



King County

King County Consortium

2010 Action Plan:

**One Year Use of Federal Housing and
Community Development Funds**

Available for Public Review October 13, 2009

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HOME-only Cities

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- Algona
- Bellevue Regional
- Black Diamond
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You may also receive a copy by writing to: King County Housing and Community Development Program
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The Plan is also available on the world-wide-web at <http://www.kingcounty.gov/housing>

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King County Consortium Consolidated Housing and Community Development Plan 2010 – 2012 Executive Summary

The 2010-2012 “Consolidated Housing and Community Development Plan” (Consolidated Plan) guides the investment of approximately \$12 million per year in federal housing and community development funds, and an additional \$9 million per year in other federal or related state and local funds, to address housing, homelessness, and community development needs throughout the King County Consortium, from 2010 through 2012.

The King County Consortium includes most of the suburban cities in the county, as well as the unincorporated areas of the county. It does not include the City of Seattle, which prepares its own Consolidated Plan, although Seattle participates when certain non-federal housing dollars are being allocated.

The Consolidated Plan is a requirement of the US Department of Housing and Urban Development (HUD), through which King County receives the federal dollars. These HUD-funded housing and community development programs have a broad national goal: to “develop viable urban communities, by providing decent affordable housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons” (the Housing and Community Development Act of 1974, as amended).

Within that broad national goal, HUD requires the King County Consortium to consider its own needs and set its own goals, objectives, and strategies, as well as performance measures. The goals and objectives set forth in this Consolidated Plan for 2010 through 2012 are:

Goal 1: Ensure Decent, Affordable Housing

Objective 1: Rental Housing. Preserve and expand the supply of affordable rental housing available to low- and moderate-income households, including households with special needs.

Objective 2: Home Ownership. Preserve the housing of low- and moderate-income home owners, and provide home ownership assistance programs for low- and moderate-income households that are prepared to become first time home owners.

Objective 3: Fair Housing. Plan for and support fair housing strategies and initiatives designed to affirmatively further fair housing choice and to increase access to housing and housing programs and services.

Goal 2: End Homelessness (this goal, and its associated objectives and strategies, is intended to be consistent with the Ten Year Plan to End Homelessness prepared by the regional Committee to End Homelessness in King County). (King County and the Consortium will develop a long-term outcome(s) for our goal to end homelessness in coordination with the outcomes that are being developed through our region-wide Continuum of Care planning body, the Committee to End Homelessness. Long-term outcomes will relate to the prevention and reduction of homelessness, particularly the reduction of chronic homelessness in King County

Objective 1: Prevention. Support programs that prevent homelessness.

Objective 2: Permanent Housing. Support the creation of a range of permanent affordable housing options for homeless people.

Objective 3: Homeless Housing Programs. Provide programs and services to address the temporary housing needs and other needs of households when homelessness occurs.

Objective 4: Regional Planning and Coordination. Approach homeless planning and coordination as a regional issue. The Consortium will work with the Committee to End Homelessness, cities, mainstream systems, the Safe Harbors initiative, housing funders, community agencies, United Way, the private sector including businesses, and homeless people on various coordination efforts.

Goal 3: Establish and Maintain a Suitable Living Environment and Economic Opportunities for Low- and Moderate-Income Persons

Objective 1: Human Service Agencies. Improve the ability of health and human service agencies to serve our low- and moderate-income residents effectively and efficiently.

Objective 2: Low- and Moderate-Income Communities. Improve the living environment in low- and moderate-income neighborhoods/communities in accordance with jurisdictions' adopted Comprehensive Plans and the Countywide Planning policies.

Objective 3: Economic Opportunities. Expand economic opportunities for low- and moderate-income persons.

Every year the Consortium submits an annual Action Plan that details the specific activities that will be undertaken to further these goals and activities in that year. The following 2010 Action Plan presents activities planned for 2010 which is the 1st year of the 3 year plan.

King County Consortium
2010 Action Plan:
One Year Use of Federal Funds

Table of Contents

Goal One: Ensure Decent, Affordable Housing

Service Delivery and Management	1
Leveraging: Other Housing Resources Expected to be Available	1
Consortium-wide Housing: 2010 Actions	3
• Affordable Housing Objective 1	4
• Affordable Housing Objective 2	7
• Affordable Housing Objective 3	10

Goal Two: End Homelessness

• Homeless Objective 1	11
• Homeless Objective 2	12
• Homeless Objective 3	13
• Homeless Objective 4	15

Goal Three: Establish and Maintain a Suitable Living Environment and Expand Economic Opportunities

• Community/Economic Development Objective 1	16
• Community/Economic Development Objective 2	17
• Community/Economic Development Objective 3	19

Section 106 National Historic Preservation..... 20

Monitoring Plan21

Compliance with Statutory and Regulatory Requirements

A. Allocation Policies & RFP Processes	21
B. Contracting	22
C. Implementation and Project Management.....	23
D. Fiscal Controls	25
E. Outcome Measures	26
F. Discharge Policy	26

Funding Sources	27
A. Float Loan Activities	27
B. Program Income.....	27
C. CDBG Recaptured Funds	28
Specific CDBG Submission Requirements	30
Specific HOME Submission Requirements	31
Specific ESG Submission Requirements	35
Appendix A: Citizen Participation Documentation	36
Appendix B: Listing of Adopted 2010 Projects	37

2010 Action Plan:

One Year Use of Federal Funds

King County's One Year Action Plan describes housing and community development activities King County plans to implement to address the objectives identified in the King County Consortium Consolidated Housing and Community Development Plan for 2010 - 2012. The Action Plan also describes monitoring activities and fiscal controls.

Goal One: Ensure Decent, Affordable Housing

The King County Consortium has developed its one-year use of HOME Investment Partnership (HOME), Emergency Shelter Grant (ESG), and Community Development Block Grant (CDBG) funds to address the priority housing needs which further the objectives identified in the *King County Consortium Consolidated Housing and Community Development Plan for 2010-2012* (H&CD Plan). Under each Objective below, the housing projects are listed by project number. Detailed information on each project is listed numerically at the end of this document.

Service Delivery and Management

As described in the H&CD Plan, the institutional structure in the King County Consortium is relatively strong and diverse. In 2010, a variety of agencies and organizations will play key roles in delivering and managing the housing assistance programs identified below. In general, this includes the King County and Renton Housing Authorities, individual non-profit and for-profit housing developers and service providers, the King County Housing and Community Development Program, individual Consortium jurisdictions, and private, state and federal funding sources. Specific entities are identified below where appropriate.

Leveraging: Other Housing Resources Expected to be Available

In addition to the federal HOME, CDBG, and ESG entitlements made available to the King County Consortium in 2010, many other resources—federal, state, local, and private—will be available to help the Consortium address its five housing strategies. Federal CDBG, HOME, and ESG funds are actively used to leverage these other public and private resources. Staff works cooperatively to ensure that, to the extent possible; the use of these limited resources is carefully coordinated. The following is a summary of the resources and anticipated 2010 funding levels follows:

Resource*

Estimated 2010 Funding Levels*

Federal. Public Housing Authorities

King County Housing Authority (KCHA) Public Housing & Section 8 Programs

Approximately \$12.1 million for public housing and \$79.1 million for Section 8 vouchers.

KCHA Bond and Tax Credit Revenue

Approximately \$51.2 million in 2010.

Federal. WA State Housing Finance Commission Programs

Approximately \$15.0 million in tax credit authority for 2010.

- Low Income Housing Tax Credit Program
- Tax-exempt Bond Financing Program

Approximately \$176 million statewide in bond cap, plus unexpended residuals from the other bond cap set-asides. 2010 funds will be allocated in 2010 on a competitive basis. The King county housing financing commission distributes the funds between multi- and single-family housing based on demand.

Federal. McKinney Homeless Assistance – Continuum of Care Competition (includes Supportive Housing Program, Shelter Plus Care, and Section 8 SRO Moderate Rehab Program)

About \$21 million will flow to King County programs in 2010 - \$5.4 million for Shelter Plus Care and approximately \$15.6 million for HUD Supportive Housing Program.

Federal Health Care for the Homeless Network (Seattle-King County Department of Public Health)

Federal 330 grant of \$1.97 million in 2010 (Seattle-King County region); \$457,000 in Medicaid Administrative Match; \$1.7 million in local funds.

Federal. Federal Emergency Management Administration (for emergency shelter and food)

Approximately \$1 million to King County (half for shelters, half for food).

State. Housing Trust Fund

From the Spring 2009 funding round, \$10.8 million is the recommended allocation for King County. King County has \$19.0 million in applications pending in the Fall 2010 funding round.

State. Emergency Shelter Assistance Program

Approximately \$1,140,000 to support shelters in King County.

State Transitional Housing, Operating and Rent Assistance

Approximately **\$0.9 Million** to support transitional housing for homeless families and individuals.

*Local Substitute House Bill 2060 regional Affordable Housing Program – King county – revenue from a document recording fee surcharge
Local Veterans & Human Services Funds*

Estimated revenue of \$1.7 million for County-wide (capital and operating funds) in 2010.

Estimated 2010 allocation of \$1 million. The allocation of these dollars between operations and services is not known at this time.

Local. King County and suburban city general fund allocations for housing and housing-related services.

Suburban cities amounts unknown at this time. Many cities will allocate funds to support emergency shelters and related services.

Private. United Way of King County

Approximately \$9.2 million per year allocated to shelter, food, housing, and emergency services.

**These are estimated amounts and sources of funds, based information available at publication.*

King County will take a variety of actions to encourage other agencies and organizations to apply for all available funds to implement the housing strategies. Staff will share Notices of Funding Availability (NOFAs) with other agencies, social-service providers, non-profit developers and advocacy groups. A King County housing developer will work with project sponsors to help them package development proposals for all available federal, state and local funds. King County will also submit certifications of consistency for project applications that support the goals and strategies found in the H&CD Plan.

Many fund sources have matching requirements that necessitate a mix of funds for the projects. King County awards cannot represent more than 50 percent of the total project funding in any housing development project. This requires that projects leverage other funding including state and private sources.

The HOME program has match requirements that must be met with non-federal sources. Match sources may include Regional Affordable Housing Program funds, Veterans and Human Service Levy capital funds, a State-authorized document recording fee for homeless housing, and a suburban jurisdiction's general funds. In some cases, cash from owners of property being rehabilitated, or project sponsor contributions is counted as match.. Project sponsors will be encouraged to leverage additional funds from the private sector when projects can support debt service.

Consortium-wide Housing: 2010 Actions

The following section describes, for each of the Consortium's three Affordable Housing Objectives, some of the actions that will be taken in 2010 to accomplish Goal I of the H&CD Plan: Increase the Supply and Availability of Decent, Affordable Housing. This includes a discussion of general actions planned to foster affordable housing and remove barriers. Please refer to the listing of adopted 2010 projects for details on specific projects and their proposed accomplishments.

Affordable Housing Objective #1: Rental Housing

Preserve and expand the supply of affordable rental housing available to low- and moderate-income households, including households with special needs.

AH1 Strategy 1A:

Make capital funds available for the new construction of sustainably – designed, permanently affordable rental housing for low- and moderate-income households; for the acquisition of existing rental housing and the rehabilitation of that housing into safe, decent, healthy and permanently affordable rental housing for low- and moderate-income households; for the acquisition of land on which to build affordable and/or mixed-income rental housing; and for the long term preservation (through acquisition and rehabilitation) of existing affordable rental housing units.

AH1 Strategy 1A - Annual Output Measures:

- 1) An average of 250 units of rental housing will be constructed, or acquired and rehabilitated. At least 30 of the 250 units of rental housing shall be targeted to persons/households with special needs.
- 2) An average of 280 new renter households will be served by rental units completed during each year.

2010 Projects funded to support this strategy include:

Project HQ0000	HOME Subrecipient Housing Development
Project C10166	ARCH Housing Development Set-aside
Project C10167	North and East Sub-region Housing Finance Set-aside
Project C10204	King County CDBG Administration
Project C10375	Federal Way CDBG Program Administration
Project C10507	Renton CDBG Program Administration
Project C10555	Shoreline CDBG Program Administration

AH1 Strategy 1A - HUD Community Planning and Development (CPD) Performance Measures:

- **Objective:** Decent Housing
- **Outcome:** Affordability

AH1 Strategy 1B:

Make capital funds available to rehabilitate existing rental units for low- to moderate-income households. This strategy is different from acquisition and rehabilitation in Strategy 1. A. (2), as Strategy 1.B addresses rehabilitation only; there is no acquisition involved. It either addresses the rehabilitation needs of existing affordable non-profit housing, or existing for-profit housing where the owner is willing to restrict the affordability of the rents for a specified period of time. It includes making modifications to the rental unit(s) of low- to moderate-income tenants with a disability in order that the units will be accessible.

AH1 Strategy 1B - Annual Output Measure: From 5-40 units will be rehabilitated and/or modified.

AH1 Strategy 1B - Short-term Outcome: The tenant(s) have an improved satisfaction with their housing due to the improvements/rehabilitation and/or modification.

AH1 Strategy 1B Outcome Indicator: Tenant-based survey, conducted by agency or landlord that is awarded funds.

AH1 Strategy 1B - HUD Community Planning and Development (CPD) Performance Measures:

- **Objective:** Decent Housing
- **Outcome:** Affordability/Accessibility (Designation depends on goal of a particular project)

AH1 Strategy 1C:

King County staff will work in partnership and/or coordination with Consortium Cities' staff and community stakeholder organizations on the following and other housing related activities. These activities do not have annual output or outcome goals and will be reported on as progress occurs, in narrative fashion:

2010 Projects funded to support this strategy include:

Project C10204	King County CDBG Administration
Project C10375	Federal Way CDBG Program Administration
Project C10507	Renton CDBG Program Administration
Project C10555	Shoreline CDBG Program Administration
Project HQ0204	HOME Program Administration

- The Consortium will support the creation of affordable rental housing in the private market through zoning and incentive programs in all Consortium jurisdictions, such as impact fee waivers, density bonuses, inclusionary zoning and allocation of surplus County or City property for affordable housing; County staff will provide technical assistance, as feasible, to help Consortium cities meet Countywide Planning Policy goals for affordable housing.
- King County will assist non-profit affordable housing development organizations in assessing their need for development technical assistance, and will consider providing funds for such assistance through the funding cycle for affordable housing capital, depending on the documented need of an organization.
- King County will provide a credit enhancement program that promotes the development of housing for low- to moderate-income households through loan guarantees on long-term permanent project financing and will explore other innovative methods of assisting with the financing of affordable housing.
- King County will collaborate with the King County Housing Authority to support the planning process and development of Phase 1 (Greenbridge) and Phase 2 of the Hope VI mixed-income housing and community development project at the Park Lake Homes site in White Center. This work will be done in conjunction with a neighborhood revitalization strategy that has been developed with the White Center community (see Goal #3, Objective #4 of the Consolidated Plan).

- King County will support legislation and other initiatives designed to increase funding and other support for affordable housing; and will coordinate with statewide and community-based housing agencies to provide housing education for the public and policy makers in order to build support to increase the housing funding base and to enhance acceptance of affordable housing.
- King County will work with local housing authorities to provide mutual support and coordination on affordable housing planning issues; on applications for various programs, such as rental assistance and vouchers targeted to persons with disabilities; on planning issues such as the allocation of project-based vouchers that complement the Consortium’s priorities; on efforts to educate and inform landlords about the benefits of participating in the Section 8 program; and on the development of other programs that may benefit our region.
- King County will work with housing funders, mainstream service systems (such as the developmental disabilities system, the drug/alcohol system, and the mental health system), and housing referral, information and advocacy organizations to plan for community-based housing options for persons with special needs; to develop supportive housing plans and partnerships for populations that need enhanced housing support in order to be successful in permanent housing; to advocate for funding for the operations and maintenance of housing for very low-income households and households with special needs, and for the services needed for supportive housing.
- King County will partner with the King County Developmental Disabilities Division (KCDDD) to provide housing program(s) that expand community-based housing options for persons with developmental disabilities and will explore similar opportunities with systems that serve other special needs populations.
- King County will coordinate, to the extent feasible, with housing funders, and housing information and advocacy organizations to streamline funding applications, contracting and monitoring processes.
- King County will prioritize the development of a program to fund affordable housing projects that are:
 1. environmentally sound (“green” housing)
 2. sustainable
 3. projected to save on long-term costs for the owner and the residents
 4. designed to accommodate all persons, regardless of their level of mobility
 5. allow residents to age in their home.

This program will adopt the standards of the Washington State Evergreen Program which is required for all projects seeking Washington State Housing Trust Fund support: and may draw on LEED environmental standards or a similar system of environmental standards to encourage a high level of environmental sustainability and durability. HCD will also encourage the utilization of “universal design”¹ standards for affordable housing project applicants that volunteer to participate. The Consortium will coordinate efforts to implement this program so

that participating projects do not encounter barriers from local codes that may conflict with the adopted standards, or delays in contracting.

- King County will work with housing and community stakeholders to implement the Landlord Liaison Project throughout King County in order to reduce barriers to securing permanent housing for low- to moderate-income households.
- King County may encourage and support housing developers' in applying for HUD Section 202 and 811 programs to provide housing for older adults and persons with disabilities.
- King County may explore the feasibility of land banking for the construction of affordable rental housing, especially in areas targeted for future transit and/or slated for higher density development.

AH2 Strategy 1C - HUD Community Planning and Development (CPD) Performance Measures:

- **Objective:** Decent Housing
- **Outcome:** Availability/Affordability/Accessibility (Designation depends on goal of particular project).

Affordable Housing Objective #2: Home Ownership

Preserve the housing of low- to moderate-income home owners, and provide home ownership assistance programs for low- and moderate-income households that are prepared to become first-time home owners.

AH2 Strategy 2A:

Make capital funds available to repair and/or improve, including accessibility improvements, the existing stock of homes owned by low- to moderate-income households (also includes individual condominiums, town homes, and mobile/manufactured homes that are part of the permanent housing stock). Programs funded under this strategy include, but are not limited to, major home repair and emergency home repair.

AH2 Strategy 2A – Consortium-wide Major Home Repair and Emergency Repair Program Annual Output Measures:

An average of 468 low- to moderate-income homes will have their exiting homes repaired and or improved annually; 293 of these are minor home repairs.

Year 2010 Projects funded to support this strategy include:

Major Housing Repair Programs

Project C10238	Housing Repair Program
Project HQ0107	Housing Repair Owner Occupied Loan Program

Minor Home Repair Programs

Project C10039	Shoreline Senior Services Home Repair
Project C10342	Tukwila/SeaTac/Des Moines/Covington Minor Home Repair
Project C10751	Renton Minor Home Repair

AH2 Strategy 2A - Consortium-wide Major Home Repair and Emergency Repair Program Short-term Outcome: The owners will have an improved quality of life, with little or no cost. Through improvements to their housing, some home owners will be able to continue to live independently in their home.

AH2 Strategy 2A HUD Community Planning and Development (CPD) Performance Measures:

- **Objective:** Decent Housing
- **Outcome:** Affordability/Accessibility

AH2 Strategy 2B:

1. Make funds available for first-time home buyer opportunities, including education, housing counseling and down payment assistance for low- to moderate-income households who are prepared to purchase their first home; especially households who are under-served in the ownership housing market, including households with special needs. Note: in most cases this will involve increasing access to the existing stock of ownership housing, but in some cases this may involve creating new ownership housing.
2. Use Neighborhood Stabilization Program (NSP-1) funds to acquire and rehabilitate foreclosed properties and to provide first-time homebuyer opportunities to purchase the properties. Depending on the success of a NSP-2 application, work with Washington State to implement the NSP-2 program, including the activities cited in this strategy, plus additional planning objectives included in this plan.

Strategy AH 2B Annual Output Measure:

1. Homebuyer services and assistance provided to 10 - 35 households.
2. Through the NSP-1 Program, acquire, rehabilitate, provide energy efficiency upgrades to approximately 12 foreclosed properties, and provide first-time homebuyer opportunities for approximately 6 to 12 income-eligible households to purchase the properties.

Strategy AH 2B Outcomes:

Outcome #1 The household will succeed as a homeowner and be satisfied with homeownership over time.
Outcome #2 The homeowner will build equity in their home.

AH2 Strategy 2B HUD Community Planning and Development (CPD) Performance Measures:

- **Objective:** Decent Housing
- **Outcome:** Affordability

2010 Projects funded to support this strategy include:

Project HQ0000	HOME Subrecipient Housing Development
Project C10167	North/East Sub-region Housing Finance Set-aside

AH2 Strategy 2C:

King County staff will work in partnership and/or coordination with Consortium City staff and community stakeholder organizations on the following activities. These activities do not have annual output or outcome goals, and will be reported on as progress occurs, in narrative fashion.

- King County will support the creation of a range of affordable home ownership opportunities through zoning and incentive programs in all Consortium jurisdictions, such as impact fee waivers, density bonuses, inclusionary zoning and the allocation of surplus County or City property; County staff will assist in providing technical assistance, as feasible, to help Consortium cities meet Countywide Planning Policy (CPP) goals for affordable housing. (See the Introduction Section of the plan for more information about the CPP).
- King County will work with certified housing counseling agencies and the county-wide Asset Building Coalition to support efforts to assist income-eligible homeowner households at risk of foreclosure.
- King County will support the acquisition and preservation of mobile home parks, when feasible, to protect low- and moderate-income mobile home owners who might otherwise be displaced due to redevelopment. King County will explore a comprehensive strategy to further extend the long-term affordability of mobile home parks that currently have an agreement with the County, including strategies to have parks owned by park residents.
- King County will support the work of the King County Housing Authority to ensure that there are affordable ownership opportunities for low and moderate-income households, especially Park Lake Homes tenants who are prepared for home ownership, in the Greenbridge HOPE VI project in White Center.
- King County will work with housing authorities and community agencies to provide targeted outreach to federally subsidized tenants and other low to moderate-income tenants who are prepared to work towards the goal of achieving home ownership.
- King County may work with community stakeholders to plan for and support programs that reduce the cost of homeownership for low- to moderate-income households, such as land trusts, limited-equity co-ops, and sweat equity programs.
- King County may work with special needs populations and stakeholders to develop homeownership opportunities for special needs households for whom home ownership is appropriate.
- King County may advocate for a waiver or regulatory change to enable the Consortium to assist low- to moderate-income condo owners with the payment of common area repair assessments that exceed regular homeowner dues and are unaffordable to the low- to moderate-income condo owner.
- King County may explore land banking for the acquisition of land on which to construct affordable ownership housing, especially land that is in an area targeted for future transit and/or slated for higher density development.

- King County may work with local housing authorities, other funders and financial institutions to explore the development of Section 8 homeownership program(s) in our region. A Section 8 homeownership program would work with households that are prepared to become homeowners to use a Section 8 voucher to help subsidize the purchase of a home rather than ongoing rent.

AH2 Strategy 2C - HUD Community Planning and Development (CPD) Performance Measures:

- **Objective:** Decent Housing
- **Outcome:** Availability/Affordability/Accessibility (Designation depends on goal of particular project).

Affordable Housing Objective #3: Fair Housing

Plan for and support a fair housing strategy to affirmatively further fair housing and increase access to housing, as well as to housing programs and services for low- to moderate-income households. King County staff may work with Consortium city staff and community stakeholder agencies to carry out its Fair Housing Action Plan. These strategies do not have annual output or outcome goals, and will be reported on, as progress occurs, in narrative fashion.

AH3 Strategy 3A:

King County and the Consortium will carry out the initiatives and activities identified in the adopted Fair Housing Action Plan 2007-2011 in order to further fair housing in the region.

Action Area 1

Coordinate fair housing workshops, trainings and outreach with local partners covering rental housing issues as well as zoning/land use issues. Trainings will be crafted to meet the needs of housing funders, housing providers, service providers, private attorneys, commissioners, judges and planners.

Action Area 2

Coordinate fair housing lending and predatory lending workshops and trainings on ownership housing issues with local partners. Trainings will be crafted to meet the needs of lenders, realtors and real estate agents, community-based housing counselors, senior services agencies and homebuyers.

Action Area 3

Provide written informational materials about fair housing, basic landlord-tenant issues and fair lending/predatory lending. Materials will be created for housing consumers, landlords, community agencies and others. Look for funding opportunities for a fair housing advertising campaign.

Action Area 4

Provide technical assistance to contracted housing providers and others to affirmatively promote fair housing choice. Consider a menu of enhanced fair housing requirements for contracted agencies, as well as agencies entering agreements with King County to include affordable housing in a for-profit development; monitor new requirements.

Action Area 5

Work with the community to advance programs and initiatives that promote positive change for persons impacted by impediments to fair housing choice, including providing civil rights enforcement services, and working to fill supportive services and housing needs, including success in housing strategies for homeless households.

2010 Projects funded to support this strategy include:

Project C10204	King County CDBG Administration
Project HQ0204	HOME Program Administration

AH3 Strategy 3A - HUD Community Planning and Development (CPD) Performance Measures:

- **Objective:** Decent Housing
- **Outcome:** Accessibility

Goal Two: End Homelessness

There are four objectives under the goal of ending homelessness:

- 1) Homeless prevention
- 2) Permanent supportive housing
- 3) Homeless housing programs that provide temporary housing such as emergency and transitional housing operating support
- 4) Regional planning and coordination.

Homelessness Objective #1: Prevention

Support Programs that Prevent Homelessness

H1 Strategy 1A:

Support the Consortium-wide Housing Stability Program, a program that provides grants, loans and counseling to households facing an eviction or foreclosure, and to households trying to secure the funds to move in to permanent rental housing.

H1 Strategy 1A - Annual Output Measure:

A total of 752 households will be served.

Of these, 135 will be served with CDBG funds, and 50 will be served with CDBG-Recovery Funds..

2010 Projects funded to support this strategy include:

Project C10101	Solid Ground of Washington Housing Stability Program
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H1 Strategy 1A - Short-term Outcome: At least 75% of the households served remain stable in permanent housing.

H1 Strategy 1A - HUD Community Planning and Development (CPD) Performance Measures:

- **Objective:** Decent Housing
- **Outcome:** Affordability

H1 Strategy 1B:

Support other initiatives and programs designed to prevent homelessness. No performance measures; progress will be reported on in narrative fashion as it occurs.

H1 Strategy 1C:

Ensure that Consortium homelessness prevention initiatives and programs are consistent with the Ten Year Plan to End Homelessness. No performance measures; progress will be reported on in narrative fashion as it occurs.

Homelessness Objective #2: Permanent Housing

Support the creation of a range of permanent affordable housing options for homeless households.

H2 Strategy 2A:

1. Provide permanent supportive housing through the Shelter Plus Care program per federal program requirements for persons with disabilities
2. Provide permanent supportive housing opportunities for the broad population of homeless households through the locally funded Supportive Housing Program, which administers the Homeless Housing and Services Funds
3. Support additional programs as opportunities arise.

H2 Strategy 2A - Annual Output Measure:

2A-1 Fund 520 units of permanent supportive housing through the Shelter Plus Care Program.

2A-2 Provide 250 units of permanent housing with support services through the local Supportive Housing Program.

H2 Strategy 2A - Short-term Outcome: A majority of households served will remain housed and increase their housing stability.

H2 Strategy 2B:

Implement Rapid Re-housing Program with Homeless Prevention and Rapid Re-housing (HPRP) recovery funds to serve homeless households with low to moderate barriers to housing, placing them in permanent housing and providing short to medium term rental assistance and case management.

H2 Strategy 2B - Annual Output Measure:

1. 50 families with children housed with an appropriate level of temporary rental assistance and housing case management
2. 40 households without children (singles or couples) housed with an appropriate level of temporary rental assistance and housing case management.

H2 Strategy 2C:

Coordinate with public housing funders, community-based organizations, housing organizations and other stakeholders to plan for a range of additional permanent housing units and options that serve very low-income households at 30 percent of AMI and below, and that are targeted to serve homeless households, including bunkhouses, SRO’s and units that allow households to “transition in place”.

No performance measures; progress will be reported on in narrative fashion as it occurs. Please note, however, that Goal One: Ensure Decent, Affordable Housing, above, has unit goals related to this strategy.

H2 Strategy 2D:

Ensure that all initiatives and programs related to permanent supportive housing for the formerly homeless, and other forms of permanent housing targeted to homeless households are consistent with the Ten Year Plan to End Homelessness in King County. No performance measures; progress will be reported on in narrative fashion as it occurs.

Homelessness

Homelessness Objective #3: Homeless Housing Programs

Provide programs and services to address the temporary housing needs and other needs of households when homelessness occurs.

H3 Strategy 3A:

Allocate funds for emergency shelter and transitional housing programs for operations and maintenance, supportive services and rental assistance.

H3 Strategy 3A - Annual Output Measures:

1. Provide 213,225 unit nights of emergency shelter annually.
2. Provide 130,267 unit nights of transitional housing annually.

2010 Projects proposed for funding to support this strategy include:

ESG	Title
Project C10067	Solid Ground Family Emergency Shelter Operations
Project C10070	ESG Administration
Project C10077	YWCA Emergency Shelter
Project C10080	Multi-Service Center Family Shelter Operating Cost
Project C10081	Avondale Park Emergency Shelter
Project C10082	Avondale Park Emergency Shelter Services
Project C10083	Hopelink Kenmore Family Shelter
Project C10084	DAWN Emergency Shelter

North/East and South

County Regions	Title
Project C10175	YWCA Emergency Shelter Operations
Project C10177	Congregations for the Homeless Operating Cost
Project C10178	Hospitality House Emergency Shelter Support
Project C10179	My Sister's Home EDVP Emergency Shelter Operations
Project C10186	Redmond Hopelink Center Emergency Assistance
Project C10187	Sno-Valley Hopelink Center Emergency Assistance
Project C10192	Kenmore Hopelink Family Shelter Operating Cost
Project C10193	Kirkland Center Emergency Assistance
Project C10194	Sky Valley Community Resource Ct Emerg. Assistance
Project C10282	Youth Haven Emergency Shelter
Project C10296	HOME /ARISE Men's Shelter
Project C10074	Multi-Service Center Family Shelter
Project C10153	YWCA Emergency Shelter Operations
Project C10155	Adolescent Youth Shelter
Project C10162	Northshore Hopelink Center Emergency Assist.
Project C10174	Multi Service Center Emergency Assistance
Project C10224	DAWN Emergency Shelter Operating Cost

H3 Strategy 3A - Short-term Outcome:

Homeless persons/households are safe and sheltered from the elements for the night.

H3 Strategy 3A – Long-term Outcome for some shelters and all transitional housing:

Increase the housing stability of homeless households by helping them move along the housing continuum into more stable housing.

H3 Strategy 3A - HUD Community Planning and Development (CPD) Performance Measures:

- **Objective:** Suitable Living
- **Outcome:** Affordability/Accessibility for the purpose of creating suitable living environments.

H3 Strategy 3B:

Ensure that all initiatives and programs related to the provision of emergency shelter and transitional housing are consistent with the Ten Year Plan to End Homelessness in King County.

Homelessness Objective #4: Regional Planning and Coordination

The King County Consortium will approach homeless planning and coordination as a regional issue. King County will work with the Committee to End Homelessness, cities, mainstream systems, the Safe Harbors initiative, housing funders, community agencies, United Way, the private sector including business, and homeless people. The strategies below do not have annual output or outcome goals, and will be reported on, as progress occurs, in narrative fashion.

H4 Strategy 4A:

Ensure that all homeless projects and initiatives supported with local, state and federal funds are consistent with the vision, principles and recommendations of the Ten Year Plan to End Homelessness in King County.

H4 Strategy 4B:

The Consortium will continue to provide leadership and participation in the countywide HUD Homeless Assistance (McKinney) Continuum of Care annual competitive funding round, or its successor.

H4 Strategy 4C:

The Consortium will participate in efforts to improve the efficiency and accountability of the regional homeless service system, particularly through the Homeless Management Information System (Safe Harbors).

H4 Strategy 4D:

The Consortium will work with other systems providing support services for persons at risk of homelessness (for example, the Mental Health system) to ensure state or federal legislative support for coordination of housing and support services.

2010 Projects funded to support this strategy include:

Project C10204	King County CDBG Administration
Project C10375	Federal Way CDBG Program Administration
Project C10507	Renton CDBG Program Administration
Project C10555	Shoreline CDBG Program Administration
Project C10070	Emergency Shelter Grant Administration

Goal Three: Establish and Maintain a Suitable Living Environment and Expand Economic Opportunities for Low and Moderate-Income Persons

The three objectives relate to (1) improving the ability of human services agencies to serve our residents, (2) improving living conditions in low- and moderate-income neighborhoods and communities, and (3) expanding economic opportunities for low- and moderate-income persons.

There is no one overarching outcome for this community and economic development goal. Rather, there are separate outcome measures related to individual strategies within each of the three objectives.

Community/Economic Development (CD/ED) Objective #1: Human Services Agencies

Improve the ability of health and human service agencies to serve our low- to moderate-income residents effectively and efficiently.

CD/ED1 Strategy 1A:

Make capital funds available for community facilities in order to improve the capacity of health and human service agencies to provide priority human services to our low- to moderate-income residents effectively and efficiently.

CD/ED1 Strategy 1A - Annual Output Measure: An average of 3 community facility capital projects will be completed.

2010 Projects funded to support this strategy include:

North/East Sub-region

Project C10029 Elder & Adult Day Services - Phase III - Restroom Only*

Project C10185 Sno-Valley Senior Center Renovation, Phase I**

* N/E Capital Contingency #1 - if funds available are higher than projected, this project will receive a maximum funding amount of \$25,000.

** N/E Capital Contingency #3 - if funds available are higher than projected, this project will receive additional funds up to the maximum request of \$600,000 after contingency projects #1 and #2 are funded. Also, if funds available are lower than projected, funding from this project will be reduced by the amount of the reduction.

South Sub-region

Project C10189 Emergency Feeding Program Facility Acquisition **

Project C10196 SKCAC Community Facility Improvements

** South Capital Contingency #2 - if available funds are less than \$100,000 but more than estimated, this project will receive the additional funding up to \$99,999; and if available funds are lower than projected, funding from this project will be reduced by the amount of the reduction.

CD/ED1 Strategy 1A - Long-term Outcomes: Human service facility providers will be able to: 1) increase the amount or type of services they provide, or 2) increase the number of people they serve, or 3) increase the quality and/or accessibility (of the building as well as the geographic location) of service provision.

CD/ED1 Strategy 1A - HUD Community Planning and Development (CPD) Performance Measures:

- **Objective:** Suitable Living Environment
- **Outcome:** Accessibility for the purpose of creating suitable living environments.

CD/ED1 Strategy 1B:

The Consortium will allocate funds for priority human services for emergency shelter and related services and emergency needs, such as food, funds to avoid utility shutoff, transportation, eviction prevention and other emergency needs; as well as other priority service needs identified by the Joint Agreement Cities.

CD/ED1 - 1B Annual Output Measure: An average of 50,000 unduplicated persons will be served.

2010 Projects funded to support this strategy include:

Project C10145	Shoreline/Lake Forest Park Senior Center Services
Project C10449	Neighborhood House Helpline Eviction Prevention Program
Project C10453	South King County Food Coalition Emergency Services
Project C10487	Federal Way Emergency Services (HSS1)
Project C10489	Federal Way Special Needs (HSS2)
Project C10495	Federal Way Low Income Family with Children Services
Project C10113	Renton Parents & Children Together PACT Services
Project C10162	Northshore Hopelink Center Emergency Assistance
Project C10165	Solid Ground Tenant Counseling and Mediation Services
Project C10169	ReWA Emergency Assistance for Refugees and Immigrants
Project C10186	Redmond Hopelink Center Emergency Assistance
Project C10187	Sno-Valley Hopelink Center Emergency Assistance
Project C10193	Kirkland Center Emergency Assistance
Project C10194	Sky Valley Community Resource Ctr Emergency Assistance

CD/ED1- 1B HUD Community Planning and Development (CPD) Performance Measures:

- **Objective:** Suitable Living Environment
- **Outcome:** Affordability/Accessibility for the purpose of creating suitable living environments

Community/Economic Development Objective #2: Low- and Moderate-Income Communities
Improve the living environment in low- and moderate-income neighborhoods/communities in accordance with jurisdictions’ adopted Comprehensive Plans and the Countywide Planning Policies.

CD/ED Objective #2 Outcome: The community is a healthier and/or safer place to live, and/or has more amenities, including increased geographic accessibility for low- and moderate-income communities and increased physical accessibility for persons with disabilities.

CD/ED Objective #2 Outcome Indicator: Project-specific accomplishment reports will be used to gather data after the project has been completed and there has been an adequate amount of time to assess the impacts of the project on health, safety and/or increased amenities for the community.

CD/ED2 Strategy 2A:

Make CDBG capital funds available to for high priority public improvement needs such as public infrastructure, water, sewer, sidewalks, etc., park facility needs and accessibility improvements, in a range of low- to moderate-income areas of the Consortium.

CD/ED2 2A - Annual Outputs: An average of 3 public improvement projects will be completed annually.

CD/ED2 2A HUD Community Planning and Development (CPD) Performance Measures:

- **Objective:** Suitable Living Environment
- **Outcome:** Affordability for the purpose of creating suitable living environments

2010 Projects funded to support this strategy include:

North/East Sub-region

Project C10188 Baring Water Association New Well & Improvements*

* N/E Contingency #2 - if funds available are higher than projected, this project will receive a maximum funding amount of \$165,000 after Contingency #1 is funded to its maximum.

South Sub-region

Project C09123 Burien Hazel Valley Sidewalk Project

Project C10191 King County DNRP Steve Cox Memorial Park Rehab

Project C10196 King County DOT White Center Sidewalks - 17th Ave SW

Project C10XXX SeaTac South 138th Street Design Phase Sidewalk Improv. *

Project C10051 Section 108 Loan Repayment

* South Contingency #1 - if available funds are higher than projected, this project will receive \$100,000 or more additional funding.

*Contingency projects are identified per JRC Policy.

CD/ED2 Strategy 2B:

Revitalize deteriorated areas with high rates of poverty in the Consortium.

King County has developed a Neighborhood Revitalization Strategy Area (NRSA) for the White Center neighborhood in unincorporated King County, which has the highest poverty rate in the county. The White Center NRSA is appended to the Consolidated Plan at Appendix L.

The Consortium may explore whether there are other high poverty areas that may benefit from a NRSA and whether there are human services needs that are specific to NRSA neighborhoods.

Consortium cities will lead the process of exploring whether there are any areas within their jurisdiction that may benefit from a NRSA.

CD/ED2 Strategy 2B Outputs and Outcomes: Will be determined independently for each NRSA developed. Outcomes may include increases in property values, safer streets, less crime, etc.

CD/ED2 Strategy 2B - HUD Community Planning and Development (CPD) Performance Measures:

- **Objective:** Economic Opportunity
- **Outcome:** Sustainability

Community/Economic Development Objective #3: Economic Opportunities
Expand economic opportunities for low-and moderate-income persons.

This objective will be carried out pursuant to the following principles:

The strategies of this objective will be carried out in a manner that is consistent with the economic development vision contained in the updated Countywide Planning Policies.

Assistance to for-profit businesses will be provided in a manner that maximizes public benefits, minimizes public costs, minimizes direct financial assistance to the business and provides fair opportunities for all eligible businesses to participate.

Definitions

"Micro-enterprise" means a business having five or fewer employees, one or more of whom owns the business.

"Person developing a micro-enterprise" means any person who has expressed an interest and who, after an initial screening, including income eligibility, is expected to be actively working towards developing a business that is expected to be a micro-enterprise business at the time it is formed.

CD/ED3 Strategy 3A:

Assist small and/or economically disadvantaged businesses that are located in predominantly low to moderate-income communities and are providing services predominantly to those communities, or that are creating or retaining jobs for low to moderate-income persons, or that are combating blight, by providing CDBG loans and loan guarantees.

CD/ED3 Strategy 3A - Outputs and Outcomes: This strategy does not have annual goals, and will be reported by narrative in the CAPER as opportunities arise.

CD/ED3 Strategy 3A - HUD Community Planning and Development (CPD) Performance Measures:

- **Objective:** Economic Opportunity
- **Outcome:** Sustainability

2010 Projects funded to support this strategy include:

Project C10685 King County Small Business Loan Program

CD/ED3 Strategy 3B

Assist with the development of micro-enterprise business by providing assistance for comprehensive economic development activities designed to address the economic needs of low to moderate-income persons or households seeking to start or expand their own small businesses.

CD/ED3 Strategy 3B Outputs: Assist an average of 50 individuals with training, technical assistance and/or access to business support group meetings and activities.

CD/ED3 Strategy 3B Outcomes: Help small businesses gain critical start-up business knowledge; improve both personal and business financial position and credit; increase business viability, profitability and stability; and use access to small loans to increase inventory, lower costs and increase profits.

Project C10121 Washington CASH - Micro-enterprise
Project C10283 Federal Way Highline Community College - Small Business Development Center

Section 106 National Historic Preservation

In its role as a recipient of funds from the US Department of Housing and Urban Development (HUD), the King County Department of Community and Human Services, Housing and Community Development Program (HCD) assumes HUD's responsibilities for compliance with Section 106 of the National Historic Preservation Act of 1966, as amended. Through an agreement between the State Department of Archaeology and Historic Preservation, the King County Historic Preservation Program (HPP) is assisting HCD in meeting its Section 106 obligations.

Section 106 requires that activities with federal funding be analyzed for potentially adverse effects to historic properties and that adverse effects be mitigated. It also requires that the public have opportunities for involvement in the process. Historic properties are those buildings, sites, structures, districts or objects that are eligible for or listed in the National Register of Historic Places. HCD and HPP welcome public input and involvement in the review process. For additional information on Section 106 review, projects under review, or to comment on a project that may affect historic resources, contact the King County Housing and Community Development Environmental Review Specialist at (206) 263-9099.

HCD, in conjunction with the King County Roads Division archaeologist, developed a guidance document known as the Unanticipated Discovery Plan (UDP). This document serves as the primary guidance tool for the treatment of cultural resources, should they be discovered during construction of the project activity. This tool will assist the County in complying with any applicable Federal and State laws and regulations, particularly 36 CFR 800 (as amended August 5, 2004) that implements Section 106 of the National Historic Preservation Act of 1966, and seek guidance from Title 27 Revised Codes of Washington Chapter 27.44 Indian Graves and Records, Chapter 27.53 Archaeological Sites and Resources. The tool is provided to newly hired construction contractors and their sub-contractors at the Pre-construction Conference held prior to the implementation of every project awarded CDBG funds.

Monitoring Plan

HCD contracts most of the funds to subrecipients (primarily non-profit and /or cities), and has developed extensive monitoring procedures, both in terms of the overall HCD Plan goals as well as individual subrecipient performance. Processes and procedures have been developed in each program area to specifically address federal, State and County statutory and regulatory requirements, in addition to providing County staff with a system of ensuring project compliance and accomplishments. This section will discuss how HCD currently monitors its activities in each of its programs to meet H&CD Plan goals. Efforts are underway by HCD to update the current Monitoring Plan to provide a general framework that the following HCD sections can use: Housing Finance Program for HOME, CDBG and local funds; Community Development for CDBG funds; Housing Repair Program for CDBG and HOME funds; Homeless Assistance Fund for CDBG and ESG funds; McKinney Homeless Assistance for Supportive Housing Program and Shelter Plus Care Program funds. One of the outcomes will be a Monitoring Tool Desk Guide that enables coordination and consistency of review of HCD's programs and monitoring efforts. The Desk Guide will provide:

- a synopsis of each HCD section;
- examples of tool(s) used in monitoring;
- frequency standards for monitoring and
- definitions of terms used in monitoring processes.

Monitoring to Meet Overall Consolidated H&CD Plan Goals

King County will report annually on the progress made toward meeting the goals established in the consolidated plan for assisting persons and communities at or below 80 percent of the median income. This performance report will comply with HUD's requirements and format and be submitted by the date HUD selects.

Ensuring Subrecipient Compliance with Statutory and Regulatory Requirements

King County has four major steps of review to ensure compliance with requirements: These are (a) allocation policies and RFP processes, (b) contracting requirements (c) implementation and program management, and (d) fiscal controls. Each of these will be discussed in turn below.

A. Allocation Policies and RFP Processes

King County adopted the H&CD Plan which guides the application and allocation process for CDBG funded projects. The H&CD Plan also guides the two King County Housing Finance Programs that allocate Sub-region Housing Set-aside CDBG and HOME funds, as well as the allocation of ESG funds through a competitive process.

Agencies requesting funds are asked to respond to general and program-specific policies in their application and only those meeting the policies are moved forward for evaluation and potential recommendation for funding. The general policies incorporate federal, state and local requirements. These policies include, among others:

- consistency with local codes and policies
- restrictions on change of use of property/buildings assisted with federal funds

- establishment of a legally binding public interest
- minimization of displacement and provision of relocation assistance
- adherence to federal wage rates
- compliance with federal audit requirements
- adherence to lead-based paint abatement regulations
- establishment of affordable rents, and
- documentation to verify client eligibility.

Housing projects are also asked to respond to the following housing activity policies in the National Affordable Housing Act, and are identified in the housing section of the H&CD Plan:

- address needs/gaps identified in the H&CD Plan
- utilize other funds effectively
- affirmatively further fair housing practices
- develop an affirmative marketing plan, and
- complete an environmental review checklist.

All projects requesting CDBG, HOME or ESG funds are evaluated to determine if they are (1) program eligible and priority based on program policies, (2) consistent with local, state and federal regulations, and (3) viable as submitted.

B. Contracting

Projects funded through HOME, CDBG or ESG will be required to enter into a contract with King County. In addition to the scope of work, duration, and projected accomplishments or performance, each contract contains federal, state and local program requirements by which each agency must abide or they will not be reimbursed. These include, but are not limited to, requirements related to:

- | | |
|--|--|
| • audits | • restrictions on change of use |
| • subcontracting | • acquisition and relocation |
| • insurance coverage | • housing quality standards |
| • conflict of interest issues | • public information |
| • grounds for suspension or termination | • certification regarding lobbying |
| • corrective action | • evaluation and recordkeeping |
| • prohibition of political activities | • bid procedures |
| • non-substitution of local funds | • acquisition procedures |
| • constitutional prohibition against funding of religious activities | • relocation and one for one replacement housing |
| • environmental review | • Section 504/handicapped accessibility |
| • nondiscrimination practices | • Construction |
| • procurement standards | • Lead based paint abatement |
| • labor standards | • Section 3 compliance |

The King County Prosecuting Attorney annually reviews and approves boilerplate contract language that incorporates all federal, state and county rules and regulations into HCD program contracts. This coordinates contracting in program areas – documenting a unified and consistent procedure.

Contracts are provided to the agencies for their review before being executed. Agencies clearly understand that the contract requirements are the criteria against which they will be monitored. Technical assistance is provided to the sub-grantee to ensure that all conditions that accompany the agreement are understood.

C. Implementation and Program Management

Each HCD Program area has specific priorities of accomplishments in implementing its respective programs. The following depicts the monitoring goals of each program.

1. Housing Finance Program (CDBG, HOME and Local Funds)

Projects supported by HFP funds create or preserve housing that is affordable to income-eligible households. These projects include permanent housing such as multi-family rental, single-family group homes, and homeownership, as well as transitional housing. County Human Service and Veterans Levy funds are specifically prioritized for homeless households. Some local County funds are prioritized for developing housing for individuals and families with developmental disabilities

Eligible uses for capital expenditure in general are:

- New construction
- Acquisition and rehab
- Preservation of existing affordable housing units
- Other development costs associated with project completion

Monitoring Goals: Specific areas of compliance and monitoring for all funded projects that are under contract include but are not limited to the following:

- if applicable, agency procurement and wage standards
- population being served and number of regulated units
- income eligibility of housing occupants
- housing affordability
- equal opportunity and affirmative marketing, adherence to applicable fair housing standards
- adherence to applicable property standards
- fiscal responsibility and general admin recordkeeping
- safe and sanitary housing maintained in good physical repair

2. Community Development Section (CDBG Funds)

Community Development projects are used for a variety of activities but are restricted to those that meet a preset national objective and serve low to moderate-income areas that qualify by census data or clients who fit within limited clientele qualifications. Funded projects include, but are not limited to: acquisition, rehabilitation, public services, relocation, public facilities, economic development, microenterprise and planning and capacity building.

Monitoring Goals: Specific areas of compliance and monitoring for all funded projects that are under contract include but are not limited to:

- documenting King County's compliance with requirements for conducting subrecipient monitoring (set for in CDBG Program Regulations). Assure that subrecipient program administration and funded projects are completed in compliance with established regulations and that project activities continue to serve the target population identified in the initial application (This is set forth in the application documents of the HCD's annual allocation process).
- ensure that CDBG subrecipients are complying with applicable federal regulations, OMB Circulars and King County ordinances (regulatory requirements) relating to financial

management systems, procurement and contracting , property management and disposition, labor standards, record keeping and reporting requirements. (2010 targeted monitoring includes all completed capital projects; field site visits are proposed for capital projects completed in 2008 or years prior to verify appropriate services are still being provided; review of the Shoreline Minor Home Repair program, and the annual review of the Joint Agreement Cities, Federal Way, Renton and Shoreline).

- ensure that CDBG subrecipients are meeting performance requirements specified in the subrecipient agreement and target populations are being served; (Contract documents will be compared with voucher request and performance reports submitted during the course of the monitoring visits.)
- technical assistance is provided in a timely fashion to ensure regulatory compliance is understood. (This is a standing protocol that occurs throughout the allocation and project implementation processes).

3. Housing Repair Program(s) (CDBG and HOME Funds)

The Housing Repair Program administers CDBG and HOME funded housing repair projects. Most projects are administered directly. The only agency that needs monitoring is the King County Housing Authority Which provides a construction management service for the Housing Repair program. These projects are funded with CDBG and Home dollars and are monitored each year.

Monitoring Goals: Ensure program is following all regulatory processes and procedures including but not limited to:

- Project Management/Construction Compliance
- Bid and proposal processes
- Quality Control Issues
- Project Timeliness
- Lead-based paint regulations
- Environmental review
- Section 504//disabilities /act (ADA)

Review structure of program to determine:

- Performance and Eligibility/Program Benefit
- File management/record keeping
- Grievance procedures
- Adequate and proper insurance

(Minor Home Repair Programs will be reviewed and monitored as appropriately identified in the Community Development Section as they oversee the smaller home repair programs funded by Renton, Shoreline and Tukwila)

4. Homeless Assistance Fund (CDBG and ESG Funds)

The Homeless Assistance Funds (HAF) comprise a combination of Consortium-wide Emergency Shelter Grant (ESG) dollars and Community Development Block Grant County and Small Cities (CDBG-CSC) dollars.

The HAF grants are awarded through a competitive application process. Projects supported by HAF funds can be used for a range of activities that serve homeless persons and provide homeless

prevention, such as shelter operation and maintenance costs and supportive services provided by shelter programs.

Monitoring Goals:

- document King County's compliance with requirement for conducting sub-recipient monitoring (set forth in CDBG and ESG Program regulations);
- ensure that CDBG and ESG sub-recipients are complying with applicable federal regulations, OMB Circulars and King County ordinances (regulatory requirements);
- ensure that CDBG and ESG sub-recipients are meeting performance requirements specified in the sub-recipient agreement;
- ensure adherence to fair housing standards; and
- implement DCHS policies regarding contract monitoring.

5. McKinney Homeless Assistance (Supportive Housing Program & Shelter Plus Care Program)

Projects supported by McKinney funds include:

- Capital (to build transitional housing units)
- Operations (utility, maintenance, etc. of transitional housing)
- Lease (of space for transitional housing and necessary support services)
- Services (case management and other costs associated with the provision of transitional housing and supportive services)
- Rental Assistance (to clients who reside in permanent supportive housing)

Monitoring Goal: The goals of the McKinney monitoring process are to verify:

- that the programs/projects are serving eligible clients;
- proper rent calculation;
- that the projects are operating at capacity or the appropriate utilization (i.e. clients are receiving the applicable services/housing at the levels indicated in the McKinney contract);
- that the project/program goals are achieved; and
- that projects/programs are complying with federal administrative requirements.

D. Fiscal Controls

The County has standardized procedures to ensure that fiscal information on HOME, CDBG and ESG funds submitted to the HUD cash and management information system is correct and complete. Once our HUD contract is executed and the funds are added to our letter of credit for HOME, CDBG and ESG funds, separate accounts are set up through the County's Office of Financial Management.

Each approved project is linked to each account authorized by the respective letter of credit via the County's Accounting Resource and Management System. A continuing balance for each project is maintained on a mainframe computer and can be accessed on a daily basis. A separate account for HOME matching funds has been set up and the HOME Coordinator is responsible for monitoring allocations and expenditures to ensure the matching requirements have been met.

When the subgrantee requests reimbursement, they are required to submit both a County voucher reimbursement request and backup documentation that the costs were actually incurred, as well as a performance accomplishment report. Individual project managers and a fiscal staff person review both. The fiscal staff reviews the expenditure and related records to ascertain when CDBG funds, and local funds which were repaid with CDBG funds, were first obligated or expended and ascertain if any funds were obligated or expended prior to HUD's approval of the Request for Release of Funds (RROF). Reimbursement requests are also reviewed for appropriateness and eligibility under contracted provisions.

If an inappropriate or ineligible cost is incurred, or if performance falls far below projections, the County will not reimburse the sub-grantee and will meet with them to try to rectify the situation.

The completion of a project does not necessarily end the County's involvement with the project. For example, once a construction or real property acquisition project is completed, the County will secure the public interest in the project and restrict any potential change of use via a promissory note and deed of trust instrument against the real property. HOME, CDBG and ESG funds are subject to payback, with a share of the appreciated value, if the use of the property changes.

In addition to our internal fiscal controls, our fiscal process is audited periodically by the state to ensure we adhere to county, state and federal (e.g. HUD) requirements in the management of the H&CD programs.

In 2010 the Monitoring Plan Team will continue to fine tune the Monitoring Plan Desk Guide that depicts the overall goals, definitions, monitoring requirements, tools and timelines of each program area. The effort will assist in providing a coordinated and streamlined approach to monitoring for regulatory requirements and compliance with each of the funding sources, while meeting the minimum thresholds set forth by the Community Services Division.

E. Outcome Measures

Outcome measures for activities supporting Federal Register Notice dated March 7, 2006 are noted on Table 3c documents submitted to HUD as a supplement to the Action Plan.

F. Discharge Policy

The jurisdiction has established policies for a discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care, or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such person. (99.225(c) (10))

2010 Funds Available

The King County CDBG and HOME Consortia will receive approximately \$10,689,523 in Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and other federal funds in 2010. -Additionally projected program income and recaptured funds provide a total available for 2010 allocations of \$12,400,151

CDBG Funds:

2010 Entitlement		\$ 6,300,000+
Program Income		<u>\$300,000</u>
	Sub-total	\$ 6,600,000
Recaptured Grant Funds	<u>\$ 527,060</u>	

Total CDBG Funds \$7,127,060

HOME Funds:

2010 Entitlement and		\$4,400,000
*Program Income		\$ 100,000

Total HOME Funds \$4,500,000

Emergency Shelter Grant Funds:

Emergency Shelter Grant		\$ 200,000+
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Total ESG Funds \$200,000

Total Federal Funds \$11,827,060

A. Float Loan Activities

No Float loan activity

B. Program Income

The following sources of program income are expected to be received and are allocated for 2010 activities.

Housing Repair Loan Paybacks	\$ 300,000
TOTAL CDBG Program Income	\$300,000

The above CDBG Program Income repayments represent an estimate of program income available for 2010 project activities.

TOTAL HOME Program Income \$100,000

*Program Income of \$10,000 from the Housing Ownership Program is recorded in IDIS but is not run through the county Accounts Reporting and Management System (ARMS).

C. CDBG Recaptured Funds

The following funds are available from earlier projects which have been completed with an under run or which have been canceled during 2009. These funds have been recaptured and reallocated to the 2010 CDBG Program.

According to policies stated in the 2009-20011 CDBG Interlocal Cooperation Agreement with the King County Consortium cities, which was adopted by all the Consortium members, recaptured administration dollars and other Consortium-wide funds are shared and reallocated among the Consortium partners.

Recaptured Funds			Budget Year 2009
Area	Project	Project Title	Total Recaptured
<i>Consortium-Wide CDBG</i>			
	C02236	Kirkland Sidewalk Barrier Removal Project	\$136
	C05026	Enumclaw Fourplexes Acquisition and Rehabilitation	\$100
	C06238	Housing Repair Program	\$131,216
	C07238	Housing Repair Program	\$97,438
	C07564	Duvall Anderson Street Water Main Replacement - Public	\$1,082
	C07609	Consortium-wide Contingency Plan Project	\$113,320
	C07684	King County Economic Development Program	\$32,888
	C08243	Housing Repair Program Delivery	\$71,860
			\$448,040
<i>City of Federal Way CDBG</i>			
	C08375	Federal Way CDBG Program Administration	\$10
			\$10
<i>North/East Sub-Region CDBG</i>			
	C03431	Lake Forest Park Shoreline Senior Center	\$2,821
	C08192	Kenmore Family Shelter Operating Cost	\$1,789
	C08194	Sky Valley Community Resource Center Emergency Asst.	\$2,507
			\$7,117
<i>City of Renton, CDBG</i>			
	C08498	Renton Parents & Children Together PACT	\$1,493
	C08751	Renton Minor Home Repair	\$1
			\$1,494
<i>South Sub-Region CDBG</i>			
	C07589	New Futures at Windsor Heights Rehabilitation Project	\$904
	C07595	Valley View Sewer District Side Sewer Connection Prog.	\$69,184
	C08342	Tukwila, SeaTac, Des Moines Minor Home Repair Program	\$311
			\$70,399
Grand Total			\$527,060

Please note that any of the above projects which were involved in a substantial change were published and citizens were allowed to comment. (Substantial Change is defined as the amount to be expended was changed by 25 percent unless the decrease was the result of an under run; the purpose, scope, location or beneficiaries of the project was changed; a project was canceled; or a new project was funded)

Specific CDBG Submission Requirements

Allocation Priorities

CDBG funds are being distributed to activities within the following three geographic designations and are intended to further the goals and objectives of the 5-year Consolidated Plan (see Executive Summary).

- 1) Regional
 - a. Housing Repair Set-aside (25% of funds available = entitlement + projected 2010 program income)
 - b. Housing Stability Set-aside (5% of 15% public service funds available = entitlement + program income as identified in the 2009 CAPER))
- 2) North/East Sub-region (43% of remaining funds available after Consortium Set-asides)
 - a. Human service funds are split equally between activities for Emergency Assistance and Emergency Shelter Operations. This is year two of three year contracts.
 - b. Housing Set-aside (in 2010 40% of the N/E capital entitlement funds has been set a-side).
 - c. Public Infrastructure/Community Facilities
- 3) South Sub-region (57% of remaining funds available after Consortium Set-asides)
 - a. Human service funds are split equally between activities for Emergency Assistance and Emergency Shelter Operations. This is year two of three year contracts.
 - b. Minor Home Repair
 - c. Public Infrastructure/Community Facilities/Parks
 - d. Economic Development/Micro-Enterprise

Low/Mod Benefit

100 percent of CDBG funds available will be used for activities that benefit persons of low- and moderate-income.

CDBG law authorizes an exception criterion in order for grantees to be able to undertake area benefit activities at section 105(2)(A)(ii) of the HCD act of 1974 as amended. The King County Consortium uses the exception criteria to the 51% low- and moderate-income (LMI) criteria for LMI area benefit projects which is 45% based on data posted at HUD's website.

<http://www.hud.gov/offices/cpd/systems/census/lowmod/exception.cfm>

Reimbursement for Pre-award Costs

King County intends to authorize its human service sub-recipients to incur costs of up to \$300,000 (cumulative) and then, after the effective date of the grant agreement, reimburse for those costs using its CDBG funds per CFR 24 570.200 h . This is in compliance with requirements reflected in the regulations: 1) all human service activities are included in the activity section of the 2010 Action Plan; 2) this actions shall not affect future grants; 3) the costs and activities funded are in compliance with the requirements of this part and with the Environmental Review Procedures stated in 24 CFR part 58; 4) the activity for which payment is being made complies with the statutory and regulatory provisions in effect at the time the costs are paid for with CDBG funds; 5) reimbursement of payment will be made during the 2010 program year; and 6) the total cumulative amount of pre-award costs to be paid will be no more than \$300,000.

Specific HOME Submission Requirements

Title II of the Cranston-Gonzalez National Affordable Housing Act 24 CFR Part 92

Recapture/Resale Provisions:

HOME funds used for housing rehabilitation will be subject to recapture if the property is sold, title is transferred, or the owner does not comply with affordability requirements. HOME funds used for housing development or preservation of rental housing will be subject to recapture if affordable rental housing is not provided for low-income household, in accordance with the contract requirements. For home ownership projects, if the home does not continue to be the principal residence of the homebuyer for the duration of the period of affordability, the HOME investment is subject to recapture. The amount subject to recapture is based upon the amount of HOME assistance that enabled the homebuyer to purchase the home. This includes any HOME assistance that reduced the purchase price from fair market value to an affordable price but excludes the development subsidy. The recaptured HOME funds will be used for other HOME-eligible activities or to assist subsequent homebuyers depending upon the design of the homeownership program.

Tenant-Based Rental Assistance:

The Consortium does not engage in this activity.

Other Forms of Investment:

The Consortium does not use forms of investment other than those described in 24 CFR 92.206(b).

Affirmative Marketing:

King County has policies and procedures for affirmative marketing of vacant units in projects of five or more HOME-assisted housing units, per 24 CFR 92.351. The County will advertise the HOME Program in publications throughout the County and will notify all housing related community organizations about the availability of HOME funds and the eligible activities. The County's Office of Civil Rights Enforcement requirements for equal access to programs will be adhered to from the initial stages of program development.

King County will use the following procedures to inform the public, property owners, and potential tenants about federal and County fair housing laws that apply to the HOME Program.

1. The Equal Housing Opportunity logo will be used in all press releases, display advertising, and brochures used to market King County's rehabilitation program, as well as on the project application form; and
2. Owners will be informed of fair housing requirements during the initial interview and preliminary application process.

Requirements and Procedures for Owners:

King County will require owners to display the Fair Housing poster at project sites, and to use the Equal Housing Opportunity logo on all advertising notifying the public of available rental units in projects rehabilitated through the County's HOME Program. The County will further require owners to use commercial media to advertise the availability of renovated units, especially in local newspapers serving the project area, including at least two minority newspapers.

King County will require building owners to maintain management records documenting their efforts to affirmatively market available rental units. Owners are required to have copies of advertisements for available units and copies of notices provided to outreach agencies to inform and solicit applications from persons in the housing market area who are not likely to apply for the housing without special outreach. Affirmative marketing records are available for review by the County at any time. This information is used to assess the results of the owner's affirmative marketing efforts. King County requires the owner to maintain rejected housing applications along with a statement explaining why the applicant was rejected.

King County staff will assess affirmative marketing efforts of owners receiving HOME dollars through the following:

- periodic visits by County staff to completed projects;
- an annual review of records for a random sample of projects rehabilitated with HOME funds;
- periodic checks for advertisements including the Equal Housing Opportunity logo, notices to minority and outreach agencies; and
- verification of rents charged, and a record of approved and rejected tenant applications for housing.

If the review of the owner's efforts to affirmatively market units shows the owner has not complied with the County's affirmative marketing requirements, the County will inform the owner of the review findings in writing and give the owner time to correct the problems before a second record review is conducted. An owner's failure to correct problems and comply with affirmative marketing requirements may result in the County calling due the deferred-payment loan made to the owner for the property, or charging interest on the loan.

Assistance for First-Time Homebuyers

HOME funds may be used to provide first-time homebuyer assistance to households whose income is at or below 80% of the King County area median income as defined annually by the U.S. Department of Housing & Urban Development (HUD) and who occupy the housing as their principle residence. Participation by nonprofit, for-profit, or public entities to provide homeownership assistance is encouraged. Participants will be expected to:

- income qualify potential homebuyers; provide homeownership education and counseling;
- partner with or provide affordable mortgage programs and;
- monitor the long-term affordability requirements including recapture or resale restrictions depending upon the design of the homebuyer assistance program;
- assist in tracking the recapture of HOME funds; and
- provide demographic data on homeowners assisted with HOME funds as required by HUD.

Homeownership activities supported with HOME funds must:

- ensure that potential homebuyers are screened for income eligibility and potential success as a homeowner;

- preserve long-term affordability (minimum of 15 years for existing units or 20 years for new units);
- include resale restrictions which recapture HOME contribution when homes are sold during period of affordability for use in another HOME-eligible activity or by another eligible homebuyer.

In addition, first-time homebuyers should have a household income of at least 50% of median income unless the homeownership program can demonstrate that the homebuyers will be successful homeowners through the provision of intensive one-on-one training and/or counseling on the responsibilities and rights of homeowners. This will ensure that assisted buyers will be more likely to maintain their homes, keep up with monthly payments, and be prepared to budget successfully for increases in property taxes and insurance.

Recipients of HOME funds will conduct targeted outreach to residents and tenants of public and manufactured housing, and to other families assisted by public housing agencies to ensure that HOME funds are used to the greatest extent possible to assist these households.

Education and counseling activities will only be funded in conjunction with a homeownership program or project (e.g., down payment assistance, new construction). Funding for homeownership education and counseling activities will not exceed \$25,000 per program or project, and the total funds available for these activities annually will not exceed 5% of the funds available in the competitive pot.

Opportunities for homeownership can be developed or preserved through:

- use of limited equity cooperative model or community land trust model;
- use of a sweat equity model;
- nonprofit acquisition of a mobile home park in danger of conversion to another use in order to maintain its long-term affordability;
- nonprofit organization partnering with for-profit organizations to develop a first-time homebuyer program serving a neighborhood or community; or
- revolving loan funds to be used for downpayment assistance or mortgage subsidy through a second or third mortgage.

Proceeds from repayments of loans to assisted homebuyers will be used for another HOME-eligible activity (pursuant to the Multifamily Housing Property Disposition Reform Act of 1994) or to assist another eligible homebuyer. The monitoring of the recapture of HOME funds or subsequent sales and long-term affordability will be addressed by the nature of the limited equity cooperatives, community land trusts, or nonprofit organization homebuyer assistance programs.

HOME Matching Funds

The sources of matching funds for rental housing projects funded with HOME are King County's local general fund, the Regional Affordable Housing Program (RAHP) funds and Veterans and Human Service Levy capital funds. RAHP funds are a dedicated state-adopted housing resource (a document recording fee surcharge) administered by King County, and are targeted to the creation of affordable housing. Veterans and Human Service Levy capital funds are targeted to housing development projects that provide permanent

supportive housing to homeless veterans and other homeless families and individuals. The sources of match for the HOME-funded owner-occupied rehabilitation program are owner contributions.

Home Compliance with Uniform Relocation Act

King County certifies that it will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, implementing regulations at 49 CFR Part 24 and the requirements of 24 CFR part 92.353.

Specific ESG Requirements

Title 24 Chapter V Part 576

ESG Targets

The King County Consortium currently targets available Emergency Shelter Grant (ESG) funds for the following:

- maintain the existing supply of emergency shelter beds for homeless families and individuals, and
- maintain operating support for the existing emergency shelter system;

ESG funds and CDBG funds were awarded to non-profit organizations through a combined competitive Request for Proposals process. Project selection was based on a thorough and objective review process. Each application was scored numerically on several criteria, and final recommendations made by the inter-jurisdictional Joint Recommendations Committee. This is the second year of the three year award for the project activities.

Sources of Matching Funds:

Matching funds generated are as follows: other federal - \$165,518; other public -\$886,053; private foundations - \$187,754, fund raising - \$223,880; totaling \$1,463,205. The match sources include Community Development Block Grant funds, private donations, local jurisdictions' general fund support, and state funds for shelter programs.

Citizen Participation

The County and Consortium Cities held application workshops in March, April and May. Additional Community Facilities and Public Improvements technical assistance workshops were held to provide additional technical information to eligible applicants. One-on-one meetings were also conducted by HCD staff during March, April and May prior to the final application submission deadline. HCD Staff and Sub-Region Advisory Group members participated in onsite tours of proposed projects. A Public Forum was held September 3rd wherein all applicants presented their proposals to the Consortium Sub-Region Advisory Group members. There were over 45 persons in attendance. This allowed for direct communication between the applicants and the Sub-Region Advisory Group members concerning details of each proposed project. The Sub-region Advisory Group then met as sub-regions to review and finalize the recommendations they made within their respective areas to finalize comprehensive funding recommendations to the Joint Recommendations Committee (JRC). The JRC considered the recommendations and adopted them without modifications at the public meeting held on October 1, 2009.

The public was invited to comment on the housing and community development needs of the communities served by the King County CDBG Consortium at both the Sub-Regional Public Forums and at the Joint Recommendations Committee meeting held on October 1, 2009 at the Chinook Building, Conference Room 526, 401 Fifth Avenue, Seattle, WA 98108. Participation by persons of low- or moderate-income, was encouraged. Particularly residents of predominantly low- and moderate-income neighborhoods, slum or blighted areas and areas in which the grantee proposes to use CDBG funds.

King County Housing and Community Development (HCD) also offered web site access to its federal HUD grant plans and performance reporting documents at <http://www.kingcounty.gov/socialservices/Housing.aspx>. Public comments are received and responded to as well as incorporated into the Citizen Participation portion of this plan.

Summary of Public Comments

The 2010 CDBG Draft Action Plan listing proposed projects are available for public review between October 13 and November 13, 2009. A notice was placed on the King County web site on October 9, 2009 and an ad was published on October 14, 2009 announcing the availability of the Draft 2010 Action Plan. The Joint agreement cities held public meetings on their proposed projects before they were adopted by the individual city councils. Evidence of their citizen participation activities is provided at the back of the Citizen Participation Section of this document.

The Inter-jurisdictional Advisory Group held a Public Forum on September 3, 2009, for the purpose of hearing brief presentations from applicants of the King County Consortium-Wide Funds. The Forum also invited citizens to provide comments concerning housing and community development needs within their communities.

Any comments on the Draft 2010 Action Plan are to be submitted in writing and received no later than 4:30 p.m. on November 14, 2009 at the office of the King County Housing & Community Development Program, Attn: Eric Wilcox, Community Development Planner, 401 5th Avenue, Suite 510, Seattle, WA 98104-1598, or by email at eric.wilcox@kingcounty.gov.

Listing of Adopted 2010 Projects

The federal funds will be allocated to the activities listed in the following pages. The activities will be implemented in the 2010 program year. They are consistent with the King County Consortium Consolidated Housing and Community Development Plan for 2010-2012 and meet the applicable federal requirements for the CDBG, HOME and ESG programs. The activities predominantly benefit persons who are at or below 80 percent of the area median income.