



## Consolidated Annual Performance and Evaluation Report (CAPER)

PROGRAM YEAR 2021

SECOND PROGRAM YEAR OF THE  
2020-2024 CONSOLIDATED PLAN



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## CR-05 - Goals and Outcomes

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The purpose of the Consolidated Annual Performance and Evaluation Report (CAPER) is to inform the U.S. Department of Housing and Urban Development (HUD) and the community of the activities and accomplishments resulting from the investment of Community Development Block Grant (CDBG) and other resources for the the period of January 1, 2021 to December 31, 2021. In 2021, HUD allocated \$779,935 in CDBG funds to the City. Additionally, of the CDBG-CV funds available, a total of \$519,951.49 in CDBG-CV funding was expended in 2021 leaving a remaining balance of \$356,230.47 in COVID response funds. CDBG-CV funds are used to prevent, prepare for, and respond to coronavirus by providing services to low- and moderate-income persons. \$536,000 in general funds were used in conjunction with CDBG to provide a wide range of human services. The City successfully executed the activities outlined in the CAPER.

The City accomplished many of its goals in the 2021 program year with CDBG funded activities providing public services and economic development activities to 1,185 Federal Way residents. Services included life skills training for persons with disabilities, four employment and training programs, and homelessness prevention. The City deployed COVID-19 response funds to adapt homeless services during the continuation of the pandemic, and to provide school-aged child care. The COVID-19 response projects included:

- Catholic Community Services (CCS) expanded Day Center hours for 234 people experiencing homelessness as included in the table above under Prevent and Address Homelessness, Public services.
- CCS operated Reach Out with 24/7 staffing in a non-congregate setting, serving 71 residents reflected in the table above under Prevent and Address Homelessness, Public services.
- The Boys and Girls Clubs adapted to add remote learning via a day time child care and school support program for low- and moderate-income families. The program served 92 low- and moderate-income Federal Way youth in 2021 and is included in the table above under Establish and Maintain Suitable Living Environment, Public services.

COVID-19 response will continue in 2022 with programs addressing homelessness and childcare as well as business recovery, household financial recovery, and homelessness prevention. With funds allocated by the American Rescuse Plan Act (ARPA), the City has hired a Coordinator to oversee the management of funds deployed to programs assiting with the more long-term impact of COVID-19.

Some projects didn't meet performance targets, but still provided critical services to achieve the goals set in the Consolidated Plan and Annual Action Plan. Despite the efforts to reopen with precautions, COVID-19 variants and the staffing difficulty agencies faced impacted programs. Highline's StartZone, serving residents in the former Neighborhood Revitalization Strategy Area in North Federal Way, and its citywide Economic Development Program, served low- and moderate-income microenterprise businesses and startups. There was a surge of new startups with work focused on State and City licenses/permits, business plans, getting a loan, and understanding commercial leasing. Due to the staffing crisis and what is called the "Great Resignation," no new jobs were created as a result of the funded projects in 2021.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Establish and Maintain Suitable Living Environment	Non-Housing Community Development	CDBG: \$ / General Fund: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1500	1058	70.53%	417	641	153.72%
Establish and Maintain Suitable Living Environment	Non-Housing Community Development	CDBG: \$ / General Fund: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	250	38	15.20%	0	0	
Expand Economic Opportunities	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	60	0	0.00%			
Expand Economic Opportunities	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	42	92	219.05%	42	42	100.00%

Preserve Affordable Housing	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	50	86	172.00%			
Preserve Affordable Housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	40	6	15.00%			
Prevent and Address Homelessness	Homeless	CDBG: \$ / General Fund: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	0	0.00%			
Prevent and Address Homelessness	Homeless	CDBG: \$ / General Fund: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	765		91	234	257.14%
Prevent and Address Homelessness	Homeless	CDBG: \$ / General Fund: \$	Homeless Person Overnight Shelter	Persons Assisted	0	263		0	163	
Prevent and Address Homelessness	Homeless	CDBG: \$ / General Fund: \$	Homelessness Prevention	Persons Assisted	200	97	48.50%			

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

The City identified economic development, affordable housing, and homelessness as three highest priority goals, along with creating suitable

living environments which generally include a wide array of public services. During the COVID-19 pandemic, economic development and housing stability presented the largest challenges.

The investment in housing repair continues as an important tool to retain affordable homeownership, keeping people in their homes, and helping homeowners retain the asset.

Homelessness continues to be a priority for the City with the intent of considering capital projects in the 2020-2024 Consolidated Plan period. In 2021, the City ran a competitive application process that awarded a combined \$305,000 to programs providing transitional housing for individuals experiencing homelessness and technical assistance to 50 microenterprise business owners, which will start in 2022. COVID-19 has created a situation where housing instability has increased with households being unable to pay full rent and accruing debt throughout the pandemic. The City continued to prioritize rent assistance projects in 2021 and will continue to provide assistance in 2022 to address housing stability, through an additional \$224,366 in CDBG-CV CARES funds.

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	531
Black or African American	353
Asian	56
American Indian or American Native	7
Native Hawaiian or Other Pacific Islander	57
<b>Total</b>	<b>1,004</b>
Hispanic	111
Not Hispanic	1,074

Table 2 – Table of assistance to racial and ethnic populations by source of funds

### Narrative

During the program year, CDBG funds assisted 1185 persons. The racial categories listed above do not include all of the racial categories that are tracked by subrecipients in compliance with the racial categories that HUD requires programs to track. For example, programs track Other/Multi-racial, Black/African American AND White, etc. The narrative provides more complete data as reported into the CDBG data and reporting system for any population representing more than 1% of the people served with CDBG funds in 2021. The demographic breakdown for projects measured by people is:

- 531 or 44.8% of people served were White compared with 51.5% of the City's population;
- 353 or 29.8% of people served were Black or African American compared with 14.7% of the City's population;
- 56 or 4.7% of people served were Asian compared with 12.7% of the City's population;
- 7 or .6 % of people served were American Indian/Alaskan Native compared with 0.9% of the City's population;
- 57 or 4.8% of people served were Native Hawaiian or Other Pacific Islander compared with 2.6% of the City's population; and
- 181 or 15.3% of people served were multi-racial compared with 8.3% of the City's population.
- 111 of the persons served identified as Hispanic representing 9.4% of the population served with CDBG funds compared with 18.7% of the City's population.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,656,117	1,072,382
General Fund	public - local	536,000	536,000

Table 3 - Resources Made Available

### Narrative

The City expended about 65% of its available CDBG resources during the second program year of the consolidated plan (2021).

The resources made available included prior year entitlement funds, current year entitlement funds, COVID-19 response funds (CDBG-CV), and program income. The City received the following program income during the program year:

- Entitlement funds: \$779,935 in 2021 funds
- CDBG-CV funds: \$519,951.49 were expended in 2021 with \$356,230.47 City CDBG-CV funds remaining and \$224,366 State CDBG-CV funds becoming available in early 2022
- Program income: \$10,807.91

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
North Federal Way	4	2	COVID response funds meant it was a lower % than expected, but same % of annual allocation expected.

Table 4 – Identify the geographic distribution and location of investments

### Narrative

Most of the City's CDBG funding during the 2021 Program Year was Citywide except for the following:

- Highline's StartZone Program, which served residents from the target area in North Federal Way, the former Neighborhood Revitalization Strategy Area. This funding was targeted to business startups and workshops were delivered in Spanish with technical assistance provided in a number of languages.

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	31	397
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>31</b>	<b>397</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	195	374
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	0
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>195</b>	<b>374</b>

Table 6 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

The City has not met housing repair targets for the Consolidated Plan to date. COVID-19 impacted the program both in homeowners accessing the program and contractors being available to complete work. Housing Repair was not funded in Program Year 2021 as the program continued from 2019 and 2020. In 2021, four homeowners had repairs completed with four in progress that will complete in 2022. The City anticipates meeting the goals set in the 2020-2024 Consolidated Plan.



**Discuss how these outcomes will impact future annual action plans.**

As Housing Repair is capital and the program may continue to operate, there is no anticipated impact on future annual action plans.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	593	0
Low-income	522	0
Moderate-income	42	0
<b>Total</b>	<b>1,157</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

100% of funds are used to support low- and moderate-income households.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

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

The City partnered with Catholic Community Services to utilize CDBG-CV funds to adjust services to prevent and respond to COVID-19. These services included expanded Day Center hours to address lower capacity requirements due to social distancing and the closures of businesses and nonprofits that people experiencing homelessness frequent. It is one of the services that assesses individuals needs and assists in moving people to shelter and housing.

The City invested \$39,000 in outreach to persons experiencing homelessness through the City's Human Services General Fund (HSGF) supported projects. These projects included street outreach by mental health professionals and a community day center. Through these two services, 254 individuals from Federal Way received services. In addition, the City partners with currently unfunded outreach teams from two additional agencies to work with individuals to connect them to services. The City funds and supports Crisis Connection's 2-1-1, which provides critical information and referral services, many of which are related to homelessness. While many residents call 2-1-1 directly, City staff also provide information on resources by telephone and in person when individuals request services. Staff talk with residents to assess their needs and make appropriate referrals to local nonprofits.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The CDBG-CV funds continued support of the transition of the local shelter to a non-congregate model and moved it from six-months to year round during the pandemic to safely operate based on CDC and the Department of Health guidelines.

The City annually provides general funds to support a variety of human services programs. During the Program Year, the City expended \$91,000 in general funds to programs providing shelter and transitional housing. The programs funded included Catholic Community Services Reach Out, Multi-Service Center Shelter and Transitional Housing, DAWN's housing program for domestic violence, Mary's Place to help families experiencing homelessness avoid entering the shelter system by accessing housing, and FUSION's family shelter. CDBG funds supported FUSION's transitional housing and Reach Out. Additionally, the City coordinated and planned a severe weather shelter in partnership with Catholic Community Services and FUSION to provide shelter during two inclement weather events in 2021 providing critical safety to people living unsheltered in Federal Way. In general, services do not have the capacity to meet the need.

### **Helping low-income individuals and families avoid becoming homeless, especially extremely**

**low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The City invested Human Services General Fund (HSGF) grants in four programs dedicated to providing financial assistance to help stabilize individuals and families and prevent them from becoming homeless. With \$71,000, the four programs served 345 households with 1,009 individuals. Additionally, \$249,576 of CDBG-CV Public Services funding was used by the Multi-Service Center and Catholic Community Services to stabilize households comprised of 374 individuals with rental assistance.

While not as direct as rental and utility assistance, many programs funded by HSGF provide other types of services that can offset costs and increase stability for residents. These programs include childcare, afterschool programs, employment and education programs for youth and adults, counseling, legal assistance, food assistance, and many others. These services provide a critical safety net addressing the many and unique needs experienced across the community.

**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**

All of the aforementioned shelter services, day center services, transitional housing, and outreach services work closely with persons experiencing homelessness with the goal of helping individuals transition to permanent housing. The street outreach programs, day center services, and single adult shelters encounter many chronically homeless persons and strive to build relationships and trust with the individuals to facilitate service access. Services include, but are not limited to, case management, goal setting, moving to permanent housing, access to services such as counseling, substance abuse treatment, and referrals to address many other needs. The City funds a variety of services designed to work with different types of households experiencing homelessness including young mothers, individuals, and families.

While rent assistance providers do not report on the number of households assisted that were previously homeless, their services are critical in preventing homelessness and likely reach at least some people who previously experienced homelessness.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The City is within the jurisdiction of the King County Housing Authority (KCHA). KCHA owns three public housing developments, one subsidized housing property, and two moderate-income apartment complexes, one of which was newly acquired in 2019.

The City worked collaboratively to address the needs of public housing by advocating for and investing in affordable housing stock, providing supportive services to prevent homelessness (reducing the number of people who need to seek other housing options such as public housing), and staffing a number of committees that directed funds to organizations managing affordable housing stock.

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

King County Housing Authority (KCHA) actively works to increase resident involvement through a number of mechanisms to collect feedback and develop opportunities for residents. As a highly functioning entity that is separate from cities, KCHA does not require or need city involvement to increase resident engagement. The City is not in a position to directly impact resident engagement, but does seek partnership with KCHA to seek resident involvement on City projects.

### **Actions taken to provide assistance to troubled PHAs**

King County Housing Authority (KCHA) is a high performing public housing authority (PHA) and not considered a troubled PHA.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken 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. 91.220 (j); 91.320 (i)**

In October 2021, the City Council approved the Housing Action Plan (HAP) for Federal Way. This plan provides a strategic road map for actions the city can take to encourage housing production, greater housing diversity, and expand housing choices for residents of all income levels. The HAP includes an assessment of housing needs, community and stakeholder engagement, and housing policy and code review used to inform objectives and implementing strategies to address housing needs.

**Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

City staff have worked to support smaller, community based organizations with additional focus on organizations led by people of color. Additionally staff has engaged in the Governing for Racial Equity and Inclusion (GREI) and the quarterly regional consultation with refugee resettlement agencies. The focus of the groups ranges from direct services to policy level work and education.

During the Program Year, the City utilized CDBG to fund two public services programs that meet the needs of underserved communities:

- Inclusion Program received \$30,000 to provide 120 persons with disabilities scholarships to take multiple life skills classes that prepare them to live independently;
- Employment Services Program offered by Orion received \$11,000 to assist three persons with disabilities with job readiness and placement assistance, of whom two were placed in jobs by the end of the year.

The City Council approved a fulltime Diversity, Equity, and Inclusion Analyst to serve as a subject matter expert on Title VI/VIII, diversity, equity and inclusion, and community outreach. The Analyst will also work cross-functionally to perform highly responsible, complex, professional, administrative, and technical work and may work with community groups, elected officials, and commissions and/or committees on DEI-related efforts.

**Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

All housing rehabilitation projects complied with the lead-based paint requirements. As appropriate, City staff provided information concerning lead hazards to our project beneficiaries. We require subrecipients working on housing related capital projects comply with lead-based paint requirements and provide information to all tenants and homeowners impacted by their projects.

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

As part of the City's COVID-19 response planning, a two-year financial counseling program was funded, with the program beginning this Program Year. The program focuses on the financial stability and growth of low- to moderate-income households by providing services assisting in improved credit, reduction in debt, and asset building. Additionally, the program staff will refer households to other services that may include employment and education intended to help households increase income. The City also provided \$44,000 in CDBG funds for four public services programs that provide employment assistance and educational programs, an increase in both funding and funded programs from the prior Program Year. The programs all met performance targets providing increased opportunity to residents to improve income via training and employment services.

Highline College's two programs collectively received \$60,000 in CDBG funds to assist clients with technical assistance to support existing businesses and startups. Highline's programs included a citywide program and one specifically provided to residents of the North Federal Way area, the former Neighborhood Revitalization Strategy Area (NRSA). The programs did provide services designed to increase business stability and growth and the tools provided will hopefully support economic recovery and future growth of microenterprises.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

While the City continues to develop internal infrastructure and ways to support the local community based organization infrastructure, the regional efforts are instrumental in addressing two of the largest needs in the community, which are housing and homelessness. The City participated in the South King Housing and Homelessness Partners (SKHHP), the Affordable Housing Committee through staff membership on the Housing Interjurisdictional Team, and sub-regional conversations to address homelessness by addressing gaps in services in South King County. The development of the Regional Homelessness Authority will also impact regional and local structures and the City will look for ways to work within that structure while continuing to address local needs.

### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The City is an active participant in the South County Human Services Planners (SKCHS) group. SKCHS is comprised of local planners, social service agencies, human services organizations, and public housing authority staff. The purpose of the group is to coordinate efforts to ensure relevant and culturally appropriate human services are made available to those most in need within the region. The City staff will continue involvement with the SKCHS to improve the coordination between public and private housing and social service agencies.

The City coordinates housing services through its investment, communication, and networking with funded and non-funded organizations. City staff sit on a number of committees to address affordable

housing and coordinate, promote, and develop services for people experiencing homelessness. These efforts include the staff workgroup for the Affordable Housing Committee and the South King Housing and Homelessness Partners.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The City engaged a third-party consultant in 2020 for the development of a Housing Action Plan (HAP) which includes a needs assessment, zoning and code review, and housing strategies. The work concluded in 2021 and informed the Comprehensive Plan update including the housing element. While the focus of the HAP is broader than the scope of the AI or the City's CDBG program, many of the AI goals are addressed throughout the development of the HAP. Community Services staff have participated in the project with the Planning Division as lead. The HAP process has included discussions on housing stability, community engagement, affordable housing preservation and development, and a zoning and code review to increase housing supply. The adopted HAP's housing objectives are listed below:

- Promote new market-rate and affordable housing construction that expands housing choices and is inclusive to community needs.
- Encourage homeownership opportunities and support equitable housing outcomes.
- Plan for forecasted growth and ensure the built environment promotes community development and increases the quality of life for Federal Way's existing and future residents.
- Preserve existing affordable housing stock to reduce displacement pressure.

The HAP's adopted strategies that overlap the AI goals are listed below:

- Ensure that financial and regulatory incentives for mixed-income housing are effective.
- Review school impact fees on multifamily housing.
- Coordinate affordable housing development and preservation with nonprofit developers, community groups, and the South King Housing and Homelessness Partners (SKHHP).
- Protect tenants and support pathways to homeownership.

Additionally, the addition of the full-time Diversity, Equity, and Inclusion Analyst will offer dedicated time to Title VIII and housing including more direct implementation of adopted strategies in the Analysis of Impediments.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

During the Program Year, all CDBG-CV Public Services programs and capital and economic development programs received virtual monitoring due to the continued impact of COVID-19. There were no concerns identified in material review.

Ongoing monitoring of all CDBG projects and activities was conducted on a frequent basis throughout the Program Year. The Public Services activities were monitored in terms of outcomes, goals, and supporting documentation. Reports were reviewed to ensure that contract targets were being met, demographic information was being collected, and expenditures were reviewed. One project did submit an invoice and report, but did not have supporting documentation. The organization is aware of the requirements, but had staff change over. While the City could not reimburse for the services, the organization and city are working together to ensure compliance in the future and have systems in place for situations such as staff changes. The adaptation of a virtual monitoring allowed the opportunity for agencies to strengthen their security measures, specifically in the collection of client files. The remote monitoring of invoices submitted for payment and quarterly reports did not reveal any instances of non-compliance. The City monitored every project that was part of the City implemented Housing Repair Program. Every project file was thoroughly examined. Individual project sites were visited at the scope development phase and during various phases of construction.

As part of ongoing monitoring activities, the City has developed a technical assistance plan for existing subrecipients and new subrecipients for the 2022 Program Year. Technical assistance will be designed to ensure ongoing compliance and review of CDBG requirements. As mentioned above, one project did not maintain required records, but has the knowledge, experience, and dedication to effectively implement a federally funded project and be in compliance with regulations. Staff will continue to work with them and collect supporting documentation to ensure compliance and that residents have access to needed service.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**



The CAPER's Notice of Public Comment Period was advertised in the City's Newspaper of Record. Citizen comments and suggestions are being encouraged regarding development of the Program Year CAPER during the public comment period that began February 22, 2022 and ends March 15, 2022. Citizen comments are encouraged for submission via telephone, letters, email, and mail.

Notice of the draft CAPER was emailed to many agencies and community partners. A public hearing regarding the CAPER will be held at the February 28, 2022 Human Services Commission. The CAPER was posted on the City's website at [www.cityoffederalway.com](http://www.cityoffederalway.com) during the public comment period. Hard copies of the CAPER will be made available upon request.

### **CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City had identified over \$450,000 to support capital costs for shelter in 2021. While a shelter project did move forward, due to unforeseen circumstances, it moved too quickly to complete the federal requirements for relocation and funds could not be used. This created a significant change to expenditures and accomplishments not occurring. The City of Federal Way will use a competitive process to reallocate funds within the City's adopted Consolidated Plan strategies and will amend the 2021 Annual Action Plan to reallocate those funds. Additionally, one public service project with El Centro de la Raza had staff changes that led to inadequate supporting documentation and records. El Centro de la Raza is a great partner and well versed in federal regulations, but could not assemble the required documentation to show compliance with regulations. They have put systems in place already to prevent any future concerns and staff will continue monitoring and technical assistance. The \$20,000 for the 2021 project will be reallocated with shelter funding.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

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Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2021  
 FEDERAL WAY , WA

DATE: 02-24-22  
 TIME: 16:47  
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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	664,077.21
02 ENTITLEMENT GRANT	779,935.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	10,807.91
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,454,820.12

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	451,954.19
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	451,954.19
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	100,476.34
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	552,430.53
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	902,389.59

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	451,954.19
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	451,954.19
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	336,569.61
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	(242,569.61)
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	94,000.00
32 ENTITLEMENT GRANT	779,935.00
33 PRIOR YEAR PROGRAM INCOME	28,271.43
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	808,206.43
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	11.63%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	100,476.34
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	100,476.34
42 ENTITLEMENT GRANT	779,935.00
43 CURRENT YEAR PROGRAM INCOME	10,807.91
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	790,742.91
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	12.71%





**PART I: SUMMARY OF CDBG-CV RESOURCES**

01 CDBG-CV GRANT	1,100,282.00
02 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
03 FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
04 TOTAL AVAILABLE (SUM, LINES 01-03)	1,100,282.00

**PART II: SUMMARY OF CDBG-CV EXPENDITURES**

05 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	744,051.53
06 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	0.00
07 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
08 TOTAL EXPENDITURES (SUM, LINES 05 - 07)	744,051.53
09 UNEXPENDED BALANCE (LINE 04 - LINE8 )	356,230.47

**PART III: LOWMOD BENEFIT FOR THE CDBG-CV GRANT**

10 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
11 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
12 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	744,051.53
13 TOTAL LOW/MOD CREDIT (SUM, LINES 10 - 12)	744,051.53
14 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 05)	744,051.53
15 PERCENT LOW/MOD CREDIT (LINE 13/LINE 14)	100.00%

**PART IV: PUBLIC SERVICE (PS) CALCULATIONS**

16 DISBURSED IN IDIS FOR PUBLIC SERVICES	706,551.53
17 CDBG-CV GRANT	1,100,282.00
18 PERCENT OF FUNDS DISBURSED FOR PS ACTIVITIES (LINE 16/LINE 17)	64.22%

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

19 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	0.00
20 CDBG-CV GRANT	1,100,282.00
21 PERCENT OF FUNDS DISBURSED FOR PA ACTIVITIES (LINE 19/LINE 20)	0.00%



LINE 10 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 10

Report returned no data.

LINE 11 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 11

Report returned no data.

LINE 12 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 12

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	14	206	6455275	COVID 19 RESPONSE	05L	LMC	\$43,407.00
	15	205	6455281	Expanded Day Center	05Z	LMC	\$124,693.04
	16	204	6455282	REACH Out	05Z	LMC	\$56,000.00
	17	217	6548028	MSC COVID Rent Assistance	05Q	LMC	\$126,344.93
	18	216	6589930	Business Development COVID Response	18C	LMC	\$37,500.00
	19	227	6548008	CCS Emergency Assistance	05Q	LMC	\$59,450.31
			6589926	CCS Emergency Assistance	05Q	LMC	\$63,781.00
2021	14	214	6589942	Back On Track COVID Response Financial Counseling	05Z	LMC	\$42,102.83
	15	211	6589919	Expanded Day Center	05Z	LMC	\$89,300.00
	16	212	6589921	REACH Out	05Z	LMC	\$63,799.22
	17	215	6547991	COVID - 19 RESPONSE	05L	LMC	\$37,673.20
<b>Total</b>							<b>\$744,051.53</b>

LINE 16 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 16

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2020	14	206	6455275	COVID 19 RESPONSE	05L	LMC	\$43,407.00
	15	205	6455281	Expanded Day Center	05Z	LMC	\$124,693.04
	16	204	6455282	REACH Out	05Z	LMC	\$56,000.00
	17	217	6548028	MSC COVID Rent Assistance	05Q	LMC	\$126,344.93
	19	227	6548008	CCS Emergency Assistance	05Q	LMC	\$59,450.31
				6589926	CCS Emergency Assistance	05Q	LMC
2021	14	214	6589942	Back On Track COVID Response Financial Counseling	05Z	LMC	\$42,102.83
	15	211	6589919	Expanded Day Center	05Z	LMC	\$89,300.00
	16	212	6589921	REACH Out	05Z	LMC	\$63,799.22
	17	215	6547991	COVID - 19 RESPONSE	05L	LMC	\$37,673.20
<b>Total</b>							<b>\$706,551.53</b>

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Report returned no data.