

**Public Comment Draft  
March 22, 2019**

**Annual Action Plan FY 2019  
Incorporating  
Amendments to FY 2018-2022 Consolidated Plan,  
Amendments to FY 2018 Action Plan,  
Amendments to the FY 2017 Action Plan,  
Amendments to the FY 2016 Action Plan,  
Amendments to FY 2015-2017 Consolidated Plan,  
and  
Amendments to Citizen Participation Plan**

**Skagit County HOME Consortium**

As of the release of this Public Comment Draft of the Skagit County HOME Consortium Annual Action Plan FY 2019, Congress has not approved a budget for the US Department of Housing and Urban Development (HUD), and thus HUD has not released annual allocations for Participating Jurisdictions and Consortia. In compliance with HUD Notice CPD-19-01, Guidance on Submitting Consolidated Plans and Annual Action Plans for Fiscal Year (FY) 2019, this document provides estimates. Skagit County chose to base the estimates on a total FY 2019 HOME allocation for the Consortium of \$833,624, which represents 90% of the 2018 HOME allocation of \$926,249. Thus, the figures contained in this draft should be regarded as estimates.

All proposed project/activity budgets will be proportionally increased or decreased from the estimated funding levels to match the actual 2019 HUD allocation amounts for the Skagit County HOME Consortium.

This document also incorporates amendments to the 2018-2022 Consolidated Plan, FY 2018 Action Plan, 2005-2017 Consolidated Plan, FY 2016 Action Plan, FY 2017 Action Plan and Citizen Participation Plan.

## Executive Summary

The Executive Summary presents the principal recommendations concerning funding, priorities and related policy matters covered in the body of the document. It is included for the convenience of individuals who wish to review this Public Comment Draft and will not be included in the final document submitted to the US Department of Housing and Urban Development.

### Action Plan 2019

Skagit County HOME Consortium proposes allocating its FY 2019 HOME allocation, estimated to be approximately \$833,624 (90% of the FY 2018 allocation) per the following budget. All proposed project/activity budgets will be proportionally increased or decreased from the estimated funding levels to match the actual 2019 HUD allocation amounts for the Skagit County HOME Consortium.

### Skagit HOME Consortium Estimated Budget FY 2019 Based on 90% of 2018 HOME Allocation

2019 Program Areas & Projects	Program Areas		Projects	
	%	\$	%	\$
Consortium Housing Development	0.35	\$ 291,768		
Oak Harbor Housing			0.15	\$ 43,765
Skagit Permanent Supportive Hsg			0.85	\$ 248,003
CHDO Housing Development	0.15	\$ 125,044		
Oak Harbor Housing			1.00	\$ 125,044
CHDO Operating Support	0.05	\$ 41,681		
Opportunity Council/Oak Harbor			1.00	\$ 41,681
Island County TBRA	0.08	\$ 66,690		
Skagit County TBRA	0.15	\$ 125,044		
Whatcom TBRA	0.12	\$ 100,035		
Administration & Planning	0.10	\$ 83,362		
Total	1.00	\$ 833,624		

Project descriptions are included in the full Action Plan.

### Previously Publicized Amendments to 2018-2022 Consolidated Plan

- Activities will be funded annually on a percentage basis as follows:
  - Consortium Housing Development: 35%
  - CHDO Housing Development: 15%
  - CHDO Operating Support: 5% (maximum permitted by HUD)
  - Island Tenant-Based Rental Assistance: 8%
  - Skagit Tenant-Based Rental Assistance: 15%
  - Whatcom Tenant-Based Rental Assistance: 12%
  - Administration and Planning: 10%

However, each year activity spending levels will be monitored, and the percentage share allotted to an activity may be adjusted accordingly. Any changes will be reflected in the HOME budget contained in the annual Action Plan.

- A competitive process across the entire Consortium region will be used to review applications for funding all housing development projects. Under most circumstances, funds will not be awarded to projects located in Sedro-Woolley or Bellingham because these cities are not members of the Consortium. However, in situations in which funds otherwise would have to be returned to HUD due to lack of eligible Consortium projects, housing development funds may be awarded to projects in Sedro-Woolley and Bellingham.

#### **Previously Publicized Amendment to 2018 Annual Action Plan**

- Because sufficient carry-over funding is available to support Tenant-Based Rental Assistance in 2018 and a substantial need exists for more new affordable housing units, 2018 HOME funding will be allocated as follows:
  - Consortium Housing Development: 70%
  - CHDO Housing Development: 15%
  - CHDO Operating Support: 5% (maximum permitted by HUD)
  - Administration and Planning: 10%

#### **New Amendments to 2018 Annual Action Plan**

- \$648,374 of Consortium Housing Development funds will be used to support the development of a Skagit County Permanent Supportive Housing, a 70-unit housing development project. The proposed site is 1925 E College Way, Mount Vernon, WA 98273, pending environmental clearance. Catholic Housing Services will be the owner, sponsor, and developer of this project. In addition to clarifying use of the funds, the Consortium will update goals, priorities, geographic distribution, and other references throughout the 2018 Annual Action Plan document.
- \$138,937 in CHDO development funds will be used to support the development of Oak Harbor Housing, a 46-unit housing development project. The proposed site is at the intersection of NE 110<sup>th</sup> Avenue and NE Cordero Place, Oak Harbor, WA 98277, pending environmental clearance. Opportunity Council will be the owner, sponsor, and developer of this project. In addition to clarifying use of the funds, the Consortium will update goals, priorities, geographic distribution, and other references throughout the 2018 Annual Action Plan document.
- \$14,290 in CHDO Operating support will be allocated to Home Trust of Skagit, a CHDO working on the development of an affordable homeownership project in La Conner, WA.
- \$32,023 in CHDO operating support will be allocated to Opportunity Council, a CHDO working on the development of Oak Harbor Housing in Oak Harbor, WA.

#### **Previously Publicized Amendments to 2015-2017 Consolidated Plan**

\$130,000 of Affordable Rental Housing Development funds will be used to support the acquisition of CamBey Apartments, a 50-unit housing development located at 50 N. Main Street, Coupeville, WA, 98239. Low Income Housing Institute (LIHI) will be the Community Housing Development Organization (CHDO) owner, sponsor, and developer of this project. The Consortium expects HOME funding to preserve 1 unit of rental housing, which will benefit at least 1 household. In addition to clarifying use of the funds, the Consortium will update goals, priorities, and objective references throughout the Consolidated Plan document in accordance with this amendment.

The Consortium will not provide direct homebuyer assistance using FY 2017 funding. Rather, the Consortium will utilize all FY 2017 Homeowner Housing Development & Assistance Funds for direct development costs.

#### **Previously Publicized Amendment to 2016 Annual Action Plan**

\$92,578 of Affordable Rental Housing Development funds will be used to support the acquisition of CamBey Apartments, a 50-unit housing development located at 50 N. Main Street, Coupeville, WA, 98239. Low Income Housing Institute (LIHI) will be the Community Housing Development Organization (CHDO) owner, sponsor, and developer of this project. The Consortium expects HOME funding to preserve 1 unit of rental housing, which will benefit at least 1 household. In addition to clarifying use of the funds, the Consortium will update goals, priorities, and objective references throughout the Consolidated Plan document in accordance with this amendment.

#### **Previously Publicized Amendment to 2017 Annual Action Plan**

\$37,422 of Affordable Rental Housing Development funds will be used to support the acquisition of CamBey Apartments, a 50-unit housing development located at 50 N. Main Street, Coupeville, WA, 98239. Low Income Housing Institute (LIHI) will be the Community Housing Development Organization (CHDO) owner, sponsor, and developer of this project. The Consortium expects HOME funding to preserve 1 unit of rental housing, which will benefit at least 1 household. In addition to clarifying use of the funds, the Consortium will update goals, priorities, and objective references throughout the Consolidated Plan document in accordance with this amendment.

#### **New Minor Amendment to 2017 Annual Action Plan**

The Consortium will not provide direct homebuyer assistance using FY 2017 funding. Rather, the Consortium will utilize all FY 2017 Homeowner Housing Development & Assistance Funds for direct development costs.

#### **Previously Publicized Amendment to Citizen Participation Plan**

- Substantial amendments to plans—those requiring a 30-day public comment period—will now include only the following:
  - Changes to goals, policies, or procedures identified in the Consolidated Plan
  - Changes reflecting a new activity
  - In an approved Action Plan, changes to the funding level of an activity in excess of \$250,000
  - In an approved Action Plan, changes to the funding level of a project in excess of \$150,000
  - Major changes in the purpose, scope, beneficiaries, target populations, or location of a project in an approved Action Plan
  - Cancellation of an existing project or addition of a new project in an approved Action Plan, except for substitution of an identified contingency project for one that cannot move forward

## Expected Resources

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

#### Introduction

The Consortium anticipates allocating approximately \$4,694,991 in total HOME funding during the 2018-2022 Consolidated plan period. This is an estimate based on the Consortium's 2018 allocation and includes \$88,455 in prior year resources.

Beginning with FY 2019, funds will be allocated as follows:

- Consortium Housing Development: 35%
- CHDO Housing Development: 15%
- CHDO Operating Support: 5% (maximum permitted by HUD)
- Island Tenant-Based Rental Assistance: 8%
- Skagit Tenant-Based Rental Assistance: 15%
- Whatcom Tenant-Based Rental Assistance: 12%
- Administration and Planning: 10%

However, each year activity spending levels will be monitored, and the percentage share allotted to an activity may be adjusted accordingly. Any changes will be reflected in the HOME budget contained in the annual Action Plan.

#### FY 2019

As of the release of this Public Comment Draft of the Skagit County HOME Consortium Annual Action Plan FY 2019, Congress has not approved a budget for the US Department of Housing and Urban Development (HUD), and thus HUD has not released annual allocations for Participating Jurisdictions and Consortia. In compliance with HUD Notice CPD-19-01, Guidance on Submitting Consolidated Plans and Annual Action Plans for Fiscal Year (FY) 2019, this document provides estimates. Skagit County chose to base the estimates on a total FY 2019 HOME allocation for the Consortium of \$833,624, which represents 90% of the 2018 HOME allocation of \$926,249. Thus, the figures contained in this draft should be regarded as estimates.

All proposed project/activity budgets will be proportionally increased or decreased from the estimated funding levels to match the actual 2019 HUD allocation amounts for the Skagit County HOME Consortium.

This funding will leverage other state, local and federal funding to the region. Guaranteed leverage sources include the state CDBG program and the document recording fee revenue from each county,

which is described in detail below.

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				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	0	0	0	0	0	Skagit County does not receive CDBG entitlement funding.
HOME	public - federal	Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	926,249	0	63,746	1,014,704	Insert 2019-2022 estimate plus \$63,746	Includes estimated annual allocation of \$926,249 over four year period plus \$63,746 FY 2017 funds that will be used a CHDO housing development project.

Other	public - state	Acquisition Homebuyer assistance Homeowner rehab Public Services	941,978	331,000	0	1,272,978	2,790,890	The region expects to receive approximately \$1,500,000 in state CDBG General Purpose grants over the planning period and \$331,000 in program income. This funding will be utilized for homeowner down payment assistance and homeowner rehab. Additionally, the Consortium expects to receive \$767,912 in CDBG public services resources over the remaining four year planning period.
Other	public - local	Admin and Planning Housing Public	6,364,195	0	0	6,364,195	25,456,779	Skagit, Island, and Whatcom County receive

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
		Services TBRA Other						document recording fees and Consolidated Homeless Grant funds for the purposes of affordable housing and homeless services.

**Table 1 - Expected Resources – Priority Table**

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

Matching funds will be generated from local jurisdiction or competitive state, federal, and private funding sources. Potential sources of local jurisdiction funds include: county document recording fees (2060 and 2163 funds), WA State Consolidated Homeless Grant (CHG), local general funds.

Other competitive funding sources available to local units of government within the consortium service area are: State HOME funds, state CDBG funds, state Housing Trust Fund, USDA Rural Development Housing Preservation Grant funds, Federal Home Loan Bank, Low-income Housing Tax Credits, private foundations, and donations of volunteer labor and materials.

The above funds are available on a competitive basis and thus the exact amounts available throughout the year cannot be determined. Even though the annual HOME allocation is not insubstantial, the need for decent, safe, and affordable housing within the region is far greater than the HOME allocation can address. For this reason, an important criterion for project funding is to encourage each county and applicants for CHDO set-aside funding to include leveraging as well as non-federal match whenever possible.

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

Many jurisdictions within the Consortium are assessing the possible use of publicly owned land/property for the purposes of advancing affordable housing and homeless system objectives.

**Discussion**

The Consortium is coordinating with nonprofit developers, CHDOs, homeless service agencies, and other public funders to create a pipeline of affordable housing and ensure that HOME funds are leveraged to the maximum extent possible.

## 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	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2018	2022	Affordable Housing Homeless Non-Homeless Special Needs	Consortium region Island County Skagit County Whatcom County	Affordable Housing  Ending Homelessness	HOME:  \$416,812	Rental units constructed: 115
2	Administration and planning	2015	2017	Administration and Planning	Consortium region	Affordable Housing	HOME: \$83,362	Other: 0 Other
3	End Homelessness	2018	2022	Affordable Housing Homeless	Consortium region Island County Whatcom County  Skagit County	Ending Homelessness	HOME:  \$291,768	Tenant-based rental assistance / Rapid Rehousing: 34 Households Assisted
4	Build CHDO Capacity	2018	2022	Affordable Housing	Consortium region Island County Skagit County Whatcom County	Build CHDO Capacity	HOME: \$41,681	Other: 45 Other

**Table 2 – Goals Summary**

As of the release of this Public Comment Draft of the Skagit County HOME Consortium Annual Action Plan FY 2019, Congress has not approved a budget for the US Department of Housing and Urban Development (HUD), and thus HUD has not released annual allocations for Participating Jurisdictions and Consortia. In compliance with HUD Notice CPD-19-01, Guidance on Submitting Consolidated Plans and Annual Action Plans for Fiscal Year (FY) 2019, this document provides estimates. Skagit County chose to base the estimates on a total FY 2019 HOME allocation for the Consortium of \$833,624, which represents 90% of the 2018 HOME allocation of \$926,249. Thus, the figures contained in this draft should be regarded as estimates.

All proposed project/activity budgets will be proportionally increased or decreased from the estimated funding levels to match the actual 2019 HUD allocation amounts for the Skagit County HOME Consortium.

## Goal Descriptions

1	<b>Goal Name</b>	Affordable Housing
	<b>Goal Description</b>	Construction and preservation of affordable housing.
2	<b>Goal Name</b>	Administration and planning
	<b>Goal Description</b>	Planning and administration to implement the Consolidated Plan and comply with applicable regulations.
3	<b>Goal Name</b>	End Homelessness
	<b>Goal Description</b>	Tenant-based rental assistance in the form of rapid-rehousing for families and individuals presenting at each counties Coordinated Entry system.
4	<b>Goal Name</b>	Build CHDO Capacity
	<b>Goal Description</b>	Build CHDO capacity.

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

### Introduction

**Consortium:** The 2019 Action Plan continues existing activities, with funding being allocated generally among projects in these program areas:

- Tenant-based rental assistance
- Rental housing development
- CHDO set-aside housing development
- Administration
- CHDO Operating Expenses

#	Project Name
1	Island County TBRA
2	Skagit County TBRA
3	Whatcom County TBRA
4	Oak Harbor Housing
5	Skagit County Permanent Supportive Housing
6	Administration and Planning
7	CHDO Operating Expenses

**Table 3 – Project Information**

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

Allocation priorities are based on the needs and market analysis identified in the Consolidated Plan, which included extensive consultation with many organizations, including local government, housing developers, public housing agencies, and nonprofit organizations. There is broad agreement that housing affordability is a serious problem. Recognizing that homelessness is a serious problem in all three counties, much of the HOME funding is allocated to assisting homeless households and households at risk of homelessness through the development of new affordable housing and permanent supportive housing and through providing tenant-based rental assistance to act as a bridge to longer-term housing stability.

## AP-38 Project Summary

### Project Summary Information

<b>1</b>	<b>Project Name</b>	Island County TBRA
	<b>Target Area</b>	Island County

	<b>Goals Supported</b>	End Homelessness
	<b>Needs Addressed</b>	Ending Homelessness
	<b>Funding</b>	HOME: \$66,690
	<b>Description</b>	Provide TBRA in Island County. Due to the nature of Tenant Based Rental Assistance (TBRA), we are unable to identify a location for the project in advance. Households interested in seeking assistance should contact Opportunity Council in Island County. Upon receipt of TBRA benefits, deidentified beneficiary information will be added to the appropriate activity in IDIS.
	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	<p>Approximately 7 families will benefit. Families receiving TBRA benefits are income-qualified at 50% AMI or less and have been identified through the coordinated entry system in each jurisdiction covered by the Consortium.</p> <p>The Consortium has identified a target completion date of 12/31/2021 based on an assessment of how long it has taken Consortium jurisdictions lease up households and to spend funds in our tight rental market.</p>
	<b>Location Description</b>	Island County, Washington
	<b>Planned Activities</b>	Tenant-based rental assistance, provided through Island County's coordinated entry system.
2	<b>Project Name</b>	Skagit County TBRA
	<b>Target Area</b>	Skagit County
	<b>Goals Supported</b>	End Homelessness
	<b>Needs Addressed</b>	Ending Homelessness
	<b>Funding</b>	HOME: \$125,044
	<b>Description</b>	Provide TBRA in Skagit County. Due to the nature of Tenant Based Rental Assistance (TBRA), we are unable to identify a location for the project in advance. Households interested in seeking assistance should contact Community Action of Skagit County. Upon receipt of TBRA benefits, deidentified beneficiary information will be added to the appropriate activity in IDIS.
	<b>Target Date</b>	12/31/2020

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	<p>Approximately 17 families will benefit. Families receiving TBRA benefits are income-qualified at 50% AMI or less and have been identified through the coordinated entry system in each jurisdiction covered by the Consortium.</p> <p>The Consortium has identified a target completion date of 12/31/2021 based on an assessment of how long it has taken Consortium jurisdictions lease up households and to spend funds in our tight rental market.</p>
	<b>Location Description</b>	Skagit County, WA
	<b>Planned Activities</b>	Tenant-based rental assistance through Skagit County's coordinated entry system.
<b>3</b>	<b>Project Name</b>	Whatcom County TBRA
	<b>Target Area</b>	Whatcom County
	<b>Goals Supported</b>	End Homelessness
	<b>Needs Addressed</b>	Ending Homelessness
	<b>Funding</b>	HOME: \$100,035
	<b>Description</b>	Provide TBRA in Whatcom County. Due to the nature of Tenant Based Rental Assistance (TBRA), we are unable to identify a location for the project in advance. Households interested in seeking assistance should contact Opportunity Council in Whatcom County. Upon receipt of TBRA benefits, deidentified beneficiary information will be added to the appropriate activity in IDIS.
	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	<p>Approximately 10 households will benefit from the proposed activity. Families receiving TBRA benefits are income-qualified at 50% AMI or less and have been identified through the coordinated entry system in each jurisdiction covered by the Consortium.</p> <p>The Consortium has identified a target completion date of 12/31/2021 based on an assessment of how long it has taken Consortium jurisdictions to lease up households and to spend funds in our tight rental market.</p>
	<b>Location Description</b>	Whatcom County, WA
<b>Planned Activities</b>	Tenant-based rental assistance, managed through Whatcom County's coordinated entry system.	
	<b>Project Name</b>	Oak Harbor Housing

4	<b>Target Area</b>	Island County
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Ending Homelessness Affordable Housing Build CHDO Capacity
	<b>Funding</b>	HOME: \$167,809, including CHDO Development set-aside of \$124,044
	<b>Description</b>	Opportunity Council will construct a 46-unit project consisting of 45 affordable apartments and one two-bedroom unit designated for on-site property management. Half of the project units will be reserved for individuals experiencing homelessness at 30% of Area Median Income (AMI) rent levels, with the remaining units dedicated at 50% of AMI or below rent levels. In addition to on-site property management, some on-site supportive services will be provided by Opportunity Council staff. Anticipated project leverage includes Low Income Housing Tax Credit, Washington State Housing Trust Fund, and Island County funds.
	<b>Target Date</b>	12/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	45 individuals. Approximately half the units will be reserved for individuals experiencing homelessness with incomes at or below 30% AMI, and the remaining units will be for individuals with incomes at or below 50% AMI.
	<b>Location Description</b>	Proposed site: NE 110 <sup>th</sup> Avenue & NE Cordero Place, Oak Harbor, Island County, WA. Site is contingent on completion of environmental review and receipt of environmental clearance.
	<b>Planned Activities</b>	Complete environmental review, obtain financing and tax credits, initiate and complete construction, lease up, close permanent financing.
5	<b>Project Name</b>	Skagit County Permanent Supportive Housing
	<b>Target Area</b>	Skagit County
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Ending Homelessness Affordable Housing
	<b>Funding</b>	HOME: \$248,005

	<b>Description</b>	Catholic Housing Services will construct a 70-unit development fully dedicated to providing permanent supportive housing to individuals and couples experiencing homelessness. The facility will include 24/7 on-site supportive services, provided by Catholic Community Services of Western Washington. Expected to open in 2021, the project will include 50 Studio units and 20 1-Bedroom units. Half of the units will be restricted at 30% of Area Median Income (AMI) with the other half restricted at 50% of AMI. Anticipated project leverage includes Low Income Housing Tax Credit, Washington State Housing Trust Fund, Skagit County 0.1% Behavioral Health Sales Tax, and Skagit County Real Estate Excise Tax.
	<b>Target Date</b>	12/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	70 individuals or couples experiencing homelessness and in need of permanent supportive housing. 35 units will be restricted to at 50% AMI or less rent levels and 35 units will be restricted at 30% AMI or less rent levels.
	<b>Location Description</b>	Proposed site: 1925 E College Way, Mount Vernon, Skagit County, Washington. Site is contingent on completion of environmental review and receipt of environmental clearance.
	<b>Planned Activities</b>	Complete environmental review, obtain financing and tax credits, initiate and complete construction, lease up, close permanent financing.
6	<b>Project Name</b>	Administration and Planning
	<b>Target Area</b>	Consortium region
	<b>Goals Supported</b>	Administration and planning
	<b>Needs Addressed</b>	Affordable Housing Ending Homelessness Build CHDO Capacity
	<b>Funding</b>	HOME: \$83,362
	<b>Description</b>	Administration and planning of the HOME Consortium. Administration and Planning activities primarily take place in Skagit County at the offices of Skagit County Public Health, currently located at 700 S Second ST, Room 301, Mount Vernon, WA 98273
	<b>Target Date</b>	12/31/2020

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This activity will support general administration of the HOME program. The completion date was selected based on past administration drawdowns.
	<b>Location Description</b>	Planning activities support projects across the Consortium region. Administration and Planning activities primarily take place in Skagit County at the offices of Skagit County Public Health, currently located at 700 S Second ST, Room 301, Mount Vernon, WA 98273
	<b>Planned Activities</b>	n/a
7	<b>Project Name</b>	CHDO Operating Support
	<b>Target Area</b>	Consortium region
	<b>Goals Supported</b>	Build CHDO Capacity
	<b>Needs Addressed</b>	Build CHDO Capacity
	<b>Funding</b>	HOME: \$66,690
	<b>Description</b>	Provide CHDO Operating Support for Opportunity Council as it develops the Oak Harbor Housing Project. Operating costs may include salaries, wages, and other employee compensation and benefits; employee education, training, and travel; rent; utilities; communication costs; taxes; insurance; equipment.
	<b>Target Date</b>	12/31/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	At a minimum, this activity will support the 45 individuals to live in the Oak Harbor Housing Project. The completion date was set based on the anticipated completion of the Oak Harbor Housing Project
	<b>Location Description</b>	CHDO Operating Activates will take place at Opportunity Councils' headquarters, 1111 Cornwall Ave, Bellingham, WA 98225.
	<b>Planned Activities</b>	Operating costs may include salaries, wages, and other employee compensation and benefits; employee education, training, and travel; rent; utilities; communication costs; taxes; insurance; equipment.

## **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 HOME funding for TBRA is allocated geographically by county using a population-based formula.

A competitive process across the entire Consortium region is used to review applications for funding all housing development projects, including those using CHDO housing development funds. Under most circumstances, funds will not be awarded to projects located in Sedro-Woolley or Bellingham because these cities are not members of the Consortium. However, in situations in which funds otherwise would have to be returned to HUD due to lack of eligible Consortium projects, housing development funds may be awarded to projects in Sedro-Woolley and Bellingham.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Consortium region	10
Island County	33
Skagit County	45
Whatcom County	12

**Table 4 - Geographic Distribution**

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

The HOME funding for Admin/Planning and housing development activities is allocated across the Consortium. Admin/Planning funds support the Consortium overall, without regard to geography. Because of the cost and other challenges associated creating new housing and the small amount of HOME funds available annually, HOME housing development funds are allocated competitively across the three-county area. TBRA funding is allocated geographically by county using a population and demographic-based formula; each county has its own system and partners for administering these resources.

Over the five-year consolidated planning period, the goal is to ensure proportionate investment in each County, based on a population and demographic-based formula. Geographical equity may be considered during each funding cycle to ensure proportionate investment over the planning period.

### **Discussion**

Because the funding for housing development is awarded competitively across all three counties, the geographic distribution of funds is expected to vary from year to year. Furthermore, some of the specialized housing development projects (e.g., permanent supportive housing or special needs housing)

may draw applicants from throughout the Consortium Region, even though they primarily benefit the county in which the project is located.

## Affordable Housing

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

#### Introduction

The Consortium expects to assist 149 households with FY 2019 HOME funds, through a combination of rental development and tenant-based rental assistance activities.

One Year Goals for the Number of Households to be Supported	
Homeless	126
Non-Homeless	23
Special-Needs	0
Total	126

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	34
The Production of New Units	115
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	57

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

#### Discussion

The Consortium continues to prioritize resources towards those households at the lowest-income levels, and those households experiencing homelessness.

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

### **Introduction**

#### Anacortes Housing Authority (AHA)

The AHA owns and/or manages 183 units of housing. AHA owns and manages 112 HUD subsidized “public housing” units. AHA manages the remaining 71 units, which consist of 46 tax credit units at Bayview Apartments, which have 24 units with Project Based Section 8 and 25 tax credit units at The Wilson Hotel. Rents at the Bayview Apartments and The Wilson Hotel are well below market rents in the area.

#### Housing Authority of Island County

The Housing Authority owns and manages 148 units of affordable housing within Island County and is constructing a 26 unit LIHTC project. 110 of these units are Public Housing for seniors (62+) and disabled. Those units receive funding from the HUD. The remaining 38 units are broken out as follows: 12 unit senior condominium complex (55 and older), 10 unit mental health permanent supportive housing, and a 16 unit women & children’s emergency & transitional housing. The Housing Authority of Island County also administers the HUD Section 8 rental assistance program, the HOME/TBRA program via Washington State Department.

#### Housing Authority of Skagit County (HASC)

HASC owns and manages 263 units of housing. 60 of these units receive rental subsidies through the USDA, and occupancy is for farmworker households. 80 units were developed through tax credits and are available to farmworker households. Of the remaining 123 units, 85 units are located at the Burlington Terrace. The final 38 units are located in the President Apartments, located in downtown Mount Vernon. Rents at these apartments are below area market rents. The Housing Authority does not own or manage any HUD subsidized “public housing” units. HASC manages a Housing Choice Voucher Program for all of Skagit County including VASH and non-elderly disabled programs.

#### Sedro-Woolley Housing Authority

The Sedro-Woolley Housing Authority manages 80 units of subsidized housing.

#### Whatcom County Housing Authority

The Whatcom County Housing Authority assists approximately 1,738 households with the Housing Choice Voucher Program (HCV) including 274 project-based units and tenant based rental assistance. Included are 45 VASH tenant- and project-based vouchers, 75 mainstream vouchers for households with disabilities and 75 non-elderly disabled households.

The Housing Authority administers funding for the Shelter Plus Care Program to provide rental

assistance and supports to approximately 200 households annually.

The Housing Authority manages approximately 600 units of Public Housing overall. There are 209 units in the county and unincorporated areas that includes: one single family scattered site home, 32 public housing units, 24 rural development, 11 rural development senior housing units, 61 units of low income housing tax credits units, and 50 tax credit senior units. There are also 30 public housing units in the unincorporated areas of Whatcom.

### **Actions planned during the next year to address the needs of public housing**

Anacortes Housing Authority: Use capital funds and local CDBG funding to do capital repairs to public housing units.

Housing Authority of Skagit County: The Housing Authority of Skagit County does not own or manage any public housing units.

Island County Housing Authority: Limited capital investment to address site improvements (concrete and asphalt work) at both public housing locations.

Sedro-Woolley Housing Authority: Will continue to maintain public housing units to a high standard of excellence.

Whatcom County Housing Authority: The Housing Authority will continue to assess and address capital needs on a prioritized basis, using funds from the Capital Fund Grant program.

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

Anacortes Housing Authority: Works on a constant basis to involve tenants. Holds an election annually for a resident council and engages residents with newsletters and notices. As part of the annual plan, the Housing Authority meets with the resident advisory board.

Housing Authority of Skagit County: The Housing Authority of Skagit County operates a strong family self-sufficiency program to encourage residents to move into homeownership opportunities and become self-sufficient.

Island County Housing Authority: Has 14 vouchers for homeownership for Section 8 HCV participants and households are enrolled in family self-sufficiency programming.

Sedro-Woolley Housing Authority: Coffee hour for community building and opportunity for residents to informally speak with management staff at Hillview. Community service program representatives give presentations to Hillview residents. For example, the policy department has given a presentation on

elder justice.

Whatcom County Housing Authority: Assures that residents representing the Bellingham/ Whatcom County Public Housing developments participate in the established Resident Advisory Board (RAB), which has nine resident representatives. The BHA encourages residents to participate in meetings and to provide input to the BHA management by setting meetings in public housing facilities to discuss issues affecting residents.

Offer housing assistance to residents of public and assisted housing offering self-sufficiency achievement programs. Leverage public-and private-sector resources to offer services to residents enrolled in the Family Self-sufficiency (FSS) Program, which is designed to help residents achieve economic independence by setting individual goals for residents, and helping them to access the resources that will allow them to meet those goals.

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

Not applicable.

**Discussion**

Housing authorities within the region are interested in modernizing their public housing stock and overall portfolio but lack the funds necessary to complete this work. Additionally, the housing authorities would like to develop additional affordable homes, but funding continues to be a barrier to new construction. Resources from the HOME and CDBG programs can be directed toward housing authorities for modernization and new development projects. The Consortium, Mount Vernon, and Anacortes will continue their efforts to partner with housing authorities on innovative projects to address the needs of public housing residents, wait list participants, voucher holders, and cost-burdened households within the community.

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

### **Introduction**

The Consortium is funding two new projects with FY 2019 HOME funds to address the needs of individuals and couples without housing. The Oak Harbor Housing Project, to be developed by Opportunity Council in Island County, will provide a minimum of 22 units of housing for people experiencing homelessness. Catholic Housing Services will develop Skagit County Permanent Supportive Housing, 70 units fully dedicated to providing housing and services to individuals and couples experiencing homelessness.

In addition, the Consortium continues to allocate 35% of its HOME funding to address homelessness through tenant-based rental assistance. Most homeless and special needs activities are carried out by other, partnering organizations that are coordinated through each county's Continuum of Care.

### **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**

Each county has implemented a coordinated entry system for conducting needs assessments of individual households experiencing homelessness as a first step toward addressing their needs through a network of Continuum of Care organizations that provide shelter, housing, and supportive services.

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

The Consortium does not receive funding for activities concerning homelessness; however, when possible, it will support the organizations that provide services to homeless populations.

#### **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 Consortium is funding two new projects with FY 2019 HOME funds to address the needs of individuals and couples without housing. The Oak Harbor Housing Project, to be developed by Opportunity Council in Island County, will provide 22 units of housing for people experiencing homelessness. Catholic Housing Services will develop Skagit County Permanent Supportive Housing, 70 units fully dedicated to providing housing and services to individuals and couples experiencing

homelessness.

In addition, the Consortium continues to allocate 35% of its HOME funding to address homelessness through tenant-based rental assistance. Most homeless and special needs activities are carried out by other, partnering organizations that are coordinated through each county's Continuum of Care.

**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 Consortium's TBRA program will be available to people who are discharging from institutions.

### **Discussion**

This is a watershed year in addressing homelessness in the Consortium due to the beginning of the development of new housing options for individuals and couples experiencing homelessness. When completed, these projects will expand housing capacity and create a sense of hope and possibility both for clients and for the many organizations participating in each County's 10-Year Plan to End Homelessness. While the Consortium will continue to allocate HOME resources to fund tenant-based rental assistance, new units are vitally important due to the very low vacancy rates in many communities of the Consortium.

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

### **Introduction**

Both Skagit County and Island County have undertaken formal processes to develop affordable housing action plans, with an emphasis on land use and zoning issues. The Consortium will use the resulting set of strategies and those strategies that participating jurisdictions have proposed in their comprehensive plans.

### **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**

The cost of housing or the incentives to develop, maintain, or improve affordable housing in the region are affected by the policies, including tax policies affecting land and other property, land use policies, zoning ordinances, building codes, fees and charges, growth policies and policies that affect the return on residential investment.

The Consortium is composed of multiple units of local governments including counties and municipalities. The Consortium does not have any jurisdiction in the local policies of its members including zoning, land use or code enforcement. The Consortium does encourage its members to be aware of local conditions that may pose a barrier to affordable housing and address any situation that could prevent the development of affordable housing. The Consortium will continue to support qualified CHDO developers who apply for HOME funding to increase the availability of affordable housing within the region.

### **Discussion**

The Consortium plans to continue to act as a catalyst for positive change in the areas of affordable housing policy, funding, and capacity building.

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

### **Introduction**

Because the Consortium's annual HOME grant is relatively small, it is difficult to use HOME for many other purposes than those already identified. However, the Consortium does intend to invest other resources and effort toward the goals of increasing the supply of affordable housing and ending homelessness.

Additionally, this Action Plan hereby incorporates the following amendments to existing plans:

### **Amendments to 2018-2022 Consolidated Plan**

- Activities will be funded annually on a percentage basis as follows:
  - Consortium Housing Development: 35%
  - CHDO Housing Development: 15%
  - CHDO Operating Support: 5% (maximum permitted by HUD)
  - Island Tenant-Based Rental Assistance: 8%
  - Skagit Tenant-Based Rental Assistance: 15%
  - Whatcom Tenant-Based Rental Assistance: 12%
  - Administration and Planning: 10%

However, each year activity spending levels will be monitored, and the percentage share allotted to an activity may be adjusted accordingly. Any changes will be reflected in the HOME budget contained in the annual Action Plan.

- A competitive process across the entire Consortium region will be used to review applications for funding all housing development projects. Under most circumstances, funds will not be awarded to projects located in Sedro-Woolley or Bellingham because these cities are not members of the Consortium. However, in situations in which funds otherwise would have to be returned to HUD due to lack of eligible Consortium projects, housing development funds may be awarded to projects in Sedro-Woolley and Bellingham.

### **Amendment to 2018 Annual Action Plan**

- Because sufficient carry-over funding is available to support Tenant-Based Rental Assistance in 2018 and a substantial need exists for more new affordable housing units, 2018 HOME funding will be allocated as follows:
  - Consortium Housing Development: 70%
  - CHDO Housing Development: 15%
  - CHDO Operating Support: 5% (maximum permitted by HUD)
  - Administration and Planning: 10%
- \$648,374 of Consortium Housing Development funds will be used to support the development of a Skagit County Permanent Supportive Housing, a 70-unit housing development project. The proposed site is 1925 E College Way, Mount Vernon, WA 98273, pending environmental clearance. Catholic Housing Services will be the owner, sponsor, and developer of this project. In addition to clarifying use of the funds, the Consortium will update goals, priorities, geographic distribution, and other references throughout the 2018 Annual Action Plan document.

- \$138,937 in CHDO development funds will be used to support the development of Oak Harbor Housing, a 46-unit housing development project. The proposed site is at the intersection of NE 110<sup>th</sup> Avenue and NE Cordero Place, Oak Harbor, WA 98277, pending environmental clearance. Opportunity Council will be the owner, sponsor, and developer of this project. In addition to clarifying use of the funds, the Consortium will update goals, priorities, geographic distribution, and other references throughout the 2018 Annual Action Plan document.
- \$14,290 in CHDO Operating support will be allocated to Home Trust of Skagit, a CHDO working on the development of an affordable homeownership project in La Conner, WA.
- \$32,023 in CHDO operating support will be allocated to Opportunity Council, a CHDO working on the development of Oak Harbor Housing in Oak Harbor, WA.

#### **Amendments to 2015-2017 Consolidated Plan**

\$130,000 of Affordable Rental Housing Development funds will be used to support the acquisition of CamBey Apartments, a 50-unit housing development located at 50 N. Main Street, Coupeville, WA, 98239. Low Income Housing Institute (LIHI) will be the Community Housing Development Organization (CHDO) owner, sponsor, and developer of this project. The Consortium expects HOME funding to preserve 1 unit of rental housing, which will benefit at least 1 household. In addition to clarifying use of the funds, the Consortium will update goals, priorities, and objective references throughout the Consolidated Plan document in accordance with this amendment.

The Consortium will not provide direct homebuyer assistance using FY 2017 funding. Rather, the Consortium will utilize all FY 2017 Homeowner Housing Development & Assistance Funds for direct development costs.

#### **Amendment to 2016 Annual Action Plan**

\$92,578 of Affordable Rental Housing Development funds will be used to support the acquisition of CamBey Apartments, a 50-unit housing development located at 50 N. Main Street, Coupeville, WA, 98239. Low Income Housing Institute (LIHI) will be the Community Housing Development Organization (CHDO) owner, sponsor, and developer of this project. The Consortium expects HOME funding to preserve 1 unit of rental housing, which will benefit at least 1 household. In addition to clarifying use of the funds, the Consortium will update goals, priorities, and objective references throughout the Consolidated Plan document in accordance with this amendment.

#### **Amendment to 2017 Annual Action Plan**

\$37,422 of Affordable Rental Housing Development funds will be used to support the acquisition of CamBey Apartments, a 50-unit housing development located at 50 N. Main Street, Coupeville, WA, 98239. Low Income Housing Institute (LIHI) will be the Community Housing Development Organization (CHDO) owner, sponsor, and developer of this project. The Consortium expects HOME funding to preserve 1 unit of rental housing, which will benefit at least 1 household. In addition to clarifying use of the funds, the Consortium will update goals, priorities, and objective references throughout the Consolidated Plan document in accordance with this amendment.

The Consortium will not provide direct homebuyer assistance using FY 2017 funding. Rather, the Consortium will utilize all FY 2017 Homeowner Housing Development & Assistance Funds for direct development costs.

#### **Amendment to Citizen Participation Plan**

- Substantial amendments to plans—those requiring a 30-day public comment period—will now include only the following:
  - Changes to goals, policies, or procedures identified in the Consolidated Plan
  - Changes reflecting a new activity
  - In an approved Action Plan, changes to the funding level of an activity in excess of \$250,000
  - In an approved Action Plan, changes to the funding level of a project in excess of \$150,000
  - Major changes in the purpose, scope, beneficiaries, target populations, or location of a project in an approved Action Plan
  - Cancellation of an existing project or addition of a new project in an approved Action Plan, except for substitution of an identified contingency project for one that cannot move forward

**The following Skagit HOME Consortium Affirmative Marketing Requirements and Procedures are hereby incorporated into the Consolidated Plan:**

## **Skagit HOME Consortium**

### **Affirmative Marketing Requirements and Procedures**

#### *A. Statement of Policy*

In accordance with the regulations of the HOME Investment Partnerships Program (24 CFR 92.351), and in furtherance of Skagit County's commitment to nondiscrimination and equal opportunity in housing, Skagit County has established these policies and procedures to affirmatively market units in HOME-assisted projects of five or more units. These procedures are intended to further the objectives of Title VIII of the Civil Rights Act of 1968 and Executive Order 11063.

Skagit County believes that individuals of similar economic levels in the same housing market area should have access to a similar range of housing choices regardless of their race, religion, color, national origin, sex, familial status, or ability/disability. The purpose of this policy is to promote fair access to HOME-assisted housing units by requiring outreach to all potentially eligible households and special measure to reach those least likely to apply for assistance.

Skagit County is committed to the goals of affirmative marketing, which will be implemented in the HOME Investment Partnerships Program through the procedures described below.

### *B. The Obligations of Skagit County*

As Lead Agency for the Consortium, the County will inform potential and current owners/sponsors/developers of their obligations under Affirmative Marketing and Fair Housing through periodic workshops on HOME requirements, dissemination of this policy document and the HOME Investment Partnership Program Policies & Procedures Manual. The County will collaborate with its development partners to inform the public and potential tenants and homebuyers through owners/sponsors/developers undertaking the procedures below.

Project sponsors should provide for costs associated with these requirements in their planned operating budgets. Project sponsors must create an Affirmative and Fair Housing Marketing Plan that addresses the procedures that they use will use for initial outreach upon project completion and ongoing outreach as vacancies arise. Project Sponsors must provide Skagit County with their Affirmative and Fair Housing Marketing Plan each time it is updated and each time they are monitored.

Skagit County incorporates sponsor's obligations under Affirmative Marketing and Fair Housing in the Skagit County Funding Agreement. Failure to comply with the terms of the Agreement may be considered a default of the Agreement, and Skagit County may require repayment of the Grant/Note plus take any other measures allowed by law, including but not limited to disqualifying the Sponsor from applying for future HOME funds.

Throughout the HOME affordability period, Skagit County will verify that the project sponsor continues to comply with Affirmative Marketing and Fair Housing requirements as part of periodic HOME compliance monitoring of the project.

### *C. General Outreach to Prospective Tenants*

Sponsors will provide outreach to tenants through a variety of methods, including but not limited to advertising via newspaper, notice boards, Craigslist, and other public venues. All homeless set-aside units will be filled exclusively from Skagit County's Housing Interest Pool, operated by Community Action of Skagit County's Housing Resource Center. The Housing Resource Center engages in assertive outreach and marketing, including: visits to local food programs and shelters, distributing brochures and flyers through social service agencies, and advertising at eviction prevention programs.

#### *D. Special Outreach to Hard-to-Reach Populations*

Project sponsors must take active steps beyond general outreach to the public to make hard-to-reach populations aware of vacancies and solicit applications. Specific efforts should be made to outreach to the following populations:

- People of color who have historically faced discrimination when accessing public services and housing
- People of limited English proficiency
- People with disabilities
- People experiencing homelessness
- Members of the LGBTQ+ community

Skagit County requires that, at a minimum, project sponsors use the following special outreach methods to reach the populations described above:

- Project sponsors who ordinarily advertise rental property or opportunities to purchase available single-family homes must place advertisements through KSVR radio station or other news outlets that primarily serve the Latino population.
- Project sponsors must direct a letter to Catholic Housing Services Farmworker Center, Tierra Nueva, Community Action of Skagit County, the Housing Authority of Skagit County, local tribes, Northwest Regional Council, and local behavioral health organizations information them of the availability of new housing and encouraging them to share this information with their constituents.
- Translate marketing materials and housing application into Spanish
- Work with minority-owned print media, radio and television stations
- Partner with community & faith-based organizations that serve hard-to-reach groups
- Market at adult education training centers or ESL classes

Sponsors of rental projects must begin their special outreach activities immediately upon learning that a vacancy will occur. Sponsors of homebuyer projects must begin special outreach activities during the homebuyer selection process for available single-family homes. If feasible, sponsors of rental projects should request a 30-day notification from tenants intending to move to allow time for special outreach.

#### *E. Projects Serving Limited Populations*

If the Skagit County Funding Agreement permits limiting tenant eligibility or having a tenant preference in accordance with 92.253(d)(3), the following marketing procedures and requirements apply:

- General outreach outlined above may be modified if HOME-assisted units are limited to a specific group, such as people experiencing domestic violence. However, the Sponsor should follow the process outlined in (D) to ensure all people within the limited population have the same opportunity to apply for housing units, regardless of protected class.

#### *F. Recordkeeping*

Skagit County requires that project sponsors keep records on the following:

- The racial, ethnic, and gender characteristics of tenants (or homebuyers, as applicable), as well as those of applicants in the 90 days following project completion as required by section 92.508(a)(6) and 93.351.
- Activities they undertake to inform the general renter public, including copies of advertisements placed in the local newspaper.
- Activities they undertake to inform potential homebuyers, including copies of advertisements placed in the local newspaper.
- Activities they undertake for special outreach, including the dates of contact with relevant organizations and copies of advertisements in specialized newspapers.

Project sponsors will be asked to provide, where possible, data on how applicants heard about the housing opportunities.

#### *G. Assessment and Corrective Action*

The affirmative marketing efforts of project sponsors will be assessed by Skagit County during periodic on-site monitoring visits as follows:

- To determine if good faith efforts have been made: Records required of project sponsors will be examined and compared with required actions. If the required actions have been carried out as specified, Skagit County will assume that project sponsors made a good faith effort to carry out these procedures.
- To determine results: Skagit County will assess whether or not persons targeted by the special outreach efforts have, in fact, become tenants or homebuyers in the HOME-assisted units. If they have, the County will assume that the procedures have been effective. If the identified persons are not represented, the County will review the affirmative marketing procedures to determine what changes might be made to make the marketing efforts more effective.

Skagit County will take corrective action if it finds that a project sponsor has failed to carry out the required procedures or failed to maintain the records on applicants and tenants or homebuyers.

- If problems are evident, Skagit County will discuss ways to improve a project sponsor's efforts prior to taking corrective action.
- The reporting of all vacancies by the sponsor of a rental project on a continuing basis may be required to determine whether project sponsors are following the prescribed procedures.
- The reporting of all unsold single-family homes by the sponsor of a homebuyer project on a continuing basis may be required to determine whether project sponsors are following the prescribed procedures.
- If a project sponsor fails to make a good faith effort to carry out the affirmative marketing procedures after fair warning and an opportunity to correct identified deficiencies, the project sponsor's participation in the program will be terminated and the repayment of the grant/loan required, as stated in the Skagit County Funding Agreement. The project sponsor will not be eligible for future participation in the program.

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

In FY 2018, the Consortium updated its affirmative marketing standards and guidance prior to funding the construction of new rental housing for the first time. As recommended by HUD, these policies are incorporated into the Consolidated Plan through amendment to the plan. The text of the new Skagit HOME Consortium Affirmative Marketing Requirements and Procedures is provided above.

The Consortium will encourage the support of local service providers that are currently working with the underserved in the region. This includes the network of organizations that comprise each county's Continuum of Care.

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

The Consortium is funding two new projects with FY 2019 HOME funds to address the needs of individuals and couples without housing. The Oak Harbor Housing Project, to be developed by Opportunity Council in Island County, will provide 45 units of housing, of which 22 will be for people experiencing homelessness. Catholic Housing Services will develop Skagit County Permanent Supportive Housing, 70 units fully dedicated to providing housing and services to individuals and couples experiencing homelessness.

No actions are anticipated under this action plan to conduct housing rehabilitation activities. However, members of the Consortium are actively pursuing other sources of funding to support housing preservation, rehabilitation and repair.

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

The following is an outline of the strategies the Consortium will institute in accordance with Federal guidelines and the Consortium's commitment to helping combat the danger of lead poisoning in

children:

1. Lead-based paint risk assessments, reductions and abatements, as outlined in Federal legislation, will be required by all those participating in the HOME program or utilizing HOME program funds. Provide information, education and outreach activities on LBP hazard reduction through workshops and technical assistance to CHDOs and other recipient of HOME funds. Continue to notify residents and owners of all houses receiving HOME assistance of the hazards of LBP. Continue to notify residents and owners of all houses receiving HOME assistance of the hazards of LBP.

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

One goal of the Consolidated Plan programs and other initiatives in the Consortium region is to reduce the number of persons living in poverty. The emphasis is to help people rise out of poverty, rather than merely easing their situation temporarily. Although essential short-term direct aid such as emergency food and shelter is provided, the thrust of the policy is to address poverty's root causes and assist people in becoming self-sufficient in the long-term. Two key components of helping people attain self-sufficiency are employment and housing. The Consortium supports the agencies that serve and support those families in poverty and will continue to use HOME funding to improve the housing conditions of those who are living in poverty.

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

In 2018, the Consortium substantially updated its Policies and Procedures Manual to ensure that it addresses the full range of HUD requirements, that local administrative processes conform with HUD regulations and incorporate promising practices from other jurisdictions, and that contracts, IGAs and the Policies and Procedures Manual contain are consistent with one another.

The Consortium staff will continue to coordinate with various service agencies, government departments, businesses, local municipalities, and special needs boards and commissions to find opportunities to better serve the citizens of region. These relationships are integral to streamlining the implementation of HOME projects in a time of limited funding. Communication will continue to be the key in the success of the programs. The Consortium staff will continue to foster these relationships to improve the success rate of the HOME program.

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

The Consortium will support the efforts of each county's Continuum of Care and participate regularly in their multi-agency meetings. More active participation in these forums will improve the coordination of

the Consortium's Consolidated Plan goals and each COC's 10-Year Plan to End Homelessness.

### **Discussion**

The consultations and coordination that led to the formation of this HOME Consortium has resulted in new relationships and heightened awareness of the housing affordability problem, its breadth and depth in all communities throughout the region. As we begin to implement our second Consolidated Plan, other opportunities will arise for further collaboration and problem solving.