



DRAFT - 2022 Annual Action Plan



Executive Summary

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

1. Introduction

The 2022 Action Plan is the second of five annual plans implementing the 2020-2024 Consolidated Plan strategic plan goals for the program year beginning January 1, 2022 and ending December 31, 2022.

The Cities of Richland, Kennewick and Pasco are entitlement communities under Title 1 of the Housing and Community Development Act of 1974 (as amended). Each city is eligible to receive federal funds annually from the US Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) Program. Each city is separately responsible for planning and administering housing and community development activities within their jurisdiction, and implementing, monitoring, and reporting to HUD on the use of CDBG funds.

Richland, Kennewick and Pasco, as contiguous units of local government, entered into a Cooperative Agreement in 1995 to form the Tri-Cities HOME Consortium. The agreement was amended in 2007 to include an automatic renewal clause. At least every three years the Cooperative Agreement is re-evaluated by each city to determine continued participation in the Consortium and to propose change. The Tri-Cities HOME Consortium is eligible to receive annual federal HOME dollars from HUD under the HOME Investment Partnerships Program authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended.

The City of Richland is the designated lead entity for the HOME Consortium. The City of Richland Development Services Department administers the HOME Program for the Consortium and is the legal entity for the Consolidated Plan. The City of Kennewick and the City of Pasco support the City of Richland in the administration of the HOME Program and in meeting the Consolidated Plan requirements.

As each of the three Cities share a common set of goals and directions for meeting the community development and affordable housing needs of lower income persons, the Cities collaboratively prepared the 2020-2024 Consortium Consolidated Plan. The Plan provides the community with an assessment of needs and market conditions, establishes priority needs, sets goals to respond to the identified needs, and establishes outcome measures for the Strategic Plan and Annual Action Plans.

The Cities work with partner agencies and stakeholders to develop and implement community needs and goals as outlined in the Consolidated Plan and each annual action plan program year is a representation of projects and activities that will help the Tri-Cities community work toward achieving those needs and goals. This action plan represents year two of the five year Consolidated Plan.

2. Summary of the Objectives and Outcomes Identified in the Plan

Three priority needs were identified with goals corresponding to those needs. The priority needs were determined by review of data, community meetings, public survey, and City staff consultations. The priority needs are bolded below.

Affordable Housing - There is a need for affordable housing creation and preservation. The corresponding goal is to increase and preserve affordable housing choices. Activities under this goal include expanding the supply of affordable housing units by developing owner and renter-occupied housing, including acquisition and rehabilitation. Activities also include providing financial assistance to local housing development organizations to increase the supply of affordable housing. Funds will sustain or improve the quality of existing affordable housing stock, such as rehabilitation of housing, eligible code enforcement tasks, energy efficiency/weatherization improvements, removal of spot blight conditions, and ADA improvements. Funds will increase community awareness of lead-paint hazards and assist with testing for lead hazards. Homeownership opportunities will be provided through such activities as gap financing, down payment assistance, and infill ownership. Rental opportunities will be provided through a Tenant-Based Rental Assistance (TBRA) program. HOME TBRA will be used to provide housing stability to clientele earning less than 60% area median income (AMI) with rent for up to two years.

Community Development - Activities include support for businesses that create jobs for lower-income residents and/or businesses that provide essential services to lower-income neighborhoods or provide stability to at-risk or blighted areas through activities such as façade improvements and support for micro-enterprises. Funds may support activities that improve the skills of the local workforce, including those unstably housed and those with special needs. Community infrastructure would be supported by provision and improvements such as ADA ramps, sidewalks, curbs, gutters, streets, parks, playgrounds, community gardens, and streetlights. Funds may provide LID assessment payments for lower income households. Funds will be used to provide or improve public facilities, including neighborhood centers, recreation facilities, and neighborhood beautification projects.

Public Services - Activities and projects will support public services that respond to the immediate needs of persons in crisis and support regional efforts to meet the basic living needs of lower-income households and individuals including persons with special needs, such as seniors and those living with a substance or drug abuse issue. Activities and projects will support homeless facilities and increase housing resources that assist homeless persons toward housing stability and self-sufficiency. Projects could also support increased case management and a high degree of coordination among providers.

3. Evaluation of Past Performance

Over the past years, the City and the Tri-Cities HOME Consortium have used funds for meeting the three goals of providing decent housing; creating a suitable living environment; and expanding economic opportunities to low-and moderate-income persons in the Tri-Cities. This reflects strong relationships with

community partners in implementing projects beyond the capacity of any one agency. The ability to leverage funds and to coordinate projects to make the best use of resources is essential in light of increasing need and diminishing resources.

Neighborhoods have been improved to meet ADA requirements through the addition of curbs, gutters and sidewalks, rapid rectangle flashing beacons, and economic development support, reflected in job retention through stabilization loans for small businesses financially impacted by the coronavirus. Accomplishments also include continued support for low-income populations in the form of services. Notably this includes support for senior citizens (meal services), and those individuals with special needs (persons living with a disability, those living with substance abuse/drug abuse issues). Four primary public service projects were Senior Life Resources, The Arc Tri-Cities, and Elijah Family Homes, Columbia Basin College Foundation; these projects include case management services and meeting basic needs of those low-income individuals. Projects also contributed to successful transition from homelessness by funding the Kennewick Housing Authority, Kennewick Housing Micro Home development project and emergency relief payments to prevent homelessness due to the financial impact of the coronavirus through Emergency Tenant Based Rental Assistance (TBRA) and Richland Emergency Grant Payment activities.

4. Summary of Citizen Participation Process and Consultation Process

The city offered several opportunities for public participation and comment throughout the Action Plan process:

On August 25, 2021, City staff held a virtual public hearing via Zoom with the Planning Commission. The City invited the public to comment on community and housing needs as staff develop the 2022 Annual Action Plan. The public hearing was published in *The Tri-City Herald* on August 8, 2021 and on our City's website at www.ci.richland.wa.us/CDBG.

The City also will offer an opportunity for public comment during the public hearing at the November 16, 2021 City Council meeting. The City Council approved the draft federal 2022 Community Development Block Grant (CDBG) funding recommendations and final adoption of the 2022 Action Plan.

The 2022 Action Plan was available for public review during the public comment period from October 4 to November 12, 2021. A public notice announcing its availability was published in *The Tri-City Herald* on October 3, 2021, on the Kennewick Housing Authority website and posted on the City's website.

5. Summary of Public Comments

- Any public comments will be noted at the end of the 30-day public comment period before the Action Plan is submitted to HUD, spring 2022.

6. Summary of Comments or Views not accepted and the reasons for not accepting them

All comments received will be accepted.

7. Summary

This Action Plan provides a detailed list and description of the activities, which will be conducted with the CDBG and HOME allocation in Kennewick, Pasco and Richland for 2022. All funding will be utilized to implement the strategies and goals of the 2020-2024 Consolidated Plan.

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

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role | Name | Department/Agency |
|--------------------|----------|----------------------|
| CDBG Administrator | RICHLAND | Development Services |
| HOME Administrator | RICHLAND | Development Services |

Table 1 – Responsible Agencies

Consolidated Plan Public Contact Information

Michelle Burden
CDBG/HOME Administrator
Development Services Department
625 Swift Blvd., MS19
Richland, Washington 99352
(509) 942-7580

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

As each of the three cities share a common set of goals and directions for meeting the community development and affordable housing needs of lower income persons, the cities collaboratively prepared the 2020-2024 Consortium Consolidated Plan. The Plan provides the community with an assessment of needs and market conditions, establishes priority needs, set goals to respond to the identified needs, and establishes outcome measures for the Strategic Plan and Annual Action Plans. The City anticipates for planning purposes that the CDBG and HOME Programs will be federally funded at 2021 levels. These funding projections are difficult to make given the fluctuations of funding for both the CDBG and HOME programs over the past several years.

Anticipated Resources

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 2 | | | | Expected Amount Available Remainder of ConPlan \$ | Narrative Description |
|---------|------------------|--|----------------------------------|--------------------|--------------------------|-----------|---|--|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| CDBG | public - federal | Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services | 294,000 | 20,000 | \$57,200 | \$371,200 | 1,295,621 | Formula grants for housing and community development activities. Beneficiaries must have low-or moderate-income (up to 80% AMI), or reside in a low/moderate –income neighborhood. A HUD formula-based program that annually allocates funds to support affordable housing programs. |

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 2 | | | | Expected Amount Available Remainder of ConPlan \$ | Narrative Description |
|---------|------------------|---|----------------------------------|--------------------|--------------------------|-----------|---|---|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| HOME | public - federal | Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA | 661,000 | 100,000 | 0 | \$761,000 | 2,401,101 | Formula grant to implement local housing strategies. Tenants served must be below 60% AMI; homeownership activities for households up to 80% AMI. Requires 25% non-federal matching funds. |

Table 2 - Expected Resources – Priority Table

Final 2022 funding is dependent on actual federal allocation and actual amounts of program income received from prior funded projects and unallocated funds. Proposed activity awards may increase or decrease according to final 2022 funding available. If the 2022 CDBG funding is above the anticipated amount listed under the CDBG Expected Resources, any additional Public Service funding cap (15%) will be allocated to The Arc of Tri-Cities bringing their award up to funding request.

The City of Richland may set aside up to \$10,000 annually in CDBG funds for project contingency. Although this funding is available for any project that may need a small amount of contingency funding, it is shown under the Public Facilities and Improvement activity in the Action Plan set up. If this funding is not needed for contingency costs, it will be awarded to new activities during a future funding round.

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

CDBG and HOME funds are important resources in the community and used in conjunction with local, state, other federal and private funds to support housing and other projects. Each of the cities is supportive of efforts by other organizations to obtain funding for projects to address needs and goals outlined in this plan and in meeting needs in the Tri-Cities. Cities also assist community organizations in strategizing, applying for, accessing, and developing new resources and partnerships. CDBG and HOME funds are frequently used to leverage local, state and federal funds such as United Way, Washington State Housing Trust Funds, Emergency Solutions Grant, housing and homeless funds generated by recording fee and county or city general funds.

Each city, as a HOME Consortium participant, is required to match HOME funds. That match is met using city general funds or other non-federal funds, land made available at reduced cost (below appraised value), in the form of reduced financing fees from lenders and appraisers, grants for affordable housing from nonfederal sources, donated construction/housing materials and volunteer labor.

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

Not applicable

Discussion

Annual Goals and Objectives

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

Goals Summary Information

| Sort Order | Goal Name | Start Year | End Year | Category | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|---|------------|----------|-------------------------------------|-----------------------------------|-----------------|---|
| 1 | Increase and Preserve Affordable Housing Choice | 2022 | 2024 | Affordable Housing | Affordable Housing Choice | HOME: \$595,750 | Financial Assistance to Homebuyers: 3 Households Assisted Tenant-based rental assistance: 62 Households Assisted |
| 2 | Community, Neighborhood, and Economic Development | 2022 | 2024 | Non-Housing Community Development | Non-Housing Community Development | CDBG: \$248,300 | Public Facility or Infrastructure Activities other than LMI Housing Benefit: 5070 Persons Assisted |
| 3 | Homeless Intervention and Public Services | 2022 | 2024 | Homeless Non-Homeless Special Needs | Public Services | CDBG: \$44,100 | Public Facility or Infrastructure Activities other than LMI Housing Benefit: 495 Persons Assisted |

Table 3 – Goals Summary

Goal Descriptions

| | | |
|---|-------------------------|---|
| 1 | Goal Name | Increase and Preserve Affordable Housing Choice |
| | Goal Description | Expand the supply of affordable housing units by developing owner and renter-occupied housing, including acquisition and rehabilitation. Provide financial assistance to local housing development organizations to increase the supply of affordable housing. Funds will sustain or improve the quality of existing affordable housing stock, such as rehabilitation of housing, eligible code enforcement tasks, energy efficiency/weatherization improvements, removal of spot blight conditions, and ADA improvements. Funds will increase community awareness of lead-paint hazards and assist with testing for lead hazards. Provide homeownership opportunities through such activities as gap financing, down payment assistance and infill ownership. Provide Tenant Based Rental Assistance (TBRA) through the use of HOME funds. |
| 2 | Goal Name | Community, Neighborhood, and Economic Development |
| | Goal Description | The City of Richland will address Community and Economic Development needs throughout the city limits. Richland will work to support businesses that create jobs for lower-income residents and/or businesses that provide essential services to lower-income neighborhoods or provide stability to at-risk or blighted areas through activities such as façade improvements and support for micro-enterprises. Funds may support activities that improve the skills of the local workforce, including those with special needs. |
| 3 | Goal Name | Homeless Intervention and Public Services |
| | Goal Description | Funds will be used to support public services that respond to the immediate needs of persons in crisis and that support regional efforts to meet the basic living needs of lower-income households and individuals including persons with special needs, seniors, and disadvantaged youth. Support homeless facilities and increase housing resources that assist homeless persons toward housing stability and self-sufficiency. Support increased case management and a high degree of coordination among providers. |

AP-35 Projects - 91.420, 91.220(d)

Introduction

This Annual Action Plan describes how funds will be used to support the goals and priorities identified in previous sections of this Consolidated Plan. Projects and activities are carefully chosen. CDBG activities and HOME CHDO projects go through a competitive process, ensuring the maximum effectiveness in use of federal grant funds.

| # | Project Name |
|---|--|
| 1 | CDBG Planning & Administration |
| 2 | Public Facilities/Improvements |
| 3 | Public Service |
| 4 | HOME Administration |
| 5 | Richland HOME First Time Homebuyer Assistance Program |
| 6 | Kennewick HOME First Time Homebuyer Assistance Program |
| 7 | Pasco HOME First Time Homebuyer Assistance Program |
| 8 | Tenant-Based Rental Assistance Program |
| 9 | Tri-Cities HOME Consortium CHDO Set-aside |

Table 4 – Project Information

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

Funding priorities are consistent with those stated in the Strategic Plan. The City of Richland intends to maximize the use of limited resources to ensure the highest benefit to people with low-income and within the capacity to administer the program. Reduced funds have increased the challenge. Given the limited capacity, bricks and mortar projects resulting in visual physical improvements are important when those projects reduce barriers for physically impaired persons; result in the acquisition, construction or improvement to public facilities; and/or, result in neighborhood preservation and revitalization. High priority is also placed on projects that would result in enhancing the economic opportunities of residents.

AP-38 Project Summary

Project Summary Information

| | | |
|----------|--|---|
| 1 | Project Name | CDBG Planning & Administration |
| | Target Area | |
| | Goals Supported | Increase and Preserve Affordable Housing Choice Community, Neighborhood, and Economic Development Homeless Intervention and Public Services |
| | Needs Addressed | Affordable Housing Choice Community and Economic Development Public Services |
| | Funding | CDBG: \$58,880 |
| | Description | Fund necessary for staff to administer, manage and monitor the implementation of CDBG funds and associated federal regulations. Administration funding will include 20% of eligible program income. |
| | Target Date | |
| | Estimate the number and type of families that will benefit from the proposed activities | |
| | Location Description | |
| | Planned Activities | CDBG funding will be provided to support administration, management, and monitoring. Responsibilities include, but are not limited to activity eligibility determination, fund management, labor standards enforcement, and environmental review. Policy leadership and back-office infrastructure is also included. Should program income be generated through the program year, the City will apply 20% of the amount to address administrative expenses incurred through program year. Any unspent CDBG administrative funds will be used to cover HOME administrative expenses during program year. |
| 2 | Project Name | Public Facilities and Improvements |
| | Target Area | Within city limits of Richland |
| | Goals Supported | Community, Neighborhood, and Economic Development |
| | Needs Addressed | Community and Economic Development |
| | Funding | CDBG: \$248,300 |

| | | |
|----------|--|---|
| | Description | Support costs including project delivery of public facility and infrastructure improvements EN \$191,100 and PY PI/RL \$57,200, Removal of Material and Architectural Barriers and Roof Replacement needed for the Domestic Violence Shelter. |
| | Target Date | |
| | Estimate the number and type of families that will benefit from the proposed activities | |
| | Location Description | |
| | Planned Activities | Activities include improvement of accessibility to neighborhoods with the removal of architectural barriers of mobility or accessibility of elderly persons or of “severely disabled” adults, including staff costs for project delivery and Domestic Violence Shelter Roof Replacement. |
| 3 | Project Name | Public Service |
| | Target Area | |
| | Goals Supported | Homeless Intervention and Public Services |
| | Needs Addressed | Public Services |
| | Funding | CDBG: \$44,100 |
| | Description | Public Service funded activities to carry out opportunities to low income clientele, including City staff costs for program delivery, FY 2022 15% Cap \$44,100. Sr. Life Resources: \$10,000, National Objective: LMC, Matrix Code: 05A. The Arc Tri-Cities: \$9,600, National Objective: LMC, Matrix Code: 05B, Elijah Family Homes Transition to Success: \$15,000, National Objective: LMC, Matrix Code: 05F, Elijah Family Homes Transition to Success Youth Program:\$3,500, National Objective: LMC, Matrix Code: 05D, Girl Scouts of Eastern Washington and Idaho Program:\$6,000, National Objective: LMC, Matrix Code: 05L |
| | Target Date | |
| | Estimate the number and type of families that will benefit from the proposed activities | |
| | Location Description | |
| | Planned Activities | Administration, project delivery, monitoring, reporting and management of contract and activity. |

| | | |
|---|--|---|
| 4 | Project Name | HOME Administration |
| | Target Area | |
| | Goals Supported | Increase and Preserve Affordable Housing Choice Community, Neighborhood, and Economic Development Homeless Intervention and Public Services |
| | Needs Addressed | Affordable Housing Choice Community and Economic Development Public Services |
| | Funding | HOME: \$66,100 |
| | Description | Support costs of staff involved in the administration of the HOME grant. Administration funding will include 10% of eligible program income. |
| | Target Date | |
| | Estimate the number and type of families that will benefit from the proposed activities | |
| | Location Description | |
| | Planned Activities | HOME funding will be provided to support administration, management, and monitoring responsibilities include activity eligibility determination, fund management, labor standards enforcement, and environmental review. Policy leadership and back-office infrastructure is also included. Excess HOME admin funds will continue to be carried forward for future use. The HOME regulations allow for admin carryforward. Should program income be generated in program year 2021, the City will apply 10% of that amount to address administrative expenses incurred throughout the program year. |
| 5 | Project Name | Richland HOME First-Time Homebuyer Assistance Program |
| | Target Area | |
| | Goals Supported | Increase and Preserve Affordable Housing Choice |
| | Needs Addressed | Affordable Housing Choice |
| | Funding | HOME: \$50,000 |
| | Description | Support costs of providing downpayment assistance to qualifying first-time homebuyers, including project delivery. Funding will include 2022 award \$50,000. |
| | Target Date | 12/31/2022 |

| | | |
|---------------------------|--|--|
| | Estimate the number and type of families that will benefit from the proposed activities | |
| | Location Description | Within city limits of Richland |
| | Planned Activities | Up to \$10,000, down payment and closing cost assistance and related costs including project delivery. Forgiven after the Period of Affordability. |
| 6 | Project Name | Kennewick HOME First-Time Homebuyer Assistance Program |
| | Target Area | |
| | Goals Supported | Increase and Preserve Affordable Housing Choice |
| | Needs Addressed | Affordable Housing Choice |
| | Funding | HOME: \$50,000 |
| | Description | Support costs of providing downpayment assistance to qualifying first time homebuyers, including project delivery. Funding will include 2022 award \$50,000. |
| | Target Date | 12/31/2022 |
| | Estimate the number and type of families that will benefit from the proposed activities | |
| | Location Description | Within city limits of Kennewick |
| Planned Activities | Up to \$10,000, down payment and closing cost assistance and related costs including project delivery. Forgiven after the Period of Affordability. | |
| 7 | Project Name | Pasco HOME First Time Homebuyer Assistance Program |
| | Target Area | |
| | Goals Supported | Increase and Preserve Affordable Housing Choice |
| | Needs Addressed | Affordable Housing Choice |
| | Funding | HOME: \$50,000 |
| | Description | Support costs of providing downpayment assistance to qualifying first time homebuyers, including project delivery. Funding will include 2022 award \$50,000. |
| | Target Date | 12/31/2022 |

| | | |
|----------|--|--|
| | Estimate the number and type of families that will benefit from the proposed activities | |
| | Location Description | Within city limits Pasco |
| | Planned Activities | Up to \$10,000, down payment and closing cost assistance and related costs including project delivery. Forgiven after the Period of Affordability. |
| 8 | Project Name | Tenant Based Rental Assistance (TBRA) Program |
| | Target Area | Within City limits of Kennewick, Pasco and Richland |
| | Goals Supported | Increase and Preserve Affordable Housing Choice |
| | Needs Addressed | Affordable Housing Choice |
| | Funding | HOME: \$345,750 plus Consortium estimated PI \$100,000 |
| | Description | TBRA Program will serve approximately 62 households earning at or less than 60% AMI. |
| | Target Date | 12/31/2022 |
| | Estimate the number and type of families that will benefit from the proposed activities | Approximately 62 households individuals and families |
| | Location Description | Housing within the three city limits as chosen by tenant. |
| | Planned Activities | TBRA Program will serve approximately 62 households earning at or less than 60% AMI. |
| 9 | Project Name | Community Housing Development Organization (CHDO) Set-aside |
| | Target Area | |
| | Goals Supported | Increase and Preserve Affordable Housing Choice |
| | Needs Addressed | Affordable Housing Choice |
| | Funding | HOME: \$99,150 |
| | Description | Project has not been established |
| | Target Date | NA |

| | | |
|--|--|--|
| | Estimate the number and type of families that will benefit from the proposed activities | NA |
| | Location Description | NA |
| | Planned Activities | Provide funding for an eligible affordable housing development(s) within Kennewick, Pasco or Richland. |

AP-50 Geographic Distribution - 91.420, 91.220(f)

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

No specific geographic target areas have been identified. Richland’s CDBG and HOME funds will be available to assist lower income residents within Richland city limits with priority placed on those activities that provide a benefit in the oldest neighborhoods of Richland. HOME funds for Kennewick and Pasco will be available to assist lower income residents within each city limits.

Affordable Housing

AP-55 Affordable Housing - 91.420, 91.220(g)

Introduction

The goal numbers represented below reflect activities that will be funded with federal funds through the Tri-Cities HOME Consortium and Richland’s CDBG allocation.

| One Year Goals for the Number of Households to be Supported | |
|---|-----|
| Homeless | 268 |
| Non-Homeless | 65 |
| Special-Needs | 0 |
| Total | 333 |

Table 5 - One Year Goals for Affordable Housing by Support Requirement

| One Year Goals for the Number of Households Supported Through | |
|---|----|
| Rental Assistance | 62 |
| The Production of New Units | 0 |
| Rehab of Existing Units | 0 |
| Acquisition of Existing Units | 3 |
| Total | 65 |

Table 6 - One Year Goals for Affordable Housing by Support Type

Discussion

The 333 households represented include the 268 households that will benefit from rehabilitation work at the Domestic Violence Shelter and 62 households assisted with tenant-based rental assistance (TBRA), and include three households that will purchase their first home with the help from the down payment assistance program.

AP-60 Public Housing - 91.420, 91.220(h)

Introduction

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

The City of Richland will help address the needs of public housing and activities in 2022 by continuing to work closely with and supporting efforts of the Kennewick Housing Authority.

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

The Kennewick Housing Authority Governing Board includes one position designated for a resident representative. That position is currently filled and the resident representative is fully engaged.

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

Not applicable

AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)

Introduction

CDBG funds provide a social safety net to help low- and moderate-income people stay stable and not enter homelessness. The three cities will continue to be involved in the Benton Franklin Human Services planning efforts (BFHS). The BFHS developed a plan to address homelessness in the region, with the express purpose of giving nonprofit and government agency providers a “road map” of actions to follow. The plan is a concerted effort by numerous agencies, including the three cities, to develop a common understanding of the needs of those individuals and families experiencing homelessness and to agree upon a coordinated plan to improve services and housing. The goal of the plan is to move individuals and families experiencing homelessness through a continuum of housing and supportive services leading them to permanent housing with the highest level of self-sufficiency they can achieve.

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

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

Outreach activities are not funded with Richland CDBG funds.

Richland, Kennewick, and Pasco will continue to be active participants in the Continuum of Care (CoC) and encourage cooperation in sharing information to identify existing resource that might be available to meet community needs.

Addressing the emergency shelter and transitional housing needs of homeless persons

Through involvement with Benton Franklin Community Action Committee (BFCAC) and Benton Franklin Human Services, the three cities will continue to support the development of housing and services.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The three Cities do not provide direct assistance to homeless persons. Each city may contribute CDBG funds towards organizations that operate shelter beds in the area. These organizations work closely with the CoC and organizations at varying levels of the CoC to provide the right services to give those families and individuals experiencing homelessness the opportunity to transition out of a homeless situation and

into a stable housing situation. Further, each city works diligently with the two local housing authorities to continue the development of affordable housing opportunities.

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

The three Cities do not provide direct assistance to those being discharged from publicly funded institutions or receiving assistance from public or private agencies. Each city does participate in regularly scheduled CoC meetings where the issue of assisting those individuals being discharged from medical facilities is a frequent topic. These meetings coordinate resources and evaluate potential solutions, creating partnerships where possible.

Discussion

No additional discussion.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The City of Richland will identify and where appropriate remove or mitigate barriers to affordable housing resulting from zoning, subdivision, land use requirements, licensing, permits and utility extensions.

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

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

- Continue efforts to improve and expedite permitting processes and timelines, such as through the purchase and implementation of new permitting software.
- Continue pre-application process to provide early review to shorten permitting process.
- Continue to update the City's Comprehensive Plan and provide comment on updates to Benton County's Comprehensive Plan related to affordable housing, fair housing, infrastructure and economic development.

In addition, all three cities encourage infill development to preserve older neighborhoods, and support increase of housing densities in areas where adequate public facilities and services (police and fire protection, schools, water, sewer, and drainage) are in place or can easily be provided.

Discussion

The City of Richland will continue to promote fair housing education and training that support fair housing in the Tri-Cities. Upon release of the final rule for fair housing, all three cities will conduct a Fair Housing Assessment as required by HUD.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

One of the challenges to meeting underserved needs by any one group is the lack of staff capacity, financial resources, and supportive services necessary to address all needs. All three cities attend, support and are active members of Continuum of Care (CoC), an organization comprised of local non-profit, housing, public service, correctional, and government agencies throughout Benton and Franklin counties. The CoC has established a Coordinated Entry System (CES) that is fully implemented that aims to create efficiencies in the service provider network by not duplicating services and matching those in need of services to those organizations most suited to meet those needs.

Actions planned to address obstacles to meeting underserved needs

Decent housing can be made available to those below 30% median income by joining forces with community advocates such as the Benton Franklin Home Base Housing Network, Benton Franklin Community Action Committee and the Department of Human Services to provide affordable housing for this underserved population. Typical projects to meet this goal would be family shelter, domestic violence shelter, developmentally disabled and chronically mentally disabled housing, elderly housing, migrant farmworker housing, homeless prevention rapid rehousing programs and state and local housing trust funds. The City supports the efforts of local non-profit agencies to meet needs of underserved populations.

Actions planned to foster and maintain affordable housing

The City will continue to support the efforts of various nonprofit agencies, housing authorities and CHDO's to provide affordable housing opportunities for special needs populations through the use of CDBG and HOME funds. Rehabilitation priority is given by the City and by Benton Franklin CAC Energy Efficient Healthy House Program to those homes occupied by frail elderly or homeowners and renters with disabilities. City staff will be available to assist in identifying potential funding sources and provide technical assistance within staff capacity, and will remain receptive to forming partnerships with other entities to assure vulnerable populations are able to reside in decent, safe housing.

The Consortium maintains its HOME investment in affordable housing by monitoring rental housing occupancy and physical condition over HUD's minimum compliance periods required by 92.254.

Actions planned to reduce lead-based paint hazards

The City will provide education on lead-based paint including information on Safe Work Practices, actions to take when rehabbing or remodeling a home, and steps to take if exposure to lead hazards is suspected.

The pamphlets "Renovate Right" and "Protect Your Family from Lead in Your Home" published by

Washington Department of Commerce and Environmental Protection Agency (EPA) will be distributed to all potential housing clients and be available via online links from the City's website.

The City will work with pre-qualified contractors to perform testing as necessary to identify lead hazards, and assure compliance after remediation work through clearance exams as required for persons assisted with CDBG or HOME funds.

Actions planned to reduce the number of poverty-level families

The activities outlined in this plan will work to increase economic opportunities in the Tri-Cities area. Through working with local businesses and, creating needed infrastructure and facilities updates/maintenance, the cities are working to increase the number of opportunities for financial security in the area.

In addition, each city funds public services that increase capacity for local non-profit service organizations that work directly with low-income households with the aims of first creating stability and then working to identify opportunities to transition out of poverty.

Actions planned to develop institutional structure

The main strategy regarding institutional structure is collaboration. The City will pursue various activities outlined in the 2020-2024 Consolidated Plan to strengthen and coordinate actions with housing, nonprofit, and economic development agencies. Staff will continue to participate in the Continuum of Care Task Force to assist in the coordination of government agencies, nonprofit organizations, housing developers, social service providers, and Continuum of Care providers to meet the needs of homeless individuals and families. Richland staff will participate in the Point-in-Time Count, used to measure community trends and shifts that are impacting those individuals and families experiencing homelessness.

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

The City supports efforts by agencies to apply for or leverage other funding sources that might become available during the year. City staff will be available to provide some technical assistance support of projects that meet a Housing and Community Development need as identified in the 2020-2024 Consolidated Plan and will assist organizations to apply for funds from other local, state or federal resources within staff capacity.

Discussion

The Consortium makes relatively small investments in affordable housing developments, which leverages large amounts of funds from other sources to complete projects.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

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

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

| | |
|--|---------------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 20,000 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| Total Program Income: | 20,000 |

Other CDBG Requirements

| | |
|---|---------|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 100.00% |

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

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

Not applicable

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The Tri-Cities HOME Consortium will utilize the recapture option in its HOME programs. The Consortium reserves the right to use the resale option at its discretion or when it is required. Prior to utilizing the resale option, the Consortium will take the necessary steps to formulate required documentation and notify the HUD Field Office.

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

To ensure affordability, the Consortium adheres to recapture requirements as set forth in 24 CFR 92.254(a)(4), and 24 CFR 92.254(a)(5)(ii)(A)(1) and (A)(2), and (A)(5). Homebuyer direct assistance including Down Payment, closing costs and other direct subsidies such as principal reduction, interest buy-downs, etc. are subject to recapture provisions. It also includes any HOME investment that reduced the initial purchase price from fair market value to an affordable price (Direct Subsidy), principal and interest balance (but excludes the amount between the initial cost of producing the unit and the market value of the property). Consortium members may use purchase options, rights of first refusal, or other preemptive rights to purchase previous HOME assisted housing prior to foreclosure or at a foreclosure sale. HOME funds may not be used to repay a HOME loan or investment. The affordability restrictions may terminate upon foreclosure, transfer in lieu of foreclosure, or assignment of an FHA insured mortgage to HUD. However, affordability restrictions must be revived per the original terms if, during the original affordability period, the owner of record before the termination event obtains an ownership interest in the housing.

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

Not applicable.