

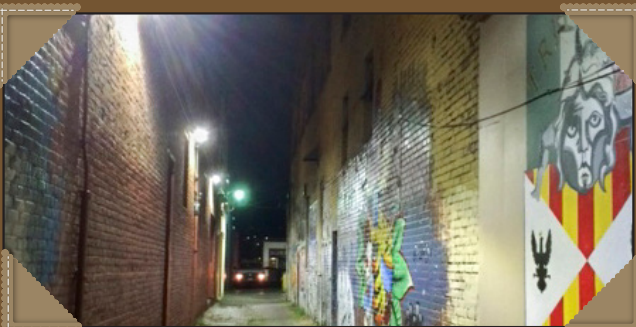


Community Development Block Grant Program

2018 Action Plan | Citizen Summary



olympiawa.gov/cdbg



Program Year 2018 Community Development Block Grant Annual Action Plan

OVERVIEW

The federal Community Development Block Grant (CDBG) Program, administered by the Department of Housing and Urban Development (HUD), is a flexible program intended to develop viable urban communities by providing: 1) decent housing, 2) a suitable living environment, and 3) expanding economic opportunities, principally for low- and moderate-income people.

STRATEGIC GOALS

The City of Olympia identified two strategic goals for this program year: **#1- Public Facilities (Day Center); and #2 - Housing Activities**. However, the City will also continue to work on **Economic Development**. Following is a Citizen Summary with key information from the **Olympia Community Development Block Grant Program Year (PY) 2018 Annual Action Plan**, which runs from September 1, 2018 through August 31, 2019.

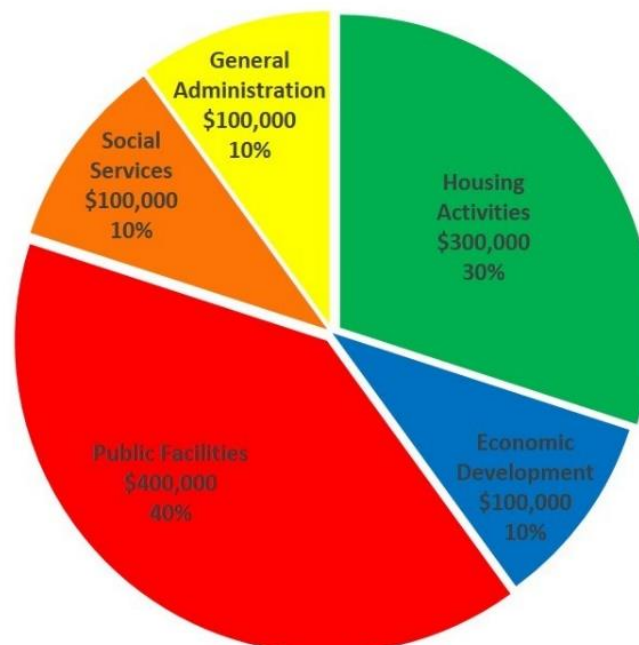
PROPOSED CDBG-FUNDED ACTIVITIES

The following activities will receive funding during the PY 2018 Program Year:

\$400,000	Public Facilities – Day Center
\$300,000	Housing Activities
\$50,000	Micro-Enterprise Assistance/Business Training and Technical Assistance
\$50,000	Crime Prevention Through Environmental Design (CPTED)
\$55,000	Downtown Ambassador Program
\$45,000	Day Center Staffing
<u>\$100,000</u>	<u>Program Administration - Required</u>
\$1,000,000	TOTAL PROPOSED PY 2018 CDBG FUNDING

* Includes estimated 10% "Activity Delivery Costs" (ADC) necessary for managing these programs

Proposed PY 2018 Strategic Goals by Percentage



PUBLIC COMMENT

The public comment period runs from May 23 - June 23, 2018, offering the following options:

- **Written comments** in care of the Olympia City Council, 601 4th Ave E, Olympia, WA 98501
- **Emails** via cdbg@ci.olympia.wa.us
- **Phone calls** to the City Council at 360-753-8244
- **Public hearing** – 7:00 p.m., Tuesday, June 12 at Olympia City Hall

ANTICIPATED RESOURCES

The City anticipates the following financial resources:

\$370,737	New CDBG entitlement funds will be allocated to Olympia for PY 2018
\$129,263	Anticipated Program Income (<i>Reduced from prior estimates</i>)
<u>\$500,000</u>	<u>Unspent Prior Year</u>
\$1,000,000	Total anticipated resources for the PY 2018 CDBG Program

OTHER RESOURCES

In calendar year 2018, the City of Olympia also allocated \$91,810 from the general fund to address emergency shelter, transitional housing, daycare, homeless outreach, and other anti-poverty programs in partnership with the City of Lacey, City of Tumwater and Thurston County, through the Community Investment Program (CIP).

Federal Regulatory Caps on CDBG Expenditures

The federal CDBG Program operates with a number of regulatory caps intended to balance the use of funds. Following are the key regulatory caps affecting the Olympia CDBG Program:

Social Services Cap: Federal CDBG regulations require a 15% cap on social services spending, calculated by adding the prior program year's actual program income received to the current program year's grant award. For PY 2018 the following calculation summarizes social services spending:

\$515,737	Total CDBG funds for Social Service cap calculation
	<i>Potential 15% maximum available for social service allocations = \$77,360</i>
\$77,360	15% Proposed Social Services Allocations
\$22,640	Prior year funds
\$100,000	\$55,000 - Downtown Ambassador Program, \$20,000 – Day Center Staffing

Administration Costs Cap: CDBG regulations provide for up to 20% general administrative costs. Following is a breakdown of these recommended categories of expenditures:

\$ 900,000	CDBG Activities (<i>identified above</i>)
\$ 100,000	General Administration – 19% of total funds (<i>regulatory cap = 20%</i>)
<u>\$ 0</u>	<u>Direct Service Delivery Expenses (<i>included in allocated activities</i>)</u>
\$1,000,000	Total PY 2018 Projected Expenditures

Geographic Distribution

The City of Olympia will direct 100% of CDBG funds to projects and programs benefiting those with low- to moderate-incomes (LMI). All projects benefiting geographical areas will be located in designated low- to moderate-income areas.

70% Benefit to Low and Moderate Income People: CDBG is intended to primarily benefit low- and moderate-income people, defined as people with incomes less than 80% of Thurston County’s median family income. This includes people who are presumed eligible because they are severely disabled, homeless, along with others. This 70% benefit ratio is determined over the City’s three-year certification period.

BENEFICIARIES

Federal regulations require that CDBG funds primarily benefit low- and moderate-income (LMI) people, with 70% of the funds assisting LMI people and households. The following chart presents those that this year’s funding will benefit:

Recipient	Project	Outcomes	Goal(s) Met	Objectives Met	Proposed Allocation
TBD	Community Center	New Day Center. Purchase/Tenant Improvements/15+ Year Lease.	Public Facilities	LMC - Low/mod Limited Clientele Benefit	\$400,000
TBD	Housing Rehabilitation/Land Acquisition	Housing rehabilitation or conversion of an existing building, purchase land to support housing efforts.	Housing	LMH - Low/Mod Housing Benefit	\$300,000
Enterprise for Equity	Micro-Enterprise Assistance	Assistance for businesses with fewer than 4 employees.	Economic Development	LMC - Low/mod Limited Clientele Benefit	\$20,000
Thurston Economic Development Council & Olympia Downtown Alliance	Business Training & Technical Assistance	Assistance for businesses with greater than 4 employees.	Economic Development	LMJ - Low/Mod Job Creation & Retention	\$30,000
Multiple/TBD	Crime Prevention Through Environmental Design (CPTED)	Downtown Safety Projects	Economic Development	LMJ - Low/Mod Job Creation & Retention	\$50,000
City of Olympia	Downtown Ambassador Program	Outreach for street-dependent persons.	Social Services	LMC - Low/mod Limited Clientele Benefit	\$55,000
TBD	Day Center Staffing	Funding assistance for Day Center staff.	Social Services	LMC - Low/mod Limited Clientele Benefit	\$45,000
City of Olympia	General Administration	Planning and administrative activity required to run a compliant program.	N/A	N/A	\$100,000

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

Proposed PY 2018 CDBG Projects and Fund Allocation

2018 Priority Strategies: Housing Activities and Economic Development

The City's CDBG Program Annual Action Plan features a range of activities, each intended to promote housing and economic development - the primary City of Olympia strategies identified in the Consolidated Plan. The specific PY 2018 proposed projects are identified as follows:

1. **Housing Activities**
\$300,000
Fund housing rehabilitation, conversion of existing buildings, or land acquisition.
2. **Economic Development**
\$20,000 Micro-Enterprise Assistance
Provide assistance to small start-up businesses with fewer than four employees.
\$30,000 Business Training and Technical Assistance
Provide assistance for larger, established small businesses with more than four employees.
\$50,000 Crime Prevention Through Environmental Design
Various Downtown safety projects.
3. **Public Facilities**
\$400,000 Day Center
Funding assistance for a Day Center.
4. **Social Services**
\$55,000 Downtown Ambassador Program
Street outreach, referrals, and other assistance to homeless street-dependent and mentally ill individuals in the Downtown core.
\$45,000 Day Center Staffing
Funding to assist staffing of a Day Center.
5. **Planning and Administrative Costs**
\$100,000
Staffing costs to administer a compliant CDBG program.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The following chart places each of the PY 2018 proposed projects within the framework of the CDBG Five-Year Consolidated Plan:

Recipient	Project	Outcomes	Goal(s) Met	Objectives Met	Proposed Allocation
TBD	Community Center	New Day Center. Purchase/Tenant Improvements/15+ Year Lease.	Public Facilities	LMC - Low/mod Limited Clientele Benefit	\$400,000
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Enterprise for Equity	Micro-Enterprise Assistance	Assistance for businesses with fewer than 4 employees.	Economic Development	LMC - Low/mod Limited Clientele Benefit	\$20,000
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Multiple/TBD	Crime Prevention Through Environmental Design (CPTED)	Downtown Safety Projects	Economic Development	LMJ - Low/Mod Job Creation & Retention	\$50,000
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TBD	Day Center Staffing	Funding assistance for Day Center staff.	Social Services	LMC - Low/mod Limited Clientele Benefit	\$45,000
City of Olympia	General Administration	Planning and administrative activity required to run a compliant program.	N/A	N/A	\$100,000

PY2018 Proposed Projects

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

In PY 2017 (September 1, 2017 - August 31, 2018) the Olympia CDBG Program allocated a total of \$484,441 for housing and community development activities. The following projects were funded:

- Planning and Administrative Costs \$90,000
- Section 108 Debt Service \$65,000
- Business Training "Tune-Up" \$25,000
- Business Training and Technical Assistance \$35,000
- Crime Prevention through Environmental Design \$75,000
- Interfaith Works Day Center \$100,000
- Downtown Ambassador Program \$55,000
- *Housing Rehabilitation \$39,411

*Housing rehabilitation sub-total indexed to actual program in come receipts.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Participation from citizens, agencies, advocacy groups, nonprofit organizations, faith communities, businesses, and others concerned with housing, homelessness and community development in the City of Olympia were encouraged throughout the CDBG planning process. Highlights of PY 2018 Annual Action Plan development process include:

- Council public discussions of PY 2018 CDBG Program Annual Action Strategies and review of recommendations for funding during Council meetings held between November 2017 and June 2018.
- Council General Government Committee's discussions on CDBG strategies and specific activities to be recommended for funding in its April and May 2018 meetings.
- Community discussion with service providers and other stakeholders at the April meeting of the Housing Action Team and the Homeless Housing Hub of Thurston Thrives.
- Council review of existing data on affordable housing, homelessness and the needs assessments for other services.
- Council review and approval of draft CDBG Annual Action Plan on May 22, 2018.
- Release of draft CDBG Annual Action Plan for public review and comment on May 23, 2018. Followed by a 30-day public comment period from May 23, 2018 to June 23, 2018.
- City Council public hearing on the proposed CDBG Annual Action Plan on June 12, 2018.
- Final Council approval of the draft CDBG Annual Action Plan on June 26, 2018.
- Submission of CDBG PY 2018 Annual Action Plan to HUD on or before July 14, 2018.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The City will receive public comments on the proposed PY 2018 Annual Action Plan from citizens during the 30-day public comment period running from May 23, 2018 to June 23, 2018. There will be a public hearing held on June 12, 2108.

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

All comments will be accepted and included in the PY 2018 Annual Action Plan.

7. Summary

Comments will be summarized following the close of the Citizen Participation process.

PR-05 Lead & Responsible Agencies – 91.200(b)

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

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	Olympia	
CDBG Administrator	Olympia	Community Planning & Development
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

Keith Stahley

Community Planning and Development Director
 PO Box 1967
 Olympia, WA 98507-1967
 kstahley@ci.olympia.wa.us
 360.753.8227

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

1. Introduction

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

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

The City participates in several regional coordination bodies including Thurston County regional Continuum of Care, Thurston Thrives Housing Action Team and the Homeless Housing Hub.

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

Below is the chart of all agencies, groups and organizations that have participated in the City's Citizen Participation process.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Thurston County Thurston Thrives Council
	Agency/Group/Organization Type	Other government - County Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing meetings on topics listed above with the intent of incorporating key goals and strategies.
2	Agency/Group/Organization	Thurston County Thurston Thrives Housing Team
	Agency/Group/Organization Type	Other government - County Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing meetings on topics listed above with the intent of incorporating key goals and strategies.

3	Agency/Group/Organization	Thurston County Homeless Coordinator currently vacant
	Agency/Group/Organization Type	Other government - County Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing meetings on topics listed above with the intent of incorporating key goals and strategies.
4	Agency/Group/Organization	Thurston County Homeless Housing Hub, sub-committee of the Housing Team
	Agency/Group/Organization Type	Regional organization Planning organization Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing meetings on topics listed above with the intent of incorporating key goals and strategies.

5	Agency/Group/Organization	Thurston County Chamber of Commerce
	Agency/Group/Organization Type	Planning organization Business Leaders
	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing meetings on the topics listed above with the intent of incorporating key goals and strategies.
6	Agency/Group/Organization	Economic Development Council of Thurston County
	Agency/Group/Organization Type	Regional organization Planning organization Business Leaders
	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing meetings on topics listed above with the intent of incorporating key goals and strategies.
7	Agency/Group/Organization	Olympia Downtown Alliance
	Agency/Group/Organization Type	Business Leaders
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing meetings on topics listed above with the intent of incorporating key goals and strategies.
8	Agency/Group/Organization	National Development Council
	Agency/Group/Organization Type	Non-profit Consultant
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Ongoing meetings on topics listed above with the intent of incorporating key goals and strategies.

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

The City works with all stakeholders and relevant service providers, policy makers and advocacy groups and individuals concerned with homelessness and housing.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care		
Consolidated Plan	Thurston County and City of Olympia	The Consolidated Plan serves as the five-year strategic plan to guide the HOME and CDBG programs.
Olympia Comprehensive Plan	City of Olympia	Limited overlap with the housing and social service elements.
Thurston County Homeless Plan	Thurston County - Thurston Thrives Council	Overlap in efforts to provide shelter, housing and related services for the region's homeless populations.
Thurston County HOME & CDBG Annual Action Plan	Thurston County - Thurston Thrives Council	Overlap in planning process that addresses regional needs.
Thurston Thrives Plan	County Public Health & Social Services	Overlaps in efforts to address economic, homeless, mental health, and other social service needs.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Participation from citizens, agencies, advocacy groups, nonprofit organizations, faith communities, businesses, and others concerned with housing, homelessness and community development in the City of Olympia were encouraged throughout the CDBG planning process. Highlights of PY 2018 Annual Action Plan development process include:

- Council public discussions of PY 2018 CDBG Program Annual Action Strategies and review of recommendations for funding during Council meetings held between November 2017 and June 2018.
- Council General Government Committee's discussions on CDBG strategies and specific activities to be recommended for funding in its April and May 2018 meetings.
- Community discussion with service providers and other stakeholders at the April meeting of the Housing Action Team and the Homeless Housing Hub of Thurston Thrives.
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Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Olympia City Council Meetings	--Minorities --Persons with disabilities --Non-targeted/broad community --Residents of Public and Assisted Housing	General audience of Council meetings, with stakeholders in attendance and an unknown number of television viewers.			
2	Thurston Thrives Public Meetings	--Minorities --Persons with disabilities --Non-targeted/broad community --Residents of Public and Assisted Housing	Representatives of all County jurisdictions, service providers, other stakeholders in issues of homelessness and low-income housing.			
3	Thurston Thrives - Housing Team Public Meetings	--Minorities --Persons with disabilities --Non-targeted/broad community --Residents of Public and Assisted Housing	Representatives of jurisdictions, public officials, service providers, other stakeholders in issues of low-income housing and social service.			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Homeless Housing Hub Sub-Committee Public Meetings	--Minorities --Persons with disabilities --Non-targeted/broad community --Residents of Public and Assisted Housing	Representatives of jurisdictions, public officials, service providers, other stakeholders in issues of low-income housing and social service.			
5	Internet Outreach	--Minorities --Persons with disabilities --Non-targeted/broad community --Residents of Public and Assisted Housing	General public.			
6	Olympia Public Library	--Minorities --Persons with disabilities --Non-targeted/broad community --Residents of Public and Assisted Housing	General public.			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
7	The Olympian - Newspaper	--Minorities --Persons with disabilities --Non-targeted/broad community --Residents of Public and Assisted Housing	General public.			

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$370,737	\$129,263	\$500,000	\$1,000,000	0	

Table 5 - Expected Resources – Priority Table

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

The City's CDBG funds will also be used to leverage the following estimated amounts:

- \$90,000 City General Funds for the Community Investment Partnership (CIP) social service funds.
- \$2,300,000 City Home Fund, sales tax funded housing monies.
- \$1,300,000 City's Section 108 Loan Guarantee funds (interest-bearing loan funds subject to CDBG regulations).

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

The City has no current plans to utilize City owned properties in conjunction with CDBG funded projects.

Discussion

Projects

AP-35 Projects – 91.220(d)

Introduction

The City's PY 2018 Annual Action Plan re-configures our strategic focus on housing rehabilitation and economic development goals. However, the City will also continue to pursue public service goals.

Projects

#	Project Name
1	Day Center
2	Housing Activities
3	Micro Enterprise Assistance
4	Business Training & Technical Assistance
5	Downtown Safety Projects CPTED
6	Downtown Ambassador Program
7	Day Center Staffing
8	Planning and Administrative Costs

Table 7 - Project Information

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

The City's number one priority is homeless resources and assistance, followed by affordable housing. The recent January 2018 Point in Time (PIT) Homeless Census revealed a 56% or 301 person increase in homeless individuals and families since 2017. Additional homeless survey activity showed that the vast majority are seeking refuge in the urban hub of Olympia. Unsheltered homelessness in the urban hub was identified via several surveys by business and building owners as the number one problem in Olympia.

AP-38 Project Summary

Project Summary Information

1	Project Name	Day Center
	Target Area	Citywide
	Goals Supported	Public Facilities
	Needs Addressed	Low/Mod Income Limited Clientele
	Funding	\$400,000
	Description	Community Center: purchase/tenant improvements/15+ year lease.
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	100 homeless households assisted.
	Location Description	TBA
	Planned Activities	Acquisition/tenant improvements/15+ year lease of facility.
2	Project Name	Housing Activities
	Target Area	N/A
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Housing Activities
	Funding	\$300,000
	Description	Rehabilitation, purchase or land acquisition.
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	50 families Low/Mod income households.
	Location Description	South West Olympia.
	Planned Activities	Land acquisition to support housing.
3	Project Name	Micro Enterprise Training
	Target Area	Scattered Sites
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	\$20,000
	Description	Provide assistance to small start-up businesses with fewer than four employees.
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	8 businesses.
	Location Description	Scattered Sites
	Planned Activities	Provide training to small start-up businesses with fewer than four employees.
4	Project Name	Business Training & Technical Assistance
	Target Area	Downtown Olympia & Scattered Sites
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	\$30,000

	Description	Provide assistance for established small businesses with more than four employees.
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	1 job created.
	Location Description	Scattered sites.
	Planned Activities	Provide assistance for established small businesses with more than four employees.
5	Project Name	Downtown Safety Projects CPTED
	Target Area	Downtown Urban Hub
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	\$50,000
	Description	Various Crime Prevention Through Environmental Design projects.
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	2 jobs created.
	Location Description	Downtown urban hub.
	Planned Activities	Lighting improvements, alcove gate installations and other safety improvements.
6	Project Name	Downtown Ambassador Program
	Target Area	Downtown Urban Hub
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	\$55,000
	Description	Street outreach, referrals and other assistance to homeless, street dependent and mentally ill individuals in the Downtown core.
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	150 homeless, mentally ill and street dependent people.
	Location Description	Downtown urban hub.
	Planned Activities	Street outreach, direct services, referrals, distribution of survival goods and other services.
7	Project Name	Day Center Staffing
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	\$22,360 CDBG & \$22,640 other City funds
	Description	Funding to assist the staffing of a Day Center.
	Target Date	8/31/2019

	Estimate the number and type of families that will benefit from the proposed activities	100 low/mod homeless households.
	Location Description	TBA
	Planned Activities	Staffing a public facility for homeless people: direct services, referrals, provisions of survival goods and other public services.
8	Project Name	Planning and Administrative Costs
	Target Area	N/A
	Goals Supported	Compliant CDBG Program
	Needs Addressed	Compliant CDBG Program
	Funding	\$100,000
	Description	Staffing costs to administer a compliant CDBG program.
	Target Date	8/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	All PY2018 beneficiaries.
	Location Description	N/A
	Planned Activities	Program general administration: reporting, fiscal management, project management.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Geographic Distribution

Target Area	Percentage of Funds
Downtown	50%

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Discussion

Olympia's downtown core contains one of the lowest income, highly concentrated, residential areas in the entire city. Tract 101, Block 1, according to the American Community Survey data, consists of low and moderate-income residents. The other activities will benefit low- and moderate-income people in scattered sites around Olympia.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	250
Non-Homeless	50
Special-Needs	0
Total	300

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	50
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	50

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

AP-60 Public Housing – 91.220(h)

Introduction

Actions planned during the next year to address the needs to public housing

There are no activities planned in conjunction with the single public housing project located in Olympia.

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

There are no Olympia CDBG funded activities planned to encourage public housing residents.

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

The City of Olympia works closely with the Housing Authority of Thurston County (HATC) to maximize the distribution of rental assistance to low- and moderate-income households. Additionally, the City works with other agencies that provide rental assistance via other federal and state funded programs.

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

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

Addressing the emergency shelter and transitional housing needs of homeless persons

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Discussion

The City of Olympia's first priority is to reduce homelessness by supporting the acquisition and operation of a full service homeless Day Center, intended to provide refuge for unsheltered people along with high value services to assist in housing the homeless.

The City's second priority is to reduce homelessness by supporting a project that will develop 50 new housing units for homeless and those at risk of homelessness.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Discussion:

The City of Olympia is continuing a multi-year public planning process called "The Missing Middle", intended to expand the diversity of type and price points of housing. This will allow for higher housing densities, smaller unit sizes and lower cost housing.

Additionally, the City has participated in the Thurston County's five-year Homeless Housing Plan, which encourages regional alignment of zoning and development standards that allow for higher densities and smaller unit sizes with the intention of increasing the number of low-cost housing units.

AP-85 Other Actions – 91.220(k)

Introduction:

Actions planned to address obstacles to meeting underserved needs

Actions planned to foster and maintain affordable housing

The City will provide assistance for housing rehabilitation.

Actions planned to reduce lead-based paint hazards

In an effort to address lead-based paint hazards, the City of Olympia has incorporated the regulations into existing housing policies and programs for implementing Title X of the Community Development Act of 1992, part of the Residential Lead-Based Paint Hazard Reduction Act of 1992. Olympia will continue to follow 24 CFR Part 35 in addressing the evaluation and reduction of lead-based paint hazards in Olympia's housing policies and programs.

The Community Planning and Development Department Housing Division has developed an outline of actions to be undertaken over the coming five years to evaluate and reduce lead-based paint hazards. During the PY 2017 Action Plan period, the City plans to continue the following actions:

- Encourage more local contractors to obtain "Lead Paint Worker" or "Lead Paint Supervisor" licenses.
- Contract for risk assessments with the Housing Authority of Thurston County (HATC).
- Continue the residential rehabilitation projects as they relate to the lead-paint hazard rules. Each project will include the review and determined need for testing and hazard reduction in conjunction with rehabilitation as part of the environmental review.
- Review existing regulations, housing, and rehabilitation codes to assure lead-based paint hazard reduction is incorporated where appropriate.
- Encourage inspections for lead at appropriate times when housing is otherwise being inspected or evaluated.

HATC has an EPA-licensed Lead Risk Assessor on staff that will provide paint inspection services as required in the HUD Final Rule for lead-based paint. HATC also receives funding for lead hazard reduction programs through the State of Washington, which provides funding for equipment, training, testing services, and lead hazard reduction work on single- and multi-family housing.

Actions planned to reduce the number of poverty-level families

Actions planned to develop institutional structure

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

In PY 2018, the City of Olympia will continue to coordinate efforts to provide housing and address homelessness with the Housing Authority of Thurston County, which provides tenant- and project-based rental assistance and other housing services.

The City is part of the Thurston County Thurston Thrives Council and participates in all efforts to

maximize the coordination between public and private housing resources and supportive social services, with a particular emphasis on coordinated system entry, rapid re-housing and enhanced networking of social services.

Discussion:

Coordination of housing and service providers occurs in a number of forms, including:

- Monthly Thurston Thrives meetings.
- Monthly Housing Action Team meetings (Sub-Committee of Thurston Thrives).
- Monthly Homeless Housing Hub meetings (Sub-Committee of the Housing Team of Thurston Thrives).
- And the "Community Investment Partnership" (CIP) inter-jurisdictional funding consortium that combines public local government funds with private United Way funds to support housing, social and mental health services.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

**Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(I)(1)**

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed.	40,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements.	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities.	0
Total Program Income:	40,000

Other CDBG Requirements

1. The amount of urgent need activities.	800,000
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low- and moderate-income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

Olympia City Council

Cheryl Selby, Mayor • Jessica Bateman • Jim Cooper • Clark Gilman • Nathaniel Jones • Lisa Parshley • Renata Rollins

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