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### About Commerce

Commerce is the lead state agency charged with growing and improving jobs in Washington State by championing thriving communities, a prosperous economy, and sustainable infrastructure. For more information, visit [www.commerce.wa.gov](http://www.commerce.wa.gov).

For more information on locating or expanding a business in Washington, visit [www.choosewashington.com](http://www.choosewashington.com).
Overview

The Department of Commerce, a medium-sized, cabinet-level agency, has evolved through several reorganizations to be the state's lead agency for enhancing and promoting sustainable community and economic vitality in Washington.

Commerce administers a diverse portfolio of more than 100 programs and several state boards and commissions; customers include businesses, local government, and community-based organizations. In 2013, Commerce Director Brian Bonlender, acting on a key priority of Gov. Jay Inslee, realigned Commerce to provide a sharper focus on business development and job creation while improving organizational efficiency and service delivery.

- A new Office of Economic Development and Competitiveness along with eight “sector leads” provides direct access to industry sectors closely linked to Washington’s continued economic prosperity.
- A new Office of External Relations coordinates research, policy, strategic planning, and communications activities to ensure critical information reaches policymakers, stakeholders, and the public.
- The deputy director position was expanded to include chief operating officer, with oversight of administrative services, performance management, and agency-level project management.

In addition, Commerce’s mission, values, and goals were examined and redefined through the ongoing Results Washington and Results Commerce performance management initiatives, resulting in a clear vision for achieving thriving communities, a prosperous economy, and sustainable infrastructure.

To read more, see the Commerce 2013-15 Strategic Plan, available on-line at [www.commerce.wa.gov](http://www.commerce.wa.gov).
Commerce Goals

**Entrepreneurial Culture**
Commerce will encourage and develop staff to be subject-matter experts and leaders in state government – creating a culture that takes data-driven, measured risks, and advances innovative and creative solutions that maximize taxpayer dollars and improve efficiencies for the agency and partners.

**Conscientious Stewardship**
Commerce will show great care, attention and industriousness in the responsible planning and management of valuable taxpayer resources.

**Strong Partnerships**
Commerce will meet or exceed expectations of our stakeholders, partners and citizens by advancing clear, timely and effective communications and services. We will inform and empower them to be agents for change—helping identify and remove road-blocks to success, and achieve goals.

**Reliable & Sustainable Infrastructure**
Commerce will maximize Washington’s ability to provide affordable, ecologically-sound, safe and sustainable transportation and public infrastructure.

**Vibrant Communities**
Commerce will expand opportunities for low and moderate-income households by advancing policies and programs that enable prosperity and success – as well as empowering local communities to build and maintain the capacity to meet the social, educational, health, economic and quality of life needs of all residents.

**Growing Economies**
Commerce will pursue policies and initiatives to encourage sustainable economic growth that helps support living-wage jobs, builds diversified, cutting-edge businesses, workers and leaders that excel on a local, national and global scale.

Commerce Values

- **Collaboration**
- **Quality**
- **Leadership**
- **Meaningful Results**
- **Passion**
Divisions of Commerce

Community Services and Housing Division
Primary customers: community-based organizations and local governments
Key activities:
- Community economic opportunities
- Housing assistance
- Housing finance
- Housing improvements and preservation
- Crime victims advocacy
- Vulnerable families partnership
- Community capital facilities

Office of External Relations
Primary customers: Legislature, local governments, Commerce staff, executive staff, state Office of Financial Management
Key Activities:
- Government affairs
- Regulatory reform
- Communications
- Strategic planning
- Local government fiscal notes
- Research services (industry sector, economic, competitiveness)

Office of Economic Development and Competitiveness
Primary customers: businesses, economic development professionals, Associate Development Organizations
Key Activities:
- Business services
  - Business recruitment and retention
  - International trade
  - Marketing
  - Rural strategies
- Sector focus
  - Aerospace
  - Maritime
  - Military
  - Clean Energy
  - Agriculture
  - Life Science
  - Advanced manufacturing
  - Information and communication technology
  - Policy development/energy strategy
  - Energy emergency preparedness
  - Energy company engagement

Local Government and Infrastructure Division
Primary customers: cities, counties, ports, special purpose districts
Key Activities:
- Growth Management services
- Technical assistance
- Community Economic Revitalization Board
- Public Works Board
- Community development block grants
- Contracts administration

Administrative and Support Services Division
Primary customers: Commerce staff, Legislature, state agencies
Key Activities:
- Human resources
- Information services
- Budgeting
- Accounting
- Office services
- Contracts
- Auditing

State Boards and Councils at Commerce
- Community Economic Revitalization Board
- Developmental Disabilities Council
- Washington Economic Development Commission
- Public Works Board
Commerce Funding

For the 2013-15 biennium, the Commerce total operating and capital budget is about $2.0 billion with 295.4 FTEs.

The department’s budget is comprised of a variety of funding sources including state general funds, dedicated funds, federal resources, interagency agreements and capital funds. About 24 percent of the operating budget (6.2 percent of the combined budget) is General Fund – State.

Commerce’s work touches the lives of all citizens, though our resources are primarily delivered through local governments, businesses and non-profit organizations that provide direct services in communities across the state. About 96 percent of our FY13-15 budget is pass-through.

Capital funds represent about 74 percent of the department’s resources and fund infrastructure and housing projects throughout the state.

A more detailed description of Commerce’s budget follows in this Resource Book.
Commerce Operating Budget by Division

2013-2015 Total Operating Budget: $515,879,000 | Total FTE: 272.2

Note: The figures used in the charts and tables in this document reflect the 2013-15 Biennial Budget
Commerce Capital Budget by Division

2013-2015 Total Capital Budget: $1,482,082,698 | Total FTE: 23.2

- Local Government & Infrastructure (4.3 FTE)
- Community Services & Housing Division (15.1 FTE)
- Office of Economic Development & Competitiveness (3.8 FTE)

$1,031,375,933
$381,067,546
$87,639,219

Note: The figures used in the charts and tables in this document reflect 2012 Supplemental Budget
Combined Operating & Capital Budgets

2013-2015 Total Combined Budgets: $1,997,961,698 | Total FTE: 295.4

- Capital (23.2 FTE): $1,482,082,698
- Operating (272.2 FTE): $515,879,900
Operating & Capital Budgets by Division

2013-2015 Total Combined Budgets: $1,997,961,698

- Operating
- Capital

ASD  Administrative Services Division  LGID  Local Government & Infrastructure Division
ER   External Relations  OEDC  Office of Economic Development & Competitiveness
CSHD Community Services & Housing Division

1011 Plum Street SE, Olympia WA, 98504-2525
www.commerce.wa.gov
Operating Budget by Fund Source

2013-2015 Total Operating Budget: $515,879,000

- Federal: $390,901,547
- Dedicated: $8,503,722
- General Fund, State: $63,176,471
Capital Budget by Fund Source

2013-2015 Total Capital Budget: $1,482,082,698

- Drinking Water Assistance Repayment
  - 1. Local Toxics Control Account
  - 2. Washington Housing Trust Account
  - 3. Rural Washington Loan Account
- State Taxable Building Construction Account
- Public Facility Construction Loan Revolving
  - 1. American Recovery & Reinvestment Act
  - 2. Energy Recovery Act Account
  - 3. Environment Legacy Stewardship Account
- Drinking Water Assistance Account
- State Building Construction Account
- Public Works Assistance Account

1. $1,486,156
2. $2,957,434
3. $4,508,860

1. $395,828,213
2. $338,893,666
3. $293,230,472

1. $389,154,510
2. $20,323,787
3. $29,499,000

1. $1,700,000
2. $4,000,000
3. $500,000

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Combined Operating & Capital Budgets by Fund Source

2013-2015 Total Combined Budgets: $1,997,961,698

- Bond: $918,978,013
- General Fund, State: $689,058,658
- Federal: $265,004,000
- ARRA: $2123,221,000
- Dedicated/Other: $1,700,000
Combined Operating & Capital Budgets by Fund Source

2013-2015 Total Combined Budgets: $1,997,961,698

- **GFS**: General Fund-State
- **F**: Federal
- **ARRA**: American Recovery & Reinvestment Act
- **D/O**: Dedicated / Other
- **BF**: Bond Funded
## 2013-15 Operating Budget

*Units by Division and Fund Source*

<table>
<thead>
<tr>
<th>Community Services &amp; Housing Division (CSHD)</th>
<th>GF-S</th>
<th>Federal</th>
<th>Dedicated/Other</th>
<th>Totals</th>
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<tbody>
<tr>
<td>Office of Crime Victims Advocacy</td>
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<td><strong>CSHD Totals</strong></td>
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<table>
<thead>
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<th>GF-S</th>
<th>Federal</th>
<th>Dedicated/Other</th>
<th>Totals</th>
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<td>External Relations Admin Indirect</td>
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<td>WA Economic Development Commission</td>
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<tr>
<th>Office of Economic Development &amp; Competitiveness</th>
<th>GF-S</th>
<th>Federal</th>
<th>Dedicated/Other</th>
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<td>Business Development</td>
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<td><strong>OEDC Totals</strong></td>
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<td>Local Government Infrastructure Division (LGID)</td>
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<td>Federal</td>
<td>Dedicated/Other</td>
<td>Totals</td>
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<td>Broadband Mapping</td>
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<td>Growth Management Services</td>
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<td>Technical &amp; Infrastructure Assistance</td>
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<td><strong>LGID Totals</strong></td>
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<table>
<thead>
<tr>
<th>Administrative Services Division (ASD)</th>
<th>GF-S</th>
<th>Federal</th>
<th>Dedicated/Other</th>
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<tr>
<td>Administrative Services (Direct)</td>
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<td>Administrative Services (Indirect)</td>
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<tr>
<td><strong>Total 2013-15 -- Operating Budget</strong></td>
<td><strong>$123,221,000</strong></td>
<td><strong>$265,004,000</strong></td>
<td><strong>$127,654,000</strong></td>
<td><strong>$515,879,000</strong></td>
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## 2013-15 Capital Budget

**Projects by Division and Fund**

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<tr>
<th>Community Services &amp; Housing Division (CSHD)</th>
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<th>Reapprop</th>
<th>New Approp</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local and Community Projects</td>
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<td>Local and Community Projects</td>
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<td>Energy Efficiency Grants</td>
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<td>Energy Matchmakers Program</td>
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<td>Affordable Housing Units</td>
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<td>Building Community Fund Grants</td>
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<td>Building for the Arts</td>
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<td>Community Development Fund</td>
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<td>Community Schools Program</td>
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<td>Housing Assistance, Weatherization, and Affordable</td>
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<tr>
<td>Housing Assistance, Weatherization, and Affordable</td>
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<tr>
<td>Housing Assistance, Weatherization, and Affordable</td>
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<td>Housing Competitive Pool</td>
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<td>Jobs Act for K-12 Public Schools/Higher Ed</td>
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<td>Jobs in Communities</td>
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<td>Longview Regional Water Treatment Plant</td>
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<td>Projects for Job &amp; Economic Development</td>
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<td>Projects that Strengthen Communities</td>
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<td>Youth Recreational Facilities Grants</td>
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**CSHD Totals**  
<table>
<thead>
<tr>
<th>Fund</th>
<th>Reapprop</th>
<th>New Approp</th>
<th>TOTALS</th>
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<tr>
<td>057-1</td>
<td>158,757,546</td>
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<table>
<thead>
<tr>
<th>Fund</th>
<th>Reapprop</th>
<th>New Approp</th>
<th>TOTALS</th>
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<td><strong>$670,328,000</strong></td>
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Federal Budget by Division
2013-15 Total Federal Budget: $265,004,000

- Community Services & Housing Division: $50,165,415
- Local Government & Infrastructure Division: $4,993,094
- Office of Economic Development & Competitiveness
- Administrative Services Division

Total: $206,921,348
Federal Program Summary

Community Services and Housing Division
- **Justice**
  - Violence Against Women Formula Grants
  - Justice Assistance Grants
  - Grants to Encourage Arrest Policies and Enforcement of Protection Orders
  - Victims of Crime Act; and Victim Witness Academy
- **Health and Human Services**
  - Community Services Block Grant
  - Low-Income Home Energy Assistance
  - Housing and Urban Development
  - HOME Investment Partnership Program
  - Transitional Housing Operating/Rental
  - Tenant Based Rental Assistance
  - Bonneville Power Administration
  - Emergency Shelter Grants Program
  - Housing Opportunities for Persons with AIDS
  - Lead Hazard Control Grant
  - Supportive Housing Program
- **Energy**
  - Weatherization Assistance for Low-Income Persons
  - Energy Efficiency and Renewable Energy Information Dissemination, Outreach, Training and Technical Analysis/Assistance

Local Government Infrastructure Division
- **Housing and Urban Development**
  - Community Development Block Grants/State’s Program
  - Small Communities Initiative
  - Neighborhood Stabilization Program
- **EPA**
  - Brownfields Assessment and Cleanup Cooperative Agreements

Office of Economic Development & Competitiveness

Energy and Innovation Division
- **Energy**
  - State Energy Program
  - USDOE Master Agreement

Business Services Division
- **Small Business Administration**
  - Small Business Jobs Act

Administrative Services Division
- Cost Allocation Indirect Collection
Administrative Services Division

2013-15 Total Operating Budget: $11,073,267 | Total FTE: 47.7

Note: Indirect sources include General Fund-State, Federal, and Other funds.
Administrative Services Division

By Unit and Program

Director and Deputy Offices
Director’s Office
Director’s Office WEDC
Deputy’s Office

Administrative Services
Administrative Services Division Administration
Accounting and Contracts
Budget
Office Services
Human Resources
Information Services
ASD Project Management
Local Government and Infrastructure Division (LGID)

Community Economic Revitalization Board (CERB) → Local Government and Infrastructure Division → Public Works Board (PWB)

- Program and Policy Development
- Technical Assistance
- Contract Administration
- Growth Management
Local Government and Infrastructure Operating Program

2013-15 Total Operating Budget: $63,176,471 | Total FTE: 46.9
Local Government and Infrastructure
Capital Program by Unit

2013-15 Total Capital Budget: $1,013,375,933 | Total FTE: 4.3

- Public Works Trust Fund
  1. Rural Washington Loan Fund
  2. Satsop Wastewater Improvement Project
  3. Temporary Public Works Grant Program

- Brownfield Redevelopment Grant
- CERB Administered Economic Development
- CERB Export Assistance

- Community Economic Revitalization Board
- Connell Klindworth Water Line Distribution

- Drinking Water State Revolving Fund Loan
- Financing Energy / Water Efficiency
- Job and Economic Development Grants
- Job Development Fund Grants
- Main Street Improvement Grants
- Port and Export Related Infrastructure
- Projects for Jobs & Economic Development

1. $1,486,156
2. $23,837,369
3. $118,887
1. $16,781,840
2. $163
3. $368,017,453
1. $4,508,860
2. $3,978,001
3. $1,118,000
1. $4,886,243
2. $660,410
3. $3,995,502
1. $22,218,000
2. $10,958,229
3. $23,846,820
1. $16,781,840
2. $163
3. $368,017,453
1. $526,964,000
2. $368,017,453
3. $22,218,000
4. $23,846,820
5. $23,846,820
6. $23,846,820
7. $23,846,820
8. $23,846,820
9. $23,846,820
10. $23,846,820
Local Government and Infrastructure
Capital Program by Fund
2013-15 Total Capital Budget: $1,013,375,933

- Public Works Assistance Account: $389,154,510
- Drinking Water Assistance Repayment: $1,486,156
- State Taxable Building Construction Account: $338,893,666
- State Building Construction Account: $158,069,000
- Public Facility Construction Loan Revolving: $76,939,227
- Drinking Water Assistance Account: $4,508,860
- Rural Washington Loan Account: $24,000,727
- Local Toxic Control Account: $4,508,860
Local Government & Infrastructure
by Unit and Program

Operating Budget
Local Government Administration
  • Local Government & Infrastructure Admin

Broadband Mapping
  • Broadband Mapping

Growth Management Services
  • Growth Management Admin
  • EPA Brownfields Program
  • Growth Management Grants
  • Neighborhood Stabilization
  • IAG DOE Puget Sound Watershed Planning
  • Growth Management Proviso Grants

LGID Contracts Administration Unit
  • Public Works Board Admin-CAU
  • Drinking Water Assistance Admin-CAU
  • CERB Admin-CAU
  • CBBG Admin-CAU

Policy & Program Development
  • Public Work Board Admin-PPD
  • Drinking Water Assistance Admin-PPD
  • CERB Admin-PPD
  • CDBG Admin-PPD
  • CDBG Pass-Thru
  • Hanford Economic Investment Fund

Technical and Infrastructure Assistance
  • Public Works Board Administration
  • Drinking Water Administration TIA
  • Drinking Water Loans
  • CERB Administration TIA
  • Small Communities Initiative (SCI)
  • West Coast Infra Exchange Project

Capital Budget
Public Works Assistance
  • Mainstreet Improvements
  • Energy/Water/Efficiency
  • Public Works Board Infrastructure

Drinking Water Assistance Program
  • Drinking Water Assistance

Community Economic Revitalization Board (CERB)
  • CERB – Export Assistance
  • CERB Innovations & Export Grants
  • CERR Innovations & Export Grant-SATSOP
  • Community Economic Revitalization Board
  • Job/Economic Development

Rural Washington Loan Fund
  • Rural Washington Loan Fund

Other Infrastructure
  • Brownfield Redevelopment
  • Port & Export Related Infrastructure Grants
  • Connell Klindworth Water
  • Projects for Job and Economic Development
Brownfields Revolving Loan Fund

Promoting capital investment and economic development by providing financing and development solutions to brownfields sites

Services
The Brownfields Revolving Loan Fund provides federal funds to facilitate public and private sector cleanup and redevelopment of commercial or industrial brownfield properties that are idled, underutilized or abandoned as a result of contamination (real or perceived).

The Brownfields Revolving Loan Fund

- Provides technical assistance to redevelop brownfields sites
- Underwrites business loans and facilitates the U.S. Environmental Protection Agency and Washington State Department of Ecology review processes

Strategic Goal
Mobilize and enhance local assets strengthening a community’s ability to meet the economic and social needs of Washington’s families, workers and employers

Results and Achievements
- Brownfields loans provided over $10 million in financial assistance resulting in over $400 million in property redevelopment
- Created Washington Brownfields Coalition to gather information about brownfields sites ripe for redevelopment
- Continued statewide technical assistance regarding brownfields
- Provided technical assistance to create three brownfields redevelopment authorities

Statutory Authority
RCW 43.330 - Department of Commerce
RCW 70.105D.030 – Hazardous Waste Management

Fast Facts
Brownfields loans currently represent a loan portfolio of $5.4 million with a delinquency rate of zero

Brownfields loans leverage $40 of development for every $1 dollar spent to cleanup a site

One-third of Brownfields loan projects receive awards for outstanding work to redevelop brownfields sites

Agency Representative
Bill Mandeville, AICP
Program Manager
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Contract Administration Unit
Managing infrastructure planning and construction contracts

Services
The Contracts and Administration Unit (CAU) manages the Public Works Trust Fund, Drinking Water State Revolving Loan, Community Economic Revitalization Board, Energy (ARRA), Community Development Block Grant, and Direct Appropriation contracts from point of application award through project completion, closeout and loan repayments.

- Contract management training and technical assistance
- Coordination of project management across infrastructure programs
- Payments/draws on grants and loans, loan repayment processing
- Assurance of compliance with management of Federal Funds under OMB Circular A-133
- Contract amendments and closeout

Strategic Goal
Enable local governments to have adequate infrastructure to accommodate allocated growth and enable economic development opportunities while maintaining the quality of life

Results and Achievements
- Manage more than 500 planning and construction loans or grant contracts
- Timely billing and accounting of more than 1,700 loan repayments
- Improved coordination and customer service on multiple-funded construction projects through regionally based, single point-of-contact contract management

Statutory Authority
RCW 39.04 - Public Contracts and Indebtedness
RCW 39.80 - Contracts for Architectural and Engineering Services

Fast Facts
Portfolio valued over $1 billion
Assists communities with contract management, invoice processing, training and technical assistance

Agency Representative
Mark Barkley
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1011 Plum Street SE | Olympia, WA 98504-2525
www.commerce.wa.gov
Growth Management Services
Supporting local governments as they plan for growth and prosperity

Services
Growth Management Services provides more than $1 million in grants to local governments to help manage growth and development consistent with the Growth Management Act (GMA).

- Technical assistance and support to local governments
- Training and education provided through the “Short Course on Local Planning”
- Review of more than 1,100 local GMA actions every year
- Coordination of state agency collaboration with local governments on the GMA
- Sponsorship of the Governor’s “Smart Communities Awards” program

Strategic Goal
Enable local governments to have adequate infrastructure to accommodate allocated growth and economic development opportunities while maintaining the quality of life

Results and Achievements
- Through Growth Management Services’ technical assistance, all Washington cities and counties have adopted comprehensive plans and development regulations under the GMA.
- The share of new growth occurring in urban areas has steadily increased since the GMA was passed and now stands around 92%.
- More than 98% of city and county plan amendments are consistent with the GMA.

Fast Facts
Washington will add 2 million new residents between 2010 and 2040.

Advanced planning and environmental work can attract investment to targeted areas.

Compact urban development reduces infrastructure costs by 38% compared to less efficient development patterns.

Between 2015 and 2018, local governments will be reviewing and updating their comprehensive plans and implementing regulations every eight years, as required by the GMA.

Statutory Authority
RCW 36.70A - Planning Enabling Act
RCW 36.70A.215 - Review and Evaluation Program
RCW43.63A.550 - Growth Management – Inventorying and Collecting Data
RCW 43.330.120 - Growth Management

Agency Representative
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Senior Managing Director
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jeff.wilson@commerce.wa.gov
Neighborhood Stabilization Program (NSP)

Stabilizing neighborhoods by putting abandoned and foreclosed properties back into productive use and assisting low and moderate income persons.

Services
The Neighborhood Stabilization Program (NSP) is a federally funded program established to address the impact of abandoned and foreclosed homes in neighborhoods and communities. Commerce passed through NSP1 and NSP3 grants to local jurisdictions.

- Provides $33 million in federal funds to local jurisdictions to purchase and rehabilitate foreclosed properties
- Recipient jurisdictions establish programs that meet the needs of their specific communities
- Provides technical assistance to local jurisdictions to implement programs

Strategic Goal
Enable local governments to have adequate infrastructure to accommodate allocated growth and economic development opportunities while maintaining the quality of life

Results and Achievements
- Under NSP1, $28 million in federal funds were granted to 25 local governments; $5 million was granted to four local governments under NSP3
- Provided homeownership opportunities to 225 families
- Provided 256 units of much-needed affordable rental housing
- By the end of the program, local jurisdictions will recover more than 480 foreclosed or abandoned properties

Statutory Authority
NSP1: Title III of the Housing and Economic Recovery Act of 2008
NSP3: Dodd-Frank Wall Street Reform and Consumer Protection Act of 2010

Fast Facts
NSP funding to Washington was provided through the Housing and Economic Recovery Act and the Dodd Frank Act.

More than 40% of NSP1 and 60% of NSP3 funds benefit low-income persons (<50% area median income).

Eligible projects include acquisition and rehabilitation or redevelopment of foreclosed and abandoned houses and property; homeownership assistance; demolition and elimination of blight.

Agency Representative
Genny Matteson
Program Manager
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genny.matteson@commerce.wa.gov
Small Communities Initiative (SCI)

Providing project development technical assistance to small, rural communities that must upgrade their drinking water or wastewater systems

Services

The Small Communities Initiative (SCI) Program provides technical assistance to small, rural communities required to meet the same public health and environmental mandates as larger cities, but often lacking the administrative, technical or financial capacity to do so effectively. The program:

- Works with small, rural cities, unincorporated communities, utility districts and water associations referred by the departments of Health and Ecology.
- Provides technical advice and facilitation services to local elected officials and staff to develop infrastructure projects, make strategic investments, identify and access appropriate fund sources.

Strategic Goal

Provide technical assistance to rural communities upgrading their drinking water or wastewater systems

Results and Achievements

- More than 45 SCI communities have received more than $150 million in state and federal funding since 1999, resulting in safer drinking water and environmental protection, and infrastructure that serves community and economic development activities.
- In FY 2013, four SCI communities completed construction, seven completed planning and were in design, and seven are currently in planning.

Fast Facts

SCI is a collaborative effort between the departments of Commerce, Health, and Ecology.

Projects in SCI communities usually take two to seven years to complete planning, design and construction.

Each year, SCI helps bring at least one community (on average) into regulatory compliance with the state departments of Health or Ecology through improved water or wastewater systems.

SCI is a 1.5 FTE program with regional offices in Olympia and Spokane.

Agency Representative
Cathi Read
Program Manager
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cathi.read@commerce.wa.gov
Growth Management Services–Puget Sound National Estuary Program
Supporting local governments as they plan for growth and prosperity

Services
- Provides grants to 12 (+) local governments and tribes for planning and implementation
- Member of Watershed Characterization Technical Assistance Team
- Coordination with Puget Sound Partnership and state agency Puget Sound Caucus
- Permit Data Research Project
- Regional Alliances staff support for local planning solutions to restore Puget Sound
- Educating other state agency staff on the Growth Management Act

Fast Facts
- In Year 3 of 6-year EPA grant: $2.4 million available
- Program focuses on three areas: Land Use, Stormwater Retrofit, and Floodplain Restoration
- Solicitation of $1.1 million planning grants released in October, 2013

Agency Representative
Doug Peters
Senior Planner
360.725.3046
doug.peters@commerce.wa.gov

Strategic Goal
Addresses land use planning issues that help to protect and restore the Puget Sound ecosystem.

Results and Achievements
- Helped develop Land Use Target for Puget Sound Action Agenda
- 12 grants issued to local governments and one tribe for addressing planning issues
- Permit Data project Phase 1 complete with proof of concept in three counties; nine more counties and selected cities in Phase 2 due by September, 2014
- Regional Alliances support two Local Integrating Organizations in Kitsap, Pierce and King counties

Statutory Authority
36.70A, 43.330, 90.71.210, RCW
Community Economic Revitalization Board (CERB)
Creating and retaining jobs in partnership with local governments

Services
The Community Economic Revitalization Board (CERB) provides capital funding to local governments and federally recognized Indian tribes for:
- Grants and loans for local governments and federally recognized tribes
- Technical assistance to local governments for economic development planning and infrastructure financing

Strategic Goal
Promote economic development by encouraging new business development and expansion in areas seeking economic growth

Results and Achievements
- Created and retained more than 34,000 jobs
- Leveraged $5.6 billion in private capital investment
- Committed more than $168 million in funding to communities across the state
- Averaged $51 in private business capital investment leveraged for every $1 CERB spent since 2008
- Created 1 permanent job for every $7,553 CERB spent since 2008

Statutory Authority
RCW 43.160 Economic Development – Public Facilities Loans and Grants

Fast Facts
CERB is a 20 member board composed of representatives from private business, local government, state agencies, the legislative branch, and federally recognized Indian tribes

CERB meets six times yearly in order to respond to emerging economic development needs

Eligible public facilities include: bridges, roads, domestic and industrial water, earth stabilization, sanitary sewer, storm sewer, railroad, telecommunications, electricity, transportation, natural gas, buildings or structures, port facilities and research/testing/incubation facilities (in Innovation Partnership Zones only)

Agency Representative
Dawn Eychaner
Program Manager
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dawn.eychaner@commerce.wa.gov
Public Works Board

Infrastructure financing and beyond

Services
Created in 1985, the Public Works Assistance Account will provide $158 million this biennium for low-interest financing for critical local government infrastructure.
- Infrastructure financing
- Technical assistance

Strategic Goal
Uses innovative methods to assist with capacity building, enabling long-term sustainability of public infrastructure investments in our state.

Results and Achievements
Since the program’s creation in 1985, the Public Works Board’s Construction loan program has:
- Leveraged more than $2 billion in local government funds
- Sustained more than 12,000 construction industry jobs
- Assisted more than 350 Washington communities to improve their community’s livability

Fast Facts
2,505 jobs are sustained or retained annually by this program

Assisted more than 30 communities to create rates sufficient to finance asset improvements

Developed financing strategies for more than 50 communities to improve public works systems

Statutory Authority
RCW 43.155 - Public Works Projects

Agency Representative
Cecilia Gardener
Managing Director
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Washington State Community Development Block Grant
Assisting Washington’s low and moderate income families by strengthening communities

Services
- Facilitate project development and coordination with other funders and regulatory agencies
- Provide training and direct guidance and tools to promote access to funds
- Ensure local compliance with federal and state requirements

Strategic Goal
Improve the economic, social and physical environment of rural cities and counties to enhance the quality of life for low- and moderate-income persons and, as a result, benefit the entire community.

Results and Achievements
Provides federally-funded grants to lower income communities in counties with less than 200,000 people and cities with less than 50,000 people. CDBG has recently been allocated $12 million annually
- Disbursed more than $445 million in grant funds since 1982
- Serves 32 rural counties and 162 small cities and towns
- Leverages over $2 for every $1 from CDBG

Fast Facts
Establishes program priorities in partnership with rural local governments to develop viable communities by providing suitable living environments, supporting decent housing, and expanding economic opportunities for benefit lower income persons

Provides grant funding to rural local governments for priority projects, such as drinking water or wastewater systems, community facilities, microenterprise assistance, infrastructure in support of economic development or affordable housing, public services, and planning

Projects benefit low and moderate-income persons (up to 80 percent of median income) and contribute to community vitality by solving critical health and safety issues, providing essential social services, and creating or retaining jobs

Agency Representative
Kaaren Roe
Program Manager
360.725.3018
kaaren.roe@commerce.wa.gov

Statutory Authority
24 CFR Part 570
Community Services and Housing Division Operating Program by Unit
2013-15 Total Operating Budget: $390,901,547 | Total FTE: 128.32

- Housing Assistance: $110,239,180
- Community Economic Opportunities: $66,012,649
- Office of Crime Victims Advocacy: $100,941,529
- Housing Finance: $48,422,400
- Housing Improvements & Preservation: $54,465,971

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Community Services and Housing Division
Operating Program by Fund Source

2013-15 Total Operating Budget: $390,901,547

- Federal
  - 1. Private Local
  - 2. Lead Paint Account
  - 3. Individual Development Account

- Home Security Fund Account
- Affordable Housing for All Account
- Financial Fraud & ID Theft Crimes Account
- Low Income Weatherization Account

- Foreclosure Fairness Account

- Transitional Housing Operating Budget

- Community / Economic Development Fee
- Washington Housing Trust Account
- General Fund-State

- % of Total: 24.8% - $26,921,348

- General Fund-State
  - 1. $965,405
  - 2. $1,768,250
  - 3. $48,000

- Federal
  - 1. $2,710,705
  - 2. $119,700
  - 3. $98,000

- Home Security Fund Account
  - 1. $800,000
  - 2. $778,304
  - 3. $98,000

- Affordable Housing for All Account
  - 1. $7,502,000
  - 2. $13,857,002

- Financial Fraud & ID Theft Crimes Account
  - 1. $11,824,346
  - 2. $1768,250

- Low Income Weatherization Account
  - 1. $4,316,299

- Foreclosure Fairness Account
  - 1. $11,824,346
  - 2. $1768,250

- Transitional Housing Operating Budget
  - 1. $7,502,000

- Community / Economic Development Fee
  - 1. $965,405
  - 2. $1,768,250

- Washington Housing Trust Account
  - 1. $800,000
  - 2. $778,304
  - 3. $98,000

- General Fund-State
  - 1. $24,635,786
  - 2. $119,700
  - 3. $39,000

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Community Services and Housing Division
Capital by Program

2013-15 Total Capital Budget: $381,067,546 | Total FTE: 15.1

1. Housing Assistance*
2. Housing Competitive Pool
3. Jobs Act for K-12
4. Community Schools
5. Longview Regional Water Treatment
6. Community Development Fund
7. Community Schools
8. Pacific Medical Center
9. Project for Job & Econ Development
10. Projects that Strengthen Communities
11. Sand Point Building 9
12. Youth Recreational Facilities
13. Local and Community Projects
14. Building Communities Fund
15. Building for the Arts
16. Energy Efficiency
17. Energy Matchmakers

* please see next page for Capital Housing Assistance breakout
Community Services and Housing Division
Housing Assistance Program

2013-15 Total Capital Housing Assistance Budget: $156,786,095

Housing for:
- People at Risk of Homelessness
- People with Chronic Mental Illness
- Physical Disabilities
- Developmental Disabilities
- Homeless
- Homeless Veterans
- Low Income Households
- Families with Children
- Farmworkers
- Housing Preservation
- Affordable Housing Units
- Housing Assistance / Weatherization

$33,154,540
$33,582,213
$2,982,000
$10,000,000
$4,500,000
$10,000,000
$6,997,296
$2,500,000
$9,021,600
$10,930,642
$7,750,000
$25,000,000

$9,367,000
$10,000,000
$9,021,600
$2,500,000
$10,930,642
Community Services and Housing Division
Capital by Fund
2013-15 Total Capital Budget: $381,067,546

- State Building Construction Account: $204,021,727
- State Taxable Building Construction Account: $173,588,385
- Washington Housing Trust Account: $500,000
- Environmental Legacy Stewardship Account: $2,957,434

1011 Plum Street SE, Olympia WA, 98504-2525
www.commerce.wa.gov
# Community Services and Housing Division

*By Unit and Program*

## Operating Budget

### Office of Crime Victims Advocacy (OCVA)
- Victim Witness
- Service Training Officer Program (STOP)
- Grants to Encourage Arrests
- Domestic Violence Legal Advocacy
- Prostitution Prevention/Intervention
- Victim of Crime Act
- Sexual Assault Formula
- Justice Assistance Grant
- Sex Offender Registration & Notification Act (SORNA)
- Financial Fraud & Identity Theft
- State Drug Task Forces
- Prison Rape Elimination Act
- Dispute Resolution Centers
- Project Safe Neighborhoods

### Community Economic Opportunities
- Family Prosperity Act
- Community Services Block Grant
- Community Voice Mail
- Long Term Care Ombudsman Program (LTCOP)
- Adult Family Home-LTCOP
- Foreclosure Fairness Act
- Low Income Energy Assistance Program
- Workfirst IAG
- Individual Development Account
- WA New Americans Program
- Retired Senior Volunteer Program
- MSC Legislative Mandate

## CSHD Operations
- Community Services & Housing Operations
- WA Homeless & Poverty Policy Alignment
- Affordable Housing Assistance Board

## Housing Finance
- Housing Trust Fund (HTF) Loan Repayment
- HTF Resource Allocation & Contract Management
- HTF Asset Management & Compliance
- Admin and Monitoring Fee Activities
- HTF Operations & Maintenance
- MacArthur Foundation Grant
- Mortgage & Rental Assistance Grant
- Farmworker Housing Support
- Washington Families Program
- Tenant Based Rental Assistance (TBRA)
- Home Investment Partnership Program
- Home Commerce Admin

## Housing Improvements and Preservation
- Low Income Energy Assistance Program - Weatherization
- Department of Energy AOP Regional
- Department of Energy WX (DOE)
- Bonneville Power Administration
- Lead Base Paint Program
- Lead Hazard Control Program
- Weatherization Match Program
- Manufactured Housing Program
Housing Assistance
- Emergency Solutions Grant
- Supportive Housing Program
- Homeless Family Shelters
- Transitional Housing Operating/Rental (THOR)
- Emergency Shelter Homelessness Prevention
- Emergency Shelter Grant Program
- Independent Youth Housing Program
- Homeless Assistance
- Shelter to Housing Pilot Program
- Housing and Essential Needs
- Housing Opportunity for Persons w/Aids
- Reach
- Housing Assistance for Mental Illness

Community Capital Facilities (CCF) (Operating)
- Pacific Medical Center
- Developmental Disabilities Council
- Development Disabilities Endowment

Capital Budget

Housing Capital
- Matchmakers
- Non Taxable Bonds Fund
- Housing Trust Fund
- Taxable Bonds Fund
- HTF General Pool
- Special Projects

Community Capital Facilities (CCF) (Capital)
- CCF Admin Capital Program
- CCF Proviso Re-appropriation
- Building for the Arts
- Youth Recreational Facilities
- Local and Community Projects
- Energy Efficiency Grants
- Community Development Fund
- Community Schools Program
- Building Communities Fund Program
- Belfair Sewer Improvement
- Longview Regional Treatment Plan
- Pacific Medical Center
- Mental Health Beds
- Projects that Strengthen Youth & Families
- Projects that Strengthen Community & Quality Life
- Jobs Act K-12 Public Schools/Higher Ed
- Jobs & Economic Development
- Sandpoint Building 9
Affordable Housing Needs Study
Leading a new effort to research and forecast affordable housing needs in our state

Services
The Washington State Affordable Housing Advisory Board is leading a new effort to research and forecast affordable housing needs in our state. This will be the first analysis of affordable housing and future needs in over a decade. It will include:

- Analysis of demographic trends.
- Supply analysis, including an inventory of all publicly funded housing in our state.
- Analysis of risk of public housing conversion to market-rate housing.
- Homeownership data including financing trends, mortgage rates, and foreclosure.
- An estimate of affordable housing needs over the next five years.

Fast Facts
Research will focus on households with incomes below 120 percent of area median income.

The study will include families, seniors, persons with disabilities, and victims of domestic violence.

A mix of public and private resources are funding this effort.

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Strategic Goal
Provide the foundation for regularly updated information on the housing needs of Washington residents.

Results and Achievements
Funding for this effort includes a broad spectrum of private and public organizations that plan to use the data resulting from this research.

- The Bill & Melinda Gates Foundation
- The Association of Washington Housing Authorities
- Washington REALTORS®
- Master Builders Association of Pierce County
- Building Industry Association of Washington
- Olympia Master Builders
- Seattle King County Association of REALTORS®
- Tacoma Pierce County Association of REALTORS®
- Washington State Housing Finance Commission
- Washington State Department of Commerce

www.commerce.wa.gov/ahab
Asset Building Program

Increasing financial independence of low and moderate income families.

Services
The Department of Commerce’s Asset Building Program partners with private, public and nonprofit organizations to provide bi-annual grants to 15 local Asset Building Coalitions to:

- Promote the Earned Income Tax Credit along with free tax filing assistance.
- Provide financial education, marketing, training, and coordination.
- Work with local financial institutions to lower the costs of services and improve bank account and savings rates.
- Develop microenterprise programs.
- Assist with homeownership and prevent foreclosure.

Strategic Goal
Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
In 2012, local Asset Building Coalitions:
- Helped Washington residents claim more than $920 million in federal Earned Income Tax Credits.
- Helped prepare more than 77,855 tax returns for free at 251 sites across the state.
- Helped residents establish checking accounts and save money on check-cashing and pay-day lending fees through local “Bank On” programs.

Fast Facts
Asset building services are varied around the state to provide flexibility to meet local needs.

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Child Care Facility Fund

Increasing the availability and quality of state-licensed child care centers through loans and grants

Services
The Department of Commerce provides:

- Technical assistance to potential applicants
- Financial resources to licensed and soon-to-be-licensed applicants
- Coordinate application review and award approval
- Maintain a loan portfolio currently capitalized at $1.4 million

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families.

Results and Achievements
Since the program began making awards in 1990, the Child Care Facility Fund has:

- Awarded $2.5 million in grants and $3 million in loans to 136 non-profit and for-profit individuals and organizations.
- Helped leverage more than $33.5 million in additional project investment.
- Helped create more than 800 jobs at 106 childcare facilities.
- Helped create and support more than 9,000 state licensed childcare slots.
- Passed through $1.5 million to five community-based organizations for micro-loans to childcare providers.

Fast Facts
The Child Care Facility Fund program began in 1990 with a $1 million appropriation from the Washington State Employment Security Department to capitalize a revolving loan fund.

Funds are classified as federal in nature (originally collected by Employment Security as fines under U.S. Department of Labor regulations)

Grant funds come through an Interagency Agreement with the Department of Early Learning; the origin of the funds is the federal Child Care and Development Fund.

The Department of Early Learning is not providing funds for grants in SFY 2014.

Statutory Authority
RCW 43.31.502 - Child care facility revolving fund through RCW 43.31.514 Child care facility fund committee

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Commerce WorkFirst

Building skills to overcome barriers to employment for Temporary Aid for Needy Families recipients

Services
The Department of Commerce WorkFirst (Community Jobs, Jobs Connection / Career Jump, Career Development, and Community Works) contracts with 21 local community organizations to:

- Prepare hard-to-serve Temporary Aid for Needy Families participants for employment by combining issue resolution with work-based learning.
- Combine job readiness and job hunting activities of participants with work experience.
- Provide participants with career-field employment while enrolled in an education pathway.
- Help participants build references, networking connections, and job skills.

Strategic Goal
Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- Partnered with the Department of Social and Health Services, Employment Security Department, and the State Board for Community and Technical Colleges

Fast Facts
More than 37,300 participants have been served through local community organizations.

In FY 2012, 55 percent of participants were employed, and the rate continues to rise in FY 2013.

Commerce WorkFirst contracts are performance-based using pay points.

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Statutory Authority
RCW 74.08A, Washington WorkFirst Temporary Assistance for Needy Families
Community Capital Facilities

Providing competitive matching grants to community-based nonprofit organizations to acquire, develop, or renovate their facilities

Services
The Department of Commerce Community Capital Facilities program:

- Administers 51 grants to nonprofit organizations totaling $24 million in three competitive programs: Building for the Arts, Youth Recreational Facilities, and Building Communities Fund
- Administers 125 direct capital appropriations to local governments and nonprofits totaling over $94 million

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- Since inception in 1991, Building for the Arts has provided more than $81 million for 201 arts-related projects throughout the state.
- In the past 10 years, Youth Recreational Facilities has funded 60 projects totaling $28 million.
- The Building Communities Fund has awarded $46 million to 60 projects since 2009.

Fast Facts
Community Capital Facilities provides a systematic way for the Legislature to fund capital projects throughout the state.

Building Communities Fund (which replaced the Community Services Facilities Program) provides matching grants for social services facilities.

Building for the Arts provides matching grants for arts-related facilities.

Youth Recreational Facilities provides matching grants for youth recreational facilities.

Commerce utilizes the services of three separate advisory committees to review application proposals.

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Statutory Authority
RCW 43.63A.125 – Building Communities Fund
RCW 43.63A.750 – Building for the Arts
RCW 43.63A.135 – Youth Recreational Facilities
Community Services Block Grant

A comprehensive funding source to help local communities combat poverty

Services
The Community Services Block Grant program (CSBG) provides funding, technical assistance, and support to the Washington State Community Action Partnership and 30 local Community Action Agencies to:

- Provide local housing, energy assistance, employment, asset development, emergency food and shelter, nutrition, and health care assistance.

Strategic Goal
Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- In 2012, the Community Services Block Grant network served 721,416 low-income individuals in 240,526 households.
- Among those served, vulnerable populations included 187,529 children and 80,415 seniors.

Fast Facts
More than $46 has been leveraged for each $1 of block grant funding.

Statutory Authority
RCW 43.63A.105, Designation of local community action and community service agencies
RCW 43.63A.115, Community Action Agency network, delivery of anti-poverty programs

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Consolidated Homeless Grant

Reducing or ending homelessness in Washington State

Services
The Consolidated Homeless Grant provides funding to local governments and homeless housing service providers to help individuals and families experiencing homelessness or who are at risk of becoming homeless with:

- Time-limited rent assistance.
- Temporary emergency housing.
- Services connected to housing stability.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employer

Results and Achievements
In 2013, the Consolidated Homeless Grant provided $18.3 million in base funding and up to $4.6 million in performance incentive funding in all 39 counties.

- Local providers have helped:
  - 86 percent of participating households exit to stable housing.
  - 81 percent of participating households exit to unsubsidized housing.
  - 78 percent of participating households exit with earned income.
  - 48 percent of participating households exit with increased income.

Statutory Authority
RCW 43.185C Homeless Housing and Assistance

Fast Facts
Consolidated Homeless Grant base funds are matched dollar for dollar by local homeless document recording fees and non-local funds not dedicated to homeless programs.

There are three programs within the Consolidated Homeless Grant:
- Ending Family Homelessness
- Housing and Essential Needs
- Standard CHG Assistance

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Continuum of Care

Helping Washington’s 33 smallest counties apply for and secure federal homeless assistance grants

Services
The Department of Commerce provides technical assistance to 46 Continuum of Care program grant holders and individual county governments to meet federal Department of Housing and Urban Development (HUD) requirements and submit the annual application for homeless assistance grants funding. This technical assistance includes:

- Assisting local homeless service providers with the preparation of their annual project applications to HUD.
- Completing the general application for the Washington Balance of State Continuum of Care.
- Performing the annual point-in-time count and homeless housing inventory count.
- Using data from homeless management information systems to measure performance and progress.
- Coordinating with the Continuum of Care on funding priorities and best practices to reduce homelessness.

Fast Facts
Of the 46 projects awarded funding from HUD, 15 projects are transitional housing, 24 are permanent supportive housing, and 7 are for supportive services only.

Eligible program activities include rental assistance, case management, project operations and capital expenditures.

HUD awarded a total of $1.7 billion nationally in the 2012 competition.

Strategic Goal
Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- The 2012 application ranked third nationally among all Continuums of Care.
- Washington Balance of State Continuum of Care received $5 million in 2012 for a total of 46 projects, spread throughout the 33 smallest counties.
- 2,045 households were served by these 46 projects from August 2012 to July 2013.

Statutory Authority
McKinney-Vento act passed by Congress in 1987 and in 1994 began requiring Continuums of Care (CoCs) to submit applications together.
Crime Victims Service Center Program

Supporting and advocating for victims of crime

Services
The Department of Commerce’s Crime Victims Service Center program provides:

- Grant management for crime victim service providers
- Technical assistance and support for crime victim service providers
- Oversight of regional crime victim service center model to ensure services are available to crime victims throughout the state

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- In 2013, the Crime Victims Service Center Program awarded 53 grants to local agencies within the 13 regional crime victim service center areas.
- Since regional crime victim service centers were established in 2006,
  - The number of hours of service has increased 182 percent, from 14,147 hours the first year to 25,722 hours last year.
  - The number of crime victims assisted has increased 126 percent, from 2,605 victims to 5,889 victims in 2012.
- Regional crime victim service centers responded to 7,500 hotline calls in 2012.

Fast Facts
Crime victim service centers provide services to victims of assault, burglary, trafficking, child abuse, drunk and drugged driving, homicide, identity theft, kidnapping, and property crimes.

In 1984, Victims of Crime Act (VOCA) established the Crime Victim Fund in the U.S. Treasury and authorized the fund to receive money from fines and penalties levied against criminals convicted of crimes in federal courts.

In 2012, Washington received approximately $2.6 million in VOCA funding to support crime victims service centers.

Statutory Authority

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Developmental Disabilities Council
Helping people with intellectual and development disabilities live productive and integrated lives

Services
The Developmental Disabilities Council (DDC) engages in advocacy, systemic change and capacity building to help people with intellectual and developmental disabilities, and their families, live productive and integrated lives in their communities.

- The DDC develops and implements a state plan to address the needs of the estimated 108,000 people in Washington State with intellectual and developmental disabilities. The DDC:
  - Awards grants to nonprofit, community organizations and government agencies to conduct projects in leadership development, self-determination and advocacy.
  - Works to improve policies in the areas of housing, education, transportation, recreation and more to make communities inclusive and welcoming.
  - Provides training and leadership development opportunities for individuals with intellectual and developmental disabilities, family members, guardians, providers, and other allies.
  - Provides information and news about support services and other public benefits through the Informing Families, Building Trust newsletter and blog.
  - Mentors and supports individuals, family members and guardians moving from institution settings to home and community settings and conducts quality assurance surveys to assure their ongoing well-being.

Strategic Goal
The DDC’s goal is to engage in advocacy, capacity building and system change activities that contribute to a coordinated, comprehensive, consumer and family-centered system of services to support and enable individuals with developmental disabilities.

Results and Achievements
Results are reported federally and published in an annual performance report. The report is available on the DDC’s website at www.ddc.wa.gov or by calling 1.800.634.4473

Statutory Authority
Public Law 106.402 Executive Order 96-06

Fast Facts
The DDC’s designated state agency is the Department of Commerce. The council’s 27 members are appointed by the Governor.

With support and services, people with developmental disabilities can fully participate in all aspects of life, school, recreation and community service.

Disability is a natural part of human existence and does not limit one’s rights or participation in life.

40,000 have applied for services from the DDA. Currently there are over 14,000 individuals who have been determined eligible for services, but are not receiving services due to inadequate funding. The DDC is working to increase the number of individuals receiving needed services.

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Developmental Disabilities Endowment Trust Fund
Providing opportunities for individuals with intellectual or developmental disabilities to plan and save for the future

Services
The Developmental Disabilities Endowment Trust Fund:

- The Life Opportunity Trust provides outreach, enrollment, and account management and disbursement services for each individual who has an account.
- The program provides information and referral to prospective and active participants to assure participation does not jeopardize entitlements to government services such as Supplemental Security Income and Medicaid.

Strategic Goal
Increase the number of new trust accounts that are opened each year through outreach and community education efforts.

Results and Achievements
- There are 1,908 active accounts enrolled in both Third Party Individual Trust Accounts and Self Settled Individual Trust Accounts, and an additional 137 accounts were opened and are now closed.
- The trust accounts have contributed/earned $38.5 million since the program began.
- Since 2010, more than $1 million annually has been distributed to beneficiaries to purchase goods or services in their local communities.
- Trust Fund investment portfolios, managed by the Washington State Investment Board, are meeting the objectives established by the Trust Fund Governing Board.

Fast Facts
In 1999, the Legislature gave the Life Opportunity Trust Fund $5 million to provide incentive matches to encourage individuals and families to plan for the future and save. While the capacity to match contributions has reached its maximum, the program still matches some program fees.

Investment income has averaged five percent annually since the fund was created in July 2002.

To be an eligible beneficiary one must live in Washington State, be eligible for services from the Division of Developmental Disabilities and be under the age of 65.

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Statutory Authority
RCW 43.330.430 Developmental disabilities endowment – Trust fund
Dispute Resolution

An alternative to resolution of common disputes without resorting to civil court mediation

Services
The Dispute Resolution program provides $485,000 annually as a grant to the fiscal agent of Dispute Resolution Washington to increase the following services beyond the service level supportable with local funding.

- Training and background knowledge on specialty issues
- Pre-divorce child custody mediation
- Small claims mediation
- Neighborhood association and covenant violations mediation
- Youth peer conflict mediation
- Landlord-tenant mediation
- Elder care mediation
- Workplace issues mediation

Fast Facts
Each dollar of State General Fund program expenditure generates savings of $2.71 in court costs.

Local courts frequently mandate civil dispute mediated before accepting petitions for civil hearings.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
In the 2011-2013 biennium, dispute resolution centers:

- Served more than 240,113 people.
- Generated 91,697 volunteer hours, supporting 11,222 cases with a resolution rate of 65%.
- More than 20,000 persons attended conflict resolution skill building training during the 2011-2013 biennium.
- Saved $2,781,660 in court costs during the 2011-2013 biennium.

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Statutory Authority
RCW 43.330.130 Services to poor and disadvantaged persons — Preschool children — Substance abuse — Family services — Fire protection and emergency management.
Domestic Violence Legal Advocacy

Providing community-based services for domestic violence victims in both the civil and criminal justice systems

Services
The Domestic Violence Legal Advocacy program provides $1.28 million in state grants to community-based victim service agencies to:

- Support at least 20 hours per week of legal advocacy for victims of domestic violence.
- Provide for emergency needs such as, food, clothing, hotel and transportation vouchers on limited basis.
- Train, support and provide technical assistance to legal advocates across the state.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- In SFY 13, grants supported legal advocacy services to 4,034 victims of domestic violence and their children.
- Grants support a half-time advocate at 50 community-based domestic violence programs.

Fast Facts
Domestic violence is a crime with an extremely high lethality rate.


Legal advocacy services increase safety options for Washington families.

Statutory Authority
Chapter 329, Laws of 2008 ESHB 2687 (Sec. 125 (3))
Emergency Solutions Grant
Providing homelessness prevention assistance to households who would otherwise become homeless, and assistance to rapidly re-house persons who are currently homeless

Services
The Emergency Solutions Grant program provides $2 million to $4 million annually (depending on the annual allotment from the federal Department of Housing and Urban Development) in grants to local county governments to:

- Help people who are homeless with rental and utility costs to obtain and remain in housing.
- Help people who are on the brink of homelessness with rental and utility costs to stay in their housing.
- Connect people who are homeless or at-risk of homelessness with community resources and employment services.

Fast Facts
County governments often partner with local nonprofit organizations to deliver the services.

In FY2012, $3.4 million went to re-housing and prevention services statewide.

In FY2013, $1.9 million is allotted for re-housing and prevention services statewide.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- Local organizations served approximately 2,018 households and 4,415 people from August 2012 to October 2013.
- Seventy-nine percent of all households who exited the program during this timeframe exited to permanent and stable housing.

Statutory Authority
Stewart B. McKinney Homeless Assistance Act of 1987, Title IV, as amended

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Ending Family Homelessness

Ending homelessness for all families with children

Services
The Ending Family Homelessness program provides funding to local governments and homeless housing service providers to help Temporary Assistance for Needy Families (TANF) households experiencing homelessness or who are at risk of becoming homeless with:

- Time-limited rent assistance.
- Services connected to housing stability.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- More than 100 households were enrolled in the Ending Family Homelessness pilot program between May and December 2013.
- The pilot expanded homeless service provider partnerships with local Community Service Office, WorkFirst and Employment Security Office staff.
- The program goes statewide beginning January 2014 with an annual budget of $2.5 million.

Fast Facts
Housing providers actively partner with clients, WorkFirst Program Specialists and employment specialists to move families toward self-sufficiency.

- Rapid rehousing reduces the length of time people experience homelessness.
- Rapid rehousing is a cost-effective strategy that helps families exit homelessness and maintain permanent housing.

Statutory Authority
RCW 43.185C Homeless Housing And Assistance

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Reducing energy costs at local government, public education, and state agency facilities while helping create jobs

Services
The Washington State Department of Commerce’s Energy Efficiency program provides:

- Energy efficiency and solar grants to local governments, higher education facilities, and state agencies.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- Since its inception in 2010, Commerce’s Energy Efficiency program has or will help fund more than 2,000 jobs throughout Washington.
- The Energy Efficiency program has provided more than $79 million to 158 energy-saving projects in K-12 schools, higher educational facilities, and local governments.

Fast Facts
Approximately $18 million will be awarded by July 1, 2014.

At least $5 million will be set aside for solar projects that involve the purchase and installation of Washington-manufactured solar energy systems, including solar modules and inverters.

At least 10 percent of each funding round will be set aside for cities and towns with populations of less than 5,000.

Commerce’s Energy Efficiency program collaborates with the Department of Enterprise Services and Washington State University – Energy Programs.

Statutory Authority
Engrossed Substitute Senate Bill 5035, Section 1075

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Farmworker Housing

Ensuring the availability of safe, decent, affordable housing for the state’s agricultural workforce

Services
The Farmworker Housing program provides grants and loans to nonprofits and local governments for the development and operation of community-based housing for farmworkers, including:

- Capital investments in permanent (year-round) housing.
- Capital and operating investments in seasonally occupied housing.
- Emergency assistance for homeless migrant workers.

Strategic Goal
Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
Since 1999, the Farmworker Housing program has invested $113 million, resulting in:

- Nearly 1,600 units of year-round housing.
- More than 9,200 seasonal beds for migrant farmworkers.

Statutory Authority
RCW 43.185 Housing Assistance Program
RCW 43.185A Affordable Housing Program

Fast Facts
Farmworker Housing program activities are funded through state capital appropriations to the Housing Trust Fund, and operating funds are generated through the repayment of Housing Trust Fund loans.

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Financial Fraud and Identity Theft

Collaborating to identify, investigate, and prosecute financial fraud and identity theft crimes

Services
The Financial Fraud and Identity Theft program provides revenue derived from Uniform Commercial Code filings to two task forces serving King, Pierce and Spokane counties. The mission of the task forces is:

- Detection, investigation and prosecution of financial fraud and identity theft.
- Concentration on high-impact offenders and complex financial fraud/identity theft involving multiple offenders.
- Training of law enforcement, and financial institution investigators and prosecutors.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
During SFY 2013, the task forces:

- Conducted 555 investigations.
- Arrested 535 individuals on 1,392 offenses and convicted 495 of those individuals.
- Averaged a 93 percent conviction rate.
- Provided training to more than 300 individuals involved in detection, investigation and prosecution of financial crimes.

Fast Facts
Task force members include federal, state, county, and local law enforcement representatives as well as financial industry investigators dedicated to addressing financial fraud impacts on the private sector.

The program is funded by a surcharge on Uniform Commercial Code filings collected in the previous state fiscal year. The amount varies, but expectations are for $420,000 to $450,000 per year.

The program is scheduled to expire July 1, 2015.

Statutory Authority
RCW 43.330.300: Financial fraud and identity theft crimes investigation and prosecution program

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Foreclosure Fairness Act
Reducing foreclosures on owner-occupied residential properties in Washington State

Services
- The Foreclosure Fairness Program addresses the rise in foreclosures by improving communication between lenders and homeowners to avoid foreclosure whenever possible.
- The program provides funding for foreclosure counseling to homeowners and mediation by a neutral third party to seek alternatives to foreclosure.
- Foreclosure Fairness Program funds provide:
  - Free foreclosure counseling by trained housing counselors.
  - Free legal assistance to low-income homeowners.
  - Training and support for foreclosure mediators.
  - Pre-purchase and post-purchase homeowner education.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers, and employers.

Results and Achievements
The Foreclosure Fairness Act became law on July 22, 2011. As of December 2013, program funding has resulted in:
- 58 specialized foreclosure counselors who provide free advice to homeowners facing foreclosure.
- 108 trained foreclosure mediators who conduct foreclosure mediations statewide.
- 5,900 mediation referrals (cases) received.
- Approximately 2,800 cases closed/certified.
Among the cases closed/certified:
- One quarter resulted in agreement between lender and homeowner.
- Two thirds allowed homeowners to stay in their home. The rest include other alternatives, which allowed the homeowners to leave on their own terms.

Fast Facts
Homeowners can only be referred into the program by a housing counselor or attorney.

Counselors are free-of-charge to Washington homeowners.

Mediation is paid by a reasonable fee, equally divided between the lender and the homeowner.

More than half of the foreclosure mediators are volunteers or employees of Dispute Resolution Centers.

Program funding is proved by a $250 fee paid by lenders for every Notice of Default issued to homeowners in Washington (some lenders are exempt from this fee).

Statutory Authority
RCW 61.24, Relating to protecting and assisting homeowners from unnecessary foreclosures.
Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program

Increasing safety and service options for victims of domestic violence, sexual assault, stalking and dating violence

Services
The program funded by the US Dept. of Justice and Office on Violence Against Women provides grant funding to state and local agencies for:

- Legal advocacy services to immigrant victims of domestic violence and sexual assault.
- Continuation of the State Protection Order Notification System.
- Support of no-cost Sexual Assault Nurse Examiner (SANE) training and technical assistance.
- Enhancing state and tribal courts coordination for domestic violence/sexual assault cases.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
Program funding supported:

- Services to immigrant victims of domestic violence and sexual assault by 3.0 FTE.
- Seven specialized immigrant service trainings for bi-lingual, bi-cultural advocates across the state.
- Maintenance of the Statewide Protection Order Notification System for three years.
- Five statewide and six regional no-cost SANE trainings for medical professionals.
- Recommendations responding to cross-jurisdictional domestic violence and sexual assault cases with state and tribal courts.

Fast Facts
The program focuses on immigrant victim services, Sexual Assault Nurse Examiner (SANE) training and coordinated community response, protection order notification, and state and tribal courts coordination.

Legal needs of immigrant survivors of domestic violence, sexual assault, and stalking are more complex than those of non-immigrant victims.

The U.S. Department of Justice reports 86 percent of American Indian and Alaskan Native sexual assault victims identify the perpetrators as non-Native

Statutory Authority
HOME-Tenant-Based Rental Assistance (TBRA) Program

Providing funds to non-profits, local governments and housing authorities so that people who are homeless or have very low incomes are able to live in a neighborhood of their choosing, at a price they can afford.

Services
Commerce provides grants to non-profit and local government agencies to provide:

- Tenant-based rent assistance
- Security deposits
- Utility deposits

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
In SFY 2013, funding provided to our HOME TBRA grantees helped accomplish the following:

- 998 households with 1,725 individuals received housing assistance (SFY2013)
- 42 percent of those assisted (421) were homeless households representing some of the most vulnerable populations in need of affordable housing
- 309 households moved on to permanent housing

Statutory Authority
TBRA is one of the programs funded through the HOME Investment Partnerships Program authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended. Funds are provided to the State by the U.S. Department of Housing and Urban Development (HUD). Program regulations: 24 CFR Part 92.

Fast Facts
Currently administered in 22 counties in the state.

With Housing Choice Voucher waiting lists closed for years at a time, HOME TBRA often provides stable housing until a Housing Choice Voucher is available.

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HOME Investments Partnership Program – General Purpose (HOME)
Ensuring access to affordable housing for very low-income families and individuals

Services
The HOME General Purpose program provides grants and loans to housing authorities and nonprofit housing organizations for:

- Development and preservation of affordable rental housing
- Permanent, transitional, and supportive housing for homeless or special needs households
- Purchase and preservation of mobile home communities

Strategic Goal
Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
Since 1992, the HOME General Purpose program has invested $163 million to:

- Create or preserve 4,107 units of affordable housing statewide
- Leverage more than $340 million in private and public sector support.

Fast Facts
HOME is a federal program administered by the U.S. Dept. of Housing and Urban Development (HUD).

HOME projects serve households at or below 50 percent of area median income (AMI).

The HOME portfolio includes more than 140 low-income rental properties statewide.

Statutory Authority
Title II of the Cranston-Gonzalez National Affordable Housing Act

Agency Representative
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Housing and Essential Needs
Providing housing assistance and other support for individuals who are homeless or at risk of homelessness

Services
The Housing and Essential Needs program provides funding to local governments and homeless service providers to help individuals referred by the Department of Social and Health Services with:
- Time-limited rent assistance.
- Services connected to housing stability.
- Limited essential needs items such as personal hygiene and transportation.

Eligible participants have a short-term incapacity that prevents them from working for a minimum of 90 days and are experiencing homelessness or who are at risk of becoming homeless.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
Housing and Essential Needs funding:
- Led to an 18 percent reduction in housing instability among those served.
- Paid the rent for more than 4,000 individuals each month.
- Provided housing assistance for 8,859 people in state fiscal year 2013.

Statutory Authority
RCW 43.185C: Essential Needs and Housing Support

Fast Facts
Rent or utilities are paid directly to landlords or utility providers.

In state fiscal year 2013, the average rent payments were $524 a month.

Participants were 86 percent less likely to become incarcerated than a similar cohort served with cash assistance.

Agency Representative
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Housing Assistance for Persons with Mental Illness

Helping to provide sources of safe, affordable housing and easily accessible services for mentally ill persons in Pierce County.

Services
Commerce provides funding to non-profit agencies for:

- Security, damage and utility deposits for clients in need of housing.
- Operating support for projects that house mentally ill persons.

The fund pays for security or utility deposits so that mentally ill persons are able to improve their quality of life by moving to semi-independent or independent living.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
During SFY 2013, funding provided for the following:

- Filled operating and maintenance gaps of 26 units ensuring affordable housing for people recovering from mental illness (SFY2013)
- Deposit assistance to 135 very low-income households (SFY2013)

Fast Facts
Housing Assistance for Persons with Mental Illness provides deposit assistance to clients with Housing Choice Vouchers.

The program provides funding to four organizations in Pierce County.

Statutory Authority
Requires the state Department of Revenue to make 12 annual transfers of a portion of the Pierce County Metropolitan Park District’s Sales and Use Tax to Commerce. The program sunsets in FY 2013. (While no funding is currently being received, there is carry forward dollars that may continue to fund the program into FY 2015.)

Agency Representative
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Housing Opportunities for People With AIDS (HOPWA)

Providing housing assistance and support services to low-income people with HIV/AIDS and related diseases, and their families

Services
Housing Opportunities for Persons with AIDS (HOPWA) is a federally funded program providing housing assistance and supportive services for low-income people with HIV/AIDS and related diseases, and their families. People with AIDS and other HIV-related illnesses often face challenges in meeting personal, medical and housing costs during their illness. HOPWA funds can be used for an array of activities including:

- Housing, assistance, supportive services and program development costs.
- Operation and maintenance of facilities and community residences.
- Short-term payments to prevent homelessness.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
Through our HOPWA Project Sponsors, the program has:

- Provided housing assistance to 388 eligible individuals (SFY 2013)
- Assisted 361 persons to have contact with a primary health care provider (SFY 2013)

Statutory Authority
Housing Opportunities for People with AIDS is a federally funded program from the U.S. Department of Housing and Urban Development (HUD) authorized under the provisions of the AIDS Housing Opportunity Act, 42 USC Sec 12901 et.seq. and HUD Grants WAH13-F999 and WAH110016.

Fast Facts
Once housing is secure, clients are able to follow through on their health care treatment plans.

Federal, state, local and private resources provide leveraged funding nearly dollar for dollar.

Agency Representative
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Housing Trust Fund

Increasing access to safe, decent and affordable housing for Washington’s most vulnerable families and individuals

Services
The Housing Trust Fund provides grants and loans to nonprofit housing organizations, tribes, and local governments for:

- New construction of affordable housing.
- Acquisition and rehabilitation of existing affordable housing.
- Self-help housing and down payment assistance.

Strategic Goal
Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
Since the Housing Trust Fund was established in 1989, investments of $900 million have resulted in:

- 38,000 units of affordable housing statewide, benefitting 70,000 of the state’s most vulnerable residents each year.
- $3 billion leveraged from other private and public resources

Statutory Authority
RCW 43.185 Housing Assistance Program
RCW 43.185A Affordable Housing Program

Fast Facts
Seventy percent of households served have incomes at or below 30 percent of area median.

More than half of households served include an individual with special needs.

Projects are located in every region of the state, with 30 percent of funds targeted to rural areas.

Agency Representative
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Housing Trust Fund Operating and Maintenance Program

Supporting community efforts to provide safe, decent, affordable housing to extremely low-income families and individuals

Services
The Operating and Maintenance (O&M) Program provides grants to Housing Trust Fund recipients with projects that:

- Provide housing for people with extremely low incomes (at or below 30 percent of area median income)
- Have a documented gap in operating funds due to insufficient cash flow

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- The Trust Fund’s O&M Program ensures the preservation of housing for 1,444 extremely low-income households annually

Fast Facts
Revenue is generated through a $10 surcharge on document recording fees.

Operating subsidies currently support 68 affordable housing projects statewide.

Statutory Authority
RCW 36.22.178 Affordable Housing for All Surcharge

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Independent Youth Housing Program (IYHP)

Providing rental assistance and case management to eligible youth who have aged out of the state dependency system.

Services
The Independent Youth Housing Program provides funding in biennial grants to local non-profit organizations to:

- Serve eligible youth ages 18 to 23.
- Provide rent assistance.
- Provide security and/or utility deposits.
- Provide case management services to ensure housing stability.

The program assists in meeting the state goal of ensuring that these youth avoid homelessness by having access to decent, appropriate and affordable housing.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington's families, workers and employers.

Results and Achievements
In state fiscal year 2013, the Independent Youth Housing Program:

- Provided 151 young people with assistance to avoid homelessness:
  - 81 percent exit to permanent housing and 98 percent of those moved into non-subsidized permanent housing.
  - Enabled young people to connect with employment opportunities and education. For those exiting the program:
    - 52 percent increased their income.
    - 60 percent furthered their education.
    - 50 percent improved their employment.

Fast Facts
Five local grantees serve eligible youth in Benton, Franklin, Lewis, King, Kittitas, Pierce, Spokane, Thurston, Walla Walla, and Yakima counties.

Statutory Authority
RCW 43.63A.305: Independent youth housing program

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Justice Assistance Grant

Providing funds from the U.S. Department of Justice for state and local criminal justice initiatives to reduce and prevent crime, violence and substance abuse, and to improve functions of the state’s criminal justice system.

Services
The Justice Assistance Grant (JAG) serves programs and activities in focused on drugs, gangs and violent crimes such as:

- Investigation, disruption and prosecution of drug trafficking and gang organizations.
- Training of law enforcement investigators, supervisors and management personnel.
- Evaluation of multi-jurisdictional drug-gang law enforcement initiatives and fostering of best practices.

Federal funding varies each year and the formula is based on reported crime. States and other jurisdictions are eligible to apply for funding if it fits within the scope and policies of the Department of Justice (DOJ).

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- The multi-jurisdictional task force program is nationally recognized for Peer Review evaluation and best practices.
- Prosecutorial success rate averages more than 20% above the national average for drug offenses.
- 81 percent of cases are collaborative with non-affiliated local agencies, other task forces, and federal agencies.
- Even with reduced grants and local revenues, maintained all supported task forces in compliance with the staffing model as local agencies prioritize continuation of the program.

Fast Facts
Programs supported with state funds include drug courts, training of public defenders, youth violence and gang intervention, and other initiatives.

The Justice Assistance Grant is considered the primary federal criminal justice system grant program to states.

Justice Assistance Grant funding for Washington state dropped from about $10 million to about $3.6 million per year.

Though match is no longer required, local agencies contribute 22 times the original match ratio: initially 3:1 grant to match ratio, now more than 1:7.

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Statutory Authority
RCW 43.330.130: Services to poor and disadvantaged persons—Preschool children—Substance abuse—Family services—Fire protection and emergency management.
Lead-Based Paint Program

Accrediting training providers, certifying qualified contractors, and providing public education about lead-based paint hazards.

Services
The Lead-Based Paint Program provides:

- Licensed firm listings of lead-based paint services (inspection, risk assessment, abatement, or renovation).
- Information on Washington professional lead-based paint services.
- ‘How-to’ tips on working safely with lead paint.
- Oversight and training for abatement professionals, training providers and the general public.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
Since the program began operations in June 2004:

- 6,637 firms and individuals have been licensed
- 28 training providers have been accredited
- Between July 2012 and June 2015, the Lead Hazard Control Program will make at least 180 units lead-safe with money from a $2.48 million federal HUD grant.

Fast Facts
Lead-based paint is the number one environmental hazard to children under the age of six.

Lead poisoning in children can lead to permanent learning disabilities.

Most lead-based paint hazards are found in housing built before 1978.

Only certified specialty contractors may do regulated lead-based work on pre-1978 housing and child-occupied facilities.

Statutory Authority
RCW 70.103 Lead Based Paint

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Long Term Care Ombuds Program

Protecting the rights of Washington’s long-term care residents by providing a presence in long-term care facilities.

Services
The Department of Commerce contracts annually with the Multi-Service Center to:
- Protect residents of long-term care facilities from actions or inactions which adversely affect the health, safety, welfare, and rights of these individuals.
- Identify, investigate, and resolve complaints made by, or on behalf of, residents of long-term care facilities.
- Provide information about the rights of residents.
- Provide training for volunteer ombuds.

Strategic Goal
Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
In state fiscal year 2013:
- More than 400 ombuds were trained and certified.
- Approximately 67,500 nursing home, boarding home, and adult family home residents were served.
- Resolved 86 percent of 1,351 health and safety complaints received.

Statutory Authority
RCW 43.190 Long-Term Care Ombuds Program

Fast Facts
One-third of LTCOP’s comes from the federal Administration on Aging under the Older Americans Act; two-thirds is state funding.

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Low Income Home Energy Assistance Program

Providing funds from a federal block grant program to help low-income Washington state households maintain affordable, dependable utility services and avoid shutoff during the winter.

Services
The Low Income Home Energy Assistance Program (LIHEAP) contracts annually with 26 Community Action Agencies across Washington to provide the following services to low income households:

- Energy assistance that pays a portion of the annual household heating costs
- Energy crisis intervention
- Heat system repair and replacement
- Temporary shelter assistance
- Other emergency services, such as blankets, space heaters, minor window and roof repair
- Energy conservation education

Strategic Goal
Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
In program year 2013 (October 1, 2012 - September 30, 2013):

- Commerce distributed nearly $32.8 million in the form of energy assistance for low income households.
- 71,593 households received energy assistance.
- Over 83 percent of these households were at, or below, the federal poverty level.
- 69 percent of the households served included at least one member who was elderly, disabled, or a young child.

Statutory Authority
RCW 43.63A.115, Community Action Agency Network - Delivery of Antipoverty Programs

Fast Facts
LIHEAP is administered federally by the Department of Health and Human Services.

Energy Assistance distributes 85 percent of Washington's annual grant. Commerce’s housing programs distribute the other 15 percent for weatherization services.

Agency Representative
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Energy Matchmaker Program

Supporting partnerships with local agencies, utilities and other service providers to help weatherize homes of low-income families, which improves efficiency and reduces their energy costs.

Services

The Department of Commerce Energy Matchmaker Program matches funds and resources from utilities, rental owners, and other sources dollar for dollar to provide local energy efficiency improvements, such as:

- Comprehensive energy audits.
- Ceiling, wall, floor and duct insulation.
- Diagnostically-driven air sealing to close gaps where heat can escape.
- Heating system efficiency modifications.
- Repair and rehabilitation services to eliminate health and safety hazards, such as mold, lead-based paint, and asbestos.
- Thorough inspections ensure that established technical specifications and applicable building codes are met.

Strategic Goal

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- Reduced energy bills for thousands of low-income single-family households in Washington state by an average of $300 per year, since 1987
- Conserves energy, helping to reduce demand for new energy generation sources.
- Weatherization and associated health and safety repair help preserve existing affordable housing.
- Formed lasting community-based partnerships between local weatherization agencies and public and private utilities.

Fast Facts

Created in 1987 to allocate over $13 million in oil overcharge settlement funds, state capital funds have supported continuation of this successful program since 1991.

The Energy Matchmaker Program doubles the value of state funds spent on low-income weatherization.

Agency Representative

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Statutory Authority

RCW 70.164, Low-Income Residential Weatherization Program
RCW 43.330.110, Housing-energy assistance
Mental Health Bed Grants

Helping to fund new facilities where short-term, in-patient services are provided through the publicly funded mental health system.

Services
The Department of Commerce Mental Heath Bed Grants are for hospitals or other entities to establish or build new short-term mental health units or services with 16 or fewer beds. These grants:

- Provide grants to hospitals or other entities to establish new psychiatric facilities.
- Collaborate with the Department of Health and Dept. of Social and Health Services.
- Establish criteria for the issuance of $4.85 million in grants.
- Create and implement a grant application and selection process.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- Funds were obligated by December 31, 2013 with expenditure of funds to be completed and new facilities operational by July 1, 2015.

Fast Facts
“Short term” is defined as 72 hours to 14 days.

Grant funds may be used for construction and equipment costs, not operating costs.

Each project is limited to an award of $1.5 million.

The grant application must be developed in collaboration with one or more regional support networks.

The applicant must maintain the beds or facility for at least 10 years.

Statutory Authority
2013-15 Capital Budget; ESSB 5035, Section 1071

Agency Representative
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Mobile Home Relocation Assistance
Providing financial assistance to households displaced by mobile home park closures.

Services
Mobile Home Relocation Assistance provides eligible households with:
• Financial reimbursement
• Problem-solving assistance
• Local resource referral

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
• More than 5,309 households were displaced due to park closures since 1989.
• Park closures have decreased dramatically:
  • 2003 – 2008 average 12.3 per year
  • 2009 – 2014 average 3 per year

Fast Facts
Mobile home parks provide affordable homeownership for seniors on fixed incomes, low-income non-English speaking citizens, and first-time home buyers.

Mobile Home Relocation Assistance is funded by a $100 fee established in statute, and paid by the purchaser of a home that is one year old or more and located in a mobile home park.

Affordable homeownership opportunities are maintained when homeowners receive financial reimbursement for relocating from a closing mobile home park.

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Statutory Authority
RCW 59.21, Mobile Home Relocation Assistance Act
Multi-Jurisdictional Drug-Gang Task Forces

Helping fund efforts to investigate, disrupt and prosecute drug-trafficking and gang organizations which are operating at levels that exceed the capacity of local agencies to pursue.

Services
The Department of Commerce issues annual grants to local law enforcement help municipalities perform the following functions:

- Investigation of drug trafficking and gang organizations.
- Prosecution of individuals and organizations for drug and gang offenses.
- Training for law enforcement investigators, supervisors and managers on drug trends, risk mitigation and best practices.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- The 19 supported task forces closed 769 cases with arrests during state fiscal year 2013.
- More than 97% of all task force arrests and prosecutions are for felony offenses.
- 41% of task force arrests in SFY’13 disrupted drug trafficking organizations, 21% of which have five or more members.
- The task forces removed more than 2,000 Kilograms of illicit drugs from our communities during state fiscal year 2013.

Fast Facts
Each state general fund dollar leverages more than five dollars in federal funds and $40 dollars in local funding.

Task forces average an 86% prosecutorial success rate, a rate estimated to be at least 20% higher than the national average for all drug offenses.

81% of all cases opened were conducted cooperatively with other task forces, non-task force local agencies, or federal law enforcement agencies.

Statutory Authority
RCW 43.330.130: Services to poor and disadvantaged persons—Preschool children—Substance abuse—Family services—Fire protection and emergency management.

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New Americans

Providing naturalization assistance for legal permanent Washington state residents who are eligible to become United States citizens.

Services
The New Americans program provides funding through annual contracts with OneAmerica to support:

- Marketing and outreach to legal immigrants and coordination of naturalization assistance.
- Advertising of program activities statewide through radio, television, and print media.
- Eight Citizenship Day events and six roving attorney clinics across the state.
- Access to Citizenship Hotline and multilingual website that connects immigrants with local service providers.

Strategic Goal
Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
Since the New Americans Program was created in 2008:

- 1,987 volunteers provided in-kind legal, interpretation, and other services
- 3,421 N-400 applications for naturalization were completed
- 9,773 immigrants in Washington State received services though the program
- 198,039 multilingual brochures and other print materials were distributed
- 565 children under 18 received citizenship through their parents

Statutory Authority
Engrossed Substitute House Bill 2687, Laws of 2008

Fast Facts
State funds require a 25 percent match from non-state sources.

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Retired and Senior Volunteer Program
Capitalizing on Washington’s senior population’s skills and energy for community improvements.

Services
The Retired and Senior Volunteer Program (RSVP) contracts annually with 17 nonprofit organizations, covering 32 counties, to recruit and refer local volunteers to:

- Provide health education, food delivery, and elder care
- Tutor and mentor in public schools
- Assist the Dept. of Veterans Affairs
- Build and repair homes. Restore land, improve, and create trails
- Staff disaster assistance call centers, set up shelters, and assist with recovery

Strategic Goal
Mobilize and enhance local assets that strengthen a community’s ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
In FY 2012:
- 9,330 RSVP volunteers provided over 1.5 million hours of service in our communities (valued at more than $39.1 million)
- 16% of RSVP volunteer hours were devoted to increasing economic vitality and building a skilled work force

Fast Facts
Congress created RSVP in 1969. The program matches federal funds with state dollars.

Many nonprofit agencies and state programs depend on these volunteers for their operation.

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Statutory Authority
RCW 43.63A.275, Retired Senior Volunteer Programs
Sexual Assault Prevention Program

Increasing awareness of sexual assault and abuse and building skills within communities to prevent sexual violence.

Services
The Department of Commerce provides grants to non-profit, local governmental, and Tribal sexual assault programs to conduct:

- **Skill Building**: Programs and presentations focused on building skills and developing strategies within the community to prevent sexual assault.
- **Community Development**: Promoting attitudes, behaviors and social conditions that will reduce and ultimately eliminate factors that cause or contribute to sexual violence.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- Community Sexual Assault Programs and community-based agencies conducted about 3,600 prevention presentations and activities last year
- More than 95,000 community members participated in sexual assault prevention activities and presentations last year
- Fifty-six grants statewide provide prevention activities in all 39 counties.

Statutory Authority
Federal funding through an interagency agreement with the Department of Health through the Violence Against Women Reauthorization Act of 2013
RCW 43.280 Community Treatment Services for Victims of Sexual Assault
RCW 70.125 Victims of Sexual Assault Act

Fast Facts
Sexual assault prevention and education is a required activity for the 38 Community Sexual Assault Programs in Washington State.

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Sexual Assault Services Program

Helping to provide comprehensive crisis intervention, advocacy and support services to sexual assault and abuse victims and their families.

Services
The Department of Commerce provides grants through OCVA to non-profit, local governmental, and Tribal sexual assault programs to:

- Provide support and assistance to victims and their families and caregivers to enhance their recovery from sexual assault.
- Alleviate acute and long-term distress resulting from sexual assault.
- Assist victims in gaining access to the legal system.
- Support victims throughout the legal process to ensure their interests are represented and rights are upheld.
- The full range of services available includes crisis intervention, information and referral, legal advocacy, medical advocacy, general advocacy, systems coordination, support groups, medical social work and therapeutic interventions.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington's families, workers and employers.

Results and Achievements
- An accredited community sexual assault program (CSAP) serves every county in Washington.
- About 10,000 new clients receive services each year, 57 percent of those who receive services are children.
- 84 grants to OCVA service providers support local community capacity throughout the state to assist victims and their families.

Fast Facts
The program serves child and adult victims of sexual assault and assists families and significant others of assault victims

More than one-third of the state's women have been sexually assaulted during their lifetime

Nearly 80 percent of sexual assaults occur prior to age 18

Statutory Authority
RCW 43.280 Community Treatment Services for Victims of Sexual Assault
RCW 70.125 Victims of Sexual Assault Act
Violence Against Women Reauthorization Act of 2013

Agency Representative
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Shelter to Housing Project

Working to end homelessness among young adults in King County.

Services
The Department of Commerce Shelter to Housing project provides funding in a one-time grant to a non-profit organization to:

- Serve eligible young adults ages 18-26
- Provide rent assistance enabling participants to move from temporary emergency shelter to transitional or permanent housing.
- Provide case management services to ensure housing stability.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
Since the project started in October 2012, the Shelter to Housing Project has:

- Helped 51 young adults access housing, and connect to employment opportunities and education.
- 57 percent of participants are employed either part- or full-time
- 58 percent are currently enrolled or enrolled for winter quarter in an educational program

Fast Facts
The Shelter to Housing project and state account are set to expire December 31, 2014.

This program serves young adults in King County who have resided in Rising Out of the Shadows (ROOTS) shelter.

The Shelter to Housing Program participates in Youth Housing Connection (YHC), a county-wide system of coordinated engagement for youth and young adults.

Statutory Authority
Chapter 7, 2012 Laws 2nd Special Session PV.

Agency Representative
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Victim Witness Assistance Program

Helping provide systems-based advocacy and support services for victims during investigation and prosecution of a crime.

Services
The Department of Commerce Victim Witness Assistance Program provides grants to county prosecutors to:

- Notify victims and witnesses of court proceedings, dates, events
- Prepare and submit orders of restitution
- Provide information and assistance to crime victims for compensation applications

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- Last year, Commerce awarded grants to 36 county prosecutor offices providing services in 37 counties.
- Last year, a grant was awarded to the Washington Association of Prosecuting Attorneys to provide victim and witness training to programs.
- Last year, service providers identified and implemented new best practices and policies that focused on increasing access to services.

Statutory Authority
RCW 7.68.035: Establishment of crime victim and witness programs in county

Fast Facts
Services are available when a crime was reported and is being prosecuted.

Victim witness assistance can be provided for multiple crime types including sexual assault, domestic violence, trafficking, homicide, burglary, and driving under the influence of alcohol or drugs.

Agency Representative
Rick Torrance
Managing Director
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richard.torrance@commerce.wa.gov
Victims of Sex Trade

Seeking to improve the response of state, local, and private entities to incidents of human trafficking.

Services

The Department of Commerce Victims of Sex Trade program:

- Will coordinate with a committee with representatives from community advocacy groups, service providers, other state agencies and advocates from across the state.
- Will examine the practices of local and regional service providers, analyze data regarding the implementation of human trafficking legislation, review reports and recommendations regarding statewide protocols and gather and review existing data and research related to sexual exploitation.
- Will develop a plan to address sex trafficking.

Strategic Goal

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- First committee meeting took place in December 2013.

Fast Facts

Program is funded from the state’s Prostitution Prevention and Intervention account.

Washington is a national leader in human trafficking policy and victim response: Commerce supports and manages many of these efforts.

Agency Representative

Rick Torrance
Managing Director
360.725.2905
richard.torrance@commerce.wa.gov

Statutory Authority

RCW 43.280.091 Statewide coordinating committee on sex trafficking
Vulnerable Families Partnership

Creating a shared policy agenda and program activities with state and private partners focused on vulnerable families.

Services

This project is funded by a two-year grant from the Bill & Melinda Gates Foundation to:

- Identify best practices for serving vulnerable families
- Recommend activities to state and private partners that move toward a shared policy agenda
- Identify barriers to implementation and find ways to eliminate or mitigate.

Strategic Goal

Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements

- The partnership established a core and executive team with representatives from Commerce, DSHS, The Governor’s Policy Office, and private partner Building Changes.
- The partnership has identified the following priorities to focus on throughout the grant period.
  - Establishing a housing continuum for vulnerable families that includes Rapid Re-Housing.
  - Formalizing connections between DSHS Community Services Offices, employment support services and housing providers for better care coordination and shared case planning.

Fast Facts

Positions funded to support this work are a Project Lead at Department of Commerce, a Project Manager at DSHS and a Policy Advisor in the Governor’s Office.

Grant activities funded through July 2015.

Agency Representative

Cary Retlin
Lead Policy Alignment Advisor
360.725.2836
cary.retlin@commerce.wa.gov

Statutory Authority

Vulnerable Families Partnership is a privately funded project through the Bill & Melinda Gates foundation.
Washington Families Fund
Providing supportive services and stable housing to families experiencing homelessness.

Services
The Department of Commerce contracts with Building Changes to administer Washington Families Fund grants to non-profit organizations that provide the following services in conjunction with housing:

- Comprehensive and individual case management.
- Referrals to mental health and substance abuse treatment.
- Living skills training.
- Parenting, education, childcare and transportation assistance.

Strategic Goal
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

Results and Achievements
- 2004-2013:
  - $19.7 million awarded to 44 nonprofit providers of 759 services-enriched housing units.
  - More than 1,500 families and 3,500 individuals who are homeless or at risk of becoming homeless have benefitted.
- 2004-2009:
  - 73% of families were permanently housed and employment increased by 53%
  - Income increased by 27% and the number of children who remained stable in one school increased by 80%

Fast Facts
5,000 families will be permanently housed, 10,000 children enrolled in school and 2,500 households employed

Grants help provides comprehensive services and affordable housing to move families from crisis to stability.

More than $14 million in private and philanthropic funds leveraged.

Statutory Authority
RCW 43.330.167 - Homeless Families Services Fund

Agency Representative
Bruce Yasutake
Program Manager
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bruce.yasutake@commerce.wa.gov

www.commerce.wa.gov
Weatherization Program

Conserving energy and reducing energy costs for low-income families

**Services**
The Weatherization Program contracts with local agencies that weatherize low-income homes and apartments. Services are performed to established technical specifications and applicable building codes and receive a thorough inspection.

- Comprehensive energy audit
- Ceiling, wall, floor and duct insulation
- Diagnostically driven air sealing to close gaps where the home’s heat can escape
- Heating system efficiency modifications
- Repair and rehabilitation services to eliminate health and safety hazards, such as mold, lead-based paint and asbestos

**Strategic Goal**
Mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington’s families, workers and employers.

**Results and Achievements**
Reduced energy bills for low-income households, making energy more affordable and bill payment more reasonable

- Conserved energy, reducing the need to create new energy generation sources
- Preserved affordable housing
- Developed a trained weatherization workforce that is integrated with the building industry

**Statutory Authority**
Energy Conservation and Production Act (Title IV, Part A, as amended, 10 USC 6851-6872)
RCW 43.330.110, Housing – energy assistance

**Fast Facts**
Commerce receives funding from several federal government programs to pay for low-income weatherization.

The Weatherization Program reduced energy bills for single-family households an average of $300 per year.

Weatherization and associated health and safety repairs preserve existing affordable housing.

Agency Representative
Steve Payne
Managing Director
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steve.payne@commerce.wa.gov
Business Services Division (BSD)

- Business Recruitment & Retention
- International Trade
- Marketing
- Operations
Office of Economic Development & Competitiveness Operating by Program

2013-15 Total Operating Budget: $42,223,993 | Total FTE: 39.18

- Business Loan Unit: $19,410,872
- State Energy Office: $1,830,935
- Sector Lead Development: $5,655,765
- Business Services Administration: $587,556
- Small Business Export Assistance: $4,038,560
- Grant Services: $2,279,611
- Marketing: $7,602,564
- Business Development: $818,130

1011 Plum Street SE, Olympia WA, 98504-2525
www.commerce.wa.gov
Office of Economic Development & Competitiveness Operating by Fund Source

2013-15 Total Operating Budget: $42,223,993

- Federal: $1,111,928
- General Fund-State: $4,954,013
- Private Local: $731,937
- Community/Economic Development Fee: $175,000
- Energy Account: $15,694,115
- WA Global Health Tech/Product Dev: $209,000
- Building Code Council Account: $13,000
- Miscellaneous Program Account: $19,335,000
- Total Operating Budget: $42,223,993
Office of Economic Development & Competitiveness Capital Program

2013-15 Total Capital Budget: $87,639,219 | Total FTE: 3.8

By Unit
- Community Energy Efficiency Program
- Energy Efficiency Revolving Fund
- Renewable Energy Technologies
- Innovation Partnership Zones
- Clean Energy Technologies
- Clean Energy Partnership
- Clean Energy and Energy Freedom Program
- Energy Recovery Act Account
- Weatherization (Energy)

By Fund
- State Taxable Building Construction Account
- State Building Construction Account
- Public Facility Construction Loan Revolving
- Energy Recovery Act

Note: OEDC comprises Energy & Innovation and Business Services
Office of Economic Development & Competitiveness Operating by Program

by Unit and Program

Operating Budget
State Energy Office
- Unclaimed SEARP Rebate Checks
- State Energy Program
- Energy Policy-Oil Overcharge
- I-937 Advisory Opinions

Sector Lead Development
- Advanced Manufacturing
- Maritime
- Information Communications & Technology
- Military
- Clean Energy
- Agriculture
- Life Sciences
- Aerospace

Business Administration
- Business Services Division Management

Small Business Export Assistance
- Small Business Export Assistance
- International Trade Foreign Contracts
- International Trade Domestic Contracts
- State Trade and Export Promotion

Grant Services
- Operations & Grant Management
- Other Pass Through
- ADO Grants

Business Development
- Business Development Activities

Business Loan Unit
- State Small Bus Credit Initiative
- Business Loan Portfolio Management

Capital Budget
Bio-Energy Projects
- ARRA SEP Grants and Loans

Clean Energy
- Clean Energy Partnership
- Community Energy Efficiency
- Weatherization-Energy

Innovation Partnership Zones Activities
- Innovation Partnership Zone Activities

EDA Coastal Rural Loan Fund
- EDA Coastal Rural Loan Fund

Marketing
- Marketing and Communications
- Education and Outreach
- Association Development Organization Support
State Energy Office – Clean Energy Fund

Providing funding for revolving loans, smart grid improvements and matching funds for federal grants to help increase energy Washington’s independence.

Services
The Energy Office completed the 2012 State Energy Strategy (SES), the first comprehensive new strategy since the early 1990s. The SES focuses on transportation, our largest energy use sector, greatest greenhouse gas emissions source and highest cost energy use. We manage over $80 million in Recovery Act funds:

- **Clean Energy Revolving Loans**: Funding to nonprofit financial institutions to make loans for commercial and residential clean energy projects.
- **Smart Grid Innovation Projects**: Grants to Washington electric utilities to implement innovative energy storage and smart grid projects.
- **Federal Matching Grants**: Funding to Washington research institutions to match federal funds for energy projects.
- **State Energy Program Revolving Loans**: Federal State Energy Program ARRA funds for revolving loans for clean energy and energy efficiency projects.

Strategic Goal
To provide funding for projects that develop, demonstrate, and deploy clean energy technologies that save energy and reduce energy costs, reduce harmful air emissions, or otherwise increase energy independence for the state.

Results and Achievements
- **Clean Energy Revolving Loans**: Executing agreements to support financing for more than $100 million in energy efficiency and renewable energy projects statewide.
- **Smart Grid Innovation Projects**: Applications closed in December 2013. Contracts will be developed in the first quarter of 2014.
- **Federal Matching Grants**: Guidelines issued in October 2013. Applications will be evaluated as they are submitted with contracts developed upon approval.
- **State Energy Program Revolving Loans**: Began receiving repayments for most of the loans. Plan to develop guidelines in 2014 for loan applications that will be due fall 2015.

Statutory Authority
Chapter 19, Laws of 2013 - Capital Budget

Fast Facts
Craft3 and Puget Sound Cooperative Credit Union have been named to provide Clean Energy Revolving Loans.

One application received through the end of 2013 for the Federal Matching Grants program.

Four applications received for Smart Grid funding.

Agency Representative
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State Energy Office
Advancing practical energy policies and supporting energy technology research, demonstration, and deployment.

Services
Provide policy development, analysis and information for the Governor, Legislature and energy decision makers and help move energy efficiency, renewable and smart energy technologies from the lab to the global marketplace. Offer guidance on prospective partners, customers, investors, suppliers, distributors and financing to help develop solid business plans and viable market niches.

- **State Energy Strategy**: promoting competitive energy prices, fostering a clean energy economy and jobs, and meeting the state’s greenhouse gas reduction requirements.
- **Clean Tech Development**: Help companies and individuals develop new approaches to clean energy challenges. Founding member of the Washington Clean Technology Alliance.
- **Regional Policy Planning**: Actively represent Washington through five western state groups and national energy forums.
- **Energy Analysis and Information**: Respond to hundreds of requests annually, produce Legislative reports, and regularly analyze natural gas supply, petroleum prices and statewide energy trends.
- **Energy Emergency and Security Planning and Support**: Serve as lead staff for energy emergency and security planning and energy disruption response.
- **Electric Vehicle Infrastructure**: Work with government and industry to site EV charging stations and develop markets for electric vehicles.
- **State Bioenergy Coordination and Development**: Work closely with other state agencies to support economically viable and environmentally sustainable bioenergy development.

Strategic Goal
Partner with stakeholders and the private sector to help accelerate energy-related economic development and enhance environmental quality through energy solutions.

Results and Achievements
- Over 100 jurisdictions have adopted ordinances for installation of EV infrastructure and solar.
- 21 utilities, serving 98.4% of affected customers, mapped outages in real-time during last major disruption using software tool introduced by Commerce.

Fast Facts
Fuel Mix Disclosure Report identifies what fuels power our electricity system.


Statutory Authority
Chapter 43.21F RCW - State Energy Office

Agency Representative
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Washington State Broadband Office

Helping make high-speed internet (broadband) service more readily available throughout Washington State, especially in areas and for populations with a low utilization rate.

Services
- Maintain statewide interactive broadband maps.
- Outreach campaigns to increase awareness of the benefits of broadband
- Disseminate information on broadband studies, funding opportunities and events
- Facilitate working relationships between stakeholders
- Manage Local Technology Planning Team grant program

Strategic Goal
Provide the best information on broadband availability and adoption and support of better policy-making and continued improvement of both access and use in communities across the state.

Results and Achievements
- The Washington State Broadband Office was one of the first state offices to launch a state broadband map and has continued to improve its accuracy with more providers and a user-friendly consumer-feedback loop.
- The Office also produces annual reports on the broadband capabilities of the state and recommendations for improving broadband mapping, deployment and adoption.
- The broadband program serves as a central point of reference on broadband and facilitates community-wide, regional and industry sector discussions on broadband deployment and use.
- More than 500 of the state’s 629 Census places saw improved broadband in 2012.
- Washington is third in the nation for percentage of the population using the internet.
- Just over 98 percent of state residents have broadband available to them at speeds of 3 Mbps or better.

Fast Facts
Washington State received over $7M in federal fund for broadband capacity building

The Recovery Act funded over $200M in broadband adoption and deployment work across the state.

Agency Representative
Will Saunders
Director of Economic Development for the Information, Communication Technology Sector
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Statutory Authority
RCW 43.105.370 creates state entity responsible for broadband mapping and planning.
Small Business Assistance

We listen to businesses, and then drive action to make it easier to do business in Washington State.

Services

- An online portal for small business information provides easy access to resources and agency contacts.  www.business.wa.gov
- Washington’s consolidated Small Business Guide is available online and is updated regularly to ensure that businesses have access to the most up to date information. The guide is also available in Spanish, Korean and Chinese. All versions of the guide are available at www.BizGuide.wa.gov
- The Road Map for Starting a New Business is a visual that guides prospective owners through the licensing and registration process. The map is posted in various agencies and available online at www.dor.wa.gov/docs/pubs/busreg/roadmap.pdf
- Feedback from business owners is collected through the regulatory improvement survey (www.surveymonkey.com/s/regulatoryimprovements) and passed along to appropriate agencies for action.

Strategic Goal

Make Washington the best state in the country to start and grow a small business. This will be achieved by assisting in the development of new business tools, soliciting specific ideas for regulatory improvement, and assisting in creating an integrated approach for business interactions with state agencies.

Fast Facts

95 percent of Washington’s businesses are small businesses with fewer than 50 employees and less than $7 million in gross income.

Statutory Authority

The Small Business Liaison team was developed in response to Executive order 12-01.

Agency Representative
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Linda Alongi
Program Manager
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Associate Development Organizations

Building a prosperous economy through local economic development initiatives and support

Services
Washington’s Department of Commerce maintains a contracted partnership with 34 associate development organizations (ADOs), serving 39 counties, providing both technical assistance and funding for local economic development activities. Each county in the state has designated an organization as their ADO to partner with Commerce and to serve as the primary partner in local economic development activities in their county. Commerce provides:

- Grant management for 34 Associate Development Organizations (ADO)
- Technical assistance to county commissioners regarding ADO designation
- Policy direction for ADO deliverables
- Consulting, education and mentoring to ADOs

Strategic Goal
Retain, grow and attract businesses by improving and communicating Washington’s competitive advantages

Results and Achievements
Between July 1, 2012, and June 30, 2013, ADO partners have:

- Assisted in the creation of 2,675 jobs via business retention, expansion and creation.
- Reported new private investments in land acquisition, buildings and equipment created by businesses they assisted, totaling $455 million.
- Retained, recruited or expanded 73 companies.
- Provided assistance to 75 new startups.

Statutory Authority
RCW 43.330.080 - Coordination of community and economic development services
RCW 43.330.082 - Contracting associate development organizations

Fast Facts
There are 34 ADOs serving all 39 counties.
ADOs are designated by county commissioners or executives.
Commerce contracts with ADOs to serve as the local provider of economic and business services.

Agency Representative
Karen McArthur
Finance and Grant Services Manager
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Services

- Promote Washington State as a competitive place to do business.
- Partner with local economic development councils, ports, private sector representatives and local governments to gather resources that help maximize private sector job creation and investment opportunities.
- Provide access to financing to support business growth and development.
- Conduct research to support sustainable economic growth in Washington.
- Provide technical and financial assistance to local economic development organizations for business retention and expansion activities.

Strategic Goal

Retain, grow, and attract businesses by improving and communicating Washington’s competitive advantages.

Results and Achievements

During Fiscal Year 2013, the BRRE Unit:

- Supported recruitment of nine companies, retention of four companies, and expansion of 24 companies.
- Contributed directly to creating and retaining 2200 jobs.
- Capital investment from private business will exceed $391 million.
- Connected with 85 leads through networking events and meetings to promote business recruitment, retention, and expansion in the state.

Statutory Authority


Fast Facts

Commerce helped closed projects with strategic investments from:

- Workforce Investment Act (WIA) -- $1.8 million helped train over 2,000 workers in multiple sectors across the state.
- Strategic Reserve Funds (SRF) -- $1.5 million as appropriated for 19 projects that helped create or retain over 1,500 jobs during the 2012-2013 Biennium.

Agency Representative

Allison Clark
Managing Director - Business Development
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allison.clark@commerce.wa.gov
International Trade
*Helping Washington small businesses export their products and services.*

**Services**
- Partner searches to identify new international buyers and distributors for Washington products and services.
- Arrange pre-screened business-to-business meetings between Washington businesses and potential new clients and buyers overseas.
- Organize and lead trade missions and international trade show delegations of Washington companies and leaders.
- Host and organize inbound trade delegations to Washington
- Provide International Market Opportunity Assessments
- Provide export finance and risk mitigation counseling

**Strategic Goal**
Create jobs and diversify the state’s economy by increasing the export sales by Washington small businesses.

**Results and Achievements**
For FY13:
- $203 million in new export sales as a direct result of Commerce assistance
- 729 small business clients served
- 1,785 export assistance cases logged

**Fast Facts**
- One sixth of Washington’s economy is export-driven, more than any other state in America.
- 1,101 new jobs linked to our export assistance. *(Source: U.S. Dept. of Commerce export jobs multiplier.)*

**Statutory Authority**
- RCW 24.46.010 - Foreign trade zones
- RCW 43.31.831 - Deals with State International Trade Fair
- RCW 43.210 - Small Business Export Finance Assistance Center
- RCW 43.330.060 - Trade and business responsibilities; Foreign offices-Promotion of overseas trade and commerce
- RCW 43.330.065 - Identification of countries of strategic importance for international trade relations
- RCW 43.330.152 - Fees-service and product delivery areas

**Agency Representative**
Mark Calhoon
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Innovation Partnerships Zones (IPZ)

An economic development strategy encouraging regional collaboration to advance growth through innovation

Services
An innovation Partnership Zone (IPZ) is a unique economic development effort that partners research, workforce training, and private sector participation in close geographic proximity to promote cluster development and collaboration in a research-based effort that will lead to new technologies, marketable products, company formation, and job creation. Commerce provides:

- Evaluation applications for new IPZs and for renewals of existing IPZs.
- IPZ designations for a period lasting four years—designated by the Commerce Director
- Grant management for IPZ Capital Funding Direct Appropriations
- Facilitation of an IPZ Annual Meeting

Fast Facts
The IPZ program was created in 2007 by Gov. Gregoire and the Washington State Legislature.

Walla Walla IPZ is one of three zones receiving a first place award for Best Economic Development Practice among five western states and three Canadian provinces.

IPZs are designated by October 1 in odd numbered years.

Strategic Goal
Retain, grow and attract businesses by improving and communicating Washington’s competitive advantages.

Results and Achievements
18 IPZs are currently designated in Washington State, including three new zones added in 2013:

- AUBURN Sustainable Industrial Redevelopment
- BELLINGHAM Clean Transportation, Renewable Energy
- BOTHELL Biomedical Manufacturing
- CLALLAM COUNTY Marine Energy
- GRAYS HARBOR Sustainable Advanced Manufacturing
- KING COUNTY Financial Services
- KITITAS COUNTY Alternative Energy: Solar/Wind
- PULLMAN Clean IT, Smart Grid, Smart Farm
- REDMOND Interactive Media and Digital Arts
- SEATTLE Global Health
- SKAGIT VALLEY Value-Added Agriculture (2013)
- SNOHOMISH COUNTY Aerospace
- SPOKANE Health Care, Energy Research
- TACOMA Urban Clean Water
- TRI-CITIES Clean Energy, Energy Storage, Smart Grid
- WALLA WALLA Wine and Hospitality, Water Management, Alternative Energy
- WILLAPA HARBOR Resource Utilization and Renewal (2013)

Statutory Authority
RCW 43.330.270 - Innovation Partnership Zones

Agency Representative
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Washington State Community Development Block Grant
Assisting Washington’s low and moderate income families by strengthening communities

Services
Community Development Block Grant provides essential grant funding to rural local governments for priority projects, such as drinking water or wastewater systems, community facilities, microenterprise assistance, infrastructure in support of economic development or affordable housing, public services, and planning. CDBG:
- Facilitates project development and coordination with other funders and regulatory agencies
- Provides training and direct guidance and tools to promote access to funds
- Ensures local compliance with federal and state requirements

Fast Facts
Provides federally-funded grants to lower income communities in counties with less than 200,000 people and cities with less than 50,000 people

Establishes program priorities in partnership with rural local governments to develop viable communities by providing suitable living environments, supporting decent housing, and expanding economic opportunities for benefit lower income persons. CDBG has recently been allocated $12 million annually

Strategic Goal
Improve the economic, social and physical environment of rural cities and counties to enhance the quality of life for low- and moderate-income persons and, as a result, benefit the entire community.

Results and Achievements
- Disbursed more than $445 million in grant funds since 1982
- Serves 32 rural counties and 162 small cities and towns
- Leverages over $2 for every $1 from CDBG

Statutory Authority
Funding sourced through the 2010 Federal Jobs Act.

Agency Representative
Jane Swanson
SSBCI Program Manager
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Statutory Authority
Funding sourced through the 2010 Federal Jobs Act.
Work Start
Providing customized training services and funding to ensure availability of a ready workforce with specific skills and expertise needed by employers.

Services
Washington Work Start is a business-driven workforce training program designed to provide new and existing employers with flexible customized training in direct alignment with the state’s business recruitment and expansion efforts. Work Start will target key sectors including: aerospace, clean technology, advanced materials, advanced manufacturing, maritime, forest products, agribusiness, life sciences, information, communications and technology, and locally targeted industries.

Work Start flexible training grants will be used to:

- Attract new business to Washington
- Support existing businesses as they make significant expansions through new business activity.
- Increase the skills of citizens through training, certifications, and employment in targeted industries.

Strategic Goal
Training will be delivered by the trainer that best meets the company needs wherever best for the company.

Results and Achievements
- Program start July 2013

Fast Facts
Provide awards to new and existing businesses with employer driven customized training in direct alignment with the state’s business recruitment and expansion efforts.

Target key sectors as defined by Commerce and local economic development organizations.

Fund trainer that best meets the company needs wherever best for the company.

Train up 1000 workers at 10 companies in biennial program.

Agency Representative
Sally Harris
Business Development Manager
206-276-0059
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Statutory Authority
RCW 43.330.250 - Economic development strategic reserve account — Authorized expenditures — Transfer of excess funds to the education construction account.
External Relations Division

2013-15 Total Operating Budget: $8,503,722 | Total FTE: 16.7

- Research Services: $6,221,281
- External Relations Admin Indirect: $133,806
- External Relations Admin Direct: $272,170
- External Relations Programs: $61,666
- WA Economic Development Commission: $1,814,799
External Relations Division
2013-15 Total Operating Budget: $8,503,722 | Total FTE: 16.7

- Liquor Revolving Account: $5,586,864
- General Fund-State: $2,772,188
- Private Local: $144,670
Bond Cap Allocation Program
Providing financing options for projects that significantly benefit the people of Washington

Services
The Bond Cap program manages the allocation of issuance authority for private-activity bond types that are limited under federal law.

- Low-income housing
- Exempt facilities (solid waste, electricity, water, recycling)
- Small-issue manufacturing
- Beginning farmers and ranchers
- Student loans
- Qualified Energy Conservation Bonds

Strategic Goal
Provide low-cost financing options for projects with both public and private benefits

Results and Achievements
- Since 1987 Bond Cap has approved more than $11 billion in tax-exempt private activity bond authority.
- In fiscal year 2013, $548 million in bonds were issued under the tax-exempt private activity bond cap.

Fast Facts
Internal Revenue Code defines the types of projects that qualify.

State law sets aside portions of the total Bond Cap for each type of project and establishes allocation criteria.

The 2014 Bond Cap is equal to $100 per capita, totaling approximately $697 million.

Agency Representative
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Statutory Authority
Internal Revenue Code Section 146
RCW 39.86 Bond Cap Allocation
WAC 365-135 Bond Cap Allocation Rules
RCW 39.84.090 Industrial Development Revenue Bonds
Bond Users Clearinghouse
Providing public debt data and analysis to policy makers and the finance industry

Services
- Monthly bond data spreadsheets
- Quarterly newsletters that include a summary of bonds issued
- Two annual reports:
  - The Public Debt Report – An Analysis of Bond and Other Debt Issues by Local and State Government
  - The GO Report – An Analysis of Local Government Outstanding General Obligation Debt

Fast Facts
State agencies and local governments in Washington issued 359 bonds with a total value of $13.7 billion during 2012.

During 2012, state agencies and universities issued $5.7 billion and local governments issued $8.0 billion in bonds.

K-12 school districts in the state issued $1.9 billion during 2012.

Cities issued $1.4 billion during 2012.

Counties issued $1.0 billion in bonds during 2012.

Results and Achievements
- Automated entry of population data and assessed valuation data into the Bond Users Clearinghouse database.
- Took steps toward data sharing with the State Auditor’s Office, which will reduce local government reporting requirements.
- Local jurisdictions can make financial decisions based on solid data by comparing the costs of relevant debt issues.
- State-level policymakers receive easy-to-read data analysis that helps them track trends in municipal debt.
- The finance industry can draw on market data not available from other sources.

Strategic Goal
Provide data and analysis of trends in the state’s bond market and local government indebtedness

Statutory Authority
RCW 39.44.210 Bond Users Clearinghouse statute
WAC 365-130 Clearinghouse rules

Agency Representative
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Program Manager
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Local Government Fiscal Note Program

Providing objective, rapid-response fiscal analysis for the Legislature since 1978

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<th>Services</th>
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<td>- Produce local government fiscal notes at the request of the Legislature.</td>
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<tr>
<td>- Provide fiscal analysis about upcoming legislation and initiatives affecting local jurisdictions</td>
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<th>Strategic Goal</th>
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<tr>
<td>Provide timely and thorough data analysis that allows policy makers to make data-driven fiscal decisions regarding proposed legislation involving local governments</td>
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<th>Results and Achievements</th>
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<tr>
<td>- The Local Government Fiscal Note Program revision rate for the 2013 was 6.74 percent, the lowest rate among the top fiscal note producers.</td>
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<td>- The average turn-around time was 4.18 days, down from 4.28 days in 2012.</td>
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<td>- Timeliness increased to 81.6 percent from the last long-session rate of 80.6 percent.</td>
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<th>Fast Facts</th>
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<td>The Local Government Fiscal Note Program fields the most requests for fiscal notes in the state – 633 in 2013; the next highest producer fielded 345 requests.</td>
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One of the widest policy bandwidths of any research unit in state government

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<tr>
<td>RCW 43.132 Fiscal Impact of Proposed Legislation on Political Subdivisions</td>
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Agency Representative
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Municipal Research and Services Center

Working together for excellence in local government

Services
The Municipal Research and Services Center of Washington (MRSC) is a private nonprofit agency that provides local government officials with research, information and advice under a contract with Commerce. MRSC serves local governments by providing:

- Dependable advice from a multidisciplinary team of professional consultants.
- A comprehensive website.
- Access to thousands of sample documents.
- Timely print and electronic newsletters.
- Informative publications.
- Access to the largest local government library collection in the Northwest.

Strategic Goal
To promote excellence in Washington local governments through professional consultation, research and information services

Results and Achievements
- In 2012, MRSC answered 6,581 inquiries from local governments.
- In 2012, the MRSC website averaged 136,000 unique visitors each month.

Fast Facts
MRSC has been serving local governments in Washington since 1934 – more than 75 years.

MRSC has been a model for similar programs in other states.

MRSC is funded through a share of liquor profits and taxes, which would otherwise be distributed to local governments.

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Statutory Authority
RCW 43.110 Municipal research and services
Public Facilities District Financial Feasibility Review

Helping public facilities districts make data-driven financial decisions

Services
The Public Facilities District Financial Feasibility Review program manages the process for conducting independent financial feasibility reviews for public facilities districts.

Strategic Goal
To ensure public facilities districts have independent financial feasibility analyses to make data-driven financial decisions

Results and Achievements
- More than $80 million in public facilities district projects have undergone reviews since 2012.
- Financial feasibility reviews for the following public facilities districts are available online.
  - Spokane Public Facilities District
  - Richland Public Facilities District
  - Lewis County Public Facilities District
  - Asotin County Public Facilities District

Statutory Authority
RCW 36.100.025 Independent financial feasibility reviews – When required – Public document
RCW 35.57.025 Public Facilities Districts

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Fast Facts
The independent review must be conducted by Commerce through the Municipal Research and Services Center of Washington or through another state agency, educational institution, or private consulting firm.
Research Services

Providing fee-based contracted research, program evaluation, and project management support.

Services
Research Services provides a full range of research and program evaluation services, including:

- Report writing, editing, design, and production.
- Financial and economic data analysis.
- Survey development, administration, and analysis.
- GIS mapping and other visual methods of data analysis.
- Grant prospecting and application development.

Strategic Goal
Use a highly adaptable, market-based approach to developing Commerce’s research, program evaluation, and independent fundraising capacity

Results and Achievements
- In the 2013 fiscal year, Research Services generated about $440,000 in fee-based contracts on 26 projects.
- In the last five years, Research Services has managed more than 100 projects, including four six-figure studies.
- Clients external to the agency have included the Office of Financial Management, State Treasurer, and City of Olympia.

Fast Facts
Major projects Research Services has recently managed include:

- State Environmental Policy Act Case Studies (2010).

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Statutory Authority
Varies with contracted project