Chapter 42.30 Open Public Meeting Act.

J. Availability of the Plan to the Public

The draft plan and any substantial amendments are published prior to City Council action to allow time for citizen review and comment. Citizens and applicants are notified of the availability of the draft Consolidated Plan for review by publication of a plan summary in a general circulation newspaper. Citizens are given 30 days' notice prior to adoption of the plan (or 5 days if the amendment is related to COVID 19 relief). Copies of the plan are available in CED, NCS, Tacoma Public Library and other public places. Citizens are given 30 days' notice (or 5 days if the amendment is related to COVID 19 relief) prior to the implementation of any substantial amendments and copies of the amendments are available from CED and NCS.

K. Limited English Proficiency (LEP) Residents

Residents who, as a result of national origin, do not speak English as their primary language and who have limited ability to speak, read, write or understand English may be entitled to language assistance related to the planning, programming and implementation of federal CDBG, HOME and/or ESG funding by the City of Tacoma. In providing such language assistance, the City will be taking affirmative steps in complying with Title VI of the Civil Rights Act of 1964, which is the federal law which protects individuals from discrimination.

The two primary goals of this policy are to provide specific services to eligible individuals in need of language assistance and to increase participation of residents from all races and national origins comparable to their representation within this community. The threshold for eligibility and access to language services shall be 5% of the population as determined in the most current federal Census. Since the 2000 Census identified 6.9% of the Tacoma resident population as either Hispanic or Latino, special considerations (e.g. publishing the Annual Action Plan in Spanish and English) will be directed to this group in the implementation of the Citizen Participation Plan.

The provision of the language assistance shall be implemented by the Community and Economic Development (CED) Department and/or the Neighborhood and Community Services (NCS) Department.

L. Access to Records

All public records, as defined by the State Public Disclosure Act, are available for review in the offices of the Community and Economic Development (CED) Department and the Neighborhood and Community Services (NCS) Department during normal business hours. Requests for records are handled in accordance with the City of Tacoma's policy for review of public records. A reasonable fee may be charged for copying records for citizens.

M. Technical Assistance

Any citizen, public agency, housing developer or provider, or other funding applicant may contact CED or NCS for technical assistance. CED staff will help anyone who is interested in understanding Consolidated Plan programs and federal regulations, the Consolidated Plan, City Council policies, the procedures for submitting a proposal, the Citizen Participation Plan and other program requirements so they can effectively participate in the Consolidated Plan development process. NCS staff will assist nonprofits and other applicants in the development of CDBG and

ESG supported human service proposals as part of the application process. CED staff will also advise housing developers and providers, citizen groups representing low and moderate income persons and residents of lower income or blighted neighborhoods on how to formulate needs statements and project proposals. Staff members from CED and NCS will be available before and after each public hearing to give citizens assistance. Staff members will help the HSC and TCRA in obtaining any information or assistance they need to make their recommendations and decisions.

N. Complaints

All written citizen complaints are referred to the appropriate staff person(s) for action. Under normal circumstances, the department will respond to the person making the complaint within 15 days. All complaints and responses will be kept on file.

O. Citizens Advisory Committees

The Tacoma Mayor and City Council defines by ordinance, resolution or agreement the functions of and appoint members to the HSC, TCRA and the Planning Commission. These advisory committees will, to the extent possible, include low and moderate income persons, representatives of community groups, and members of minority groups. The HSC is the citywide citizen advisory committee which recommends CDBG supported human services to the City Council. The TCRA is composed of professionals from the lending, construction, real estate, accounting and legal fields. It recommends funding for housing and community and economic development proposals and makes underwriting decisions on housing and business loans. The Planning Commission, which was created by the City of Tacoma's Charter with members appointed by the City Council, will review and make recommendations on the Consolidated Plan Five Year Strategy. The ESG Review Panel, which recommends ESG-supported human services, is not appointed by the City Council, but is rather subject to the requirements of ESG regulations.

P. Implementation

Each program is different and requires a unique form of public involvement during the implementation phase. Typical forms of involvement considered by CED and NCS include, but are not limited to, the following: direct participation in a program such as applying for a housing rehabilitation, development or business loan, formation of a citizens advisory committee for the planning and operation of a program, participation in the architectural selection committee for a project, conducting neighborhood surveys, holding meetings, or similar activities. Each project will use the form of citizen/organization involvement most appropriate to the project's purpose.

There will be an opportunity to comment on the implementation of projects when the City Council considers implementing resolutions for projects requiring Council approval.

Q Effective Date and Amendments

This plan, as amended, will be effective May 2020 and will remain in effect as long as Consolidated Plan activities are ongoing or until superseded by a new Citizen Participation Plan. Citizens will be given notice and an opportunity to comment on any substantial amendments to the

Citizen Participation Plan. This Plan will be made available to the public at the offices of CED and NCS. Persons with disabilities that need special accommodations to review this Plan may make a request to CED or NCS, and reasonable accommodations will be made to provide the document in a form that is accessible to the person making the request.



HUD ESG CAPER FY2020

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

Report Date Range

7/1/2020 to 6/30/2021

Q01a. Contact Information

First name	Ty
Middle name	T
Last name	Braden
Suffix	
Title	
Street Address 1	747 Market Street
Street Address 2	
City	Tacoma
State	Washington
ZIP Code	98424
E-mail Address	tbraden@cityoftacoma.org
Phone Number	(253)337-4163
Extension	
Fax Number	

Q01b. Grant Information

As of 7/30/2021

Fiscal Year	Grant Number	Current Authorized Amount	Total Drawn	Balance	Obligation Date	Expenditure Deadline
2020	E20MC530007	\$220,216.00	\$137,729.89	\$82,486.11	10/13/2020	10/13/2022
2019	E19MC530007	\$208,750.00	\$208,750.00	\$0	7/12/2019	7/12/2021
2018	E18MC530007	\$201,861.00	\$201,860.00	\$1.00	8/22/2018	8/22/2020
2017	E17MC530007	\$202,381.00	\$202,381.00	\$0	9/22/2017	9/22/2019
2016	E16MC530007	\$201,163.00	\$201,163.00	\$0	9/1/2016	9/1/2018
2015	E15MC530007	\$197,634.61	\$197,634.61	\$0	7/29/2015	7/29/2017
2014	E14MC530003	\$189,688.00	\$189,688.00	\$0	7/14/2014	7/14/2016
2013	E13MC530003	\$162,867.00	\$162,867.00	\$0	7/31/2013	7/31/2015
2012						
2011						
Total		\$1,584,560.61	\$1,502,073.50	\$82,487.11		

ESG Information from IDIS

CAPER reporting includes funds used from fiscal year:

2019, 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	0
Emergency Shelter	6
Transitional Housing (grandfathered under ES)	0
Day Shelter (funded under ES)	1
Rapid Re-Housing	2
Homelessness Prevention	0

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

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 - Downtown Campus - Shelter Only/Bedlists	119	1	0			WA-503	531554	0	ServicePoint	2020-07-01	2021-06-30	No	Yes
The Rescue Mission	5	TRM - Family Shelter - Shelter Only/Bedlists	103	1	0			WA-503	531554	0	ServicePoint	2020-07-01	2021-06-30	No	Yes
Korean Women's Association	374	Korean Women's Assoc - We Are Family DV Shelter	375	1	0			WA-503	531554	0	ServicePoint	2020-07-01	2021-06-30	No	Yes
Catholic Community Services of Western Washington	11	CCS - The Nativity House - Womens Shelter	107	1	0			WA-503	531554	0	ServicePoint	2020-07-01	2021-06-30	No	Yes
Catholic Community Services of Western Washington	11	CCS - The Nativity House - Mens Shelter	106	1	0			WA-503	531554	0	ServicePoint	2020-07-01	2021-06-30	No	Yes
YWCA	258	YWCA Domestic Violence Shelter	259	1	0			WA-503	531554	0	ServicePoint	2020-07-01	2021-06-30	No	Yes
Associated Ministries	122	AM - ESG-CV RRH	553	13				WA-503	531554	0	ServicePoint	2020-07-01	2021-06-30	No	Yes
Exodus Housing	323	Exodus Housing - Bright Future RRH	373	13				WA-503	539053	0	ServicePoint	2020-07-01	2021-06-30	No	Yes
Catholic Community Services of Western Washington	11	CCS - Family Day Center	465	11				WA-503	531554	0	ServicePoint	2020-07-01	2021-06-30	No	Yes

Q05a: Report Validations Table

Total Number of Persons Served	3063
Number of Adults (Age 18 or Over)	2323
Number of Children (Under Age 18)	737
Number of Persons with Unknown Age	3
Number of Leavers	2555
Number of Adult Leavers	1967
Number of Adult and Head of Household Leavers	1968
Number of Stayers	508
Number of Adult Stayers	356
Number of Veterans	219
Number of Chronically Homeless Persons	722
Number of Youth Under Age 25	169
Number of Parenting Youth Under Age 25 with Children	37
Number of Adult Heads of Household	2194
Number of Child and Unknown-Age Heads of Household	1
Heads of Households and Adult Stayers in the Project 365 Days or More	32

Q06a: Data Quality: Personally Identifying Information (PII)

Data Element	Client Doesn't Know/Refused	Information Missing	Data Issues	Total	% of Error Rate
Name	65	0	663	728	23.77 %
Social Security Number	282	35	734	1051	34.31 %
Date of Birth	0	7	289	296	9.66 %
Race	37	29	0	66	2.15 %
Ethnicity	17	11	0	28	0.91 %
Gender	1	4	0	5	0.16 %
Overall Score				1084	35.39 %

Q06b: Data Quality: Universal Data Elements

	Error Count	% of Error Rate
Veteran Status	28	1.21 %
Project Start Date	0	0.00 %
Relationship to Head of Household	183	5.97 %
Client Location	1	0.05 %
Disabling Condition	123	4.02 %

Q06c: Data Quality: Income and Housing Data Quality

	Error Count	% of Error Rate
Destination	1281	50.14 %
Income and Sources at Start	274	12.48 %
Income and Sources at Annual Assessment	29	90.63 %
Income and Sources at Exit	220	11.18 %

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	2085	0	0	378	465	480	24.41 %
TH	0	0	0	0	0	0	--
PH (All)	73	0	7	0	0	0	9.37 %
Total	2158	0	0	0	0	0	23.90 %

Q06e: Data Quality: Timeliness

	Number of Project Start Records	Number of Project Exit Records
0 days	267	214
1-3 Days	1874	1725
4-6 Days	348	136
7-10 Days	82	167
11+ Days	128	313

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	2323	1887	434	0	2
Children	737	0	650	87	0
Client Doesn't Know/ Client Refused	0	0	0	0	0
Data Not Collected	3	0	0	0	3
Total	3063	1887	1084	87	5
For PSH & RRH – the total persons served who moved into housing	71	5	66	0	0

Q08a: Households Served

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Total Households	2195	1858	334	1	2
For PSH & RRH – the total households served who moved into housing	28	4	24	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	325	273	52	0	0
April	302	252	50	0	0
July	292	226	66	0	0
October	306	233	72	0	1

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	1717	1621	95	1
Female	590	254	335	1
Trans Female (MTF or Male to Female)	5	4	1	0
Trans Male (FTM or Female to Male)	5	4	1	0
Gender Non-Conforming (i.e. not exclusively male or female)	4	3	1	0
Client Doesn't Know/Client Refused	1	0	1	0
Data Not Collected	1	1	0	0
Subtotal	2323	1887	434	2

Q10b: Gender of Children

	Total	With Children and Adults	With Only Children	Unknown Household Type
Male	362	324	38	0
Female	375	326	49	0
Trans Female (MTF or Male to Female)	0	0	0	0
Trans Male (FTM or Female to Male)	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	0	0	0	0
Subtotal	737	650	87	0

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	3	0	0	0	3
Subtotal	3	0	0	0	3

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	2079	362	105	1404	208	0	0
Female	965	375	72	484	34	0	0
Trans Female (MTF or Male to Female)	5	0	2	3	0	0	0
Trans Male (FTM or Female to Male)	5	0	1	4	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	4	0	1	3	0	0	0
Client Doesn't Know/Client Refused	1	0	0	1	0	0	0
Data Not Collected	4	0	0	1	0	0	3
Subtotal	3063	737	181	1900	242	0	3

Q11: Age

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Under 5	249	0	224	25	0
5 - 12	337	0	293	44	0
13 - 17	151	0	133	18	0
18 - 24	181	113	68	0	0
25 - 34	560	386	173	0	1
35 - 44	541	414	127	0	0
45 - 54	472	418	54	0	0
55 - 61	327	317	9	0	1
62+	242	239	3	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	3	0	0	0	3
Total	3063	1887	1084	87	5

Q12a: Race

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
White	1308	932	350	25	1
Black or African American	835	488	303	43	1
Asian	50	35	15	0	0
American Indian or Alaska Native	120	83	37	0	0
Native Hawaiian or Other Pacific Islander	154	37	114	3	0
Multiple Races	525	284	226	15	0
Client Doesn't Know/Client Refused	42	19	22	1	0
Data Not Collected	29	9	17	0	3
Total	3063	1887	1084	87	5

Q12b: Ethnicity

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Non-Hispanic/Non-Latino	2587	1681	853	51	2
Hispanic/Latino	446	195	216	35	0
Client Doesn't Know/Client Refused	17	5	11	1	0
Data Not Collected	13	6	4	0	3
Total	3063	1887	1084	87	5

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	848	662	143	41	--	2	0
Alcohol Abuse	83	75	8	0	--	0	0
Drug Abuse	153	131	21	1	--	0	0
Both Alcohol and Drug Abuse	165	149	14	2	--	0	0
Chronic Health Condition	570	461	85	20	--	4	0
HIV/AIDS	13	13	0	0	--	0	0
Developmental Disability	251	167	44	38	--	2	0
Physical Disability	676	595	65	14	--	2	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	785	608	132	43	--	2	0
Alcohol Abuse	80	73	7	0	--	0	0
Drug Abuse	151	127	23	1	--	0	0
Both Alcohol and Drug Abuse	162	150	10	2	--	0	0
Chronic Health Condition	517	417	78	19	--	3	0
HIV/AIDS	12	12	0	0	--	0	0
Developmental Disability	235	159	40	34	--	2	0
Physical Disability	584	512	57	14	--	1	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".

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	117	96	18	3	--	0	0
Alcohol Abuse	15	15	0	0	--	0	0
Drug Abuse	16	15	1	0	--	0	0
Both Alcohol and Drug Abuse	21	19	2	0	--	0	0
Chronic Health Condition	99	86	10	2	--	1	0
HIV/AIDS	1	1	0	0	--	0	0
Developmental Disability	36	24	5	7	--	0	0
Physical Disability	118	107	9	1	--	1	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	569	320	248	0	1
No	1711	1531	178	1	1
Client Doesn't Know/Client Refused	7	7	0	0	0
Data Not Collected	37	29	8	0	0
Total	2324	1887	434	1	2

Q14b: Persons Fleeing Domestic Violence

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	288	108	179	0	1
No	271	203	68	0	0
Client Doesn't Know/Client Refused	2	2	0	0	0
Data Not Collected	8	7	1	0	0
Total	569	320	248	0	1

Q15: Living Situation

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Homeless Situations	0	0	0	0	0
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	492	410	82	0	0
Transitional housing for homeless persons (including homeless youth)	7	6	1	0	0
Place not meant for habitation	1236	1023	210	1	2
Safe Haven	21	21	0	0	0
Host Home (non-crisis)	0	0	0	0	0
Interim Housing 	0	0	0	0	0
Subtotal	1756	1460	293	1	2
Institutional Settings	0	0	0	0	0
Psychiatric hospital or other psychiatric facility	5	5	0	0	0
Substance abuse treatment facility or detox center	5	4	1	0	0
Hospital or other residential non-psychiatric medical facility	105	104	1	0	0
Jail, prison or juvenile detention facility	51	50	1	0	0
Foster care home or foster care group home	1	1	0	0	0
Long-term care facility or nursing home	0	0	0	0	0
Residential project or halfway house with no homeless criteria	1	1	0	0	0
Subtotal	168	165	3	0	0
Other Locations	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	5	3	2	0	0
Owned by client, with ongoing housing subsidy	2	1	1	0	0
Rental by client, with RRH or equivalent subsidy	2	0	2	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	97	81	16	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	1	0	1	0	0
Hotel or motel paid for without emergency shelter voucher	75	29	46	0	0
Staying or living in a friend's room, apartment or house	48	22	26	0	0
Staying or living in a family member's room, apartment or house	141	108	33	0	0
Client Doesn't Know/Client Refused	2	0	2	0	0
Data Not Collected	26	17	9	0	0
Subtotal	400	262	138	0	0
Total	2324	1887	434	1	2

 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	1064	0	901
\$1 - \$150	19	0	12
\$151 - \$250	70	0	69
\$251 - \$500	88	1	76
\$501 - \$1000	488	1	404
\$1,001 - \$1,500	182	1	154
\$1,501 - \$2,000	85	0	70
\$2,001+	106	0	111
Client Doesn't Know/Client Refused	4	0	4
Data Not Collected	217	0	166
Number of Adult Stayers Not Yet Required to Have an Annual Assessment	0	324	0
Number of Adult Stayers Without Required Annual Assessment	0	29	0
Total Adults	2323	356	1967

Q17: Cash Income - Sources

	Income at Start	Income at Latest Annual Assessment for Stayers	Income at Exit for Leavers
Earned Income	193	1	191
Unemployment Insurance	53	0	42
SSI	410	1	325
SSDI	193	1	169
VA Service-Connected Disability Compensation	16	0	14
VA Non-Service Connected Disability Pension	25	0	20
Private Disability Insurance	2	0	2
Worker's Compensation	2	0	2
TANF or Equivalent	130	0	108
General Assistance	54	0	52
Retirement (Social Security)	15	0	15
Pension from Former Job	6	0	6
Child Support	39	0	23
Alimony (Spousal Support)	2	0	2
Other Source	51	0	37
Adults with Income Information at Start and Annual Assessment/Exit	0	3	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	43	77	120	35.94 %	21	45	66	31.70 %	0	1	1	0.00 %
Supplemental Security Income (SSI)	240	40	280	85.88 %	25	9	34	73.71 %	0	1	1	0.00 %
Social Security Disability Insurance (SSDI)	126	19	145	86.66 %	14	3	17	82.35 %	0	0	0	--
VA Service-Connected Disability Compensation	11	1	12	92.00 %	2	0	2	100.00 %	0	0	0	--
Private Disability Insurance	1	0	1	100.00 %	1	0	1	100.00 %	0	0	0	--
Worker's Compensation	2	0	2	100.00 %	0	0	0	--	0	0	0	--
Temporary Assistance for Needy Families (TANF)	13	10	23	56.57 %	44	40	84	52.42 %	0	0	0	--
Retirement Income from Social Security	12	3	15	80.13 %	0	0	0	--	0	0	0	--
Pension or retirement income from a former job	6	0	6	100.00 %	0	0	0	--	0	0	0	--
Child Support	3	1	4	75.00 %	12	7	19	63.37 %	0	0	0	--
Other source	97	22	119	81.76 %	14	18	32	43.72 %	0	0	0	--
No Sources	355	407	762	46.82 %	48	63	111	43.52 %	0	0	0	--
Unduplicated Total Adults	859	568	1427		154	162	316		0	1	1	

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	1188	2	1030
WIC	24	0	21
TANF Child Care Services	7	0	8
TANF Transportation Services	1	0	1
Other TANF-Funded Services	3	0	3
Other Source	8	0	8

Q21: Health Insurance

	At Start	At Annual Assessment for Stayers	At Exit for Leavers
Medicaid	1209	1	1003
Medicare	386	1	315
State Children's Health Insurance Program	550	0	444
VA Medical Services	87	0	83
Employer Provided Health Insurance	21	0	19
Health Insurance Through COBRA	1	0	1
Private Pay Health Insurance	32	0	29
State Health Insurance for Adults	542	2	487
Indian Health Services Program	22	0	21
Other	14	0	9
No Health Insurance	566	0	479
Client Doesn't Know/Client Refused	14	0	7
Data Not Collected	140	34	97
Number of Stayers Not Yet Required to Have an Annual Assessment	0	471	0
1 Source of Health Insurance	1934	2	1625
More than 1 Source of Health Insurance	444	1	376

Q22a2: Length of Participation – ESG Projects

	Total	Leavers	Stayers
0 to 7 days	855	783	72
8 to 14 days	405	363	42
15 to 21 days	274	237	37
22 to 30 days	192	159	33
31 to 60 days	471	362	109
61 to 90 days	301	251	50
91 to 180 days	284	248	36
181 to 365 days	182	90	92
366 to 730 days (1-2 Yrs)	89	59	30
731 to 1,095 days (2-3 Yrs)	6	2	4
1,096 to 1,460 days (3-4 Yrs)	1	0	1
1,461 to 1,825 days (4-5 Yrs)	2	0	2
More than 1,825 days (> 5 Yrs)	1	1	0
Data Not Collected	0	0	0
Total	3063	2555	508

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	4	0	4	0	0
8 to 14 days	15	0	9	6	0
15 to 21 days	7	0	6	1	0
22 to 30 days	17	1	15	1	0
31 to 60 days	30	2	27	1	0
61 to 180 days	11	0	11	0	0
181 to 365 days	1	0	0	1	0
366 to 730 days (1-2 Yrs)	0	0	0	0	0
Total (persons moved into housing)	85	3	72	10	0
Average length of time to housing	38.00	47.00	38.00	32.00	--
Persons who were exited without move-in	40	2	33	5	0
Total persons	125	5	105	15	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	855	791	60	4	0
8 to 14 days	405	276	126	3	0
15 to 21 days	274	147	124	3	0
22 to 30 days	192	102	85	5	0
31 to 60 days	471	221	238	12	0
61 to 90 days	301	135	155	6	5
91 to 180 days	284	109	156	19	0
181 to 365 days	182	50	114	18	0
366 to 730 days (1-2 Yrs)	89	47	26	16	0
731 to 1,095 days (2-3 Yrs)	6	6	0	0	0
1,096 to 1,460 days (3-4 Yrs)	1	1	0	0	0
1,461 to 1,825 days (4-5 Yrs)	2	1	0	1	0
More than 1,825 days (> 5 Yrs)	1	1	0	0	0
Data Not Collected	0	0	0	0	0
Total	3063	1887	1084	87	5

Q22e: 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	648	616	28	4	0
8 to 14 days	86	41	44	1	0
15 to 21 days	43	22	18	3	0
22 to 30 days	49	25	24	0	0
31 to 60 days	155	65	87	3	0
61 to 180 days	329	152	160	17	0
181 to 365 days	183	130	49	4	0
366 to 730 days (1-2 Yrs)	224	183	40	1	0
731 days or more	343	315	24	4	0
Total (persons moved into housing)	2060	1549	474	37	0
Not yet moved into housing	75	11	56	5	3
Data not collected	585	304	242	39	0
Total persons	2720	1864	772	81	3

Q23c: Exit Destination – All persons

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Permanent Destinations	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	7	0	7	0	0
Owned by client, with ongoing housing subsidy	7	1	6	0	0
Rental by client, no ongoing housing subsidy	263	148	84	31	0
Rental by client, with VASH housing subsidy	2	0	2	0	0
Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
Rental by client, with other ongoing housing subsidy	85	11	72	2	0
Permanent housing (other than RRH) for formerly homeless persons	41	24	13	4	0
Staying or living with family, permanent tenure	23	5	16	2	0
Staying or living with friends, permanent tenure	12	0	11	1	0
Rental by client, with RRH or equivalent subsidy	106	13	87	6	0
Rental by client, with HCV voucher (tenant or project based)	20	1	19	0	0
Rental by client in a public housing unit	2	1	0	1	0
Subtotal	568	204	317	47	0
Temporary Destinations	0	0	0	0	0
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	74	17	57	0	0
Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
Transitional housing for homeless persons (including homeless youth)	29	7	19	3	0
Staying or living with family, temporary tenure (e.g. room, apartment or house)	67	4	56	7	0
Staying or living with friends, temporary tenure (e.g. room, apartment or house)	25	5	20	0	0
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	449	303	143	3	0
Safe Haven	0	0	0	0	0
Hotel or motel paid for without emergency shelter voucher	23	2	21	0	0
Host Home (non-crisis)	0	0	0	0	0
Subtotal	667	338	316	13	0
Institutional Settings	0	0	0	0	0
Foster care home or group foster care home	1	0	1	0	0
Psychiatric hospital or other psychiatric facility	0	0	0	0	0
Substance abuse treatment facility or detox center	2	2	0	0	0
Hospital or other residential non-psychiatric medical facility	18	16	2	0	0
Jail, prison, or juvenile detention facility	1	1	0	0	0
Long-term care facility or nursing home	0	0	0	0	0
Subtotal	22	19	3	0	0
Other Destinations	0	0	0	0	0
Residential project or halfway house with no homeless criteria	1	1	0	0	0
Deceased	2	2	0	0	0
Other	14	3	11	0	0
Client Doesn't Know/Client Refused	4	4	0	0	0
Data Not Collected (no exit interview completed)	1277	1049	215	11	2
Subtotal	1298	1059	226	11	2
Total	2555	1620	862	71	2
Total persons exiting to positive housing destinations	568	204	317	47	0
Total persons whose destinations excluded them from the calculation	21	18	3	0	0
Percentage	22.42 %	12.73 %	36.90 %	66.20 %	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
Total	0	0	0	0	0

Q25a: Number of Veterans

	Total	Without Children	With Children and Adults	Unknown Household Type
Chronically Homeless Veteran	61	58	3	0
Non-Chronically Homeless Veteran	158	150	8	0
Not a Veteran	2077	1657	418	2
Client Doesn't Know/Client Refused	5	5	0	0
Data Not Collected	22	17	5	0
Total	2323	1887	434	2

Q26b: Number of Chronically Homeless Persons by Household

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Chronically Homeless	722	522	197	3	0
Not Chronically Homeless	1785	946	790	47	2
Client Doesn't Know/Client Refused	7	6	1	0	0
Data Not Collected	549	413	96	37	3
Total	3063	1887	1084	87	5