



**CTED**

Community, Trade and  
Economic Development

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# **2008 Performance Evaluation Report**

**March 2009**

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CTED 2008 Performance Evaluation Report  
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## Executive Summary

This Performance Evaluation Report (PER) describes how Washington State used its funds from the U.S. Department of Housing and Urban Development (HUD) in communities across the state in 2008. The state Department of Community, Trade and Economic Development (CTED) appreciates the opportunity to administer these funds on behalf of HUD, our partner local jurisdictions and organizations that implement the projects, and the citizens of Washington State.

The following table lists the HUD funds CTED received in 2008.

<b>HUD Formula Funds Administered by CTED</b>	<b>Amount</b>
State Community Development Block Grant	\$15,200,000
Emergency Shelter Grants (ESG)	\$1,370,843
HOME Investment Partnerships (HOME)	\$10,248,322
Housing Opportunities for Persons With AIDS (HOPWA)	\$651,000

Part 1 of the 2008 Performance Evaluation Report (PER) provides general information on CTED’s investment of HUD funds in 2008, following HUD’s new reporting requirements. Parts 2 through 6 of this document provide details about program investments, supplemented by data already reported in HUD’s Integrated Disbursement Information System (IDIS).

### 2008 Highlights - CDBG

- In January 2008, CTED created the Contracts Administration Unit (CAU) and consolidated the management of CDBG and other CTED infrastructure programs’ contracts in this new unit. CAU manages the following elements of the CDBG program:
  - ✓ Conducts contracts management training
  - ✓ Processes contract payments
  - ✓ Provides technical assistance on federal requirements
  - ✓ Conducts desk and on-site monitoring
  - ✓ Amends contract scope of work, budget or project completion date
  - ✓ Closes-out contracts
  - ✓ Reports financial and project data in IDIS
  - ✓ Closes-out CDBG program year and reports on the CDBG portion of the annual HUD Performance Evaluation Report
- Reporting annual outcomes to HUD contracts from point of execution through project closeout, including approving payments, providing technical assistance on federal requirements and conducting monitoring.
- Awarded a \$500,000 grant to the City of Ilwaco to renovate and expand the historical Ilwaco Community Building for use as an ADA compliant Senior Center, community meeting space, and Regional Disaster Relief Center.
- Awarded a \$960,000 grant to the City of Mansfield to upgrade their wastewater treatment plant and collection system, ensuring facility function, capacity and reliability and to bring the facility into compliance with the state Department of Ecology’s standards.
- Awarded a \$1 million grant to Whatcom County to construct the East Whatcom County Regional Resource Center. The Center will provide early childhood and family support, and health services to a fast growing, geographically isolated and high poverty area.

### **Future Challenges - CDBG**

CDBG state program continues to struggle with balancing administrative requirements with the amount of funding available for the cost to administer the program. Over the last four years, the annual award has decreased over 17 percent, making it difficult to maintain the staffing level needed to manage the program's oversight and reporting requirements. As state resources have dwindled, it has become even more important to streamline processes and find efficiencies in managing the program.

### **2008 Highlights - HOME/Emergency Shelter/Housing for Persons with HIV/AIDS**

- The majority of housing resources (85 percent) were used to serve the most vulnerable people – those making less than 30 percent of the area median income.
- CTED was able to increase the portion of extremely low-income households (those making less than 30 percent of the area median income) served in rentals from 73 percent in 2007 to 89 percent in 2008. The portion of extremely low-income homeowners served was similarly increased from 68 percent to 70 percent.
- CTED continued to excel in ensuring that adequate funds were awarded to Community Housing Development Organizations (CHDO). While HUD requires at least 15 percent of the new construction and rehabilitation projects to be contracted to CHDOs, CTED awarded 71 percent of the total HOME funds to CHDOs. This was possible because of an existing pool of experienced housing developers operating within the state.
- CTED exceeded the amount of match required by HUD in the HOME program. This was largely due to the contributions of the state's Housing Trust Fund. The target for 2008 was \$2 million and the total match available for the reporting period was \$12.2 million.
- The Washington Balance of State Continuum of Care (CoC), lead by CTED, was able to increase services to its homeless population and emphasize services to those subpopulations with significant barriers and special needs. Specifically, the Balance of State CoC secured \$362,625 in competitive funds for eight units of supportive housing for chronically homeless individuals in Okanogan County. It was also one of 23 recipients out of 450 Continuums of Care nationwide to receive a Rapid Re-housing Demonstration grant of \$656,639 for projects in Whatcom and Clallam counties.

### **Future Challenges - ESG**

The state's housing picture is clouded due to recent downturns in the state and national economies triggered by the credit crisis and mortgage foreclosures. Significant amounts of state capital and operating dollars have been dedicated to affordable housing programs and they now face strong challenges to continued funding as the state struggles with enormous deficits. The need to maintain a strong and laser focus on affordable housing within the current environment is critical so that decision makers realize that regaining our economic footing is possible as long as our workers, students, children, families, and vulnerable citizens have sustainable and affordable housing.

### **Citizen Participation and Consultation**

CTED conducted the following outreach activities to provide internal and external stakeholders, and the public the opportunity to comment on the Performance Evaluation Report:

- Sent email notices to low-income housing advocates and organizations, CDBG-eligible cities and counties, HOME consortiums, and interested others.

- Posted the draft PER on CTED's website and made it available upon request in alternative formats.
- Distributed the draft PER to internal stakeholders in CTED's Economic Development, Housing, and Local Government Divisions for review.

The final PER is available on CTED's website at [www.cted.wa.gov/cdbg](http://www.cted.wa.gov/cdbg) and in alternative formats, by request.

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**PART 1**

**GENERAL NARRATIVE**

## Overview

Part 1 reports on CTED's targeting and geographic distribution of available HUD resources. This Part 1 also reviews CTED's efforts and resources used in 2008 that address priority HUD issues, including affordable housing, homelessness, continuum of care, affirmatively furthering fair housing, and citizen participation.

### A. HUD Resources Invested

CTED receives HUD funding distributed by formula under the state Community Development Block Grant (CDBG), Emergency Shelter Grant (ESG), HOME Investment Partnerships (HOME), and Housing Opportunities for Persons With AIDS (HOPWA) programs. Parts 2 through 6 of this document provide details about program investments, supplemented by details already reported in HUD's IDIS system.

#### Summary of HUD Resources Invested

Program	Source of Funds	State Agency	Grantees	2007 Funding	2008 Funding
HOME	HUD	CTED	Units of local /tribal government, nonprofits, public housing authorities	\$10,539,322	\$10,248,322
CDBG	HUD	CTED	Units of local government/non-entitlement	\$15,561,480	\$15,200,000
ESG	HUD	CTED	Units of local government, PHAs, nonprofits	\$1,371,616	\$1,370,843
HOPWA	HUD	CTED	Nonprofits	\$622,000	\$651,000
<b>TOTAL</b>				<b>\$28,094,418</b>	<b>\$27,470,165</b>

### B. Geographic Distribution and Location of Investments

The major geographic distinction that affects the allocation of funds is between the state's major urban centers, most of which are also participating jurisdictions for HOME funding and formula jurisdictions for ESG funding, and the smaller cities and rural areas of Washington. The urban centers, especially the Seattle-Tacoma metropolitan area, have a number of strong, experienced, nonprofit housing developers and advocates. These cities have been able to raise local funding for housing and to develop innovative projects and programs.

Smaller cities and rural areas face the challenge of creating and sustaining housing development and management capacity. CTED continues to award funds to smaller cities and rural area. Some limited amounts of funding have also been available for capacity building. Local coalitions and nonprofits continue to need assistance in all stages of housing development and management.

Funding for housing development in small cities and rural areas was provided by:

- Prioritizing the allocation of HOME Tenant-Based Rental Assistance (TBRA) and Housing Repair and Rehabilitation Program (HRRP) funds to those areas of the state that do not receive other allocations of HOME funds.
- Using state CDBG funds to support low-income housing feasibility studies, planning, development and rehabilitation. In addition, state CDBG funds are used in non-entitlement areas for off-site infrastructure in support of new low-income housing projects funded by CTED's Housing Trust Fund program. Non-entitlement cities and towns are those with less than 50,000 populations or counties with less than 200,000 populations provided the cities, towns, and counties do not participate as members of HUD Urban County Consortiums. The entitlement jurisdictions receive CDBG funds directly from HUD.
- Continuing to distribute ESG in areas that are not directly allocated ESG funds by HUD.
- Using 100 percent (100%) of HOPWA formula allocation funds in jurisdictions that are not part of major metropolitan areas currently receiving HOPWA allocations directly from HUD.

Aside from these funding targets, CTED does not set aside funds for particular regions at this time. CTED's experience has been that open funding programs or programs using competitive funding criteria serve the state best by allowing each area to organize and develop those projects that meet local needs.

### **C. Outcome Measure Summary**

CTED's programs support HUD's statutory program goals identified in Title 1 of the Housing and Community Development Act of 1974 (as amended):

1. Decent housing
2. A suitable living environment
3. Expanded economic opportunity

HUD revised its performance measurement requirements and established new outcome statements in 2006. While CTED originally set performance measures in its 2005-2009 Consolidated Plan, the state's housing and community development needs have evolved and CTED's Strategic Plan has been updated. Starting in the 2008 Action Plan, CTED estimated outcomes that would be achieved in the program year in relationship to the new HUD performance measures, as shown in the table on the following pages.

The table reports outcome information on the projects funded by CDBG, HOME, HOPWA and ESG in 2008. Other CTED activities that contribute toward these outcomes but were funded with other state resources, such as the Housing Trust Fund, are not listed for this HUD report. Further detailed information and data on the HUD-funded 2008 projects are reported on an ongoing basis to HUD electronically through its Integrated Disbursement Information System (IDIS) and is not duplicated in this table, such as:

- Number of persons served by activity
- Ethnicity/race of persons served
- Income level of persons/households served
- Number of housing units assisted

## Outcomes Summary

HUD Performance Measure	Outcomes Proposed in 2008 Action Plan CDBG	Actual Outcomes 2008 CDBG	Outcomes Proposed in 2008 Action Plan ESG, HOME, HOPWA	Actual Outcomes 2008 ESG, HOME, HOPWA
Decent Housing <ul style="list-style-type: none"> <li>• Availability</li> <li>• Sustainability</li> </ul>	<ul style="list-style-type: none"> <li>• 25 households</li> <li>• 15 households</li> </ul>	<ul style="list-style-type: none"> <li>• 86</li> <li>• 111</li> </ul>	N/A	HOME: 231 TBRA: 834 HRRP: 164 GP: 108 HOPWA: 264
Suitable Living Environment <ul style="list-style-type: none"> <li>• Availability</li> <li>• Sustainability</li> </ul>	<ul style="list-style-type: none"> <li>• 2,000 people</li> <li>• 2,000 people</li> </ul>	<ul style="list-style-type: none"> <li>• 102,915</li> <li>• 215,679</li> </ul>	N/A	ESG: 23,060 individuals assisted
Economic Opportunity <ul style="list-style-type: none"> <li>• Availability</li> <li>• Sustainability</li> </ul>	<ul style="list-style-type: none"> <li>• 12 new jobs</li> <li>• 12 sustained jobs</li> </ul>	<ul style="list-style-type: none"> <li>• 594</li> <li>• 27</li> </ul>	N/A	N/A
<b>Other Performance Measures – 2008 CDBG</b>				
Percentage of projects principally benefiting LMI persons.	Target 70%	Actual 80%		
Ratio of CDBG to other funds leveraged.	Target 1:2	Actual 1:3		
Obligate 95% of HUD award within 12 months	Target 95%	Actual 95%		
Number of grant management workshops.	Target 2	Actual 2		
Projects completed on time, within scope	Target 40%	Actual 42%		

In 2008, CTED made progress toward meeting HUD and CTED's goals and objectives.

Accomplishments include:

- Awarding 50% of 2008 HUD funds to create decent housing in successful partnership with partner local jurisdictions and organizations.
- Awarding 52% of 2008 CDBG HUD funds to enhance suitable living environments and address public health and safety issues facing lower income rural communities.
- Two CDBG staff attended training in June 2008 on HUD's Integrated Disbursement Information System (IDIS).
- CDBG projects leveraged other federal, state and private funding at a 1:3 ratio.

- CDBG staff participated in 12 debriefings with communities not selected for funding and 6 technical assistance teams with communities seeking funding and assistance in developing their project and putting together a funding package.

Based on this assessment of progress made, improvements can include:

- Building on its collaboration with other CTED programs to provide technical assistance to small rural communities.
- Evaluating whether to change CTED's program year for its HUD funds from January through December to July through June.

#### **D. Actions Taken to Further Fair Housing**

##### **Accomplishments include:**

- The state CDBG program requires all local government grant recipients to complete activities listed in the CDBG Grant Management Handbook that promote Fair Housing in the administration and implementation of their programs. In 2008, the CDBG Program staff included Fair Housing compliance reviews during their on-site monitoring of local projects.
- CTED completed an update of its Analysis of Impediments to Fair Housing and placed a link to the document on its website.

#### **E. Citizen Participation**

The 2005-2009 Consolidated Plan and Action Plan amendment establishes the citizen participation plan for performance reports. Following this plan, the state sent email notices to interested parties on distribution lists maintained by the Housing, Local Government, and Economic Development divisions on March 9, 2009 announcing a 15-day public comment period and the availability of the Draft 2008 PER. The Draft 2008 PER was made available on CTED's website and upon request during the entire public comment period. The final PER is now available on CTED's website at [www.cted.wa.gov/cdbg](http://www.cted.wa.gov/cdbg) and upon request. The report is also available in alternative format upon request.

CTED did not receive any public comments regarding the 2008 PER.

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**PART 2**  
**HOME INVESTMENT PARTNERSHIP (HOME) PROGRAM**

# Home Investment Partnership (HOME) Program

## Introduction

This Annual Performance Report summarizes the progress made in Washington State's HOME Program during the performance period of January 1, 2008 to December 31, 2008.

Eligible activities included acquisition, moderate and substantial rehabilitation, new construction, minor home repair and tenant-based rental assistance. Many of the HOME Program projects reached well beyond our goal of serving families at or below 50 percent of the area median income and served those households at or below 30 percent.

## Analysis of Fund Distribution

Over \$127 million has been awarded to projects for activities identified in the state's HOME program description since the HOME Program began in Washington State. Of that \$127 million, approximately \$14 million was awarded during this performance period. Eligible activities include home repair and rehabilitation, tenant-based rental assistance, moderate and substantial rehabilitation, and new construction. Many of these projects have made substantial progress toward completion. The following information summarizes the activities by the state's HOME Program during the performance period.

### Tenant-Based Rental Assistance (TBRA)

**Performance Period Awards:       \$3,262,321**  
**Projected Households Served:       1,082**

Funds were awarded to sixteen agencies to provide tenant-based rental assistance during the reporting period. Eligible applicants include agencies that do not receive TBRA funding directly from HUD. The client-targeted groups now include foster children ages 18-20 who are transitioning to independence; chronically mentally ill, developmental disabled, or other special needs populations; farm workers who are seeking permanent year round rental housing; households transitioning to self sufficiency; homeless families with children; and pregnant or parenting youth. These activities are aligned with the state's Five-Year Strategy by helping households retain existing housing or find housing that is safe, decent and affordable.

Fair housing is an eligible activity for funding under the TBRA rules adopted by CTED. Compliance with fair housing requirements and definitions and use of the Fair Housing Logo are program requirements and are included in the monitoring instrument used by CTED to monitor program activities.

### Home Repair and Rehabilitation Program (HRRP)

**Performance Period Awards:       \$4,042,575**  
**Projected Households Served:       164**

The funds were allocated to 19 agencies that have existing weatherization programs. In awarding funds, preference was given to rural areas. The goal of the HRRP is to meet the needs of very low-income clients in the most cost-effective manner by performing repairs while doing residential retrofits. Complete weatherization must be done in addition to the repair and total repair cost per unit is capped at \$40,000, with an additional \$10,000 (or \$15,000 if abatement is needed) to remediate lead-based paint and an additional \$5,000 to remediate asbestos. The program also included, as a pilot, the Manufactured Home Replacement Program (MHRP), that includes the replacement of substandard manufactured homes. The Home Repair and Rehabilitation Program continues to meet the needs identified in the state's

Consolidated Plan by assisting very low-income homeowners retain their housing through home repair, rehabilitation and weatherization, and preserving existing housing stock.

### **New Construction**

#### **Performance Period Awards:**

<b>Rental Housing:</b>	<b>\$5,166,000</b>
<b>Projected Households Served:</b>	<b>73</b>

The awards for new construction projects during this performance period include funding from multiple fiscal years. The construction of new affordable rentals continues to be a significant aspect of the state's HOME Program. The creation of new affordable housing stock enables populations who are not well-served by the present housing stock, including large families, single non-elderly, frail elderly and others to access affordable housing. The majority of the units assisted, 90 percent, serve households at or below 50 percent of the area median income.

### **Substantial Rehabilitation**

#### **Performance Period Awards:**

<b>Substantial Rehabilitation:</b>	<b>\$2,261,079</b>
<b>Projected Households Served:</b>	<b>35</b>

The awards for substantial rehabilitation projects made during this performance period include funding from multiple fiscal years. The substantial rehabilitation of existing affordable housing stock and vacant buildings, where feasible, increases the local capacity to house its populations in safe, decent and affordable housing. Washington State requires a long-term commitment to affordability in these housing units. These activities are consistent with the state's strategy to develop the availability and affordability of housing for renter households earning less than 50 percent of area median income.

### **Manufactured Housing Homeownership**

The replacement of substandard manufactured homes, known as the Manufactured Housing Replacement Program (MHRP) is a subset of the Home Repair and Rehabilitation Program (HRRP). This pilot program began on July 1, 2008 and will continue through April 30, 2009.

### **Community Housing Development Organizations (CHDO)**

<b>Performance Period Awards:</b>	<b>\$5,055,873</b>
<b>Projected Households Served:</b>	<b>68</b>

These funds were awarded to three organizations for new construction and rehabilitation projects during this performance period. CTED will continue to ensure that the 15 percent CHDO set-aside requirement is met for the cumulative allocation of HOME Program funds. During this reporting period 71 percent of the total HOME awards were awards to CHDO's.

### **Rental Project Inspections**

A total of 87 HOME-funded rental housing projects were inspected during 2008. The inspections included a determination of compliance with Housing Quality Standards and other applicable HOME

requirements. General issues noted during the inspections included the establishment and maintenance of project operating and replacement reserves and the need to update property management plans.

**Program Income**

A total of \$716,389 of program income was received during 2008. The funds received were loan repayments from awards to prior year HOME rental housing projects. The program income was used to offset the cost of HOME-eligible rehabilitation and new construction projects and program administration expenses.

# Annual Performance Report HOME Program

U.S. Department of Housing  
and Urban Development  
Office of Community Planning  
and Development

OMB Approval No. 2506-0171  
(exp. 8/31/2009)

Public reporting burden for this collection of information is estimated to average 2.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

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

This form is intended to collect numeric data to be aggregated nationally as a complement to data collected through the Cash and Management Information (C/M) System. Participants should enter the reporting period in the first block. The reporting period is October 1 to September 30. Instructions are included for each section if further explanation is needed.

Submit this form on or before December 31.	This report is for period (mm/dd/yyyy)		Date Submitted (mm/dd/yyyy)
Send one copy to the appropriate HUD Field Office and one copy to: HOME Program, Rm 7176, 451 7th Street, S.W., Washington D.C. 20410	Starting 1/01/08	Ending 12/31/08	3/31/09

## Part I Participant Identification

1. Participant Number SG53100	2. Participant Name State of Washington		
3. Name of Person completing this report Doug Hunter		4. Phone Number (Include Area Code) 360-725-2924	
5. Address P.O. Box 42525	6. City Olympia	7. State WA	8. Zip Code 98504

## Part II Program Income

Enter the following program income amounts for the reporting period: in block 1, enter the balance on hand at the beginning; in block 2, enter the amount generated; in block 3, enter the amount expended; and in block 4, enter the amount for Tenant-Based rental Assistance.

1. Balance on hand at Beginning of Reporting Period \$664,246	2. Amount received during Reporting Period \$730,696	3. Total amount expended during Reporting Period \$1,174,768	4. Amount expended for Tenant-Based Rental Assistance 0	5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5 \$95,200
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## Part III Minority Business Enterprises (MBE) and Women Business Enterprises (WBE)

In the table below, indicate the number and dollar value of contracts for HOME projects completed during the reporting period.

	a. Total	Minority Business Enterprises (MBE)			f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	
A. Contracts					
1. Number					
2. Dollar Amount					
B. Sub-Contracts					
1. Number					
2. Dollar Amount					
	a. Total	b. Women Business Enterprises (WBE)	c. Male		
C. Contracts					
1. Number					
2. Dollar Amount					
D. Sub-Contracts					
1. Number					
2. Dollar Amounts					

**Part IV Minority Owners of Rental Property**

In the table below, indicate the number of HOME assisted rental property owners and the total dollar amount of HOME funds in these rental properties assisted during the reporting period.

	a. Total	Minority Property Owners				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
1. Number						
2. Dollar Amount						

**Part V Relocation and Real Property Acquisition**

Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition. The data provided should reflect only displacements and acquisitions occurring during the reporting period.

	a. Number	b. Cost
1. Parcels Acquired		
2. Businesses Displaced		
3. Nonprofit Organizations Displaced		
4. Households Temporarily Relocated, not Displaced		

Households Displaced	a. Total	Minority Business Enterprises (MBE)				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
5. Households Displaced - Number						
6. Households Displaced - Cost						

# HOME Match Report

U.S. Department of Housing and Urban Development  
Office of Community Planning and Development

OMB Approval No. 2506-0171  
(exp. 03/31/2005)

<b>Part I Participant Identification</b>			Match Contributions for Federal Fiscal Year (2008)
1. Participant No. (assigned by HUD) <b>SG530100</b>	2. Name of the Participating Jurisdiction <b>State of Washington-CTED</b>	3. Name of Contact (person completing this report) <b>Doug Hunter</b>	
5. Street Address of the Participating Jurisdiction <b>P.O. Box 42424</b>		4. Contact's Phone Number (include area code) <b>360-725-2924</b>	
6. City <b>Olympia</b>	7. State <b>WA</b>	8. Zip Code <b>98504-2525</b>	

<b>Part II Fiscal Year Summary</b>		
1. Excess match from prior Federal fiscal year	<b>\$488,971</b>	
2. Match contributed during current Federal fiscal year (see Part III.9.)	<b>\$11,724,367</b>	
3. Total match available for current Federal fiscal year (line 1 + line 2)		<b>\$12,213,338</b>
4. Match liability for current Federal fiscal year		<b>\$2,022,236</b>
5. Excess match carried over to next Federal fiscal year (line 3 minus line 4)		<b>\$10,191,102</b>

## Part III Match Contribution for the Federal Fiscal Year

1. Project No. or Other ID	2. Date of Contribution	3. Cash (non-Federal sources)	4. Foregone Taxes, Fees, Charges	5. Appraised Land / Real Property	6. Required Infrastructure	Construction Materials, Donated labor	8. Bond Financing	9. Total Match
HTF- 08-94100-028	9/9/08		\$591,929					\$591,929
HTF-07-94100-082	8/8/08		\$1,467,815					\$1,467,815
HTF-07-94100-078	8/26/08		\$1,597,328					\$1,597,328
HTF-07-94100-009	6/30/08		\$2,227,888					\$2,227,888
HTF-07-94100-080	7/25/08		\$1,295,131					\$1,295,131
HTF-08-94100-041	9/23/08		\$1,563,999					\$1,563,999
HTF-07-94100-035	2008	\$261,249						\$261,249
HTF-07-94100-037	2008	\$758,865						\$758,865

HTF-07-94100-028	2008	\$755,124						\$755,124
HTF-07-94100-030	2008	\$226,559						\$226,559
5268	11/13/07	\$601	EMM					\$601
								\$672
5361	7/14/08	\$770	EMM					\$770
5598	4/22/08	\$956	EMM					\$956
5745	9/30/08					\$672		\$672
	9/30/08	\$530	EMM					\$530
5576	7/5/06	\$2,276						\$2,276
5385	3/31/08					\$5,511		\$5,511
5387	9/30/08					\$3,327		\$3,327
5322	10/30/07					\$5,607		\$5,607
4983	8/31/08					\$1,225		\$1,225
5754	11/30/07					\$2,049		\$2,049
5301	11/1/07	\$833				\$1,849		\$2,682
5302	12/1/07	\$1,545				\$3,125		\$4,670
5301	11/1/07	\$833				\$1,849		\$2,682
5302	12/1/07	\$1,545				\$3,125		\$4,670
5383	11/1/07	\$7,969				\$11,048		\$19,017

5384	12/1/07	\$1,667				\$1,378		\$3,045
5582	12/1/07	\$3,800				\$8,101		\$11,901
5612	3/1/08	\$10,319				\$3,205		\$13,524
5613	6/1/08	\$3,917				\$842		\$4,759
5722	1/1/08	\$6,907				\$548		\$7,455
4885	6/15/07	\$3,700						\$3,700
4970	12/6/07	\$9,729						\$9,729
5349	10/26/08	\$6,277						\$6,277
5407	2/21/08	\$11,953						\$11,953
5468	8/7/08	\$4,507						\$4,507
5469	10/09/08	\$3,965						\$3,965
5470	10/2/08	\$6,639						\$6,639
5471	9/4/08	\$8,082						\$8,082
5621	8/7/08	\$848						\$848
5622	10/2/08	\$10,722						\$10,722
5623	11/13/08	\$5,741						\$5,741
4943	4/08	\$86						\$86
5460	6/08	\$1,358						\$1,358
5446	11/07	\$277						\$277

5332	12/07	\$406						\$406
5331	3/08	\$2,539						\$2,539
5413	2/08	\$1,987						\$1,987
5710	9/08	\$45						\$45
5363	11/07	\$4						\$4
5572	7/08	\$670						\$670
5350	12/07	\$3,066						\$3,066
5570	7/08	\$873						\$873
5458	2/08	\$122						\$122
5459	5/08	\$20						\$20
5689	7/08	\$255						\$255
5571	2/08	\$184						\$184
5055	5/31/08	\$6,486						\$6,486
5058	6/30/08	\$1,315						\$1,315
5061	11/30/07	\$2,008						\$2,008
5320	12/31/07	\$6,480						\$6,480
5358	12/31/07	\$129						\$129
5456	2/29/08	\$2,648						\$2,648
5466	6/30/08	\$2,375						\$2,375

Opp Co		\$178,167						\$178,167
5764	6/08	\$541						\$541
5599	7/08	\$887						\$887
5568	7/08	\$1,696						\$1,696
5567	7/08	\$543						\$543
5409	5/08	\$354						\$354
5374	9/08	\$663						\$663
5353	7/08	\$730						\$730
5352	7/08	\$76						\$76
5289	7/08	\$2,808						\$2,808
5184	5/08	\$286						\$286
5183	3/08	\$388						\$388
5039	1/07	\$230						\$230
4598	7/08	\$207						\$207
08.01.NON	9/08	\$22,680						\$22,680
08.02.NON	8/08	\$7,166						\$7,166
08.03.NON	8/08	\$3,035						\$3,035
08.04.NON	8/07	\$22,200						\$22,200
08.05.NON	7/08	\$2,788						\$2,788

08.06.NON	8/08	\$25,965						\$25,965
08.07.NON	7/08	\$23,782						\$23,782
08.08.NON	6/08	\$22,418						\$22,418
08.09.NON	8/08	\$28,665						\$28,665
08.10.NON	6/08	\$23,475						\$23,475
08.11.NON	6/08	\$30,860						\$30,860
08.12.NON	8/08	\$25,265						\$25,265
08.13.NON	8/08	\$10,015						\$10,015
08.14.NON	7/07	\$20,265						\$20,265
08.15.NON	7/08	\$26,347						\$26,347
08.16.NON	6/08	\$22,500						\$22,500
08.17.PI	11/07	\$2,908						\$2,908
08.18.PI	12/07	\$24,227						\$24,227
5192	8/08					\$3,236		\$3,236
5247	2/08					\$427		\$427
4909	9/08	\$407						\$407
5087	2/08	\$3,676						\$3,676
5401	9/08	\$5,721						\$5,721
5578	1/08	\$5,913						\$5,913

4867 (Hall)	12/07	\$4,125						\$4,125
4539 (Peterson)	6/08	\$588						\$588
5619 (Shephard)	6/08	\$417						\$417
5679 (Medutis)	7/08	\$8,339						\$8,339
5678 (Consiglio)	7/08	\$10,371						\$10,371
5618 (Hansen)	8/08	\$1,624						\$1,624
5266	10/07	\$10,053						\$10,053
5265	12/07	\$4,561						\$4,561
5360	12/07	\$5,126						\$5,126
5450	6/08	\$9,484						\$9,484
5451	7/08	\$8,337						\$8,337
5359	7/08	\$7,960						\$7,960
5574	9/08	\$5,063						\$5,063
5626	7/08	\$3,154						\$3,154
5728	9/08	\$2,115						\$2,115
5752	9/08	\$5,220						\$5,220
Kathy Moore	8/08	\$2,792						\$2,792
5472	12/07	\$605						\$605
5475	10/07	\$4,045						\$4,045

5585	8/08	\$2,781						\$2,781
07CCXASMU 1/BPA	12/07	\$3,105						\$3,105
07CCXGLIN1 /BPA	3/08	\$3,172						\$3,172
07CCXHOBA 1/BPA	6/08	\$1,868						\$1,868
07CCXPETE 2/BPA	3/08	\$13,924						\$13,924
07MKXBROO 1/BPA	12/07	\$2,801						\$2,801
07MKDOHE1/ BPA	12/07	\$795						\$795
07MKXIDES2 /BPA	12/07	\$925						\$925
07MKXMOO R1/BPA	10/07	\$172						\$172
08CCWXPRES /BPA	6/08	\$903						\$903
08CCXBROW 1/BPA	5/08	\$605						\$605
08CCXNORB 1/BPA	5/08	\$9,416						\$9,416
08CCXSCHI1 /BPA	5/08	\$748						\$748
08CCXSNEV 1/BPA	3/08	\$4,159						\$4,159
07CCXCALV 1/BPA	11/07	\$103						\$103
07CCXJACK1 /BPA	11/07	\$116						\$116
07CCXJONE 1/BPA	11/07	\$103						\$103
07CCXWARD 1/BPA	11/07	\$90						\$90

07JCXEATO1 /EMM	11/07	\$434						\$434
07JCXOSKA1 /EMM	12/07	\$1,436						\$1,436
07JCXPETE1 /EMM	10/07	\$273						\$273
07MKXBROO 1/EMM	12/07	\$3,856						\$3,856
07MKXIDES2 /EMM	12/07	\$731						\$731
07MKXMOO R1/EMM	10/07	\$497						\$497
07MKXSANC 1/EMM	11/07	\$443						\$443
4535	9/08	\$1,270						\$1,270
4604	9/08	\$3,710						\$3,710
4761	9/08	\$2,052						\$2,052
4762	9/08	\$1,600						\$1,600
4839	9/08	\$2,174						\$2,174
4295	9/08	\$5,506						\$5,506
4351	9/08	\$3,946						\$3,946
4432	9/08	\$4,785						\$4,785
5290-Lopez	1/08							\$12,329
5709-Beer	9/08							\$4,263
2356	10/07	\$3,548						\$3,548

2357	10/07	\$4,491						\$4,491
2355	12/07	\$2,428						\$2,428
2359	12/07	\$3,376						\$3,376
2362	3/08	\$1,919						\$1,919
2368	6/08	\$5,419						\$5,419
2367	6/08	\$2,889						\$2,889
2370	6/08	\$1,144						\$1,144
2371	7/08	\$4,133						\$4,133
2366	7/08	\$1,640						\$1,640
2364	7/08	\$2,809						\$2,809

**HOME FY 2008  
Disbursement And Unit Completion Data From IDIS**

<b>HOME DISBURSEMENTS AND UNIT COMPLETIONS</b>							
<b>ACTIVITY TYPE</b>	<b>DISBURSED AMOUNT</b>	<b>UNITS COMPLETE D</b>	<b>UNITS OCCUPIE D</b>				
Rentals	\$363,430	52	51				
TBRA	1,193,228	1,101	1,101				
First-Time Homebuyers (ADDI)	206,723	28	25				
Existing Homeowners	2,978,017	201	201				
Total Rentals and TBRA	\$1,556,658	1,153	1,152				
Total, Homebuyers and Homeowners	3,184,740	229	226				
Total All Activities	\$4,741,398	1,382	1,378				
<b>HOME UNIT COMPLETIONS BY PERCENT OF AREA MEDIAN INCOME</b>							
<b>ACTIVITY TYPE</b>	<b>0%-30%</b>	<b>31%-50%</b>	<b>51%-60%</b>	<b>61%-80%</b>	<b>0%-60%</b>	<b>0%-80%</b>	<b>Reported as Vacant</b>
Rentals	42	9	0	0	51	51	1
TBRA	986	115	0	0	1,101	1,101	0
First-Time Homebuyers (ADDI)	0	9	7	9	16	25	3
Existing Homeowners	142	55	1	3	198	201	0
Total Rentals and TBRA	1,028	124	0	0	1,152	1,152	1
<i>Lower Income Benefit %</i>	89%	11%	0%	0%	100%	100%	
Total, Homebuyers and Homeowners	142	64	8	12	214	226	3
<i>Lower Income Benefit %</i>	63%	28%	4%	5%	95%	100%	
Total Rental, Homebuyers and owners	1,170	188	8	12	1,366	1,378	3
<i>Lower Income Benefit %</i>	85%	14%	1%	1%	99%	100%	

<b>HOME COMPLETED ACTIVITIES</b> (All Program Years)							
	<b>0%-30%</b>	<b>31%-50%</b>	<b>51%-60%</b>	<b>61%-80%</b>	<b>0%-60%</b>	<b>0%-80%</b>	Reported as Vacant
<b>RENTAL ACTIVITIES</b>							
Units Completed	781	478	142	14	1,401	1,415	2
TBRA Families	7,454	983	21	4	8,458	8,462	0
Lower Income Benefit %	83%	15%	2%	0%	100%	100%	
<b>HOMEBUYER ACTIVITIES</b>							
Units Completed	15	74	57	85	146	231	3
Lower Income Benefit %	7%	32%	25%	37%	63%	100%	
<b>HOMEOWNER ACTIVITIES</b>							
Units Completed	1,294	704	32	13	2,030	2,043	0
Lower Income Benefit %	63%	35%	2%	0%	99%	100%	
<b>TOTALS BY MEDIAN INCOME</b>							
Units Completed	2,090	1,256	231	112	3,577	3,689	5
TBRA Families	7,454	983	21	4	8,458	8,462	0
Lower Income Benefit %	79%	18%	2%	1%	99%	100%	

## Table Notes

### General Information

This is information gathered from a standard pre-programmed report (C04PR16) from HUD's Integrated Disbursement and Information System (IDIS) that summarizes accomplishments under HOME. As projects are completed, information on disbursements and services by percent of area median income (household income type) are entered into the IDIS system.

- CTED uses HOME for developing and preserving multi-family rental units under the "Rentals" category.
- The first-time homebuyer units noted in the report are funded with American Dream Downpayment Initiative (ADDI) funds, a set-aside of HOME funds for first-time homebuyers.
- HOME funds for existing homeowners reflect the activities of the Home Repair and Rehabilitation Program (HRRP). This program provides repair and rehabilitation of low-income owner occupied single-family dwellings combined with federal, state and locally-funded weatherization services.

### HOME Disbursement and Unit Completions

This is a report of disbursements of HOME funds by activity and by units completed and occupied. CTED has not located a report that will provide disbursement activity by household income type, within each activity. For example, there is no IDIS report that will indicate the amount disbursed for Rental projects that benefited those households with incomes of 0 - 30 percent.

### HOME Unit Completions by Percent of Area Median Income

This is a report of households served in each activity area, by the percent of area median income group. For example, of the units completed and occupied in a given year in the "Rentals" line item activity, the number of households with incomes between 0 – 30 percent, 31 – 50 percent, 51 – 60 percent or 61 – 80 percent are so noted in the report.

### HOME Completed Activities

This is a report of households served in the rental, including Tenant Based Rental Assistance (TBRA) and homebuyer and homeowner activities, by the percent of area median income group. However, unlike the reports for Rentals and Existing Homeowners, there is no separate report by program year. This table represents information reported for all program years. There is no IDIS report that will show TBRA information by program year.

### Historical Data

Information from 1999-2008 on the percentage of units completed for extremely-low income households (0 – 30 percent) is provided below:

### Households at 0 – 30 percent of Area Median Income

Activity	Program Year									
	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008
Rentals	54%	63%	57%	58%	59%	55%	83%	83%	73%	89%
First-Time Homebuyers	0	0	0	0	0	0	15%	9%	0	0
Existing Homeowners	65%	55%	62%	60%	65%	73%	62%	63%	68%	70%

**Section 3 Summary Report**  
 (HUD 60002)  
 Economic Opportunities for  
 Low – and Very Low-Income Persons

U.S. Department of Housing  
 and Urban Development  
 Office of Fair Housing  
 and Equal Opportunity

OMB Approval No: 2529-0043  
 (exp. 8/31/2007)

Hud Field Office:  
 Seattle

See page 2 for Public Reporting Burden statement

1. <b>Recipient Name &amp; Address:</b> (street, city, state, zip) State of Washington Department of Community, Trade and Economic Development P.O. Box 42525 Olympia, WA 98504-2525		2. Federal Identification: (contract/award no.) M08-SG-53-0100	3. <b>Dollar Amount of Award:</b> \$10,302,260
		4. <b>Contact Person</b> Doug Hunter	5. <b>Phone:</b> (Include area code) 360-725-2924
		6. Reporting Period: 1/1/08 – 12/31/08	7. <b>Date Report Submitted:</b> 3/31/09
8. Program Code * <input type="text" value="6"/> (Use a separate sheet for each program code)	9. <b>Program Name:</b> HOME Investment Partnership Program		

**Part I: Employment and Training (\*\* Include New Hires in columns E & F.)**

A Job Category	B Number of New Hires	C Number of New Hires that are Sec. 3 Residents	D % of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents	E** % of Total Staff Hours for Section 3 Employees and Trainees	F** Number of Section 3 Employees and Trainees
Professionals	0	0	0	0	0
Technicians	0	0	0	0	0
Office/Clerical	0	0	0	0	0
Construction by Trade (List Trade	0	0	0	0	0
Trade					
Trade					
Trade					
Trade					
Other (List)					
<b>Total</b>					

\* Program Codes Administered  
 1 = Flexible Subsidy  
 2 = Section 202/811  
 3 = Public/Indian Housing  
 A = Development,  
 B = Operation  
 C = Modernization  
 4 = Homeless Assistance  
 5 = HOME  
 6 = HOME State Administered  
 7 = CDBG Entitlement  
 8 = CDBG State  
 9 = Other CD Programs  
 10 = Other Housing Programs

## Part II: Contracts Awarded

### 1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$ 4,426,825
B. Total dollar amount of contracts awarded to Section 3 businesses	\$ 3,015,194
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	68 %
D. Total number of Section 3 businesses receiving contracts = 1	

### 2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$ 0
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving non-construction contracts	0

## Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensure that employment and other economic opportunities generated by its housing and community development assistance programs as directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

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## **PART 3**

# **HOUSING OPPORTUNITIES FOR PEOPLE WITH HIV/AIDS (HOPWA)**

# Housing Opportunities For People With Hiv/Aids (HOPWA)

## Accomplishments Data - PER Chart 1 (planned goal) and Chart 2 (actual)

<b>HOPWA Performance Planned Goal and Actual</b>		Output Households				Funding	
		HOPWA Assistance		Non-HOPWA			
		a.	b.	c.	d.	e.	f.
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
<b>Housing Subsidy Assistance</b>		<b>Output Households</b>					
1.	Tenant-Based Rental Assistance	59	47			156,253	155,679
2a.	Households in permanent housing facilities that receive operating subsidies/leased units	8	8			47,456	47,456
2b.	Households in transitional/short-term housing facilities that receive operating subsidies/leased units						
3a.	Households in permanent housing facilities developed with capital funds and placed in service during the program year						
3b.	Households in transitional/short-term housing facilities developed with capital funds and placed in service during the program year						
4.	Short-Term Rent, Mortgage and Utility Assistance	374	264		5	197,202	170,370
5.	Adjustments for duplication (subtract)						
6.	<b>Total Housing Subsidy Assistance</b>	441	319		5	400,911	373,505
<b>Housing Development (Construction and Stewardship of facility based housing)</b>		<b>Output Units</b>					
7.	Facility-based units being developed with capital funding but not opened (show units of housing planned)						
8.	Stewardship Units subject to 3 or 10 year use agreements						
9.	<b>Total Housing Developed</b>						
<b>Supportive Services</b>		<b>Output Households</b>					
10a.	Supportive Services provided by project sponsors also delivering HOPWA housing assistance	301	275			150,221	148,521
10b.	Supportive Services provided by project sponsors serving households who have other housing arrangements						
11.	Adjustment for duplication (subtract)						
12.	<b>Total Supportive Services</b>	301	275			150,221	148,521
<b>Housing Placement Assistance Activities</b>							
13.	Housing Information Services	10	17				
14.	Permanent Housing Placement Services	19	25			11,408	11,408
15.	Adjustment for duplication						
16.	<b>Total Housing Placement Assistance</b>	29	42			11,408	11,408
<b>Grant Administration and Other Activities</b>							
17.	Resource Identification to establish, coordinate and develop housing assistance resources						
18.	Technical Assistance (if approved in grant agreement)						
19.	Grantee Administration (maximum 3% of total HOPWA grant)					18,660	18,660
20.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					42,233	39,695
<b>Total Expenditures for program year (Sum of rows 6, 9, 12, 16, and 20)</b>						623,433	591,789

**PART 4**

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
PROGRAM**

## Community Development Block Grant (CDBG)

This report describes the use of the state's CDBG funds during its January 1, 2008 through December 31, 2008 program year and assesses how that use accomplishes the priorities identified in the state's 2008 Action Plan. The state's CDBG resources are divided into specific funds to target investment towards local and state priorities in collaboration with funding partners. The state's annual Action Plan contains a complete description of each CDBG fund, including application requirements and award processes, and is available on CTED's website at [www.cted.wa.gov/cdbg](http://www.cted.wa.gov/cdbg).

### Use of CDBG Funds in 2008

The following table compares CDBG fund allocations and the number of projects funded between 2007 and 2008. In addition to the grant programs listed, there are three CDBG-supported economic development loan fund programs, described in Part 5.

### 2007-2008 Summary of Funds Allocation

CDBG Program	2007 Funds Allocated in Action Plan	2007 Funds Awarded & # of Grants	2008 Funds Allocated in Action Plan	2008 Funds Awarded & # of Grants
Community Investment Fund	\$3,222,593	\$4,376,381 (9)	\$0	\$0
General Purpose Grant	\$7,500,000	\$7,500,000 (11)	\$12,000,000	\$11,120,901 (19)
Housing Enhancement	\$950,000	\$0 (0)	\$1,000,000	\$1,300,000 (5)
Housing Rehabilitation	\$1,000,000	\$1,000,000 (2)	\$0	\$0
Imminent Threat Grant	\$200,000	\$258,000 (1)	\$200,000	\$0
Planning-Only Grant	\$500,000	\$307,225 (11)	\$300,000	\$300,500 (10)
Public Services Grant	\$1,589,400	\$1,589,400 (12)	\$1,589,400	\$1,589,400 (12)
<b>Sub-Total:</b>	\$14,961,993	\$15,031,006 (46)	\$15,089,400	\$14,310,801 (45)
HUD Award	<b>Estimated</b> \$15,527,828	<b>Actual</b> \$15,561,480	<b>Estimated</b> \$15,561,480	<b>Actual</b> \$15,200,000
Less \$100,000 and 3% for administration and technical assistance	(\$565,835)	(\$566,844)	(\$566,844)	(\$556,000)
Left for Grants	\$14,961,993	\$14,994,636	\$14,994,636	\$14,644,000
Plus Contingency Balance		Begin <b>2007</b> \$2,789,407	\$2,500,000	Begin <b>2008</b> <b>\$3,624,228</b>
<b>Total Available For Grants</b>		<b>2007</b> \$17,784,043	\$17,494,636	<b>2008</b> <b>\$18,618,864</b>
Applications Received		\$44,956,152 (78)		\$25,454,292 (66)

The CDBG Program uses its financial and staff resources to partner with local governments to build livable, vibrant communities that meet the economic, environmental, and social needs of citizens throughout the state (CTED Strategic Plan's Goal #1). The methods of distribution from the 2008 Action Plan were followed to accomplish the CDBG Program's funding priorities:



*A project must rank high in comparison to other similar projects on a state and local level using the following priorities:*

- 1. The project addresses a public health and safety issue.*
- 2. It improves essential services to low- and moderate-income persons.*
- 3. It completes a necessary and specific step in a broader community development strategy.*

The following pages list the assisted community projects by each CDBG grant fund.

### **2008 General Purpose Grants**

The CDBG General Purpose Grant program follows an annual statewide competitive application process to fund local projects demonstrating an urgent need, readiness to proceed, and the capacity to manage the project to completion and results commensurate with public investment. 33 applications for 2008 funds were received, with requests totaling over \$21 million. Applications were separated into similar types of projects and rated and scored against each other. A consistency review was conducted to evaluate overall consistency in scoring between the sub-groups. Applicants that were not selected for funding were offered a debriefing and technical assistance on the development and financing of their projects.

<b>Jurisdiction</b>	<b>Type of Project</b>	<b>Funding</b>
Aberdeen	Housing Rehabilitation	\$500,000
Chelan	Community Facility	\$390,000
Coulee City	Public Facility – Sewer	\$1,000,000
Cowlitz County	Community Facility	\$200,000
Grandview	Public Facility – Streets	\$660,000
Granger	Public Facility – Water	\$480,000
Grays Harbor County	Community Facility	\$750,000
Ilwaco	Community Facility	\$500,000
Kittitas	Public Facility – Fire	\$553,440
Mansfield	Public Facility- Sewer	\$960,000
Newport	Public Facility – Streets	\$623,139
Port Townsend	Public Facility – Streets	\$60,000
Royal City	Public Facility – Water	\$500,000
Skagit County	Community Facility	\$894,100
Tekoa	Public Facility – Sewer	\$99,812
Thurston County	Housing Rehabilitation	\$811,000
Twisp	Public Facility – Water	\$500,000
Whatcom County	Community Facility	\$1,000,000
<b>TOTAL</b>		<b>\$10,481,491</b>

### 2008 Housing Enhancement Grants

Housing Enhancement Grants fill a financial gap in a larger project selected for funding by the state's Housing Trust Fund (HTF) program. Typically the CDBG funds are used for off-site infrastructure costs or improvements to the site not eligible for HTF funding and where CDBG funds are critical to the viability of the affordable housing project's success. Four Housing Enhancement Grants were awarded in 2008.

<b>Jurisdiction</b>	<b>Type of Project</b>	<b>Funding</b>
Port Townsend	Infrastructure in support of new LMI housing	\$425,000
Royal City	Infrastructure in support of new LMI housing	\$250,000
Wapato	Infrastructure in support of new LMI housing	\$400,000
San Juan County	Infrastructure in support of new LMI housing	\$225,000
<b>TOTAL</b>		<b>\$1,300,000</b>

### 2008 Planning-Only Grants

Planning-Only Grants support a low-income community's efforts to prepare for change, consult with locals and professionals, develop good ideas within their own community, and plan the implementation of priority projects. 15 applications were received for Planning Only funding for a total of \$430,741. 10 projects were selected for funding. Ten projects were selected for funding for a total of \$300,500.

<b>Jurisdiction</b>	<b>Type of Project</b>	<b>Funding</b>
Bridgeport	Water System Plan Update	\$24,000
Farmington	Wastewater Facility Plan	\$35,000
George	Water System Plan Update	\$35,000
Grays Harbor County	Housing Needs Assessment	\$24,000
LaCrosse	Wastewater Facility Plan	\$24,000
Morton	Wastewater Facility Plan	\$35,000
Pacific County	Community Facility Feasibility Plan	\$24,000
South Bend	Water System Plan Update	\$24,000
Vader	Wastewater Facility Update	\$29,500
Winlock	Critical Area Ordinance	\$35,000
<b>TOTAL</b>		<b>\$289,500</b>

The funded planning activities ensure wise and strategic investment of future public investment. Program analysis finds generally a lag of three years for a project to move from planning to construction, especially for projects involving multiple funding partners and requiring regulatory approval. Some planning activities, such as comprehensive planning, do not directly result in a construction project. Typically, communities that have conducted a planning process are more ready to proceed when applying for construction funding and complete their projects on-time.

### 2008 Public Services Grants

CDBG provides funds to 12 rural counties to provide services to low- and moderate-income persons through a partnership with the local Community Action Agency. The services provided are focused on expanding existing services to new clients, improving services and service delivery or providing new services. CDBG has provided funding annually for the last 10 years to support this ongoing partnership.

Services provided are essential to low-income persons to help them gain the skills and abilities to move into self-sufficiency.

<b>Jurisdiction</b>	<b>Type of Project</b>	<b>Amount</b>
Asotin County	Public Services	\$41,429
Grant County	Public Services	\$170,844
Grays Harbor County	Public Services	\$169,125
Jefferson County	Public Services	\$145,865
Kittitas County	Public Services	\$113,229
Okanogan County	Public Services	\$128,893
Skamania County	Public Services	\$108,434
Stevens County	Public Services	\$135,371
Thurston County	Public Services	\$119,894
Walla Walla County	Public Services	\$135,229
Whitman County	Public Services	\$128,539
Yakima County	Public Services	\$192,548
<b>TOTAL</b>		<b>\$1,589,400</b>

**2008 Imminent Threat** (no application were received for this funding set-aside.)

### **2008 Float-Funded Activity Grants Interim Construction Financing**

In January 2008, HUD notified CDBG that their Float-Funded Interim Construction program, which offered interim construction financing to local jurisdictions where the take out financing was a partnership with USDA Rural Development, was no longer allowable. Existing agreements previously reported will be honored, but no new agreements made.

### **2008 CDBG Grants by Project Categories**

In program year 2008, the state CDBG program awarded 45 contracts for projects in the following categories: Public Facilities, Community Facilities, Public Services, Housing Rehabilitation and Planning Only. No awards were made for Clearance/Demolition or for Imminent Threat. The total amount of funding awarded and percentage of the total are listed below.

<b>Type of Project</b>	<b>Funding Total</b>	<b>Percentage of Total</b>
Public Facilities	\$7,386,801	52%
Community Facilities	\$3,734,100	26%
Public Services	\$1,589,400	11%
Housing Rehabilitation	\$1,311,000	9%
Planning Only	\$300,500	2%

### **2008 Supplemental Grants**

Supplemental Grant requests are awarded on a funds available basis from the CDBG Contingency Fund. Supplemental Grant awards are intended as a last resort funding option for grantees whose approved projects have encountered unanticipated cost overruns.

<b>Jurisdiction</b>	<b>Project Type</b>	<b>Funding</b>
Walla Walla	Wastewater system improvements	\$59,673
Grant County	Water system improvements	\$113,400
Okanogan City	Water System improvements	\$136,268
Klickitat County	Water System improvements	\$213,000
George	Community facility	\$152,720
Washtucna	Wastewater System improvements	\$80,000
<b>TOTAL</b>		<b>\$755,061</b>

### **Geographic Allocation**

The state CDBG Program awards grants to rural cities, towns and counties across the state. Eligible (non-entitlement) applicants are Washington State cities and towns with less than 50,000 in population or counties with less than 200,000 in population that are non-entitlement jurisdictions or are not participants in a HUD Urban County Entitlement Consortium. The entitlement counties and cities receive CDBG funds directly from HUD. The state CDBG program does not target specific geographic areas of the state, however, in 2008 CDBG funds were awarded to a county, city or town in 30 of the 33 non-entitlement counties, successfully supporting projects throughout the state.

### **Low- and Moderate-Income Persons Served**

Low- and moderate-income is defined as 80 percent of county median income. Approximately 95 percent of the CDBG-funded projects during the past three years met the HUD national objective of principally benefiting persons of low- and moderate-income. This **exceeds** the federal requirement of 70 percent of funds used to directly benefit persons of low and moderate income and reflects the state's efforts to target funds to communities with the greatest needs.

The 2008 CDBG projects anticipate benefiting 191,475 persons, of which 153,841 (80%) meet the low- and moderate-income criteria. Race and ethnicity data on persons benefiting from CDBG projects has been provided to HUD electronically through the Integrated Disbursement Information System (IDIS). The data is available to the public upon request.

### **Leveraging of Resources**

Of the \$14,310,801 awarded in 2008, over \$38 million in additional funds were leveraged for directly related project activities. This represents over a 1:3 leveraging ratio. Funds leveraged come from a variety of federal, state, local and private sources, attesting to the CDBG program's ability and flexibility to build effective partnerships within the state's rural communities.

### **Timely Use of Funds**

HUD reviews the state CDBG Program for timeliness, in accordance with 24 CFR Part 570.494, and recommends that 95 percent of funds should be awarded/obligated to eligible local governments within 12 months of the state signing its grant agreement with HUD. Washington State meets this standard and has obligated 95 percent of its CDBG 2008 funds within the applicable 12 months period.

### **Potential Program Changes**

Over the last several years, the state CDBG program has received smaller federal awards resulting in less money to fund administration of the program. The work load to manage the CDBG projects has not decreased, so the state has had to look for ways to streamline the program and create efficiencies in the business processes. The following are changes being undertaken:

- Reduced the number of CDBG set-aside from 6 to 4, eliminating the Housing Rehabilitation Set-aside and Community Investment Program. Communities were encouraged to apply for Housing Rehabilitation funding through the General Purpose Grant. Staff provided technical assistance to communities who would have applied for the Community Investment Grants to help them get ready to apply instead for 2009 General Purpose Grants.
- CDBG staff work collaboratively with other CTED programs to provide technical assistance to rural communities.
- CTED created a cross department infrastructure back office contracts management unit that is responsible for managing infrastructure contracts from point of execution through project completion and loan repayment. The new Contracts Administration Unit (CAU) opened for business May 1, 2008 and is managing planning and construction contracts for CDBG, Capital Programs, Public Works Trust Fund (PWTF), Drinking Water State Revolving Fund (DWSRF), Water Systems Acquisition and Rehabilitation (WSARP), and Community Economic Revitalization Board (CERB).

The CDBG Program is beginning its consultation process with stakeholders and community representatives to consider program changes and to develop its 2010-2015 Consolidated Plan.

# STATE OF WASHINGTON CDBG FINANCIAL DATA

FEDERAL FISCAL YEAR 2008

GRANT # B-08-DC-53-0001

GRANT AMOUNT :	\$15,200,000.00
PROGRAM ADMINISTRATIVE CAP :	\$304,000.00
TECHNICAL ASSISTANCE ADMINISTRATIVE CAP :	\$152,000.00
108 LOAN DEFAULT AMOUNT :	\$0.00
AMOUNT OBLIGATED TO RECIPIENTS :	\$14,744,000.00
AMOUNT DRAWN :	\$0.00

## 2008 PROGRAM YEAR ACTIVITY

<b>PROGRAM INCOME</b>	<b>EARNED :</b> \$34,314.70	<b>SPENT :</b> \$34,314.70	<b>FLOAT LOANS :</b> \$0.00	<b>INTERIM FINANCING :</b> \$0.00
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	OBLIGATED	SPENT
TOTAL FUNDS:	\$14,306,461.05	\$3,604,563.21
PROGRAM ADMINISTRATION:	\$304,000.00	\$0.00
TECHNICAL ASSISTANCE:	\$152,000.00	\$0.00
TOTAL PROJECTS UNDER CONTRACT:	\$13,850,461.05	\$3,604,563.21

PROJECT TOTALS BY NATIONAL OBJECTIVE	LOW MODERATE:	\$13,850,461.05	\$3,604,563.21
	URGENT NEED:	\$0.00	\$0.00
	SLUM/BLIGHT:	\$0.00	\$0.00

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## STATE OF WASHINGTON CDBG FINANCIAL DATA

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FEDERAL FISCAL YEAR 2007

GRANT # B-07-DC-53-0001

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GRANT AMOUNT :	\$15,561,480.00
PROGRAM ADMINISTRATIVE CAP :	\$456,230.00
TECHNICAL ASSISTANCE ADMINISTRATIVE CAP :	\$110,614.00
108 LOAN DEFAULT AMOUNT :	\$0.00
AMOUNT OBLIGATED TO RECIPIENTS :	\$14,994,636.00
AMOUNT DRAWN :	\$11,209,323.82

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### 2007 PROGRAM YEAR ACTIVITY

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<b>PROGRAM INCOME</b>	<b>EARNED :11,325,211.35</b>	<b>SPENT :\$11,325,211.35</b>	<b>FLOAT LOANS : \$1,980,000.00</b>	<b>INTERIM FINANCING : \$5,042,000.00</b>
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	OBLIGATED	SPENT
TOTAL FUNDS:	\$24,401,864.86	\$13,379,185.05
PROGRAM ADMINISTRATION:	\$456,230.00	\$453,640.47
TECHNICAL ASSISTANCE:	\$110,614.00	\$94,271.07
TOTAL PROJECTS UNDER CONTRACT:	\$23,835,020.86	\$12,831,273.51

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PROJECT TOTALS BY NATIONAL OBJECTIVE	LOW MODERATE:	\$23,615,807.62	\$12,612,060.27
	URGENT NEED:	\$219,213.24	\$219,213.24
	SLUM/BLIGHT:	\$0.00	\$0.00

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## STATE OF WASHINGTON CDBG FINANCIAL DATA

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FEDERAL FISCAL YEAR 2006

GRANT # B-06-DC-53-0001

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GRANT AMOUNT :	\$15,527,828.00
PROGRAM ADMINISTRATIVE CAP :	\$422,027.36
TECHNICAL ASSISTANCE ADMINISTRATIVE CAP :	\$143,807.64
108 LOAN DEFAULT AMOUNT :	\$0.00
AMOUNT OBLIGATED TO RECIPIENTS :	\$14,961,993.00
AMOUNT DRAWN :	\$15,527,828.00

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### 2006 PROGRAM YEAR ACTIVITY

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<b>PROGRAM INCOME</b>	<b>EARNED : \$1,320,549.57</b>	<b>SPENT : \$1,320,549.57</b>	<b>FLOAT LOANS : \$1,050,000.00</b>	<b>INTERIM FINANCING : \$2,547,000.00</b>
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	OBLIGATED	SPENT
TOTAL FUNDS:	\$22,092,769.27	\$19,685,001.97
PROGRAM ADMINISTRATION:	\$422,027.36	\$422,027.36
TECHNICAL ASSISTANCE:	\$143,807.64	\$143,807.64
TOTAL PROJECTS UNDER CONTRACT:	\$21,526,934.27	\$19,119,166.97

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PROJECT TOTALS BY NATIONAL OBJECTIVE	LOW MODERATE:	\$21,526,934.27	\$19,119,166.97
	URGENT NEED:	\$0.00	\$0.00
	SLUM/BLIGHT:	\$0.00	\$0.00

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## STATE OF WASHINGTON CDBG FINANCIAL DATA

FEDERAL FISCAL YEAR 2005

GRANT # B-05-DC-53-0001

GRANT AMOUNT :	\$17,295,437.00
PROGRAM ADMINISTRATIVE CAP :	\$445,909.00
TECHNICAL ASSISTANCE ADMINISTRATIVE CAP :	\$172,954.00
108 LOAN DEFAULT AMOUNT :	\$0.00
AMOUNT OBLIGATED TO RECIPIENTS :	\$16,676,574.00
AMOUNT DRAWN :	\$17,295,437.00

### 2005 PROGRAM YEAR ACTIVITY

<b>PROGRAM INCOME</b>	EARNED : \$651,444.40	SPENT : \$651,444.40	FLOAT LOANS : \$350,000.00	INTERIM FINANCING : \$0.00
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	OBLIGATED	SPENT
TOTAL FUNDS:	\$19,016,531.10	\$18,664,727.50
PROGRAM ADMINISTRATION:	\$455,909.00	\$455,909.00
TECHNICAL ASSISTANCE:	\$162,954.00	\$162,954.00
TOTAL PROJECTS UNDER CONTRACT:	\$18,397,668.10	\$18,045,864.50

	LOW MODERATE:	URGENT NEED:	SLUM/BLIGHT:
PROJECT TOTALS BY NATIONAL OBJECTIVE	\$18,350,668.10	\$24,000.00	\$23,000.00
		\$24,000.00	\$23,000.00

## STATE OF WASHINGTON CDBG FINANCIAL DATA

FEDERAL FISCAL YEAR 2004

GRANT # B-04-DC-53-0001

GRANT AMOUNT :	\$18,651,019.00
PROGRAM ADMINISTRATIVE CAP :	\$473,020.00
TECHNICAL ASSISTANCE ADMINISTRATIVE CAP :	\$186,510.00
108 LOAN DEFAULT AMOUNT :	\$0.00
AMOUNT OBLIGATED TO RECIPIENTS :	\$17,991,489.00
AMOUNT DRAWN :	\$18,651,019.00

### 2004 PROGRAM YEAR ACTIVITY

<b>PROGRAM INCOME</b>	EARNED : \$1,670,087.26	SPENT : \$1,670,087.26	FLOAT LOANS : \$8,400,000.00	INTERIM FINANCING : \$0.00
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	OBLIGATED	SPENT
TOTAL FUNDS:	\$31,425,402.40	\$31,425,402.40
PROGRAM ADMINISTRATION:	\$544,973.80	\$544,973.80
TECHNICAL ASSISTANCE:	\$133,953.20	\$133,953.20
TOTAL PROJECTS UNDER CONTRACT:	\$30,746,475.40	\$30,746,475.40

PROJECT TOTALS BY NATIONAL OBJECTIVE	LOW MODERATE:	\$30,725,208.80	\$30,725,208.80
	URGENT NEED:	\$21,266.60	\$21,266.60
	SLUM/BLIGHT:	\$0.00	\$0.00

## STATE OF WASHINGTON CDBG FINANCIAL DATA

FEDERAL FISCAL YEAR 2003

GRANT # B-03-DC-53-0001

GRANT AMOUNT :	\$18,944,000.00
PROGRAM ADMINISTRATIVE CAP :	\$478,880.00
TECHNICAL ASSISTANCE ADMINISTRATIVE CAP :	\$189,440.00
108 LOAN DEFAULT AMOUNT :	\$0.00
AMOUNT OBLIGATED TO RECIPIENTS :	\$18,275,680.00
AMOUNT DRAWN :	\$18,944,000.00

### 2003 PROGRAM YEAR ACTIVITY

<b>PROGRAM INCOME</b>	EARNED : \$49,402.19	SPENT : \$49,402.19	FLOAT LOANS : \$1,905,000.00	INTERIM FINANCING : \$969,850.00
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	OBLIGATED	SPENT
TOTAL FUNDS:	\$22,514,755.28	\$22,514,755.28
PROGRAM ADMINISTRATION:	\$488,864.83	\$488,864.83
TECHNICAL ASSISTANCE:	\$179,455.17	\$179,455.17
TOTAL PROJECTS UNDER CONTRACT:	\$21,846,435.28	\$21,846,435.28

PROJECT TOTALS BY NATIONAL OBJECTIVE	LOW MODERATE:	\$21,724,068.60	\$21,724,068.60
	URGENT NEED:	\$0.00	\$0.00
	SLUM/BLIGHT:	\$122,366.68	\$122,366.68

## STATE OF WASHINGTON CDBG FINANCIAL DATA

FEDERAL FISCAL YEAR 2002

GRANT # B-02-DC-53-0001

GRANT AMOUNT :	\$16,183,000.00
PROGRAM ADMINISTRATIVE CAP :	\$423,660.00
TECHNICAL ASSISTANCE ADMINISTRATIVE CAP :	\$161,830.00
108 LOAN DEFAULT AMOUNT :	\$444,875.50
AMOUNT OBLIGATED TO RECIPIENTS :	\$15,152,634.50
AMOUNT DRAWN :	\$16,183,000.00

### 2002 PROGRAM YEAR ACTIVITY

<b>PROGRAM INCOME</b>	EARNED : \$5,782,564.83	SPENT : \$5,782,564.83	FLOAT LOANS : \$700,000.00	INTERIM FINANCING : \$0.00
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	OBLIGATED	SPENT
TOTAL FUNDS:	\$21,126,303.25	\$21,126,303.25
PROGRAM ADMINISTRATION:	\$423,660.00	\$423,660.00
TECHNICAL ASSISTANCE:	\$161,830.00	\$161,830.00
TOTAL PROJECTS UNDER CONTRACT:	\$20,540,813.25	\$20,540,813.25

	LOW MODERATE:	\$20,540,813.25	\$20,540,813.25
PROJECT TOTALS BY NATIONAL OBJECTIVE	URGENT NEED:	\$0.00	\$0.00
	SLUM/BLIGHT:	\$0.00	\$0.00

## STATE OF WASHINGTON CDBG FINANCIAL DATA

FEDERAL FISCAL YEAR 2001

GRANT # B-01-DC-53-0001

GRANT AMOUNT :	\$16,248,000.00
PROGRAM ADMINISTRATIVE CAP :	\$424,960.00
TECHNICAL ASSISTANCE ADMINISTRATIVE CAP :	\$162,480.00
108 LOAN DEFAULT AMOUNT :	\$861,271.00
AMOUNT OBLIGATED TO RECIPIENTS :	\$14,799,289.00
AMOUNT DRAWN :	\$16,248,000.00

### 2001 PROGRAM YEAR ACTIVITY

<b>PROGRAM INCOME</b>	EARNED : \$1,824,588.68	SPENT : \$1,825,588.68	FLOAT LOANS :	\$0.00	INTERIM FINANCING :	\$0.00
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	OBLIGATED	SPENT
TOTAL FUNDS:	\$17,180,051.12	\$17,180,051.12
PROGRAM ADMINISTRATION:	\$424,960.00	\$424,960.00
TECHNICAL ASSISTANCE:	\$162,480.00	\$162,480.00
TOTAL PROJECTS UNDER CONTRACT:	\$16,592,611.12	\$16,592,611.12

	LOW MODERATE:	\$16,572,059.89	\$16,572,059.89
PROJECT TOTALS BY NATIONAL OBJECTIVE	URGENT NEED:	\$20,551.23	\$20,551.23
	SLUM/BLIGHT:	\$0.00	\$0.00

## STATE OF WASHINGTON CDBG FINANCIAL DATA

FEDERAL FISCAL YEAR 2000

GRANT # B-00-DC-53-0001

GRANT AMOUNT :	\$15,021,000.00
PROGRAM ADMINISTRATIVE CAP :	\$400,420.00
TECHNICAL ASSISTANCE ADMINISTRATIVE CAP :	\$150,210.00
108 LOAN DEFAULT AMOUNT :	\$65,533.50
AMOUNT OBLIGATED TO RECIPIENTS :	\$14,404,836.50
AMOUNT DRAWN :	\$15,021,000.00

### 2000 PROGRAM YEAR ACTIVITY

<b>PROGRAM INCOME</b>	EARNED : \$6,654,305.56	SPENT : \$6,654,305.56	FLOAT LOANS : \$4,500,000.00	INTERIM FINANCING :	\$0.00
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	OBLIGATED	SPENT
TOTAL FUNDS:	\$17,373,756.44	\$17,373,756.44
PROGRAM ADMINISTRATION:	\$400,420.00	\$400,420.00
TECHNICAL ASSISTANCE:	\$150,210.00	\$150,210.00
TOTAL PROJECTS UNDER CONTRACT:	\$16,823,126.44	\$16,823,126.44



## Part II: Contracts Awarded

### 1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$ 14,610,720
B. Total dollar amount of contracts awarded to Section 3 businesses	\$ 9,639,374
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	66 %
D. Total number of Section 3 businesses receiving contracts = 24	

### 2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$ 412,316
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$ 123,098
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	30 %
D. Total number of Section 3 businesses receiving non-construction contracts	4

## Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensure that employment and other economic opportunities generated by its housing and community development assistance programs as directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

**PART 5**

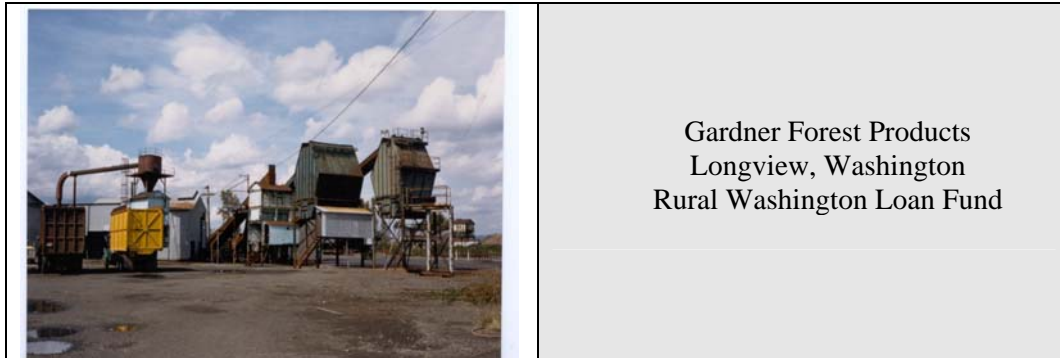
**CDBG-SUPPORTED  
ECONOMIC DEVELOPMENT LOAN FUND PROGRAMS**

## CDBG-Supported Economic Development Loan Fund Programs

The state of Washington manages three Community Development Block Grant (CDBG) supported Loan Fund Programs:

- Section 108 Loan Guarantee Program
- Rural Washington Loan Fund
- Float Loan Program

The purpose of this section is to report activity for these three funds during program year 2008 (January 1-December 31, 2008). This part provides information detailing loan activity and balances for the year.



### Current Loan Activity For Program Year 2008

#### Section 108 Loan Guarantee Program

Section 108 is the loan guarantee provision of the CDBG program. Section 108 provides communities with a source of financing for economic development, housing rehabilitation, public facilities, and large-scale physical development projects. Regulations governing the Section 108 program may be found at 24 CFR 570, Subpart M, “Loan Guarantees.” A list of obligations current as of December 31, 2008 is in the table below.

Although a pledge to back a loan guaranteed project does not immediately reduce the state's CDBG allocation, future reductions due to payment default may result in the reduction of the state’s annual award. Reductions to the state’s annual award are absorbed by the Contingency Fund. Reductions in excess of the available balance within the Contingency Fund are to be absorbed proportionally by all CDBG grant programs (non-loan fund programs). In program year 2008, the state pledged \$15 million to be used for the Loan Guarantee Program. No Loan Guarantee projects were completed in 2008. Total loan guarantee fees collected in 2008 were \$0.

#### Detail of Existing Section 108 Loan Guarantee Projects

Name	Location	Year	Original Amount	Balance as of 12/31/08	CDBG Fund Losses	Maturity Date
Shilo Inn	Ocean Shores	1994	\$3,600,000	\$1,655,000	0	8/1/2014
Everybody’s of Raymond	Raymond	2001	\$1,960,000	\$1,180,000	0	8/1/2016
Grays Harbor PDA	Grays Harbor Co.	2001	\$4,565,000	\$3,965,000	0	8/1/2021
Maritime Center	Pt. Townsend	2002	\$1,000,000	\$690,000	0	8/1/2023
<b>Total Currently Obligated:</b>				<b>\$7,490,000</b>		

## Rural Washington Loan Fund

The Rural Washington Loan Fund (RWLF), administered by the International Trade and Economic Development Division within CTED, was created by the Washington State Legislature to provide "gap financing" to small businesses, primarily in economically distressed and timber-impacted areas of the state. To conform to the State Constitution, the RWLF Program exchanges the state appropriated RWLF funds with an equal amount of CDBG Program funds. RWLF is guided by RCW 43.168 in addition to HUD regulations. The table below details a listing of jurisdictions that have participated in using this resource to support businesses that are currently holding loans.

The total beginning cash balance for the RWLF Program as of January 1, 2008 was \$4,668,532.45. The total ending cash balance for the RWLF Program as of December 31, 2008 was \$6,011,464.39 (amount available for re-lending in 2009 as well as any eligible administrative costs of up to two percent of program income received).

### Outstanding RWLF Loans (as of 12/31/08)

<u>Sponsoring Jurisdiction</u>	<u>Calendar Year Lent</u>	<u>Original Loan Amount</u>	<u>Total Payments to 12/31/08</u>	<u>Principal Balance Due (12/31/08)</u>
City of Naches	2007	\$282,321	\$52,921.82	\$270,465.28
City of Union Gap	2007	\$250,000	\$31,952.40	\$243,679.94
Yakima County	2007	\$981,000	\$333,740.16	\$730,621.83
City of Bingen	2006	\$50,000	\$12,545.94	\$46,296.81
City of Ellensburg	2005	\$500,000	\$141,017.04	\$448,203.74
City of Sedro-Woolley	2004	\$700,000	\$623,239.85	\$162,215.92
City of Selah	2004	\$100,000	\$58,722.10	\$56,749.49
Town of Waterville	2003	\$314,000	\$182,208.70	\$181,232.82
City of Union Gap	2003	\$400,000	\$247,739.55	\$214,801.27
City of Shelton	2003	\$700,000	\$578,935.80	\$221,007.47
City of Moses Lake	2002	\$405,000	\$229,222.45	\$319,932.48
City of Omak	2001	\$249,100	\$140,607.13	\$218,149.38
City of Sunnyside	2000	\$700,000	\$272,163.68	\$687,309.65
Yakima County	2000	\$270,000	\$137,491.32	\$268,370.19
City of Ellensburg	2000	\$35,000	\$13,250.56	\$45,746.95
City of Oroville	2000	\$189,387	\$117,060.30	\$126,775.77
City of Republic	1999	\$95,000	\$45,359.00	\$0.00
City of Shelton	1997	\$50,000	\$68,480.81	\$16,636.82
City of Zillah	1996	\$497,448	\$988,880.90	\$0.00
City of Hoquiam	1996	\$320,000	\$127,282.45	\$0.00
City of Anacortes	1994	\$65,000	\$111,835.64	\$7,159.62
<b>TOTALS</b>		<b>\$7,153,256</b>	<b>\$4,514,657.60</b>	<b>\$4,265,355.43</b>

No new job creation/retention activities were funded in 2008. However, during 2008 previously issued CDBG grants and loans continued to create or retain 105 jobs, of which 96 were made available for low- and moderate-income persons.

### Float-Funded Activities Program

CTED manages the Float-Funded Activities program that serves non-entitlement jurisdictions by using CDBG funds allocated to the Washington State CDBG Program, but not expected to be drawn down for the duration of the loan term. These funds may be used to provide short-term loans to businesses/developers for economic development/job creation activities that meet a HUD National Objective. Float-Funded activities are described in the HUD regulations at 24 CFR 570.301 (b).

No new projects were funded by the Float-Funded Activities Program in 2008.

### Amount of Funds Available

Based on the estimated cash expenditures of CDBG construction grants and the amount of estimated funding available for the FY 2008 Washington State CDBG Program, a total of \$0 of CDBG resources were made available for Float-Funded activities in program year 2008. Total program income received from Float-Funded activities for program year 2008 was \$31,250.22. Up to two percent of all Float-Funded activity resources held and collected by the state may be used for administrative activities.

### Float-Funded Activities (as of 12/31/08)

Name	Location	Year	Float-Funded Activities Amount	Float-Funded Activities Program Income	Date of Issuance	Due Date
Cardinal Glass CG	City of Tumwater	2007	\$1,540,000	\$0	7/11/07	1/11/10
R & R Trading Co., Inc.	Cowlitz County	2007	\$1,050,000	\$0	8/31/07	2/28/10
Signature Transport, Inc.	City of Kelso	2007	\$440,000	\$18,258.44	11/16/07	4/1/10
Cardinal Glass TG	Lewis County	2006	\$1,050,000	\$0	8/30/06	2/28/09
Grassland West	City of Clarkston	2005	\$350,000	\$12,991.78	2/23/05	8/23/07
<b>* All Float-Funded activities are secured in full by an Irrevocable Bank Letter of Credit.</b>						

**PART 6**

**EMERGENCY SHELTER GRANTS (ESG) PROGRAM**

# Emergency Shelter Grants (ESG) Program

## Narrative Reporting for ESG:

### Assessment of Five-Year Goals and Objectives

#### 10-Year Plan Established

Subsequent to the development of the Consolidated Plan for 2005 – 2009, the state passed the Homelessness Housing and Assistance Act of 2005 that called for a comprehensive statewide Homeless Plan to cut homelessness in half by 2015. After a series of extensive public workshops, CTED produced its first plan in 2006 and has updated it annually in collaboration with the Interagency Council on Homelessness (ICH) member departments:

- Corrections (DOC)
- Employment Security (ESD)
- Health (DOH)
- Social and Health Services (DSHS)
- Veterans Affairs (DVA)
- Office of Financial Management (OFM)
- Office of Superintendent of Public Instruction (OSPI)

Four major strategies form the core of the Washington State Homeless Plan from which significant new actions are planned, implemented and reported on by CTED and the member agencies of the ICH. On-going initiatives are actively tracked and also included in the annual updates.

#### The four major strategies are:

- Short-Term Housing Assistance with Minimal Services
- *Short-Term Assistance, Services and Assessment*
- Transitional Subsidized Housing and Services
- Permanent Subsidized Housing with Minimal Services

The Emergency Shelter Grants (ESG) program, one of the state's earliest homeless grants from HUD, is included under the *Short-Term Assistance, Services and Assessment* strategy as an on-going initiative.

Of all the homeless in any one year, we estimate that almost half are best served by this strategy. This includes programs offering from 1 to 180 days of subsidized housing with an emphasis on quick placement into permanent housing where individuals and families can receive transitional services and temporary housing subsidies as needed. The key to this approach is an accurate assessment of needs to ensure that problems are amendable to short term interventions. More significant problems will require referral to longer-term housing and services.

#### Current Results

We have an existing 4,221 bed equivalency statewide in our inventory for *Short-Term Assistance, Services and Assessment*. We have projected a need for an additional 1,779 beds.

The state's ESG program, funded annually at \$1.3 million, is one resource that helps support the existing inventory of short-term beds. We have sought to apply other resources (such as the new recording fees collected by the counties) to address the need for additional beds.

Since 2006 a total of 402 individual beds, family beds and family units have been created. [In 2008 CTED created 18 new shelter units.]

Several performance outcomes have also been established. However, until a Homeless Management Information System (HMIS) is fully deployed statewide, reports of actual progress cannot be produced.

### **Other Accomplishments**

- DSHS issued a preliminary evaluation of Housing Connections (part of the 211 network) a web-based tool that connects renters with housing providers and services.
- CTED removed the restrictions on funding prevention services with state Emergency Shelter Grant dollars.
- CTED funded a pilot effort in Clark County to close down and clean up illegal encampments of homeless people and offer them low-barrier housing and supportive services as needed to keep them stably housed.

ESD through the Washington Service Corps placed AmeriCorps members with nonprofit agencies and schools to serve over 440 homeless individuals and approximately 4,897 youth in homeless shelters.

### **Continuum of Care Narrative**

CTED is the lead organization for the Washington Balance of State Continuum of Care (CoC) which consists of the 33 least populated counties in the state.

Local county CoC's propose projects for the annual competition through eligible service providing agencies in their communities, and CTED then reviews and ranks each project and submits the consolidated application for the entire Continuum. Projects awarded grants through the CoC process fill in gaps of service in their communities and focus on moving clients out of homelessness and into housing stability.

In 2008, the CoC took actions to increase the homeless housing inventory including securing awards for two new projects obtained during the 2008 CoC competition.

- With the Samaritan Bonus, the CoC was able to receive an additional \$362,625 for eight permanent supportive housing units for chronically homeless individuals in Okanogan County; the first project of its kind in the area.
- The Rapid Re-Housing grant in the amount of \$656,639 was awarded for the Northwest Rapid Re-Housing Partnership in Whatcom and Clallam Counties. This three-year project will serve 150 families with children that exhibit at least one moderate housing barrier by moving them quickly from homelessness to housing through temporary rental assistance and supportive services. This is achieved by collaboration with private landlords and local housing authorities to provide access to the private housing market and mainstream resources in the community.
- The CoC was awarded an additional \$4,059,768 to renew 37 existing homeless projects. Of these projects, 15 are temporary housing projects, five permanent supportive housing projects, and seven supportive services only projects, nine shelter plus care projects and one HMIS project.

The CoC was able to increase services to its homeless population and gave emphasis to those subpopulations with significant barriers and special needs such as chronically homeless individuals and families with children. The CoC was successful in increasing their ability to move clients to housing stability and independent living. Using housing inventory data and information obtained from APRs, CTED found that the CoC:

- Added 90 new permanent supportive housing beds for the chronically homeless including 35 units for the severely mentally ill in Benton and Franklin Counties created by the 2007 Samaritan Bonus Project.
- Added a total of 112 new shelter beds, 255 new transitional housing beds, and 285 new permanent supportive housing beds.
- Increased the percentage of homeless persons staying at permanent housing over six months to 77 percent.
- Increased the percentage of homeless persons moving from transitional housing to permanent housing to 80 percent.
- Increased the percentage of homeless persons employed at program exit to 27 percent.

CTED collaborates with other agencies in the state, creating committees that facilitate the involvement of local continuums with assisting clients in accessing mainstream resources as well as develop protocols for placement of individuals discharged from public institutions into housing rather than homelessness. The CoC has continued to include broader participation in planning for statewide activities through the continuum of care process by including other CoC coordinators in statewide issues and discussions.

CTED also coordinates the annual point in time count of homeless persons for the Continuum and the entire State of Washington. As the lead HMIS agency, CTED continues to expand HMIS bed coverage of homeless service providers in the Continuum and advises and assists local continuums on the creation and execution of their own comprehensive homeless plans.

### **Leveraging Resources and Match**

CTED awards ESG funds to support Operations and Essential Services for emergency shelter providers throughout the state. CTED provides the required match for these ESG funds with Washington State's Emergency Shelter and Assistance Program (ESAP) funds. ESG funds are matched with the state's emergency shelter assistance program funds. Sub recipients also identify cash and in-kind match on their applications to CTED. Match sources range from local, county and private non-profit dollars and in-kind volunteer hours and donations.

### **Self-Evaluation specific to ESG**

We are waiting for the HMIS in order to be able to report on exiting outcomes for the ESG programs. Current data primarily focuses on outputs; however, we are still two to three years away from having anything meaningful to report on outcomes and impact.

Funds are being distributed to local governments and nonprofits in a timely manner and localities are in turn carrying out funded activities in an acceptable manner.

CTED is exploring a resource allocation method that funnels ESG funds to only local governments and state resources to the rest of the shelter network organizations in order to simplify the administration of these federal dollars.