



# 2017 Consolidated Annual Performance & Evaluation Report - *Draft*



**Homes First** replaced the siding on the **Mollie B. Oxford House** (shown above) in order to remove lead paint hazards, making this a lead-safe home for 9 women in recovery, along with their children. The City allocated \$65,000 and expended **\$66,990.62** in PY 2017 CDBG funds.

[olympiawa.gov/CDBG](http://olympiawa.gov/CDBG)

## Community Development Block Grant (CDBG)

*A federally funded program that helps cities and counties provide decent housing, a suitable living environment and expands economic opportunities principally for low- and moderate-income people.*

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# Olympia's Program Year 2017 Consolidated Annual Performance & Evaluation Report

## Introduction

The **Consolidated Annual Performance and Evaluation Report** (CAPER) is the City of Olympia's annual report on the **Community Development Block Grant** (CDBG) Program. This report provides information on the activities funded for the Program Year 2017 (PY 2017) Action Plan (9/1/17 – 8/31/18), the final year of the City of Olympia's five-year Consolidated Plan.

## Report Format

The full CDBG annual report known as the CAPER is submitted online to the federal Department of Housing and Urban Development (HUD) in a digital format that may be difficult for citizens to understand. In the spirit of our Citizen Participation Plan, we offer this **"Citizen's Summary"** to provide key information in a user-friendly format to ensure that our community understands how these federal funds were used.

## Availability

The draft CAPER will be available for public comment as follows:

- **Public Comment Period:** 15 Day period running October 30, 2018 through 5 p.m. on November 13, 2018
- **Public Hearing:** 7 p.m., Monday, **November 5, 2018**
- **Collecting Public Comments:** All public comments and corrections will be included in the final CAPER
- **Submittal:** Final CAPER submitted to HUD on or before **November 15, 2018**
- **Available Online:** The CAPER will be available on the City's website located at [Olympiawa.gov/CDBG](http://Olympiawa.gov/CDBG)
- **Paper Copies:** Available at City Hall (601 4<sup>th</sup> Avenue East), the Olympia Timberland Library (313 8<sup>th</sup> Avenue SE) or by calling City of Olympia staff at 360-753-8183

## CDBG Strategic Goals

The City identified five goals to pursue with CDBG funding during the current five-year "CDBG Consolidated Plan" period (PY 2018 – PY 2022) as follows:

- **Housing Rehabilitation** (*Highest priority*)
- **Social** (*Public*) **Services** (*Highest Priority*)
- **Economic Development**
- **Land Acquisition**
- **Public Facilities**

The Council has already developed the next Five-year Consolidated Planning period (2018 – 2022) with new CDBG-eligible strategic goals based on current conditions. That Consolidated Plan can be viewed at [Olympiawa.gov/CDBG](http://Olympiawa.gov/CDBG).



A recently completed mural titled **"Holding Up Olympia"**, by artist Chelsea Baker and friends of all ages, exemplifies the broad community development goals of the Olympia CDBG Program.

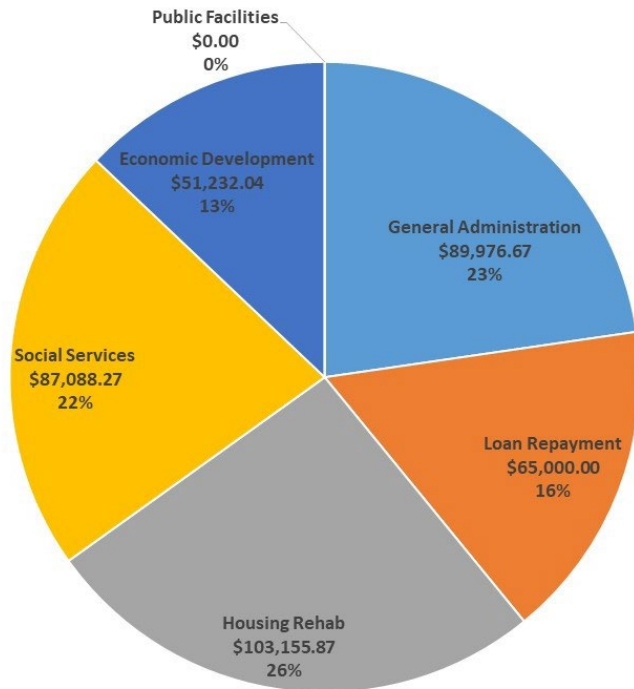
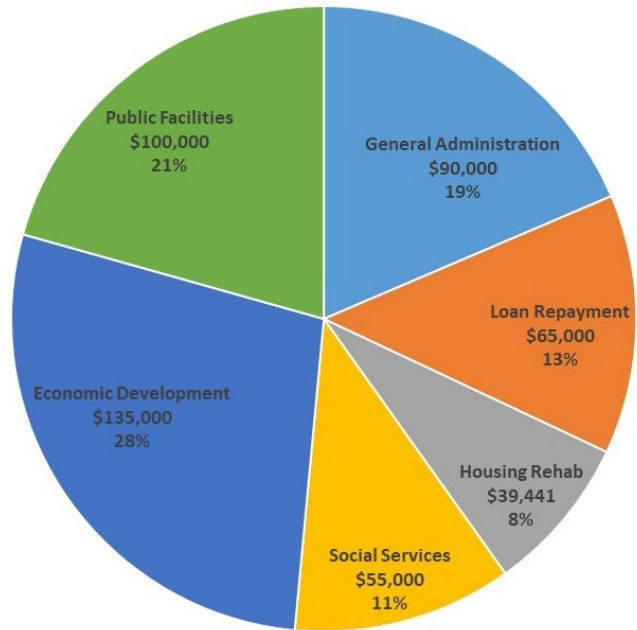
## Program Year 2017

The following table represents the projects that had activity during Program Year 2017:

Type	Activity Name (Project Number)	Approved Allocation	Activity Expenditure	Service Units
Housing Rehab	Candlewood Manor (PY 2016-5)	\$65,000.00	\$12,356.66	104 Homes Preserved
Housing Rehab	Mollie B Oxford House - Siding (PY 2016-5)	\$65,000.00	\$66,645.44	
Housing Rehab	*Mollie B Oxford House - Siding ADC (PY 2016-5)	\$65,000.00	\$345.18	N/A
Housing Rehab	Sewer Connection - 1111 Lilly Road NE (PY 2016-5)	\$65,000.00	\$15,749.89	6 Households
Public Facilities	*Providence Community Care Center ADC (PY 2016-6)	\$200,000.00	\$113.65	N/A
Economic Development	Economic Development - Technical Assistance (PY 2016-8)	\$25,953.00	\$290.59	
Housing Rehab	McGee Revocable Living Trust - Sewer Connection (PY 2017-8)	\$39,441.00	\$85,000.00	6 Households
Housing Rehab	FFC Sewer Project - 1304 Rogers St NW (PY 2017-8)	\$39,441.00	\$18,155.87	1 Household
Social Services	Warming Center Services (PY 2017-6)	\$100,000.00	\$34,999.20	177 Homeless/Mentally ill Street-Dependent Individuals Daily
Social Services	CRC Downtown Ambassador Program (PY 2017-7)	\$55,000.00	\$17,089.07	3,414 Homeless/Mentally ill Street-Dependent Individuals
Social Services	City Downtown Ambassador Program (PY 2017-7)	\$55,000.00	\$35,000.00	Included in Units Above
Economic Development	Tune-Up/Scale-Up Business Training & Technical Assistance (PY 2017-3)	\$25,000.00	\$24,022.03	1 FTE Job (57 Trainees)
Economic Development	ODA Business Training & Technical Assistance (PY 2017-4)	\$35,000.00	\$23,485.01	1 FTE Job (30 Businesses Assisted)
Economic Development	CPTED Consulting (PY 2017-5)	\$75,000.00	\$3,725.00	FTE Job Aggregated above
Required Repayment	Section 108 Debt Service (PY 2017-2)	\$65,000.00	\$65,000.00	N/A
Required General Admin	Planning & Administration (PY 2017-1)	\$90,000.00	\$89,976.67	N/A
*ADC: Activity Delivery Cost activities– costs incurred for implementing and carrying out eligible CDBG activities.				

## Allocations by Activity Type

The chart to the right shows the percentage of PY 2017 CDBG funding by activity. While there was a range of activity, the City intended to utilize these CDBG funds to focus on the urban core in general and to improve the business climate.



## Actual Expenditures for PY 2017

The chart to the left presents the actual expenditures during PY 2017, broken down by the following CDBG categories: Housing Rehabilitation, Economic Development, Social Services, Loan Repayment, Public Facilities and General Administration.

## Resources

Projects funded with Olympia’s CDBG monies also received funding from other sources, which “leverages” or matches with other fund sources to meet the needs in our community. This chart shows how the **City of Olympia leveraged an additional \$583,802** with federal CDBG funds in the amount of \$491,777 (fund sources shown below). The dollar amount in the far right column shows the leverage or match per CDBG dollar. Overall, for every CDBG dollar, an additional \$1.19 was leveraged as shown below:

Fund Source	Fund Amount	Percentage Total Funds	Leverage per CDBG Dollar
<b>Federal: CDBG and Program Income</b>	\$491,777	46%	
<b>Local: City of Olympia Funds</b>	\$60,500	6%	\$0.12
<b>Local: CIP Funds</b>	\$91,810	9%	\$0.19
<b>Private Funding</b>	\$11,000	1%	\$0.02
<b>Other Federal Funds</b>	\$132,236	12%	\$0.27
<b>State Funds</b>	\$288,256	27%	\$0.59
<b>County Funds</b>	0.00	0%	\$0.00
<b>TOTAL</b>	<b>\$1,075,579</b>	<b>100%</b>	<b>\$1.19</b>

## Program Year 2017 Accomplishments

Following are a couple of highlights from Program Year 2017:



*Candlewood Manor received CDBG funds to repair their water system and preserve 104 trailer homes.*

**Candlewood Manor – Water Connection Repairs** Over 100 homes for very low-income residents were preserved with CDBG-funded repairs to their water system. Candlewood Manor was at risk of closure due to non-compliance with State regulations on water safety. A full water system replacement would have cost well over \$1,500,000. Instead, Candlewood Manor worked with a local contractor and the State permitting officials to develop a safe but far less costly repair. The City allocated a total of \$65,000 and expended **\$12,356.66** in CDBG funds.



*McGee Trust 6-Plex received CDBG funds to convert from a failed septic system to a sewer connection.*

**McGee Trust 6-Plex Sewer Connections** Six homes with failing septic system were at risk of closure. CDBG provided loan funds to disconnect the failed septic system and to connect this 6-plex to the City's sewer system, thereby preserving those six homes for low-income households. The City allocated a total of \$65,000 and expended **\$12,356.66** in CDBG funds.

**Small Business Training and Technical Assistance:** The City worked with the **Olympia Downtown Alliance (ODA)** to provide business training with technical assistance for downtown businesses through their DO BIZ Program. This program provided assistance to 43 individuals in 30 downtown businesses. The City allocated \$35,000 for the Business Training Program and expended **\$23,485.01** in CDBG funds.



**Job Creation:** Ryan Rutledge, business owner of **Olympia Marketing** and training graduate, pictured with his new staff.

The City also worked with the ODA to conduct comprehensive lighting audits on 61 blocks as part of the downtown safety assessment to identify priority safety projects.

Training by the **Center for Business & Innovation (CBI)** - a partner of Thurston Economic Development Council) provided business training and technical assistance for 47 Olympia-based businesses. This training, called the “Scale-up / Tune-Up” Business Training” program created a total of six new jobs. The City allocated \$25,000 to this program and expended **\$24,022.03** in CDBG funds.

### **Downtown Ambassador Program**

The City funded the Downtown Ambassador Program, first through the Capital Recovery Center, then bringing the program in-house. This team provided services and referrals on 3,414 occasions for homeless, mentally ill and street dependent people in Olympia’s urban hub. This program is paired with the City-funded Downtown Clean Team that provides downtown clean-up services. The City allocated \$55,000 and expended **\$52,089.07** in CDBG funds.



**Downtown Ambassadors** assist street dependent homeless and mentally ill people.

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## **CR-05 - Goals and Outcomes**

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

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

In this final year of the Five (5) Year Consolidated Plan, the City has invested CDBG funds in the two priority activities of social services (aka public services) and housing rehabilitation, or related activities that support affordable housing. Additionally, the City has maintained an emphasis on economic development through small business training and technical assistance in order to expand economic opportunities.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing	Affordable Housing	CDBG: \$99441	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	228		0	228	

Affordable Housing	Affordable Housing	CDBG: \$99441	Rental units rehabilitated	Household Housing Unit	50	10	20.00%	1	10	1,000.00%
Affordable Housing	Affordable Housing	CDBG: \$99441	Homeowner Housing Rehabilitated	Household Housing Unit	10	0	0.00%	0	0	

Economic Development	Non-Housing Community Development	CDBG: \$135000	Facade treatment/business building rehabilitation	Business	0	0		3	0	0.00%
Economic Development	Non-Housing Community Development	CDBG: \$135000	Jobs created/retained	Jobs	0	4		30	3	10.00%
Economic Development	Non-Housing Community Development	CDBG: \$135000	Businesses assisted	Businesses Assisted	125	91	72.80%	0	78	
Homeless Continuum of Care	Homeless		Homeless Person Overnight Shelter	Persons Assisted	2100	0	0.00%			
Homeless Continuum of Care	Homeless		Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	30	0	0.00%			
Homeless Continuum of Care	Homeless		Homelessness Prevention	Persons Assisted	600	0	0.00%			
Homeless Continuum of Care	Homeless		Housing for Homeless added	Household Housing Unit	150	0	0.00%			

Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$100000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	3357				
Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$100000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	177		0	177	
Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$100000	Homeless Person Overnight Shelter	Persons Assisted	0	0				
Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$100000	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0				
Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$100000	Homelessness Prevention	Persons Assisted	0	0		196	0	0.00%
Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$100000	Buildings Demolished	Buildings	2	0	0.00%			
Public Services	Non-Homeless Special Needs	CDBG: \$55000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	700	10770	1,538.57%	250	6828	2,731.20%
Public Services	Non-Homeless Special Needs	CDBG: \$55000	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				

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

***Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan,***

***giving special attention to the highest priority activities identified.***

The two highest priority activities during the PY 2017 Annual Action Plan period were social services (aka public services) and housing rehabilitation. Given the 15% cap on public services, the City funded one activities - the Downtown Ambassador Program which provided critical outreach services to homeless and mentally ill street dependent people, and staffing for the Community Care Center Day Room that provided social services to homeless and severely mentally ill people. Affordable Housing was identified as the other priority CDBG Annual Action Plan activity. During PY2017, three affordable activities were undertaken to rehabilitate, or provide critical utility access to preserve 117 existing housing units. In addition to those priorities, the City maintained its emphasis on economic development and three activities were undertaken – two small business training and technical assistance programs that provided training for a total 71 individuals. A related activity involved a comprehensive lighting assessment to enhance the safety of downtown Olympia. Together, these three economic development activities created an aggregate of six (6) new FTE jobs for LMI people. Several other prior year activities were also completed during this program year.

The City did not make progress on the following strategies: No homeowner rehabilitation; fewer jobs created (6 versus the goal of 30); 77 businesses assisted not the goal of 125; no homeless shelters were directly funded; no homeless prevention was directly funded; no new housing units were added; and, no buildings were demolished to remove urban decay or spot blight. The primary reason for falling short of the goals is the limited amount of CDBG funding.

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

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

	<b>CDBG</b>
White	7,007
Black or African American	1
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>7,008</b>
Hispanic	0
Not Hispanic	7,008

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

**Narrative**

The City’s CDBG program benefited racial ethnic populations equivalent to our demography. Unfortunately, a significant number of social service beneficiaries of the Downtown Ambassador Program and the Interfaith Works Day Center Program refused to self-identify their race or ethnicity.

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

**Identify the resources made available**

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	484,441	
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

**Table 3 - Resources Made Available**

**Narrative**

**Identify the geographic distribution and location of investments**

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

**Table 4 – Identify the geographic distribution and location of investments**

**Narrative**

35% of PY 2017 CDBG expenditures (\$138,320.31) were invested in the Downtown core for social services and economic development, while the affordable housing investments were made in other parts of the city.



## Leveraging

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

The leverage of CDBG funds to other monies is presented in the table below. No City-owned property was utilized in the PY2017 CDBG Annual Action Plan.

Fund Source	Fund Amount	Percentage Total Funds	Leverage per CDBG Dollar
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<b>TOTAL</b>	<b>\$1,075,579</b>	<b>100%</b>	<b>\$1.19</b>

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

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

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

**Table 5 – Number of Households**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	117
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>0</b>	<b>117</b>

**Table 6 – Number of Households Supported**

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

The City had insufficient funds to fully address the goals of Program Year 2017 as established in the Five-Year Consolidated Plan.

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

The City will utilize the newly created local tax funded “Olympia Home Fund” to provide \$2,300,000 to expand the City’s capacity to create new affordable housing, rehabilitate existing units and provide direct homeless shelter assistance. The City will also adjust its annual goals to better reflect the available resources.

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

***the eligibility of the activity.***

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 7 – Number of Households Served**

***Narrative Information***

The City has very limited CDBG funds available on an annual basis, as result the City can only undertake only a few affordable housing projects. During the PY 2017 Annual Action Plan period, the City launched a local tax-funded ballot measure called the Home Fund to raise 2,300,000 annually for the purpose of expanding resources for affordable housing.

CDBG beneficiaries during PY 2017 were predominantly extremely low-income residents of the three housing projects.

In the other priority activity, the social services benefited extremely low-income homeless and mentally ill clients of the Day Center or the Downtown Ambassador Program.

Conversely, the beneficiaries of the two small business training programs and the Downtown Safety Program (the Olympia Downtown Alliance Safety Program) were six (6) FTE new employees who were low- and moderate-income.

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

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

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

The Downtown Ambassador Program and the Interfaith Works Day Center provided significant resources for unsheltered homeless people.

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

There were no CDBG-funded activities to address these needs during Program Year 2017.

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

There were no CDBG-funded activities to address these needs during Program Year 2017.

***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***

While homelessness is a regional issue, its locus is in Olympia, primarily concentrated in the urban hub. As a result, the City prioritized all of its CDBG funded social services on homeless and extremely mentally ill people. Specifically, the City used CDBG funding for street outreach to homeless and extremely mentally ill people. CDBG funds were also used to staff a Day Center for homeless people. Other non-federal funds were utilized to support homeless shelters for homeless adults. Through the regional Housing Action Team partnership, other shelters and transitional housing and social services were funded with a variety of federal, state and local funds.

The City coordinates the annual Point in Time Homeless Census via contract with Thurston County, and provides additional City monies to support this effort. Quality data serves to inform regional homeless policy and investments.

The City also participates in the Regional Housing Action Team's Homeless Housing Hub to support the development of regional homeless policy.

Additionally, the City has hired a Homeless Coordinator to develop and implement a Homeless Response

Plan. This newly created position was funded by a faith community partnership. This plan involves a broad continuum of care ranging to the traditional resources of transitional housing and emergency shelter, and has been expanded to include the development formal city-sanctioned homeless camps.

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

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

No actions were taken to assist Public Housing during Program Year 2017. The Thurston County Housing Authority is a strong partner in providing rental subsidies for regionally funded new housing projects.

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

There were no activities to encourage public housing residents to become more involved in management and participate in homeownership during Program Year 2017.

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

There were no activities to assist troubled PHA's during Program Year 2017.

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

***Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)***

The City's Planning Department has actively worked to address zoning and development guidelines that make housing construction more expensive. This planning process to enact over 140 sweeping changes that affect housing affordability, termed "the Missing Middle" is scheduled for adoption in late Fall 2018.

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

The City considers all CDBG-funded social services described above as actions to meet underserved needs.

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

The City continues to provide Lead Paint Safety information through its website and building permit services. One project this program year involved the removal and abatement of lead painted building materials.

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

No actions during this program year.

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

The City's work on the "Missing Middle" housing policies change the institutional structures that govern the development of affordable housing. The City continues to work with regional jurisdictions to address zoning, development and other policies that affect the cost and availability of affordable housing.

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

The City coordinates public and private housing and social services through participation in Thurston Thrives, a regional policy body that brings government, social services, non-profit sector, faith sector, private sector and other stakeholders together to develop policy and funding recommendations that enhance coordination.

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

The City undertook an exhaustive Assessment of Fair Housing in partnership with Thurston County to

conduct a comprehensive assessment of current laws, instances of discrimination and ultimately developed a set of five recommendations to strengthen Fair Housing in Thurston County and the City of Olympia. Unfortunately, an executive order enacted a five-year delay for all AFH recommendations until the year 2022. However, local governments are pursuing those recommendations at the local level. During this Program Year, the City offered a Fair Housing training to multi-family housing project managers on February 14, 2018 to educate housing providers on current Fair Housing laws.



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

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

Each year the City conducts monitoring visits to each sub-recipient to ensure full compliance. The monitoring visits are designed in accordance with the CDBG Sub-Recipient Handbook with an emphasis on confirming that funds go to CDBG-eligible activities, that the beneficiaries are CDBG-eligible and that record keeping and internal controls comply with HUD standards.

The City posts information about its CDBG Program on its website and directly emails information about CDBG Program activity to a stakeholder list. All communications state the City's non-discrimination policies. Efforts to reach minority businesses are conducted through the two partner business organizations – the Olympia Downtown Alliance and the Center for Business & Improvement.

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

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

The City's Citizen Participation Plan offers all stakeholders an opportunity to examine the report for 15 days prior to submission on November 15, 2018. Copies of the plan are presented at local stakeholder meetings, such as the Housing Action Team and the Homeless Housing Hub; direct emailed to the CDBG stakeholder list; and, paper copies are made available at City Hall and the public library.

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

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

N/A

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

No

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

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

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

N/A

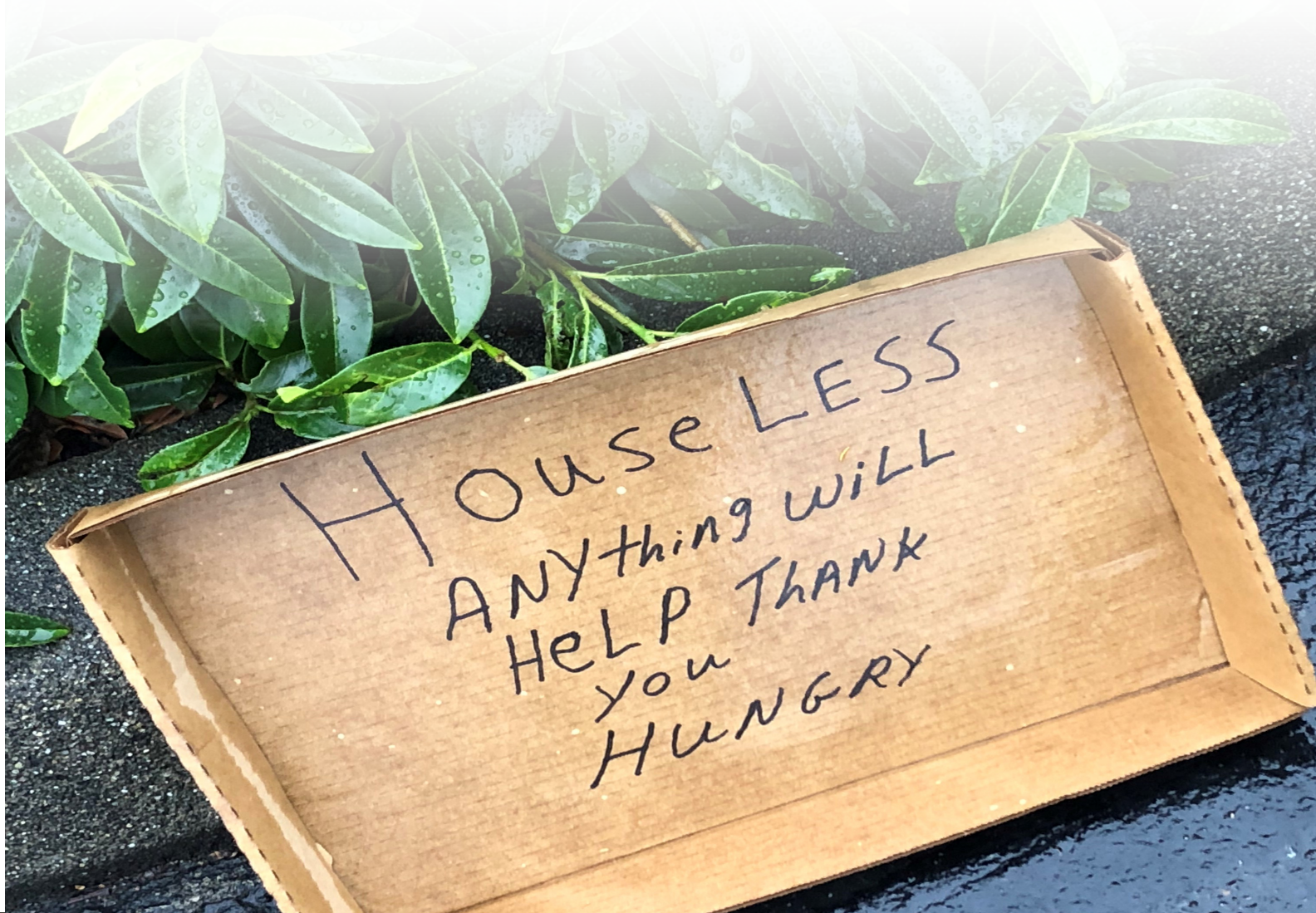
***Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?***

No

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

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# City of Olympia's Program Year 2017 CAPER Annual Report Community Development Block Grant (CDBG) Program



## For More Information Contact:

**Keith Stahley, Community Planning & Development Director**  
kstahley@ci.olympia.wa.us | 360.753.8227

**Anna Schlecht, Housing Program Manager**  
aschlech@ci.olympia.wa.us | 360.753.8183

**Tiffany Cox, Program Assistant**  
tcox@ci.olympia.wa.us | 360.753.8062