

Snohomish County
Urban County Consortium

Final

2017 Consolidated Annual Performance
and Evaluation Report (CAPER)

September 21, 2018

Snohomish County Urban County Consortium
2017 CAPER
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Attachments:

Attachment 1: CDBG Financial Summary Report PR26 Program Year 2017

Attachment 2: Affordable Rental Housing Projects in Process

Attachment 3: ESG Persons Assisted - Sage HMIS Reporting Repository

Public Review and Comment

The 2017 Consolidated Annual Performance and Evaluation Report (2017 CAPER), was available for a 15-day public review and comment period from September 5th through September 20, 2018. No comments were received during the public review and comment period.

ADA Notice: Upon request, reasonable accommodations were made available for persons with disabilities to provide the Draft 2017 CAPER in an alternate format and to provide for submittal of comments in other formats. Please contact Debra May – contact information listed directly below.

County Contact Information: Please direct questions or requests for accommodations to Debra May via phone 425-388-3264, e-mail debra.may@snoco.org, or TTY 7-1-1.

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 2017 CAPER includes accomplishments achieved by projects funded in the 2017 program year (July 1, 2017 through June 30, 2018). It also includes accomplishments from projects funded in prior years that take more than one year to complete and were completed in the 2017 program year. Highlighted accomplishments of projects completed in the 2017 program year with CDBG, HOME, and ESG funds are summarized below. Tables comparing the proposed annual and five-year goals and the actual accomplishments with an assessment of progress are also included.

Meeting Affordable Housing Needs in Our Community

- 11 new units of affordable rental housing were completed in Monroe for homeless and low-income families.
- 18 affordable housing rental units were rehabilitated in Snohomish and Lake Stevens for seniors and persons with developmental disabilities.
- 7 affordable housing rental units were rehabilitated in Everett.
- 444 homeowners countywide received home repair and home rehabilitation assistance.
- 9 first-time homebuyers received financial assistance to purchase homes in Everett, Marysville, Lynnwood, Edmonds, and Mountlake Terrace.
- 10 households received rental housing rehabilitation.
- 100 households received tenant based rental assistance.

Making Public Facility and Infrastructure Improvements in our Community

- Rehabilitation was completed in a public park in Arlington to remove material and architectural barriers to accessibility and mobility for elderly and disabled persons.
- Construction of a gymnasium for the Boys and Girls Club was completed in Sultan.
- Sidewalk and stormwater improvements were completed on 179th Street in Monroe.
- Waterline improvements were completed on North Emens in Darrington.
- Sidewalk improvements were completed on 60th Avenue and 220th Street in Mountlake Terrace.
- Installation of a pedestrian and bike path was completed in Sultan.
- A railroad crossing and sidewalk extension project was completed in Monroe.

Providing Needed Services in Our Community

- 777 persons experiencing homelessness or at risk of homelessness received supportive services.
- 376 non-homeless persons with special needs received supportive services, including elderly persons, victims of domestic violence, and persons with disabilities.
- 381 persons received fair housing education and counseling services.

- 669 persons received emergency shelter assistance.
- 29 homeless households received rapid rehousing assistance.

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.

Table 1 - Accomplishments – Program Year & Consolidated Plan to Date

Goal #	Goal Name	Category	Source	Indicator	Unit of Measure	Expected 2017 Program Year	Actual 2017 Program Year	Percent Complete	Expected 2015-2019 Consolidated Plan	Actual 2015-2019 Consolidated Plan	Percent Complete
1a	Rental Housing	Affordable Housing	CDBG HOME	Rental units constructed	Household Housing Unit	11	11	100%	30	11	37%
1b	Rental Housing	Affordable Housing	CDBG HOME	Rental units rehabilitated	Household Housing Unit	25	35	140%	104	50	46%
1c	Rental Housing	Affordable Housing	CDBG HOME	Other	Other	0	0	0%	5	0	0%
2	Tenant-Based Rental Assistance	Affordable Housing	HOME	Tenant-based rental assistance/Rapid Rehousing	Households Assisted	75	121	161%	220	220	100%
3	Homeowner Minor Home Repair	Affordable Housing	CDBG	Homeowner housing rehabilitated	Household Housing Unit	430	443	103%	1790	1414	79%
4	Homeowner Home Rehabilitation	Affordable Housing	HOME	Homeowner Housing Rehabilitated	Household Housing Unit	9	1	11%	26	13	50%

Goal #	Goal Name	Category	Source	Indicator	Unit of Measure	Expected 2017 Program Year	Actual 2017 Program Year	Percent Complete	Expected 2015-2019 Consolidated Plan	Actual 2015-2019 Consolidated Plan	Percent Complete
5a	First-Time Homebuyer Assistance	Affordable Housing	CDBG HOME	Homeowner Housing Added	Household Housing Unit	0	0	0%	5	5	100%
5b	First-Time Homebuyer Assistance	Affordable Housing	CDBG HOME	Direct Financial Assistance to Homebuyers	Households Assisted	6	9	150%	36	25	69%
6	CHDO Operating Support	Affordable Housing	HOME	Other	Other	1	1	100%	10	4	40%
7	Infrastructure 1	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than low/Moderate Income Housing	Persons Assisted	0	5102	100%	7840	7402	94%
8	Infrastructure 2	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3170	4375	138%	9140	5810	64%
9	Public Facilities 1	Non-Housing Community Development	CDBG	Other	Other	1	1	100%	3	3	100%
10	Public Facilities 2	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activity other than Low/Moderate Income Housing Benefit	Persons Assisted	1493	0	0%	3926	303	8%

Goal #	Goal Name	Category	Source	Indicator	Unit of Measure	Expected 2017 Program Year	Actual 2017 Program Year	Percent Complete	Expected 2015-2019 Consolidated Plan	Actual 2015-2019 Consolidated Plan	Percent Complete
11	Public Facilities 3	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities Other than Low/Moderate Income Housing Benefit	Persons Assisted	100	427	427%	1794	427	24%
12	Public Facilities 4	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	965	0	0%	3942	7800	198%
13	CDBG Public Services – Homeless	Homeless	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	893	777	87%	2000	2335	117%
14	CDBG Public Services – Non-Homeless Special Needs	Non-Homeless Special Needs	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	410	376	92%	1000	1056	106%
15	CDBG Public Services - Fair Housing	Fair Housing	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	312	381	122%	2000	1049	52%
16	ESG Homeless Emergency Shelter	Homeless	ESG	Homeless Person Overnight Shelter	Persons Assisted	740	669	90%	1500	1904	127%
17	ESG Homeless Rapid Rehousing	Homeless	ESG	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	40	29	73%	200	108	54%

Goal #	Goal Name	Category	Source	Indicator	Unit of Measure	Expected 2017 Program Year	Actual 2017 Program Year	Percent Complete	Expected 2015-2019 Consolidated Plan	Actual 2015-2019 Consolidated Plan	Percent Complete
18	Grant Planning & Administration	Planning and Admin.	CDBG HOME ESG	Other	Other	1	1	100%	5	3	60%
19	Homeless Management Information System	HMIS	ESG	Other	Other	1	1	100%	5	3	60%

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 2017 program year was the third year under the 2015-2019 Consolidated Plan. Overall, the Consortium made significant progress towards the annual and five-year goals during the 2017 program year.

Meeting Affordable Housing Needs in Our Community

Most of the CDBG and HOME affordable housing goals are on track to meet the five-year goals, with 631 households served this year. The accomplishments for homeowner minor home repair and tenant based rental assistance exceeded the annual goals and are on track to meet, or exceed, the five-year goals. First-time homebuyer assistance annual goal exceeded the anticipated goal and are on track to meet the five-year goal. The annual goals for rental housing constructed and rehabilitated, are less than expected, however, 2017 projects funded under these goals take more than one year to complete and are currently in progress. Please refer to Attachment 2: “2017 CAPER Addendum Affordable Rental Housing Projects in Process.” Accomplishments for rental housing projects in process will be reported in the 2018 and 2019 CAPERS. The annual goal for homeowner home rehabilitation is below the anticipated number due to many projects closing in early July of 2018, after the end of the 2017 program year. Three additional homeowner home rehabilitation projects were completed in July and will be reported in the 2018 CAPER along with the 2018 accomplishments. The five-year goal is slightly under the anticipated accomplishments.

Making Public Facility and Infrastructure Improvements in our Community

Seven public facility and infrastructure projects were completed during the program year, reflecting progress toward both of the infrastructure five-year goals and two of the four public facility five-year goals. Three goals met or exceeded the annual goal and one of the public facility goals exceeded the five-year goal by 198%. One of the public facility goals reflects no progress toward the five-year goal, however, the 2017 projects funded under this goal are currently in progress and will be reported in future years.

To increase accomplishments under specific public facilities and infrastructure goals, for the 2019 CDBG Notice of Funding Availability the Policy Advisory Board (PAB) approved a proposal to award ten bonus points to projects meeting one of the public facilities or infrastructure priorities with an unmet five-year goal. The points will be added to the project’s total score from the Threshold Review and Evaluation Criteria. This will provide an incentive for agencies to apply for funding unmet public facility and infrastructure needs in our community.

Providing Needed Services in Our Community

The annual goal for CDBG public service projects serving homeless persons and the annual goal for CDBG public service projects serving persons with special needs were slightly lower than anticipated, however both goals have already exceeded the five-year goals. The annual goal for CDBG public service projects providing fair housing services was met and the five-year goal is slightly under the anticipated percentage, however the agency providing fair housing services is meeting their program and contract goals for all persons served. The annual goal for ESG emergency shelter is slightly under the projected number served, but the five-year goal has been exceeded. The ESG rapid rehousing one-year and five-year goals were slightly under the expected goals. Low vacancy rates for private market rentals continue to pose a challenge for projects that use a scattered site model such as rapid rehousing. In 2017, the average vacancy rate of a two-bedroom apartment in Snohomish County was 3.7%. Low vacancy rates makes it difficult to locate and obtain safe and affordable housing in the private market. The County continues its landlord engagement efforts.

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	HOME	ESG
White	4,792	117	408
Black or African American	134	22	108
Asian	161	1	13
American Indian or American Native	135	0	22
Native Hawaiian or Other Pacific Islander	45	2	9
Total	5,267	142	560
Hispanic	304	139	173
Not Hispanic	4,963	10	495

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

Narrative

The CDBG, HOME, and ESG programs serve residents throughout Snohomish County. The listed racial and ethnic populations assisted with these funds, as reflected in the table above, represent a diverse range of the County's population. The projects funded with ESG served 669 people in total, but less are reflected in the table above as 96 selected a multi-racial category not included in the table and 13 selected don't know or refused. The projects funded with HOME served a total of 149 persons, but less are reflected in the table above as 7 selected a multi-racial category not included in the table.

The persons assisted were primarily extremely low-income and low-income. Persons served included homeless individuals and families experiencing homelessness or at risk of homelessness, homeless teens and young adults, single households, single-parent households, two-parent households, victims of domestic violence, elderly persons, persons with disabilities, and other persons with special needs.

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	CDBG	5,713,754	3,096,048
HOME	HOME	3,745,310	2,120,777
HOPWA	HOPWA		
ESG	ESG	329,684	220,033
Other	Other	0	0

Table 3 - Resources Made Available

Narrative

The figures in the table above were adjusted to reflect the total resources available during the 2017 program year including: 1) the unexpended amount of prior year funds available at the end of the 2016 program year, 2) the amount of the 2017 program year grants, and 3) program income for the 2017 program year. The figures in the table above were also adjusted to reflect total expenditures from the resources available. The CDBG Financial Summary Report is included as Attachment 1 to the 2017 CAPER.

The County and Consortium met the timely expenditure requirements under the CDBG, HOME, and ESG programs in the 2017 program year.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

Because the needs addressed by the Snohomish County Consortium exist throughout the county, the investment of CDBG, HOME, and ESG funds for housing and non-housing community development projects likewise supports projects in locations throughout the county. Some projects benefit specific areas of the county, while others provide countywide benefits. CDBG public facility and infrastructure projects that benefit all residents of an area, such as streets, sidewalks, water/sewer systems, and parks, serve areas that consist predominately of low- and moderate-income households. Based on HUD criteria for the Snohomish County Consortium CDBG jurisdiction (countywide outside the Cities of Everett and Marysville, and the King County area of Bothell), these are areas where at least 44.67% of the household are low- and moderate-income, with the percentages updated by HUD annually. In addition, pursuant to an interlocal agreement, 21% of HOME funds each year are set-aside for

affordable housing projects and programs selected by the City of Everett. These projects benefit residents of the City of Everett, with some projects also benefiting residents of the City of Everett's Urban Growth Area.

The geographic distribution and location of investments of Snohomish County Consortium CDBG, HOME, and ESG projects active during the 2017 program year are listed below. The list includes projects funded in the 2017 program year as well as projects funded in prior program years that take more than one year to complete and were active during the 2017 program year.

- Four rental housing capital projects are located in Everett, Monroe, Lake Stevens, and Snohomish.
- Two first-time homebuyer purchase assistance programs serve residents countywide. During the year, these programs helped 9 homebuyers purchase homes in Everett, Marysville, Lynnwood, Edmonds, and Mountlake Terrace.
- The minor home repair program serves residents countywide, outside the City of Everett. Households assisted during the year resided in Arlington, Bothell, Brier, Edmonds, Gold Bar, Granite Falls, Index, Lake Stevens, Lynnwood, Mill Creek, Monroe, Mountlake Terrace, Mukilteo, Snohomish, Stanwood, Sultan, Darrington, and throughout the north, south, and east unincorporated areas of the county.
- The Tenant Accessibility Program serves residents Countywide, outside the City of Everett. Households assisted during the year resided in Lynnwood, Mountlake Terrace, Edmonds, and Lake Stevens.
- The HOME rehabilitation program serves residents in the City of Everett and the City of Everett's Urban Growth Area. The household assisted during the year resided in the City of Everett.
- Five infrastructure projects are located in Monroe, Mountlake Terrace, Darrington, and Sultan.
- Two public facility projects are located in Arlington and Sultan.
- The public service, rapid rehousing, and emergency shelter projects generally serve people Consortium-wide.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

During the 2017 program year CDBG, HOME, and ESG funds awarded to housing and non-housing community development projects leveraged a significant amount of other federal, state, local and private resources. Extent of leveraging is one factor used in ranking and selecting proposed housing and services projects. CDBG projects reported contributing funds of \$3,393,519 from other sources and ESG projects reported contributing funds of \$1,440,877.19 from other sources. Four HOME funded capital development projects were completed during the 2017 program year and reported contributing funds of \$32,229,823 from other sources.

Matching funds are required for HOME and ESG funds. For these projects, projects sponsors are required to provide matching resources as part of the contracting process and are subsequently monitored to document that the match was expended. See tables below for HOME match contributed during Federal Fiscal Year 2017 and other required HOME reporting information regarding resources and investments. See CR-75 ESG Expenditures for ESG match contributed during the 2017 program year.

The City of Everett transferred ownership of a parcel of land to a non-profit entity for the development of 50 to 70 new units of affordable housing for chronically homeless persons in Snohomish County with mental health, chemical dependency, and/or co-occurring disorders. The project is anticipated to be completed by May of 2019.

The Carnegie Resource Center (CRC), located in the Carnegie Building and owned by Snohomish County, will provide adults experiencing a behavioral health issue with one location to meet many of their social service needs. The CRC will prioritize those individuals who are criminally involved but will be open to any adult in Snohomish County in need of social services provided onsite, to include (but not limited to) access to mental health services, substance use disorder services, assistance in applying for mainstream benefits, employment training and assistance, and various classes and workshops. The objective is to provide a wide array of social services in one location to assist those most vulnerable in our community address the barriers that impede self-sufficiency. The CRC is projected to be opening in the fall of 2018.

The Diversion Center (DC) is located in a wing of the Snohomish County Jail, formerly used as the work release program. The DC opened in June 2018 and provides short-term shelter for literally homeless adults with behavioral health issues while awaiting more permanent placement, typically admission into substance use disorder inpatient treatment. The program goal is to eliminate the gap between that moment when a homeless adult is ready to pursue recovery and when the resource is available. Typically, individuals wait 10-20 days between requesting treatment for a substance use disorder and an available

inpatient treatment bed. By providing shelter and other basic needs, we can better ensure successful transitions from homelessness and addiction to recovery and housing.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	25,608,920
2. Match contributed during current Federal fiscal year	4,922,942.42
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	30,531,862.42
4. Match liability for current Federal fiscal year	793,118.98
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	29,738,743.44

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
HCS-13-42-1303-251	03/29/2018	0	1,461,187.00	0	0	0	2,125,000.00	3,586,187.00
HCS-14-42-1402-113	11/07/2017	0	295,395.00	0	0	0	0	295,395.00
HCS-14-42-1505-230	03/29/2018	0	790,245.00	0	0	0	0	790,245.00
HCS-15-42-1213-198	10/02/2017	251,115.42	0	0	0	0	0	251,115.42

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
2,626.03	378,043.96	303,380.34	16,833.36	77,289.65

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	18,797,975		0	0	0	0
Number	5	0	0	0	0	5
Sub-Contracts						
Number	128	4	2	0	4	118
Dollar Amount	10,078,354	110,519	449,591	0	171,915	9,346,329
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	18,797,975	0	18,797,975			
Number	5	0	5			
Sub-Contracts						
Number	128	15	113			
Dollar Amount	10,078,354	881,300	9,197,054			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		6		1,829,502		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

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	106	84
Number of Non-Homeless households to be provided affordable housing units	20	74
Number of Special-Needs households to be provided affordable housing units	455	473
Total	581	631

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	100	132
Number of households supported through The Production of New Units	11	11
Number of households supported through Rehab of Existing Units	464	479
Number of households supported through Acquisition of Existing Units	6	9
Total	581	631

Table 12 – Number of Households Supported

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

Substantial progress was made towards the annual affordable housing goals for the 2017 program year, with accomplishments in all areas with the exception of one goal, exceeding the goals. While the number of homeless persons served is lower than originally projected, 58 of the non-homeless households served were households at risk of being homeless and the rental assistance provided helped to prevent them from becoming homeless.

The tables above include accomplishments by projects funded in the 2017 program year as well as accomplishments by projects funded in prior years that take more than one year to complete and were completed in the 2017 program year.

Discuss how these outcomes will impact future annual action plans.

Snohomish County and the Consortium annually assess progresses in meeting the 2015-2019 Consolidated Plan and Annual Action Plan goals and look to performance in a given year, as well as trends over time, to inform any needed adjustments or improvements. The 2017 program year was the third year under the 2015-2019 Consolidated Plan. As discussed above, the affordable housing outcomes for the 2017 program year were positive. Based on this third-year evaluation, no adjustments or improvements to implement the housing goals are being proposed at this time.

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.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	331	107
Low-income	123	35
Moderate-income	3	3
Total	457	145

Table 13 – Number of Households Served

Narrative Information

The table above displays the number of households at each income level who received housing assistance under the CDBG and HOME programs during the program year. Seventy-three percent (73%) of households assisted were extremely low-income and included renters and homeowners. Twenty-six percent (26%) of households assisted were low-income and included renters, homeowners and first-time homebuyers. One percent (1%) of households assisted were moderate income and included renters, homeowners and first-time homebuyers.

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 County has engaged in a number of activities to improve outreach to homeless persons. The County has refined its outreach coordination efforts aimed at the engagement of persons living in encampments or other places not meant for human habitation, particularly those who are chronically homeless. The Outreach Coalition is a cross-system collaboration that identifies areas in Snohomish County where homeless individuals and families are known to live and coordinates outreach to these individuals and families; in addition, Law Enforcement Embedded Social Workers provide outreach to homeless individuals to engage them in needed services. Agencies conduct coordinated entry intake and assessment for this population to ensure access to homeless housing and services. All persons reported as living in encampments or places not meant for habitation are assessed with common tools and entered into the coordinated entry HMIS. The County's Human Services Department provides funding for two behavioral health navigators to increase outreach and engagement of homeless persons with current, problematic mental health and/or substance abuse barriers. The County's Human Services Department has several imbedded social workers that work with the Snohomish County Sheriff's department as well as other municipal law enforcement officers, and the City of Everett also has additional staff to work with their police department. The County provided funding to local municipalities to provide assistance and flexible funding to help first responders meet the needs of homeless persons in crisis situations. These additions result in increased expertise and system capacity to engage homeless persons as well as the availability of more services that are tailored to the unique needs of individual households.

The County continues to issue and distribute information to a large e-mail distribution list that includes agency staff serving the homeless and other vulnerable populations. This provides a useful vehicle for agency staff and outreach workers to stay informed of community resources or other opportunities that might assist in their work with connecting homeless persons with housing and services.

Standardized assessment of needs occurs through the outreach and engagement team referenced above as well as homeless housing navigators, some who specialize in areas like behavioral health, domestic violence, veteran's services and youth services via the coordinated entry system. Youth outreach workers engage and assess homeless youth throughout the county. The Veterans Homeless Committee and Veteran's navigators provide assessment and outreach to homeless veterans. Domestic Violence Services of Snohomish County provides coordinated entry assessment and navigation to families experiencing domestic violence. Mental health navigators and outreach and encampment team staff work to engage the chronically homeless with coordinated entry assessment and services.

Assessment allows referral and connection to tailored services based upon need and leads to individualized action plans that include housing stability, services tailored and specific to the identified needs, and more specialized assessments (mental health, chemical dependency, etc.) as needed. Coordinated entry intake and assessment is available through the 2-1-1 information and referral hotline.

Addressing the emergency shelter and transitional housing needs of homeless persons

The County has developed a decentralized coordinated entry system for access to housing and services that has streamlined referrals to housing programs and ensures that those who are most vulnerable and have the highest service needs are prioritized and matched with appropriate interventions.

The inventory of emergency shelter includes facilities for families, single men, and single women as well as emergency motel vouchers, cold weather shelters and emergency shelter and services for specialized populations such as veterans and households experiencing domestic violence. To ensure equitable and efficient access to housing and services, shelter residents are entered into coordinated entry.

The County and Continuum of Care (CoC) continue to work with shelter providers to strategize about how to decrease shelter stays and increase exits to permanent housing as well as assessing and meeting the various service needs of shelter residents. One key strategy has been to expand housing assistance in shelters. Since 2015, two family shelters have received funding to expand housing search and stability services to shelter residents, allowing rapid rehousing to begin at the shelter door; a third shelter serving survivors of domestic violence also provides rapid rehousing services to those in need of permanent housing resources. A second key strategy has been promoted by the CoC is a low barrier and housing-first policy for all funded rental assistance projects. Providers are expected to house all eligible households as quickly as possible and without program prerequisites or service requirements.

The County is committed to maximizing rental assistance and housing opportunities for households with barriers to rental housing in the private market such as prior evictions, criminal history and low income. A landlord engagement program is being funded to develop the inventory of landlords who will rent to people with barriers. In addition the program provides housing search and negotiation to assist persons with evictions, criminal histories or those owing landlords past rent, which are some of the biggest barriers to housing, outside the limited supply of affordable housing options in our county in comparison to the need. A housing retention specialist is also being funded, to assist landlords who are struggling with a tenant as a way to incentivize landlords to partner with the homeless housing system. The County's outreach and engagement activity update is described in the outreach section.

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 County's discharge planning policies to prevent homelessness are developed through the funding and contracting process as well as MOU's between Snohomish County Human Services Dept., Jails, Juvenile Court, North Sound Mental Health Admin., and community agencies. Currently, the County has protocols to assist persons discharging from the County jail that have serious mental illness. The County's mental health division and jail work in collaboration to assist persons with serious mental illness as part of discharge planning. A Housing Navigator collaborates with the mental health division by going into the jail and conducting coordinated entry assessments as part of discharge planning. The Navigator also coordinates with other agencies that provide jail release planning and services.

The County continues to refine connections between housing services providers and systems of care via coordinated entry to ensure that vulnerable individuals who are exiting institutions are connected with the necessary housing and services. Two behavioral health navigators to bridge the gap between institutional discharge and coordinated entry by working directly with institutions to serve individuals with mental health and substance abuse issues who are exiting into homelessness.

The County directly supports agencies that provide homeless prevention, housing, and other supportive services to unaccompanied youth. Cocoon House serves as a coordinated entry site for unaccompanied youth and young individuals under the age of twenty five, and partners with the Denney Juvenile Justice Center to shelter/house youth exiting out of the juvenile justice system. The Family Unification Project combines Section 8 rental assistance combined with case management for youth aging out of foster care.

Homeless prevention navigators work with those who are at imminent risk of homelessness, including those with low incomes, to help them find ways to resolve their housing crisis and avoid becoming homeless through income progression, resolving conflicts with landlords or family members, and connecting with civil legal services to prevent eviction, when necessary. Prevention navigators also connect those at risk of homelessness to the supports needed to increase their housing stability, including education, life skills, financial counseling and credit repair and affordable health care. The County continues to fund the targeted homeless prevention program and analyze data to determine the best approach that will have the most impact in preventing homelessness. The County also uses state and local funding for prevention activities, including short-term rent assistance, legal eviction prevention and dispute resolution services to help mediate and prevent evictions.

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 County continues to maintain a number of dedicated chronically homeless units, despite funding cuts and was successful in being awarded funding in the last Continuum of Care (CoC) competitive funding round. Currently, all CoC permanent supportive housing projects are either dedicated or prioritized for the chronically homeless.

Chronically homeless individuals and families are connected to the coordinated entry system and work with staff who are experienced in engaging with the chronically homeless in order to assist with movement into housing as quickly as possible. Those with the longest histories of homelessness and highest service needs, including those who are high utilizers of emergency services and the medically fragile, are prioritized within the chronically homeless population for permanent supportive housing. All programs serving the chronically homeless employ a housing first approach to reduce barriers to housing. Once housed, these individuals are provided with ongoing supports to maintain housing stability, but services are always client-centered and voluntary.

The County Veterans' Services program is a partner in our local CoC Homeless Veterans Committee partnership. Homeless veterans are served through the partnership including coordinated entry housing and prevention navigation, employment, and other mainstream supportive services. Rapid rehousing resources are available for use within the veteran's system through the Supportive Services for Veteran Families program and a newly funded rapid rehousing project to serve families. Chronically homeless veterans may also be served with HUD's Section 8 Veterans Affairs Supportive Housing vouchers or mainstream permanent housing projects. The County continues to support agencies serving homeless youth through funding for youth outreach activities and transitional housing for unaccompanied youth and young adults. Coordinated entry for youth is done through Cocoon House, which operates a successful street outreach program and drop-in centers and emergency shelters for homeless unaccompanied youth and young adults. Youth served in these programs are either reconnected with their families or housed and then connected with life skills and other pre-employment activities such as GED completion, adult basic education and connections to internship, apprenticeship and other job skills programs. The County and CoC continue to look at evaluating progress in moving people from homelessness to permanent housing and shortening the duration of homelessness. The County is using HMIS data to help evaluate progress and identify benchmarks in conjunction with the CoC governing body.

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

Actions taken to address the needs of public housing

During the 2017 program year, the Everett Housing Authority (EHA) and the Housing Authority of Snohomish County (HASCO) continued to administer HUD Section 8 Voucher programs that provide rental assistance to low-income households in Snohomish County. HASCO completed disposition of its public housing units as described below. EHA continued to move forward with the disposition of the remainder of its public housing, with the intention of maintaining the number of subsidized units at the current level through the acquisition of existing units and development of new ones. Both HASCO and EHA continued to manage other units of assisted affordable housing in Snohomish County.

Housing Authority of Snohomish County (HASCO): As of November 1, 2015, HASCO had completed a Section 18 disposition of its 210 public housing units through a short-term lease to a non-profit affiliate of the housing authority. Even though HASCO no longer maintains a public housing portfolio, HASCO continues to operate its Section 8 Voucher Program. HASCO addresses the need for affordable housing in Snohomish County by achieving our goal of increasing HASCO's portfolio of vouchers through: 1. Submission of an application for additional VASH vouchers from HUD; this submission was awarded with 50 VASH vouchers in CY2018. 2. Submission of a Registration of Interest to apply for more VASH vouchers from HUD for CY2019; our intention is to apply if invited to do so, and 3. Submission of a Mainstream NOFA application to increase the existing pool of vouchers to serve non-elderly people with disabilities. This designation supports county-wide efforts to meet the needs of non-elderly people with disabilities who traditionally face increased barriers to maintain stable housing.

Everett Housing Authority (EHA): During the 2017 program year, EHA continued progress towards several key initiatives to ensure long-term viability of subsidized and affordable housing and to improve housing services to EHA's clients and those of its partners, including: 1. EHA relocated approximately one half of the tenant households at Baker Heights, a 244-unit public housing development HUD authorized for Section 18 disposition at the end of the prior program year. Residents of this development were issued Tenant Protection Vouchers and relocated with assistance from dedicated relocation staff. 2. EHA continued to develop and carry out plans to replace all units at Baker Heights on a one-for-one basis over the next five years, through new acquisition and, as a condition of purchase, the retention of a four-acre parcel at the south end of the site for the construction of 60 to 150 units of low income housing. 3. EHA submitted a Section 18 disposition application for 44 Scattered Site public housing units. This will include a provision for the replacement of all units on a one-for-one basis, using proceeds from the sale of the Scattered Sites. 4. EHA oversaw the rehabilitation of the majority of units at Wiggums Park Place, an 80-unit property in North Everett. This entailed approximately \$9 million in tax credit funded interior and exterior renovations.

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

Although HASCO no longer operates a public housing program, during the 2017 program year, HASCO undertook the following activities to encourage residents and participants in other programs to become more involved in management and participate in homeownership programs:

- Continued to have a resident Commissioner on its six-member Board of Commissioners which provides an important voice on the Board and represents the interests of program participants.
- Continued to convene the Resident Advisory Board, comprised of Section 8 Housing Choice Voucher program participants, to assist in the development of the annual Public Housing Agency Plan.
- Print and distribute a quarterly newsletter for Section 8 Housing Choice Voucher Program participants. The newsletter is designed to inform residents of activities at HASCO and to provide information on community resources and ways residents can become involved in HASCO activities, such as the resident Board Commissioner position and the Resident Advisory Board.
- Continued to provide homeownership opportunities at three manufactured housing communities in Snohomish County. Continued to partner with HomeSight to provide purchase assistance and homeownership education and counseling for purchasers of homes at these properties.
- Continued to provide the Manufactured Home Replacement Program at two senior (55+) manufactured housing communities. The program replaces outdated pre-HUD code homes with HUD-code, energy efficient manufactured homes.
- Continued to make general resources available on homeownership assistance programs and to have its Resident Resource Manager make referrals to classes on homeownership offered by HomeSight, Housing Hope, or other agencies.

During the 2017 program year, EHA undertook the following activities to encourage its program residents to become more involved in management and participate in homeownership programs:

- Encouraged a broad spectrum of program participants to assist with the development of EHA's Public Housing Agency Plan via the Resident Advisory Board.
- Encouraged residents of properties with active resident councils to become involved with those councils.
- Kept residents informed of management activities and other agency updates through the distribution of newsletters and flyers.
- Continued to maintain an active caseload of Family Self-Sufficiency program participants.
- Continued partnerships with local agencies, such as Housing Hope, in order to promote homeownership options.

Actions taken to provide assistance to troubled PHAs

Not Applicable.

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)

Consistent with the strategies to remove or ameliorate regulatory barriers to affordable housing outlined in the 2015-2019 Consolidated Plan and 2017 Annual Action, highlighted actions the County and Consortium members took during the 2017 program year are summarized below.

Snohomish County and Consortium members continued their commitment to overcoming cost barriers to developing and maintaining affordable housing for low- and moderate-income households in our community through the allocation of federal and local funds for this purpose. Accomplishments achieved during the 2017 program year with federal CDBG and HOME funds allocated for this purpose are included in this CAPER.

Snohomish County Human Services staff had several meetings with the Housing Consortia of Everett and Snohomish County (HCESC), the City of Everett, and local Agencies who develop Low Income Housing Tax Credit (LIHTC) projects in the County to discuss and make recommendations to the Washington State Housing Finance Commission (WSHFC) regarding changes affordable housing agencies would like to see enacted to the LIHTC policies, to allow for more tax credit allocations to projects in the County. Based on the comments received in meetings and formal correspondence to the WSHFC, policy revisions were made to the 9% tax credit program rules that are expected to result in a more equitable distribution of LIHTC across the state, with County projects ultimately being awarded more LIHTCs in future allocation rounds.

The Human Services Department continues to coordinate with the Planning Department. The most recent coordination efforts have been related to planning for and incorporating affordable housing in transit oriented developments.

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

The main obstacle to meeting underserved needs is the limited funding available to address all of the needs in the community, particularly with sustained funding cuts in several federal, state, and local sources of funding. To help address these needs, the County's local Affordable Housing Trust Fund continues to provide support for affordable housing projects and the County's local 1/10th of 1 percent Sales Tax program continues to provide additional services and housing for persons with mental illness and chemical dependency.

Additional new resources secured during this past year to meet more of the community need include:

- Federal Continuum of Care resources to provide permanent supportive housing for chronically homeless households/individuals.
- Private System Sustainability Grant resources to refine the coordinated entry system for homeless households/individuals and resources to launch a community wide initiative to improve rapid rehousing performance.

The Snohomish County Human Services Department also continued to participate in various collaborative efforts and partnerships developed to help address underserved needs in the community for low-income persons, homeless persons, and persons with special needs.

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

In order to address the risk of lead-based paint hazards, Snohomish County requires projects and programs funded with Snohomish County Consortium CDBG, HOME, and ESG funds it administers to comply with lead-based paint regulations for rehabilitation work on structures built before 1978. Proposed projects are first reviewed for lead-based paint hazards during the application review process. If the project is selected for funding and lead-based paint is found to be a hazard, project sponsors are required to comply with the applicable federal lead-based paint requirements regarding reduction of the hazards. Funded projects and programs are monitored by Snohomish County Human Services Department staff to ensure compliance with the regulations, such as notification of lead-based paint hazards, performance of work by certified workers according to acceptable procedures, and clearance of work by certified inspectors. Projects sponsors for the homeowner home rehabilitation and homeowner home minor home repair programs assess lead hazard risks for homes rehabilitated and repaired under those programs and follow the requirements for homes to be at risk.

During the course of the 2017 program year, no homes rehabilitated required lead hazard abatement and 14 homes assisted required lead safe work practices and interim controls to minimize the risk to health and safety for all household members.

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

During the reporting period, Snohomish County continued to act as the local community action agency with the overall purpose of alleviating and eliminating the effects of poverty. The Snohomish County Human Services Department also continued to administer many federal, state, and local funds, and to offer, and coordinate with, a wide array of human services programs. This coordination allows our community to better meet the needs of our County's most vulnerable individuals and families and to help them move out of poverty towards optimal self-sufficiency.

The services included, but were not limited to, alcohol and other drugs prevention, assessment and

treatment; children's family services with an emphasis on wellness and early learning; case management and home care to help seniors live independently; services for individuals with developmental disabilities; housing and homeless services; other community services; and community development activities.

In addition, Snohomish County continued to have oversight responsibility for management of the services offered through the local workforce investment area under the administration of Workforce Snohomish. This included oversight of the services offered to low-income youth and adults to help them obtain and retain employment in occupations that offer an opportunity for career advancement. The programs use various outcomes to measure success and progress towards self-sufficiency, with the long-term goal of reducing the number of poverty level individuals and families in our community. Examples of housing stability and income outcomes for 2017 include:

- 63% of people with alcohol or other drug addiction that successfully completed the Recovery Support Program were able to self-assume their own rent,
- 72% of homeless households assisted in rapid rehousing programs exited the programs to a permanent housing option. In addition, 53% of these households demonstrated an increase in total income during their enrollment, and
- In exits from emergency shelters, there was an increase in exits to permanent housing for veterans from 6% to 14%, and unaccompanied young adult households from 14% to 17%.

In addition, the HUD Section 3 program requires that grant recipients of CDBG and HOME funds, to the greatest extent possible, provide job training, employment, and contracting opportunities for low- or very low-income residents in connection with construction projects and activities in their neighborhoods. During the 2017 program year, 6 Section 3 businesses received \$1,984,652.26 in construction contracts, and 19 low- or very low-income persons were hired for construction projects. Section 3 businesses are businesses which are 51% or more owned by low-income residents or businesses in which at least 30% of its full-time employees are low-income residents.

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

The Consortium's institutional delivery structure to carry out the 2015-2019 Consolidated Plan goals continues to be strong overall. During the 2017 program year, actions were taken towards the following three strategies to address areas with identified gaps: 1) strengthen the local capacity to develop affordable housing for elderly persons, persons with disabilities, and other persons with special needs; 2) provide funding to programs that provide services to persons with special needs as there is limited funding to meet existing needs; and 3) increase collaborative programming and partnerships across systems to leverage additional resources and continue efforts to build out a seamless homeless service delivery system.

Under the first strategy, County H&CS staff provided technical assistance during the year to two

organizations that were interested in county funding to develop rental housing for persons with disabilities in our community. One organization is based in in Everett and the other organization is based out-of-state; both organizations have expanded their service area in recent years to include all parts of Snohomish County. In addition, County H&CS staff conducted outreach to local organizations regarding this opportunity and provided technical assistance to two interested organizations, although they were currently unable to meet the requirements.

Under the second strategy, a portion of the CDBG funding is prioritized for projects serving populations with special needs. 2017 CDBG-funded public service projects that helped address this need included:

- Domestic Violence Services – Shelter Advocacy
- Mercy Housing Northwest – Senior Housing Support Services
- Senior Services of Snohomish County – Senior Food and Nutrition Services

Under the third strategy, the County and the Continuum of Care (CoC) continue to be engaged in systems change efforts to improve systems in place to serve persons experiencing homelessness. This includes increased coordination between systems, especially mainstream systems, targeted funding strategies, and the continued development and implementation of a coordinated entry system. The Partnership to End Homelessness, the CoC governance board, is focused on undertaking some of that work in coordination with advocacy groups, housing and services providers and the homeless population. Bringing together key players from these systems allows better planning and leverage of mainstream resources to meet this need.

The following are examples of recent accomplishments achieved. Snohomish County Human Services Department is using private philanthropic funding to collaborate with Providence Institute for a Healthier Community to integrate homeless housing coordinated entry on-site at health clinics across the County. Partners include Providence Medical Clinic, Community Health Centers, SeaMar Health Clinic, and the Safe Harbor Free Clinic. Clinician staff are conducting screening for social determinants of health and patients that identify as having a housing crisis are screened for coordinated entry and provided prevention/homeless housing navigation services. All county-wide veteran services collaborate to connect veterans with the Veterans Health Administration or Medicaid for benefits. This partnership has ensured that every veteran that is connected with services & wants healthcare is enrolled.

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

Local coordination efforts that link housing and services providers are ongoing and continue to be strong in Snohomish County, particularly in regard to projects serving people experiencing homelessness and people with special needs. Coordination is achieved through participation in various community partnerships and collaborative efforts, such as the Housing Consortium of Everett and Snohomish County, the Continuum of Care, the Gates Foundation Ending Family Homelessness Initiative, and the

Partnership to End Homelessness which has a standing committee dedicated to increasing coordination between housing and health. These partnerships and collaborations provide ongoing opportunities for public and private agencies to coordinate and align efforts around housing, homelessness, direct services, and enhancing systems coordination.

Many service providers, some of which receive funding through the County, work closely with private landlords through the implementation of various housing and service programs. These providers often assist clients in obtaining rental units and in working with landlords to resolve issues that arise so that clients may remain in the units and achieve stability. A local service provider also operates a renter certification program, which receives funding through the County. The program provides education and assistance to help people with problematic rental histories access the private rental market by connecting with mainstream services to address barriers and conducts outreach to social service programs and landlords. In addition, coordinated entry housing navigators are being funded through the County to work with homeless individuals and families to connect them with housing and have access to a flexible fund so that they can pay deposits, rents, and other costs associated with getting homeless individuals and families into housing with private landlords and connected with services to avoid the homeless housing system when possible.

Two community programs continue to focus on assisting homeless households with high barriers to obtaining and maintaining housing in the private rental market. A landlord engagement program specializes in recruiting landlords to work with homeless households with barriers to obtaining housing in the private rental market is being funded under one project. An additional project funds a housing retention specialist to work with service providers. It is anticipated that these services will increase housing retention and stabilization for formerly homeless individuals and families who are placed in the private rental market.

As part of its affordable housing application process, the County continues to include a review of whether the appropriate type and level of supportive services will be available where this is relevant to the population served. This helps ensure that housing providers coordinate with service providers to the extent necessary to connect tenants with services needed to maintain housing.

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

Fair Housing Information, Education, and Outreach

- H&CS continued to contract with the Volunteers of America (VOA) to provide fair housing education and counseling services to low-income and homeless people and to maintain a fair housing webpage. Services were expanded to provide fair housing training to housing and service providers and landlords.
- H&CS conducted outreach to Consortium members to expand the availability of fair housing

information to the public. During the year, 52% of local jurisdictions added fair housing information to their websites and 37% established a fair housing point of contact.

Accessibility Improvements

- H&CS acted as the lead agency in implementing the Consortium's 2015-2019 Consolidated Plan infrastructure strategy for street and sidewalk improvements.
- The Consortium provided funding for a newer program for assistance to low-income renters for apartment accessibility accommodations. During the 2017 program year 10 households were assisted with apartment accessibility accommodations.

Increase and Diversify Affordable Housing Options

- Snohomish County and Consortium members continued their efforts to increase and diversify affordable housing options for low-income persons. Four affordable housing projects that will create 31 new units of affordable rental housing in Everett, Marysville, and Monroe were either underway or completed during the year. The projects will provide housing to individuals, families, homeless persons, veterans, seniors, and persons with disabilities. Additional increased rental housing options included rapid rehousing, permanent supportive housing; options were augmented through continued use of housing navigators, embedded social workers, a landlord engagement program, and additional funding for security and utility deposit assistance. Increased homeownership options include single family homes and condominiums.
- Housing continues to be the biggest unmet need for individuals with developmental disabilities, the Division of Developmental Disabilities within the Snohomish County Human Services Department contracts with our local Arc of Snohomish County to help individuals with developmental disabilities and their families advocate and address housing issues.

Support expanded transit service

- Two new routes were created to serve communities between the Tulalip Indian Reservation, Lake Stevens, and Lynnwood, the paratransit service area was expanded, and adjustments and new trips were made to local and commuter routes.
- The Snohomish County Human Services Department continued to be an active participant and sponsor of SNOTRAC, a county-wide special needs transportation coalition.

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

Monitoring of organizations, agencies, and municipalities for activities assisted with CDBG, HOME, and ESG funds administered by Snohomish County through the Snohomish County Consortium is conducted by the Snohomish County Human Services Department. The City of Everett Department of Community Development also conducts some monitoring for projects funded out of the portion of HOME funds set-aside for Everett projects, with oversight monitoring conducted by Snohomish County. On-site physical inspections of some HOME-assisted rental housing properties are conducted by the Washington State Department of Commerce, under a Memorandum of Understanding with Snohomish County, and any inspection reports and required remedial actions and responses are provided to Snohomish County.

Program performance and compliance monitoring is conducted in accordance with the specific requirements for each of the three grant programs and the type of activities receiving funding. Monitoring activities include: ongoing communications with, and technical assistance to, the organizations, agencies, and municipalities receiving funds before and during project implementation regarding grant requirements such as participant and activity eligibility, environmental, relocation, procurement, construction bidding, construction, labor standards, contractor payment schedules, change orders, and final inspection; risk assessment; on-site monitoring including an entrance interview, review of grant activities, participant files, program and fiscal policies and procedures, and other records, and written notice of monitoring results and follow-up if needed; and remote monitoring such as desk review of invoices to ensure costs are expended within the approved budget and for eligible costs and review of performance reports.

The Snohomish County Human Services Department provides, where necessary and appropriate, technical assistance, recommendations and/or corrective measures to ensure that projects are operated in compliance with applicable rules and regulations. If a project sponsor fails to implement a corrective action plan and continues to operate a project in non-compliance, the Snohomish County Human Services Department will follow contracting procedures for suspension or termination of the contract.

Public facility, infrastructure, and housing capital projects are also monitored for a period of years after completion to ensure continued compliance with grant requirements during the public benefit period. The HOME monitoring includes on-site physical inspections to ensure that property standards continue to be met. The County also participates in the Web-Based Annual Reporting System (WBARS), a collaboration of state and local funders, which requires all affordable rental housing projects funded by participating jurisdictions to file on-line annual reports which assist in desk review monitoring for the projects.

Snohomish County continues its policy of ensuring that business enterprises owned by minorities and women (M/WBEs) are given an equal opportunity to compete for projects receiving funding through Snohomish County Consortium grant funds by: 1) referring grantees and interested bidders to the internet website maintained by the State of Washington with a list of qualified M/WBEs, 2) including M/WBE requirements in procurement documents, and 3) discussing M/WBE requirements at pre-bid and pre-construction meetings with subgrantees and their contractors.

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 Draft 2017 CAPER was released on September 5, 2018, and was open for a 15-day public review and comment period through September 20, 2018.

The Draft 2017 CAPER and the public review and comment period were advertised to the public on September 5, 2018, in the *Herald*, the newspaper of general circulation in Snohomish County and through a press release issued by the County. Copies of the public notice in English and Spanish were e-mailed to the cities and towns in the Consortium and to two distribution lists of interested organizations and persons maintained by the Housing & Community Services Division (H&CS) of the Snohomish County Human Services Department. The e-mail notices included a request to help spread the word to other interested persons and program participants, including low-income persons, by posting or distributing the notice. In addition, the Housing Authority of Snohomish County (HASCO) posted notice of the comment period on its website and posted copies of the notice in English and Spanish in its office lobby. H&CS also posted copies of the notice in English and Spanish in the reception area for its direct service programs.

The Draft 2017 CAPER was made available online on the County's Human Services Department H&CS website. Internet access is available at all public libraries in Snohomish County. In addition, paper copies of the Draft 2017 CAPER were circulated to, and were available for review at, all 15 Snohomish County branches of the Sno-Isle Regional Library system and at the main downtown branch of the Everett Public Library. Paper copies were also available for review at the County Human Services Department in the Office of Housing and Community Development (OHCD) located on the County campus at 3000 Rockefeller Avenue, Fourth Floor, Everett, Washington.

The notice provided information on where to access online and paper copies of the document, informed the public that a reasonable number of free paper copies would be provided to citizens and groups upon request, and provided for submittal of comments via e-mail or mail. In addition, the notice provided information that reasonable accommodations were available upon request to provide the document in an alternate format and to submit comments in other formats.

No comments were received during the public comment period for the draft 2017 CAPER.

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.

As discussed previously, the Consortium made significant progress overall towards both the annual and five-year CDBG goals during the 2017 program year. In addition, the Consortium met its CDBG grant timeliness expenditure requirement and was under the allowable maximum CDBG spending caps for administrative and public service project costs for the 2017 program year. The Consortium is also under the allowable maximum spending cap for administrative costs for a 2014 CDBG supplemental award received for disaster recovery efforts, with \$29,952.02, or 2%, of these funds spent on administrative costs through the end of the 2017 program year. The Consortium is also on track to meet the requirement that at least 70% of project costs are spent on activities that primarily benefit low- and moderate-income persons over a three-year benefit period, with 97.52% of expenditures meeting this requirement over the first year. Therefore, no adjustments or improvements based on performance are proposed at this time.

The CDBG Financial Summary Report is included as Attachment 1, to the 2017 CAPER.

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

No

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

No

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

On-site monitoring of the following HOME-assisted rental housing projects was conducted during the 2017 program year. No inspections were missed during this monitoring cycle.

- Artspace Projects, Inc.: Artspace Everett Lofts
- Compass Health: Burke Avenue Apartments, Camelia House, Haven House,
- Everett Gospel Mission: Everett Gospel Mission/Day Center
- Everett Housing Authority: Hawkins House, Lynn Woods Senior Apartments, Meadows Senior Apartments, Pacific Square, Scriber Pointe Senior Apartments, Silver View Senior Apartments, Silver Woods Senior Apartments,
- Housing Authority of Snohomish County: Woodlake Manor III
- Housing Hope: Avanti House (Lake Stevens Teen Parents), Kennedy Court, Lincoln Hill Village, Oaks Avenue Commons Cooperative, Twin Lakes Landing
- Mercy Housing North West: Lake Village East, Woodlake Manor (I & II)
- Stanwood Community & Senior Center: Lincoln School Senior Apartments

The projects monitored were found to have minor documented deficiencies. The most common were:

- Site: Vegetation too close to the buildings, trees and bushes need trimming, leaning or fallen fences, erosion around building needs to be filled with new soil, asphalt needs to be patched/replaced and parking lot needs restriping.
- Building exterior: Gable fascia's running too long, clogged gutters, moss on rooftops, damaged siding and dirty buildings need cleaning.
- Common areas: Laundry vents appear clogged, dust bunnies behind dryers, broken outlet covers, laundry room vinyl is worn, carpet appears to be worn and stained, loose counter tops, caulking around sinks and toilets needs replacing, loose handrails in bathrooms, cracked windows and cluttered maintenance room needs cleaning.
- Building systems: Inspections were due on fire systems, elevators and fire extinguishers.
- Health and Safety: Good housekeeping, combustible materials found near heaters, furniture in hallways/doorways, smoke detectors needing batteries, items stored around or on top of water heater, foil used on kitchen range and a deck railing with excessive dry rot.
- Units: Caulking around sinks, toilets and bathtubs needs replacing, dirty exhaust fans need

cleaning, missing screens from windows, water heaters missing seismic straps, PRV running up hill, loose sinks and toilets need securing, chipped sinks and bathtubs need repairing, knobs and handles need replacing, loose handrails, closet doors are off the track, door gaskets need replacing, ventilation fans have lint build-up, water temps are too high or too cold and damaged walls.

- There generally were no concerns with the tenant, program, and financial file review.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units.

92.351(b)

Snohomish County requires agencies receiving HOME funds for housing projects with five or more HOME-assisted units and housing programs to have affirmative marketing plans. This requirement is included in Snohomish County's HOME Investment Partnership Program Policies, in the applications for HOME funds, and in contracts between Snohomish County and the agencies receiving the HOME funds. Affirmative marketing plans are reviewed by County staff and projects are monitored for compliance with the requirements. Housing projects are required to display and use the Equal Housing Opportunity Logo.

See CR-35 Other Actions for a summary of additional actions taken to provide education to the public and potential tenants regarding fair housing laws and affordable housing opportunities. See CR-40 Monitoring for a summary of minority business outreach actions. See CR-15 for the MBE/WBE summary for HOME projects completed during the 2017 program year.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

As reported on CR-15 Resources and Investments, a total of \$303,380.34 in HOME program income was expended during the 2017 program year. Program income was expended for 2 homebuyer purchase assistance programs, 1 homeowner home rehabilitation program, and 1 tenant-based rental assistance program. Characteristics of beneficiaries are included in CR-10 Racial and Ethnic Composition of Families Assisted and CR-20 Affordable Housing.

Program income was also expended for two rental housing capital projects that were underway and completed during the 2017 program year. Beneficiary data for these two projects is included in this CAPER.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

The County and Snohomish County Consortium undertook the following actions during the 2017 program year to preserve and maintain existing affordable housing with CDBG and HOME funds:

- Two programs provided home repair and home rehabilitation assistance to 444 low- and moderate-income homeowners;
- Three capital rental housing projects rehabilitated a total of 25 units of affordable rental housing to benefit low- and moderate income families, senior citizens, and persons with disabilities; and
- A newer program to assist with accessibility-related modifications for affordable rental housing assisted 10 low-income households during the program year.

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	SNOHOMISH COUNTY
Organizational DUNS Number	079247979
EIN/TIN Number	916001368
Identify the Field Office	SEATTLE
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Everett/Snohomish County CoC

ESG Contact Name

Prefix	Ms.
First Name	Jackie
Middle Name	M
Last Name	Anderson
Suffix	0
Title	Division Manager, Housing & Community Services

ESG Contact Address

Street Address 1	Snohomish County Human Services Department
Street Address 2	3000 Rockefeller Ave, M/S 305
City	Everett
State	WA
ZIP Code	-
Phone Number	4253883237
Extension	0
Fax Number	4252591444
Email Address	jackiem.anderson@snoco.org

ESG Secondary Contact

Prefix	Ms.
First Name	Debra
Last Name	May
Suffix	0
Title	Planning & Relocation Specialist, Housing & Community Services
Phone Number	4253883264

Extension 0
Email Address debra.may@snoco.org

2. Reporting Period—All Recipients Complete

Program Year Start Date 07/01/2017
Program Year End Date 06/30/2018

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name: SNOHOMISH COUNTY HUMAN SERVICES
City: SNOHOMISH COUNTY CONSORTIUM
State: WA
Zip Code: ,
DUNS Number:
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Unit of Government
ESG Subgrant or Contract Award Amount: 43267

Subrecipient or Contractor Name: Catholic Community Services of Western Washington
City: Everett
State: WA
Zip Code: 98201, 3607
DUNS Number: 799006341
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Faith-Based Organization
ESG Subgrant or Contract Award Amount: 141534

Subrecipient or Contractor Name: YWCA
City: SNOHOMISH COUNTY CONSORTIUM
State: WA
Zip Code: ,
DUNS Number:
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Other Non-Profit Organization
ESG Subgrant or Contract Award Amount: 23004

Subrecipient or Contractor Name: HOUSING HOPE
City: SNOHOMISH COUNTY CONSORTIUM
State: WA
Zip Code:
DUNS Number:
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Other Non-Profit Organization
ESG Subgrant or Contract Award Amount: 15000

Subrecipient or Contractor Name: DOMESTIC VIOLENCE SERVICES OF SNOHOMISH COUNTY
City: SNOHOMISH COUNTY CONSORTIUM
State: WA
Zip Code: ,
DUNS Number:
Is subrecipient a victim services provider: Y
Subrecipient Organization Type: Other Non-Profit Organization
ESG Subgrant or Contract Award Amount: 22860

CR-65 – ESG Persons Assisted

Information on ESG persons assisted is now completed through Sage HMIS Reporting Repository. This information is included as Attachment 3 to the 2017 CAPER.

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units – Rehabbed	0
Number of New Units – Conversion	0
Total Number of bed - nights available	185,786
Total Number of bed – nights provided	133,324
Capacity Utilization	72%

Table 24 – Shelter Capacity

The shelter utilization rate of 72% reflected in the table above is calculated based on bed nights. More than half of the clients served by ESG funds are persons in families. The number of beds a project is considered to have is based on capacity. The majority of the family shelter units in our community can serve households with 4 or 5 members. If a unit has 4 beds and is being accessed by a family with 3 members, a 4th non-family member would not be placed in the unit. This results in an underestimation of utilization as a bed appears vacant which is not actually available.

We are also seeing a low utilization rate for a privately funded, high capacity men’s shelter. When we remove the men’s mission from in the utilization calculation and when we account for unit nights for families, the utilization rate increases to 83%. When limited to the three agencies shelters funded with ESG funds the utilization rate is 91%.

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

The County continues to monitor progress toward achieving established ESG and Continuum of Care (CoC) performance measures. The following outputs and outcomes were tracked throughout FY2017 and compiled from HMIS data.

Emergency Shelter (ES): The number of households enrolled in ES has decreased from 1,545 households in 2016 to 1,339 in 2017. There was a 6.4% increase in exits to permanent housing for family households. Shelters are expected to continue to improve permanent exit rates by 20% until they reach 60% and decrease length of time in projects by 20% until it is less than 20 days. To aid in this effort, funding has been dedicated to connect shelters directly to rapid rehousing resources. Though this direct connection to rapid rehousing is still relatively new (July 2016), early data suggest a sizeable impact, with a reduction of days enrolled in emergency shelter of 26% between Q3 2016 and Q3 2017. We continue to explore ways to assist single adult households in engaging with coordinated entry and attaining permanent housing. The median length of time veterans are in shelter has decreased from 84 in FY15 to 34 in the current fiscal year to date (10/1/17 to 6/30/2018).

Transitional Housing (TH): In Snohomish County we reported 111 beds in the 2018 HIC. TH is limited primarily to unaccompanied or pregnant minors. A small number of beds are available for domestic

violence survivors, and persons living with HIV/AIDs. The WA-504 continuum has prioritized permanent housing and reallocated much of the TH inventory. There has been a 79% decrease in the number of households served in TH since 2015. Between FY15 and FY17 there has been a 14.8% decrease in the length of time all households remain enrolled in TH projects. All TH projects are expected to decrease their length of stay by 20% until it is less than 180 days. Projects are also expected to increase their rate of exit to permanent (currently 59%) until the rate reaches at least 80%.

Rapid Rehousing (RRH): Rapid rehousing has transformed the homeless housing system. The number of households who achieved permanent housing (PH) through RRH increased 345% (130 to 578) between 2012 and 2017. Days from enrollment to move-in for Veteran households has exceeded the benchmark goal of 20 days or less (currently at an average of 14 days). Exits from RRH to permanent housing for Veteran households and has exceeded the benchmark goal of greater than 80%; FY17 saw an 89% increase. In FY2017 Veteran homeless in HMIS went from 81 in August of 2017 to 44 in June of 2018. A monthly Homeless Veterans Summit consisting of a group of agencies and county staff reviews a by name list of homeless Veterans collected in HMIS for Snohomish County. During this meeting they look at developing strategies to house individual veterans within HMIS and how to reach other homeless veterans that might be within our community.

RRH providers and partners meet monthly to discuss strategies for success, current barriers, current performance (through publicly available monthly dashboards) and data quality reports. In early 2018 we launched an updated Rapid Rehousing dashboard that allows agencies a way to monitor each metrics within a flexible time period. Detailed views of metrics allows agencies to easily view: active & housed, exited & housed, active & homeless, exited & homeless, days to permanent housing, exit to permanent housing and data quality elements.

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
Subtotal Homelessness Prevention	0	0	0

Table 25 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Expenditures for Rental Assistance	0	49,686	33,387
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	14,620	17,932
Subtotal Rapid Re-Housing	0	64,306	51,319

Table 26 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Essential Services	0	0	50,021
Operations	0	0	6,237
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0

Subtotal	0	0	56,258
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Table 27 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Street Outreach	0	0	0
HMIS	0	19,711	10,014
Administration	0	0	18,425

Table 28 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2015	2016	2017
	0	84,017	136,016

Table 29 - Total ESG Funds Expended

11f. Match Source

	2015	2016	2017
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	125,450
Local Government	0	0	52,978
Private Funds	0	0	49,210
Other	0	0	16,140
Fees	0	0	0
Program Income	0	0	0
Total Match Amount	0	0	243,778

Table 30 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2015	2016	2017
	0	84,017	379,794

Table 31 - Total Amount of Funds Expended on ESG Activities