



## The City of Federal Way

### 2018 ANNUAL ACTION PLAN First Amendment

February 2019

## Executive Summary

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

#### 1. Introduction

The City of Federal Way presents this Annual Action Plan for the 2018 Program Year Community Development Block Grant program funds. The City developed these funding decisions based upon Mayoral and City Council priorities, Human Services Commission recommendations, Community Services Division (CSD) staff analysis, public hearing comments, program performance information, and consultation with various service agencies and other stakeholders.

The First Amendment to the 2018 Annual Action Plan includes additional funding in the amount of \$48,000 for Multi-Service Center Security Door Renovation.

#### 2. Summarize the objectives and outcomes identified in the Plan

This Action Plan allocates a total of approximately \$1,095,232 dollars in 2018 Community Development Block Grant Entitlement funds, prior year resources, and CDBG program income to support the Community Development Block Grant program. The overall goals for the Action Plan are:

- Improve and expand affordable housing options;
- Expand businesses to create jobs and assist with the development of microenterprises;
- Strengthen neighborhoods through the planning of strategic neighborhood revitalization efforts; and
- Administer the Community Development Block Grant program to meet the community needs and HUD requirements.

#### 3. Evaluation of past performance

The City has been able to meet the needs of many low- and moderate-income households through its involvement as a member of the King County HOME Consortium. Activities implemented under that arrangement have succeeded in: 1) meeting the needs of homeowners through the City's housing repair program; 2) providing much needed services to help households to regain stability; 3) providing facilities and improvements to improve the quality of life; and 4) supporting economic development efforts for small businesses and microenterprise.

During the first three years of the 2015-2019 HOME Consortium Consolidated Plan, the City of Federal Way worked closely with the community, nonprofit agencies, the private sector, the State of Washington, HUD, the faith-based community, and the philanthropic community to make solid progress towards goals.

The City of Federal Way reported in the 2017 Consolidated Annual Performance Evaluation Report (CAPER):

- 4 households received support for housing repair and rehabilitation
- 408 persons received assistance with public services
- 95 persons received economic development-related assistance

#### 4. Summary of Citizen Participation Process and consultation process

The City had an established public participation process, as outlined below:

- A public hearing was held on November 21, 2016, before the Human Services Commission to receive input on the preliminary 2017-18 CDBG Public Services grant recommendations.
- Notice of Funds Available for PY2018 CDBG Community Economic Revitalization Funds was published in the Federal Way Mirror on July 7, 2017.
- Request for public comments and input was emailed to stakeholders and service agencies on December 8, 2017 seeking input through January 16, 2018.
- A Notice of Public Hearing was published in the Federal Way Mirror on December 8, 2017, notifying the public of public hearings to be held on December 18, 2017 and January 16, 2018, and to announce the comment period on the 2018 Annual Action Plan.
- An opportunity for public comment was provided on December 18, 2017, before the Human Services Commission, to receive input on the 2018 Annual Action Plan.
- A public hearing was held on January 16, 2018, before the Federal Way City Council to receive input on the 2018 Annual Action Plan.
- Request for public comments and input on an updated plan was emailed to stakeholders and service agencies on May 18, 2018 seeking input through June 5, 2018.
- A Notice of Public Hearing was published in the Federal Way Mirror on May 18, 2017, notifying the public of a public hearing to be held on June 5, 2018, and to announce the comment period on the Updated 2018 Annual Action Plan.
- An opportunity for public comment was provided on June 5, 2018, before the Federal Way City Council to receive input on the Updated 2018 Annual Action Plan.

**5. Summary of public comments**

No Public comments were received during the initial comment period beginning December 8, 2017 and concluding on January 16, 2018 or during the second public comment period from May 18, 2018 to June 5, 2018.

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

N/A.

**7. Summary**

In summary, Federal Way residents, stakeholders, service providers, and others consulted during the citizen participation process support the outcomes and objectives of the Consolidated Plan for Housing and Community Development. The remainder of this report will provide details on how the City proposes to prioritize its investment.

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

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

The City of Federal Way is responsible for preparing the Annual Action Plan and for the administration of the CDBG grant program and funding.

#### **Responsible Agency**

- **Agency Role:** CDBG Administrator
- **Name:** Jeffrey Watson
- **Department/Agency:** Community Development/Community Services Division

The City of Federal Way, Community Services Division, is the lead agency for the CDBG Program. Jeffrey Watson, Community Services Manager, is the program administrator. Sarah Bridgeford, CDBG Coordinator, is the primary staff responsible for the day-to-day implementation of the program.

Additionally, numerous non-profit agencies are responsible for administering programs funded by CDBG. These agencies and others were consulted during the development of the Annual Action Plan and are listed in the Consultation section of this document.

#### **Annual Action Plan Contact Information**

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

### **1. Introduction**

Consultation and citizen participation are important elements of the plan and its implementation. As part of its first Consolidated Plan, for 2012-2016, the City created the Citizen Participation Plan for the City of Federal Way Consolidated Plan to guide the process, provide opportunities for citizen involvement throughout the development of the Plan, and provide input for the implementation and program evaluation phases in future years. In 2015, the City began participation in the 2015-2019 HOME Consortium Consolidated Plan in cooperation with King County. The Citizen Participation Plan again provided guidance to afford opportunities for citizen involvement throughout the development of the 2015-2019 HOME Consortium Consolidated Plan. During the process of developing the 2015-2019 Plan, organizations (both public and private) were consulted and local groups participated in providing input on needs and proposed strategies.

The City of Federal Way is an active partner and participant in local and regional community development and human services efforts. The City engages in ongoing coordination between other cities in South King County with common interests and needs for community development, as well as public policy organizations, housing providers, health providers, service agencies, and faith-based organizations that are extensively involved in providing support to low- and moderate-income persons and households, as well as the homeless. The City also works with members of the King County Consortium (Consortium) to conduct and participate in ongoing meetings with each other. The consortium includes stakeholders and public housing authorities (PHA's) including the King County Housing Authority and the Renton Housing Authority. In addition to the Consortium, the Continuum of Care is comprised of nonprofit housing and service providers, members of the Housing Development Consortium of Seattle-King County, the Public Health Department of Seattle and King County, Puget Sound Regional Council, South King County Human Services Planners, and the Washington State Department of Social and Health Services. This coordination and public meetings held as part of the planning and funding processes for federal formula grants and local funds take place regularly throughout the year and inform recommendations for decision making bodies such as the City's Human Services Commission.

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

The City of Federal Way coordinates with All Home, which has been designated by the King County Council as the local homeless housing task force for King County. All Home was created to work with service providers and advise local government on the creation of a local homeless housing plan and to participate in a local homeless housing program. Federal Way works with King County and other communities in the Consortium to provide input and advice to All Home on local and sub-regional issues and needs regarding homelessness as well as housing and services for the homeless. Federal Way is a member of a committee that focuses on collaboration between service providers and housing providers.

The City provides both CDBG and local funds to agencies that serve chronically homeless individuals and families, families with children, veterans, and unaccompanied youth. In addition, Federal Way is fortunate to have numerous churches and other faith-based groups that provide regular services and support to the homeless in our community. This includes meals, overnight shelter during the cold

months, and shower and laundry services. The City also uses general fund dollars to fund the Reach Out winter shelters for homeless men and women. Catholic Community Services provides case management for these shelters.

Further, the City worked closely with a local coalition and service provider to open the Federal Way Day Center for homeless individuals in 2016. Part of the ongoing development and implementation includes a service provider collaboration focused on providing access onsite to clients. Participants in the collaboration include housing organizations, local government, public health agencies, and a variety of social service providers including behavioral health services. The conversation includes the potential of co-located services at one campus to better serve those in need of the services.

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

Coordinating with King County's Continuum of Care (CoC) is critical to our region's implementation of the All Home Homelessness Strategic Plan, which is focused on making homelessness rare, brief, and one-time. The CoC has a continued prioritization of permanent housing while addressing a full continuum of housing from transitional housing with support services to permanent supportive housing for persons with disabilities. The City of Federal Way supports the continuum of housing including prevention, emergency shelter, transitional housing, and permanent housing. The City's provides financial support of these efforts with both City general funds and CDBG funds and also commits staff time to the ongoing development and implementation of the system to address the needs of homeless persons.

Efforts by the City and our many human services partners are targeted to help homeless persons meet three goals:

- achieve residential stability;
- increase their skill levels and/or incomes; and
- strengthen their ability to influence decisions that affect their lives.

The City participates in and supports numerous coalitions and committees, such as the South King County Forum on Homelessness and All Home, the King County agency focused on ending homelessness. These valuable partnerships support Federal Way and the surrounding region's efforts to make homelessness rare, brief, and one-time.

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

All projects receiving McKinney funding are required by HUD to apply for support through a local Continuum of Care. For King County, the Continuum of Care encompasses programs and activities within the borders of King County. The King County CoC priorities are set by All Home in King County. Federal Way staff contributes to the CoC by working collaboratively with All Home and with other communities, especially those in South King County, to provide input and cooperation with All Home and King County.

## 2. Agencies, groups, organizations and others who participated in the process and consultations

- All Home
- ANEW
- Birth to Three Family Development Center
- Boys and Girls Clubs of King County
- Building Changes
- Catholic Community Services of Western Washington
- CHI Franciscan
- Child Care Resources
- Children's Therapy Center
- Circulo de Mamas
- Communities In Schools of Federal Way
- Consejo Counseling and Referral Service
- Crisis Clinic
- Department of Children, Youth and Families
- Department of Commerce
- Domestic Abuse Women's Network (DAWN)
- Emergency Feeding Program
- Fair Housing Center of Washington
- Federal Way Chamber of Commerce
- Federal Way Community Caregiving Network
- Federal Way Senior Center
- Full Life Care
- FUSION
- Habitat for Humanity Settle-King County
- HealthPoint
- Hospitality House
- Institute for Family Development
- Kent Youth & Family Services
- King County
- King County Bar Foundation
- King County Housing Authority
- King County Sexual Assault Resource Center
- Kona Kai
- Mother Africa
- Multi-Service Center
- Nexus Youth and Family Services (formerly Auburn Youth Resources)
- Orion
- Partner in Employment
- Pediatric Interim Care Center
- Puget Sound Training Center
- Public Health of Seattle-King County
- Sound Generations
- Sound Mental Health
- South Sudan Kuku Association of North America
- St. Vincent De Paul Society
- Valley Cities Counseling & Consultation
- Washington Engage
- Washington Low-Income Housing Alliance
- Washington Poison Center
- YWCA

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

To be included following the public comment period.

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

The Continuum of Care (CoC), which is overseen by All Home King County. The City of Federal Way is working with All Home and other communities in South King County to implement the new Strategic Plan that replaces the Ten-Year Plan to end Homelessness.

**AP-12 Participation - 91.401, 91.105, 91.200(c)**

**1. Summary of citizen participation process/Efforts made to broaden citizen participation**

Consultation and citizen participation are critical elements of the plan. The value of citizen participation includes: 1) hear the community's recommendations on how the City should invest its CDBG dollars; 2) consult with individuals who may not initiate contact with the City because of language/cultural differences or who do not come from experiences where government sought their opinions; and 3) convene public hearings and meetings to increase opportunities for housing providers, service agencies, and healthcare organizations to come together and discuss how they can coordinate services and pool funding to achieve the greatest impact. Such consultation and citizen participation are ongoing aspects of the City's administration of its CDBG program.

The City regularly engages service providers and citizens in discussions regarding community development and human services needs. The City continuously seeks input by meeting with individuals and organizations on an ongoing basis. Organizations that receive funding are monitored throughout the year and discuss trends and emerging needs with City staff. The City also has planning and citizen participation specifically to address homelessness and community development by meeting regularly with human service providers, other local cities, and other funders to seek solutions to local and regional community development problems.

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## Expected Resources

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

#### Introduction

The City of Federal Way anticipates having the following funding sources available during the 2018 Program Year:

- CDBG
- Program Income
- City General Fund (targeted to human services/public services)
- Section 108 Loan

Pre-award costs incurred prior to the agreement with the U.S. Department of Housing and Urban Development are allowable under the waiver granted via Notice CPD-18-01. Pre-award costs incurred by projects included in the 2018 Annual Action Plan will not impact future projects or future years' funding. The incurred costs are necessary to the implementation of the activities and for continuity of services to the community.

#### Anticipated Resources

Table 1 - Expected Resources – Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 4				Expected Amount Available Remainder of Con. Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition, Admin and Planning, Economic Development, Housing, Public Improvements, Public Services	\$ 721,159	\$34,185	\$ 339,888	\$ 1,095,232	\$721, 159	CDBG funds leverage additional federal and state funds. Agencies are able to combine funding sources in order to provide a wider range of services to the community.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 4				Expected Amount Available Remainder of Con. Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
General Fund	public - local	Public Services	\$516,000	\$0	\$0	\$516,000	\$516,000	The City provides general fund grants annually to agencies and organizations that deliver services in support of low- and moderate-income persons and households, those with special needs, and the homeless. These funds are used in cooperation with CDBG public services dollars.

**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 funds do not require a match. CDBG funding for public services and public facility projects is only a portion of the total funding required. The City encourages applicants to secure other funding for projects in order to leverage resources to the extent possible.

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

The City of Federal Way owns the property upon which the Performing Arts and Event Center (PAEC) was built. As described in this plan, the PAEC has and will continue to generate jobs both directly and via acting as a catalyst for redevelopment of the City Center area in Federal Way, resulting in additional jobs. Because the City used Section 108 Loan funds in support of the PAEC development, jobs created through the facility and as a result of related development are available for low- and moderate-income persons.

**Discussion**

CDBG and Section 108 Loan funds will be used to support eligible activities in accordance with CDBG regulations.

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**Annual Goals and Objectives**

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

**Goals Summary Information**

**Table 2 - Goals Summary**

<b>Sort Order</b>	<b>Goal Name</b>	<b>Start Year</b>	<b>End Year</b>	<b>Category</b>	<b>Needs Addressed</b>
<b>1</b>	EXPAND ECONOMIC OPPORTUNITIES	2016	2019	Non-Housing Community Development	Economic Development and Job Growth
	<b>Funding</b>	<b>Goal Outcome Indicator</b>			
	CDBG: \$338,439	Jobs created/retained: 7 Jobs Businesses assisted: 90 Businesses Assisted People Assisted: 108 People			
	<b>Goal Name</b>	<b>Start Year</b>	<b>End Year</b>	<b>Category</b>	<b>Needs Addressed</b>
<b>2</b>	PROVIDE DECENT, AFFORDABLE HOUSING	2016	2019	Affordable Housing	Affordable Housing Preservation
	<b>Funding</b>	<b>Goal Outcome Indicator</b>			
	CDBG: \$254,500	1 transitional housing unit added; 86 affordable housing units preserved			
	<b>Goal Name</b>	<b>Start Year</b>	<b>End Year</b>	<b>Category</b>	<b>Needs Addressed</b>
<b>3</b>	ESTABLISH SUITABLE LIVING ENVIRONMENTS	2016	2019	Non-Housing Community Development	Ensure a Suitable Living Environment
	<b>Funding</b>	<b>Goal Outcome Indicator</b>			
	CDBG: \$358,293	Public Service activities other than Low-and Moderate-Income Housing Benefit: 261 Persons Assisted Housing Units Resolving Violations: 100 Families assisted with Housing Repair: 8			

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

Federal Way's Annual Action Plan provides descriptions of proposals of how funds will be prioritized to achieve goals identified in the Consolidated Plan. Projects funded by the City will address the priority needs of providing assistance to prevent homelessness, ensure affordable housing, expand economic opportunity, and provide a suitable living environment. Projects and programs are selected through a competitive application process to ensure optimal quality services are provided to the community in use of the funds.

**Table 3 – Project Information**

#	Project Name
1	Program Administration
2	Housing Repair Program
3	Debt Service on Federal Way PAEC Section 108 Loan
4	Code Compliance
5	Federal Way Community Center Inclusion Program
6	Hospitality House
7	MSC Rental Assistance
8	MSC YES Program
9	Orion Employment Services
10	Pediatric Interim Care Center
11	Apprenticeship & Non-traditional Employment for Women (ANEW)
12	Highline Economic Development Program
13	FUSION – FUSION Transitional Housing 2018
14	Multi-Service Center- Villa Capri Security Door Renovation
15	NRSA Street Lighting Project

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

In establishing the priorities for activities to meet the needs of the City, activities are being considered which are likely to be of high impact. The City looked to its own initiatives and goals to determine how to best to build on efforts already underway which could impact the economic problems affecting low- and moderate-income persons. This has led the City to develop strategies with a focus on economic revitalization activities and job creation, safety net/self-sufficiency services, and protecting/enhancing housing owned or rented by low- and moderate-income households.

In order to continue services helping populations who are risk, the City allocated the maximum possible to services that have proven to be effective in the past. The City placed a significant amount of the resources into the economic development activities for job creation and allocated funding for microenterprise technical assistance; and, in order to begin working on affordable housing needs, identified funds to maintain owner-occupied housing.

The City has chosen to place 100% of program funds toward activities which primarily benefit low- and moderate- income households and will assure that a minimum of 70% of program resources will benefit low- and moderate-income households.

AP-38 Project Summary

Project Summary Information

<b>1</b>	<b>Project Name</b>	<b>Program Administration</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	EXPAND ECONOMIC OPPORTUNITIES PROVIDE DECENT AFFORDABLE HOUSING ESTABLISH SUITABLE LIVING ENVIRONMENTS
	<b>Needs Addressed</b>	Economic Development and Job Growth Affordable Housing Preservation Ensure a Suitable Living Environment
	<b>Funding</b>	CDBG: \$144,000
	<b>Description</b>	CDBG Program Planning & Administration for PY2018
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	33325 8th Avenue S, Federal Way, WA 98003
	<b>Planned Activities</b>	CDBG Administration
	<b>2</b>	<b>Project Name</b>
<b>Target Area</b>		
<b>Goals Supported</b>		ESTABLISH SUITABLE LIVING ENVIRONMENTS
<b>Needs Addressed</b>		Ensure a Suitable Living Environment
<b>Funding</b>		CDBG: \$175,000
<b>Description</b>		Housing repair program helping low/low mod income homeowners repair their homes to a safe condition.
<b>Target Date</b>		12/31/2018
<b>Estimate the number and type of families that will benefit from the proposed activities</b>		8 Families (20 individuals) will benefit from this program.
<b>Location Description</b>		Recipients must be homeowners living in the City of Federal Way.
<b>Planned Activities</b>		Housing repair for extremely low-, low-, and moderate-income homeowners. Work is primarily focused on interior health and safety issues, though roofs and ADA accessibility improvements are also considered on a case-by-case basis.

3	<b>Project Name</b>	<b>Debt Service on Federal Way PAEC Section 108 Loan</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	EXPAND ECONOMIC OPPORTUNITIES
	<b>Needs Addressed</b>	Economic Development and Job Growth
	<b>Funding</b>	CDBG: \$235,261
	<b>Description</b>	Annual Debt Service on Federal Way PAEC Section 108 Loan including quarterly Interest payments until the loan is permanent and one anticipated principal payment in 2018.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	7 jobs will be created.
	<b>Location Description</b>	31510 20th Avenue South, Federal Way, WA 98003 Census Tract #53033030006
<b>Planned Activities</b>	Debt service on the expected Section 108 Loan for the PAEC. A portion of the annual grant will be directed to debt service for the Section 108 Loan for the full term of the loan, which will be 20 years. The annual amount for a full year of debt service is expected to be approximately \$200,000 per year over the 20-year term.	
4	<b>Project Name</b>	<b>Code Compliance</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	ESTABLISH SUITABLE LIVING ENVIRONMENTS
	<b>Needs Addressed</b>	Ensure a Suitable Living Environment
	<b>Funding</b>	CDBG: \$76,000
	<b>Description</b>	Support for staff to engage in code compliance related to City Zoning and related codes.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 Housing Units
	<b>Location Description</b>	Census tracts and/or block groups at or above 51% low- and moderate-income and either with signs of deterioration or in a deteriorated condition.
<b>Planned Activities</b>	Code Compliance	

5	<b>Project Name</b>	<b>Federal Way Community Center Inclusion Program</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	ESTABLISH SUITABLE LIVING ENVIRONMENTS
	<b>Needs Addressed</b>	Ensure a Suitable Living Environment
	<b>Funding</b>	CDBG: \$35,246
	<b>Description</b>	The Inclusion Program provides social activities and classes for developmentally disabled adults.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	207 disabled individuals will benefit from this activity.
	<b>Location Description</b>	The majority of activities will be provided at the Federal Way Community Center (876 S. 333rd Street, Federal Way, WA 98003). Some activities, such as camping trips, will be provided off-site.
<b>Planned Activities</b>	Social activities, such as recreational classes, life skills training, trips, and others will be provided.	
6	<b>Project Name</b>	<b>Hospitality House</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	ESTABLISH SUITABLE LIVING ENVIRONMENTS
	<b>Needs Addressed</b>	Ensure a Suitable Living Environment
	<b>Funding</b>	CDBG: \$15,601
	<b>Description</b>	Homeless Women's Shelter
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5 individuals will benefit from this activity.
	<b>Location Description</b>	Shelter services will be provided at 1419 SW 150th Street, Burien, WA 98166.
<b>Planned Activities</b>	Provide shelter and case management services to homeless women.	



7	<b>Project Name</b>	<b>MSC Rental Assistance</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	ESTABLISH SUITABLE LIVING ENVIRONMENTS
	<b>Needs Addressed</b>	Ensure a Suitable Living Environment
	<b>Funding</b>	CDBG: \$23,112
	<b>Description</b>	Multi-Service Center will provide rental assistance to eligible Federal Way residents in crisis.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	46 individuals will benefit from rental assistance.
	<b>Location Description</b>	Services will be provided at the Multi-Service Center (1200 S. 336 <sup>th</sup> Street, Federal Way, WA 98003).
	<b>Planned Activities</b>	Individuals will receive short-term rental assistance to prevent eviction.
8	<b>Project Name</b>	<b>MSC YES Program</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	EXPAND ECONOMIC OPPORTUNITIES
	<b>Needs Addressed</b>	Economic Development and Job Growth
	<b>Funding</b>	CDBG: \$10,400
	<b>Description</b>	YES helps youth ages 16 - 24 to obtain their GED, secure employment and continue post-secondary schooling, as appropriate, while helping them to establish and work toward careers and living wage employment.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	15 individuals between the ages of 16 and 24 will benefit.
	<b>Location Description</b>	Services will occur at the Multi-Service Center (1200 S. 336 <sup>th</sup> Street, Federal Way, WA 98003).
	<b>Planned Activities</b>	Classes and training to help youth obtain their GED, secure employment, continue post-secondary schooling.

<b>9</b>	<b>Project Name</b>	<b>Orion Employment Services</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	ESTABLISH SUITABLE LIVING ENVIRONMENTS
	<b>Needs Addressed</b>	Ensure a Suitable Living Environment
	<b>Funding</b>	CDBG: \$10,400
	<b>Description</b>	Employment Services for disabled adults.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2 individuals will benefit from this activity.
	<b>Location Description</b>	Job training will be provided at 1590 A Street NE, Auburn, WA 98002.
	<b>Planned Activities</b>	Vocational counseling and skills training to obtain employment.
<b>10</b>	<b>Project Name</b>	<b>Pediatric Interim Care Center</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	ESTABLISH SUITABLE LIVING ENVIRONMENTS
	<b>Needs Addressed</b>	Ensure a Suitable Living Environment
	<b>Funding</b>	CDBG: \$6,934
	<b>Description</b>	Interim care of drug-exposed infants.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 infant will benefit from this activity.
	<b>Location Description</b>	Services will be provided at 328 4th Avenue S, Kent, WA 98032.
	<b>Planned Activities</b>	PICC's services include infant transportation, 24-hour medical monitoring, nursing care, physician visits, narcotic assisted withdrawal, nutritional support for feeding difficulties, and other interim-level medical support (oxygen, PIC lines, etc.) as needed. PICC's social work staff facilitates family visitation, liaises with DSHS, and follows infants for six months after discharge to assure that they continue to thrive. PICC also provides educational and outreach services to the community on the recognition and care of drug-affected infants.

<b>11</b>	<b>Project Name</b>	<b>Apprenticeship &amp; Non-traditional Employment for Women (ANEW)</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	EXPAND ECONOMIC OPPORTUNITIES
	<b>Needs Addressed</b>	Economic Development and Job Growth
	<b>Funding</b>	CDBG: \$5,778
	<b>Description</b>	Pre-apprenticeship training and employment services
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3 individuals will receive job training and employment services/case management.
	<b>Location Description</b>	Activities will be provided at Apprenticeship & Non-traditional Employment for Women (ANEW) (550 SW 7 <sup>th</sup> Street, Renton, WA 98057)
	<b>Planned Activities</b>	Individuals participate in one of two tracks: 1) Trades Rotation Program, a 12- week pre-apprenticeship training program with job placement and retention services for women in manufacturing and construction trades; and 2) the Career Connection Program, wrap-around employment services focusing on job placement and retention.
<b>12</b>	<b>Project Name</b>	<b>Highline Economic Development Program</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	EXPAND ECONOMIC OPPORTUNITIES
	<b>Needs Addressed</b>	Economic Development and Job Growth
	<b>Funding</b>	CDBG: \$87,000
	<b>Description</b>	Technical Assistance to microenterprise business owners, entrepreneurs, and start-up businesses.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	90 individuals will receive technical assistance.
	<b>Location Description</b>	Activities will be provided at Highline College (2400 S. 240th Street, Des Moines, WA 98198)
	<b>Planned Activities</b>	Business advisors will provide one-to-one technical assistance and advising to business owners looking to start or grow their businesses as well as educational interventions that are aimed at enhancing small business, self-employment, and micro-enterprise in Federal Way.

<b>13</b>	<b>Project Name</b>	<b>FUSION Transitional Housing 2018</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	PROVIDE DECENT AFFORDABLE HOUSING ESTABLISH SUITABLE LIVING ENVIRONMENTS
	<b>Needs Addressed</b>	Ensure a Suitable Living Environment
	<b>Funding</b>	CDBG: \$151,000
	<b>Description</b>	Purchase a single family home.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 family will benefit in 2018.
	<b>Location Description</b>	This activity will take place at a location to be determined.
	<b>Planned Activities</b>	Acquire a single family home, condo, or townhome to be used as transitional housing.
<b>14</b>	<b>Project Name</b>	<b>Multi-Service Center Villa Capri Security Door Renovation</b>
	<b>Target Area</b>	
	<b>Goals Supported</b>	PROVIDE DECENT AFFORDABLE HOUSING ESTABLISH SUITABLE LIVING ENVIRONMENTS
	<b>Needs Addressed</b>	Affordable Housing Preservation Ensure a Suitable Living Environment
	<b>Funding</b>	CDBG: \$151,500
	<b>Description</b>	Replace entry, hallway, and stairwell doors.
	<b>Target Date</b>	06/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	86 households will benefit.
	<b>Location Description</b>	This activity will take place at 28621 25 <sup>th</sup> Place S, Federal Way, WA 98003.
	<b>Planned Activities</b>	Replace exterior, stairwell, hallway, and laundry facility doors with doors that provide greater fire safety and security for residents.

<b>15</b>	<b>Project Name</b>	<b>NRSA Street Lighting Project</b>
	<b>Target Area</b>	Neighborhood Revitalization Strategy Area in north Federal Way
	<b>Goals Supported</b>	ESTABLISH SUITABLE LIVING ENVIRONMENTS
	<b>Needs Addressed</b>	Ensure a Suitable Living Environment
	<b>Funding</b>	CDBG: \$16,000
	<b>Description</b>	Add a minimum of 10 LED street lights to the NRSA neighborhood with locations to be determined using a prioritization process including community outreach for review.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	This activity will take place at locations to be determined.
	<b>Planned Activities</b>	Add a minimum of 10 LED street lights to the neighborhood.

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**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**

The City of Federal Way will direct assistance throughout the community as needed.

**Rationale for the priorities for allocating investments geographically**

Persons and households in need exist throughout the City and resources are to be allocated as needed.

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

### **Introduction**

The City of Federal Way has been and will remain involved in collaborative efforts that serve the needs of low- and moderate-income persons and households, the homeless, and those with special needs. The City participates on numerous committees, boards, and the like and works directly with agencies and organizations that provide services in order to enhance the level and quality of services in Federal Way and throughout South King County.

### **Actions planned to address obstacles to meeting underserved needs**

The City is working with other communities in South King County to establish and enhance strong networks for community development and human services delivery. This includes working with service providers, stakeholders, the faith-based community, other government agencies, and those we serve directly to identify and overcome or mitigate barriers to meeting underserved needs. There are both on-going discussions among the parties to share information about current issues, as well as longer term planning to develop strategies, build public awareness, and enhance the support of elected officials for increased resources for the underserved.

The City worked with two other cities to implement a Parallel Application process to the Human Services General Fund process. The Parallel Application focused on underserved communities with particular focus on organizations and programs serving communities of color, immigrants, and/or refugees. For 2017-2018, the City funded five programs for a total of \$14,500 per year and have seen great success so far and look forward to reporting on the accomplishments after the completion of the first year.

### **Actions planned to foster and maintain affordable housing**

The City operates the Home Repair Program, which is funded by CDBG and serves low- and moderate-income homeowners in Federal Way. The program provides emergency and standard repair and renovation services that help families remain in their homes. The program is a means of retaining and enhancing affordable housing and serves to support aging in place, as well as strengthening the neighborhoods in which the homes are located. The program does not specifically target households with elderly individuals, but does serve primarily older adults and often incorporates renovations that assist individuals in staying in their home longer with additions such as ramps, bathroom upgrades including grab bars and accessible showers, and so on.

The City is including a project at Multi-Service Center's Villa Capri Apartments, which serves 86 low-income households at a given time. The project will replace 33 doors including exterior, stairwell, and laundry facility locations. Replacing the doors increases safety and security of the property and assists in the preservation of 86 affordable housing units. Preserving affordable housing not only works toward neighborhood revitalization but, as demand for affordable rental housing continues to grow, can be a less costly strategy than building new affordable housing stock.

### **Actions planned to reduce lead-based paint hazards**

The City of Federal Way works to reduce lead-based paint hazards by complying with and requiring subrecipients to comply with the Lead-Based Paint requirements set forth in 24 CFR Part 35. This includes meeting the requirements for notification, identification, and stabilization of deteriorated

paint; identification and control of lead-based paint hazards; and identification and abatement of lead-based paint hazards. The Protect Your Family from Lead in Your Home pamphlet developed by the EPA, HUD, and the U.S. Consumer Product Safety Commission is also distributed..

### **Actions planned to reduce the number of poverty-level families**

Actions to reduce the number of poverty level families include funding small business and micro-enterprise training and technical assistance. Additionally, actions include maintaining and enhancing relationships with school-based mentoring programs that lead to increased graduation and college acceptance, working with businesses in the Town Center area adjacent to the PAEC to hire low-income residents consistent with the public benefit standards for the proposed Section 108 Loan, and outreach to increase opportunities for low-income residents to obtain livable wage jobs.

### **Actions planned to develop institutional structure**

In 2018, the Community Services Division will:

- Update the Division website to include pertinent information for community-based organizations for planning and program implementation purposes, and for individual seeking resources for community development.
- Continue to advocate for additional resources for a coordinated approach to community development and planning to address poverty issues, affordable housing, job creation and community revitalization initiatives.
- Continue to participate in collaborative efforts with other funders, private sector groups and agency coalitions such as the COC.

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

The City of Federal Way has regularly fostered relationships between these entities and will continue to develop and participate in these collaborations, including the South King Council of Human Services, South King County Housing Development Group, the King County Housing Development Consortium, South King Housing and Homelessness Partnership (SKHHP). As part of the SKHHP work group, the City of Federal Way and other local cities work with agencies to develop the system and advocate for coordination between housing and social service agencies.

### **Discussion**

The expressed goal of the CDBG Program is to reduce the number of people living in poverty. The City gives funding priority to programs that, in addition to complying with Federal regulations, address a priority outlined in the Consolidated Plan, and are consistent with all of the goals and objectives identified.



## Program Specific Requirements

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

#### Introduction

As a member of the King County HOME Consortium, the City of Federal Way will engage in housing activities, collaborations, and partnerships to enhance opportunities for equitable development and the creation/preservation of affordable housing. The Consortium will plan for and support fair housing strategies and initiatives designed to affirmatively further fair housing choice and to increase access to housing and housing programs.

We value working together collectively to continue the work to develop a cohesive and coordinated homeless system that is grounded in the principle of Housing First and fosters shared outcomes. We are not a one size fits all system and as such, we invest in projects that ensure that homeless households from all sub-populations:

- are treated with dignity and respect;
- are returned to permanent housing as quickly as possible;
- receive strength-based services that emphasize recovery, as needed;
- are supported to graduate from temporary homeless housing as rapidly as possible and from permanent supportive housing as soon as they are ready;
- receive only what they need to return to housing quickly and to be as self-reliant as possible.

To establish and maintain a suitable living environment and expand economic opportunities for low- and moderate-income people, our investments across the Consortium in low-income communities, and for the benefit of low-income people, help to ensure equitable opportunities for good health, happiness, safety, self-reliance, and connection to community. Specific strategies include: 1) improve the ability of health and human services agencies to serve our low-and moderate-income residents safely and effectively; 2) improve the living environment in low-and moderate-income neighborhoods and communities; and 3) expand economic opportunities for low- to moderate-income residents of the Consortium.

#### Community Development Block Grant Program (CDBG) – Reference 24 CFR 91.220(l)(1)

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

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

**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. For PY2016, the percentage in this Annual Action Plan: 100.0%

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