



2013-2017 THURSTON COUNTY AND OLYMPIA REGIONAL CONSOLIDATED PLAN

Prioritizing HOME and Community Development Block Grant Resources

APPENDICES

July 2013

2013-2017 Consolidated Plan Development Team

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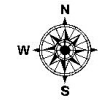
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Appendix A: Maps

Map 1 – Poverty in Thurston County

Poverty Rate Thurston County Block Groups



Legend

City Limits

Percent of Population below Poverty

0% - 10%

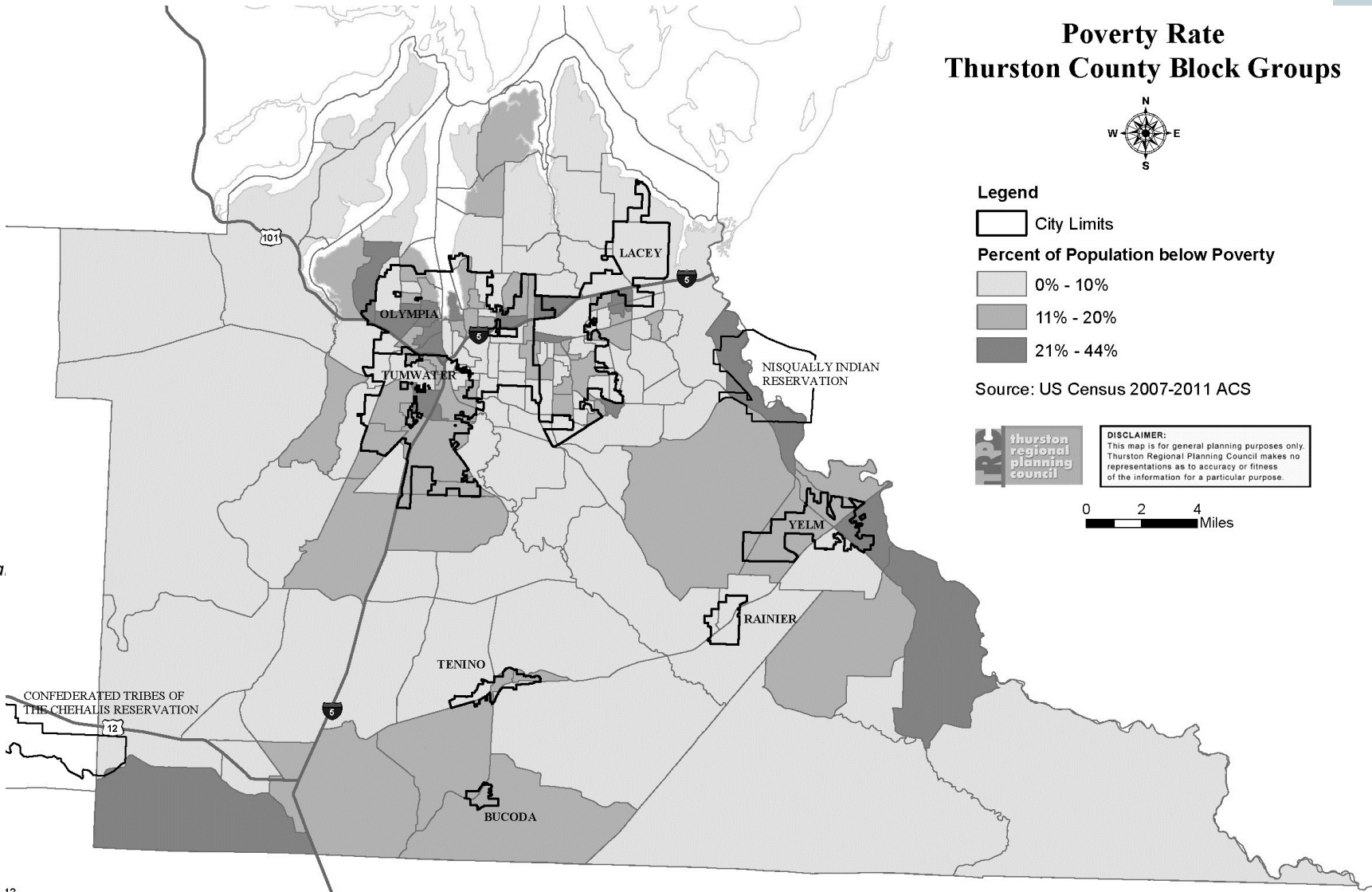
11% - 20%

21% - 44%

Source: US Census 2007-2011 ACS

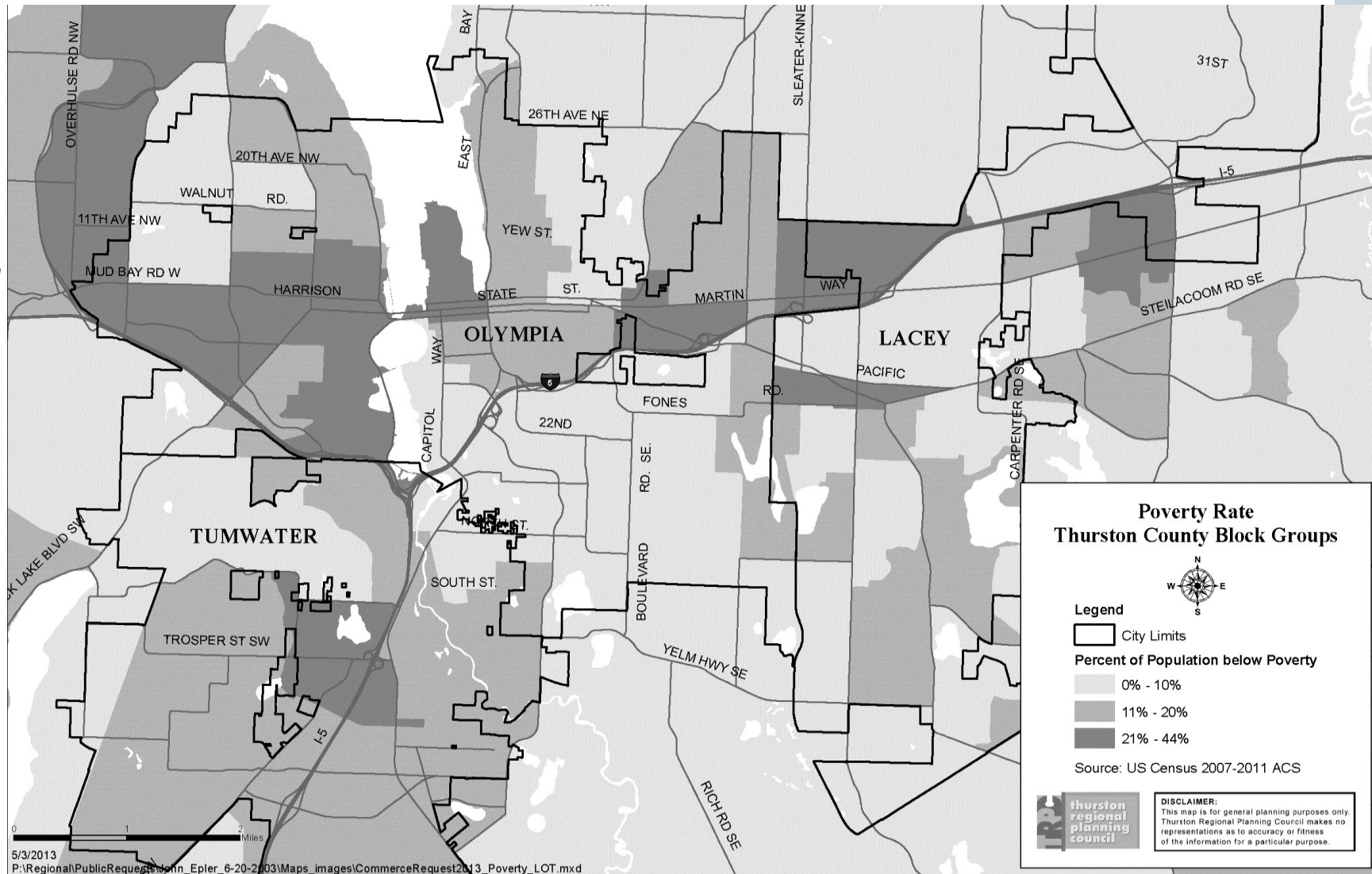


DISCLAIMER:
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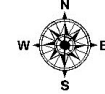
Consolidated Pla.

Map 2 – Poverty in Olympia, Lacey, and Tumwater



Map 3 – Minority Populations in Thurston County

Minority Population Thurston County Block Groups



Legend

City Limits

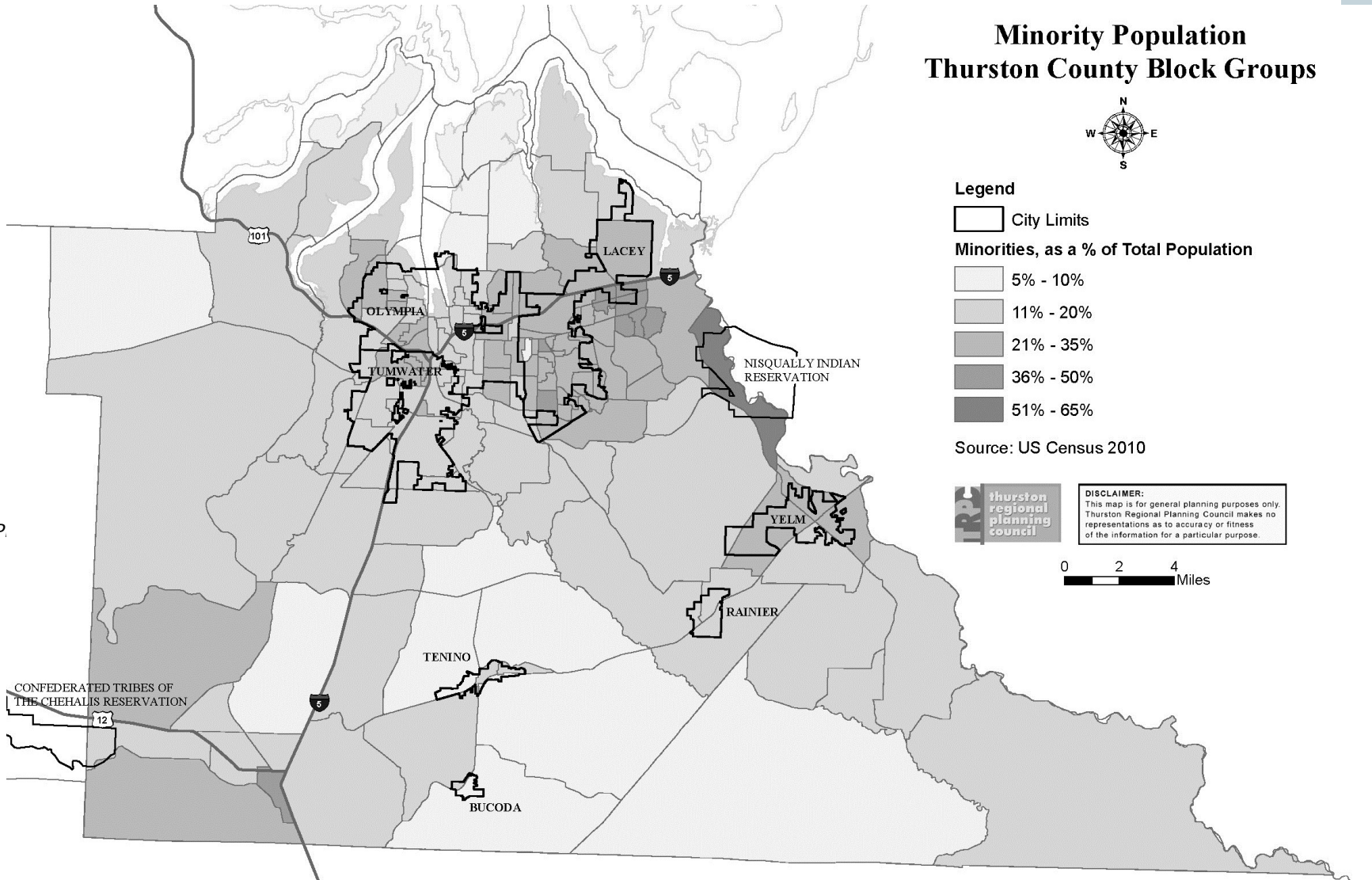
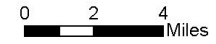
Minorities, as a % of Total Population

- 5% - 10%
- 11% - 20%
- 21% - 35%
- 36% - 50%
- 51% - 65%

Source: US Census 2010



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Consolidated P.

Appendix B: HUD Tables

Required HUD Tables

Table 1 – Responsible Agencies

Agency Role	Name	Department/Agency
Lead Agency	Thurston County	Public Health and Human Services
Participating jurisdiction	Olympia	
Participating jurisdiction	Lacey	
Participating jurisdiction	Tumwater	
Participating jurisdiction	Yelm	
Participating jurisdiction	Tenino	
Participating jurisdiction	Bucoda	
Participating jurisdiction	Rainier	

Table 2 – Agencies, Groups, and Organizations Who Participated

Agency/Group/ Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?

*Table will be completed following public comment period.

Table 3 – Other Local / Regional / Federal Planning Efforts

Name Of Plan	Lead Organization	How Do The Goals of Your Strategic Plan Overlap With The Goals of Each Plan?
2012 Thurston County Homeless Census Report	Thurston County Board of Commissioners and the Thurston County HOME Consortium	The Consolidated Plan relied on data from the Homeless Census Report to determine priorities and goals. Annual homeless census results are reported to the state and federal governments to ensure a proportionate level of public funding for local shelters, transitional housing, and related supportive services. These numbers also help to create an accurate picture of homelessness in the region. Locally, census results are presented to all community stakeholders—concerned citizens, policy makers, funders, service providers, and the homeless themselves.
Thurston Economic Vitality Index	Thurston County Economic Development Council	The economic development goals overlap with the Economic Vitality Index, which is calculated on a monthly basis and is composed of five indicators which include: total residential building permits, initial unemployment claims, consumer sentiment, stocks of local interest, and U.S. securities yield spread.
Thurston County Capital Facilities Plan	Thurston County	The Capital Facilities Plan (CFP) is a six-year plan of capital infrastructure improvement projects with estimated dates and costs, and proposed methods of financing. The Plan is reviewed and updated annually, and each project listed in the CFP goes through a separate future approval and environmental review process.
United Way of Thurston County 2012 Community Assessment	United Way of Thurston County	The United Way gathers quantitative and qualitative data on economic and social conditions in Thurston County. By utilizing a focus group approach, the United Way encourages discussion about many of the same goals shared by the Consolidated Plan.
Thurston County Ten-Year Homeless Plan Housing Plan	Thurston County	The Consolidated Plan draws upon the Ten-Year Homeless Plan, which describes the county's plans to reduce homelessness by 50 percent by 2015. The plan targets the creation of 690 units of low income and affordable housing by creating 150 homeless units, 200 affordable units, and providing 340 new housing rental assistance vouchers.
The Profile	Thurston County Regional Planning Council	The Profile is an annual compilation of statistics, trends, analyses and comparisons for Thurston County and its individual jurisdictions. The Consolidated Plan shares the goal of providing accessible data and analysis to HUD, the public, and the region's decision makers.

Table 4 – Citizen Participation Outreach

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Online survey	People who live and work in Thurston County	319 people took the survey.	Please see Appendix H	Available following public comment period	
Stakeholder groups	Elected officials, social service providers, and citizens	15 people participated in three stakeholder groups held in Olympia, Yelm, and at the Thurston County Health Department.	Available following public comment period	Available following public comment period	
Public comment period	Residents of Thurston County	TBD	Available following public comment period	Available following public comment period	
Public hearings	Residents of Thurston County	TBD	Available following public comment period	Available following public comment period	

Table 5 – Housing Needs Assessment Demographics

Demographics	Based Year	Most Recent Year	% Change
Population	42,514	45,147	6%
Households	19,738	19,491	-1%
Median Income	\$46,975	\$62,021	32%

Table 6 – Total Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total households *	9,675	10,154	16,078	9,984	
Small family households *	3,253	3,799	6,142	30,835	
Large family households *	308	462	1,221	4,302	
Household contains at least one person 62-74 years of age	1,226	1,591	2,635	1,513	7,743
Household contains at least one person age 75 or older	1,419	1,870	2,295	1,208	3,138
Households with one or more children 6 years old or younger *	1,938	1,950	3,191	8,078	

* The highest income category for these family types is >80% HAMFI

Source: 2005-2009 CHAS

Table 7 – Housing Problems

Number of Households	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Substandard Housing - Lacking Complete Plumbing or Kitchen Facilities	240	365	85	35	725	55	140	35	100	330
Severely Overcrowded - With >1.51 People Per Room (and Complete Kitchen and Plumbing)	45	45	30	0	120	0	4	55	0	59
Overcrowded - With 1.01-1.5 People Per Room (and None of the Above Problems)	145	110	190	85	530	55	80	95	69	299
Housing Cost Burden Greater Than 50% of Income (and None of the Above Problems)	4,234	1,590	280	15	6,119	2,224	1,139	1,503	520	5,386
Housing Cost Burden Greater Than 30% of Income (and None of the Above Problems)	419	2,985	2,479	415	6,298	493	1,184	2,723	2,175	6,575
Zero/Negative Income (and None of the Above Problems)	319	0	0	0	319	308	0	0	0	308

Source: 2005-2009 CHAS

Table 8 – Housing Problems

Number of Households	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Having 1 or more of four housing problems	4,649	2,120	590	135	7,494	2,329	1,359	1,683	695	6,066
Having none of four housing problems	1,128	3,764	6,184	2,959	14,035	922	2,890	7,629	6,195	17,636
Household has negative income, but none of the other housing problems	319	0	0	0	319	308	0	0	0	308

Source: 2005-2009 CHAS

Table 9 – Cost Burden > 30%

Number of Households	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Small related	1,984	2,255	1,333	5,572	913	824	2,050	3,787
Large related	175	214	169	558	113	154	486	753
Elderly	945	975	397	2,317	1,041	910	917	2,868
Other	1,962	1,605	994	4,561	752	564	825	2,141
Total Need by Income	5,066	5,049	2,893	13,008	2,819	2,452	4,278	9,549

Source: 2005-2009 CHAS

Table 10 – Cost Burden > 50%

Number of Households	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Small Related	1,845	680	50	2,575	829	509	727	2,065
Large Related	160	95	15	270	103	115	159	377
Elderly	805	480	65	1,350	802	274	335	1,411
Other	1,787	555	150	2,492	564	379	280	1,223
Total Need by Income	4,597	1,810	280	6,687	2,298	1,277	1,501	5,076

Source: 2005-2009 CHAS

Table 11(a) – Crowding Information

Number of Households	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Single Family Households	130	120	185	55	490	90	90	115	79	374
Multiple, Unrelated Family Households	25	0	15	0	40	0	10	35	0	45
Other, Non-Family Households	35	35	20	30	120	0	0	0	0	0
Total Need by Income	190	155	220	85	650	90	100	150	79	419

Source: 2005-2009 CHAS

Table 11(b) – Crowding Information

Number of Households	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Households with Children Present	Data not available to assess					Data not available to assess				

Source: 2005-2009 CHAS

Table 12 – Disproportionally Greater Need 0 - 30% AMI

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Has no/negative income, but none of the other housing problems	Percent having one of four housing problems	Percent of population
Jurisdiction as a Whole	7,903	1,130	627	81.8%	
White	6,418	1,021	492	80.9%	83.60%
Black / African American	283	0	0	100.0%	2.50%
Asian	329	0	70	82.5%	5.60%
American Indian, Alaska Native	213	14	14	88.4%	1.50%
Pacific Islander	20	4	0	83.3%	0.80%
Hispanic	458	45	35	85.1%	7.10%

Source: 2005-2009 CHAS

Table 13 – Disproportionally Greater Need 30 - 50% AMI

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Has no/negative income, but none of the other housing problems	Percent having one of four housing problems	Percent of population
Jurisdiction as a Whole	7,670	2,489	0	75.5%	
White	6,429	2,165	0	74.8%	83.60%
Black / African American	210	15	0	93.3%	2.50%
Asian	234	74	0	76.0%	5.60%
American Indian, Alaska Native	145	23	0	86.3%	1.50%
Pacific Islander	0	0	0	0.0%	0.80%
Hispanic	473	185	0	71.9%	7.10%

Source: 2005-2009 CHAS

Table 14 – Disproportionally Greater Need 50 - 80% AMI

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Has no/negative income, but none of the other housing problems	Percent having one of four housing problems	Percent of population
Jurisdiction as a Whole	7,482	8,618	0	46.5%	
White	6,393	7,577	0	45.8%	83.60%
Black / African American	74	75	0	49.7%	2.50%
Asian	348	195	0	64.1%	5.60%
American Indian, Alaska Native	189	88	0	68.2%	1.50%
Pacific Islander	45	25	0	64.3%	0.80%
Hispanic	274	394	0	41.0%	7.10%

Source: 2005-2009 CHAS

Table 15 – Disproportionally Greater Need 80 - 100% AMI

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Has no/negative income, but none of the other housing problems	Percent having one of four housing problems	Percent of population
Jurisdiction as a Whole	3,425	6,559	0	34.3%	
White	2,955	5,804	0	33.7%	83.60%
Black / African American	55	90	0	37.9%	2.50%
Asian	105	170	0	38.2%	5.60%
American Indian, Alaska Native	25	58	0	30.1%	1.50%
Pacific Islander	0	10	0	0.0%	0.80%
Hispanic	220	193	0	53.3%	7.10%

Source: 2005-2009 CHAS

Table 16 – Severe Housing Problems 0 - 30% AMI

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Has no/negative income, but none of the other housing problems	Percent having one of four housing problems	Percent of population
Jurisdiction as a Whole	6,978	2,050	627	72.3%	
White	5,684	1,747	492	71.7%	83.60%
Black / African American	279	4	0	98.6%	2.50%
Asian	274	55	70	68.7%	5.60%
American Indian, Alaska Native	183	53	14	73.2%	1.50%
Pacific Islander	20	4	0	83.3%	0.80%
Hispanic	434	69	35	80.7%	7.10%

Source: 2005-2009 CHAS

Table 17 – Severe Housing Problems 30 - 50% AMI

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Has no/negative income, but none of the other housing problems	Percent having one of four housing problems	Percent of population
Jurisdiction as a Whole	3,479	6,654	0	34.3%	
White	2,858	5,715	0	33.3%	83.60%
Black / African American	95	130	0	42.2%	2.50%
Asian	110	198	0	35.7%	5.60%
American Indian, Alaska Native	115	48	0	70.6%	1.50%
Pacific Islander	0	0	0	0.0%	0.80%
Hispanic	254	404	0	38.6%	7.10%

Source: 2005-2009 CHAS

Table 18 – Severe Housing Problems 50 - 80% AMI

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Has no/negative income, but none of the other housing problems	Percent having one of four housing problems	Percent of population
Jurisdiction as a Whole	2,273	13,813	0	14.1%	
White	1,848	12,147	0	13.2%	83.60%
Black / African American	25	124	0	16.8%	2.50%
Asian	135	414	0	24.6%	5.60%
American Indian, Alaska Native	70	207	0	25.3%	1.50%
Pacific Islander	35	35	0	50.0%	0.80%
Hispanic	115	555	0	17.2%	7.10%

Source: 2005-2009 CHAS

Table 19 – Severe Housing Problems 80 - 100% AMI

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Has no/negative income, but none of the other housing problems	Percent having one of four housing problems	Percent of population
Jurisdiction as a Whole	830	9,154	0	8.3%	
White	720	8,049	0	8.2%	83.60%
Black / African American	0	145	0	0.0%	2.50%
Asian	20	250	0	7.4%	5.60%
American Indian, Alaska Native	0	83	0	0.0%	1.50%
Pacific Islander	0	10	0	0.0%	0.80%
Hispanic	75	338	0	18.2%	7.10%

Source: 2005-2009 CHAS

Table 20 – Greater Need: Housing Cost Burdens AMI

Housing Cost Burden	<30%	30-50%	>50%	No / negative income (not computed)	Percent with cost burden
Jurisdiction as a Whole	61,877	18,548	12,940	642	33.7%
White	53,744	15,714	10,869	507	33.1%
Black / African American	1,390	424	389	0	36.9%
Asian	2,133	734	520	70	37.0%
American Indian, Alaska Native	749	273	283	14	42.6%
Pacific Islander	182	60	35	0	34.3%
Hispanic	2,368	937	680	35	40.6%

Source: 2005-2009 CHAS

Table 21 – Public Housing by Program Type

	Program Type								
	Certifi- cate	Mod- Rehab	Public Housing	Total	Project - Based	Tenant - Based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of Unit Vouchers in Use	182	79	0	1,806	2	1,694	35	14	49

*Includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-Year, and Nursing Home Transition

Source: PIC (PIH Information Center)

Table 22 – Characteristics of Public Housing Residents by Program Type

	Program Type								
	Certifi- cate	Mod- Rehab	Public Housing	Total	Project - Based	Tenant - Based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Average Annual Income	10,134	8,344	0	12,038	8,807	12,002	11,830	10,600	
Average Length of Stay	2	3	0	6	0	6	0	1	
Average Household Size	1	1	0	2	2	2	1	2	
# Homeless At Admission	1	0	0	1	0	1	0	0	
# of Elderly Program Participants (>62)	28	13	0	340	0	316	1	0	
# of Disabled Families	86	46	0	882	1	828	24	1	
# of Families Requesting Accessibility Features	182	79	0	1,806	2	1,694	35	14	
# of HIV/AIDS Program Participants	0	0	0	0	0	0	0	0	
# of DV Victims	0	0	0	0	0	0	0	0	

*Includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-Year, and Nursing Home Transition

Source: PIC (PIH Information Center)

Table 23 – Race of Public Housing Residents by Program Type

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Total	Project - Based	Tenant - Based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	159	73	0	1,538	1	1,447	21	13	48
Black/ African American	11	1	0	122	1	103	12	1	1
Asian	6	5	0	87	0	85	2	0	0
American Indian/ Alaska Native	5	0	0	45	0	45	0	0	0
Pacific Islander	1	0	0	14	0	14	0	0	0

*Includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-Year, and Nursing Home Transition

Source: PIC (PIH Information Center)

Table 24 – Ethnicity of Public Housing Residents by Program Type

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Total	Project - Based	Tenant - Based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	14	2	0	137	0	134	0	0	2
Not Hispanic	168	77	0	1,669	2	1,560	35	14	47

*Includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-Year, and Nursing Home Transition

Source: PIC (PIH Information Center)

Table 25 – Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year*	Estimate the # becoming homeless each year*	Estimate the # exiting homelessness each year*	Estimate the # of days persons experience homelessness*
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	449	237				
Persons in Households with Only Children	273	26				
Persons in Households with Only Adults	11	42				
Chronically Homeless Individuals	76	128				
Chronically Homeless Families	7	2				
Veterans	41	21				
Unaccompanied Child	6	3				
Persons with HIV	0	0				

*This data is not available from the PIT counts. To the extent data is available from HMIS, it will be entered. A data request is pending.

Table 26 – HOPWA Data

Current HOPWA formula use:	
Cumulative cases of AIDS reported	300
Area incidence of AIDS	
Number of new cases prior year (3 years of data)	53
Rate per population	0.08%
Rate per population (3 years of data)	0.02%
Current HIV surveillance data:	
Number of Persons living with HIC (PLWH)	188
Area Prevalence (PLWH per population)	0.08%
Number of new HIV cases reported last year	6

Source: CDC HIV Surveillance

Table 27 – HIV Housing Need

Type of HOPWA Assistance	Estimates of Unmet Need
Tenant based rental assistance	N/A
Short-term Rent, Mortgage, and Utility	N/A
Facility Based Housing (Permanent, short-term or transitional)	N/A

Source: HOPWA CAPER and HOPWA Beneficiary Verification Worksheet

Table 28 – Residential Properties by Unit Number

Property Type	Number	%
1-Unit Detached Structure	67,586	68%
1-Unit, Attached Structure	3,753	4%
2-4 Units	6,841	7%
5-19 Units	6,713	7%
20 or More Units	4,832	5%
Mobile Home, Boat, RV, Van, etc	10,349	10%
Total	100,074	100%

Source: 2005-2009 ACS Data

Table 29 – Residential Properties by Unit Number

	Owners		Renters	
	Number	%	Number	%
No Bedroom	211	0%	775	3%
1 Bedroom	1,354	2%	6,003	20%
2 Bedrooms	10,463	16%	12,287	41%
3 or More Bedrooms	52,201	81%	10,746	36%
Total	64,229	99%	29,811	100%

Source: 2005-2009 ACS Data

Table 30 – Cost of Housing

	Based Year	Most Recent Year	% Change
Median Home Value	145,200	254,900	76%
Median Contract Rent	655	979	49%

Source: 2000 Census (Base Year); 2005-2009 ACS (Most Recent Year)

Appendix B: HUD Tables

Table 31 – Rent Paid

Rent Paid	Number	%
Less than \$500	4,369	14.70%
\$500-999	19,029	63.80%
\$1,000-1,499	5,425	18.20%
\$1,500-1,999	771	2.60%
\$2,000 or More	217	0.70%
Total	29,811	100%

Source: 2005-2009 ACS Data

Table 32 – Housing Affordability

% Units Affordable to Households Earning	Renter	Owner
30% HAMFI	1,278	No Data
50% HAMFI	5,821	2,252
80% HAMFI	15,076	6,902
100% HAMFI	No Data	10,597
Total	22,175	19,751

Source: 2005-2009 CHAS

Table 33 – Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	\$721	\$787	\$963	\$1,394	\$1,706
High Home Rent	\$721	\$787	\$963	\$1,273	\$1,400
Low Home Rent	\$677	\$725	\$870	\$1,005	\$1,121

Source: HUD FMR and HOME Rents

Table 34 – Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With One Selected Condition	18,202	28%	12,988	44%
With Two Selected Conditions	517	1%	934	3%
With Three Selected Conditions	90	0%	268	1%
With Four Selected Conditions	12	0%	0	0%
No Selected Conditions	45,408	71%	15,621	52%
Total	64,229	100%	29,811	100%

Source: 2005-2009 ACS Data

Table 35 – Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or Later	10,991	17%	3,911	13%
1980-1999	26,683	42%	11,171	37%
1950-1979	20,249	32%	11,813	40%
Before 1950	6,306	10%	2,916	10%
Total	64,229	100%	29,811	100%

Source: 2005-2009 CHAS

Table 36 – Risk of Lead-Based Paint

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	26,555	41%	14,729	49%
Housing Units build before 1980 with children present	5,471	9%	2,507	8%

Source: 2005-2009 ACS (Total Units) 2005-2009 CHAS (Units with Children present)

Appendix B: HUD Tables

Table 37 – Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units			8,059
Abandoned Vacant Units			
REO Properties			340
Abandoned REO Properties			

Data request pending.

Table 38 – Total Number of Units by Program Type

	Program Type								
	Certifi- cate	Mod- Rehab	Public Housing	Total	Project - Based	Tenant - Based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of Unit Vouchers Available	183	73		1,957	182	1,775	289	198	676
# of Accessible Units									
# of FSS Participants									
# of FSS Completions									

*Includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-Year, and Nursing Home Transition

Table 39 – Public Housing Condition

Public Housing Development	Average Inspection Score
Casa Madrona	83% (most recent score)

Table 40 – Facilities Targeted to Homeless Persons

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	77 ⁽¹⁾	18	133	0	32 ⁽²⁾
Households with Only Adults	101 ⁽³⁾	55 ⁽⁴⁾	120 ⁽⁵⁾	0	28 ⁽⁶⁾
Chronically Homeless Households	0	0	0 ⁽⁷⁾	39 ⁽⁸⁾	0
Veterans	1 ⁽⁹⁾	0	3 ⁽¹⁰⁾	0	0
Unaccompanied Child(ren) ⁽¹¹⁾	16 ⁽¹²⁾	0	N/A	N/A	N/A

⁽¹⁾ Includes 16 beds at HATC, 28 at SafePlace, 6 at Yelm Community Services, 3 at Hope House in Tenino, 24 at Family Support Center, and 12 at Out of the Woods.

⁽²⁾ Family Support Center Smith Building Project

⁽³⁾ Includes 42 beds for men and 16 for women at Salvation Army, 16 beds at Drexel House, and 12 beds at Bread and Roses

⁽⁴⁾ Includes 25 at Salvation Army, 12 at Saint Michaels/Sacred Heart, and 18 through Interfaith Works.

⁽⁵⁾ 54 of these units are for “transition age youth” only, generally age 18 through 23, 10 are at OUGM, 14 are at BHR (through CAC), 5 are at LIHI Arbor Manor, 11 are at LIHI Fleetwood, 26 are at Drexel House.

⁽⁶⁾ Family Support Center Smith Building Project

⁽⁷⁾ Housing services for Chronically Homeless Households, who tend to struggle with mental illness and substance abuse, tend to be Permanent Supporting Housing, not Transitional Housing.

⁽⁸⁾ Of these units, 29 are with BHR. BHR maintains 58 units of permanent supportive housing for individuals with mental illness. These units are intended as a pipeline to standard Section 8 vouchers and other permanent housing options, but there is not a time limit for these units, and are considered permanent. Previously they had been counted as Transitional beds, though the actual funding source and stipulations for the units have not changed. 29 units are reserved for Chronically Homeless individuals with mental illness, and 29 are available to other homeless individuals with mental illness. The other ten are at Drexel House.

⁽⁹⁾ Salvation Army

⁽¹⁰⁾ Drexel House

⁽¹¹⁾ Unaccompanied Children are placed in foster care, or returned to their family of origin after leaving shelter facilities, so transitional housing and permanent housing are not needed.

⁽¹²⁾ 10 of these beds are at Haven House, operated by Community Youth Services. The remaining 6 are beds at licensed foster homes. Of these 6 beds, 3 are for the HOPE Program, and 3 are for the Safe Shelter Program. 1 Bed at Haven House is also reserved for the HOPE Program.

Table 41 – HOPWA Assistance Baseline

Type of HOWA Assistance	Number of Units Designated or Available for People with HIV/AIDS and their families
TBRA	N/A
PH in Facilities	N/A
STRMU	N/A
ST or TH Facilities	N/A
PH Placement	N/A

Note: The housing listed in Table 40 is available for people with HIV/AIDS, as are all other services and housing funded with CDBG, HOME, and other sources of local, state and federal funding.

Source: HOPWA CAPER and HOPWA Beneficiary Verification Worksheet

Table 42 – Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	1,714	386	3	1	-2
Arts, Entertainment, Accommodations	9,400	8,479	19	17	-2
Construction	8,739	3,731	14	7	-7
Education and Health Care Services	23,124	16,556	42	36	-6
Finance, Insurance, and Real Estate	6,988	5,267	12	11	-1
Information	1,594	1,215	3	2	-1
Manufacturing	6,678	1,604	10	3	-7
Other Services	4,951	5,067	10	10	0
Professional, Scientific, Management Services	9,785	3,618	18	7	-10
Public Administration	20,601	33,884	37	72	35
Retail Trade	12,658	13,310	21	27	5
Transportation and Warehousing	4,517	1,038	7	2	-5
Wholesale Trade	2,751	2,647	4	5	1
Total	113,500	96,802	--	--	--

Source: 2005-2009 ACS (Workers), 2010 ESRI Business Analyst Package (Jobs)

Table 43 – Labor Force

Category	Value
Total Population in the Civilian Labor Force	121,794
Civilian Employed Population 16 Years and Over	113,500
Unemployment Rate	6.81
Unemployment Rate for Ages 16-24	2.67
Unemployment Rate for Ages 25-65	4.06

Source: 2005-2009 ACS Data

Table 44 – Occupations by Sector

	Median Income
Management, Business And Financial	\$ 45,371
Farming, Fisheries And Forestry Occupations	\$ 726
Service	\$ 18,640
Sales And Office	\$ 28,914
Construction, Extraction, Maintenance And Repair	\$ 9,528
Production, Transportation And Material Moving	\$ 10,321

Source: 2005-2009 ACS Data

Table 45 – Travel Time

Travel Time	Number	Percentage
< 30 Minutes	75,836	69%
30-59 Minutes	25,632	23%
60 or More Minutes	7,983	7%
Total	109,451	100%

Source: 2005-2009 ACS Data

Table 46 – Educational Attainment by Employment Status

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less Than High School Graduate	4,605	667	3,275
High School Graduate (Includes Equivalency)	21,491	1,410	7,972
Some College or Associate's Degree	35,870	2,035	10,547
Bachelor's Degree or Higher	34,454	831	6,763

Source: 2005-2009 ACS Data

Table 47 – Educational Attainment by Age

Educational Attainment	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less Than 9th Grade	260	432	609	1,057	1,345
9th to 12th Grade, No Diploma	2,975	2,263	1,469	2,840	2,674
High School Graduate, GED, or Alternative	7,274	8,526	8,038	14,737	9,140
Some College, No Degree	8,048	9,815	8,466	17,444	6,982
Associate's Degree	1,404	3,513	3,851	7,147	1,582
Bachelor's Degree	1,528	6,518	6,788	13,517	4,435
Graduate or Professional Degree	78	2,030	3,988	10,299	3,179

Source: 2005-2009 ACS Data

Table 48 – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less Than High School Graduate	\$20,387
High School Graduate (Includes Equivalency)	\$33,276
Some College or Associate's Degree	\$38,594
Bachelor's Degree	\$51,004
Graduate or Professional Degree	\$66,906

Source: 2005-2009 ACS Data

Table 49 – Geographic Priority Areas

N/A

Table 50 – Priority Needs Summary

Affordable Housing		Public Facilities	
Homeless/transitional housing	H	Homeless shelters	H
Tenant-based rental assistance	M	Domestic violence shelters	H
Special needs housing	M	Youth centers	H
Downpayment assistance	M	Centers for the disabled	M
Develop new renter housing	M	Child care centers/daycare	M
Renter-occupied home repair	M	Senior citizen centers	M
Owner-occupied home repair	M	Parks & recreation facilities	M
Code enforcement	M	Parking facilities	L
Develop new owner housing	L	Remove barriers to persons with disabilities	M
		Public transportation	M
Social Services			
Employment services	H	Infrastructure	
Crime prevention and public safety	M	Water-system improvements	H
Child care	M	Sidewalk improvements	M
Health services	M	Sewer improvements	M
Homeless services	H	Flood/drainage improvements	M
Substance abuse services	M		
Fair housing counseling	M	Economic Development	
Education programs	M	Loans to low-income businesses	M
Energy conservation	M	Small business loans and training	M
Welfare services	M	Business support services	M
Services for senior citizens	M		
Recreational services	L		

Table 51 – Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA) TBRA for Non-Homeless Special Needs	
New Unit Production Rehabilitation	The number of sub-standard housing units; The availability of private sector funding
Acquisition, including preservation	

Data request pending.

Table 52 – Anticipated Resources

Funding Source	2013	2014	2015	2016	2017
Annual Urban County CDBG Award	\$1,032,731	\$1,032,731	\$1,032,731	\$1,032,731	\$1,032,731
Olympia CDBG Award	\$357,512	\$357,512	\$357,512	\$357,512	\$357,512
Regional HOME Award	\$602,969	\$602,969	\$602,969	\$602,969	\$602,969
Urban County Program Income	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Olympia CDBG Program Income	\$456,115	\$150,000	\$150,000	\$150,000	\$150,000
Olympia Prior Year Funding	\$205,000				
Total	\$2,679,327	\$2,168,212	\$2,168,212	\$2,168,212	\$2,168,212

***Includes \$205,000 in prior year funds and \$456,115 in program income - higher than average due to improved housing market**

Table 53 – Institutional Delivery Structure

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Thurston County HOME Consortium	Local Public or Quasi-Public and Housing Related Organizations	Provide affordable housing and services through coordination among providers, consumers, and the private sector.	Thurston County
Health and Human Services Council	Local Public or Quasi-Public and Housing Related Organizations	Consortium funded by local governments to assist in provision of services	Thurston County
Community Housing Development Organizations	Local Public or Quasi-Public and Housing Related Organizations	Provide capacity for housing development, rehabilitation, and home ownership.	Thurston County
Thurston County Department of Public Health and Social Services	Local Public or Quasi-Public and Housing Related Organizations	Coordinates Consolidated Plan activities, and administers CDBG and HOME activities; Provides supportive services to low-income, special needs populations; Provides limited health services to low-income families.	Thurston County
Housing Authority of Thurston County	Local Public or Quasi-Public and Housing Related Organizations	HATC administers Section 8, implements Family Self-Sufficiency (FSS) for Housing Authority clients; coordinates the Housing Task Force; and coordinates the Homeless Housing Work Group.	Thurston County
Thurston Regional Planning Council	Local Public or Quasi-Public and Housing Related Organizations	Implements planning activities, including housing, land use, and transportation.	Thurston County
Intercity Transit	Local Public or Quasi-Public and Housing Related Organizations	Provides public transit for Thurston County, including services for elderly and disabled	Thurston County
School Districts North Thurston, Olympia, Griffin, Rainier, Rochester, Tenino, Tumwater, and Yelm	Local Public or Quasi-Public and Housing Related Organizations	Provide primary and secondary public education for public schools students including homeless students.	Thurston County

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Colleges and universities The Evergreen State College, South Puget Sound Community College, and St. Martin's University	Local Public or Quasi-Public and Housing Related Organizations	Provides higher educational instruction and technical/job training.	Thurston County
Department of Commerce	State Government	Administers state housing programs, including Housing Trust Fund; Homeless Grant Assistance Program; ESAP, ESG, and THOR dollars for homeless prevention, shelter, and transitional housing; weatherization; and Lead Based Paint Abatement. Coordinates Rural Continuum of Care for state.	Thurston County
Washington Housing Finance Authority	State Government	Issues bonds awards Low Income Housing Tax Credits to develop affordable housing and to promote homeownership.	Thurston County
Washington State Rehabilitation Council	State Government	Provides financial and supportive services to individuals with severe disabilities.	Thurston County
Dept. of Social and Health Services	State Government	Provides housing assistance, income supplements, and supportive services to low-income and special needs populations of all ages (developmentally disabled, physically disabled, alcohol/drug abuse, and mentally ill).	Thurston County
Dept. of Transportation	State Government	Provides financial assistance to local governments for street and highway improvements; funds other modes of transportation, including rail and transit.	Thurston County
State Legislature	State Government	Passage of affordable housing and homeless legislation; Adequate funding of mainstream and housing programs; Reduction of barriers to implementation.	Thurston County

Appendix B: HUD Tables

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Behavioral Health Resources	Nonprofit Organizations	Provides mental health and supportive services to persons with mental illnesses, disabilities, and disorders; owns and manages housing for persons with special needs.	Thurston County
Sea Mar Community Health Center	Nonprofit Organizations	Provides health services to very low-income families and individuals.	Thurston County
Lewis-Mason-Thurston Area Agency on Aging	Nonprofit Organizations	Provides housing, information, and referral services; Provides in-home services, meals on wheels, and other direct services to seniors..	Thurston County
South Puget Sound Habitat for Humanity	Nonprofit Organizations	Habitat for Humanity assists low-income persons to achieve home ownership through sweat equity.	Thurston County
Community Action Council of Lewis, Mason, and Thurston Counties	Nonprofit Organizations	Provides a variety of housing and anti-poverty programs, including home weatherization and minor home repair.	Thurston County
Homes First!	Nonprofit Organizations	Provides housing and supportive services to persons with developmental disabilities.	Thurston County
United Way	Nonprofit Organizations	Raises and distributes funds to support services to families and children.	Thurston County
Homeless housing and service providers	Nonprofit Organizations	Provide a variety of housing and service programs.	Thurston County
American Red Cross	Nonprofit Organizations	Provides short-term supportive/emergency services to people homeless as the result of a disaster.	Thurston County
Columbia Legal Services	Nonprofit Organizations	Provides legal assistance to low-income persons.	Thurston County
Financial Institutions and Community Development Lenders	Private industry	Provide underwriting, insuring, and lending/financing for affordable housing projects.	Thurston County

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Private Developers	Private industry	Provide private investment and management for the development of affordable housing; includes seeking potential affordable housing financing approval.	Thurston County
Real Estate Industry	Private industry	Provides assistance in identifying housing which could help qualify or secure rental or homeownership opportunities; Participation in first-time homebuyer program and Fair Housing activities.	Thurston County
Construction Industry	Private industry	Provides new construction and rehabilitation of housing.	Thurston County
Thurston Economic Development Council	Private industry	Provides technical assistance to businesses and markets the area to prospective employers who will pay a living wage.	Thurston County
Chambers of Commerce	Private industry	Represents private businesses not directly related to housing, but with information regarding affordable housing issues.	Thurston County

Table 54 – Homeless Prevention Services Summary

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	Yes	Yes	Yes
Legal Assistance	Yes	No	No
Mortgage Assistance	Yes	No	No
Rental Assistance	Yes	Yes	No
Utilities Assistance	Yes	Yes	No
Street Outreach Services			
Law Enforcement	Yes	Yes	No
Mobile Clinics	Yes	Yes	Yes
Other Street Outreach Services	Yes	Yes	No
Supportive Services			
Alcohol & Drug Abuse	Yes	No	No
Child Care	Yes	No	No
Education	Yes	No	No
Employment and Employment Training	Yes	Yes	No
Healthcare	Yes	Yes	Yes
HIV/AIDS	Yes	No	Yes
Life Skills	Yes	Yes	No
Mental Health Counseling	Yes	Yes	No
Transportation	Yes	Yes	No
Other			
Other			

Table 55 – Goals Summary

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Economic Development	2013	2017		Thurston County	Benefit to low- and moderate-income residents	CDBG	
Affordable Housing	2013	2017		Thurston County	Benefit to low- and moderate-income residents	CDBG, HOME, other sources	
Public Facilities and Infrastructure	2013	2017		Thurston County	Benefit to low- and moderate-income residents	CDBG	
Public Services	2013	2017		Thurston County	Benefit to low- and moderate-income residents	CDBG	
Homeless Continuum of Care	2013	2017		Thurston County	Benefit to low- and moderate-income residents	CDBG, HOME, other sources	
Acquisition of Land	2013	2017		Thurston County	Benefit to low- and moderate-income residents; elimination of slum and blight	CDBG	

Table 56 – Expected Resources Priority Table – Thurston County

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Reminder of ConPlan	Narrative Description	
			Annual Allocation	Program Income	Prior Year Resources			
CDBG	Federal	Infrastructure	\$1,000,000	\$0	\$0	\$1,000,000	\$5,000,000	Provide infrastructure including water systems. Sidewalks and other projects servicing low income in our south county city's and towns
HOME	Federal	Affordable Housing	\$550,000	\$25,000	\$0	\$550,000	\$2,750,000	Construction, Rehabilitation, new construction and acquisition of affordable housing.
CHG	State	Homeless programs	\$315,000	\$0	\$0	\$315,000	\$1,575,000	Prevention and transitional housing, operating and maintenance
HEN	State	Homeless programs	\$1,100,000	\$0	\$0	\$1,100,000	\$5,500,000	Rental assistance and essential needs
ESG	State	Homeless programs	\$248,000	\$0	\$0	\$248,000	\$1,240,000	Prevention programs and operating and maintenance
2060	Local	Homeless programs	\$350,000	\$0	\$0	\$350,000	\$1,750,000	Rental assistance, new construction, rehabilitation of low income housing
2163	Local	Homeless programs	\$1,350,000	\$0	\$0	\$1,350,000	\$6,750,000	All activities to end homelessness as identified in local homeless plan

Table 56 – Expected Resources Priority Table – Olympia

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Reminder of ConPlan	Narrative Description	
			Annual Allocation	Program Income	Prior Year Resources			Total
CDBG	Federal	Rehabilitation; Public Facilities; public services; economic development; land acquisition	\$357,512	\$456,115*	\$205,000	\$1,223,627	\$1,520,000	Funds will be prioritized each year based on needs assessment. Priority for projects involving economic development.

*Anticipates higher than average program income due to improved housing market.

Table 57 – Goals Summary – Thurston County

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Affordable Housing	2013	2014	Rehabilitation	Rural County	Housing Stock	Home	
Affordable Housing	2013	2015	Transitional Housing	Urban Area	Homeless Housing	HOME	
Affordable Housing	2013	2014	Rehabilitation	Rural County	Preservation	Home	
Affordable Housing	2013	2014	Rehabilitation	Urban County	Preservcation	HOME	
Infrastructure	2013	2015	Infrastructure	Rural County	Basis Needs	CDBG	
Homeless Housing and Services	2013	2014	Homelessness	All County	Homelessness	Local Fee Revenue/State Homeless Programs	

Table 57 – Goals Summary – Olympia

Goal Name	Start Year	End Year	Category	Geo-graphic Area	Needs Addressed	Fund-ing	Goal Outcome Indicator
Economic Development	2013	2017	Economic Development	Olympia City-wide	Job Creation or job retention for LMI	CDBG	Number of jobs created for LMI
Land Acquisition	2013	2017	Land Acquisition	Olympia City-wide	Contingent upon end use of property	CDBG	Contingent upon end use of property
Housing Rehabilitation	2013	2017	Housing Rehabilitation	Olympia City-wide	Safe, decent & sanitary housing for LMI renters	CDBG	Number of housing units rehabilitated
Public Facilities	2013	2017	Public Facilities	Olympia City-wide	Contingent upon end use of facility	CDBG	Contingent upon type of facility (i.e. shelter = bednights community center = daily visitors)
Public services	2013	2017		Olympia City-wide	Case management; referrals; youth center activities; other services	CDBG	Number of service recipients served

Table 58 – Project Summary – Thurston County

Project Name	Target Area	Goals Supported	Needs Addressed	Funding
Smith Building	Urban County	Homeless Transitional Housing	Homeless	351,900 HOME
Housing Rehabilitation	Rural and Urban County	Rehabilitation of owner housing	Preservation	200,000 HOME
Krislin Apartments	Rural County	Rehabilitaion of existing hosing	Preservation	48,000 HOME
HOMEs First!	Urban County	Rehabilitation of rental units	Preservation	24,000 HOME
Bucoda Water System	Rural County	Infratstructure	Replacement of unsafe systems	326,976 CDBG
Tenino Sidewalks	Rural County	Infrastructure	Provide sidewalks	60,000 CDBG
Yelm Skatepark	Rural County	Infrastructure	Provide public facility	376,064 CDBG
12-14 Agency Operating and Maintenance Grants	All Thurston County	Homeless Housing and Services	Provide operating funding for agencies	400,000 Local fee and state Homeless Grants (2060,2163, HEN,CHG,ESG)
3-5 Rental Assistance or Rapid Re housing grants	AllThurston County	Homeless Housing and Services	Provide direct rental assistance or rapid re-housing assistance to homeless or at risk households	1,000,000 Local fee and state Homeless Grants (2060,2163, HEN,CHG,ESG)
Capital Investments to End Homelessness	All Thurston County	Homeless Housing and Services	Provide public facility or rehabilitation to existing facilities that serve homeless populations	950000 Local fee and state Homeless Grants (2060,2163, HEN,CHG,ESG)
System Change Investments	All Thurston County	Homeless Housing and Services	Provide funding for system wide changes to enhance service delivery to homeless and at risk populations	100,000 Local fee and state Homeless Grants (2060,2163, HEN,CHG,ESG)

Appendix B: HUD Tables

Project Name	Target Area	Goals Supported	Needs Addressed	Funding
3-5 Rental Assistance or Rapid Re housing grants	All Thurston County	Homeless Housing and Services	Provide direct rental assistance or rapid re-housing assistance to homeless or at risk households	100,000 Local fee and state Homeless Grants (2060,2163, HEN,CHG,ESG)
Transitional Housing programs	All Thurston County	Homeless Housing and Services	Provide funding for operating and staffing of transitional housing programs	500,000 Local fee and state Homeless Grants (2060,2163, HEN,CHG,ESG)
3 programs that provide services to homeless populatons	All Thurston County	Homeless Housing and Services	Provide direct rental assistance or rapid re-housing assistance to homeless or at risk households	100000 Local fee and state Homeless Grants (2060,2163, HEN,CHG,ESG)

Table 58 – Project Summary – Olympia

Project Name	Target Area	Goals Supported	Needs Addressed	Funding
Quixote Village	Olympia	Public facility	Community Center	\$55,000
Quixote Village	Olympia	Public Services	Social services for formerly homeless adults	\$40,500
Community Youth Services/Rosie's Drop in Cetner & Young Adult Shelter	Olympia	Public Facilities	Construction of shelter and community center (public facility)	\$144,000
Smith Building Family Housing	Olympia	Emergency Shelter & Transitional Housing	Construction of shelter (public facility) and housing rehabilitation	\$158,000
Community Youth Services/Transitional Housing	Olympia	Public Services	Case management and other services for youth and transition aged youth	\$10,000
Out of the Woods Shelter	Olympia	Public Services	Homeless services to families with kids	\$12,000
Together/Evergreen Villages Center	Olympia	Public Services	Activities, case management and other services for youth and their parents	\$13,627
Enterprise for Equity Business Training	Olympia	Economic Development	Micro- Enterprise Training for LMI entrepreneurs	\$25,500
Isthmus Park	Olympia	Public Facilities	Park facilities in a LMI area	450,000

Table 59 – Project Information – Thurston County

#	Project Name
1	Yelm Skate Park
2	Tenino sidewalks
3	Bucoda Water Systems Phase I
4	Smith Building Family Shelter and Affordable Housing Project
5	Housing Rehab. Program
6	Affordable Housing Roof Replacement
7	Krislen Apartments Rehabilitation
8	Killion Court Apartments Acquisition and Rehabilitation

Table 59 – Project Information – Olympia

#	Project Name
1	Quixote Village - Facility
2	Quixote Village - Services
3	CYS Shelter & Center
4	Smith Building Housing & Shelter
5	CYS Transitional Housing
6	Out of the Woods Family Shelter
7	Together/ Evergreen Villages Center
8	Enterprise for Equity Business Training
9	Isthmus Park

Table 60 – Geographic Distribution – Thurston County

Target Area	Percentage of Funds
Urban county	29% federal funds; 95% state and local funds
Rural County	71% federal funds; 5% state and local funds

Table 60 – Geographic Distribution – Olympia

Target Area	Percentage of Funds
Olympia City-wide	100%

Table 61 – One-Year Goals for Affordable Housing by Support Requirement – Thurston County

One Year Goals for the Number of Households to be Supported	
Homeless	21
Non-Homeless	2,337*
Special-Needs	5
Total	2,363*

*Totals include populations of Tenino and Bucoda who will be served by projects benefiting the area.

Table 61 – One-Year Goals for Affordable Housing by Support Requirement – Olympia

One Year Goals for the Number of Households to be Supported	
Homeless	193
Non-Homeless	177
Special-Needs	0
Total	370

Table 62 – One-Year Goals for Affordable Housing by Support Type – Thurston County

One Year Goals for the Number of Households Supported Through	
Rental Assistance	450*
The Production of New Units	7
Rehab of Existing Units	37
Acquisition of Existing Units	0
Total	494

*Rental assistance is an estimate based on funding projections for state CHG, ESG, HEN, and local 2060 and 2163 funds.

Table 62 – One-Year Goals for Affordable Housing by Support Type – Olympia

One Year Goals for the Number of Households Supported Through	
Rental Assistance	15
The Production of New Units	0
Rehab of Existing Units	53
Acquisition of Existing Units	0
Total	68

Appendix C: Demographic Data

City of Olympia and Thurston County Demographics

	Thurston County		Olympia		Remainder of County		Statewide	
	No.	%	No.	%	No.	%	No.	%
Total population	252,264		46,769		205,495		6,724,540	
Urban and Rural								
Living in urban areas	199,317	79%	46,769	100%	152,548	74%	5,651,869	84%
Living in rural areas	52,947	21%	0	0%	52,947	26%	1,072,671	16%
Age								
Under 20	64,187	25%	10,043	21%	54,135	26%	1,759,151	26%
20 to 44	83,247	33%	18,240	39%	65,758	32%	2,286,344	34%
45 to 64	70,634	28%	12,628	27%	57,539	28%	1,815,626	27%
Over 65	32,794	13%	6,080	13%	26,714	13%	806,945	12%
Race								
White	211,707	84%	40,139	86%	171,568	83%	5,312,511	79%
Black or African American	6,424	3%	623	1%	5,801	3%	239,524	4%
American Indian and Alaska Native	3,864	2%	603	1%	3,261	2%	93,760	1%
Asian and Pacific Islander	16,179	6%	2,601	6%	13,578	7%	523,429	8%
Other or two or more races	15,003	6%	2,803	6%	12,200	6%	577,582	9%
Education								
Completed less than 9th grade	3,534	2%	652	2%	2,882	2%	282,431	4%
Completed 9th to 12th grade, no diploma	7,948	5%	1,285	4%	6,663	5%	403,472	6%
High school graduate or higher	103,797	61%	16,575	52%	87,222	62%	3,927,131	58%
Bachelor's degree or higher	56,093	33%	13,245	42%	42,848	31%	2,104,781	31%

	Thurston County		Olympia		Remainder of County		Statewide	
	No.	%	No.	%	No.	%	No.	
Employment								
Employed	111,488	57%	22,931	60%	88,557	55%	3,900,233	58%
In Armed Forces	4,454	2%	398	1%	4,056	3%	67,245	1%
Unemployed	11,554	6%	2,398	6%	9,156	6%	437,095	7%
Not in labor force	71,626	35%	12,383	33%	59,243	37%	2,319,966	35%
Home Ownership								
Owner-occupied housing units	67,852	68%	10,537	51%	57,315	72%	4,263,358	63%
Renter-occupied housing units	32,655	33%	10,030	49%	22,625	28%	2,461,182	37%
Poverty								
At or Below Poverty Rate	29,010	12%	7,717	17%	21,293	10%	894,364	13%
Above Poverty Rate	223,254	89%	39,052	84%	184,202	90%	6,724,540	87%
Civilian Veterans								
Civilian veterans	29,016	15%	3,791	10%	25,225	16%	780,047	12%
Non-Veterans	223,248	85%	42,978	90%	180,270	84%	6,724,540	88%
Disabilities								
People with disabilities	31,397	13%	5,828	13%	25,569	13%	813,669	12%
People without disabilities	220,867	87%	40,941	87%	179,926	87%	6,724,540	88%

Appendix D: Housing Inventory Chart

Housing Inventory Chart

Agency	Facility/ Program/ Service Name	City	Type of Housing or Service	Maximum Length of Time Subsidized Housing is Provided
Behavioral Health Resources	B & B Apartments	Olympia	Multi-family home	Permanent (housing subsidy does not end)
Behavioral Health Resources	The Cove	Olympia	Multi-family home	Permanent (housing subsidy does not end)
Behavioral Health Resources	The Gardens	Tumwater	Multi-family home	Permanent (housing subsidy does not end)
Bread & Roses	Bread & Roses Guest House	Olympia	Single-family home	Up to 2 years
Capital Clubhouse	O&M	Olympia	Services only	Up to 2 years
Catholic Community Services	CCS - SSVF Thurston	Olympia	Rent assistance	Up to 6 Months
Catholic Community Services	Community Kitchen	Olympia	Services only	
Catholic Community Services	Drexel House- Permanent	Olympia	Multi-family home	Permanent (housing subsidy does not end)
Catholic Community Services	Drexel House- Shelter	Olympia	Congregate facility (can include cots or mats)	Up to 3 months
Catholic Community Services	Drexel House- Transitional	Olympia	Multi-family home	Up to 2 years
Catholic Community Services	ESG	Tacoma	Rent assistance	Up to 2 years
Community Action Council of LMT	ESG	Lacey	Rent assistance	Up to 2 years
Community Action Council of LMT	HPRP	Lacey	Rent assistance	Up to 3 months
Community Action Council of LMT	Local TBRA	Lacey	Rent assistance	Up to 1 year
Community Action Council of LMT	Rapid Rehousing	Lacey	Rent assistance	Up to 1 year
Community Youth Services	ECHO	Olympia	Rent assistance	Up to 2 years

Appendix D: Housing Inventory

Agency	Facility/ Program/ Service Name	City	Type of Housing or Service	Maximum Length of Time Subsidized Housing is Provided
Community Youth Services	ESG	Olympia	Rent assistance	Up to 2 years
Community Youth Services	Haven House	Olympia	Single-family home	Up to 3 months
Community Youth Services	HPRP	Olympia	Rent assistance	Up to 3 months
Community Youth Services	Independent Youth Housing Program	Olympia	Rent assistance	More than 2 years (housing subsidy ends)
Community Youth Services	Pear Street Transitional Housing	Olympia	Scattered sites (provider based- not rent)	Up to 2 years
Community Youth Services	Rosie's	Olympia	Services only (please describe in column CB)	1 month or less
Family Support Center	ESG	Olympia	Rent assistance	Up to 2 years
Family Support Center	ESN (local TBRA)	Olympia	Rent assistance	Up to 2 years
Family Support Center	Homeless Family Svcs	Olympia	Services only (please describe in column CB)	1 month or less
Family Support Center	HPRP	Olympia	Rent assistance	Up to 18 months
Family Support Center	Local TBRA	Olympia	Rent assistance	Up to 1 year
Family Support Center	local TBRA	Olympia	Rent assistance	Up to 2 years
Housing Authority of Thurston County	HATS	Olympia	Multi-family home	Up to 2 years
Housing Authority of Thurston County	Homeless Prevention and Rapid Re-housing	Olympia	Rent assistance	Up to 3 months
Housing Authority of Thurston County	McKenna	Tumwater	Multi-family home	Permanent (housing subsidy does not end)
Housing Authority of Thurston County	Spring Court Shelter	Tumwater	Multi-family home	Up to 3 months
Housing Authority of Thurston County	WA Families Fund	Tumwater	Multi-family home	Up to 2 years

Appendix D: Housing Inventory

Agency	Facility/ Program/ Service Name	City	Type of Housing or Service	Maximum Length of Time Subsidized Housing is Provided
Intercommunity Mercy Housing	Evergreen Vista Phase II	Olympia	Multi-family home	Permanent (housing subsidy does not end)
Interfaith Works	Seasonal Scattered-Site Emergency Shelters	Olympia	Scattered sites (provider based- not rent)	Up to 3 months
Interfaith Works	Sidewalk	Olympia	Rent assistance	Up to 1 year
Low Income Housing Institute	Arbor Manor	Lacey	Single-family home	Up to 2 years
Low Income Housing Institute	Fleetwood Apartments	Olympia	Multi-family home	Permanent (housing subsidy does not end)
Olympia Union Gospel Mission	Jeremiah House	Olympia	Single-family home	Up to 2 years
Olympia Union Gospel Mission (N)	Genesis Acres	Olympia	Single-family home	Up to 2 years
Out of the Woods	Out of the Woods	Olympia	Single-family home	Up to 3 months
PANZA	Camp Quixote	Olympia	Services only (please describe in column CB)	
Partners in Prevention Education	PIPE Outreach	Olympia	Services only (please describe in column CB)	
SafePlace	Emergency Shelter	Olympia	Single-family home	Up to 3 months
SafePlace	Hotel/Motel Vouchers	Olympia	Hotel/motel vouchers	1 month or less
SafePlace	Rent Assistance	Olympia	Rent assistance	1 month or less
Salvation Army	Salvation Army Cold Weather Shelter	Olympia	Scattered sites (provider based- not rent)	1 month or less
Salvation Army	Salvation Army TH	Olympia	Congregate facility (can include cots or mats)	Up to 2 years
St. Michael's Church	St. Michael's Church	Olympia	Scattered sites (provider based- not rent)	Up to 3 months

Appendix D: Housing Inventory

Agency	Facility/ Program/ Service Name	City	Type of Housing or Service	Maximum Length of Time Subsidized Housing is Provided
Subgrantee #RFP 2nd year	Admin and Data	Olympia		
Subgrantee #RFP Incentive Funds	Admin and Data	Olympia		
Tenino First Presbyterian Church	Hope House	Tenino	Single-family home	Up to 3 months
Thurston County	Admin and Data (lead grantee)	Olympia		
Thurston County	ESG	Olympia	Rent assistance	Up to 2 years
Thurston County	HEN	Olympia	Rent assistance	More than 2 years (housing subsidy ends)
Wellsprings Church	Tenino Food bank	Chehalis	Services only (please describe in column CB)	
Yelm Community Services	Prevention	Yelm	Rent assistance	Up to 3 months
Yelm Community Services	Yelm Community Services Shelter	Yelm	Single-family home	Up to 3 months
YWCA	Olympia Women's Resource Center	Olympia	Services only (please describe in column CB)	
Community Action Council of LMT	HEN	Lacey	Rent assistance	More than 2 years (housing subsidy ends)
Emmanuel Lutheran Church				
Habitat for Humanity	Shepard's Grove			

Appendix E: Olympia-Specific Needs Data



**REVISED
DRAFT**

Appendix E: Olympia-Specific Needs Data

A CITIZEN'S SUMMARY OF THE 2013-2017

DRAFT CONSOLIDATED PLAN

Prioritizing Community Development Block Grant Resources

Joint Consolidated Plan for Thurston County and City of Olympia

Initial Draft - February 2013

Appendix - April 2013

OVERVIEW

This “Olympia-Specific Needs Data” document presents Olympia-based information as an appendix to the Thurston County regional **2013-2017 Consolidated Plan**. As part of the Consolidated Plan regional process, HUD requires that recipients examine their community needs to determine their strategies and identify what activities should receive federal funding. This Olympia-specific needs data will be considered in the context of the broader Countywide needs data to understand current conditions. This data presents key needs for housing, economic development, employment, and to a limited degree, the needs for social services.

The following excerpts present key conditions in Olympia:

Housing:

Highest percentage of **renter occupied housing** Olympia (50.5%) than the entire County (33.4)

Lowest percentage of rental vacancies Olympia (3.9%), County (4%), Washington (4.5%)

(Healthy vacancy rate of 5% – 7% creates competition for landlords and choices for tenants)

Highest percentage of **cost-burdened renters**: Olympia (55%) than the entire County (47%)

(Cost burden is defined as households that pay more than 30% of their income for housing costs)

Lower percentage of **cost-burdened owner occupants**: Olympia (27%) than the entire county (32%)

Homelessness:

90% of homeless people counted in the 2013 Homeless Census stayed in Olympia

Yet **only 47% homeless people were originally from Olympia**

Over **90% of the homeless shelters and services** are located in Olympia

Income & Cost of Living:

Highest percentage of residents living in **poverty** Olympia (16.3%) compared to County (10.3%)

Higher cost of living compared to select Washington cities

Lower average unemployment Olympia (7.9%) than Washington State (8.9%)

Economic Vitality:

Highest sales tax revenues - \$1,700,990,898 in 2011, approximately 45% of the total sales tax revenues in Thurston County - \$3,754,015,869

Third lowest percent increase in sales tax revenues, 2000 – 2011 Olympia (1.8%) than Thurston County (3.6%) or Lacey (6.7%)

11.15% storefront vacancies in the downtown core, slightly higher than the national average (10 – 11%), but **disproportionately clustered** vacancies contribute to a **perceived** high vacancy rate

Concentrated Workforce in Olympia – 37% in Government, followed by 12% in health care and 11% in retail sales.

**DRAFT Consolidated Plan - Appendix
Olympia-Specific Needs Assessment Data / May 9, 2013**

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 360-753-8183 (p)



Section 1: General Information

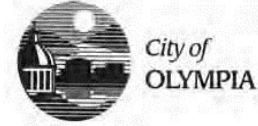
- General information about the City of Olympia.
 - ⇒ Statistical Profile - from Thurston Regional Planning
 - ⇒ Population Demographics

Thurston Regional Planning Council

**Statistical Profile:
City of Olympia**

City info: (360) 753-8447

www.ci.olympia.wa.us



Demographics

Population, 1990	33,729
Population, 2000	42,514
Population, 2010	46,478
Av. Ann. Pop. Growth, 1990-2000	2.3%
Av. Ann. Pop. Growth, 2000-2010	0.9%
Households, 2010	20,761
Avg. Household Size, 2010	2.18
Age Structure, 2010:	
17 and under	9,064 20%
18 - 64	30,955 67%
65 and over	6,459 14%
Median Age	38 --
Race and Ethnic Categories, 2010:	
White	38,895 84%
Black/African American	931 2%
American Indian & Alaska Native	498 1%
Asian	2,799 6%
Native Hawaiian & Other Pacific Islander	180 0%
Other Race	847 2%
Two or More Races	2,328 5%
Hispanic ²	2,919 6%

Olympia was “the black bear place” to the Coastal Salish Indian people, who inhabited the area for centuries before Edmund Sylvester and Levi Lathrop Smith became the first Americans to permanently settle in the area in 1846.

Olympia became the port of entry for Puget Sound in 1851 and the county seat for Thurston County, Oregon Territory in 1852. When Washington became a separate territory in 1853, Olympia was designated as temporary Territorial Capital, (made permanent in 1855). The community was officially incorporated in 1859.

Despite a challenge from Tumwater and West Olympia in 1861, the city has remained the county seat, with the county courthouse located in six different sites around the city. Named state capital in 1889, the city developed around the waterfront and is a hub of commerce and government.

Housing

Housing Units, 2012 Estimate:	
Single-Family	12,170
Multifamily	9,830
Manufactured Homes	880
Median House Value, 2006-2010¹:	\$262,000
Average House Sale Price, 2011:	\$267,644

Employment and Income

Median Household Income:		Taxable Retail Sales, 2011:	\$1,700,990,898
1999 (Census 2000)	\$40,846	Total Jobs, 2010 Estimate:	52,899
2006-2010 ¹ (ACS Estimate)	\$49,461	Manufacturing	637
Households by Income Category, 2006-2010¹:		Construction and Utilities	1,369
Less than \$24,999	5,696 28%	Transportation and Warehousing	436
\$25,000 to \$49,999	4,684 23%	Retail	6,291
\$50,000 to \$74,999	3,535 17%	Services	22,126
\$75,000 to \$99,999	2,629 13%	Finance, Insurance, Real Estate	4,311
\$100,000 or more	4,037 20%	Government	16,179

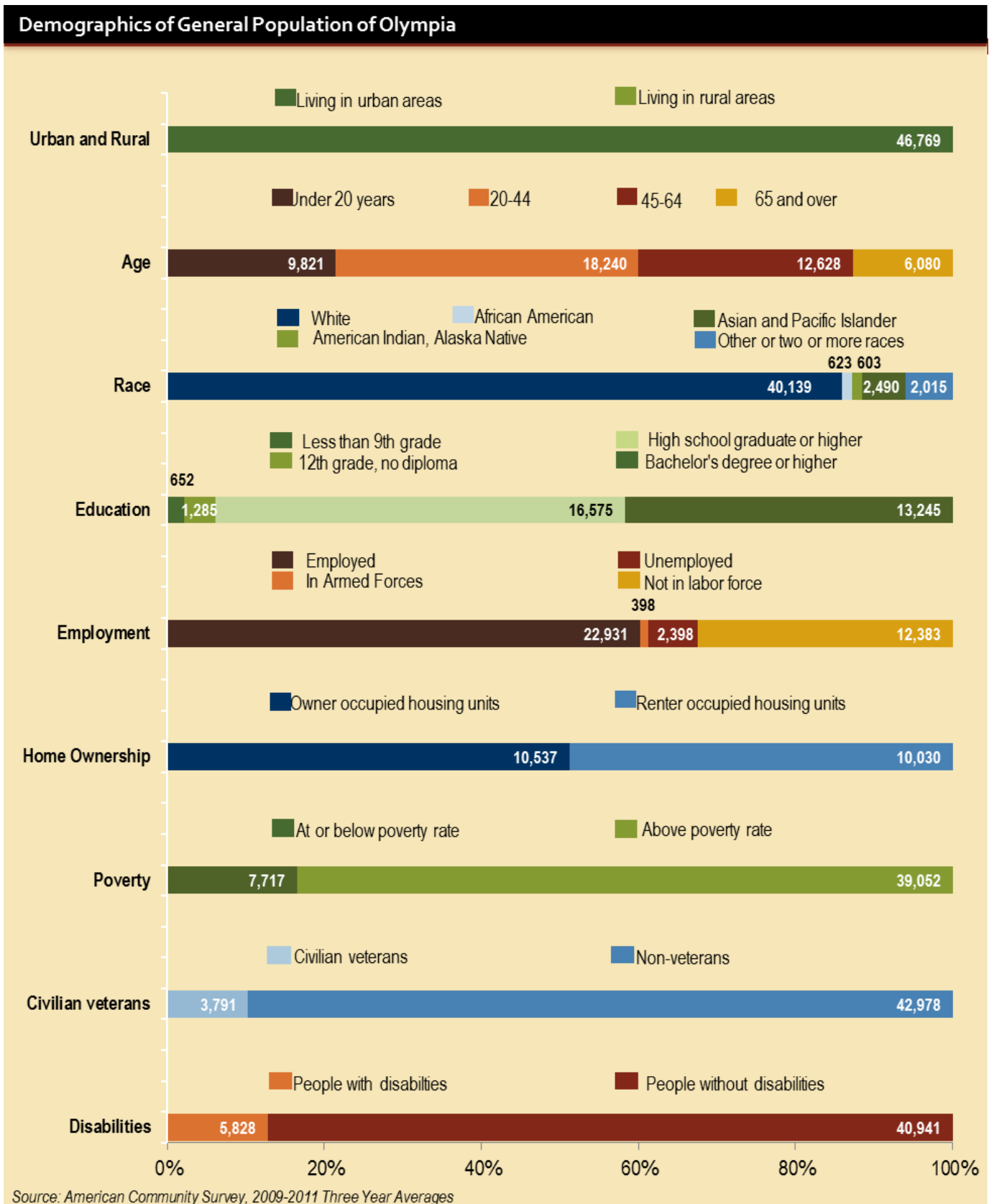
Development Activity

Total New Permitted Residential Units, 2011:		Subdivision Activity, 2011:	# Appl.	# Lots
Single-Family	110	Short Plat	1	2
Multifamily	151	Long Plat	0	0
Manufactured Homes	0			
Total	261			

Explanation: ¹Based on five-year estimate data from the U.S. Census Bureau American Community Survey. May not represent actual total.

²Person of Hispanic Origin can be of any race.

Source: TRPC, Profile 2012 (www.trpc.org).



Section 2: Affordable Housing Needs

- General housing conditions, property valuations, costs and configurations (i.e. numbers of bedrooms; rentals vs. owner occupied), and housing inventory of downtown Olympia.
- Data on homelessness from the 2013 Thurston County Homeless Census Report.

Table III-1
Total Housing Units by Jurisdiction, 1970-2010

Jurisdiction Type	Census Recording					Proportion of Total Units by Year				
	1970	1980	1990	2000	2010 ¹	1970	1980	1990	2000	2010
BUCODA										
Single-family	143	181	177	196		0.5%	0.4%	0.3%	0.2%	
Multifamily	0	0	0	0		0.0%	0.0%	0.0%	0.0%	
Manuf/Other ²	8	32	34	33		0.0%	0.1%	0.1%	0.0%	
Total Units	151	213	211	229	243	0.5%	0.4%	0.3%	0.3%	0.2%
LACEY										
Single-family	2,456	3,186	4,548	7,604		8.6%	6.3%	6.8%	8.7%	
Multifamily	736	2,434	2,836	4,546		2.6%	4.8%	4.3%	5.2%	
Manuf/Other ²	86	218	697	928		0.3%	0.4%	1.0%	1.1%	
Total Units	3,278	5,838	8,081	13,078	18,493	11.5%	11.5%	12.2%	15.1%	17.1%
OLYMPIA										
Single-family	6,725	8,169	9,351	10,623		23.6%	16.1%	14.1%	12.2%	
Multifamily	2,209	3,938	5,637	8,228		7.8%	7.8%	8.5%	9.5%	
Manuf/Other ²	242	453	940	851		0.9%	0.9%	1.4%	0.9%	
Total Units	9,176	12,560	15,928	19,702	22,086	32.2%	24.8%	24.0%	22.7%	20.4%
RAINIER										
Single-family	99	179	224	416		0.3%	0.4%	0.3%	0.5%	
Multifamily	11	20	14	29		0.0%	0.0%	0.0%	0.0%	
Manuf/Other ²	10	106	119	114		0.0%	0.2%	0.2%	0.1%	
Total Units	120	305	357	559	717	0.4%	0.6%	0.5%	0.6%	0.7%
TENINO										
Single-family	289	369	389	431		1.0%	0.7%	0.6%	0.5%	
Multifamily	36	95	85	96		0.1%	0.2%	0.1%	0.1%	
Manuf/Other ²	17	38	50	93		0.1%	0.1%	0.1%	0.1%	
Total Units	342	502	524	620	740	1.2%	1.0%	0.8%	0.7%	0.7%
TUMWATER										
Single-family	1,431	1,785	2,563	2,825		5.0%	3.5%	3.9%	3.3%	
Multifamily	604	936	1,504	2,657		2.1%	1.8%	2.3%	3.1%	
Manuf/Other ²	78	199	396	469		0.3%	0.4%	0.6%	0.5%	
Total Units	2,113	2,920	4,463	5,951	8,064	7.4%	5.8%	6.7%	6.9%	7.5%
YELM										
Single-family	173	341	403	852		0.6%	0.7%	0.6%	1.0%	
Multifamily	22	103	77	338		0.1%	0.2%	0.1%	0.4%	
Manuf/Other ²	13	26	30	127		0.0%	0.1%	0.0%	0.1%	
Total Units	208	470	510	1,317	2,523	0.7%	0.9%	0.8%	1.5%	2.3%
UNINCORPORATED										
Single-family	10,293	20,513	24,898	32,088		36.2%	40.5%	37.5%	37.0%	
Multifamily	784	3,463	2,814	3,978		2.8%	6.8%	4.2%	4.6%	
Manuf/Other ²	1,381	3,923	8,678	9,130		4.9%	7.7%	13.1%	10.5%	
Total Units	12,458	27,899	36,390	45,196	55,316	43.8%	55.0%	54.8%	52.2%	51.1%
COUNTY TOTAL										
Single-family	21,609	34,723	42,553	55,035		75.9%	68.5%	64.0%	63.5%	
Multifamily	4,402	10,989	12,967	19,872		15.5%	21.7%	19.5%	22.9%	
Manuf/Other²	2,443	4,995	10,944	11,745		8.6%	9.9%	16.5%	13.6%	
Total Units	28,454	50,707	66,464	86,652	108,182	100%	100%	100%	100%	100%

Source: U.S. Bureau of Census, 1970, 1980, 1990, 2000 and 2010 Decennial Census

Explanations: ¹Structure type was not included in the 2010 Census.

²To promote comparability between decennial Census data, all seasonal and migratory structures (such as boats, RVs and vans) were included within the classification "Manufactured Homes/Other." These structures were not enumerated by jurisdiction as part of the 1970 Census, and, as a result, 1970 jurisdictional totals do not equal the county total.

The following chart shows the number and percentage of housing units by occupancy (renter v. owners) region wide:

Table III-12
Thurston County Occupied Housing Units, 2010

Jurisdiction	Total Housing Units	Total Occupied Housing Units	Occupancy Rate	Owner-Occupied Housing Units		Renter-Occupied Housing Units	
				#	%	#	%
Bucoda	243	222	91.4%	161	72.5%	61	27.5%
Lacey	18,493	16,949	91.7%	9,716	57.3%	7,233	42.7%
Olympia	22,086	20,761	94.0%	10,280	49.5%	10,481	50.5%
Rainier	717	656	91.5%	514	78.4%	142	21.6%
Tenino	740	691	93.4%	474	68.6%	217	31.4%
Tumwater	8,064	7,566	93.8%	4,097	54.2%	3,469	45.8%
Yelm	2,523	2,299	91.1%	1,459	63.5%	840	36.5%
Unincorporated County	55,316	51,506	93.1%	40,368	78.4%	11,138	21.6%
Thurston County	108,182	100,650	93.0%	67,069	66.6%	33,581	33.4%
Chehalis Reservation ¹	247	213	86.2%	119	55.9%	94	44.1%
Nisqually Reservation ¹	190	182	95.8%	148	81.3%	34	18.7%

Source: U.S. Census Bureau, 2010 Census.

Explanation: ¹Data is for the reservation and off-reservation trust lands as a whole, including those portions outside Thurston County.

This chart presents regional information on the estimated value of existing housing stock:

Table III-13
Housing Value of Owner-Occupied Housing Units
2006-2010 Five-Year Estimate

Jurisdiction	Value (% of Households)				
	Less than \$99,999	\$100,000 to \$199,999	\$200,000 to \$299,999	\$300,000 or more	Median
Bucoda	9.4%	70.5%	20.1%	0.0%	\$145,600
Lacey	8.7%	20.6%	51.4%	19.3%	\$238,400
Olympia	7.4%	12.6%	42.6%	37.3%	\$262,000
Rainier	6.0%	41.5%	48.8%	3.8%	\$203,900
Tenino	13.6%	57.8%	19.7%	8.9%	\$170,000
Tumwater	11.2%	17.0%	36.7%	35.0%	\$260,400
Yelm	2.8%	23.5%	65.9%	7.8%	\$223,800
Thurston County¹	8.0%	17.9%	38.0%	36.1%	\$257,800
Chehalis Reservation ²	24.3%	56.4%	12.1%	7.1%	\$122,500
Nisqually Reservation ²	17.1%	34.2%	42.1%	6.6%	\$196,400
Washington State	8.4%	19.3%	25.6%	46.6%	\$285,400

Source: U.S. Bureau of the Census, 2006-2010 American Community Survey Five-Year Estimates.

Explanations: ¹Thurston County includes unincorporated and incorporated Thurston County.

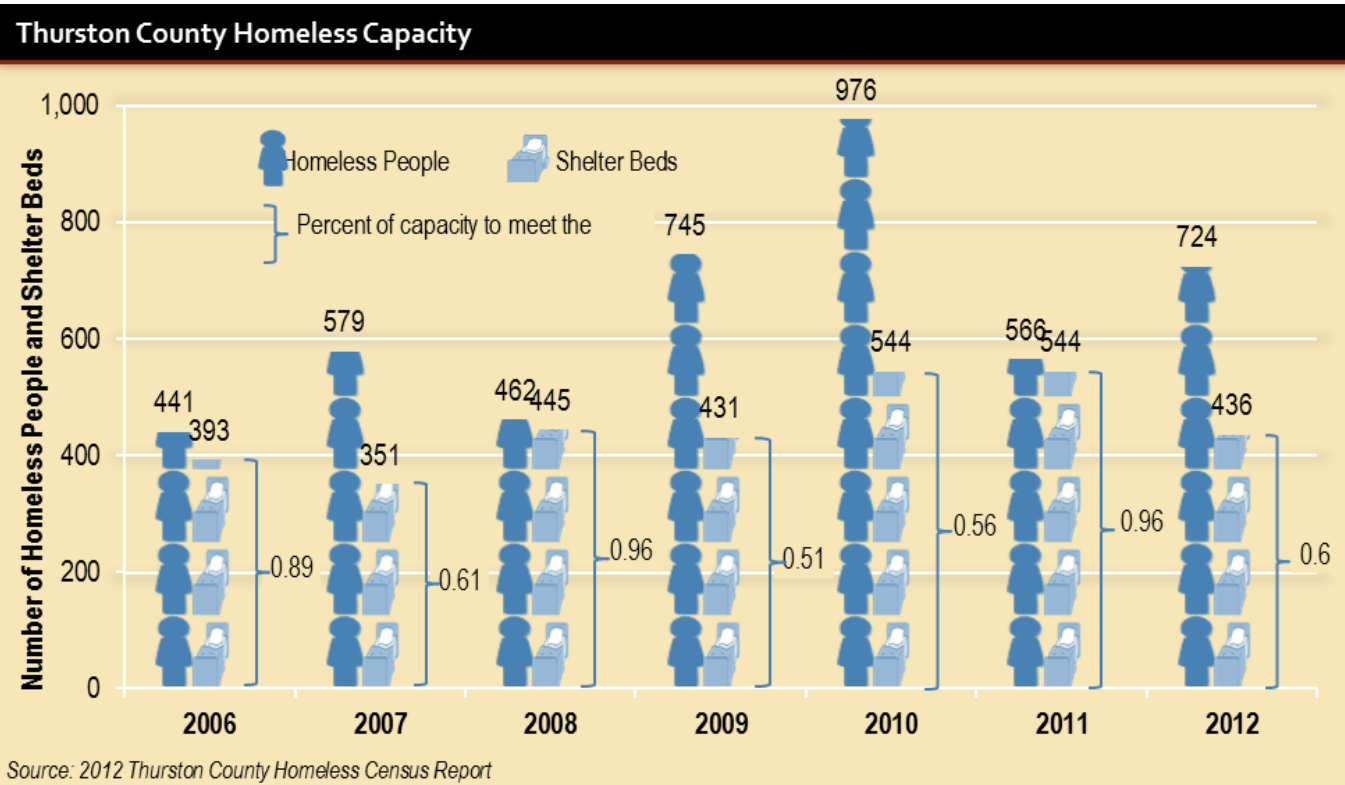
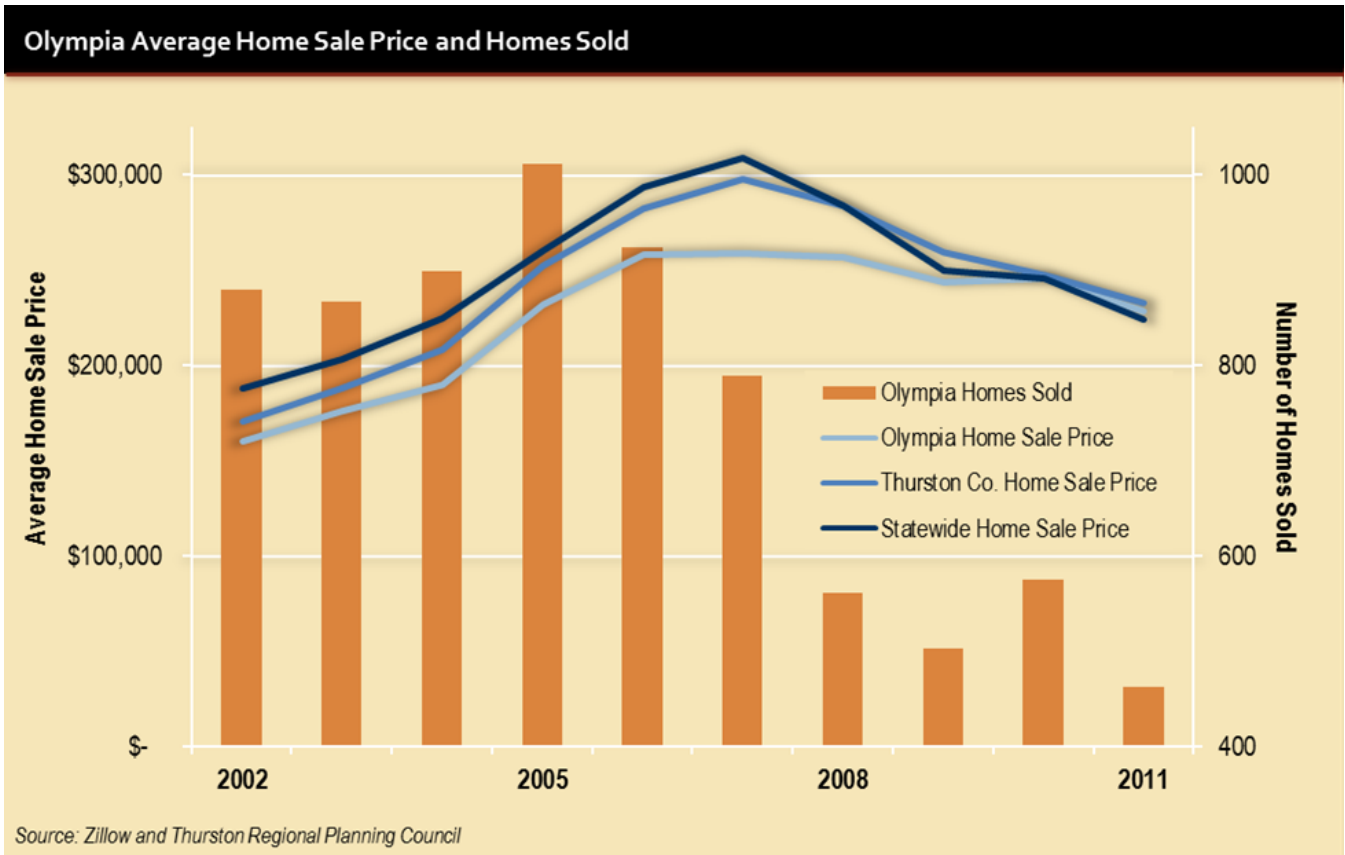
²Data is for the reservation and off-reservation trust lands as a whole, including those portions outside Thurston County.

The following chart presents 20 years of rental costs by size of unit from 1990 - 2011 with the percentage of change over time listed at the bottom.

Table III-14
Average Home and Duplex Rental Costs
Lacey, Olympia, and Tumwater, 1990, 1995-2011

Year	2 Bedroom			3 Bedroom		
	Lacey	Olympia	Tumwater	Lacey	Olympia	Tumwater
1990	\$385	\$447	\$460	\$539	\$656	\$605
1995	\$538	\$575	\$571	\$759	\$801	\$764
1996	\$591	\$593	\$564	\$797	\$791	\$785
1997	\$624	\$631	\$590	\$765	\$836	\$803
1998	\$620	\$620	\$618	\$775	\$816	\$780
1999	\$582	\$622	\$614	\$802	\$856	\$969
2000	\$608	\$635	\$634	\$886	\$934	\$893
2001	\$605	\$633	\$649	\$899	\$945	\$854
2002	\$660	\$721	\$768	\$956	\$1,019	\$1,015
2003	\$689	\$744	\$770	\$1,001	\$1,045	\$1,000
2004	\$711	\$735	\$747	\$954	\$1,013	\$981
2005	\$728	\$795	\$737	\$1,001	\$1,060	\$1,014
2006	\$783	\$797	\$854	\$1,061	\$1,108	\$1,144
2007	\$796	\$797	\$811	\$1,045	\$1,162	\$1,167
2008	\$900	\$870	\$884	\$1,164	\$1,235	\$1,245
2009	\$920	\$852	\$850	\$1,169	\$1,240	\$1,226
2010	\$832	\$880	\$862	\$1,174	\$1,127	\$1,110
2011	\$789	\$793	\$854	\$1,204	\$1,349	\$1,212
Average Annual Rate of Change						
1990-2000	4.7%	3.6%	3.3%	5.1%	3.6%	4.0%
2000-2011	2.4%	2.0%	2.7%	2.8%	3.4%	2.8%

Source: Thurston Regional Planning Council survey of home rental costs.

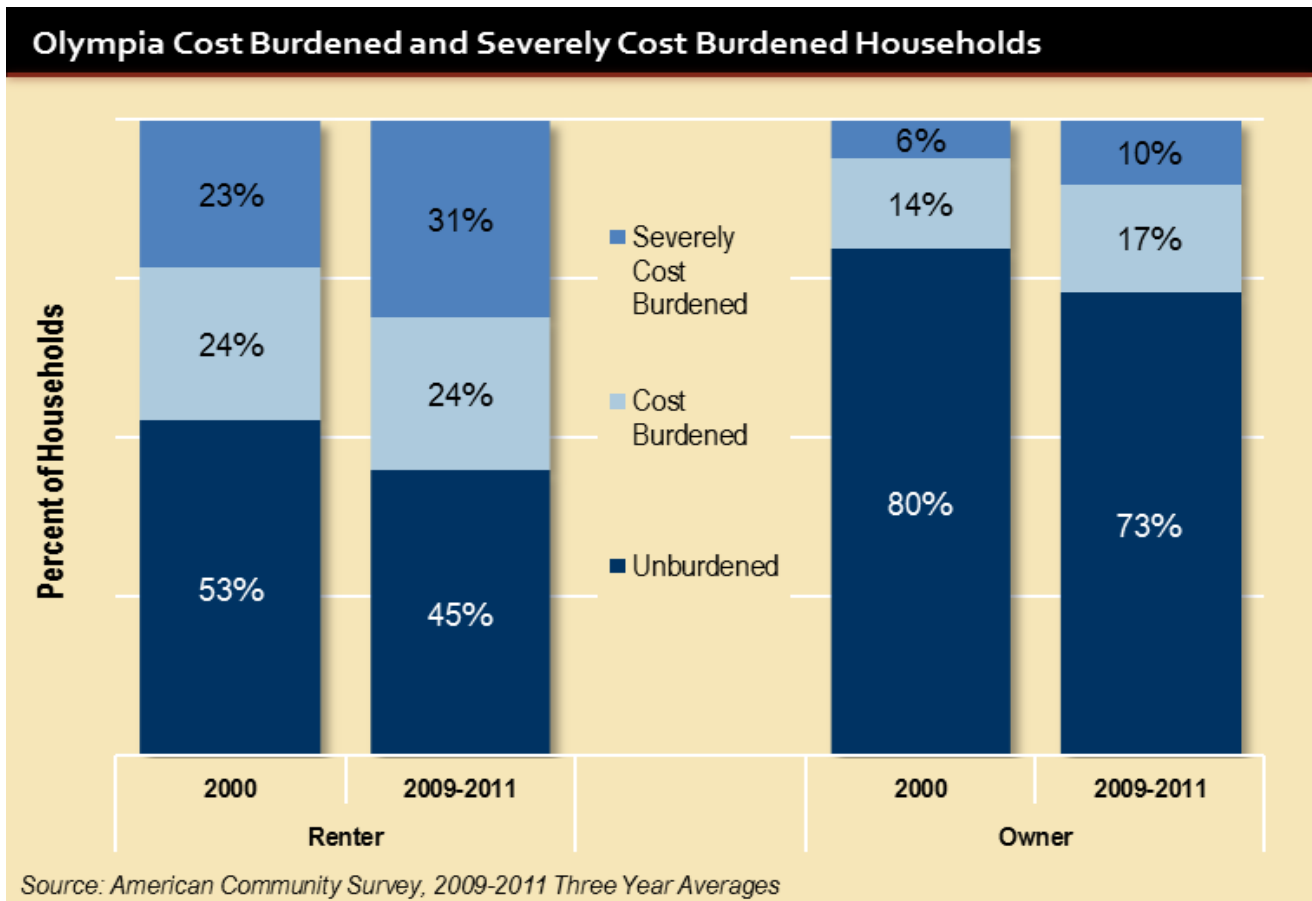


Appendix E: Olympia-Specific Needs Data

DRAFT DOWNTOWN HOUSING UNITS (02/02/13)			
<p>Overview: This DRAFT report was compiled to present a comprehensive assessment of Olympia’s downtown housing stock. Information is presented to show the numbers and percentages of units broken out by: subsidized low-cost housing; un-subsidized low-cost housing; market rate housing; and, live-aboard marina based housing. Also included is draft list of current housing projects underway. Downtown is defined as the central area of Olympia bonded by Puget Sound on the North, Capital Lake on the West, the State Capital Campus on the South and Eastside street on East.</p>			
TOTAL DOWNTOWN HOUSING UNITS			
TYPE	# of Units	% of Total Existing Units	
Directly Subsidized	573	37%	
Unsubsidized Low-Cost Units (Multi-unit & single family)	690	44%	
Existing Market Rate Housing	163	10%	
Live-aboard Marina Housing	131	9%	
EXISTING TOTAL DOWNTOWN HOUSING UNITS	1,557	100%	
DIRECTLY SUBSIDIZED (Funded by HUD Section 312, CDBG, Rental Rehab, Olympia Local Funds, Section 8)			
NAME	ADDRESS	# of Units	
Angelus Apts.	204 4 th Avenue	23	
Bentler Apts.	600 13th Ave SE	4	
Bettman House Apts.	216 9 th Ave SE	11	
Boardwalk Apartments	410 Capitol Way N	142	
Boardwalk Apartments	510 Capitol Way S	142	
Brentwood Apts.	527 11 th Ave SE	85	
Capital View Apts.	720 – 725 Franklin/ 302 8 th	7	
Cove Apts.	527 13th Ave SE	13	
Elks Building	607 – 615 Capital Way S	39	
Fleetwood Building	119 7 th Ave SE	43	
Franklin Street Apts.	920 Franklin	14	
Hale Bldg Apts.	502 – 504 4 th Ave East	9	
Huston Apts.	1055 – 1059 Adams	7	
Jefferson Apts.	114 -118 Jefferson	8	
Kelly Bldg Apts.	501 4 th Ave East	8	
Lui Apts.	213 ½ 4 th Ave East	7	
Munro Bldg Apts.	125 Columbia NW	6	
Olympia Hotel Apts.	539 Washington SE	50	
Rex Building Apts.	303 4 th Ave	18	
Senate House Apts.	1216 Chestnut SE	22	
Staples Bldg Apts.	702 4 th Ave East	7	
Stuart Place Apts.	110 Legion Way SE	36	
Thompson Apts.	208 Legion Way SE	8	
Uhler House Apts.	914 Franklin SE	4	
	TOTAL SUBSIDIZED UNITS	573	

CONTINUED

UNSUBSIDIZED LOW-COST UNITS		
TYPE		# of Units
Unsubsidized Low-Cost Units Multi-Unit and Single-Family		690
<i>Please note: Subject to a Summer 2013 inventory to be conducted by interns</i>		
	TOTAL UNSUBSIDIZED LOW-COST UNITS	690
EXISTING DOWNTOWN - MARKET RATE HOUSING		
NAME	ADDRESS	# of Units
Meconi Bldg Condo Project	Union & Capital	7
Capital Crossing	1112 Chestnut SE	78
Capital Steps	621 Eastside	26
Chestnut Ridge Apts.	715 - 719 Chestnut	28
Percival Landing Condos	606 Columbia	5
	1009 - 1003 Columbia SW	15
	911 5th Ave SE	4
	TOTAL MARKET RATE UNITS	163
EXISTING DOWNTOWN - LIVEBOARD MARINA HOUSING		
NAME	ADDRESS	# of Units
Fiddlehead Marina Inc.	611 Columbia St NW	15
Olympia Yacht Club	201 Simmons St NW	3
Port of Olympia	1022 Marine Dr NE	70
West Bay Marina	2100 West Bay Dr NW	40
Zittels Marina Inc.	9144 Gallea St NE	3
	TOTAL LIVE-ABOARDS	131
PLANNED DOWNTOWN MARKET RATE HOUSING		
NAME	ADDRESS	# of Units
Brian Colb Project Bldg #2	Adams & Legion Way	14
Brian Colb Project Bldg #3	Adams & Legion Way	14
Columbia Heights Project	123 4th Avenue West	123
Cunningham Bldg Project	4 th & Adams St	11
	PLANNED TOTAL DOWNTOWN MARKET RATE HOUSING	162



Rental Housing Vacancy Rates

Rental housing vacancy rates are considered a useful measurement or “metric” for looking at economic vibrancy of the rental housing market. High rental vacancy rates indicate a struggling rental market and lost revenues for rental property owners, whereas lower rental vacancy rates indicate a competitive market for tenants who face higher rents and more limited housing options.

Historically, the “healthy” vacancy rate in the Olympia area has been 5 – 6 %. Data on vacancy rates varies significantly by sources, two of the most cited are Apartments Insight Washington (*replaced Dupre & Scott*) and the Washington Center for Real Estate Research based at the University of Washington. Following are current recent statistics on local and regional vacancy rates:

March 2013	March 2012	Source
3.9%	6.5%	Olympia (<i>Apartments Insight survey cited by the Olympian 4/3/13</i>)
4%	6.2%	Thurston County (<i>Apartments Insight survey cited by the Olympian 4/3/13</i>)
4.5%	<i>unk</i>	State (<i>Washington Center for Real Estate Research at the UW</i>)

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Olympia Housing Inventory and Forecast for Selected Populations

By David Wallace, Senior Economist

This paper explains the methodology and approach used in creating forecasted need for housing for selected groups in the City of Olympia. The forecasts are meant to address the need for current estimates and projected demand for government-assisted housing, housing for low-income families, group homes and foster care facilities.

General Approach

The general approach of this effort has been to find the most up-to-date estimates of existing inventory, then apply existing forecasts where available and growth rates based on forecasted local population growth where specific forecasts are lacking.

Table 1: Estimates for subsidized and low-income households and group home and foster care clients, City of Olympia, 2012 and 2035

Year	Subsidized Households		Low-Income Households				Group Home Clients				Foster Care Clients	
	County Forecast	City Historical Rate	County Forecast		City Historical Rate		DSHS County Forecast	DSHS City growth rate	Census County Forecast	Census City growth rate	County forecast	City Historical rate
			<30% AMI	<50% AMI	<30% AMI	<50% AMI						
2012	1,356	1,307	3,183	5,490	3,185	5,494	130	130	79	79	95	95
2035	1,812	1,616	4,251	7,333	3,940	6,796	170	159	103	96	112	105
Average Annual Growth	1.3%	0.9%	1.3%	1.3%	0.9%	0.9%	1.2%	0.9%	1.2%	0.9%	0.7%	0.4%
Additional Need by 2035	455	309	1,069	1,843	754	1,301	40	28	24	17	17	10

Sources: HUD, DSHS, Census, OFM

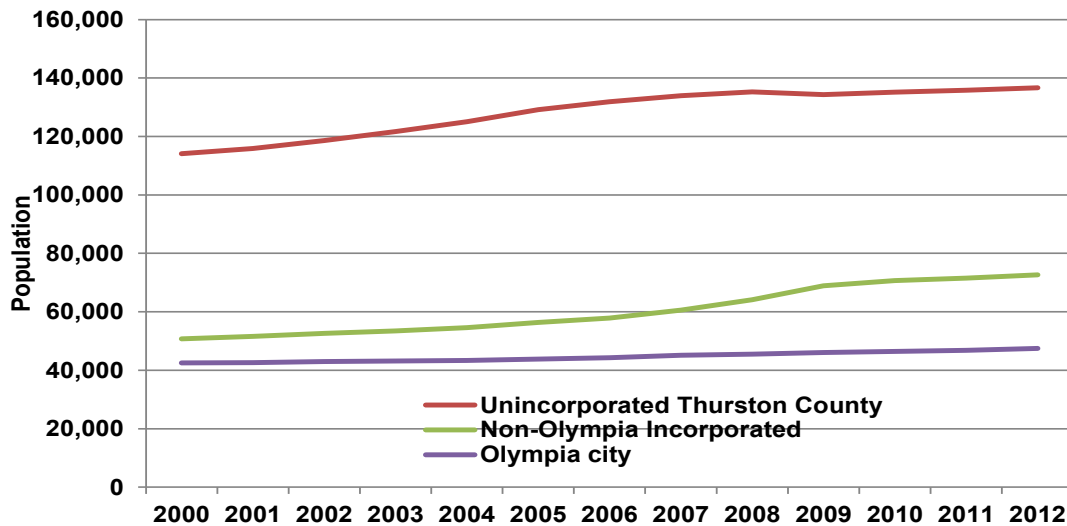
Government-assisted Housing

In the case of government-assisted housing, the best source of data was the Housing and Urban Development (HUD) Department. They produce household-level data for various jurisdictions, including at the city level. In the most recent year available, 2009, there was an estimated 1,268 government-assisted households in Olympia. This includes all federal programs such as Public Housing, Section 8, Federal Housing Administration programs, and Low Income Housing Tax Credit.

As there are no existing forecasts for government-assisted housing in Washington State, so projections after 2009 were based on population forecasts or, alternatively, historical growth rates. Population forecasts at the county level are produced by Office of Financial Management¹. Using these forecasted growth rates, the number of government households are expected to grow from 1,268 in 2009 to 1,812 in 2035. This would indicate an additional need of 455 housing units and amount to an annual average growth rate of 1.3 percent. This data is tabulated in Table 1 at the end of this document.

One potential flaw in this approach is the assumption that the City of Olympia would have future population growth equal to that of the county. From 2000-2012, Olympia had an average annual population growth rate of 0.93 percent compared to 1.80 percent for unincorporated Thurston County and 3.03 percent for other (non-Olympia) incorporated areas in Thurston County. Clearly the experience of the past dozen years would caution against routinely applying the county rate to the City of Olympia. On the other hand, the most recent data (2011-2012) shows Olympia growing at an annual rate of 1.54 percent compared to 1.62 percent for other incorporated areas and 0.57 percent for unincorporated areas. See Figure 1 showing this historical data.

Figure 1: Population for areas in Thurston County and City of Olympia, 2000-2012

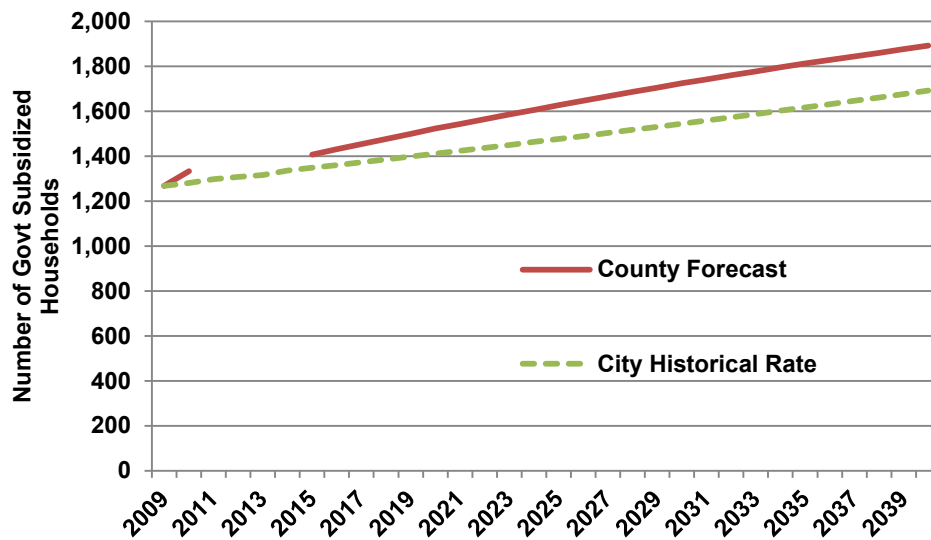


¹ <http://www.ofm.wa.gov/pop/gma/default.asp>

Source: Office of Financial Management

For these reasons, the following projections will include both those based on county employment projections as well as based on the average annual rate of growth for Olympia between 2000 and 2012. Given recent history, it seems unlikely that Olympia will grow as fast as the rest of the county in the coming decades, but given the city growth in the last several years, it is likely to grow faster than the rate experienced from 2000-2012. The two estimates produced by the different rates will give a range for which future growth is likely to fall within.

Figure 2: Existing and projected number of subsidized households, City of Olympia, 2009-2040



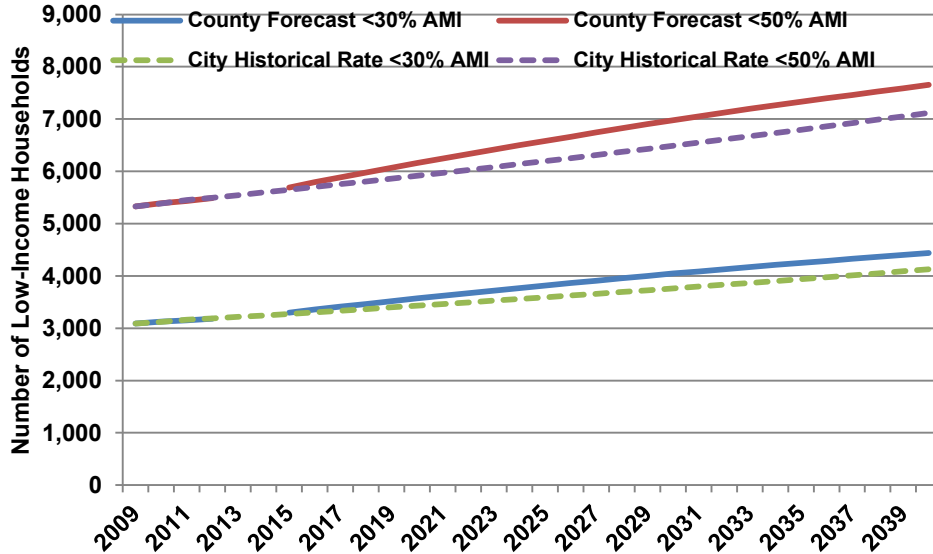
Source: HUD, Assisted Housing Data: County growth projections unavailable for 2011, 2013, and 2014 .

Figure 2 displays the projections for government subsidized housing, based on both county projections and the city historical rate. Using this approach gives a projected demand for subsidized housing in 2035 ranging from 1,616 to 1,818, meaning that the city would have demand for a net additional 309 to 455 subsidized units by 2035.

Low-income Households

The source data for low-income households, like government subsidized households, is HUD, and more specifically the Comprehensive Housing Affordability Strategy (CHAS) data. HUD provides data on the Area Median Income (AMI) with thresholds of less than 30 percent, 30-50 percent, 50-80 percent 80-100 percent and over 100 percent. For this report and estimates, households of both below 30 percent AMI and below 50 percent AMI were provided to give some flexibility in how one defines “low-income.”

Figure 3: Existing and projected number of low-income households, City of Olympia, 2009-2040



Source: HUD, CHAS

As with the subsidized households, both the county projections and the recent city growth rate were applied to give the results shown in Figure 3.

Assuming the more restrictive low-income definition of less than 30 percent AMI means that there were an estimated 3,183 low-income households in Olympia in 2012. Using the county population projections leads to an additional net 1,069 households in the city by 2035, to reach a total of 4,251. The slower city growth rates leads to a net increase of 754 households to reach 3,940 by 2035.

The less restrictive definition of less than 50 percent of AMI amounts to 5,499 low-income households in Olympia in 2012. The county rate would lead to an additional 1,843 households by 2035, while the city growth rate would indicate a need for 1,301 households.

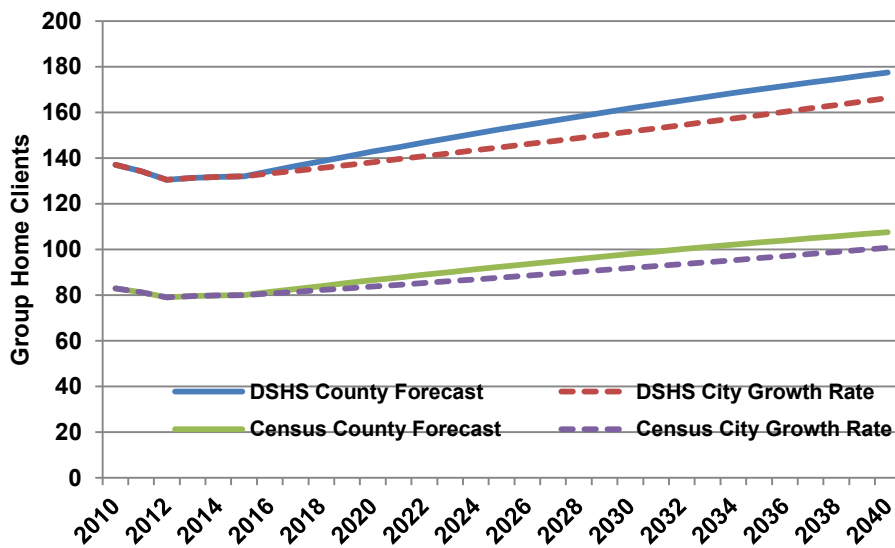
Group Home Clients

In the case of group home clients there were two sources of base estimates – the state Department of Social and Health Services (DSHS) and the Census. According the DSHS data there were 137 group home clients in Olympia in 2012. The DSHS data includes those reported as adult home clients as well as residential care clients. The Census found fewer – 83 clients in 2010. Census data is reported as those

living in group quarters and includes those in juvenile (non-correctional) group homes as well as adult group homes.

The Washington State Caseload Forecast Council provides statewide forecasts out to 2015 for adult family homes and residential care population. For projections the DSHS and Census estimates were used as base estimates. The Caseload Forecast Council projections were used for change between 2010 and 2015, then the county forecast and city historical growth rates were applied from 2015 to 2040.

Figure 4: Existing and projected number of group home clients, City of Olympia, 2010-2040



Source: DSHS

Using the DSHS estimate with the county population projections leads to an additional 40 group home clients by 2035. The slower city rate would lead to an additional 28 clients by 2035. Alternatively, if the smaller Census number estimates are used it would result in increases by 2035 of 24 and 127, respectively.

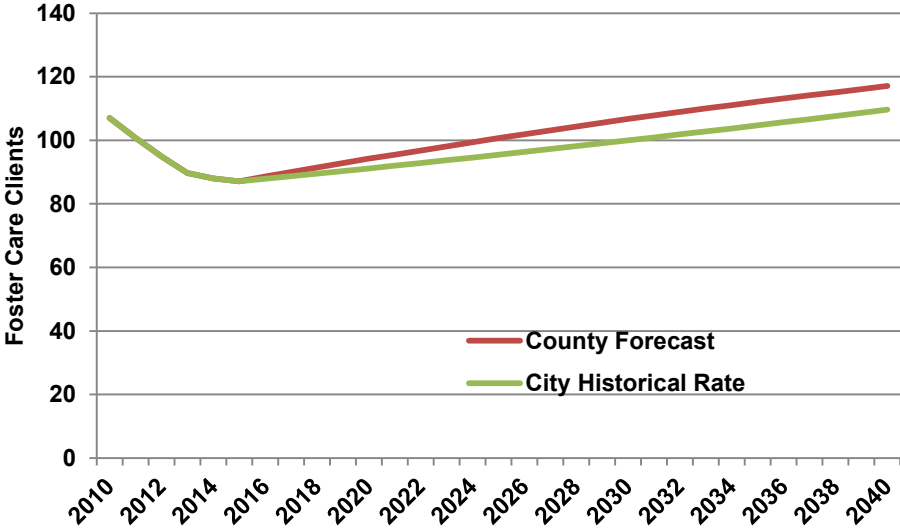
Foster Care Clients

The base estimate for foster care clients in Olympia comes from DSHS. Like the group home clients, there is also a relevant statewide forecast available from the Caseload Forecast Council out to 2015. Using those inputs would lead to an estimated 95 clients in 2012. This is forecasted to rise by a net 17 using the county projections and by a net 10 using the city growth rate. This data is displayed in Figure 5.

Appendix E: Olympia-Specific Needs Data

The projections shown in Figure 5 are for the number of clients, not specifically the need for foster care housing. According to the US Department of Health and Human Services,² each licensed Washington State foster care home hosts an average of 1.6 foster children using this benchmark would mean that estimated net additional need for foster care homes would range from six to about 11.

Figure 5: Existing and projected number of foster care clients, City of Olympia, 2010-2040



Source: DSHS

² <http://www.childrensrights.org/wp-content/uploads/2008/08/wa.pdf>

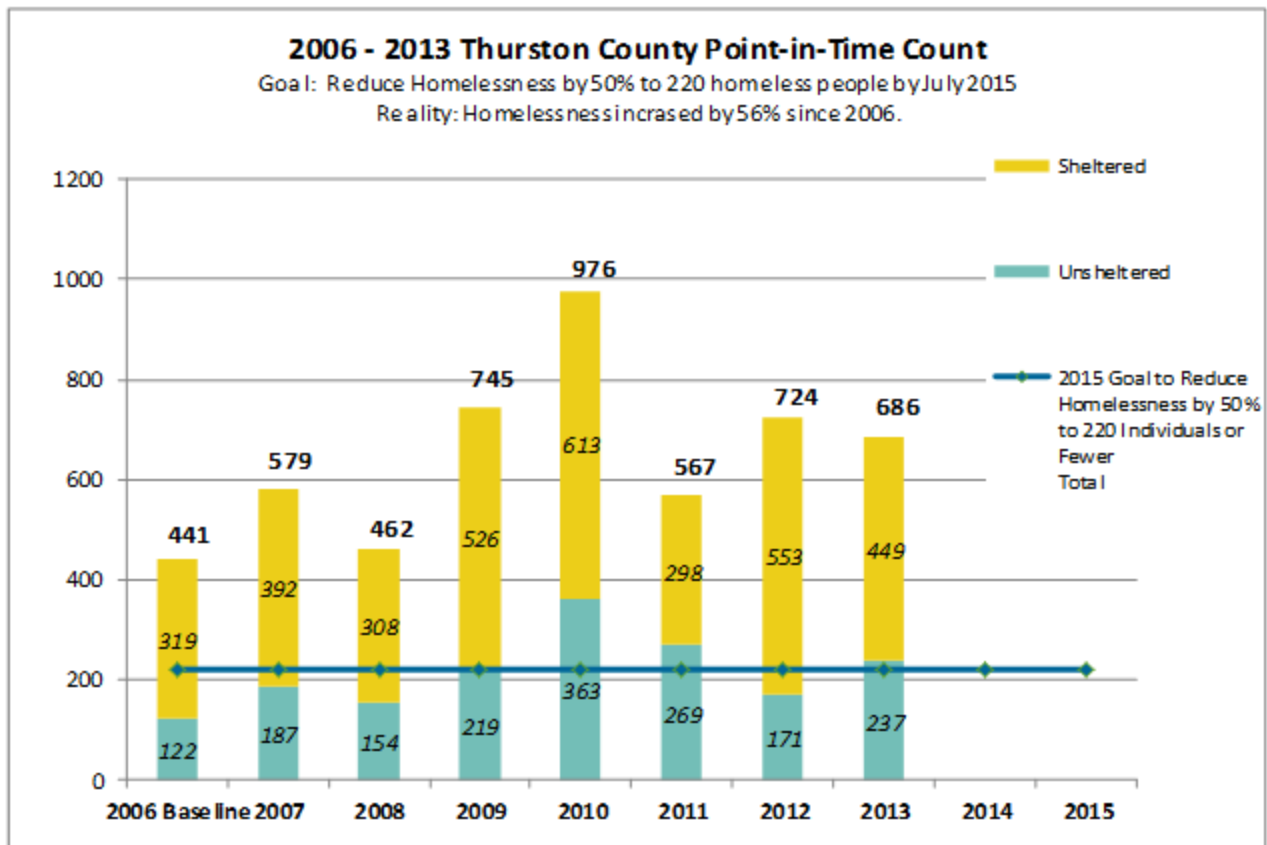
Section 3: Homelessness Needs

2006—2013 Countywide Homeless Census Results

The annual Point in Time Census (PIT) occurs every year at the end of January, and presents a snapshot of who’s homelessness and why in Thurston County. This census is part of the County’s 10-year plan to reduce homelessness by half.

Starting in 2006, the census found 441 homeless people, which made the goal o reduce homelessness to 220 people or less, as represented by the blue horizontal line. Instead, homelessness is still 56% higher now than eight years ago, as represented by the yellow vertical bars. Homelessness spiked up to 976 people in 2009 and is slowly coming down, reaching 686 in 2013.

The blue vertical bars below represent the number of unsheltered homeless people who found refuge in a wide variety of substandard accommodations, including: tents, cardboard boxes, train tunnels, cars, under bridges, abandoned and substandard buildings.



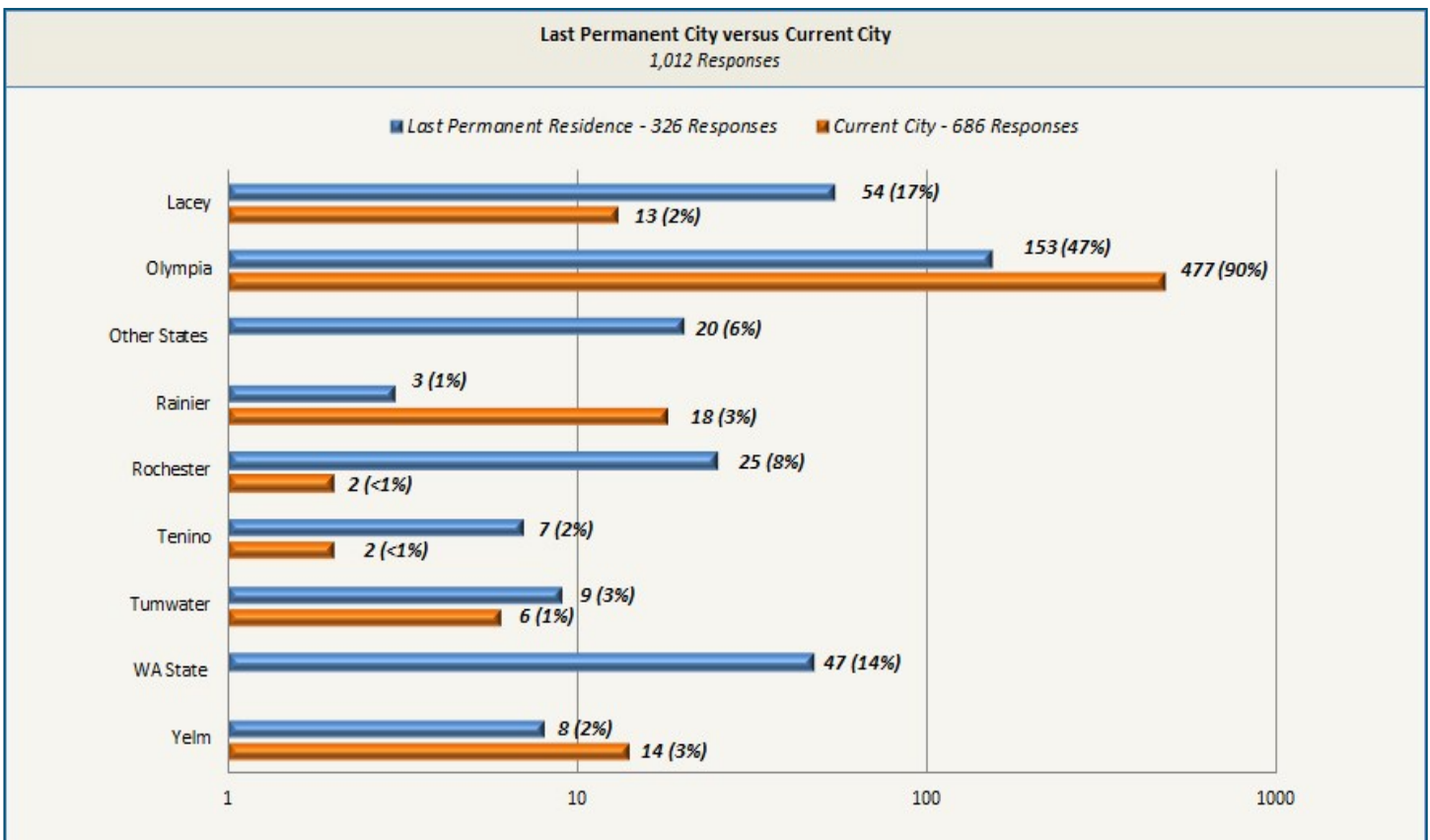
Homeless Geography

Last Permanent Residence & Location During Homeless Census

The graph below contrasts two sets of data related to homelessness. The blue bars in the graph represent the last permanent residence of the homeless, meaning the last place they lived and were more formally considered a part of a community. The red bars indicate where they were found during the 2013 homeless census.

Only 47% or 153 of 326 respondents stated that Olympia was their last residence. Yet 90% or 477 of 686 respondents said the spent the night of the Homeless Census in Olympia. (**Please note:** while the “where did you stay last night” question was mandatory for inclusion in the census, other questions were optional.)

Another 17% or 54 said their last permanent city was Lacey yet only 2% or 13 homeless people stayed there the night of the census. This graphically shows how the concentration of homeless shelters in the urban hub result in a significant change of geography in homelessness; limited choices for services or shelter often drive homeless people away from the places they consider home into the urban hub to find assistance.



EMERGENCY SHELTER LIST

Thurston County - MAY 2013

Following is a comprehensive listing of the current homeless shelters located in Olympia, broken down by the demographic served. Please note: some listings are not address specific because of either confidentiality or operating plans that involve rotation between host sites.

SINGLE ADULTS

BREAD & ROSES | 1320 8th Avenue, SE | Phone: 754-4085

Year-round for Single Women – 12 beds

Host organization: Bread & Roses

CAMP QUIXOTE | First Christian Church, 701 Franklin Street, SE

Year-round for Single Men and Women – 30 beds in tents

Host Organization: Panza

SALVATION ARMY SHELTER | 808 5th Avenue, SE | 352-8596

(Corner of 5th Avenue and Plum Street)

Year-round for Single Men (42 beds) and Single Women (16 beds)

Host Organization: Salvation Army

Salvation Army Cold Weather Shelter: *Temperature below 32 degrees*

Cold Weather Shelter for Single Men (25 beds) and Single Women (4 beds)

Host Organization: Salvation Army

DREXEL HOUSE | 604 Devoe Street, SE | 753-2295

Year-round for Single Men (16 beds)

Host Organization: Catholic Community Services

INTERFAITH WORKS WOMEN’S SHELTER | Scattered Sites | 357-7224

Year-round for Single Women (18 beds)

Host: Scattered Sites – Faith Communities in Olympia’s Urban Hub

Interfaith Works Men’s Cold Weather Shelter: *Temperature below 32 degrees*

Cold Weather Shelter for Single Men (12 beds)

Two locations:

St. Michael’s Church, 1208 11th Avenue, SE, Olympia

Sacred Heart Church, 812 Bowker Street, SE, Lacey

Host: Interfaith Works

(Continued)

FAMILIES

FAMILY SUPPORT CENTER | 701 Franklin Street, SE | 628-7343

Year-round for seven (7) Families (28 beds total)

Host: First Christian Church

HOUSING AUTHORITY FAMILY SHELTER | Scattered Sites | 753-8292

Year-round for four (4) Families (16 beds total)

OUT OF THE WOODS | 2409 Division Street, NW | 570-0423

Year-round for three (3) families (12 beds total)

Host: Unitarian Universalist Church

YELM COMMUNITY SERVICES CENTER | 624 Crystal Springs Road, NW, Yelm | 360-458-7000

Year-round for one (1) family (6 beds total)

Host: Yelm Community Services Center Shelter

YOUTH (Under 21)

COMMUNITY YOUTH SERVICES, ROSIE'S PLACE | 711 State Avenue, E | 943-7861

(Near Corner of Plum Street and State Avenue)

Year-round for youth under 21; males, females and transgendered individuals (up to 10 beds)

COMMUNITY YOUTH SERVICES, HAVEN HOUSE | Confidential Sites | 943-7861

(Confidential Sites c/o 711 State Avenue, E)

Year-round for youth under 21, males, females and transgendered individuals

DOMESTIC VIOLENCE VICTIMS

SAFEPLACE | Confidential Sites | 754-6300 or TTY 943-6703

(Confidential Sites c/o 314 Legion Way, E)

Year-round for 28 Domestic Violence Victims, up to 10 families

Host: Safeplace

Section 4: Economic Development Needs

- Information on current employment by trade or category, unemployment, business vacancy data, along with economic vitality indicators.

Olympia 2013 Employment and Average Annual Wage

When analyzing the economic needs of Olympia, it is crucial to understand where people are finding jobs, and how much income they receive, as it directly influences consumer spending and economic development.

The following three charts provide a snapshot of the top workforce industries in Olympia, in 2013.

- The **table** is a complete summary of all of the data
- The **pie chart** shows the percent of the total employed in each industry
- The **bar graph** provides a visual compare and contrast between how many people are employed in each industry, to their average annual salary.

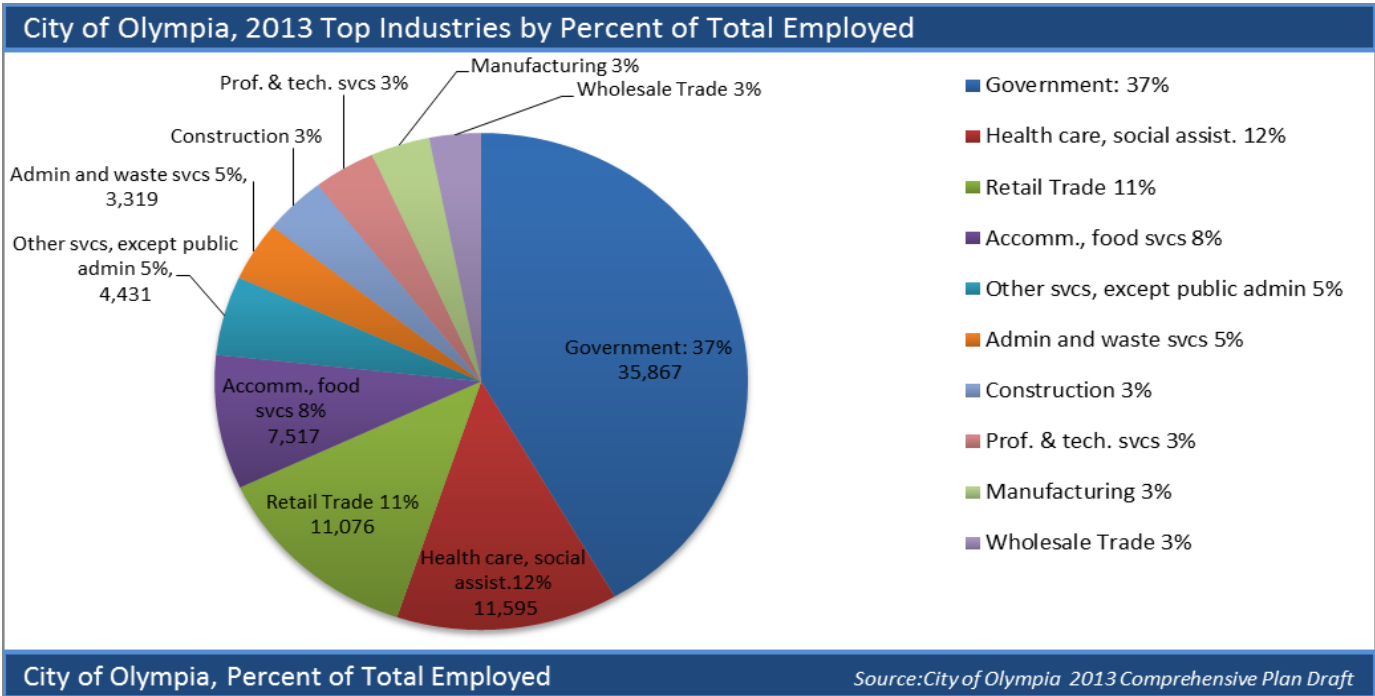
The full breakdown of the major industries in Olympia is shown in the list below. The industries are listed by percent of total average workforce employed, starting with the Government, which employs 37%, and ending with the Mining industry, which has on average 35 employees, and represents 0% of the total Olympia workforce.

2013 Olympia Summary Chart of Employment	Average Employed	Average Annual Wage	
Government	37%	35,867	\$53,014
Health care, social assistance	12%	11,595	\$42,206
Retail Trade	11%	11,076	\$26,316
Accommodation, food services	8%	7,517	\$15,665
Other services except public administration	5%	4,431	\$25,753
Administration and waste services	5%	3,319	\$25,449
Construction	3%	3,274	\$41,893
Professional and technical services	3%	3,244	\$54,790
Manufacturing	3%	3,088	\$43,234
Wholesale Trade	3%	2,697	\$83,700
Finance, insurance	2%	2,159	\$53,953
Transportation, warehousing	2%	1,684	\$34,449
Agriculture, forestry, fishing, hunting	1%	1,370	\$32,491
Real estate, rental, leasing	1%	1,272	\$28,824
Educational services	1%	1,271	\$42,351
Arts, entertainment, recreation	1%	1,189	\$16,783
Information	1%	991	\$46,379
Management of companies & enterprise	1%	663	\$59,515
Utilities	0%	169	\$75,435
Mining	0%	35	\$41,204
Total Average Workforce		96,767 employees	\$42,370 average salary

Source: City of Olympia, 2013 Comprehensive Plan Draft

The Top Industries in Olympia Percent of the Total Average Workforce, or 96,767 People

Some industries within the pie chart are omitted, as the percent of employed was smaller than 3% of the total workforce, and was too small to adequately register on the chart. The full list of industries, as well as the corresponding percentiles, are listed in the first chart, entitled “2013 Olympia Summary Chart of Employment”

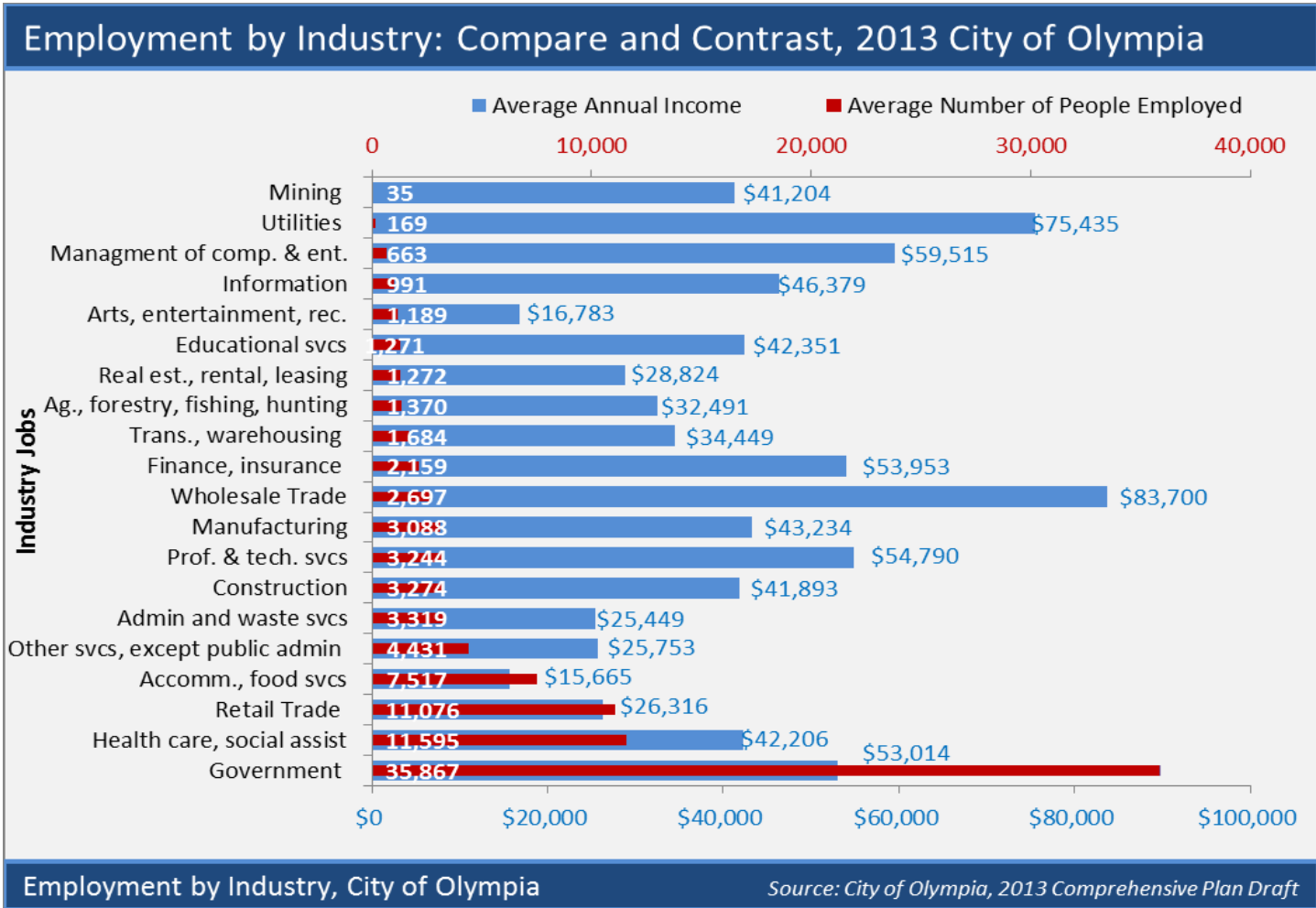


Olympia 2013: Employment Compare and Contrast

In order to understand the full scope of the industries in the area, the graph below compares the total average number of people employed in each industry (red), to the average annual salary of that industry (blue).

On average, Olympia employs 96,767 people, with an average annual salary of \$42,370.

One of the largest industries in Olympia is the Government, which employs on average 35,867 people, or 37% of the workforce. When analyzing government employees average annual salary, it is roughly \$53,014. By comparison, the wholesale trade industry employs 2,697 people, or 3% of the workforce, but receives the highest average annual salary, of \$83,700.

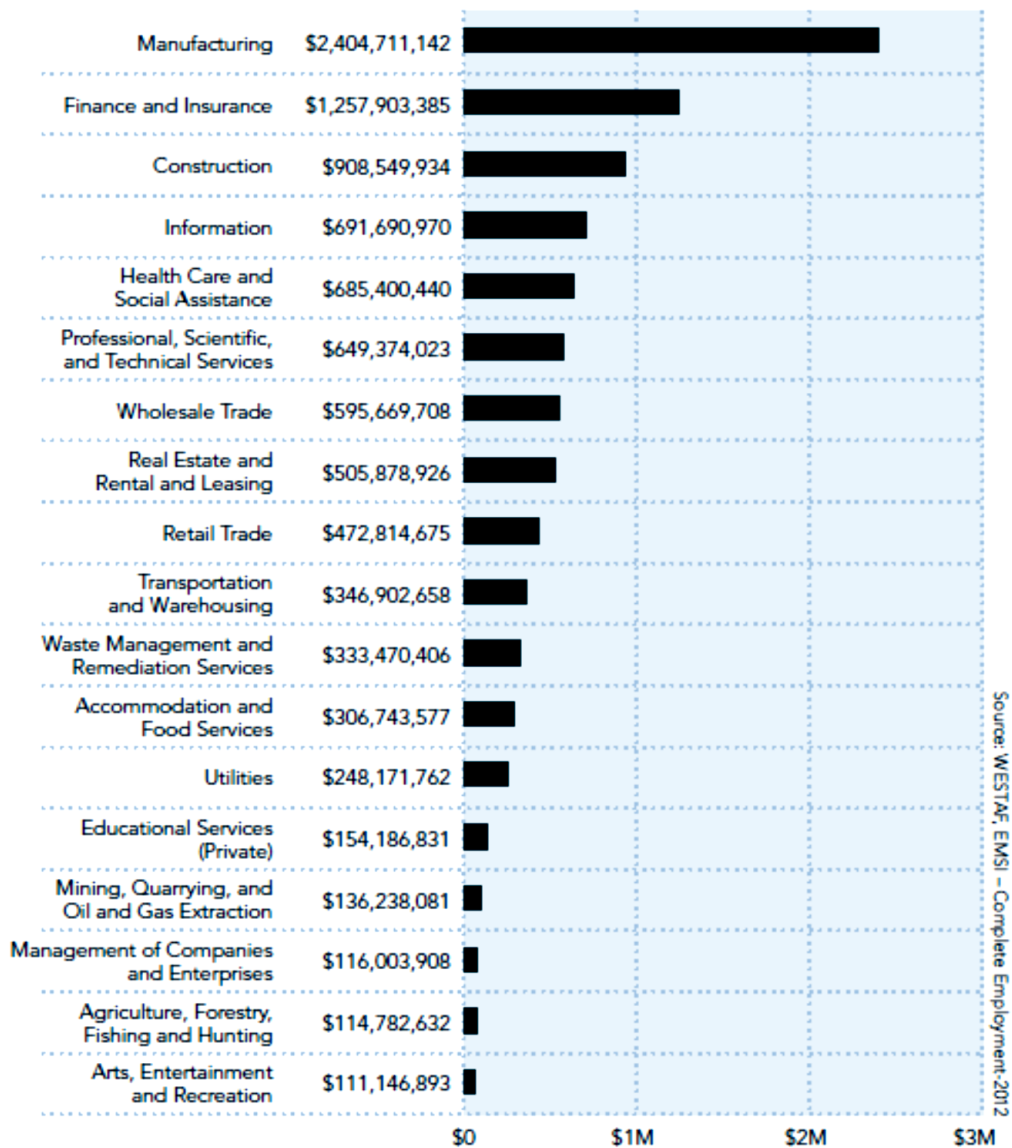


Core Industry Imports: 2012

Targeted opportunities to substitute industry imports

In 2012, the Thurston County Economic Development Council (EDC), examined sales records in Thurston County. The goal was to evaluate what jobs and revenue would be created if Thurston County *insourced* industry products and services that are currently *outsourced*.

The findings revealed key industries where import substitution, or providing goods and services locally instead of from imports, could help build the local Thurston County economic base. The chart below highlights the core industries where import substitution could expand the local economy, and shows the sales records each made for imported goods and services.



Source: Thurston County Economic Development Council, 2012 Economic Vitality Report

Thurston County Economic Vitality Index (EVI)

Leading Indicators Index: 2000-2012

Leading Indicators are a widely used and accepted means of measuring the economic development of a given community. Leading Indicators are the measurable factors in a local economy that sets a specific trend in that area before the entire economy has changed. The leading contributors used to evaluate Thurston County are:

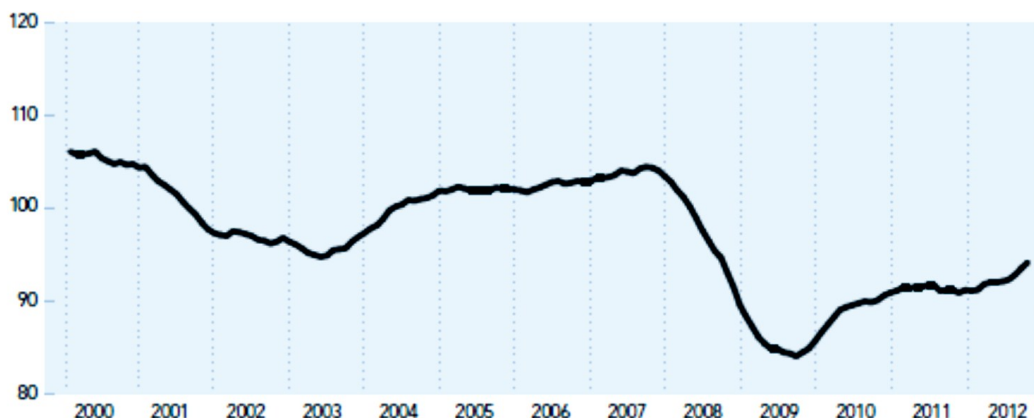
- **Total residential building permits**
- **Initial unemployment claims**
- **Consumer sentiment**
- **U.S security yield spread** (anticipated changes in interest rates: a smaller yield means less risk for investors)
- **Stocks and local interest**

Produced by the Thurston County Economic Development Council (EDC), the **composite leading index** for Thurston County is calculated monthly based off these indicators. It has fluctuated between the years 2000-2012, mirroring national trends. Based on the chart below, the numbers declined in 2009, but are now showing a steady growth, leveling off at 94.1 by the end of 2012.

This chart serves as a useful tool to illustrate Thurston County's growth pattern. Other factors that specifically contribute to the local upward trend are:

- The County region's **continued appeal to businesses** as a place to operate and invest in
- The close **proximity to Joint Base Lewis McCord (JBLM)**, and the resulting economic stimulus that spills into Thurston County.

Thurston County EVI Leading Indicators Index: 2000-2012



Source: Thurston County Economic Development Council, 2012 Thurston Economic Vitality Index

2013 Top Olympia Based Employers

The chart below is a list of some of the top employers in Olympia, in 2013, and provides the total number of employees at each.

These lists provide a best estimate of the top employers. Not every business was able to provide accurate totals prior to completion of this report. Any omission of a business was due to the lack of available information by that deadline.

Rank	<u>Private Sector</u> <u>Olympia Based Companies</u>	# of Employees in 2013
1	St. Peters Hospital	2,200
2	Capital Medical Center	500
3	Group Health Cooperative	400
4	Intercity Transit	308
5	Mother Joseph Care	220
6	Home Depot	121
7	Puget Sound Energy	70

	<u>Public Sector</u> <u>Olympia Based Companies</u>	# of Employees in 2013
1	<i>Washington State*</i>	<i>9,982*</i>
2	<i>Port of Olympia</i>	1,898
3	<i>Thurston County</i>	1,281
4	<i>Evergreen State College</i>	768
5	<i>South Puget Sound C.C</i>	708
6	<i>City of Olympia</i>	514

Source: Personal verification from each individual business, provided the total number of employees

* Washington State employee number based on the estimate that 50% of State employees located in Thurston County are based in Olympia. The Thurston County total State employees is 19,964, provided from Washington State Human Resources.

Olympia Specific Unemployment Rate: 2012-2013 Comparison

The data below is a comparison between the unemployment rates in Olympia, from 2012 to 2013, as well as to Washington State. The data is provided by the Employment Security Department of Washington State, and corroborated by the U.S Bureau of Labor Statistics, "Olympia Economy at a glance".

While unemployment in Washington State has decreased by 1.4%, Olympia is still showing a positive decline. In the past year, Olympia has seen a 0.6% decrease in unemployment, or 800 people returning to work.

March 2013 preliminary				
Labor market areas	Labor force	Employment	Unemployment	Unemployment rate
Washington state total	3,484,130	3,223,610	260,520	7.5%
Olympia	128,320	118,160	10,160	7.9%

March 2012 revised				
Labor market areas	Labor force	Employment	Unemployment	Unemployment rate
Washington State total	3,491,900	3,181,430	310,470	8.9%
Olympia	128,880	117,920	10,960	8.5%

Source: Employment Security Department/LMEA; U.S. Bureau of Labor Statistics, Local Area Unemployment Statistics



Olympia Downtown Storefront Data

April 15, 2013

Overview

Downtown business vacancy rates present a useful measure of a community’s economic vitality. While Olympia has many business districts located throughout the incorporated area, the high visibility of the downtown core serves to accentuate the impact of its business vacancy rates, signaling a real or perceived measure of Olympia’s economic vitality overall.

According to the National Board of Realtors, the suggested average business vacancy rates hover between 10 – 11%. The following charts present vacancy rates for Olympia’s downtown core. This data has been prepared by staff and interns utilizing two methodologies as indicated.

Mainstreet Business Vacancies – April 2013

On April 12, 2013, Olympia interns conducted a survey of business storefronts on the arterials of the downtown core. This survey collected data based on the number of actual storefront businesses, as opposed to the vacancy rates by square footage presented later in this document. Following is a chart presenting storefront occupancy and vacancy statistics for the areas between State Ave NE, Plum St SE, Legion Way SE, and Water St SW.

Olympia Downtown Core Occupancy by Storefronts

Data collected April 12, 2013

Storefront Status	Storefronts	Percent Total
Total Storefronts	269	100%
Occupied	239	88.85%
Vacant	30	11.15%

Olympia Downtown Core Business Vacancies – 2nd Quarter 2011

An earlier survey of business occupancy collected data on the square footage of businesses by type in the downtown core, defined as the central area of Olympia bounded by the water on the north, Capitol Lake on the West, Eastside Street on the East and the State Capitol Grounds on the North. This data was collected by a team of Olympia interns during the 2nd Quarter of 2011. The percentages were based on square footage (calculated using the City of Olympia Economic Development GIS map). Attached please find a color-coded GIS map. **(Chart on next page)**

Olympia Downtown Core Occupancy by Square Footage
Data collected 2nd Quarter, 2011

Business Type:	Square Footage:	Percent Total:
Total Street Level Area	2781813.44	100.00%
Vacancy	177052.39	6.36%
Retail (General)	363751.81	13.08%
Theatre Performance	53088.06	1.91%
Coffee House Café	19184.94	0.69%
Restaurant Bakery	187160.13	6.73%
Bar	48101.45	1.73%
Residential	225239.00	8.10%
Retail (Gallery Antiques)	33535.84	1.21%
Government	739261.85	26.57%
Professional (Trade, Service)	464562.28	16.70%
Light Industrial	124734.85	4.48%
Hotel	62895.60	2.26%
Auto Service	97744.07	3.51%
Financial (Bank)	109209.37	3.93%
Religious Spiritual	76291.74	2.74%

Olympia Downtown Core Volume of Surface Parking Lots – 2nd Quarter 2011

The final chart presents the total volume of unstructured surface parking in the Olympia downtown core, defined as the central area of Olympia bounded by the water on the north, Capitol Lake on the West, Eastside Street on the East and the State Capitol Grounds on the North. This data was collected by a team of Olympia interns during the 2nd Quarter of 2011. The percentages were based on square footage (calculated using the City of Olympia Economic Development GIS map). (A color-coded GIS map designating all 2011 data is available upon request). As of 2nd quarter, 2011, nearly **25% of downtown was configured as open-air surface parking.**

Parking Lot Type	Square Footage	Percent Total
Total Parking Lot Area:	929,659	100.00%
City Managed (Monthly Fee)	39,480	4.20%
City Managed (Daily Fee)	33,102	3.60%
City Managed (Free)	22,765	2.40%
Private (Pay Lot)	248,654	26.70%
Private (Patron Only)	585,658	63.00%

Appendix E: Olympia-Specific Needs Data

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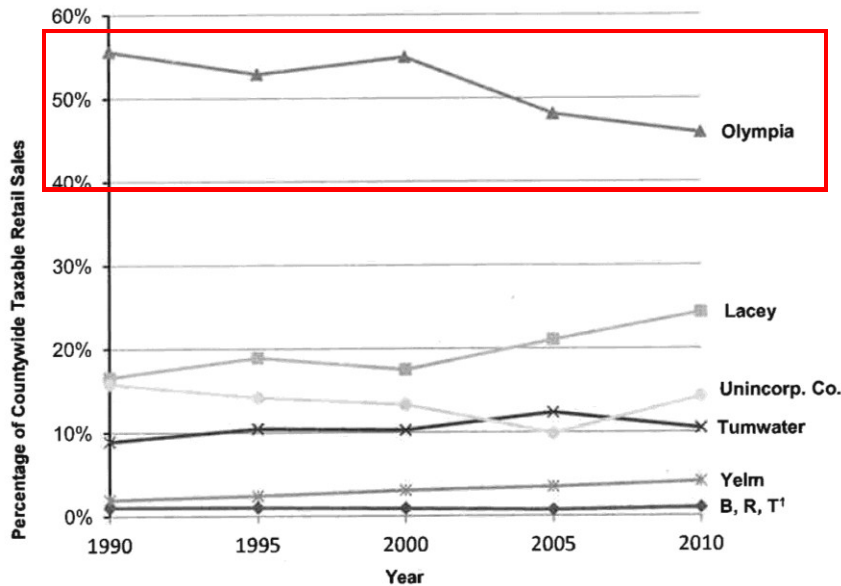
Table V-11
Taxable Retail Sales, Thurston County Jurisdictions, 1990, 1995, 2000, 2005, 2010-2011

Jurisdiction	Taxable Retail Sales						Average Annual Percent Change	
	1990	1995	2000	2005	2010	2011	1990-2000	2000-2011
Bucoda	\$699,419	\$1,081,088	\$1,077,985	\$1,711,717	\$1,130,354	\$1,093,299	4.4%	0.1%
Lacey	\$229,175,649	\$361,012,388	\$443,262,850	\$763,330,219	\$924,304,180	\$908,730,794	6.8%	6.7%
Olympia	\$768,421,602	\$1,008,392,985	\$1,391,499,232	\$1,744,047,109	\$1,742,558,948	\$1,700,990,898	6.1%	1.8%
Rainier	\$4,236,901	\$7,939,038	\$7,633,999	\$8,831,652	\$14,324,993	\$13,140,030	6.1%	5.1%
Tenino	\$9,359,153	\$10,816,648	\$14,500,935	\$15,387,904	\$21,734,105	\$16,758,599	4.5%	1.3%
Tumwater	\$123,771,517	\$199,278,540	\$260,117,197	\$447,883,229	\$397,914,280	\$418,171,856	7.7%	4.4%
Yelm	\$27,375,025	\$46,648,768	\$77,792,761	\$125,801,677	\$156,390,959	\$151,370,538	11.0%	6.2%
Unincorp. County	\$218,349,234	\$270,430,246	\$337,326,350	\$357,570,093	\$542,436,303	\$543,760,521	4.4%	4.4%
Thurston County	\$1,381,388,500	\$1,905,414,863	\$2,533,211,309	\$3,624,052,873	\$3,800,794,121	\$3,754,015,869	6.3%	3.6%

Jurisdiction	Taxable Retail Sales (as Percentage of the Total County)						Difference in Percentage	
	1990	1995	2000	2005	2010	2011	1990-2000	2000-2011
Bucoda	0.05%	0.06%	0.04%	0.05%	0.03%	0.03%	-0.01%	-0.01%
Lacey	16.59%	18.95%	17.50%	21.06%	24.32%	24.21%	0.91%	6.71%
Olympia	55.63%	52.92%	54.93%	48.12%	45.85%	45.31%	-0.70%	-9.62%
Rainier	0.31%	0.42%	0.30%	0.24%	0.38%	0.35%	-0.01%	0.05%
Tenino	0.68%	0.57%	0.57%	0.42%	0.57%	0.45%	-0.11%	-0.13%
Tumwater	8.96%	10.46%	10.27%	12.36%	10.47%	11.14%	1.31%	0.87%
Yelm	1.98%	2.45%	3.07%	3.47%	4.11%	4.03%	1.09%	0.96%
Unincorp. County	15.81%	14.19%	13.32%	9.87%	14.27%	14.48%	-2.49%	1.17%
Thurston County	100%	100%	100%	100%	100%	100%	-	-

Explanation: Thurston County total is not equal to the sum of individual jurisdictions (as reported by the State).

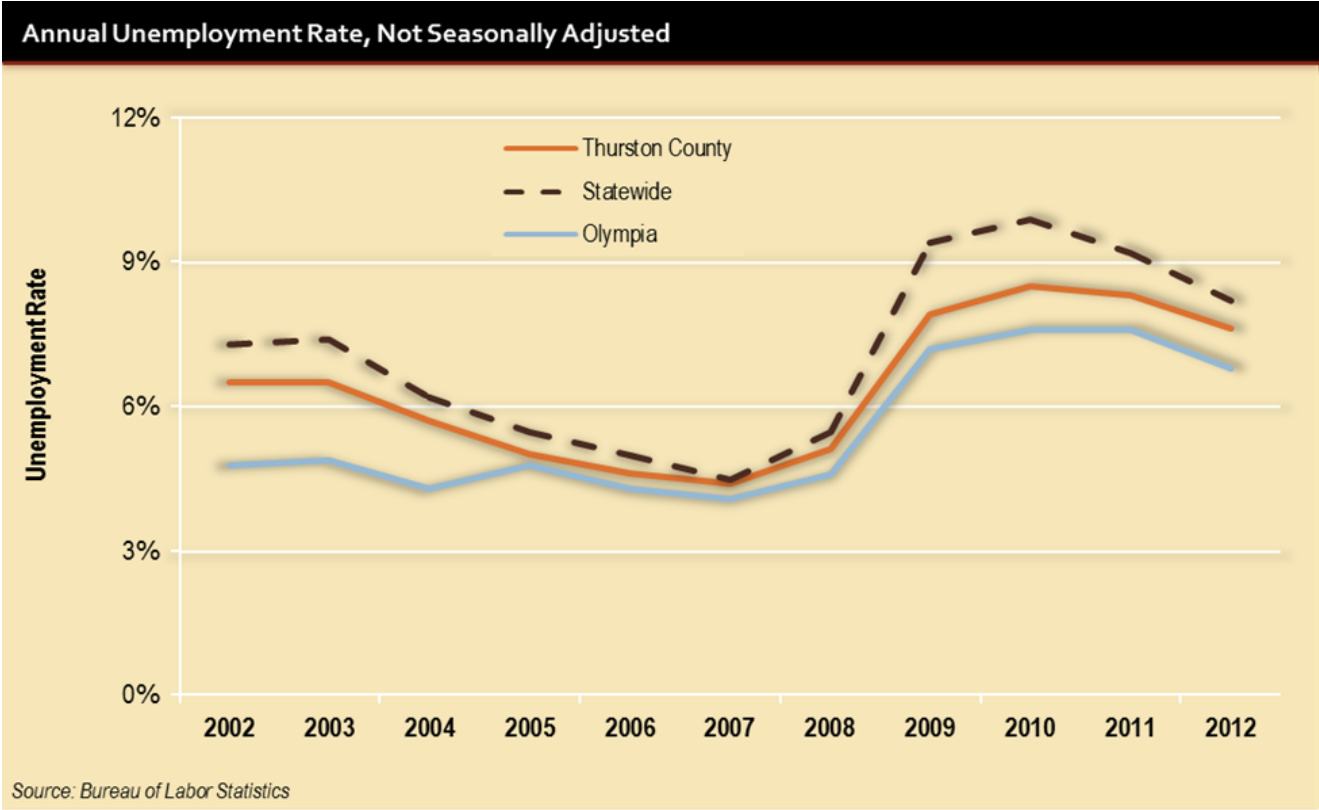
Figure V-1
Taxable Retail Sales by Jurisdiction as a Percentage of the Overall County 1990, 1995, 2000, 2005, 2010



Source: Washington Department of Revenue, Research Division. Quarterly Business Review.

Explanations: See Table V-11 for supporting data.

B, R, T is a combination of Bucoda, Rainier and Tenino that has been used for ease of graph readability.



Section 5: Income Needs

- Information on Olympia's general income rates, the cost of living compared to other cities, and poverty rates by demographic.

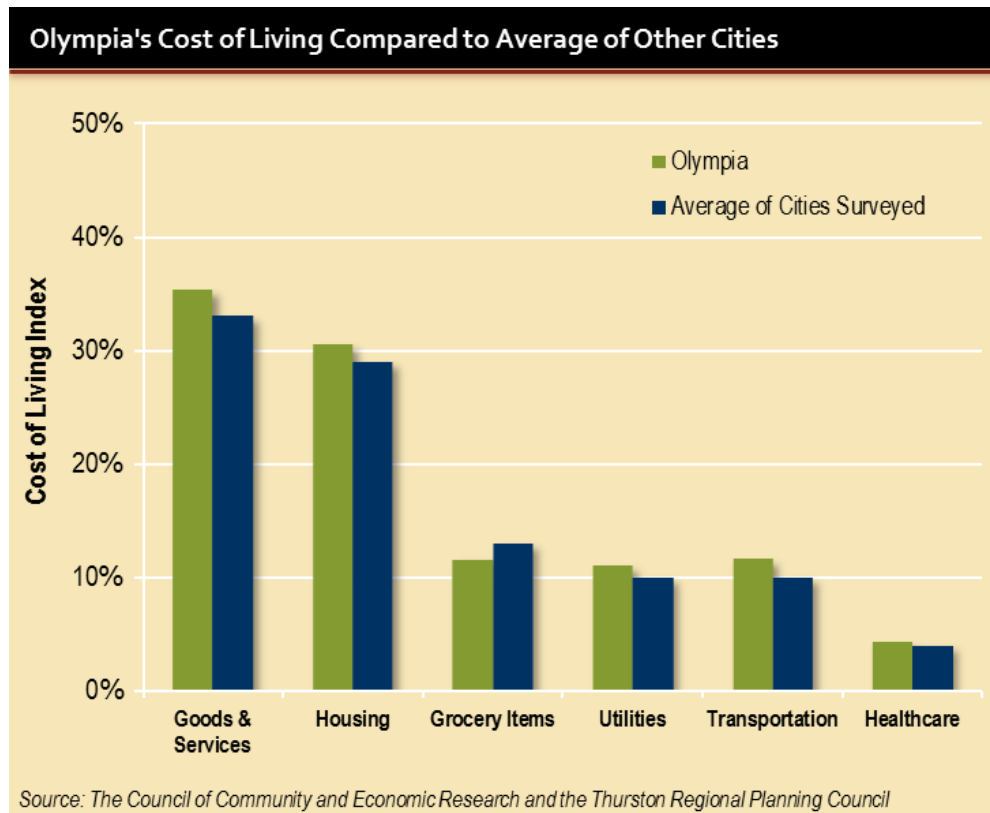
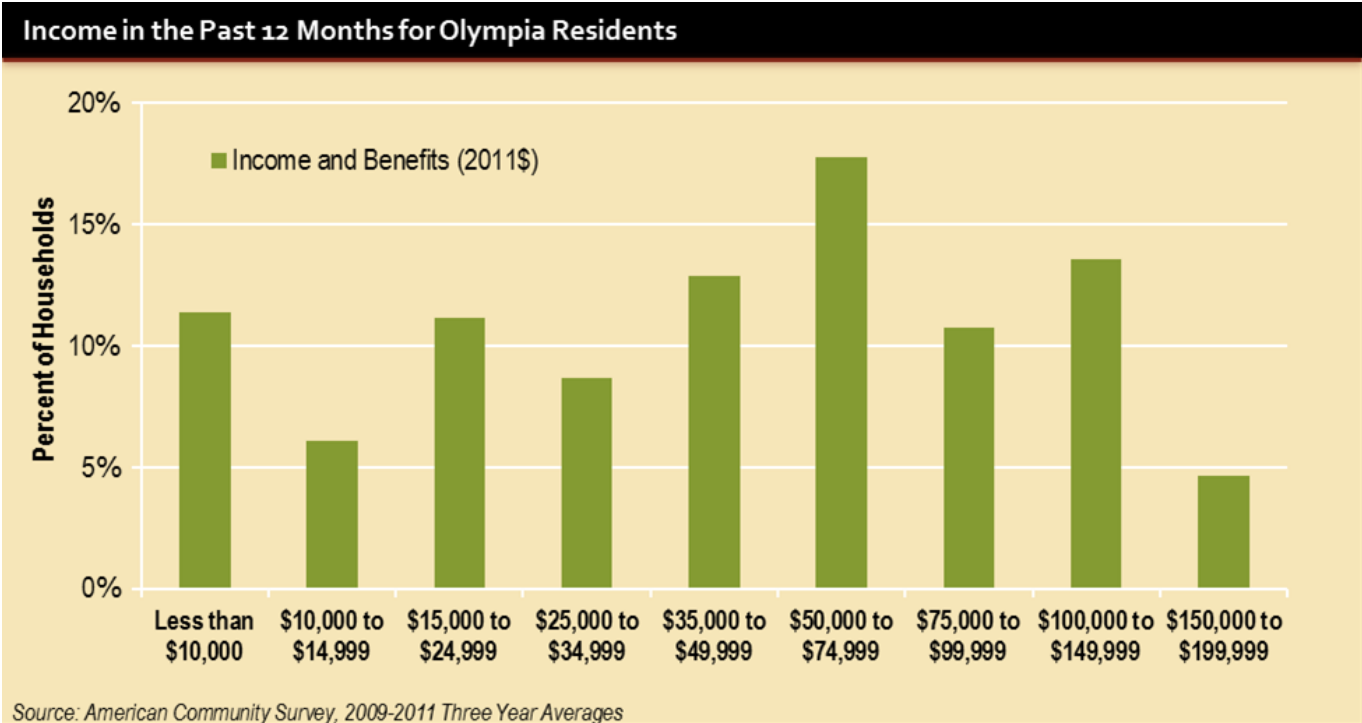


Table V-8
C2ER Cost of Living Index
Select U.S. Metropolitan Areas, Second Quarter, 2012

City	100% Composite Index	13% Grocery Items	29% Housing	9% Utilities	11% Trans- portation	4% Health Care	32% Misc. Goods & Services
Average of Cities Participating in the Survey this Quarter	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Everett, WA	113.6	103.6	129.1	91.1	111.8	128.2	109.8
Kennewick-Richland-Pasco, WA	95.5	96.6	99.0	86.6	101.1	103.3	92.0
Moses Lake, WA	94.4	99.9	88.2	72.6	102.6	117.8	98.8
Olympia, WA	106.4	104.1	106.0	87.0	115.2	117.5	109.8
Seattle, WA	113.7	105.9	129.3	91.9	110.1	118.8	110.7
Tacoma, WA	107.3	102.1	103.5	94.7	110.2	107.1	116.0
Yakima, WA	91.2	99.4	86.6	75.9	102.8	106.8	91.0
Portland, OR	113.0	102.4	128.1	103.9	114.4	116.3	106.2
New York (Manhattan), NY	233.5	149.8	459.3	132.8	120.7	129.1	152.4
Atlanta, GA	96.0	105.1	80.8	94.7	108.1	103.9	101.0
Chicago, IL	116.2	116.1	134.1	115.2	115.5	107.8	102.1
Denver, CO	105.0	92.6	115.6	90.0	98.5	109.1	107.1
Los Angeles-Long Beach, CA	131.7	108.5	194.4	104.2	112.5	111.0	104.0

Sources: C2ER- The Council for Community and Economic Research; Thurston Regional Planning Council.

Notes: The Cost of Living Index compiles costs of consumer products on a quarterly basis. The average cost of living of all the cities participating in the survey is scaled to equal 100. The purpose of the index is to compare living costs in a particular location to the average. The index cannot be used to compare changes in costs over time, as cities participating in the survey change each quarter.



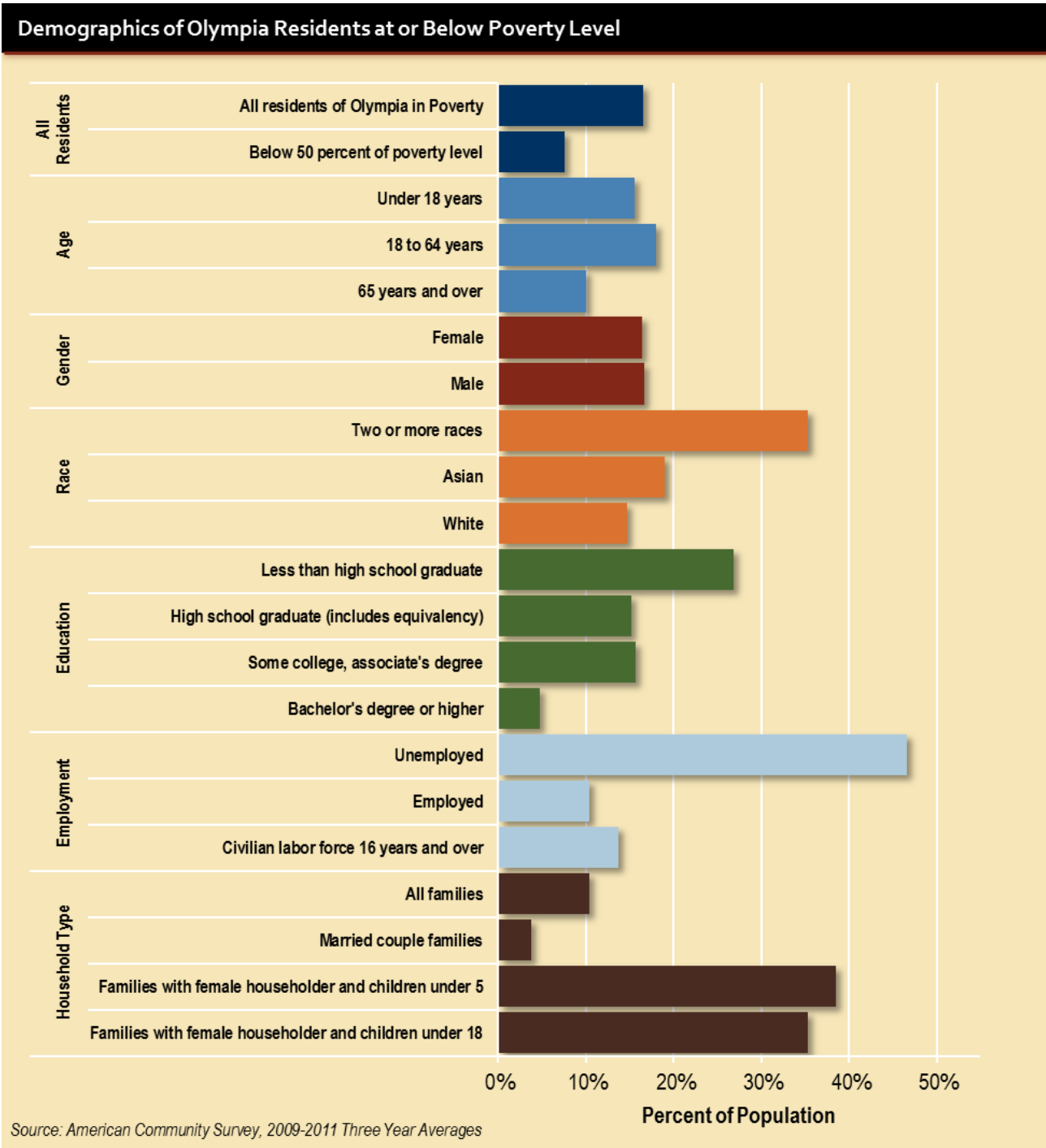


Table V-6
Individuals Below Poverty Level
2006-2010 Five-Year Estimate

Jurisdiction	Total Individuals		18+ Years		65+ Years		Related Children Under 18 Years	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Bucoda ¹	22	4.3%	22	5.7%	0	0.0%	0	0.0%
Lacey	4,283	10.7%	2,526	8.2%	449	7.1%	1,725	18.9%
Olympia	7,297	16.3%	5,792	16.3%	481	8.7%	1,467	16.0%
Rainier	191	12.2%	103	8.7%	3	1.8%	76	20.0%
Tenino	167	9.1%	131	9.2%	41	23.3%	36	9.0%
Tumwater	1,835	11.2%	1,107	8.7%	106	5.2%	728	19.4%
Yelm	797	13.0%	446	11.2%	27	6.1%	319	15.0%
Thurston County	24,782	10.3%	17,630	9.5%	1,753	5.9%	6,925	12.6%
Chehalis Reservation ²	143	21.7%	74	16.9%	14	20.9%	66	30.3%
Nisqually Reservation ²	103	17.5%	97	20.7%	2	6.3%	6	5.0%
Washington State	780,009	12.1%	535,079	10.9%	59,933	7.9%	235,227	15.4%

Source: U.S. Bureau of the Census, 2006-2010 American Community Survey Five-Year Estimates.

Explanations: Income in the past 12 months used to calculate poverty statistics. Percentage denotes proportion of total population in specified age category. Refer to Table II-10 for total population by age category.

¹Data is likely lower than actual numbers due to the small sample size in the community.

²Data is for the reservation as a whole, including those portions outside Thurston County.

Table V-7
Families Below Poverty Level
2006-2010 Five-Year Estimate

Jurisdiction	Total Families	All Families Below Poverty Line						Female Head of Household Below Poverty Line					
		Total Families		With Children Under 18		With Children Under 5		Total Families		With Children Under 18		With Children Under 5	
		#	%	#	%	#	%	#	%	#	%	#	%
Bucoda ¹	122	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Lacey	10,573	885	8.4%	776	7.3%	480	4.5%	596	5.6%	596	5.6%	324	3.1%
Olympia	11,118	1,283	11.5%	991	8.9%	390	3.5%	914	8.2%	881	7.9%	298	2.7%
Rainier	477	49	10.3%	40	8.4%	17	3.6%	33	6.9%	28	5.9%	15	3.1%
Tenino	494	36	7.3%	15	3.0%	11	2.2%	29	5.9%	15	3.0%	11	2.2%
Tumwater	4,386	348	7.9%	303	6.9%	222	5.1%	246	5.6%	246	5.6%	205	4.7%
Yelm	1,619	203	12.5%	203	12.5%	147	9.1%	174	10.7%	174	10.7%	147	9.1%
Uninc. Thurston County	36,483	1,856	5.1%	1,391	3.8%	826	2.3%	985	2.7%	929	2.5%	515	1.4%
Thurston County	65,272	4,660	7.1%	3,719	5.7%	2,093	3.2%	2,977	4.6%	2,869	4.4%	1,515	2.3%
Chehalis Reservation ²	158	26	16.5%	24	15.2%	22	13.9%	16	10.1%	16	10.1%	8	5.1%
Nisqually Reservation ²	157	26	16.6%	5	3.2%	2	1.3%	25	15.9%	5	3.2%	2	1.3%
Washington State	1,665,378	136,379	8.2%	107,871	6.5%	55,287	3.3%	69,826	4.2%	63,225	3.8%	31,585	1.9%

Source: U.S. Bureau of the Census, 2006-2010 American Community Survey Five-Year Estimates.

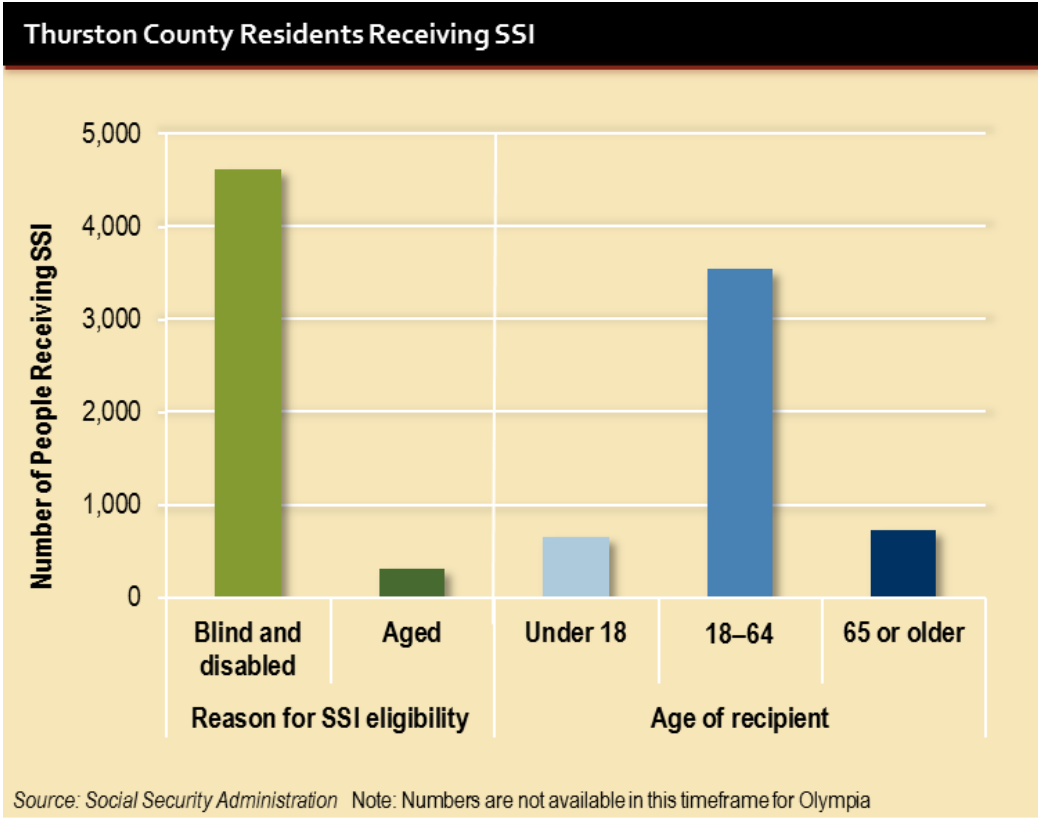
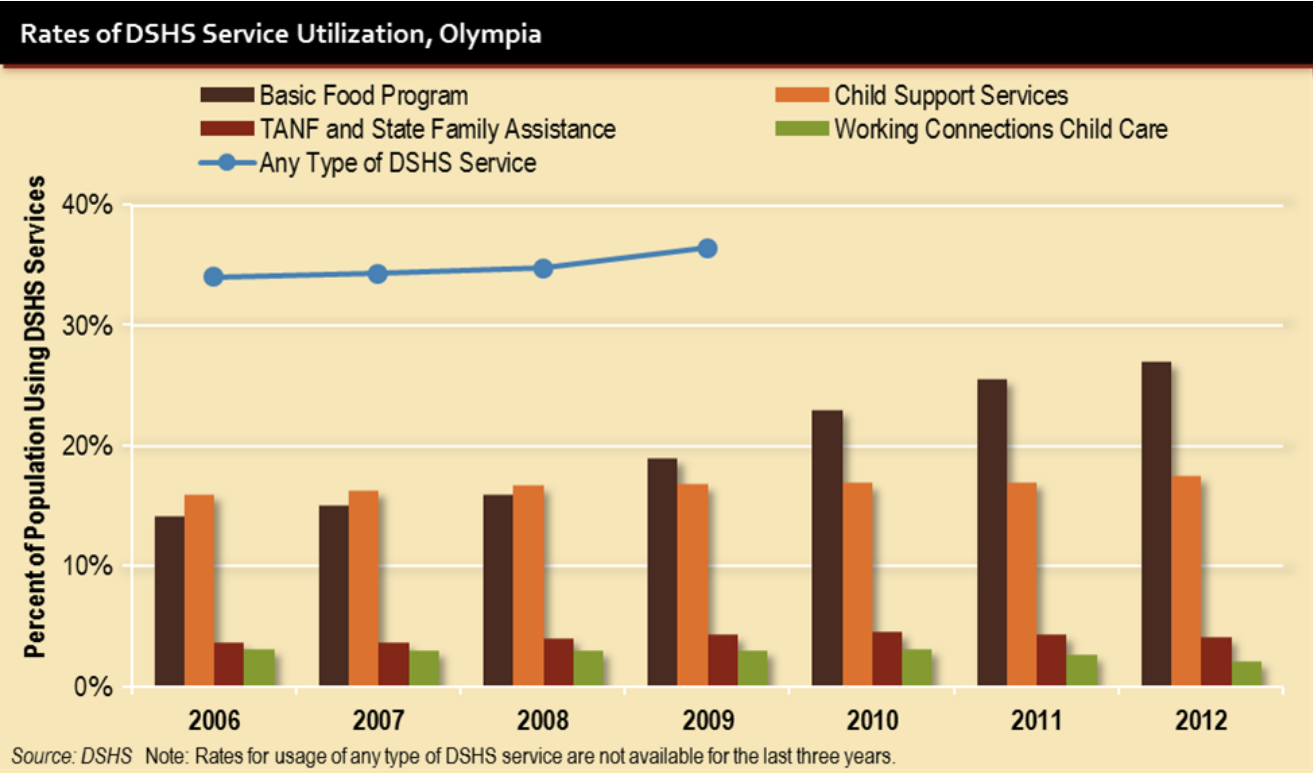
Explanations: Income over the past 12 months used to calculate poverty statistics. Total families sampled are families for whom poverty status is determined. Percentage denotes proportion of families below poverty line as a percent of total families in specified age category.

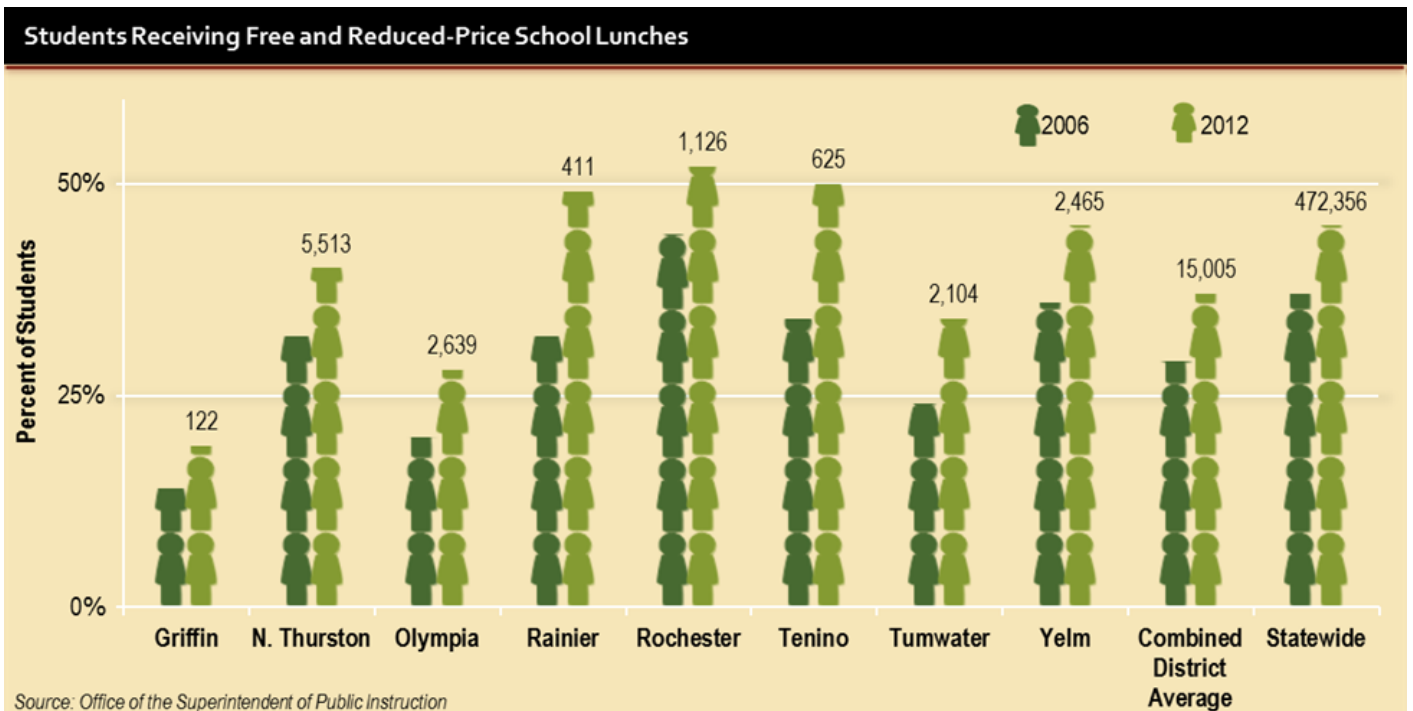
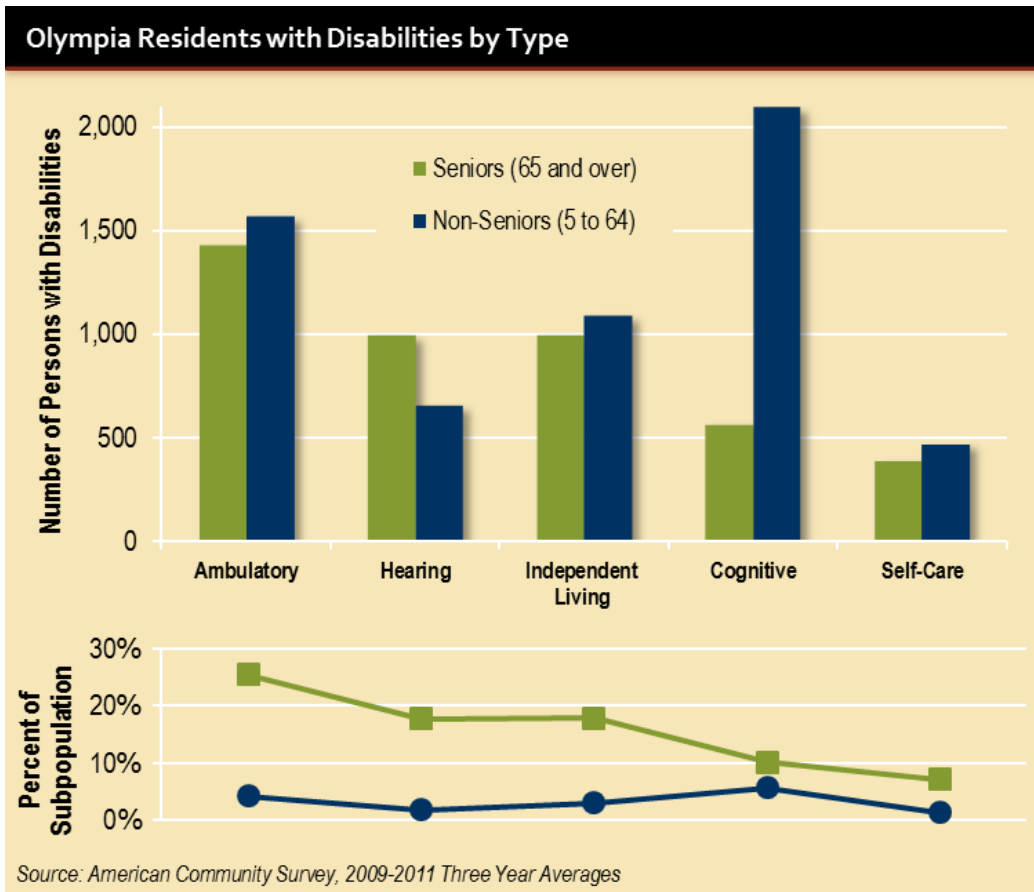
¹Data is likely lower than actual numbers due to the small sample size in the community.

²Data is for the reservation as a whole, including those portions outside Thurston County.

Section 6: Social Service Needs

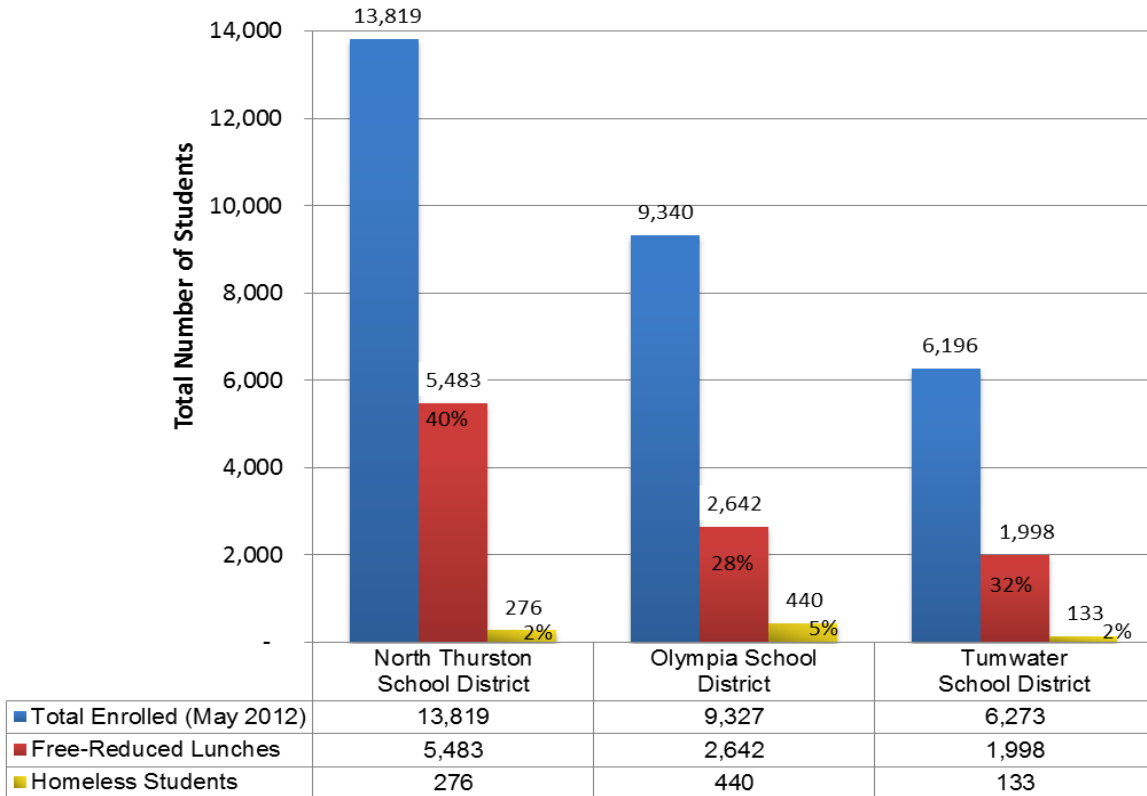
- Information on social service needs based on DSHS (Department of Social & Health Services) enrollment for specific programs; disability enrollment; the number of school-aged children enrolled in free and reduced lunches (a strong indicator of family poverty levels) and Social Security enrollment for the County. *(Not available for individual cities.)*





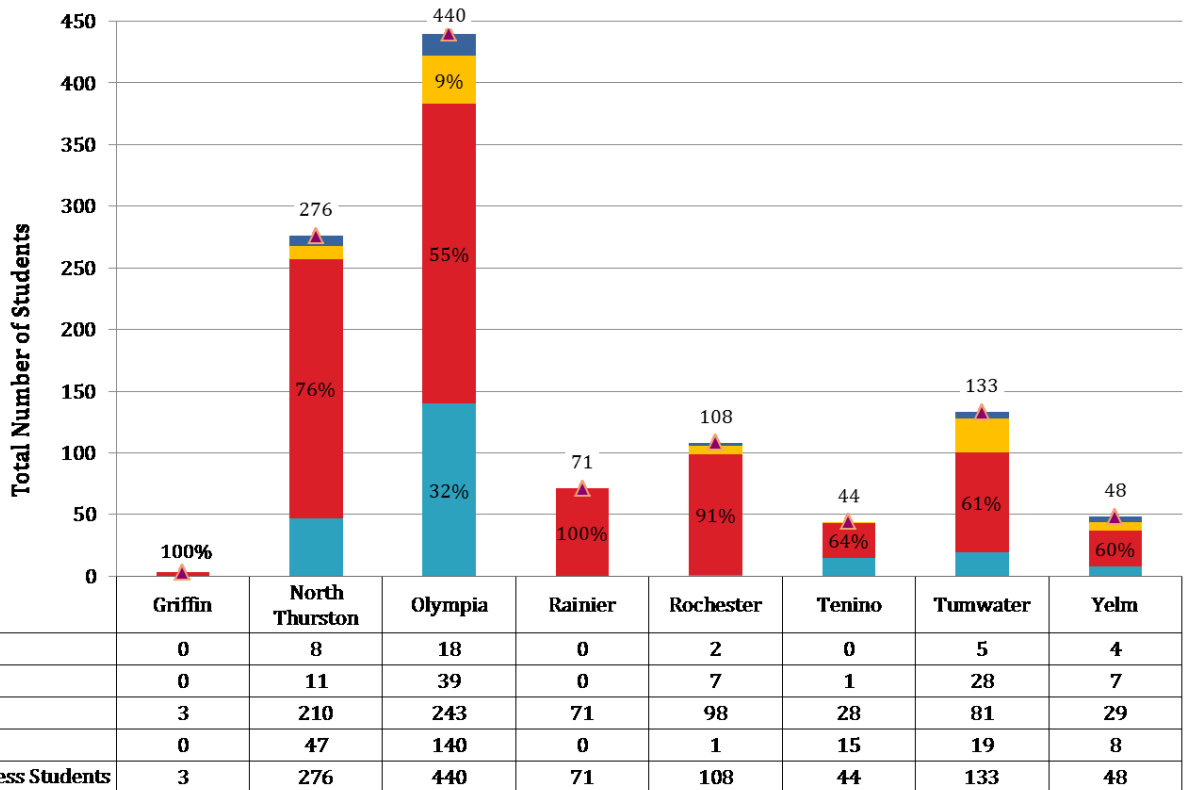
2013 Thurston County Urban District Report K-12

Data derived from the Office of Superintendent of Public Instruction (OSPI)



2013 Thurston County Homeless Students by District: Where They Stay

Reported in 2013 by the Office of Superintendent of Public Instruction (OSPI)



Bibliography Sources

- **Thurston Regional Planning Council (TRPC) , *The Profile*** covers regional issues on population and demographics, employment, economics, governance and social services. ***The Profile*** is a heavily-used community resource document that provides a thorough overview of Thurston County on a year-to-year basis.

Address: 2424 Heritage Court SW, Suite A, Olympia, Washington 98502
Telephone: 360-956-7575 | **website:** <http://www.trpc.org/Pages/default.aspx>
- **Thurston County Economic Development Council (EDC)** is ***The Thurston Economic Vitality Index (EVI)***, produced by the EDC, in collaboration with St. Martin’s University and J Robertson and Company, provides an annual snapshot of economic conditions in the County. It’s an established resource that tracks the performance of many leading economic indicators,.

Address: 665 Woodland Square Loop #201, Lacey, WA 98503
Telephone: 360-754-6320 | **website:** <http://www.thurstonedc.com/>
- **City of Olympia Housing Program** - Research by Staff and Interns Krosbie Arnold and Deandra Orr.

Address: 601 4th Avenue, Olympia WA 98501
Telephone: 360-753-8184 | **website:** <http://www.olympiawa.gov>
- **Washington State Department of Commerce Research Division** - Provides research services for the City of Olympia via Inter-local Agreement.

Address: 1011 Plum Street, SE, Olympia WA 98501
Telephone: 360-725-4000 | **website:** www.commerce.wa.gov
- **Washington Center for Real Estate Research (WCER) @ Runstad Center for Real Estate Studies/University of Washington.** The WCER is an industry-focused research institute that provides data on the Washington state housing conditions, including the rental housing market. Reports can be found online.
Website: www.wcer.wsu.edu
- **2013 Thurston County Homeless Point-In-Time Report** www.co.thurston.wa.us/health
- **Apartment Insight Washington**—Apartment Insight replaces Dupre & Scott as the primary apartment vacancy report in Washington state.
Website: www.apartmentinsightswa.com

Copies of source materials available upon request

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Appendix F: Monitoring Plan

Urban County CDBG Program

Subrecipient Monitoring for CDBG Recipients

Thurston County (as an entitlement grantee and Urban County lead agency) is responsible for monitoring the day-to-day operations of its subrecipient activities to ensure compliance with all applicable federal requirements at 24 CFR 570 and 24 CFR 576, individual project goals, and local CDBG program requirements.

To accomplish this, the Housing and Community Renewal Program uses a variety of monitoring techniques to review subrecipient compliance. Through phone conversations, written correspondence, desk monitoring, and on-site monitoring visits, staff are able to review each subrecipient's ability to meet the CDBG program's financial, production, and overall management requirements and make necessary determinations or take necessary actions to preserve program integrity.

Regardless of the frequency with which a project is monitored by staff, the purpose and intent of any monitoring visit is to identify any potential areas of noncompliance and assist the subrecipient in making the necessary changes to allow for successful completion of the activity. By identifying and correcting any compliance issues, the likelihood of efficient and effective services being delivered to the intended County beneficiaries increases dramatically and ensures the continued success of both the subrecipient organization and the County entitlement.

After CDBG/ESG funds are awarded for individual activities, the staff role is then to ensure that subrecipients are carrying out their programs in accordance with all applicable laws and regulations, and are meeting the goals outlined in their subrecipient agreements. In carrying out this responsibility, the staff will help subrecipients identify problems or potential problems in implementing their activity, identify the causes of those problems, and help subrecipients correct them.

Wherever possible, problems are corrected through discussions and/or contract compliance measures with the subrecipient without the need for on-site monitoring visits. However, at least once per year, or as individual situations dictate, on-site monitoring and/or provision of technical assistance will be required.

Monitoring Activities

Risk Assessment Process

Each year, Housing and Community Renewal will monitor and assess each funded activity to determine the degree to which an activity or subrecipient is at risk of noncompliance with CDBG program requirements. Some activities may warrant additional visits where conditions exist that indicate an activity may be high risk. In an effort to address these potential problem areas, Thurston County will utilize a risk assessment process to aid in determining the timing and frequency of monitoring visits required for individual activities. Projects which are determined by this process to be higher risk would then be monitored before, and likely more frequently than, lower risk projects.

Desk Monitoring

Desk monitoring is an ongoing process of reviewing subrecipient performance using all available data and documentation in making assessments of subrecipient performance and compliance with CDBG requirements. This process takes place within the offices of the Housing and Community Renewal program and does not generally involve subrecipient participation beyond submission of requested information. The following are among the sources of information that may be used in making determinations during the desk monitoring process:

- Requests for reimbursement and accompanying source documents;
- Audit reports;
- Staff reports from prior monitoring visits;
- Client/citizen comments and complaints;
- Information provided by other federal, state, county, and local agencies;
- Subrecipient responses to monitoring and/or audit findings;
- Original grant application;
- Subrecipient Agreement (as amended);
- Quarterly progress reports; and
- Litigation.

Capital Facilities Activities

In addition to the above, monitoring of capital facilities activities occurs at several key points in the grant and construction process including but not limited to:

- 1) Environmental review process;
- 2) When the Subrecipient Agreement is written;
- 3) As design and procurement takes place;
- 4) At a scheduled pre-construction meeting with selected construction contractor;
- 5) At construction site for compliance monitoring of Davis Bacon and Related Acts regulations and contractors employee wage interviews;
- 6) Quarterly report for progress;
- 7) Careful review of cost reimbursement requests for appropriateness; and
- 8) At substantial completion and project close-out.

Grant agreements for capital projects will be executed following the completion of the environmental review of the project. Capital projects will be monitored at least quarterly to assess progress. Project monitoring is increased proportional to need. An example would be the case when a project triggers additional reporting requirements such as the need for weekly payroll reports for proof of federal prevailing wage compliance. Prior to approval, County staff will review all vouchers and backup documentation for payment. Environmental, lead-based paint inspections and contractor debarment issues will be reviewed with agency project managers at the beginning of each project. Public facilities projects involving real property are typically secured by recorded trust documents that specify the return of grant funds if the property changes to an ineligible use within a specified period.

Use of Information

The information provided to the Division will be used to observe patterns, changes, etc. in subrecipient activity and to identify any problems or potential problems and program status and accomplishments. Analysis of the data provided may indicate the need for on-site monitoring visits by the program staff to resolve issues of noncompliance or programmatic concerns.

On-Site Monitoring

In addition to the desk monitoring process, the program staff will conduct at least one on-site monitoring of each CDBG activity per month. Activities considered to be high risk will receive on-site monitoring first to head off any potential areas of noncompliance and provide the subrecipient with any technical assistance necessary to ensure compliance with CDBG requirements. Medium and low risk activities will receive on-site monitoring visits at the earliest possible date after all high risk activities have been monitored. Medium risk activities will receive monitoring priority over low risk activities. The program staff will notify subrecipients by mail of the time and date for their scheduled on-site monitoring visit. Notification will be provided approximately two weeks prior to the scheduled visit and will include identification of the areas to be monitored, any documentation to be made available and key staff that may need to be present.

Monitoring Areas

The Housing and Community Renewal Division will generally review some or all of the areas identified below during the monitoring visit. Other areas for review may apply depending on activity type, subrecipient, etc. The extent of the review of these areas will vary from one activity to another.

- Project Progress
- Project Benefit
- Financial Management Systems
- Procurement Standards
- Income Verification
- Individual Client Files
- Complaint Procedures
- Employee Records
- Minority and Women-Owned Business
- Section 504/Handicap Accessibility
- Requirements
- Record Keeping Systems
- Property Acquisition/Relocation
- Labor Compliance
- Contract Management
- Beneficiary Documentation
- Lobbying/Political Activity
- Professional Services
- Compliance
- Civil Rights

- State or Independent Audit Results
- Program Policies and Procedures

Monitoring Visit

When conducting an on-site monitoring visit, the Housing and Community Renewal Division will:

- 1) Conduct an entrance interview with key staff involved in conducting the activity.
- 2) Review all pertinent subrecipient files, including any third party contractor files, for necessary documentation.
- 3) Interview appropriate officials and employees of the subrecipient organization, and other parties as appropriate, to discuss the subrecipient's performance.
- 4) Visit the project site(s) or a sampling of the projects being conducted.
- 5) Discuss with the subrecipient any discrepancies resulting from the review of files, interviews, and site visits.
- 6) Conduct an exit interview with the appropriate officials and/or staff of the subrecipient organization to discuss the findings of the monitoring visit.

Monitoring Results

An official letter reporting the results of the monitoring visit will be sent to the authorized agency official (director, mayor, etc.) within 30 days of the monitoring visit. This letter will generally contain the following information:

- Project number and name of the activity monitored
- Date(s) of monitoring visit
- Name(s) of Housing and Community Renewal staff who conducted monitoring visit
- Scope of the monitoring visit
- Names of agency officials and staff involved in the monitoring visit
- Findings and results of the monitoring visit, both positive and negative, supported by facts considered in reaching the conclusions
- Specific recommendations or corrective actions to be taken by the subrecipient
- Time frame for completion of necessary action(s)
- If appropriate, an offer of technical assistance

Follow-up Action

If concerns or findings identified during the monitoring visit require corrective action by the subrecipient, those actions must be completed by the subrecipient within the time frame mandated in the monitoring letter. In the event that the subrecipient fails to meet a target date for making required actions, a written request for response will be sent to the authorized agency official.

The County may withhold further payment to the subrecipient if a subrecipient has not sufficiently responded within 30 days from the corrective actions deadline, submitted the required responses and/or taken the required corrective action. Further, those corrective actions and/or responses must be acceptable to the County. If responses or corrective actions are determined to be unacceptable, the County may continue to withhold funds until satisfactory actions are taken.

Resolving Monitoring Findings

The Housing and Community Renewal Program will mail a letter to the authorized official of the agency stating that the findings are resolved when reviews of all documentation of corrective actions taken by the subrecipient indicate that the identified concerns or findings have been corrected to the satisfaction of the program.

HOME Program

Objectives

The objective of the Thurston County HOME Monitoring Plan is to establish standards for evaluating and reporting a subrecipient's compliance with program requirements. Thurston County will conduct on-site reviews to verify accuracy of records/documents, review program policies and procedures, conduct housing inspections, and evaluate overall administrative compliance to HOME Regulations.

Monitoring Format

A written report will be prepared and provided to the subrecipient following the completion of each monitoring review. The report will include the following information:

- An explanation of the purpose and scope of the review;
- A list of findings, comments, recommendations, and corrective actions to be taken;
- A list of the client files reviewed;
- A list of the houses/units inspected;
- A summary of project funds expended to date;
- An evaluation of project performance to date; and
- A time frame for taking corrective action.

Monitoring Compliance

HOME activities (CHDO, Homeowner Rehabilitation Home Ownership and Rental Housing) will be evaluated on the basis of the following program areas:

- Adherence to HOME guidelines, procedures, and regulations;
- Subrecipient's administrative plan, Scope of Work, and program policies and procedures;
- Overall administration and management;
- Fair Housing;
- Housing Quality Standard Inspections;
- Davis-Bacon and Lead Based Paint, if applicable; and
- Environmental Review.

Pre-Monitoring Preparation

Prior to an on-site monitoring visit, the County will provide written notification of the visit to the subrecipient. The notice will provide the following information:

- The date(s) and time of the visit;
- A copy of the monitoring checklist;
- A list of the properties to be inspected and client files to be reviewed;
- The subrecipient will be asked to provide the County with the following:
 - Disbursement and expenditure reports;
 - Agreements/contracts;
 - Policy guidelines and procedures, administrative plans, and operation manuals; and
 - Beneficiary and HMIS data.

Annual Monitoring and Inspection Process

The Thurston County Housing Coordinator will provide program monitoring over three phases:

1. Contract Development Phase
 - Ensuring that projects are consistent with the Consolidated Plan;
 - Ensuring that all Environmental Review requirements have been met; and
 - Ensuring clients are income-eligible.
2. Development Phase
 - Ensuring that project costs, budgets, and timelines are adhered to; and
 - Ensuring conformance to HOME standards through periodic property inspections.
3. Post-Development Phase (Long-Term)
 - The duration and frequency of on-sight subrecipient monitoring and inspections is based on the length of the affordability period and the total number of project units.

Olympia CDBG Program

The City of Olympia utilizes the following monitoring tools to ensure compliance with all applicable local, state and federal laws and regulations:

A. CDBG Program Compliance: City CDBG Program is operated as per federal regulations found at 24 CFR Part 570. Throughout the program year, Housing Program staff work closely with HUD officials, CDBG consultants and the City attorney's office review and enhance compliance with applicable statute and regulations. Housing Program staff also consult with other CDBG-funded programs to find appropriate models for administering the CDBG program. Staff also work closely with the State Auditor's staff who conduct the annual single audit on behalf of the federal department of HUD to continually improve the City's CDBG regulatory compliance and procedures.

B. CDBG Contract Compliance: All programs and projects that receive CDBG funds will be subject to Performance Agreements that stipulate full compliance with all CDBG and other applicable regulations. Performance Agreements are subject to full legal preview prior execution and State auditor review following the program year.

Appendix F: Monitoring Plan

C. Periodic Progress Reports: Public Service and Micro-Enterprise activity subrecipients will be required to submit progress reports on their performance measurements along with all requests for reimbursement.

D. Annual On-site Monitoring of CDBG Subrecipients: Each subrecipient that has received CDBG funding for approved activities will be formally monitored during the July through August period of the fiscal year.

Subrecipient Monitoring for CDBG Recipients

The City of Olympia (as an entitlement grantee and Urban County lead agency) is responsible for monitoring the day-to-day operations of its subrecipient activities to ensure compliance with all applicable federal requirements at 24 CFR 570 and 24 CFR 576, individual project goals, and local CDBG program requirements.

To accomplish this, the Olympia Housing Program uses a variety of monitoring techniques to review subrecipient compliance. Through phone conversations, written correspondence, desk monitoring, and on-site monitoring visits, staff are able to review each subrecipient's ability to meet the CDBG program's financial, production, and overall management requirements and make necessary determinations or take necessary actions to preserve program integrity.

Regardless of the frequency with which a project is monitored by staff, the purpose and intent of any monitoring visit is to identify any potential areas of noncompliance and assist the subrecipient in making the necessary changes to allow for successful completion of the activity. By identifying and correcting any compliance issues, the likelihood of efficient and effective services being delivered to the intended City beneficiaries increases dramatically and ensures the continued success of both the subrecipient organization and the County entitlement.

After CDBG funds are awarded for individual activities, the staff role is then to ensure that subrecipients are carrying out their programs in accordance with all applicable laws and regulations, and are meeting the goals outlined in their subrecipient agreements. In carrying out this responsibility, the staff will help subrecipients identify problems or potential problems in implementing their activity, identify the causes of those problems, and help subrecipients correct them.

Wherever possible, problems are corrected through discussions and/or contract compliance measures with the subrecipient without the need for on-site monitoring visits. However, at least once per year, or as individual situations dictate, on-site monitoring and/or provision of technical assistance will be required.

Monitoring Activities

Risk Assessment Process

Each year, the City Housing Program will monitor and assess each funded activity to determine the degree to which an activity or subrecipient is at risk of noncompliance with CDBG program requirements. Some activities may warrant additional visits where conditions exist that indicate an

activity may be high risk. In an effort to address these potential problem areas, The City will utilize a risk assessment process to aid in determining the timing and frequency of monitoring visits required for individual activities. Projects which are determined by this process to be higher risk would then be monitored before, and likely more frequently than, lower risk projects.

Desk Monitoring

Desk monitoring is an ongoing process of reviewing subrecipient performance using all available data and documentation in making assessments of subrecipient performance and compliance with CDBG requirements. This process takes place within the City offices and does not generally involve subrecipient participation beyond submission of requested information. The following are among the sources of information that may be used in making determinations during the desk monitoring process:

- Requests for reimbursement and accompanying source documents;
- Audit reports;
- Staff reports from prior monitoring visits;
- Client/citizen comments and complaints;
- Information provided by other federal, state, county, and local agencies;
- Subrecipient responses to monitoring and/or audit findings;
- Original grant application;
- Subrecipient Agreement (as amended);
- Quarterly progress reports; and
- Litigation (if any).

Capital Facilities Activities

In addition to the above, monitoring of capital facilities activities occurs at several key points in the grant and construction process including but not limited to:

- 1) Environmental review process;
- 2) When the Subrecipient Agreement is written;
- 3) As design and procurement takes place;
- 4) At a scheduled pre-construction meeting with selected construction contractor;
- 5) At construction site for compliance monitoring of Davis Bacon and Related Acts regulations and contractors employee wage interviews;
- 6) Quarterly report for progress;
- 7) Careful review of cost reimbursement requests for appropriateness; and
- 8) At substantial completion and project close-out.

Grant agreements for capital projects will be executed following the completion of the environmental review of the project. Capital projects will be monitored at least quarterly to assess progress. Project monitoring is increased proportional to need. An example would be the case when a project triggers additional reporting requirements such as the need for weekly payroll reports for proof of federal prevailing wage compliance. Prior to approval, City staff will review all vouchers and backup documentation for payment. Environmental, lead-based paint inspections, and contractor debarment issues will be reviewed with agency project managers at the beginning of each project. Public facilities projects involving real property are typically secured by recorded trust documents that specify the return of grant funds if the property changes to an ineligible use within a specified period.

Use of Information

The information provided to City staff will be used to observe patterns, changes, etc. in subrecipient activity and to identify any problems or potential problems and program status and accomplishments. Analysis of the data provided may indicate the need for on-site monitoring visits by the program staff to resolve issues of noncompliance or programmatic concerns.

On-Site Monitoring

Each program year, City staff will conduct one or more on-site monitoring of each CDBG activity. Activities considered to be high risk will receive on-site monitoring first to address potential areas of noncompliance and provide the subrecipient with any technical assistance necessary to ensure compliance with CDBG requirements. Medium and low risk activities will receive on-site monitoring visits at the earliest possible date after all high risk activities have been monitored. Medium risk activities will receive monitoring priority over low risk activities. The program staff will notify subrecipients by email of the time and date for their scheduled on-site monitoring visit. Notification will be provided approximately two weeks prior to the scheduled visit and will include identification of the areas to be monitored, any documentation to be made available and key staff that may need to be present.

Monitoring Areas

The City Housing Program will generally review some or all of the areas identified below during the monitoring visit. Other areas for review may apply depending on activity type, subrecipient, etc. The extent of the review of these areas may vary from one activity to another.

- Project Progress
- Project Benefit
- Financial Management Systems
- Procurement Standards
- Income Verification
- Individual Client Files
- Complaint Procedures
- Employee Records
- Minority and Women-Owned Business
- Section 504/Handicap Accessibility
- Requirements
- Record Keeping Systems
- Property Acquisition/Relocation
- Labor Compliance
- Contract Management
- Beneficiary Documentation
- Lobbying/Political Activity
- Professional Services
- Compliance
- Civil Rights

- State or Independent Audit Results
- Program Policies and Procedures

Monitoring Visit

When conducting an on-site monitoring visit, the City Housing Program will visit the service agency or other location of CDBG subrecipient with a CDBG Program monitoring check-list:

- 1) Conduct an entrance interview with key staff involved in conducting the activity.
- 2) Review all pertinent subrecipient files, including any third party contractor files, for necessary documentation.
- 3) Interview appropriate officials and employees of the subrecipient organization, and other parties
- 4) as appropriate, to discuss the subrecipient's performance.
- 5) Visit the project site(s) or a sampling of the projects being conducted.
- 6) Conduct a spot check of randomly selected reimbursement requests (to be compared to agency record-keeping)
- 7) Conduct a spot check of randomly selected intake or other case-management files to ensure eligibility of beneficiary
- 8) Conduct a spot check of randomly selected program activity documentation to ensure eligibility for funding.
- 9) Discuss with the subrecipient any discrepancies resulting from the review of files, interviews, and site visits.
- 10) Conduct an exit interview with the appropriate officials and/or staff of the subrecipient organization to discuss the findings of the monitoring visit.
- 11) Take photos if appropriate.

Monitoring Results

Following the monitoring visit, City staff will compile all notes, documentation and other materials into a formal Monitoring Report to be filed in the project file. City staff will send an official letter reporting the results of the monitoring visit will be sent to the authorized agency representative within 30 days of the monitoring visit. This letter will generally contain the following information:

- Project number and name of the activity monitored;
- Date(s) of monitoring visit;
- Name(s) of City staff who conducted monitoring visit;
- Scope of the monitoring visit;
- Names of agency officials and staff involved in the monitoring visit;
- Findings and results of the monitoring visit, both positive and negative, supported by facts considered in reaching the conclusions;
- Specific recommendations or corrective actions to be taken by the subrecipient;
- Time frame for completion of necessary action(s); and
- If appropriate, an offer of technical assistance.

Follow-up Action

If concerns or findings identified during the monitoring visit require corrective action by the subrecipient, those actions must be completed by the subrecipient within the time frame mandated in the monitoring letter. In the event that the subrecipient fails to meet a target date for making required actions, a written request for response will be sent to the authorized agency official.

The City may withhold further payment to the subrecipient if a subrecipient has not sufficiently responded within 30 days from the corrective actions deadline, submitted the required responses and/or taken the required corrective action. Further, those corrective actions and/or responses must be acceptable to the City. If responses or corrective actions are determined to be unacceptable, the City may continue to withhold funds until satisfactory actions are taken.

Resolving Monitoring Findings

The City Housing Program will mail a letter to the authorized official of the agency stating that the findings are resolved when reviews of all documentation of corrective actions taken by the subrecipient indicate that the identified concerns or findings have been corrected to the satisfaction of the program.

Appendix G: Anti-Displacement and Anti-Relocation Policy

Anti-Displacement and Anti-Relocation Policy

Thurston County and the City of Olympia will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than as low/moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR 570.496a(c) (b).

All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion. Before obligation or expending funds that will directly result in such demolition or conversion, Thurston County will make public and submit to the state or Washington the following information in writing:

A description of the proposed assisted activity.

- 1) The location on a map and the number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than for low/moderate-income dwelling units as direct result of the assisted activity.
- 2) A time schedule for the commencement and completion of the demolition or conversion.
- 3) The location on a map and the number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units.
- 4) The source of funding and a time schedule for the provisions of replacement dwelling units.
- 5) The basis for concluding that each replacement dwelling unit will remain low/moderate-income dwelling unit for at least ten years from the date of initial occupancy.
- 6) Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units (e.g., a two-bedroom unit with two one-bedroom units) is consistent with the housing needs of low/moderate income households in the jurisdiction.

Thurston County and City of Olympia will provide relocation assistance, as described in 570.496a9c(2), to each low/moderate-income household displaced by the demolition of housing or by the conversion of a low/moderate-income dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives of activities assisted under the Act, Thurston County and City of Olympia will take the following steps to minimize the displacement of persons from their homes:







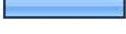





- 1) Use CDBG funds to provide seed money grants or loans, long-term mortgage loans and favorable rates, or capital grants to tenant groups of multi-family buildings to help them convert to cooperatives.
- 2) Stage rehabilitation of assisted housing to allow tenants to remain during and after rehabilitation, working with empty buildings or groups of empty units first so they can be rehabilitated first and tenants moved in before rehabilitation, working with empty buildings or groups of empty units first so they can be rehabilitated first and tenants moved in before rehabilitation on occupied units or buildings is begun.
- 3) Establish temporary relocation facilities in order to house families whose displacement will be of short duration, so they can move back to their neighborhoods after rehabilitation or new construction.

- 4) Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent their placing undue financial burdens on long-established owners or on tenants of multi-family buildings.
- 5) Establish counseling centers operated by the county or non-profit organizations to assist homeowners and renters to understand the range of assistance that may be available to help them in staying in the area in face of revitalization pressures.
- 6) Establish a program of grants or deferred loans for rehabilitation of repairs to property owners who agree to limit rent increases for five to ten years.
- 7) Develop displacement watch systems in cooperation with neighborhood organizations to continuously review neighborhood development trends, identify displacement problems and identify individuals facing displacement who need assistance.
- 8) Adopt policies, which help to ensure certain rights for tenants faced with condominium or cooperative conversions.
- 9) Consider the adoption of tax assessment policies to reduce the impact of rapidly increasing assessments on lower-income occupants or tenants in revitalizing areas, such as; (a) deferred neighborhood-wide reassessments if area has not yet been extensively upgraded; or (b) targeting public improvements into several other neighborhoods with potential for revitalization; and (c) conduction of advertising campaigns to attract interest in other neighborhoods.

Appendix H: Survey Results

Regional Consolidated Plan Survey

1. Keeping these goals in mind, what are the three biggest challenges facing the region in general?

		Response Percent	Response Count
It's too expensive to buy a home		25.4%	81
There isn't enough affordable rental housing		42.6%	136
Existing houses are in poor physical condition		14.7%	47
There are too few facilities for people with special needs		14.1%	45
There aren't enough services for homeless people		29.8%	95
There isn't enough social service funding in general		41.1%	131
Roads and sidewalks need to be improved		19.4%	62
Public infrastructure needs to be repaired or expanded		16.6%	53
There aren't enough parks and open spaces		5.0%	16
It's too hard to start a small business		15.0%	48
There aren't enough jobs		46.1%	147
Other (please specify)		9.7%	31
		answered question	319
		skipped question	0

Appendix H: Survey Results

2. Affordable Housing					
	High	Medium	Low	No need	Rating Count
Owner-occupied Home Repair	15.7% (39)	53.4% (133)	26.5% (66)	4.4% (11)	249
Renter-occupied Home Repair	21.7% (54)	56.6% (141)	18.1% (45)	3.6% (9)	249
Code Enforcement	20.9% (50)	39.7% (95)	34.7% (83)	4.6% (11)	239
Homeowner Downpayment Assistance	37.3% (91)	37.7% (92)	20.5% (50)	4.5% (11)	244
Development of New Owner-Occupied Housing	14.4% (35)	32.5% (79)	39.9% (97)	13.2% (32)	243
Development of New Renter-Occupied Housing	18.6% (46)	39.3% (97)	34.0% (84)	8.1% (20)	247
Homeless/Transitional Housing	58.8% (150)	25.1% (64)	11.0% (28)	5.1% (13)	255
Tenant Based Rental Assistance/Housing Vouchers	51.6% (131)	29.5% (75)	15.7% (40)	3.1% (8)	254
Housing Facilities for Persons with Special Needs	42.1% (104)	44.9% (111)	10.5% (26)	2.4% (6)	247
Other	48.6% (18)	18.9% (7)	8.1% (3)	24.3% (9)	37
				If other, please specify:	26
				answered question	265
				skipped question	54

3. Social Services					
	High	Medium	Low	No need	Rating Count
Employment Services (e.g., Job Training)	51.2% (132)	39.1% (101)	8.9% (23)	0.8% (2)	258
Crime Prevention and Public Safety	30.7% (79)	50.6% (130)	17.5% (45)	1.2% (3)	257
Child Care	37.9% (97)	47.7% (122)	14.5% (37)	0.0% (0)	256
Health Services	52.0% (133)	39.1% (100)	9.0% (23)	0.0% (0)	256
Services for Homeless Persons	52.5% (136)	30.5% (79)	12.0% (31)	5.0% (13)	259
Substance Abuse Services (e.g., Counseling and Treatment)	45.5% (116)	36.9% (94)	16.5% (42)	1.2% (3)	255
Fair Housing Counseling	17.6% (44)	47.2% (118)	32.4% (81)	2.8% (7)	250
Education Programs	29.0% (74)	49.8% (127)	19.6% (50)	1.6% (4)	255
Energy Conservation	28.2% (72)	43.1% (110)	26.7% (68)	2.0% (5)	255
Welfare Services (Excluding Income Payments)	25.7% (64)	44.2% (110)	24.5% (61)	5.6% (14)	249
Services for Senior Citizens	34.5% (88)	47.8% (122)	16.9% (43)	0.8% (2)	255
Recreational Services	11.4% (29)	37.3% (95)	41.6% (106)	9.8% (25)	255
Other	40.0% (10)	12.0% (3)	8.0% (2)	40.0% (10)	25
				If other, please specify:	16
				answered question	269
				skipped question	50

Appendix H: Survey Results

4. Public Facilities					
	High	Medium	Low	No need	Rating Count
Homeless Shelters	55.2% (144)	27.2% (71)	12.3% (32)	5.4% (14)	261
Domestic Violence Shelters	39.9% (103)	45.3% (117)	13.2% (34)	1.6% (4)	258
Senior Citizen Centers	20.3% (52)	48.4% (124)	27.7% (71)	3.5% (9)	256
Youth Centers	42.9% (112)	45.2% (118)	10.3% (27)	1.5% (4)	261
Centers for the Disabled	25.7% (65)	53.8% (136)	19.0% (48)	1.6% (4)	253
Child Care Centers/Preschool Daycare	28.9% (73)	45.8% (116)	24.5% (62)	0.8% (2)	253
Parks & Recreation Facilities	14.9% (39)	34.1% (89)	42.1% (110)	8.8% (23)	261
Parking Facilities	10.2% (26)	32.8% (84)	40.6% (104)	16.4% (42)	256
Remove Barriers to Persons with Disabilities	23.1% (58)	44.2% (111)	28.3% (71)	4.4% (11)	251
Public Transportation	34.5% (91)	39.0% (103)	23.5% (62)	3.0% (8)	264
Other	42.1% (8)	5.3% (1)	5.3% (1)	47.4% (9)	19
				If other, please specify:	10
				answered question	269
				skipped question	50

5. Infrastructure

	High	Medium	Low	No need	Rating Count
Water System Improvements	11.6% (29)	41.4% (103)	41.8% (104)	5.2% (13)	249
Sidewalk Improvements	24.0% (61)	43.3% (110)	28.3% (72)	4.3% (11)	254
Sewer Improvements	12.7% (31)	44.9% (110)	38.0% (93)	4.5% (11)	245
Flood Prevention/Drainage Improvements	25.3% (64)	42.7% (108)	29.2% (74)	2.8% (7)	253
Other	45.8% (11)	8.3% (2)	8.3% (2)	37.5% (9)	24
				If other, please specify:	16
				answered question	261
				skipped question	58







6. Economic Development

	High	Medium	Low	No need	Rating Count
Loans to Businesses that Employ Low-Income People	45.1% (114)	40.3% (102)	13.4% (34)	1.2% (3)	253
Business Support Services	29.1% (72)	44.9% (111)	23.9% (59)	2.0% (5)	247
Small Business Loans and Training	37.8% (94)	46.2% (115)	13.3% (33)	2.8% (7)	249
Other	47.6% (10)	9.5% (2)	4.8% (1)	38.1% (8)	21
				If other, please specify:	14
				answered question	257
				skipped question	62

7. If you had to choose one area to focus on in each of the next five years, what would it be?						
	Affordable Housing	Social Services	Public Facilities	Infrastructure	Economic Development	Rating Count
2013	27.7% (74)	30.3% (81)	1.9% (5)	8.6% (23)	31.5% (84)	267
2014	24.5% (65)	26.0% (69)	3.4% (9)	12.1% (32)	34.0% (90)	265
2015	25.5% (67)	21.3% (56)	11.8% (31)	14.8% (39)	26.6% (70)	263
2016	21.8% (57)	21.4% (56)	17.9% (47)	21.8% (57)	17.2% (45)	262
2017	21.0% (55)	21.4% (56)	17.9% (47)	19.5% (51)	20.2% (53)	262
answered question						267
skipped question						52

8. If the region's CDBG and HOME programs get \$1.15 million next year, how would you spend it? In this exercise, you can only fund six activities total, so there should only be one checkmark in each column.

	\$50,000	\$100,000	\$100,000	\$200,000	\$300,000	\$400,000	Rating Count
Rehabilitation loans for low income homeowners	16.4% (19)	17.2% (20)	9.5% (11)	21.6% (25)	22.4% (26)	19.0% (22)	116
Rehabilitation loans for affordable rental units	12.8% (14)	12.8% (14)	12.8% (14)	22.0% (24)	23.9% (26)	15.6% (17)	109
Down-payment loans for low income homebuyers	13.2% (10)	11.8% (9)	18.4% (14)	21.1% (16)	13.2% (10)	25.0% (19)	76
Microenterprise loans and trainings	15.7% (16)	19.6% (20)	11.8% (12)	16.7% (17)	17.6% (18)	19.6% (20)	102
Homeless shelter for adults	8.3% (10)	15.8% (19)	19.2% (23)	20.0% (24)	20.8% (25)	15.8% (19)	120
Homeless shelter for families with children	4.6% (9)	9.2% (18)	13.8% (27)	19.5% (38)	21.5% (42)	31.8% (62)	195
Transitional housing for homeless youth	12.5% (19)	17.8% (27)	20.4% (31)	22.4% (34)	20.4% (31)	7.9% (12)	152
Shelter and counseling for victims of domestic violence	18.6% (21)	16.8% (19)	28.3% (32)	17.7% (20)	9.7% (11)	10.6% (12)	113
After-school programs for young people	31.3% (41)	16.8% (22)	19.1% (25)	16.8% (22)	6.9% (9)	9.9% (13)	131
Purchasing land so a non-profit organization can build new affordable housing	7.6% (6)	11.4% (9)	13.9% (11)	17.7% (14)	16.5% (13)	39.2% (31)	79
Outreach, referrals and counseling for people who need social services	30.6% (37)	18.2% (22)	19.0% (23)	10.7% (13)	16.5% (20)	7.4% (9)	121
Building or repairing downtown sidewalks	18.5% (10)	16.7% (9)	18.5% (10)	18.5% (10)	11.1% (6)	20.4% (11)	54
Other (please specify below)	16.0% (4)	24.0% (6)	16.0% (4)	12.0% (3)	12.0% (3)	60.0% (15)	25
						Other	37
						answered question	249
						skipped question	70







9. What are your living arrangements?		Response Percent	Response Count
Homeowner		73.4%	188
Renter		21.9%	56
Live with family and friends		1.6%	4
Currently homeless		0.4%	1
At risk of homelessness		0.8%	2
Other (please specify)		2.0%	5
		answered question	256
		skipped question	63

10. Where do you live?









		Response Percent	Response Count
Olympia		47.6%	120
Lacey		7.9%	20
Tumwater		7.9%	20
Yelm		3.6%	9
Bucoda		0.0%	0
Rainier		0.0%	0
Tenino		2.0%	5
Unincorporated Thurston County		25.8%	65
Other (please specify below)		5.2%	13
		Other	15
		answered question	252
		skipped question	67

11. In what ZIP code is your residence located?






	Response Count
	247
	answered question
	247
	skipped question
	72

12. How many people (including yourself) live in your household?			
		Response Percent	Response Count
1		12.1%	31
2		35.5%	91
3		26.6%	68
4		18.8%	48
5		5.9%	15
6 or more		1.2%	3
answered question			256
skipped question			63







13. Are you:(Please pick the best answer that describes your interest in this survey.)

		Response Percent	Response Count
Concerned citizen		40.2%	103
Social service provider		12.9%	33
Business owner		2.0%	5
Business employee		0.8%	2
Advocate		3.9%	10
Faith-based organization member		4.3%	11
Government staff or elected official		31.3%	80
Social services recipient		0.0%	0
Other (please specify)		4.7%	12
answered question			256
skipped question			63

14. Based on the total combined income earned by you and people you lived with in 2012, was your household:

		Response Percent	Response Count
Low Income		14.3%	36
Very Low Income		6.3%	16
Extremely Low Income		2.8%	7
Not Low Income		75.4%	190
Don't Know		1.2%	3
answered question			252
skipped question			67

15. If you work in a social service, nonprofit or other type of organization, are the people that you serve generally:

		Response Percent	Response Count
Low Income		7.8%	15
Very Low Income		18.2%	35
Extremely Low Income		22.4%	43
Some Low Income and Some Not Low Income		30.7%	59
Not Low Income		7.3%	14
Don't Know		13.5%	26
answered question			192
skipped question			127

16. Race/Ethnicity (Choose all that apply)

		Response Percent	Response Count
White		91.6%	230
African American		4.8%	12
American Indian		4.0%	10
Asian		3.6%	9
Pacific Islander		1.2%	3
Hispanic or Latino/a		2.8%	7
Other (please specify)		2.0%	5
answered question			251
skipped question			68

17. Sex/Gender Identity

		Response Percent	Response Count
Female		62.9%	158
Male		36.7%	92
Transgender		0.4%	1
answered question			251
skipped question			68



18. Sexual Orientation

		Response Percent	Response Count
Heterosexual (straight)		93.4%	226
Gay		0.8%	2
Lesbian		2.5%	6
Bisexual		3.3%	8
answered question			242
skipped question			77

19. Age Range

		Response Percent	Response Count
Younger than 15		0.0%	0
15 - 24		1.7%	4
25 - 34		14.6%	35
35 - 44		20.4%	49
45 - 54		32.1%	77
55 - 64		23.3%	56
65 - 74		7.9%	19
Older than 75		0.0%	0
answered question			240
skipped question			79

20. Are you disabled? (Under federal law, a disability is defined as the inability to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment(s) which can be expected to result in death, or which has lasted for at least one year.)

		Response Percent	Response Count
Yes		6.0%	15
No		94.0%	236
answered question			251
skipped question			68

21. Is there anything else you'd like to tell us about community development needs in the region?

	Response Count
	67
answered question	67
skipped question	252

Appendix I: Public Comments



City of Olympia

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360-753-8447

Meeting Minutes City Council

Tuesday, June 11, 2013

5:30 PM

Room 207

Special City Council Meeting to Conduct Business and to Hold Public Hearing on CDBG

1. ROLL CALL

Mayor Buxbaum noted Councilmember Cooper was excused from the meeting because he works for TOGETHER!

Present: 6 - Mayor Stephen H. Buxbaum, Mayor Pro Tem Nathaniel Jones, Councilmember Julie Hankins, Councilmember Steve Langer, Councilmember Jeannine Roe and Councilmember Karen Rogers

Excused: 1 - Councilmember Jim Cooper

1.A ANNOUNCEMENTS - None

1.B APPROVAL OF AGENDA

Mayor Pro Tem Jones moved, seconded by Councilmember Roe, to approve the agenda. The motion carried by the following vote:

Aye: 6 - Mayor Buxbaum, Mayor Pro Tem Jones, Councilmember Hankins, Councilmember Langer, Councilmember Roe and Councilmember Rogers

Excused: 1 - Councilmember Cooper

2. PUBLIC COMMUNICATIONS

No one signed up to speak.

3. CONSENT CALENDAR

3.A 13-0481 Interlocal Agreement with the State of Washington Department of Corrections

The agreement was adopted.

Approval of the Consent Agenda

Councilmember Langer moved, seconded by Councilmember Hankins, to adopt the Consent Calendar. The motion carried by the following vote:

Aye: 6 - Mayor Buxbaum, Mayor Pro Tem Jones, Councilmember Hankins, Councilmember Langer, Councilmember Roe and Councilmember Rogers

Excused: 1 - Councilmember Cooper

4. PUBLIC HEARING

4.A 13-0466 Public Hearing - Community Development Block Grant Consolidated Plan and Annual Action Plan

Housing Program Manager Anna Schlecht gave a brief presentation to share that the allocation is \$357,000 and there has been a recent increase in pay-off requests, so more funds should be available with loan repayments.

Ms. Schlecht noted public comments will be accepted through Saturday, June 30, 2013 at 5:00 p.m.

Mayor Buxbaum indicated there would be a second opportunity to testify on June 25 for those not able to testify tonight.

Family Support Center (FSC) Board Member Douglas McCuddon thanked the Council for financial support and asked that funding allocations be maintained as agreed upon to move forward. He reported the Smith Building project is expected to be completed by the end of March, 2014 and interior demolition has begun.

Family Support Center Board Member and Nurse Practitioner Sarah Holt-Knox said she provides health services throughout the community and sees extensive community needs. She said she appreciates FSC's role in helping provide health services to the homeless, to families, and for providing shelter. She thanked the Council for funding the Family Support Center and feels the Smith Building facility will be beneficial for the community and families.

Family Support Center Executive Director Schelli Slaughter thanked the Council for making an investment in homeless families and homeless children and for providing funding so FSC can continue their work. She feels the investment is not only in FSC and the Smith Building, but also in the community. She said the Council made the right choice investing in all of the partners present and noted FSC could not do what they do without the other social service providers on the funding list.

TOGETHER! Board President Rick Hughes thanked the Council for a commitment of \$5,000 for the Evergreen Villages Community Center. He said they are in a dire situation financially since they learned they've lost about \$50,000 in funding from the County, which will run out within two weeks. He asked the Council to consider funding \$15,000 instead of

\$5,000. He shared that they provide academic support for needy kids, serve as an access point for DSHS, and for the food bank.

TOGETHER! Evergreen Villages Community Center Program Director Brenda Jones shared that they serve 30-50 youth in a large HUD housing development where the median income is \$11,000 per household, with most families being single-parent homes. They've helped over 500 youth in the past 11 years, many of whom have gone on to college. She thanked the Council for the \$5,000, but asked that they consider providing more funding to help the kids.

Out of the Woods Family Shelter Board of Directors President Julie Rodwell thanked the Council for their much needed funding allocation. She shared that statistics show only 17 percent of kids/homeless families in a community are typically sheltered; the rest live in tents, cars, or elsewhere. The financial support received from CDBG funding will help continue to provide support for homeless families in our community.

Community Youth Services (CYS) Director of Program Services Derek Harris thanked the Council for funding and asked them to maintain the same level of funding. The new shelter on Pear Street "Shelter from the Storm" will serve youth up to 24 years of age and be co-located with their young adult program. Currently they house ten youth nightly, ranging in age from 18-24 years old, and provide 3,600 bed nights of care per year. The new shelter will allow them to provide transition-age service to 53 young adults and 23 children, and they expect the shelter will be completed by the end of 2013.

Community Youth Services Clinical Director Scott Hanauer thanked the Council for funding; they plan to leverage that funding to continue to provide youth shelter and vital therapeutic trauma care. Most of the homeless youth they see have experienced trauma (an average of nine placements). By providing youth with therapeutic care, they have achieved a placement stability rate of 97 percent.

TOGETHER! Vice-Chair Cynthia Pratt thanked the Council for their preliminary allotment of \$5,000. She asked that they consider providing more funding and said the Evergreen Villages Community Center kids are dependent on their program. She acknowledged the focus on downtown, but believes investing in youth is an important preventative measure for the community.

Community Youth Services Board Member Paul DesJardien thanked the Council for the CYS funding allocation and asked the Council to maintain the funding level awarded.

Community Youth Services Board Member Linda Lamm thanked the Council for funding, which they plan to leverage further. She said this fits in the plans for the Community Block Grants as it pertains to mutual goals. Community Youth Services' success equals community success. This is the best use of public/private funding.

Community Youth Services Rosie's Place Program Director Dae Shogren thanked Council for funding and expressed the importance in helping homeless youth in the community. In 2012 they served 800 unduplicated youth under 21 years of age at Rosie's Place. Last year, there

were 300 kids over 21 they were unable to serve. The funding will allow them to move offsite and expand important services. They anticipate serving 1,100 youth in the new Pear Street facility.

Panza Board of Directors President Jill Severn thanked the Council for funding for Quixote Village.

Enterprise for Equity (E4E) Executive Director Lisa Smith thanked the Council for including Enterprise for Equity in the allocation. She indicated that by providing funding to help individuals start up small businesses, they are helping the smallest businesses to get stronger! She's seeing successful participants pay back micro-loans and positively affect other small businesses (e.g., small farms in the area). Providing CDBG funding to E4E helps them find matching programs and create an asset-building coalition program. She asked the Council to maintain the same funding initially proposed.

Community Youth Services Rosie's Place Board member and Volunteer Cindy Berger thanked the Council for funding and for help with their new shelter. She passed on the thanks for the kids; currently the center gets very crowded and the new facility at Pear Street will be great. She let the Council know the kids appreciated the new shelter (currently in operation).

The public hearing was closed.

Mayor Buxbaum noted the Consolidated Plan and funding are not up for approval until July 9, 2013 and the plan is due to HUD shortly thereafter.

Councilmember Langer asked what the implication is of additional funds available via loan repayment. Mayor Buxbaum shared there is a 15 percent limit for social services; the rest can be allocated to other projects.

Mayor Buxbaum stated that written public comments will be accepted through June 30, 2013 and indicated that Council may do initial deliberations on June 18 (approved by City Attorney Tom Morrill).

5. ADJOURNMENT

The meeting adjourned at 6:20 p.m.

Heather Reed

From: Anna Schlecht
Sent: Friday, June 21, 2013 9:02 AM
To: Heather Reed
Subject: FW: Thank You from TOGETHER! president Rick Hughes

Please print & file

M. Anna Schlecht / Housing Program Manager

City of Olympia Housing Program
City of Olympia / 601 4th Avenue East / Olympia WA 98501
(360) 753-8183 / aschlech@ci.olympia.wa.us

City of Olympia Website: www.ci.olympia.wa.us

Please Note: *This message and any reply may be subject to public disclosure.*

From: Meghan Sullivan [<mailto:MSullivan@thurstontgether.org>]
Sent: Thursday, June 20, 2013 10:13 AM
To: CityCouncil; Steve Hall; Anna Schlecht
Cc: attorneyhughes@comcast.net
Subject: Thank You from TOGETHER! president Rick Hughes

Hello,

TOGETHER!'s Board President Rick Hughes and I thank you for your generous support of Evergreen Villages Community Center. For Council Members with whom we had not yet confirmed an individual meeting, this has more than accomplished our aim, so please disregard my previous meeting requests. Finally, below is a personal thank you from Rick.

Sincerely,

Meghan Sullivan

Meghan M. Sullivan, CHES

Operations Director
TOGETHER!
360.493.2230 ext. 19
418 Carpenter Rd. SE, Ste 203
Lacey, WA 98503

TOGETHER! engages and mobilizes families, schools and the community to advance the health, safety and success of our youth.

Dear Mayor Buxbaum, Council and Staff,

On behalf of TOGETHER!, I want to thank the Council, City Manager and staff for your support of Evergreen Villages Community Center. The kids, parents, and others who utilize the Center will continue to benefit thanks in large part to your recent action. We will definitely continue to seek other funding sources as you requested.

If you would ever like to tour Evergreen Villages Community Center, I would be happy to arrange this.

Thanks again for your support and your service to our community,

Rick Hughes
TOGETHER! Board President
attorneyhughes@comcast.net

Heather Reed

From: Anna Schlecht
Sent: Tuesday, June 18, 2013 6:54 PM
To: Heather Reed
Subject: FW: Written testimony - CDBG

Plz print & file

M. Anna Schlecht / Housing Program Manager

City of Olympia Housing Program
City of Olympia / 601 4th Avenue East / Olympia WA 98501
(360) 753-8183 / aschlech@ci.olympia.wa.us

City of Olympia Website: www.ci.olympia.wa.us

Please Note: *This message and any reply may be subject to public disclosure.*

From: Meghan Sullivan [<mailto:MSullivan@thurstonttogether.org>]
Sent: Tuesday, June 18, 2013 4:44 PM
To: CityCouncil
Cc: Anna Schlecht
Subject: Written testimony - CDBG

Hello Councilmembers,

First, thank you again for your support and partnership at TOGETHER!'s Evergreen Villages Community Center (EVCC) over the years. Through CDBG allocations and other sources, youth and families at our Center have greatly benefitted from City of Olympia support for nearly 15 years.

Last Tuesday, our Board President Rick Hughes, Vice President Cynthia Pratt and Program Director Brenda Jones enjoyed the opportunity to publicly thank the Council for your preliminary allocation of \$5,000 for EVCC through the CDBG process. In addition, each of them urged the Council to consider increasing the allocation, especially in light of additional funds at your disposal, and the recent news of EVCC's \$50,000 budget gap due to the reallocation of monies from Thurston County.

Thank you again for your ongoing support at EVCC, and your consideration of our important request. With your support, we ensure more than 150 low income adults have a safe place where they feel a sense of belonging, access food and technology, and receive academic and social support. We could not do this without your partnership.

Also, as you know, this month, Rick Hughes and I have begun meeting with Councilmembers individually to discuss EVCC's funding gaps. This evening, I will sit in on your council meeting, and I am looking forward to hearing the robust discussion you all have with regard to the CDBG plan and funding process. I will arrive early, introduce myself and be available to answer any questions you may have for me. Finally, for those of you with whom I have not yet confirmed a meeting time, I am happy to make that arrangement in person tonight.

Sincerely,

Meghan Sullivan

Meghan M. Sullivan, CHES

Operations Director

TOGETHER!

360.493.2230 ext. 19

418 Carpenter Rd. SE, Ste 203

Lacey, WA 98503

TOGETHER! engages and mobilizes families, schools and the community to advance the health, safety and success of our youth.

Anna Schlecht

To: elizabetht@alesek.org; ssanders@bhr.org; jmasterson@bhr.org; vwilliams@bhr.org; jhoefling@bhr.org; roger@swwabigs.org; amanda@swwabigs.org; jingoglia@bgctc.org; k.selena@gmail.com; heathermoore@capitalclubhouse.org; rrichards@capitalclubhouse.org; garys@ccsww.org; baryh@ccsww.org; bonnieh@ccsww.org; juliem@ccsww.org; greenwoodh@crhn.org; phil@citygatesministries.org; Steve Friddle; Keith Stahley; valerieb@caclmt.org; dharris@communityyouthservices.org; cshelan@communityyouthservices.org; mmclemore@communityyouthservices.org; dshogren@communityyouthservices.org; ngarcia@communityyouthservices.org; lunaf@co.thurston.wa.us; paul@crisis-clinic.org; kolson@crisis-clinic.org; Judy.Combes@dshs.wa.gov; lisa@enterpriseforequity.org; bethopplinger@hotmail.com; mmhoove@aol.com; erinc@fscss.org; cindym@fscss.org; Schellis@fscss.org; programmanager@fscss.org; curt.andino@spshabitat.org; ann@help4hardtimes.org; mbrown@brownbuildingcontractors.com; bheath@rcac.org; vista@homesfirst.org; trudy@homesfirst.org; chrisl@hatc.org; Bobr@hatc.org; coordinatethurston@gmail.com; office@interfaith-works.org; jillk@lihi.org; kturner@lihi.org; ksmock@masoncountyliteracy.org; brotherwendell2@yahoo.com; jlanson@mside.org; larnone@mside.org; ferushen@riseup.net; expansion@olympiafood.coop; cheywood@trl.org; president@outofthewoods.org; manager@outofthewoods.org; timabell@pacifichousingnw.com; jillsevern@comcast.net; timothyransom@comcast.net; rosalinda@youthchangeagents.org; info@youthchangeagents.org; cassieanneburke@gmail.com; welfarerights@riseup.org; dddoerer@gmail.com; brittp@safeplaceolympia.org; maryp@safeplaceolympia.org; joyce.lincoln-johnson@usw.salvationarmy.org; Marsha.little@usw.salvationarmy.org; Bill.lum@usw.salvationarmy.org; mike.oravits@usw.salvationarmy.org; john.wright@usw.salvationarmy.org; eileen@southsoundseniors.org; jill@walkthurston.org; phil@walkthurston.org; laurianw@walkthurston.org; eldercare@smerken.com; development@southsoundseniors.org; activitiesdir@southsoundseniors.org; jtterrano@saintmichaelparish.org; joh@standupforkids.org; dusty@stonewallyouth.org; ellisha@co.thurston.wa.us; clearm@co.thurston.wa.us; colemas@co.thurston.wa.us; murrayc@co.thurston.wa.us; loylel@co.thurston.wa.us; Info@thurstonttogether.org; jcooper@thurstonttogether.org; jmorgan@thurstonttogether.org; skip@ougm.org; tim@ougm.org; preston.anderson@va.gov; mecaptain@DOC1.WA.GOV; joann.wiest@doc.wa.gov; timseth@juno.com; blafreniere@ywcaofolympia.org; tstampfli@ywcaofolympia.org; ywca@ywcaofolympia.org; abelo@hsdc.org; Keljwils62@comcast.net

Cc: maxb@communityframeworks.org; gingers@communityframeworks.org; paulp@beacondevgroup.com; sharonl@lihi.org; jlatuchie@mercyhousing.org; kparker@mercyhousing.org; aluber@mercyhousing.org; shirleyb@commongroundwa.org; patk@commongroundwa.org; rkconsultants@comcast.net; trpo@msn.com; oda@tss.net; rsunde@thurstonedc.com; mcade@thurstonedc.com; cheryl@vivalastore.com; darrenmills721@hotmail.com; dschaffert@thurstonchamber.com; info@westolybusiness.com

Subject: Olympia CDBG Public Hearing Reminder - Tuesday June 11th @ 5:30 pm

Greetings!

REMINDER: The Olympia CDBG Public Hearing will be tomorrow early evening at 5:30. This will be the public's opportunity to comment on the draft Regional Consolidated Plan (*for both Thurston County & Olympia*) and the City of Olympia's CDBG Annual Action Plan. The Annual Action Plan contains the list of proposed projects to receive funding.

Olympia CDBG Public Hearing
Tuesday June 11th at 5:30 PM
Olympia City Hall
601 – 4th Avenue East

Here is a link to the staff report:

<http://olympia.legistar.com/LegislationDetail.aspx?ID=1441613&GUID=F6210E5E-265B-49D7-BA70-0AFA6BD72667&Options=&Search=>

M. Anna Schlecht / Housing Program Manager

City of Olympia Housing Program
City of Olympia / 601 4th Avenue East / Olympia WA 98501
(360) 753-8183 / aschlech@ci.olympia.wa.us

City of Olympia Website: www.ci.olympia.wa.us

Please Note: *This message and any reply may be subject to public disclosure.*

Public Comment Period June 1 – June 30, 2013
Olympia Community Development Block Grant Program
Public Hearing on June 11, 2013

The City of Olympia Community Development Block Grant Program will offer a one-month public comment period, June 1 - June 30, 2013 to receive public comments on the draft five-year Consolidated Plan and the draft one-year Annual Action Plan for Program Year 2013 (September 1, 2013 – August 31, 2014).

As part of this public comment period, the City will hold its annual Community Development Block Grant (CDBG) Public Hearing on the evening of **Tuesday, June 11, 2013**. This Public Hearing will be held during a special meeting of the City Council that starts at 5:30 p.m. in Room 207 at Olympia City Hall, located at 601 4th Avenue, E. The Public Hearing is open to anyone who is interested in the City's five-year CDBG Consolidated Plan as well as the one-year Annual Action Plan for the first Program Year 2013 (September 1, 2013 - August 31, 2014). For the one-year Annual Action Plan, there will be an estimated to be approximately \$450,000 for CDBG activities and an additional \$110,000 for administration and service delivery costs, which may be increased or decreased by congressional action or by Council at the time of allocation.

In order to maximize the amount of time for public testimony there will be no staff presentation. Those wishing to testify **must sign-up prior to the beginning of the 5:30 p.m. meeting on June 11th** and doors will open by 4:30 pm. People *not* accommodated during the June 11th Public Hearing will have a second opportunity to testify during the regular City Council meeting on June 25th – but only those people who signed up by 5:30 p.m. on June 11th. This will not be considered a second Public Hearing.

The City of Olympia receives federal CDBG funds from the Department of Housing and Urban Development (HUD). According to the HUD website, the CDBG Program provides federal funds to “develop viable communities by providing decent housing, a suitable living environment, and opportunities to expand economic opportunities, principally for low- and moderate-income persons.” The City has identified the following strategies for both the five-year Consolidated Plan as well as the one-year Annual Action Plan for Program Year 2013: Economic Development; Housing Rehabilitation; Land Acquisition; Public Facilities and Improvements; and, Public Services.

Copies of the five-year Consolidated Plan and the one-year Annual Action Plan will be available between June 1 and June 30th at Olympia City Hall, at the Olympia downtown Timberland Public Library or online at the City's website at www.olympiawa.gov.

Comments about the City's five-year Consolidated Plan and the one-year Annual Action Plan can be delivered in person during the public hearing on June 11th, emailed directly to the Olympia City Council at citycouncil@ci.olympia.wa.us or mailed to the City Council at Olympia City Council, P.O. Box 1967, Olympia, WA 98507-1967.

This hearing is open to the public with citizen participation encouraged. The public is invited to review the staff report online at www.olympiawa.gov and to email the City Council directly at citycouncil@ci.olympia.wa.us. If you want to participate in the hearing and require special accommodations or interpreters, please contact one of the following staff members listed at least one week prior to the meeting: Anna Schlecht at 360-753-8183 or aschlech@ci.olympia.wa.us; or Heather Reed at 360-753-8436 or hreed@ci.olympia.wa.us.

CITY OF OLYMPIA HOUSING PROGRAM
COMMUNITY PLANNING AND DEVELOPMENT

DO NOT PUBLISH BELOW THIS LINE

Publish Date: Sunday, May 26, 2013



RECEIVED

MAY 28 2013

City of Olympia
Executive Department

Our vision is that all young people in Thurston and Mason County communities are supported, healthy, safe and valued.

May 24, 2013

Mayor Stephen Buxbaum
City of Olympia
P.O. Box 1967
Olympia, WA 98507-1967

CC: COUNCIL
STEVE
JAY
JANE
KEITH
STEVE F
ANNA S

Re: Evergreen Villages Community Center Funding

Dear Mayor Buxbaum,

TOGETHER! deeply appreciates the City Council's initial allocation of \$5,000 to our Evergreen Villages Community Center program through the CDBG process. By working collaboratively, we strengthen our collective impact. As you know, the City of Olympia's regular financial support played a key role in helping improve opportunities and conditions for very low income children and families at Evergreen Villages Community Center from 1999 to 2011. Our ongoing partnership with the City to prevent and reduce youth gang activity, substance abuse and violence on Olympia's west side has prevented juvenile crime, and aided in the rehabilitation of former gang members.

Open weekdays plus extended hours during school breaks, Evergreen Villages Community Center provides academic support, healthy snacks, and one-on-one mentoring, reaching 90 children each month. Our programming helps to build social and emotional resilience, teaching children vital skills to help them make healthy decisions. Our team works closely with the Olympia Police Department to report crime, inform on gang activity in the area, and help teens complete court-ordered community service. The Center has played a key role in helping countless Olympia teens get their life back on track after getting out of gangs, drugs or other risky lifestyles. Through role modeling trust and respect and creating a culture of accountability, TOGETHER! staff and volunteers create an environment in which low-income, high-risk youth can thrive. Many youth participants go on to volunteer at the Center, graduate high school, and become the first in their family to attend college.

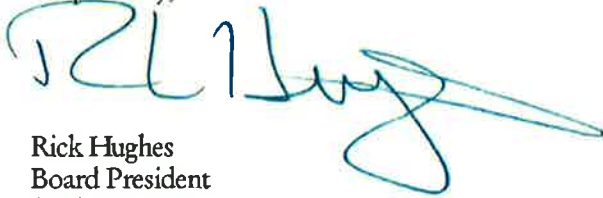
In addition, Evergreen Villages Community Center serves as an access site for DSHS resources and a satellite Thurston County Food Bank site. Our computer lab also helps residents of all ages search for employment, update resumes, complete schoolwork, and learn and polish their English language skills. We also partner with service clubs and others to hold community and cultural events at the Center, and we support residents' access to garden plots in the City of Olympia's Sunrise Park.

In the absence of the City of Olympia's financial support in 2012 and 2013, TOGETHER! has increasingly relied on contributions from Thurston County to provide evidence-based substance abuse prevention programs and services to Evergreen Villages' children and teens. Unfortunately, the Community Center sustained another devastating financial loss as we recently learned it will no longer receive continued funding of \$50,000 per year from Thurston County Public Health and Social Services, effective July 1, 2013. Our agency is working hard to secure alternate funding, but we are faced with a strong probability of reduced programs and services (or a possible program closure) if funding cannot be confirmed in the immediate future.

In light of this, we humbly request that the City of Olympia consider supporting Evergreen Villages Community Center through an immediate allocation of \$15,000 and then an ongoing allocation of \$20,000 per year through the City's annual budget process.

Thank you for your careful consideration of this request to forward work on common community health and safety goals, including crime and substance abuse prevention. Your support will help to ensure the more than 150 people accessing programs and services at Evergreen Villages are healthy, safe and successful. Should you have questions about our programs, funding, or anything else, please contact TOGETHER!'s Operations Director, Meghan Sullivan, at (360) 493-2230 ext. 19 or MSullivan@ThurstonTOGETHER.org.

Respectfully,



Rick Hughes
Board President
(360) 528-5711

Appendix J: Certifications

**APPENDIX J:
FORMS AND CERTIFICATIONS**

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing – The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-Displacement and Relocation Plan – It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implement regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under Section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME Programs.

Drug Free Workplace – It will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
2. Establishing an ongoing drug-free awareness program to inform employees about
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
3. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph 1.
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.
5. Notifying the agency in writing within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction.

Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant.

6. Taking one of the following actions within 30 calendar days of receiving notice under subparagraph 4(b) with respect to any employee who is so convicted:
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5, and 6.

Anti-Lobbying – To the best of the jurisdiction’s knowledge and belief:

1. No federal-appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement;
2. If any funds other than federal-appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions; and
3. It will require that the language of paragraphs 1 and 2 of this anti-lobbying certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction – The consolidated plan is authorized under state and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding in accordance with applicable HUD regulations.

Appendix J: Certifications

Consistency with Plan – The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 – It will comply with Section 3 of the Housing and Urban Development Act of 1968 and implement regulations at 24 CFR Part 135.



Signature/Authorized Official



Date

Olympia City Manager

Title

SPECIFIC CDBG PROGRAM CERTIFICATIONS

The Entitlement Community certifies that:

Citizen Participation – It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan – Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing and expand economic opportunities primarily for persons of low and moderate income (see CFR 24 570.2 and CFR 24 part 570).

Following a Plan – It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds – It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities that benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities that the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available).
2. **Overall Benefit.** The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program years 2010, 2011, and 2012 (a period specified by the grantee consisting of one, two, or three specific consecutive program years) shall principally benefit persons of low and moderate income in a manner that ensures that at least 70% of the amount is expended for activities that benefit such persons during the designated period.
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of

fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force – It has adopted and is enforcing:

- 1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations, and
- 2. A policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance with Anti-discrimination Laws – The grant will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint – Its notification, inspection, testing, and abatement procedures concerning lead-based paint will comply with the requirements of 24 CFR §570.608;

Compliance with Laws – It will comply with applicable laws.



Signature/Authorized Official



Date

Olympia City Manager

Title

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, US Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or state highway department while in operation, state employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph 3).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant. Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 24, subpart F.

Place of Performance (Street address, city, county, state, zip code):
837 7th Avenue, Olympia, Thurston County, WA, 98501

7. Definitions of terms in the Non-procurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of sub-recipients or subcontractors in covered workplaces).