

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

2. Summarize the objectives and outcomes identified in the Plan

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

3. Evaluation of past performance

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

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

7. Summary

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

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

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	SEATTLE	
CDBG Administrator	SEATTLE	Human Services Department
HOPWA Administrator	SEATTLE	Human Services Department
HOME Administrator	SEATTLE	Office of Housing
ESG Administrator	SEATTLE	Human Services Department
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

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

1. Introduction

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

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

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

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

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

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

- 1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

A conservative approach is taken in estimating revenues for the next program year. Factors included in estimating or projecting future revenues include the President's proposed 2014 budget and the actual 2013 award.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	8,804,139	840,000	0	9,644,139	27,000,000	Revenue based on assumptions and available public information regarding the President's proposed 2014 budget in the Spring of 2013; for remainder of ConPlan, assume \$9m per year for the next 3 years

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	2,502,176	1,000,000	0	3,502,176	7,500,000	Revenue estimate based 2013 actual award.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA	1,706,482	0	0	1,706,482	5,100,000	Revenue estimate based on 2013 actual award.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	676,093	0	0	676,093	2,028,000	Revenue estimate based 2013 actual award.

Table 5 - Expected Resources – Priority Table

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

The City of Seattle relies on Consolidated Plan funds to provide a foundation for our community and economic development activities. However, they are by no means the only investments the City or the community at large make in programs and services to support low- and moderate-income populations. We anticipate that the pattern of leveraging reported in the 2012 CAPER will continue into the 2014-2018 Consolidated Plan: \$2.52 for every City dollar investment in affordable rental housing preservation and development \$3.53 for every \$1 of HOME funds invested in home-ownership assistance A nearly 1:1 match was achieved in the leveraging of HOPWA dollars to other dollars from the community from a variety of sources.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City currently has several buildings which it leases to non-profit entities under "mutually offsetting benefits" arrangements whereby the non-profits provide services to the public in return for its occupancy of the buildings. Most of these are for senior or community center operations.

Discussion

These revenue estimates were developed in the summer of 2013, based on documents outlining the President's proposed 2014 budget for the US Department of Housing and Urban Development and the actual 2013 awards. Program income figures are based on actual experiences and projections for 2013.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homelessness Prev., Intervention & Hous Stability	2013	2018	Homeless Non-Homeless Special Needs		Mitigation of homelessness and related issues	CDBG: \$4,372,268 HOPWA: \$1,779,541 ESG: \$780,457	Public service activities other than Low/Moderate Income Housing Benefit: 3950 Persons Assisted Homeless Person Overnight Shelter: 12060 Persons Assisted
2	Increase Access to Affordable Housing	2013	2018	Affordable Housing Public Housing			CDBG: \$1,739,763 HOME: \$3,666,931	Rental units constructed: 45 Household Housing Unit Homeowner Housing Rehabilitated: 650 Household Housing Unit Direct Financial Assistance to Homebuyers: 11 Households Assisted
3	Economic and Neighborhood Development	2013	2018	Non-Housing Community Development			CDBG: \$2,736,675	Businesses assisted: 560 Businesses Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Homelessness Prev., Intervention & Hous Stability
	Goal Description	
2	Goal Name	Increase Access to Affordable Housing
	Goal Description	
3	Goal Name	Economic and Neighborhood Development
	Goal Description	

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

AP-35 Projects – 91.220(d)

Introduction

This annual action plan provides descriptions of how funds will be used to support the goals and priorities identified in previous sections of this Consolidated Plan. Projects and activities are carefully chosen, many through a competitive process, to ensure the maximum effectiveness in the use of these funds.

#	Project Name
1	CDBG Administration
2	Human Services Planning
3	Minor Home Repair Program
5	Emergency Solutions Grant Activities
6	DESC Connections
7	AHA Noel House
8	CCS St. Martin de Porres
9	DESC Main Shelter
10	YWCA Seattle Emergency Housing
11	Home Repair Staffing
12	Home Repair Program
13	Homebuyer Program
14	Homebuyer Education and Counseling
15	Multi-Family Housing staffing
16	Rental Housing Preservation and Development
17	Housing Programs Development Staffing
18	HOME Administration
19	Neighborhood Business District Projects
20	Neighborhood Business District Planning
21	Microenterprise Business Technical Assistance
23	Seattle Conservation Corps
24	Parks ADA Upgrades
25	HOPWA RFI
26	Microenterprise Business Lending
27	Neighborhood Business District Staffing
28	Encampment Shelter acquisition
29	Contingency
30	LIHI Urban Rest Stop
31	Rainier Beach School-based Health Clinic

Table 8 – Project Information

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

These allocations are proposed based on needs analysis, the availability of other funds targeted to various needs, the purpose of the Consolidated Plan funds, and the availability of City General Funds to meet a wide variety of needs.

Should CDBG revenues exceed the planned amount, the additional resources shall be allocated in accordance with these funding guidelines.Â

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- Mitigate the funding reductions applied to various CDBG programs, grant administration, and planning efforts over the past several years in response to diminishing resources;

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- Maximize use of funds for public services to the extent prudent to address gaps in funding for services for homeless persons (such as emergency shelter and day / hygiene services) and other low- and moderate-income households;

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- Increase funding for those physical development activities (housing, community facilities, parks, economic development) that do not require on-going annual funding.Â To the extent possible, the City shall avoid development of a CDBG operating expense base that cannot be sustained if the federal government fails to maintain future CDBG funding at the current levels.

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Should CDBG revenues come in lower than planned, the City will continue its policy that the priority for managing decreases in CDBG resources will, to the extent possible, be to reduce funding allocations in physical development and/or administrative activities and not in public services.Â

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- The CDBG funding reductions shall be made in planning, administration, and/or physical development programs, including program delivery costs.Â One-time-only capital projects are most likely to experience reduced allocations of any CDBG revenue decrease.Â Funding reductions may be applied across-the-board among physical development programs. Reductions in administration and planning will be done to the extent that they will not substantially impair the City's ability to manage the Consolidated Plan funds in an accountable manner.

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- Comply with expenditure cap limitations on public services and planning and administration.

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- The City will explore any other possible areas of savings or reductions that have a minimal impact on sustaining current levels of program operations and services.Â The CDBG Administrator shall work with affected City programs in identifying and capturing prior year CDBG under-expenditures.

Â If increases are not substantial or significant enough to enhance or fund an activity, funds may be placed in contingency for programming later in the year or in the next program year.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	CDBG Administration
	Target Area	
	Goals Supported	Homelessness Prev., Intervention & Hous Stability Increase Access to Affordable Housing Economic and Neighborhood Development
	Needs Addressed	Mitigation of homelessness and related issues Affordable Housing Preservation and Development Neighborhood Community and Economic Development
	Funding	CDBG: \$920,543
	Description	Fund necessary staff to administer, manage and monitor the implementation of the Consolidated Plan funds and their associated federal regulations.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	

	Planned Activities	Administration, management, and monitoring responsibilities include activity eligibility determination, fund management, labor standards enforcement, and environmental review. Policy leadership and backoffice infrastructure is also included in this activity.
2	Project Name	Human Services Planning
	Target Area	
	Goals Supported	Homelessness Prev., Intervention & Hous Stability Increase Access to Affordable Housing
	Needs Addressed	Mitigation of homelessness and related issues
	Funding	CDBG: \$130,531
	Description	Support necessary staff to evaluate and provide policy support to investments in homeless and related services.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Evaluate and develop program recommendations for homeless and related services investments. Develop request for investments processes. Develop Consolidated Plan analyses of homeless, affordable housing, and community development needs.
3	Project Name	Minor Home Repair Program
	Target Area	
	Goals Supported	Homelessness Prev., Intervention & Hous Stability Increase Access to Affordable Housing
	Needs Addressed	Affordable Housing Preservation and Development

	Funding	CDBG: \$449,917
	Description	Support a subrecipient to provide health- and safety-related minor home repairs for CDBG-eligible low- and moderate-income homeowners.
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	600 households assisted
	Location Description	
	Planned Activities	Review and assess requested repairs from eligible homeowners. Implement qualifying minor repairs.
4	Project Name	Emergency Solutions Grant Activities
	Target Area	
	Goals Supported	Homelessness Prev., Intervention & Hous Stability
	Needs Addressed	Mitigation of homelessness and related issues
	Funding	ESG: \$780,457
	Description	The City of Seattle used its 2014 funding to support operation and essential services of shelter, homeless prevention, and street outreach for homeless youth and adults.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	5,600 homeless persons provided with overnight shelter, 200 households prevented from becoming homeless
	Location Description	
	Planned Activities	Emergency overnight shelter and supportive services for homeless and unaccompanied youth.

5	Project Name	DESC Connections
	Target Area	
	Goals Supported	Homelessness Prev., Intervention & Hous Stability
	Needs Addressed	Mitigation of homelessness and related issues
	Funding	CDBG: \$800,763
	Description	Support day center and social services referrals for homeless persons.
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	750 low income or homeless persons assisted with day center and information and referral services
	Location Description	
	Planned Activities	Provision of day center for homeless persons without a place to rest during the day; provision of social services referrals.
6	Project Name	AHA Noel House
	Target Area	
	Goals Supported	Homelessness Prev., Intervention & Hous Stability
	Needs Addressed	Mitigation of homelessness and related issues
	Funding	CDBG: \$466,786
	Description	Provide emergency shelter for homeless individuals
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	360 homeless persons sheltered

	Location Description	
	Planned Activities	Provision of emergency shelter beds for homeless individuals, plus related services to transition clients into transitional or permanent housing.
7	Project Name	CCS St. Martin de Porres
	Target Area	
	Goals Supported	Homelessness Prev., Intervention & Hous Stability
	Needs Addressed	Mitigation of homelessness and related issues
	Funding	CDBG: \$478,730
	Description	Support the provision of emergency shelter for homeless individuals
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	725 homeless persons sheltered
	Location Description	
	Planned Activities	Emergency shelter and related services for homeless persons.
8	Project Name	DESC Main Shelter
	Target Area	
	Goals Supported	Homelessness Prev., Intervention & Hous Stability
	Needs Addressed	Mitigation of homelessness and related issues
	Funding	CDBG: \$1,173,052
	Description	Support the costs of an emergency homeless shelter
	Target Date	12/31/2014

	Estimate the number and type of families that will benefit from the proposed activities	5,500 homeless persons sheltered
	Location Description	
	Planned Activities	Emergency shelter beds for homeless persons
9	Project Name	YWCA Seattle Emergency Housing
	Target Area	
	Goals Supported	Homelessness Prev., Intervention & Hous Stability
	Needs Addressed	Mitigation of homelessness and related issues
	Funding	CDBG: \$465,653
	Description	Support provision of emergency shelter for homeless individuals
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	100 homeless families sheltered
	Location Description	
	Planned Activities	Emergency shelter beds for homeless individuals
10	Project Name	Home Repair Staffing
	Target Area	
	Goals Supported	Increase Access to Affordable Housing
	Needs Addressed	Affordable Housing Preservation and Development
	Funding	CDBG: \$260,202

	Description	Support staff costs for program delivery of home repair program
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	30 homes rehabilitated
	Location Description	
	Planned Activities	Staff support for home repair program, including client intake assistance and marketing.
11	Project Name	Home Repair Program
	Target Area	
	Goals Supported	Increase Access to Affordable Housing
	Needs Addressed	Affordable Housing Preservation and Development
	Funding	CDBG: \$230,000
	Description	Support cost of home repair program
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	30 homes rehabilitated
	Location Description	
	Planned Activities	Provide home repair services to qualifying low- and moderate-income homeowners. Repairs will be necessary to maintain occupant health and safety and maintain good supply of housing for CDBG-eligible populations.
12	Project Name	Homebuyer Program
	Target Area	

	Goals Supported	Increase Access to Affordable Housing
	Needs Addressed	Affordable Housing Preservation and Development
	Funding	CDBG: \$40,000 HOME: \$990,015
	Description	Support costs of providing downpayment assistance to qualifying first time homebuyers
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	12 homes purchased
	Location Description	
	Planned Activities	Downpayment assistance and related costs
13	Project Name	Homebuyer Education and Counseling
	Target Area	
	Goals Supported	Increase Access to Affordable Housing
	Needs Addressed	Affordable Housing Preservation and Development
	Funding	CDBG: \$216,989
	Description	Support subrecipient cost of providing education for first-time low- and moderate-income homebuyers
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	30 households assisted
	Location Description	

	Planned Activities	Provision of homebuyer counseling and education services
14	Project Name	Multi-Family Housing staffing
	Target Area	
	Goals Supported	Increase Access to Affordable Housing
	Needs Addressed	Affordable Housing Preservation and Development
	Funding	CDBG: \$79,939
	Description	Support staff costs supporting multi-family housing rehab and development program
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	see goal under rental housing preservation and development
	Location Description	
	Planned Activities	Staffing costs including contract development and monitoring
15	Project Name	Rental Housing Preservation and Development
	Target Area	
	Goals Supported	Increase Access to Affordable Housing
	Needs Addressed	Affordable Housing Preservation and Development
	Funding	CDBG: \$811,494 HOME: \$2,426,698
	Description	Capital financing for development and preservation of affordable rental housing.
	Target Date	12/31/2016

	Estimate the number and type of families that will benefit from the proposed activities	45 units of rental housing will be financed
	Location Description	
	Planned Activities	Capital financing related to preservation, development, or acquisition of affordable rental housing.
16	Project Name	Housing Programs Development Staffing
	Target Area	
	Goals Supported	Increase Access to Affordable Housing
	Needs Addressed	Affordable Housing Preservation and Development
	Funding	CDBG: \$101,139
	Description	Support staff costs for planning and development of affordable housing strategies
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Development of plans and strategies, evaluation, and development of ConPlan
17	Project Name	HOME Administration
	Target Area	
	Goals Supported	Increase Access to Affordable Housing
	Needs Addressed	Affordable Housing Preservation and Development
	Funding	HOME: \$250,218

	Description	Support costs of staff involved in the administration of the HOME grant.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Grant administration including program evaluation and reporting, and contracting.
18	Project Name	Neighborhood Business District Projects
	Target Area	
	Goals Supported	Economic and Neighborhood Development
	Needs Addressed	Neighborhood Community and Economic Development
	Funding	CDBG: \$874,675
	Description	Physical improvements to selected neighborhood business districts
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	50 businesses assisted
	Location Description	
	Planned Activities	Implementation of physical improvements (sidewalk improvements, street lighting improvements, etc) in low- and moderate-income neighborhood business districts
19	Project Name	Neighborhood Business District Planning
	Target Area	
	Goals Supported	Economic and Neighborhood Development

	Needs Addressed	Neighborhood Community and Economic Development
	Funding	CDBG: \$20,000
	Description	Support neighborhood business organizations in the development of neighborhood improvements and business support
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	8 business districts assisted
	Location Description	
	Planned Activities	Financial assistance to neighborhood business and economic development organizations
20	Project Name	Microenterprise Business Technical Assistance
	Target Area	
	Goals Supported	Economic and Neighborhood Development
	Needs Addressed	Neighborhood Community and Economic Development
	Funding	CDBG: \$167,000
	Description	Support subrecipient to deliver technical assistance and business advice to microenterprises or those thinking about starting microenterprises
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	500 businesses provided with technical assistance
	Location Description	
	Planned Activities	Technical assistance and business advice to current and potential microenterprise entrepreneurs

21	Project Name	Seattle Conservation Corps
	Target Area	
	Goals Supported	Economic and Neighborhood Development
	Needs Addressed	Neighborhood Community and Economic Development
	Funding	CDBG: \$808,000
	Description	Provide for improvements in neighborhood parks that serve low- and moderate-income neighborhoods.
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	20 parks facilities or locations improved
	Location Description	
	Planned Activities	Installation of park improvements including safety fencing, paths, and improved landscaping.
22	Project Name	Parks ADA Upgrades
	Target Area	
	Goals Supported	Economic and Neighborhood Development
	Needs Addressed	Neighborhood Community and Economic Development
	Funding	CDBG: \$400,000
	Description	Support costs of implementing accessibility upgrades to parks
	Target Date	12/31/2015
	Estimate the number and type of families that will benefit from the proposed activities	3 parks will have improved access for persons with mobility limitations

	Location Description	
	Planned Activities	Improve accessibility of Seattle's parks for persons with mobility limitations.
23	Project Name	HOPWA RFI
	Target Area	
	Goals Supported	Increase Access to Affordable Housing
	Needs Addressed	Affordable Housing Preservation and Development
	Funding	HOPWA: \$1,779,541
	Description	Use of HOPWA funds will be determined by a competitive process in the fall of 2014. Successful projects will directly benefit HOPWA-eligible residents.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Activities most likely will include supporting services and rent assistance.
	24	Project Name
Target Area		
Goals Supported		Economic and Neighborhood Development
Needs Addressed		Neighborhood Community and Economic Development
Funding		CDBG: \$375,000
Description		Loans to qualifying microenterprises
Target Date		12/31/2014

	Estimate the number and type of families that will benefit from the proposed activities	10 businesses assisted
	Location Description	
	Planned Activities	Provision of business loans to qualifying microenterprises
25	Project Name	Neighborhood Business District Staffing
	Target Area	
	Goals Supported	Economic and Neighborhood Development
	Needs Addressed	Neighborhood Community and Economic Development
	Funding	CDBG: \$92,000
	Description	Staffing to implement and monitor all of the neighborhood business district activities and contracts.
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	8 business districts in low- or moderate-income areas will be assisted
	Location Description	
	Planned Activities	Administration, monitoring, reporting, and management of neighborhood business district contracts and activities.
26	Project Name	Encampment Shelter acquisition
	Target Area	
	Goals Supported	Homelessness Prev., Intervention & Hous Stability
	Needs Addressed	Mitigation of homelessness and related issues
	Funding	CDBG: \$400,000

	Description	Acquire access on property suitable to house a homeless shelter and day center for homeless persons.
	Target Date	8/1/2014
	Estimate the number and type of families that will benefit from the proposed activities	275 homeless persons are to be provided shelter.
	Location Description	901 Rainier Avenue South, Seattle, Washington
	Planned Activities	Acquisition of easement to provide for long-term commitment for shelter and day center facility
27	Project Name	Contingency
	Target Area	
	Goals Supported	Homelessness Prev., Intervention & Hous Stability Economic and Neighborhood Development
	Needs Addressed	Mitigation of homelessness and related issues Neighborhood Community and Economic Development
	Funding	CDBG: \$196,181
	Description	Keep funds in reserve to address potential opportunities for emergent community or social services facilities needs or planning needs. Funds may also be used to address urgent / unanticipated public services needs, to the maximum extent allowable.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	

28	Project Name	LIHI Urban Rest Stop
	Target Area	
	Goals Supported	Homelessness Prev., Intervention & Hous Stability
	Needs Addressed	Mitigation of homelessness and related issues
	Funding	CDBG: \$74,367
	Description	Provide laundry, shower, and hygiene facilities for homeless persons.
	Target Date	12/31/2014
	Estimate the number and type of families that will benefit from the proposed activities	3,200 homeless or low-income persons provided access to hygiene services and facilities
	Location Description	
	Planned Activities	Provision of hygiene and laundry facilities for homeless persons.
29	Project Name	Rainier Beach School-based Health Clinic
	Target Area	
	Goals Supported	Economic and Neighborhood Development
	Needs Addressed	Neighborhood Community and Economic Development
	Funding	CDBG: \$63,000
	Description	Remodel school-based health clinic to create more efficient and effective space for delivery of services.
	Target Date	9/30/2014
	Estimate the number and type of families that will benefit from the proposed activities	In the most recent school year, over 2,000 mental health and medical visits were recorded at this location.

	Location Description	8815 Seward Park Avenue South, Seattle, 98118
	Planned Activities	

AP-50 Geographic Distribution – 91.220(f)

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

The City encourages production and preservation of affordable housing throughout the city to maximize choice for low-income residents of Seattle. OH will encourage project locations that afford low-income residents the greatest access to opportunities such as jobs, quality education, parks and open space, and services. OH will encourage housing projects that support focused community development investments that improve the quality of life in low-income communities, and projects in locations where revitalization trends are leading to the displacement of low-income residents. OH will develop criteria to evaluate project locations, which will be published in Notice of Fund Availability (NOFA) documents. Access to transit will be a priority, as transportation costs are second only to housing costs for a majority of low-income households and many low-income households do not own a car. The location criteria will be tailored according to the population intended to reside in the housing, for example, schools would not be a consideration for senior housing.

Geographic Distribution

Target Area	Percentage of Funds

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The goal numbers presented here reflect activities to be funded with federal funds through the City's Office of Housing. (The rental assistance goal excludes certain homelessness prevention activities funded by the Human Services Department.)

One Year Goals for the Number of Households to be Supported	
Homeless	20
Non-Homeless	22
Special-Needs	7
Total	49

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	40
Rehab of Existing Units	650
Acquisition of Existing Units	9
Total	699

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

It is anticipated that the Senior Services Minor Home Repair program contract administration will be moved to the Human Service Department from the Office of Housing if the budget proposal is approved by the Mayor and Council during the 2014 City budget process. Service levels and number of units is not expected to change significantly, remaining in the range of 700 repairs done to 650 housing units in 2014.

AP-60 Public Housing – 91.220(h)

Introduction

SHA uses a variety of strategies to address the financial and community needs of its residents, including job placement and referral services, case management, savings incentive programs, and support for leadership development through SHA's Community Builders.

Actions planned during the next year to address the needs to public housing

SHA plans to maintain its efforts to connect residents with case management and services through both SHA staff and contracts with agencies such as ADS. SHA provides support for education, including tutoring and recruitment for College Bound enrollment, as well as job placements and referrals. SHA would like to expand services available to public housing residents, but at this time it is not clear that funding will be available to support expanded services.

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

SHA's Community Builders support residents in becoming involved in management, working with interested residents to form and sustain duly-elected resident councils and issue-specific work groups to work with management on issues of common interest. In addition, most communities send representatives to the Joint Policy Advisory Committee (JPAC), with whom SHA regularly consults on major policy issues. Residents are involved in planning for the use of HUD's Resident Participation Funds.

SHA supports participants who wish to become homeowners through both the FSS program and the new Savings Match Program, which will match the savings that participants have accumulated when they are ready to move out of subsidized housing and into homeownership or private market rentals. SHA is also exploring programs that might enable SHA housing participants to become homeowners in the agency's Scattered Sites portfolio.

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

Not applicable.

Discussion

SHA provides a number of services and programs that are intended to address the needs of its residents, including programs that support education, employment, leadership development, and homeownership.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Seattle is responding to the needs of persons experiencing homelessness through a coordinated Continuum of Care. The City invests in services to prevent homelessness and to help homeless people access and retain permanent, affordable housing with direct grants through contracts with community-based organizations. The City also invests in the development of affordable, permanent housing for homeless and low-income individuals and families.

The one-year Action Plan goals and action steps implement priorities through planning, program development, investment, and contract monitoring of projects in three strategic investment areas:

- Homelessness Prevention – Providing assistance to prevent people from becoming homeless and needing to enter the shelter;
- Homeless Intervention Services – Connecting people who are homeless with resources to increase safety and access to housing;
- Housing Placement, Stabilization, and Support – Moving people rapidly into housing and providing support when needed to remain in housing.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

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

The one-year goals and actions for outreach and assessment include:

1. Planning and program development, in conjunction with the Committee to End Homelessness and Seattle/King County Continuum of Care, to implement coordinated entry, coordinated engagement and assessment systems for homeless youth/young adults and for homeless individual adults/households without children. A Coordinated Engagement system for youth/young adults will be developed and implemented in 2013-2014. A system for individuals/households without children will be designed in 2014.
2. Monitoring of City of Seattle funded projects with the King County Family Homelessness Initiative and the continued implementation of the coordinated entry and assessment system for households with children, Family Housing Connection. All projects funded by the City of Seattle that are serving homeless families are required to participate in the Family Housing Connection system, with the exception of confidential shelters for victims of domestic violence. Assessment for DV confidential shelters is managed through a separate coordinated system called Day One.

Investing, contracting and monitoring of funding for outreach services and day centers, drop-in centers, hygiene service centers and shelter programs. These programs are responsible for reaching out to homeless persons and assessing individual needs for intervention services, referrals to shelter and access to housing. Projects funded by Consolidated Plan funding resources are listed in AP-38, Project Summary. City of Seattle also provides local general fund resources to other projects and programs (listed and updated on the city of Seattle HSD Webpage).

Addressing the emergency shelter and transitional housing needs of homeless persons

The one-year goals for addressing the emergency shelter and transitional housing needs of homeless persons include:

1. Investing, contracting and monitoring of funding for emergency shelter and transitional housing programs. These programs assist individual single adults, families, and youth/young adults and special needs populations, including persons with HIV/AIDS. Projects funded by Consolidated Plan funding resources are listed in AP-38, Project Summary. City of Seattle also provides local general fund resources to other projects and programs (listed and updated on the city of Seattle HSD Webpage).
2. Planning , program development and system coordination in conjunction with the Committee to End Homelessness/Continuum of Care on implementation of initiatives that are specifically targeted to assist homeless families with children, homeless youth/young adults, chronically homeless individuals (Client Care Coordination/Campaign to End Chronic Homelessness), and HIV/AIDS (HIV/AIDS Housing Committee and Ryan White Planning and Implementation groups).

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

The one-year goals for addressing the emergency shelter and transitional housing needs of homeless persons include:

1. Investing, contracting and monitoring of funding in housing placement, stabilization & support services. This includes financial assistance, services designed to move a homeless household quickly into permanent, “non time-limited” housing; and housing focused services such as case management, housing advocacy, search and placement services for short-term or ongoing support to households to stabilize, move into housing. Programs are designed to rapidly rehouse and stabilize homeless individuals, families, and youth/young adults and special needs populations, including persons with HIV/AIDS, in housing with the most appropriate level and

duration of service intervention(s). Projects funded by Consolidated Plan funding resources are listed in AP-38, Project Summary. City of Seattle also provides local general fund resources to other projects and programs (listed and updated on the city of Seattle HSD Webpage).

2. Planning , program development and system coordination in conjunction with the Committee to End Homelessness/Continuum of Care to implement initiatives aimed at reducing homelessness among families with children, youth/young adults, chronically homeless individuals, and persons living with HIV/AIDS (HIV/AIDS Housing Committee and Ryan White Planning and Implementation groups).
3. Implementation of Committee to End Homelessness Shelter Task Force recommendations, including assessment of housing needs and housing placement for shelter residents with long-term stays.

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

1. Investing, contracting and monitoring of funding in Homelessness Prevention programs that provide financial assistance and housing focused services, such as case management, housing advocacy, search and placement services for short-term or ongoing support to households to stabilize, move into housing. Prevention programs assist individuals, families, youth/young adults and special needs populations, including persons with HIV/AIDS, who are at greatest risk of becoming homeless. Projects funded by Consolidated Plan funding resources are listed in AP-38, Project Summary. City of Seattle also provides local Housing Levy funding with federal funding, such as ESG to support these prevention programs (listed and updated on the city of Seattle HSD Webpage).
2. Planning, program development and system coordination in conjunction with the Committee to End Homelessness/Continuum of Care on implementation of initiatives that prevent homeless families with children, homeless youth/young adults, chronically homeless individuals, and households at-risk of homelessness.

Coordinating homelessness prevention and discharge planning programs and protocols. Discharge planning/protocols in place for health care, mental health institutions, corrections, and foster care systems are included in Section MA-35, Special Needs Facilities and Services.

Discussion

Funding to agencies described in the action plan is provided in the form of a contract between the recipient agency and the Seattle Human Services Department (HSD). The contract contains terms and

conditions of funding, reporting and invoicing requirements, performance expectations and service delivery levels, record keeping responsibilities, and consent to on-site monitoring as requested by the City.

HSD makes funding awards through procurement processes called Requests for Investments (RFIs). An RFI is an open and competitive funding allocation process in which HSD will set the desired outcomes and agencies respond by submitting a proposal requesting an investment to achieve these outcomes by providing specific program or project services. The specific requirements for requests for funding will be detailed in procurement materials. Funding opportunities and materials are posted on the HSD Funding Opportunities web page.

Requests for Investments indicate the amount and type of funding anticipated for specific investment areas, investment outcomes, priorities for investments and program models, eligible activities and performance requirements for contracts awarded through the RFI.

All agencies submitting proposals for investment through the competitive RFI demonstrate their ability to deliver established outcomes for clients by providing specific services. Applications in each process are reviewed for ability to deliver services that meet investment outcomes and goals. Applicants are also asked to demonstrate how they will incorporate specific standards and principles, such as cultural and linguistic relevance, in their program model.

AP-70 HOPWA Goals – 91.220 (I)(3)

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	30
Tenant-based rental assistance	36
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	75
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	15
Total	156

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

All of City of Seattle's housing programs seek to increase affordable housing opportunities for low-income households. This is done in part by providing gap financing to create affordable rental housing, providing downpayment assistance, and decreasing energy costs for low-income households through weatherization and energy conservation improvements.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

In addition, the City's public policies are generally favorable to affordable housing development, maintenance and improvement. City zoning provides capacity to add a range of housing types in amounts exceeding planning goals. Seattle has implemented the vast majority of the actions identified on HUD's latest Initiative on Removal of Regulatory Barriers questionnaire. One of those actions is Seattle's Comprehensive Plan, which includes a detailed Housing Element. The plan estimates current and anticipated housing needs for the next 20 years, taking into account anticipated growth in the Puget Sound region. The plan addresses needs of both existing and future residents of all incomes. A number of affordable housing strategies are incorporated into Seattle's Land Use Code. An example is the transferable development rights and bonus programs, which have been available to developers in downtown Seattle high rise zones since the mid-1980s. Starting in 2006, Seattle City Council has adopted legislation introducing affordable housing incentives for residential developers in several Seattle neighborhoods: South Lake Union, Downtown, South Downtown, Dravus, Roosevelt, First Hill highrise zones, and multifamily midrise zones in urban centers and urban villages throughout the city. Seattle recognizes that lower parking requirements are one of many components of achieving neighborhoods that are green, livable, and affordable. Housing in downtown and Seattle's five other urban centers have no parking requirement. In addition, new affordable housing and senior housing in other Seattle neighborhoods have lower minimum parking requirements than other types of development. Several years ago the State of Washington adopted legislation authorizing jurisdictions to grant 12-year property tax exemptions as an incentive for multifamily housing development in urban centers. Seattle's current Multifamily Tax Exemption Program requires that twenty percent of the units in each development be affordable to families and individuals with incomes at or below 65, 75, or 85 percent of area median, depending on unit size, as a condition of the tax exemption on the residential improvements.

Discussion

The City is a prime sponsor of the Ten-Year Plan to End Homelessness in King County, which documents the commitment to ending homelessness in King County by 2014 and outlines strategies that support

that goal. The Ten-Year Plan considers a variety of strategies targeted to access and retention of housing for homeless individuals and families. This includes increasing the use of existing private and nonprofit units as well as new construction for permanent supportive housing. OH also dedicates specific local Housing Levy and state funds to leverage additional units of permanent housing for homeless and disabled persons. The Ten-Year Plan emphasizes preventing discharge into homelessness as people move from hospitalization or incarceration.

AP-85 Other Actions – 91.220(k)

Introduction

Actions planned to address obstacles to meeting underserved needs

Actions planned to foster and maintain affordable housing

Actions planned to reduce lead-based paint hazards

Actions planned to reduce the number of poverty-level families

Actions planned to develop institutional structure

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

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	0.00%

HOME Investment Partnership Program (HOME) Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:
2. A description of the guidelines that will be used for resale or recapture of HOME funds when used

for homebuyer activities as required in 92.254, is as follows:

Recapture provisions will apply to loans to home buyers, made by the City or by a subrecipient or other intermediary.

Recapture provision will be enforced by a written HOME Agreement signed by the homebuyer and the City and/or intermediary as well as a recorded Deed of Trust that is the security instrument for the subordinate loan promissory note.

The recapture model that applies is "Recapture entire amount," as further explained below. In case of any bona fide sale, including any foreclosure sale, the City will not recapture more than the Net Proceeds. "Net Proceeds" are defined as the sales price minus superior loan repayment (other than HOME funds) and any closing costs.

The amount to be recaptured includes outstanding principal, plus interest at 3% simple interest, plus shared appreciation computed as determined below. The principal amount subject to recapture is only the direct subsidy benefitting the homebuyer, which is the loan of HOME funds to the homebuyer. Shared appreciation is defined as the amount equal to the applicable Shared Appreciation Percentage, as defined below, multiplied by the Shared Appreciation Net Proceeds, defined generally as the Gross Sales Price of a bona fide sale (otherwise, market value) minus the sum of (a) the original purchase price paid by the homebuyer, plus (b) Eligible Improvement Costs, plus (c) Eligible Sales Costs. The Shared Appreciation Percentage is calculated by dividing the loan amount to the homebuyer by the purchase price paid by the homebuyer.

Resale Requirements

Resale requirements will apply to affordable homeownership opportunities provided using the community land trust model. In that model, The City of Seattle provides funding to a nonprofit community land trust to make available for sale a completed home together with a 99-year leasehold estate on the land, at an affordable price. Resale provisions will be enforced by a recorded covenant signed by the land owner, the homebuyer, and the City, and also through a 99-year ground lease between the land owner and the homebuyer. Under both the covenant and the ground lease, for a period exceeding the minimum HOME affordability period, the home may be sold only to a buyer whose family qualifies as a low-income family, which family will occupy the home as its principal residence. The land owner, through the ground lease, shall have an option to purchase in order to ensure that the home is sold to an eligible buyer at an affordable price.

The Resale Requirement will limit the sale price based on the following formula: Purchase Price x 1.5% compounded annually from time of purchase, plus credit for approved capital improvements.

The Resale Formula includes a credit for capital improvements approved by the land owner, the value of which is determined by a licensed appraiser. The resale price as determined by the Resale

Formula is affordable to low-income buyers with incomes from 50% up to 80% of Area Median Income. Through signing the ground lease, the homebuyer agrees that the Resale Formula generates a fair return.

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

The description of the guidelines for homebuyer activities (question #2 in this section) apply here as well. Please refer to the response to that question.

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

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

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

See Appendix in AD-25 for ESG written standards attachment.

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

The Seattle/King County Continuum of Care (CoC) does not have a system-wide centralized or coordinated assessment system in place for all population groups.

However, the CoC has recently created a coordinated assessment system for homeless families, Family Housing Connection. The CoC is using the family coordinated entry system as a model to expand coordinated assessment of youth/young adults, and single adults.

The coordinated entry and assessment system for families with children began operations in April 2012. Family Housing Connection partners with more than 80 shelter and housing programs in Seattle and King County, including emergency shelter (excluding Domestic Violence shelters), Rental Assistance Rapid Rehousing Programs, Transitional Housing, Service Enriched Housing, and Supportive Permanent Housing Programs. The system uses the Community Information Line as a central referral and scheduling point. The new system is streamlining access to services for families experiencing homelessness and is collecting data through to provide unduplicated data on the number of homeless families and their housing needs.

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

The Seattle Human Services Department makes funding awards through procurement processes called Requests for Investments (RFIs). An RFI is an open and competitive funding allocation process in which HSD will set the desired outcomes and agencies respond by submitting a proposal requesting an investment to achieve these outcomes by providing specific program or project services.

The specific requirements for requests for funding will be detailed in procurement materials. Funding opportunities and materials are posted on the HSD Web page: <http://www.seattle.gov/humanservices/funding/>.

Requests for Investments indicate the amount and type of funding anticipated for specific investment areas, investment outcomes, priorities for investments and program models, eligible activities and performance requirements for contracts awarded through the RFI.

All agencies submitting proposals for investment through the competitive RFI will demonstrate their ability to deliver established outcomes for clients by providing specific services. Applications in each process will be reviewed for ability to deliver services that meet investment outcomes and goals. Applicants will also be asked to demonstrate how they will incorporate specific standards and principles, such as cultural and linguistic relevance, in their program model.

Funding will be provided in the form of a contract between the recipient agency and the Seattle Human Services Department. The contract contains terms and conditions of funding, reporting and invoicing requirements, performance expectations and service delivery levels, record keeping responsibilities, and consent to on-site monitoring as requested by the City.

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

The Seattle / King County Continuum of Care (CoC) includes King County plus the cities of Seattle, Auburn, Bellevue, Federal Way, Kent, Renton, and Shoreline. The lead agency for the CoC is the Committee to End Homelessness, a broad coalition of government, faith communities, non-profits, the business community and homeless and formerly homeless people working together to implement the Ten-Year Plan to End Homelessness in King County. ESG funding decisions are coordinated with the CEH, as lead CoC agency, and its Funders Group.

In addition, the City of Seattle completed the Communities Supporting Safe & Stable Housing Investment Plan in 2012, to guide funding policies and allocation of the City's homeless services

funding within the Ten-Year Plan. The City's community engagement included outreach and consultation with homeless and formerly homeless individuals who participated in surveys, focus groups, and on the community Advisory Committee created to oversee the plan.

5. Describe performance standards for evaluating ESG.

Discussion

